

# 2018 SUMMER ADVENTURE CAMPS

PRESENTED BY

**Synocrude**

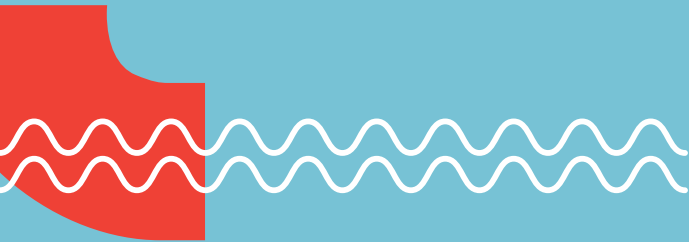
Operated by Suncor

**PARENT  
HANDBOOK**

VISIT [MACDONALDISLAND.CA](http://MACDONALDISLAND.CA)  
FOR MORE INFORMATION

**MIP** MAC  
DONALD  
ISLAND  
PARK

# What are **SYNCRUDE SUMMER ADVENTURE CAMPS?**



Syncrude Summer Adventure Camps are week-long camps that take place during summer break at MIP

This handbook includes everything you need to know about Syncrude Summer Adventure Camps!

Have a look before you send your camper on their next adventure!



Kids of all age groups can choose from multi-activity day camps focused on adventure, expression, excitement and positive learning through creativity and play.

Syncrude Summer Adventure Camp activities include interactive games and activities, dance, crafts, water play, and more!

## **REGISTRATION DETAILS:**

Camps Viewable Online:

**April 7 @ 10:00 am**

Online Only  
MIP Member Registration:

**April 10 @ 10:00 am**

Non-Member Registration:

**April 17 @ 10:00 am**

# WHAT TO BRING



What should you pack for your child each day?



## CLOTHING & SHOES

Children should come to camp prepared for a full day of activities. For each day, children should have:

- Clean, non-marking indoor, athletic footwear
- Active wear clothing
- Be prepared for outdoor play including a hat, sunscreen, and sunglasses.

## WATER BOTTLE

A reusable water bottle is ideal for camp. Our facility has many water bottle filling stations to ensure campers stay hydrated.

## SWIMMING GEAR

For full day camps, a schedule will be shared on the first day of camp each week, so parents and campers are prepared for any water activity days.

On those days, please pack the following:

- Swim Suit and Towel
- A plastic bag for the storage of the wet bathing suit and towel

## SNACKS

You are encouraged to pack MORE snacks than you think are necessary. Our camp is physically demanding so packing extra snacks will help ensure your child does not become hungry, tired or cranky. Please ensure any food sent with your child does not contain peanuts or nut products. There will be no food sharing policy enforced. Some great examples of healthy snacks are fruit or veggies granola bars, crackers & cheese, yogurt, etc.

## TOTE/BAG

A backpack, gym bag or tote is recommended for your child's belongings. A tag with the child's name is strongly encouraged. Please place all your child's belongings in the bag (snacks, clothing and medications)

## VALUABLES

We recommend that all items of value should be left at home. Children will be not allowed to use any electronic devices during the camp unless an emergency situation occurs. We will not be responsible for any lost or stolen items.

Don't forget to mark all items with your child's name



# ARRIVALS & DEPARTURES



## WHAT TO EXPECT EACH DAY

When arriving, children must be accompanied by their parent/guardian to the camp sign-in table where they will meet their camp leaders to be signed in. This location will be shared in each camper's registration email.

All children shall arrive 15 minutes early on the first day of camp to ensure that all administrative requirements are completed before camp begins. Each day thereafter will only require a quick sign in process! On Friday before the camp begins, parents will receive an email with directions to the drop off location.

If a child is late arriving to camp the parent/guardian must call MacDonald Island Park Guest Services at 780-791-0070. If the group has already departed for their first activity, the parent or legal guardian will escort their child to the specific amenity.

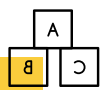
Each child must be signed out by a parent/guardian or by any person who is authorized on the registration form. Any person may be asked to provide photo ID for identification purposes. Camp leaders must be notified of early departure from camp upon morning sign in.

