



Information Guide



Dear caregivers,

This Information guide is your handbook to partnering with us to provide the best experience possible for your child this summer. Please take the time to read it and keep it handy throughout the summer.

We believe that summer camp provides your child with the opportunity for healthy growth and development and to embark on new friendships. Our programs are designed to be age appropriate, safe and fun. We incorporate the HIGH FIVE® Principles of Healthy Child Development into all programs to ensure they are of the highest quality.

Group participation is a fundamental part of recreation and is what camp is all about! We strive to provide a fun and safe summer camp environment for each child. Staff are trained to encourage and support your child to join in with the group and be kind to their friends. Please consider whether your child enjoys interacting and participating in a group before registering. We want every child to thrive at camp.

Our energetic staff are ready to get this summer started and offer a great experience for every child. Our team has planned many activities for each week, including kayaking, canoeing, swimming, archery, biking, theme days, visits from different community members and more. Campers will enjoy many different experiences and will create memories they will cherish forever.

Please note that campers will not be sent home on rainy days as we run rain or shine. If it rains, our activities will be moved indoors and include singing songs, movies, games, storytelling and nature crafts.

Warm Regards,



Renée Paquette
Recreation Coordinator
705-674-4455 ext. 2459

Our Mission Statement



The City of Greater Sudbury's Summer Day Camps are programs that offer affordable and convenient recreational experiences to children within a structured environment. Our passionate and qualified supervisors are dedicated to providing a safe environment for all children to engage in active, exciting and creative play. Through these programs, children will have the opportunity to fulfill personal goals and acquire the skills necessary to provide a strong foundation for future life experiences.

We're committed to quality



We believe that recreational programs and sports provide your child with the opportunity for healthy growth and development. To ensure the programs are of the highest quality, we incorporate the HIGH FIVE® Principles of Healthy Child Development into all program designs. HIGH FIVE® is a national program developed by Parks and Recreation Ontario.



Principles of Healthy Child Development

A Caring Adult: Acts as a positive role model and allows children to feel comfortable to challenge themselves.

Play: Encourages creativity, cooperation and fun.

Friends: Creates a safe environment where children can learn to be part of a team and feel welcome to discuss their feelings, learn new skills and work out conflicts.

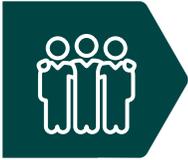
Participation: Involves children in the planning and implementation of activities, helping them feel involved, independent and competent.

Mastery: Develops self-esteem and positive identity in children.

We believe that every child deserves a positive experience in our programs and that by following these principles we can help children develop competence, confidence, cooperation, creativity and commitment.



Our Team



Leisure Program Supervisor: They are responsible for all Camp staff. They are not on site but make site visits to check in on staff and interact with children.

Camp Director: They are responsible for the direct supervision of all site staff as well as handling any concerns or questions caregivers may have.

Assistant Camp Director: They are responsible for the health and safety of all children on site. If a child wants to go home, gets injured, needs some time away from others, this person is there to help.



Camp Counsellors: A caring leader who ensures a positive day camp experience for all children.

Camp Lifeguards: Qualified lifeguards on duty at all times during camp hours to supervise kayak, canoe and swimming activities.

All summer staff go through a thorough screening process, including an interview and criminal screening check. They must also have their First Aid and CPR Level C and HIGH FIVE® certification.

Program Details



Hours: Camp runs from 9 a.m. to 4 p.m.

Dates: Monday to Friday, between the months of July and August.

Location: Camp Sudaca is located at 527 Moonlight Beach.

Ratio: Camper to staff ratio is 1 to 10.

Ages: 5 to 12.



Children attending this camp will arrive via school bus. If you wish to drop off or pick up your child, we ask that you notify the Camp Director to make the necessary arrangements.

