

2024 Parent and Camper Handbook Package



TCAG Summer Day Camp...fun making friends for life.



www.thoroldgroup.org

Located at: 131 Richmond Street, Thorold, ON, L2V 3H3
Phone (905) 227-0545





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Who We Are

At TCAG Summer Day Camp, we provide a healthy, safe, and secure environment for all participants. The TCAG summer day camp provides opportunities for our campers to learn and grow. Through a combination of direct instruction and discovery learning techniques, campers will develop greater self reliance and self confidence that they will carry with them their whole lives.

The TCAG Summer Day Camp is committed to maintaining the highest standard of quality to ensure a fun, safe, and memorable camp experience for all. Our goal is for each camper to have an amazing experience that positively influences their development.

Mission

The Thorold Community Activities Group is dedicated to enhancing the quality of life for all Thorold and area residents by coordinating and delivering high quality recreational, cultural and educational programs and community services through committed volunteers and staff serving their community with pride.

Vision

“...because every community deserves a safe place to play, engage and be inspired.”

Etiquette

“The TCAG is a shared experience for everyone to enjoy. Each of us can make it better for all by being considerate to others. TCAG members, participants, staff and volunteers all pledge to treat one another, our facilities and equipment with respect and dignity.”



ABOUT OUR CAMP

Our Summer Day Camp is offered to children aged 5-10 years old. Campers must have the ability to cope in a busy, highly populated, stimulating environment, and follow directions provided by counsellors.

WEEKLY CAMP OUTLINE

Week	Date	Weekly Theme	Trip
Week 1	Tuesday, July 2 - Friday, July 5	Under the Big Top	Carnival @ TCAG
Week 2	Monday, July 8 - Friday, July 12	On the Farm	Safari Niagara
Week 3	Monday, July 15 - Friday, July 19	STEM	Balls Falls
Week 4	Monday, July 22 - Friday, July 26	TCAG Olympics	Americana Waterpark
Week 5	Monday, July 29 - Friday, August 2	Sky's the Limit	Age 5-6: Sharky's Playground Ages 7-10: Brock Golf
Week 6	Tuesday, August 6 - Friday, August 9	Campers Scouts	Chippawa Creek
Week 7	Monday, August 12 - Friday, August 16	You're the Next Contestant	Adventure Village
Week 8	Monday, August 19 - Friday, August 23	Fame	Landmark Cinemas
Week 9	Monday, August 26 - Friday, August 30	Treasure Island	American Waterpark

IMPORTANT DATES

Monday, July 1st (Canada Day) - **CLOSED**

Monday, August 5th (Civic Holiday) - **CLOSED**

Week 9 - **Camp will be run out of TCAG @ 131 Richmond Street. As a result, please note there will be limited spaces for this week.**

CAMP HOURS

- 9:00am - 4:30pm
- Morning extended care hours 7:30 - 9:00am (no extra charge)
- Afternoon extended care hours 4:30 - 5:30pm (no extra charge)



CAMP REGISTRATION

Please note there are limited spots available each week. Camp registration is accepted on a **first come-first served basis** and a camper is not registered until the TCAG has received the following:

- TCAG Online Registration Forms
- \$25 deposit per week, per child
- Weekly Payment or Pre-Authorized Payment Plan via credit card or bank account information

PAYMENT POLICY

- Camp Fees are due in advance by the prior Friday at 5pm
- Failure to pay will result in your child being denied into camp & a \$25 NSF charge applied to your account.

SUBSIDIZED FAMILIES

Subsidy Approval Form: must be submitted by May 31, 2024.

- Subsidy parent fees are due the 1st of each month.
- Please note the number of absent days granted for summer camp as per your subsidy approval. Absent days over your approved allotment is subject to a daily camp fee of \$40.00. For assistance, please contact your caseworker.

REFUND POLICY

- Refund requests can be made by contacting the front reception staff.
- Requests to withdraw and receive a full refund may be made up to 10 business days prior to the start date of the registered week of camp.
- Requests to withdraw with less than 10 business days notice, deposit becomes non-refundable.
- Camp fees are non-refundable after the start date of the registered week of camp. Exceptions may be made for confirmed medical reasons with proper documentation.
- Refunds will not be given if a camper is sent home for misconduct or if they become ill.



DROP OFF & PICK UP

Our Summer Camp will be run out of **Richmond Street Public School**, located at 153 Richmond Street.

