

SPRING CAMP



ST. JOHN'S

Program Information

We would like to extend a warm welcome to participants in the City of St. John's Spring Camp. Our program is based on Canada's HIGH FIVE® quality standard for children's recreation and sport. We strive to provide your child with a relaxed, safe environment which promotes healthy child development with an emphasis on physical activity.

High Five® is used by organizations across Canada. It helps deliver high quality programs that are safe, welcoming, and respectful to the individual needs of each child.

The City of St. John's promotes the acceptance and inclusion of all individuals regardless of economic status, national or ethnic origin, religion, culture, body size, sexual orientation, gender identity, age or ability.

Hours of Operation: 8:00p.m. to 5:00 p.m. with supervised lunch.

Cost:

- \$150.00 per week (\$125.00 per week at Shea Heights)
- \$25.00 non-refundable deposit (per child, per week)

Ages:

City of St. John's Day Camp Programs are designed for children who have completed kindergarten. Kindergarten provides children with the opportunity to develop independence in a structured, full day environment and sets them up for success in a day camp program which is longer than the typical school day.

Locations	Ages
Paul Reynolds Community Centre	• Adventure (5-12)
Kilbride Lions Community Centre	• Adventure (5-12)
Shea Heights Community Centre	• Adventure (5-12)
Southlands Community Centre	• Adventure (5-12)
Kenmount Terrace Community Centre	• Adventure (5-12)

Daily Activities

Activities in the afterschool program will focus on physical activity, fundamental movements, and creative exploration with an emphasis on daily outdoor play. A typical week includes:

- Zone play (Imagination, building, active and quiet)
- Outside & gym play
- Arts and crafts
- Fieldtrips
- Guest speaker

Registration

Please ensure that your REConnect profile account is up to date and accurate. It is extremely important that you list any allergies or underlying medical conditions prior to attending program.

A participant's name can be placed on a program waitlist and guardians will be contacted by email if a space becomes available. Registration will be on a first come, first serve basis.

Refund

A refund is available if submitted 14 days prior to the start of the program. A \$25.00 non-refundable deposit will be deducted for camp refund requests.

What to Bring

Please ensure all personal items are marked with the participant's name.

- Backpack
- Lunch bag
- Suitable clothing for weather (i.e. rain gear, snow pants, boots, mitts, hat, change of clothes, etc.) **We spend a lot of time outside. Come prepared for the weather!**
- Sneakers for inside
- Sunblock (30+)
- Hat
- Water bottle
- Healthy lunch and snacks for the day. Participants must bring their own utensils and microwaves are not available for use. Please note allergies listed on the newsletter and refrain from bringing those items to the program.
- Toys or electronic devices are not permitted at the program.

Arrival and Departure

- Staff will sign in/out the children.
- Any person picking up the child(ren) may be required to show a photo ID upon pick-up. A parent/guardian must notify the staff if another person is picking up their child(ren), and they are not on the authorized pick-up list.
- Participant information will be confirmed and permission slips, allergy forms (if needed) will be emailed prior to the first day. If there are any medical concerns or issues that leaders/staff need to be aware of, please contact us prior to the start of the program.
- A Consent for Leave Form is required for child(ren) eight years and older to leave the program site unaccompanied by a guardian.

- A supplementary fee of \$1.00 per minute will be charged after five (5) minutes passes beyond the designated pick-up time.
- For the participant's safety, the City of St. John's, as advised by the Royal Newfoundland Constabulary, will follow specific procedures should a guardian arrive on site appearing to be under the influence.

Communication

Your RECconnect account is used by staff to generate contact information for guardians, alternate pick-up lists and medical needs. For the safety of the participant, please ensure this account is up to date with current information. Email will be the main method of communication for program newsletters and other relevant information will be posted on the white/bulletin board at each site.

Important: If for any reason a participant will be absent from our program, the program Fieldworker must be contacted. When we are not notified of absences, it causes delays and concerns for program and school staff.

Unexpected Closures

If facilities are closed unexpectedly (poor weather, power outage, no water, etc.), program will be cancelled. Refunds will not be issued for unexpected closures.

Managing Illness

If for any reason a participant will be absent, you must contact program staff by phone, text or leaving a voice mail on the program phone listed below. We encourage guardians to put these numbers in your mobile device.

- Participants must stay home if they feel sick (fever, sore throat, cold symptoms, headache, diarrhea, vomiting).
- Guardians must ensure that you list your child's underlying health conditions and or present symptomatic due to allergies.

Medications/Allergy Information

Nuts or nut products are not permitted in our program. If a participant 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 support is required to participate in our programs, please contact Inclusive Services staff at (709) 576-2574 or (709) 576-6972 or email inclusion@stjohns.ca or visit our [website](#).

Recreation Division program staff, including Inclusion Counsellors, are **NOT** able to support the following:

- Personal care (e.g., toileting, hygiene)
- Feeding
- Extreme behavioural issues (e.g., aggressive behaviour which compromises the safety of the participant, other participants, and staff).

If participants experience occasional toileting incidents, staff will determine if the participant is developmentally ready to clean themselves and change their clothing independently. If so, they may do so with staff encouragement. If not, the guardian must be called to come to the site to provide the personal care required.

Contact Information

If you have any general inquiries on the After School Program, please call the H.G.R. Mews Community Centre at 576-8499 or the Paul Reynolds Community Centre at 576-8631 or email recreation@stjohns.ca.

Code of Conduct

The City of St. John's, Recreation division, is committed to providing quality programs and services where participants may develop socially, cognitively, physically and emotionally. The code of conduct has been developed to ensure there is a mutual understanding of what is acceptable behavior and unacceptable behavior. The Recreation division maintains appropriate staff levels and makes every reasonable effort to ensure meaningful participation.

Acceptable Behavior

The Recreation division expects that staff, patrons, participants and guardians exhibit the following behavior while visiting facilities and participating in programs and services:

Respect	Kindness	Safety
Honesty	Responsibility	Healthy Choices

Unacceptable Behavior

Behavior with potential to harm oneself, others, property or which would otherwise negatively impact program quality is unacceptable and will not be tolerated. Behavior expectations will be displayed in the facility and discussed with participants on a regular basis. Staff will use discretion to take appropriate action if unacceptable behavior occurs and typical outcomes are listed below:

Procedure for Addressing Unacceptable Behavior

- Unacceptable behavior will be discussed with patron/participant.
- Adult patrons/participants will be asked to leave the program/facility.

- Guardians of a child/youth patron/participant will be notified of the unacceptable behavior and will be asked to arrange immediate pick up.	
First Occurrence	<ul style="list-style-type: none"> - The procedure above will be followed. - Patrons/Participants and guardians (if applicable) are encouraged to work with staff to identify solutions to assist the patron/participant in displaying expected behaviors in the future.
Second Occurrence	<ul style="list-style-type: none"> - The procedure above will be followed. - The patron/participant may be re-introduced to program/facility following a meeting, with guardians (if applicable) to establish an individualized plan to prevent further unacceptable behavior.
Third Occurrence	<ul style="list-style-type: none"> - The procedure above will be followed. - The patron/participant may be removed from the program/facility on a part-time or full-time basis.
If the Recreation division is unable to ensure the safety and well-being of patrons or participants, others, the security of property or program quality, we reserve the right to remove the patron/participant displaying unacceptable behavior from the program or facility.	

Inclusive Services

Support may be available for those who require assistance to participate. When barriers prevent successful participation, Inclusive Services staff may be consulted for recommendations to foster successful participation. For further information, please contact Inclusive Services Staff at inclusion@stjohns.ca or 576-6972.

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