



Summer Camp 2017 Parent and Guardian Handbook

Welcome to Christie Lake Kids Camp 2017

We are thrilled to welcome your family to Christie Lake Kids. The purpose of this handbook is to provide information and to familiarize you with the policies and procedures that apply to our camp program. Please read the information listed in this booklet carefully and complete all the necessary forms to ensure that your child has a safe and fun camp experience.

We look forward to seeing your child at camp and we know that she/he will have a memorable and unforgettable summer!

Inappropriate Behaviour:

Christie Lake Kids seeks to maintain an environment free from discrimination, violence, intimidation and harassment. Language, behaviour and attitudes that intimidate or debilitate campers or staff members are not tolerated. If necessary, you will be contacted and your child will be sent home.



2017 Camp Sessions & Bus Pick Up Times:

ALL medications must be checked in with the Camp Health Care Provider who will be at the pickup site. Medications ARE NOT allowed with the baggage or with the child, but must be given to the Health Care Provider. If you are sending medications with your child, send enough for the entire two weeks.

Session 1	July 4 th - July 15 th
Session 2	July 19 th - July 30 th
Session 3	August 3 rd - August 14 th

The buses will pick up your child at Brewer Park, 151 Brewer Way, just off Bronson, across from Carleton University. Be aware that city by-laws with regards to parking are in effect and Christie Lake Kids is not responsible for any parking tickets that may be issued. Please do not park along the chain-link fence, as these parking spots are reserved for a nearby school.

Staff arrive at 7:30 a.m. on the first day of each session. Buses will be prepared to depart at 8:45 a.m. Check in and paperwork must be completed prior to departure. Please check in with our Health Care Providers once you arrive by handing in your medical form and any medications for your child. Please arrive between 7:30 a.m. and 8:30 a.m.

All registration spots are free of charge; however, we will be accepting donations to CLK at the registration desk.

Buses will return campers on the last day of each session to Brewer Park by 12:30 p.m. Please be on site or arrange for someone to be on site to pick up your child and your child's belongings. If someone other than the parent or guardian is picking up your child, please call 613-742-6922 and let us know.



What to bring to camp:

Clothing:

As laundry will be done twice during each session, campers should bring enough clothing to last about six or seven days. Even during the summer months campers should be prepared for cold or wet weather.

Recommended items: Raincoat
One-piece bathing suit and towel
Running shoes and sandals
Underwear, socks, T-shirts, shorts
Long pants, sweaters and pajamas
Toothbrush, toothpaste, soap and shampoo
Sunscreen, insect repellent

Bedding:

A sleeping bag and pillow, or sheets and a blanket

Note:

As much as the staff remind kids to keep their stuff together, some clothing may get lost; e.g. kids may leave items at the beach or in another cabin - **The Camp cannot be responsible for lost articles.** Please label all clothing and personal items.

What NOT to bring to camp:

We strongly advise that cell phones, cameras, radios, MP3 players and other valuables be left at home. There are NO facilities at camp in which valuable items can be locked. There is nothing available for purchase, so money isn't necessary.
Campers should not have personal gaming devices with them at camp.

Counselling Staff:

Christie Lake Kids is very proud of its Counselling staff. Many are former campers and Junior Staff. In addition to enthusiastic students, we retain a number of mature veteran staff who are teachers, child care workers, etc. This valuable mix of energy and experience is just one of the factors that sets Christie Lake Kids apart.



Being Away from Home:

Prior to coming to camp it is quite natural for your child to be a bit apprehensive. Even veteran campers are not immune to this phenomenon. Here are a few suggestions to help your camper prepare for the experience:

- Start preparing your child for the idea of being away from home. Find out about your child's expectations and what he or she is looking forward to, or has reservations about.
- Involve your child in the packing and preparation process.
- Please label all clothing and bedding
- Stress the positive aspects of the camp experience.
- It is important not to convey that they are missing spectacular events at home. It is helpful to reassure them that you will miss them while at the same time focusing on their time at camp.
- Remind your child that missing home is a natural feeling and not to worry if they are feeling homesick, but encourage them to talk to their counsellor who is trained in easing the transition to camp life.

Cancellations:

Please ADVISE US IMMEDIATELY IF YOU MUST CANCEL, as there is a long waiting list of children who would like to attend camp. For information or cancellation, please call 613-742-6922, ext 233.

Medical Forms:

It is imperative that the camper's medical form be completed prior to coming to camp. The family doctor's signature **is not** required. The staff member at the home visit will provide you with this pink form. PLEASE BRING IT COMPLETED TO THE BUSES.

Medical Staff:

Advise your kids that health care providers are on site for them. If they hurt or cut themselves or don't feel well, they need to tell their counselors and see the health care provider.

Availability:

There are many reasons why the camp may need to contact you during the camping session. Please ensure that you, or the named Emergency Contact, are available and can be reached by phone during the two weeks that your child is at camp.



Camp Information:

The camp is located outside Perth, Ontario. All correspondence to your child during camp should be sent to:

Your Child's Name
Christie Lake Kids Camp
1264 Althorpe Rd.
R.R. #1
Westport, ON
K0G 1X0

Receiving mail from home is a highlight for campers, and we encourage friends and family to write. Please be aware that mail can move slowly so plan to send it in enough time to be received.

When sending mail or packages, **DO NOT REQUEST A SIGNATURE**, otherwise the parcel will be delivered to the post office and may not be picked up in time for your child to receive it.

Office and Contact Information:

Christie Lake Kids office, located in Ottawa, is open Monday through Friday from 9:00 a.m. until 4:00 p.m., except on statutory holidays and the week between Christmas & New Year's.

Christie Lake Kids
400 Coventry Rd.
Ottawa, Ontario K1K 2C7
Phone: (613) 742-6922
Email: admin@christielakekids.com

We appreciate the confidence you have placed in Christie Lake Kids, and we hope that all campers will have an enjoyable and rewarding experience with us this summer!