- Please use the side entrance door (Collier Street) for drop off and pick up at **Richmond Street Public School**.
- At drop-off the following is required:
 - Name of parent/guardian picking up.
- At pick-up the following is required:
 - You will be required to show identification until a relationship is established with the TCAG staff.
 - Should you need to pick-up prior to 4:00pm please call ahead to notify staff
 - Late pick-up (after 5:30pm) is subject to a late fee
 - *\$5.00 for the first 10 minutes*
 - *\$10.00 after 10 minutes & up to 20 minutes*
 - *\$15.00 after 20 minutes & up to 30 minutes*

RELEASE OF CAMPER

Unless otherwise arranged, campers will not be released to any person other than those specified in the child's file and with permission from the parent. Even if a person is on the authorization list the parent is still responsible to call the centre and inform the staff who will be picking up if it will not be the person identified in the morning.

No person under the age of 13 is allowed to pick up a camper from the TCAG.



WHAT TO BRING TO CAMP

Your camper's belongings should be well packed in a backpack that is comfortable and not too heavy to carry. We also ask that you label your campers items in case lost.

- Water bottle, lunch including morning and afternoon snacks **(NUT FREE)**
- Running Shoes or close-toed sandals **(FLIP FLOPS ARE NOT PERMITTED)**
- Hat
- Sunscreen that will be easy for your child to apply themselves
- Bathing Suit, Towel & Life Jacket (For daily swim and water activities)

The TCAG is not responsible for any personal/valuable items brought to camp that may end up lost or broken.

LOST AND FOUND

Lost and found items will be collected and stored in a bin each week. Unclaimed items are given to charity on the last day of camp.



HEALTH & SAFETY

ALLERGIES

With written permission, campers ages 6 and up may carry their epi-pen in a pouch around their waist. For campers under the age of 6, staff is required to carry the epi-pen and pouch at all times.

Please remember to note all allergies on the registration forms to help keep your child safe. Please also list if an epi-pen is required.

PERSONAL ACCIDENTS

For campers to be successful at camp and enjoy a positive experience they **must be able to use the washroom facilities independently.** We understand that accidents happen however regular/frequent accidents could result in dismissal from the camp program.

ILLNESS/INJURY/INCIDENT

In the case where your camper is sick, they **must** stay home. If your camper will be absent, please notify our office at 905-227-0545 ext. 21.

If a camper becomes ill throughout the day at camp, is injured, or is involved in a behavioural incident you will be notified by phone to pick up your camper immediately.

Please make sure to list emergency contacts in the case that you are not available to pick up your camper. Attempts will be made to reach all contacts. Failure to pick up your camper may result in suspension from future programming. In the case that we are unable to reach anyone Family & Child Services will be contacted.



BEHAVIOUR MANAGEMENT

CODE OF CONDUCT

The safety of each individual in the camp program is of the utmost importance to the TCAG. Each registrant and their parents/guardians must recognize a personal responsibility to learn and follow policies established by the TCAG, at all times. Parents/Guardians agree that any behaviour of the registrant and their parents/guardians that place themselves or others at risk may result in immediate dismissal from the camp program. Further, if dismissed from the camp program, the parents/guardians agree to cover any expense(s) arising from such dismissal. Parents/Guardians acknowledge and agree that no refund will be granted for the dismissal of the registrant and parents/guardians before the end of the camp program session. In order to ensure the safety and well-being of all individuals participating in the camp program, including parents/guardians, the TCAG reserves the right to alter the program at any time without notice or compensation to the registrant.

BEHAVIOUR GUIDELINES

All campers are expected to follow the TCAG behaviour guidelines and to interact in a positive and appropriate manner with their fellow campers, counsellors and other staff. Behaviour (including but not limited to harassment, verbal threats, physical behaviour, bullying, etc.) that negatively impacts others physically or emotionally will result in immediate dismissal or removal from camp at the discretion of the TCAG.

All Campers/Parents/Guardians agree to:

- Refrain from words, actions, and behaviour that demonstrate disrespect for other members, volunteers, employees, or the family members of such individuals.
- Uphold TCAG's reputation and integrity by ensuring that their conduct whether in person, online, or otherwise brings honour and dignity to the TCAG.
- Are responsible for their actions, choices, and words.
- Will respect each other, their environment, and actions towards staff.
- Should be honest and true to their word.
- Will care for themselves and those around them.
- Will value diversity and seek to include others.

**The TCAG does not tolerate bullying, physical and aggressive behaviour.
All are grounds for immediate dismissal.**



INCLUSION AT THE TCAG

While we strive to be a fully accessible facility, we currently do not have the staffing to support campers on a 1:1 basis.

