

New Year's Camp



Welcome

We would like to extend a warm welcome to participants in the New Year's Camp. All staff are trained in the HIGH FIVE® Principles of Healthy Child Development (www.highfive.org), policies and procedures, physical literacy, supervision, safety protocols, and first aid.

The dates for New Year's Camp may vary from year to year based on the NLESD school Christmas break. It is designed for children aged 5 to 12 years (Kindergarten to Grade 6) and may be offered at one or more of the following locations:

- Paul Reynolds Community Centre
- Kilbride Lions Community Centre
- Southlands Community Centre

Registration

Please ensure your RECconnect account is up to date with contact information, emergency contacts and any medical concerns. This information is used to contact guardians to relay messages and in case of an emergency.

Activities

- A detailed newsletter will be emailed with activities and reminders.
- Activities include sports, low organized games, sports, outdoor activities, and creative arts.

What to Bring

- A backpack and lunch bag
- Suitable clothing for weather (i.e. hats, mitts, snow pants for winter months; rain clothing; change of clothes) and sunscreen (30+). **We go outside in all kinds of weather!** Sneakers for inside.
- Swimming attire (bathing suit, towel and brush), when applicable.
- Packed nutritious lunch and snacks (no access to microwave) and reusable water bottle.
- Toys or electronic devices are not permitted at the program.
- Ensure all items are marked with child's name. The program is not responsible for lost items.

Arrival / Departure

- Participant information will be confirmed and permission slips, allergy forms (if needed) will be completed on the first day of camp.
- All children must be signed in and signed out by authorized person (16 years or over) upon arrival and before leaving the program. Participants who are not signed in, are not considered to be under the supervision of staff.
- If someone other than those listed pick up your child, we ask that you give this information to the staff in writing. Staff will request a photo ID from that individual.

Updated: October 2019

- A [Consent for Leave Form](#) is required for child(ren) **eight (8) years and older** to leave the program site unaccompanied by a parent / guardian. Without this form, children will not be granted permission to leave the site unattended.
- For the participant's safety, the City of St. John's, as advised by the Royal Newfoundland Constabulary, will follow specific procedures should a parent or guardian arrive on site appearing to be under the influence. City of St. John's staff will not willingly allow you to drive with your child, youth or vulnerable person while appearing to be under the influence. Staff will immediately contact their supervisor as well as the RNC.

Health/ Illness: Children who exhibit symptoms of diarrhea, vomiting or fever are requested to stay out of the program for at least twenty-four (24) hours. If program staff feel your child is not well enough to participate in the program or exhibits any of the above noted symptoms, you may be called to pick up your child.

Unexpected Closures: In the event the building is closed unexpectedly due to poor weather, power outage, etc., the program will be cancelled. Refunds will not be issued for unexpected closures due to weather or power outages, and program phone lines will be updated to provide you with the information.

Medications / Allergy Information: Please do not bring nuts or nut products. If your child requires medication, has allergies or any medical condition please contact us. Prescription medication must be in its original container with the physician's instructions on the label. Over the counter medication will not be administered in the program.

Inclusion - Support Services: If your child requires support to participate in our programs please contact Inclusive Services Staff at (709) 576-4450 or (709) 576-6972 or via email at inclusion@stjohns.ca or visit our [Inclusive Services Webpage](#).

Staff Contact Information

If you have any questions or concerns on any of the programs please Email recreation@stjohns.ca or contact one of the program sites below.

Location	Number
Paul Reynolds Community Centre Children's Program	709-576-CARE (2273)
Kilbride Lion's Community Centre	709-368-8542
Southlands Community Centre	709-364-5128
Paul Reynolds Community Centre Front Desk	709-576-8631
H.G.R. Mews Community Centre Front Desk	709-576-8499

Behaviour Code of Conduct: Staff have been trained in 1-2-3 Magic as an effective method of guiding behaviours. 1-2-3 Magic is a simple, precise and effective tool to address undesirable behaviours, and to encourage positive behaviours. If you are interested in learning more about 1-2-3 Magic, the City of St. John's has resources available. **Please read and discuss the following Behaviour Code of Conduct for Participants below with your child.**

Updated: October 2019

Behaviour Code of Conduct for Participants

The City of St. John's Recreation Division is committed to providing quality programs in which participants may develop socially, cognitively, physically and emotionally. The Recreation Division maintains appropriate staff to participant ratios and makes every reasonable effort to ensure success for participants.

Inclusive Services

Inclusive Services may be available for those who require support to participate. When barriers prevent successful participation, Inclusive Services staff may be consulted to modify the program and/or put supports in place to foster successful participation. For further information please contact Inclusive Services at inclusion@stjohns.ca or 576-4450.

Acceptable Behaviour

The behaviour code of conduct has been developed to ensure there is a mutual understanding of acceptable behaviours and the consequences of unacceptable behaviours. Guardians, participants and staff should be aware and aware and demonstrate the following:

Respect	Honesty	Kindness
Responsibility	Safety	Healthy Choices

Unacceptable Behaviour

Behaviour with intent to harm self, others or property or with would otherwise negatively impact program quality will not be tolerated. Participants displaying harmful behaviour will be removed from the program immediately. Such behaviour includes leaving supervised program areas without staff permission. Guardian refusal to pick up participant may result in partial or full removal from the program. Should unacceptable behaviours occur staff will use discretion to take appropriate action. Unacceptable behaviour will be discussed with participants on a regular basis. If unacceptable behaviour occurs the outcomes are listed below:

Frequency	Outcome
1st Incident of Unacceptable behaviour	Behaviour will be discussed with participant. Guardians will be notified of participant's unacceptable behaviour and must arrange immediate pick up. Staff and guardians will identify solutions to assist the participant in displaying expected behaviours.
2nd Incident of Unacceptable Behaviour	Behaviour will be discussed with participant. Guardians will be notified of participant's unacceptable behaviour and must arrange immediate pick up. Participant may be re-introduced to program following a meeting with guardians to establish an individualized plan to prevent further incidents.
3rd Incident of Unacceptable Behaviour	Behaviour will be discussed with participant. Guardians will be notified of participant's unacceptable behaviour and must arrange immediate pick up. Participant may be removed from the program on a part-time or full-time basis.

If the Recreation Division is unable to ensure the safety and well-being of a participants and others, the security of property or program quality, we reserve the right to remove the participant exhibiting unacceptable behaviour from the program.

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