## PRE & POST CAMP CARE

New this year! When registering for camp online, pre & post camp care will be available as an add-on for campers. Pre-camp care will be available from 8:00 - 9:00am daily, and post-camp care will be available from 4:00 - 5:00pm daily. The cost of pre & post camp care covers one or both time slots. Please communicate each camper's pick up time upon morning sign in.

4 DAY CAMP  
**\$19/week**

5 DAY CAMP  
**\$24/week**





# HEALTH & SAFETY



## MEDICATIONS

All camp leaders are trained in standard first aid. Please indicate any necessary medical information on your registration form and let your camp leader know on the first day of camp. All campers should be capable of self-administration of medications. Please label all medications. It is strongly recommended for campers to hand in their inhalers and epi pens to their camp leaders to ensure it accompanies them as we transition between amenities on the island.

## ILLNESS AT CAMP

We can all work together to ensure the safety of all campers. Please keep your camper at home if they are sick, even if symptoms resemble a mild cold. A parent or guardian must be available to pick up child within **1 HOUR** of phone call.

## ACCIDENTS & EMERGENCIES

In the case of an emergency or accident involving your child, you will be contacted following notification of the appropriate emergency personnel. All camp leaders have current Standard First Aid Level C - AED certifications and have been trained in emergency procedures at all locations.

# FOOD

Please note that all food allergies are to be identified during registration for camp.

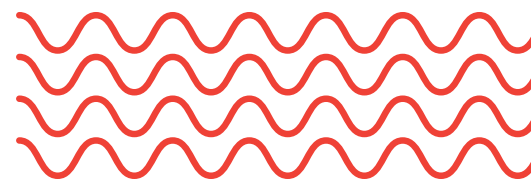
Syncrude Summer Adventure Camps have a “nut-free” policy for all food brought to camp. Please ensure that all lunches and snacks that are packed for your child follow this policy, as there may be children at camp with allergies.

## LUNCH

For full day campers, lunch must be provided by parents. There will be no food sharing policy enforced. Siblings are to bring their own packed lunch.

## SNACK BREAKS

We encourage parents to pack healthy food items during the camp, as there will be a morning and afternoon snack scheduled each day. Vending machines will not be available for use.





# CAMP STAFF CODE OF ETHICS

## REGIONAL RECREATION CORPORATION STAFF WILL:

Conduct themselves professionally and in a positive manner while interacting with program participants, parents, MacDonald Island Park guests and other members of the staff.

Actively promote inclusion, fairness, fun and equal treatment of all program participants.

Maintain the integrity of the program by adhering to the Regional Recreation Corporation's mission, policies, procedures, rules and safety policies at all times.

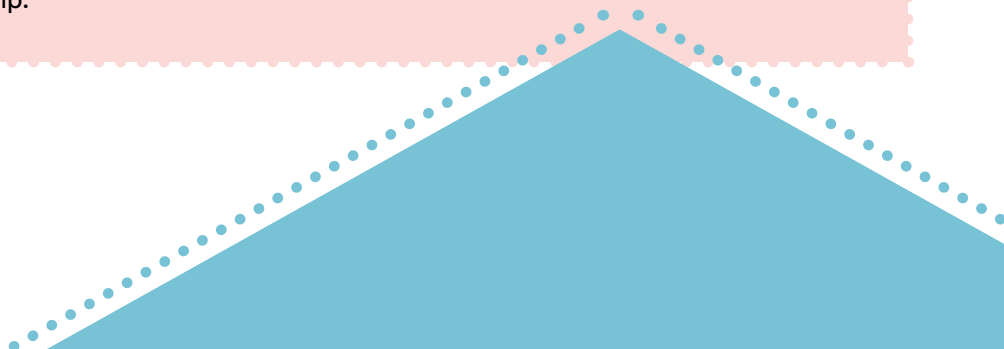
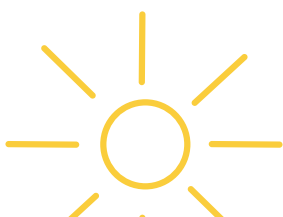
## PROGRAM PARTICIPANT CODE OF CONDUCT

Regional Recreation Corporation believe that it is important that our program participants and guests act in a respectful manner towards each other and themselves. While we understand that some children have a natural tendency to test the limits of compliance in many situations, we believe that there are certain standards to which our program participants must be held to.