***** Please refer to the the information sheet provided on page 5 on HOW TO to download the mtransport application. *****



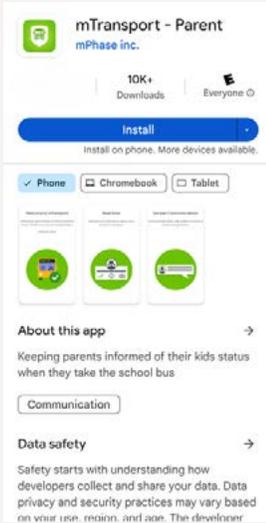
mtransport

How to Guide for Parents

Download, install, and log into the App

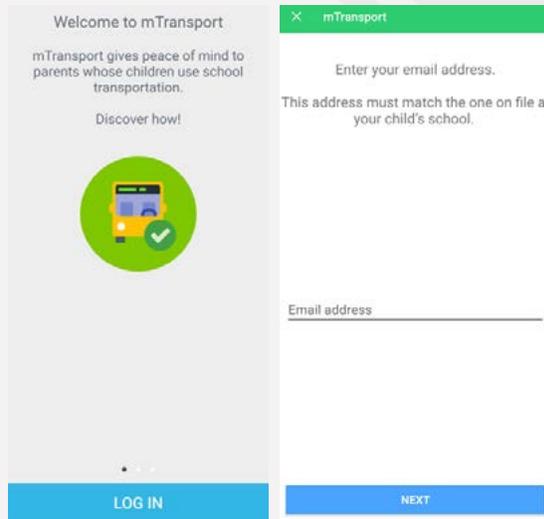
Step 1

Open the app store on your Android or IOS device and download the free mTransport - Parent app.



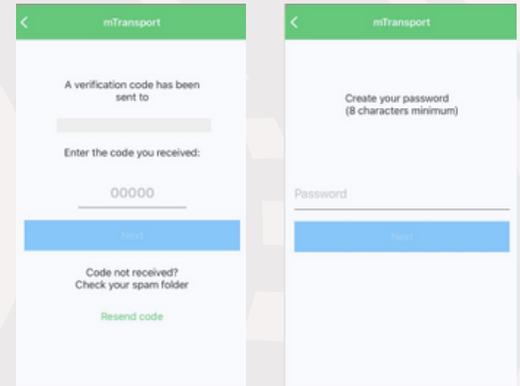
Step 2

Please sign in to the app with the email address you provided during your child's camp registration.



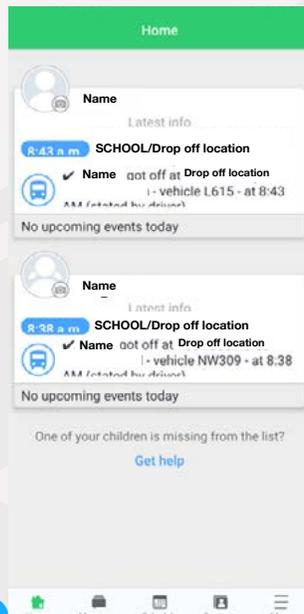
Step 3

Next, you'll be required to confirm your email address and create a password.

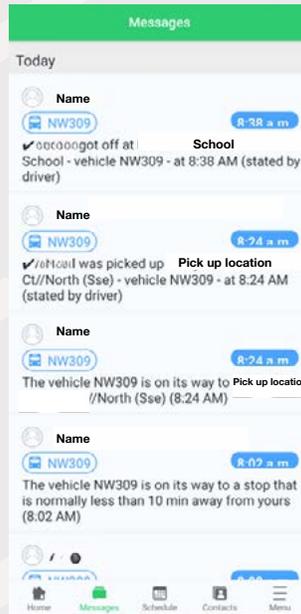


Using the App

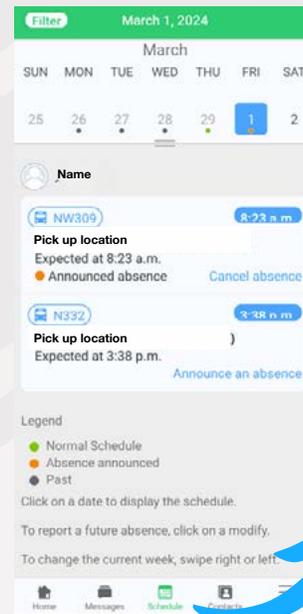
Remember to allow notifications!