For this reason, and to help ensure a successful camp experience for each and every participant, it is important that all campers are able to cope in a busy, highly populated, stimulating environment and are able to follow directions.

Some independence is required for campers to be successful in our camp environment. In addition, for safety reasons, any camper that displays consistent difficulty following the rules of camp, the direction of camp counsellors, or refuses to participate will be required to be picked up by a parent/guardian.

We believe in the importance of camp for all kids – if you'd like further information about our partner organizations and finding a camp that might be a better fit for your child, please give us a call at 905-227-0545 ext. 26.



MORE INFORMATION

CONTACT US

Camp Director 905-227-0545 ext.21 tcagcamp@gmail.com

Front Reception 905-227-0545 ext.21 tcagreception@outlook.com

FREQUENTLY ASKED QUESTIONS

What happens if it rains or there is a heat warning outside?

Camp runs rain or shine! During the event of rain, campers will be directed indoors to complete activities. Campers will be outside for majority of the day. In extreme cases our staff will work hard to modify camp activities for the day and provide alternative programs for our campers to keep cool. Please remember to dress your camper appropriately for the weather!

Can my child bring toys or electronics to camp?

We do not allow campers to bring any toys or electronics to camp. These items are a distraction to our busy day and can result in lost or damaged belongings, so please have your child leave them at home.

How can I stay up to date with what activities my child does everyday?

Each Friday newsletters will be emailed to parents/guardians to provide an update on the planned activities for the upcoming week. This email will include details about the weekly theme, weekly trip and Fun Friday. Please ensure you provide your email in the registration package to receive this important weekly newsletter!

Follow us on Instagram and Facebook for daily updates and photos of what your camper is up to!



@ thoroldgroup



**@ Thorold Community
Activities Group**



Can I request that my child be put in the same group as their sibling or friend?

Due to limited available spots, we cannot guarantee that siblings or friends will be put in the same group. In some circumstances we may be able to accommodate. Please contact the Camp Director if you would like to request a special arrangement.

Can my camper bring money with them on field trip days?

Please do not send your camper with money as we do not allow campers to buy anything while off site. We promote a fair and inclusive day camp, where all campers are equal, so we do not permit them to bring money while attending.

Does my child have to attend pool time everyday?

Yes, all children are required to attend the outdoor Thorold pool everyday from 1-2:00pm. As physical wellness is a crucial component of healthy child development, all campers should expect to spend at minimum, 30 minutes in the pool and/or splash pad.

Can I drop my child off late or pick them up early?

If you need to drop your child off late or pick them up early, please contact the Camp Director. It is important that your child attend our regular scheduled camp day, 9am-4:30pm in order to maintain routine and create a positive camp experience. For more information about drop off/pick up, see pg. 7.

Do you offer half days for campers to attend?

No, we do not offer half days for campers as this takes away from a positive camp experience. In order to promote your camper's success at day camp we recommend a full day, 9am-4:30pm, so your camper can build rapport with their group and experience our daily routine.

What qualifications do your camp staff have?

Our camp staff are chosen for their ability to role model TCAG values and our mission! Our staff are all post-secondary students or have graduated from post-secondary education and have a passion for working with children. Our staff understands the importance of a safe environment while promoting a positive and fun camp experience! All staff are Standard First Aid & CPR certified, and hold certifications in High Five Healthy Child Development, Anaphylactic training, Concussion protocol, and hold a current Criminal Reference Check. All staff participate in our extensive pre-camp training sessions where we focus on creating a healthy, safe, and fun summer for all campers!



What is the schedule during a typical day of camp?

Time	Activity
7:30am – 9:00am	Morning Extended Care
9:00am – 9:15am	Group Opening Circle
9:15am – 10:00am	Program 1
10:00am – 10:30am	Morning Snack
10:30am – 11:15am	Program 2
11:15am – 12:00pm	Program 3
12:00pm – 1:00pm	Lunch/Pool Prep
1:00pm – 2:00pm	Thorold Pool
2:00pm – 2:45pm	Afternoon Snack/Pool change
2:45pm – 3:30pm	Program 4
3:30pm – 4:30pm	Program 5
4:30pm – 5:30pm	Afternoon Extended Care

What kind of activities are planned for campers?

Our camp staff plan a variety of activities based on the weekly theme. Campers will have the opportunity to create crafts, participate in science experiments, group games, water activities, and enjoy the outdoor playground. We encourage our campers to get creative and explore new interests!