



MHRD Summer Camp Handbook

Your Child's Camp Leader

MHRD strives to hire enthusiastic, child-focused summer staff seeking to be positive role models in the lives of children. All camp staff are certified in First Aid & CPR and must complete a Criminal Record check, and Child Abuse Registry check. We take pride in our staff and provide training that covers topics like program planning, behaviour modification, health and safety, and child supervision.

Packing List

Each day your child should bring a backpack with following items:

- Hat
- Weather appropriate outdoor clothing
- Indoor running shoes & an extra pair of socks
- Swimwear/change of clothes, a towel & a plastic bag for wet stuff
- Sunscreen (min. SPF 30)
- Bug repellent (spray form only)
- A lunch with ice pack (no nut products, no money) *Fridge & microwaves are not available
- Refillable water bottle

Lunch & Snack

Due to the severity of some children's allergies, day camps do NOT allow nut or nut products.

Daily lunches and snacks should be brought in a bag or lunch box. All lunches and snacks must be packed with non-perishable foods as children will not have access to a refrigerator or microwave at camp. Campers will have the opportunity to have a morning and afternoon snack. Please pack both. We need your help teaching campers the importance of health and responsibility. Campers should have healthy, nut-free lunches that will provide them with the nutrition they need to participate in an action-packed camp day!

Illness

For the health and welfare of all campers and staff, campers are required to be in good health in order to attend camp. Unexpected illness is a reality for all families with children in group care, including camp. Please plan ahead and have back up care for emergencies. If your child will not be attending camp, please take a moment to let us know. If your child becomes ill while at camp, we will make your child as comfortable as possible and contact you to pick them up. If we cannot contact you, we will contact your designated emergency contacts.

Daily Sign In/Out

Each camper must be signed in and out of camp each day with the Camp Leader. If your child is getting dropped off late or picked up early, please let our camp leadership team know. Please be prepared to show photo I.D. when arriving to pick up campers. Only a parent/guardian or an authorized adult will be allowed to sign out campers at the end of the day unless alternative arrangements are made in writing. If your child is unable to attend a day of camp, please notify us.

Failure to Pick-Up

If a child is not picked up by closing time (5:00 pm), day camp staff will contact parents/guardians and emergency contacts.

Custody

If a custody agreement or court order is in place for your child, a copy must be on file with MHRD. Staff will act in accordance with this legal document.

Behaviour Management

We strive to provide a safe, positive camp experience for all campers. To do so, it becomes necessary to set expectations and guidelines which all campers and staff can follow. When expectations are not met, it is essential to provide some form of consequence and understanding to prevent future problems. The overall safety of all campers is always our highest concern.

The following process will be used to resolve conflicts as they arise. No step, whenever possible, is passed over:

- 1) *Reasoning*
Every effort will be made to help the child understand the inappropriateness of their behaviour. When conflict is child to child, every effort will be made to facilitate reasoning between campers.
- 2) *Removal from Specific Activity*
When reasoning has been pursued and the behaviour has not changed, staff will remove the camper from the activity for an appropriate amount of time.
- 3) *Child/Camp Leadership Conference*
When a staff member is not successful in modifying the behaviour, the Camp Leadership team is consulted and may choose alternate discipline measures.
- 4) *Child/Parent/Camp Leadership Conference*
If the parent/guardian needs to be formally involved, specific behaviour changes with specific consequences will be outlined and agreed upon with the child, parent/guardian and Camp Leadership team.
- 5) *Removal from the Program*
If the above steps have not resulted in the desired behaviour, the parent/guardian will be asked to remove their child from the program. No refund will be provided.

Participants who threaten the safety of themselves or others will be asked to leave the program immediately. Parents will be notified to come pick up their child by the supervisor on-site.

We value your partnership and will make every effort to maintain open communication with you regarding your child's behaviours. If you have concerns regarding your child's camp experience, please notify the Camp Leadership team so we can work towards a better experience for you and your child.