### Inappropriate actions of participants will be handled in the following manner:

1. Staff member will intervene immediately and discuss possible solutions to the program with the program participant.
2. A warning will be issued which consists of a documented discussion with the parents, informing them that the child has been consistently disciplined during the day.
3. After the initial warning and continued disruptive behavior, a second documented discussion with the parents will occur. At this time, the child may be suspended for the next day of camp.
4. If there is a third severe incident, parents will be contacted immediately and notified that the child has been dismissed from the current camp.

If the child's actions are deemed to be severe by Regional Recreation Corporation's Sport and Recreation Department, warnings will be disregarded and parents will be contacted immediately. If a child is removed for disciplinary reasons from a Regional Recreation Corporation program/camp, they will not be permitted to enroll in ANY Regional Recreation Corporation program/camp for 3 months. Regional Recreation Corporation Sport and Recreation Department Management will use their discretion and best judgement on whether a child is allowed to enroll in a future program/camp.



# CANCELLATION POLICY

This is a binding legal agreement to pay all current and future fees to the Regional Recreation Corporation of Wood Buffalo (RRC). All programs and camps offered by the RRC are non-refundable, non-transferrable and cannot be deferred. Any payments returned NSF, account closed or credit card rejected will be subject to a \$25 administration fee.

There are no other refunds, transfers or deferrals for all fees paid and payable except under the circumstances listed below.

## CANCELLATION BY RRC

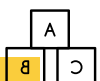
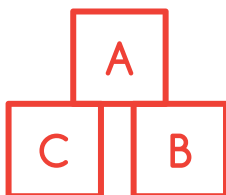
Programs or camps can be cancelled or combined due to low registration 72 hours prior to the course start date, unforeseen safety considerations, facility and/or equipment problems. Full refunds are provided when programs and camps are cancelled by the RRC. The member can choose to leave the funds on account or request a refund by check.

## CANCELLATION BY MEMBER

Refunds are available when the member cancels due to:

1. Any Reason: Refunds can be requested 14 calendar day prior to the start of the program or camp for any reason.
2. Medical Reason: Refunds owing to medical reasons can be requested at any time prior to the start of the program or camp. A medical certificate from qualified medical practitioner is required.

All approved refunds, when canceled by the member will be placed on the member account for future use at zero charge. Alternatively a check can be requested, which is subject to a 10% cancellation fee - subject to a minimum fee of \$25.



# FREQUENTLY ASKED QUESTIONS

## HOW DO I REGISTER FOR SYNCRUDE SUMMER ADVENTURE CAMPS?

All registration is conducted through Guest Services in the Suncor Community Leisure Centre or online at [www.macdonaldisland.ca/programs](http://www.macdonaldisland.ca/programs).

## HOW ARE CAMP COUNSELLORS SELECTED?

The Regional Recreation Corporation of Wood Buffalo looks to employ Camp Leaders who are interested in recreation programming and have a passion for working with kids. All Camp Leaders are Standard First Aid Level C - AED certified.

## DO YOU OFFER EARLY DROP OFF OR LATE PICK UP FROM CAMP?

When registering for camp online, pre & post camp care will be available as an add-on for campers. Pre-camp care will be available from 8:00 - 9:00am daily, and post-camp care will be available from 4:00 - 5:00pm daily. The cost of pre & post camp care covers one or both time slots. We ask that parents communicate each camper's pick up time upon morning sign in. Pre/post camp care is available for \$19/week during 4-day weeks, and \$24/week for 5-day weeks.

## CAN MY CHILD BRING TOYS, ELECTRONIC GAMES OR A CELL PHONE TO CAMP?

Bringing such items to the camp is HIGHLY discouraged. The items are at risk of being lost, stolen or damaged and the Regional Recreation Corporation will not assume responsibility for the items' care and proper storage. Cell phones and any electronic devices are highly discouraged and will only be allowed use in emergency situations.

## MY CHILD HAS A DISABILITY. CAN THEY ATTEND CAMP?

If your child has disabilities, please contact us directly at [MIPAdventureCamp@rrcwb.ca](mailto:MIPAdventureCamp@rrcwb.ca) to discuss how we can accommodate their participation and maximize their experience in our summer camps.