Check out the most recent events in your child's journey.



Up to date notifications.



Inform the driver about your child's absence.



Activities at Camp Sudaca



Your child will have the opportunity to experience the following stations at camp. It's important to note that not all activities are done every day. Children are put into groups and they will have a chance to visit each activity at least once.

1. Field Games
2. Water Games
3. Rockwall
4. Moonlight Playground
5. Hiking
6. Swimming
7. Canoe/Kayak
8. Archery
9. Biking
10. Art



Health and Safety



Illness

We kindly ask that children stay home if they aren't feeling well. If a child begins to feel unwell or show symptoms, the child must be picked up within one hour of parent/caregiver being contacted.



Medication

If your child requires medication during the program, an Authorization for Administration of Medication form must be completed.



Emergency Procedures

Your child's safety is our number one priority. We believe that hazard elimination is key to accident prevention. Our staff are trained to inspect program sites daily for any potential hazards. Activities and games are planned with participant safety in mind and are always monitored to ensure that safety standards are maintained. All sites have access to a telephone and staff have access to a First Aid kit. All staff are First Aid and CPR Level C certified.

Participant Safety

While children are attending City of Greater Sudbury programs, our primary objective is to ensure they have a happy and safe recreational experience. Please be aware that our staff are legally obligated to observe the terms of the Ontario Child and Family Services Act. City of Greater Sudbury staff receive training on protocol principles to follow regarding established legislation and standards with respect to the reporting of a child in need of protection.



Swimming

During the duration of canoe, kayak and swimming activities, all children will be required to wear a lifejacket that we will provide. You are permitted to bring your own, but please be aware that a puddle jumper or other floating assistance devices are not lifejackets and will not be allowed.



Sun Safety

We are proud to partner with the Melanoma Network of Canada and Public Health Sudbury & Districts to encourage campers and summer camp staff to learn about sun safety while at camp. We are a **Sun Aware Certified Camp**. This means that we follow guidelines for implementing best practices for sun safety at our camps. The Sun Safety Policy is available on the City of Greater Sudbury website.



Biking

In order for your child to participate in the biking activities, and in an effort to keep a clean and sanitary camp, we strongly recommend that they bring a bicycle helmet from home.

Ensuring Positive Experiences



Age Appropriateness

Although programs accommodate a wide age span, each camp will be divided into squads based on ages and ratios. The smaller squads will allow campers to have more direct attention, a better opportunity for building relationships and full participation in activities. The entire group will come together in the morning at drop off, during lunch and during pick-up times.



Behaviour Management Policy

We believe that positive camp experiences strengthen and build each child's self-esteem. Staff provide your child with a creative and innovative program that will pique their interest and keep them enthused. We have fun, play fairly and show respect for others and ourselves. The guidelines for program participation will be clearly outlined to participants. Behaviours that do not contribute to the well-being of the child and the team will be tracked on our behaviour checklist form.

The sole purpose of this form is to keep caregivers informed of instances when your child has received a consequence for inappropriate behaviour. Your support is appreciated in having a follow-up discussion with your child. Based on the intent and severity of the incident, a participant may be withdrawn from the program. As confidentiality in this process is key, staff are instructed to keep forms in a secure location and do not share the information with individuals outside the program setting.

Code of Conduct



HIGH FIVE® is a standard committed to enhancing healthy child development within sport and recreation. As an organization involved with HIGH FIVE®, we strive to uphold the "Commitment to Children" which includes a code of conduct for our staff and provides appropriate behaviour management techniques for our campers. Please review the code of conduct form with your child before signing.

Camper and Caregiver Code of Conduct

It is our commitment to provide a camp experience where all children will feel safe, both physically and emotionally, while at camp. We believe that camp is an experience that can provide memories that will last a lifetime and transfer into other aspects of a child's life. We want to create a safe and nurturing environment for all children and staff. By registering for our camp programs, children and/or their caregivers agree to comply with these terms while attending camp.

Please see the **Summer Camp Caregiver Harassment Policy** outlining the expected behaviour of CAREGIVERS involved in camp programs.

