



ABBOTSFORD PARKS, RECREATION & CULTURE

# DAY CAMPS

— — — — —  
PARENT HANDBOOK

[DIRECT2REC.COM](http://DIRECT2REC.COM)





## Welcome Parents, Guardians and Campers!

Welcome back to another exciting year of camps. To make the most of your child's camp experience, we have created this guide to help you best prepare for camp this season. Please take a look at the guide as it will help ease you through the process and answer some common questions.

If you have any questions or concerns, please give us a call at **604.853.4221** or email [camp@abbotsford.ca](mailto:camp@abbotsford.ca).

We cannot wait for another amazing season of learning, exploring, discovery, new friends and fun!

Sincerely,  
Community Recreation Team

## CAMP LEADERS

Our camp leaders are fun, energetic and personally invested in ensuring a successful camp experience.

You will take comfort in knowing that all our camp staff have been through a thorough screening process including a criminal screening check. All staff are certified in first aid and receive specific training on running camps.

Our camp leaders are trained on topics such as program planning, understanding child behavior, problem solving, emergency procedures, as well as practical experience such as leading cooperative games, crafts and songs.



## RATIOS

Ratios are 12 campers to 1 leader for school aged camps and 8 campers to 1 leader for preschool aged.

## INCLUSION

The City of Abbotsford is committed to creating inclusive and accessible recreation programs. Our programs foster social connections, and promote a healthy and active lifestyle. Please contact a community recreation team member at Abbotsford Recreation Centre if you or someone you know requires additional assistance to participate.

## TYPICAL DAY AT CAMP

8:45am - Sign in

After signed in, children will be directed to wash their hands, and then escorted to their designated camp space. Camp leaders will go over all camp rules and set out expectations of all campers.

10:00am	Outdoor games
11:00am	Snack /water break
11:15am	Nature scavenger hunt
12:00pm	Lunch
12:30pm	Craft activity
1:30pm	Go to playground
2:00pm	Snack /water break
2:15pm	Playground /outdoor play
3:00pm	Active games until pick up

**Please note:** Hand washing/sanitizing will happen every time participants go from one activity to another, and before and after food breaks.

## DROP-OFF / PICK-UP

- Children are not permitted to sign themselves in/out of camp. This must be done by a parent or guardian/ approved pick up person
- Parent will drop off and pick up at designated camp space. You may confirm with front reception upon arrival
- Only parents/guardians listed on the camper participation form will be permitted to pick children up (please have your photo ID ready for pick up, no exceptions)

If you need to contact your child during the day, please call 604.853.4221

**Please print the forms listed below and bring to the first day of camp.**

*Day Camp Participation Form*  
*Photo Release Waiver*

<https://www.abbotsford.ca/daycamps>

## ABSENCES

If your child is going to be absent from camp, please email [camp@abbotsford.ca](mailto:camp@abbotsford.ca).

We ask that you do not send your child if they are unwell. Please report all absences to a recreation team member.



## PREPARING FOR CAMP

### What to bring to camp:

- healthy lunch and snacks
- reusable water bottle
- comfortable running shoes
- clothing for swimming or skating
- hat and sunscreen
- rain jacket (rain pants are optional)
- spare set of clothing including socks and undergarments in a zip lock bag
- personal hand sanitizer

### What not to bring to camp

- Electronics
- Valuables
- iPod's/cell phones
- Personal toys
- Video games
- Peanut products

\*The City of Abbotsford will not be responsible for any lost, stolen or damaged items.

## LUNCHES

Please provide your child with a nutritious lunch, snacks, and plenty of water to drink for every day of camp. Refrigeration is not available at camp, therefore we recommend insulated lunches bags or packing a frozen water bottle with your child's lunch. As part of our attention to camper safety, we will have regular water breaks, so please pack a water bottle that can be refilled.

We want to encourage healthy food

choices. Nutrition is important for our children's growth and development. Proper nutrition will help them maintain consistent energy throughout the day. Campers will be given time each day for two snacks, and a lunch.

## NUT FREE CAMP

Due to the number of nut related allergies of our participants and staff, peanut butter, nuts, and foods that contain nut by-products will not be allowed at camp. Camp leaders are trained in recognizing and responding to allergic reactions.

We ask that you and your family please join us in our commitment to providing a safer environment for all program participants.

## INCLEMENT WEATHER

This year we will be spending more time outside than ever before. Pack a spare pair of socks, and other clothes in-case of heavy rain. Wear layers that are easy to change throughout the day.

## SUN SAFETY

Please ensure you send sunscreen, sunglasses, and a hat with your children. Camp leaders will periodically check to ensure everyone is wearing their hats, and sunscreen. It is a good idea to practice how to apply sunscreen with your child prior to camp. Please send your child with sunscreen already applied in the morning.

## HEALTH & SAFETY

If a child starts to show symptoms of general illness at camp, the following protocol will happen:

- The parent/guardian will be contacted to come pick the child up right away
- While awaiting pick up, we will provide the child a quiet place to rest and will do our best to make them comfortable
- No personal information will be shared with other parents/workers

In the event of illness, we ask that your child not attend Camps. For the health and safety of staff and children, if your child has a communicable disease, please notify [camp@abbotsford.ca](mailto:camp@abbotsford.ca) immediately.

Your child is not permitted to attend if any of the following symptoms are present:

- Communicable illness (chicken pox, measles, etc.)
- Diarrhea
- Eye infection
- Fever
- Persistent cough
- Scabies
- Yellow/green mucus running from child's nose
- Skin infection
- Vomiting

## DIAPERING AND TOILETING POLICIES

The comfort and wellness of your child comes first. When possible, it is strongly encouraged that you please help the staff maintain your child's comfort by encouraging toileting before you come. \*Please note that children registering for this program are required to be toilet-trained. If your child is new to independent toileting and still prone to accidents, please consider sending your child in a pull-up diaper. Staff will not change diapers and parents will be contacted if an accident occurs in the diaper.



## BEHAVIOR MANAGEMENT

The City of Abbotsford aims to provide children with a rewarding experience by allowing them to grow and learn in a safe and fun environment. This requires cooperation and consideration for the rights and property of others.

The following behavioral expectations will be emphasized:

- Children may not go out of sight of a leader/instructor without permission for any reason
- Children will be requested to line up and settle down before moving from one location to another
- Children will have an opportunity to provide a legitimate reason for being unable to participate in a planned activity. It is the goal of the leader to help the child become involved in the group activity



## BEHAVIOUR MANAGEMENT POLICY

- Discipline is based on consistent rules children will be treated with respect
- Children will be given positive, clear, simple, and consistent instructions regarding appropriate behavior
- One-to-one discussions, verbal warnings/redirection and “time-outs” will be the primary method of behavioral management If it is necessary to use time out, **children will be supervised at all times**
- Under no circumstances will physical punishment be used
- It is unacceptable for a child to hurt either themselves, others or the surrounding environment (i.e. equipment, furniture)
- Staff will discuss any serious behavioral problems that have occurred during the day with parents/guardians at time of pick-up
- Continuing defiance of behavioral expectations by a child may result in the removal of that child from the program
- Behavioral problems will be treated with confidentiality. Incidents will not be discussed with other children or parents and will be limited amongst staff
- There is zero tolerance for bullying at camp (this may include, but not limited to: aggressive behaviour, name calling, hitting, shoving, etc.) In the event this occurs, parents may be contacted for immediate pick up from the program