Food



The City of Greater Sudbury Summer Day Camps do not allow for caregivers to bring in homemade food to give out to other campers. If you choose to bring in a treat to the children, it's important that it be peanut free and pre-packaged.

Packing a Lunch



Please provide your child with a nutritious lunch, snacks, and plenty of drinks for every day of camp. We recommend insulated lunch bags or packing frozen drinking box or ice pack in your child's lunch to keep the food cold and fresh. As part of our attention to camper safety, we have regular water breaks, so please pack a refillable water bottle.



Nut Alert

There are certain participants in the programs who have serious and life-threatening allergies to peanuts and peanut products. We ask that all caregivers ensure their children bring only identified peanut-free products in their lunches.



Green Camps

Each playground has a recycling program to reduce waste and encourage children to reuse as much as possible. You can help by packing a green lunch:

- Pack lunches and snacks in reusable bags and containers.
- Use a reusable water bottle.
- Avoid plastic containers made of PVC #3 or polycarbonate #7.
- Buy in bulk and repack individual sized portions into reusable snack containers.
- Pack reusable stainless-steel cutlery.



Pizza and Frozen Treats

Pizza and frozen treats will be available to campers on Friday of each week. The cost is \$2 per pizza (pepperoni and cheese) slice. Freezies and popsicles are \$1 and must be ordered at time of camp registration.



Craft Supplies

If you have products at home, such as buttons, paper towel rolls, material scraps, milk cartons, wool scraps, egg cartons, magazines, etc. - these items can be given to your child for them to bring to camp.



Caregivers as Program Partners

Please take the time to introduce yourself to your child's Program Leader. Your comments and suggestions are welcomed. Program plans will be posted on site. Should you have any questions or suggestions regarding these plans, please speak with staff. Your comments and suggestions are welcomed. Should you have any questions or suggestions regarding these plans, please call our Camp Director.



Program Evaluation

Your feedback is valuable, and we care about what you think of our programs. We are always open to suggestions and looking for ways to improve our programs. For immediate feedback, please call the Camp Director. Program evaluation forms will be shared electronically. You will receive a link to complete the evaluation. Your assistance will help us to fine tune the rest of the summer and to plan for next year.

Money and Valuables



The City of Greater Sudbury's Summer Day Camps offer a quality outdoor experience designed to help children develop an awareness of and appreciation for the natural environment. We ask that you DO NOT send your child to camp with any sort of electronic handheld device. This includes but is not limited to a cell phone, iPad, DS, Nintendo Switch or camera.

We strongly discourage participants from bringing in any electronic devices and money from home.



Lost and Found

At Camp Sudaca we understand that items can sometimes get misplaced. To help reunite campers with their belongings, we have a dedicated Lost and Found system in place:

- 1. Designated Area:** All found items will be collected and stored in a designated Lost and Found area, accessible to campers.
- 2. Label Belongings:** We encourage caregivers to label all personal items with the camper's name to facilitate easy identification and return.
- 3. End-of-Session Check:** At the end of each camp week, campers are encouraged to check the Lost and Found area for any remaining items.
- 4. Unclaimed Items:** Any items left unclaimed at the end of the camp season will be donated to a local charity.

By following these guidelines, we aim to minimize lost items and ensure a smooth and enjoyable camp experience for everyone.

Preparing Your Child for Camp



First day + EVERY DAY - Please send your child with:

- Peanut-free** lunch and snacks
- Reusable bottle filled with water
- Sunscreen
- Hat (wide-brimmed)
- Clothing suitable for the weather conditions and activities (raincoat, boots, sweater, long-sleeve shirt, sunglasses, etc.)
- Closed-toe shoes – **MANDATORY**
- Bathing suit and towel
- Extra socks and underwear
- OPTIONAL: Bicycle helmet
- OPTIONAL: Lifejacket



Please remember to label all personal belongings on articles using permanent marker and leave all electronic devices at home. If your child needs to contact you, we will have a cellphone available on site for them to use.



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greatersudbury.ca/leisure