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**KIDS CONNECTION
SUMMER CAMP 2022**
July 4th - September 1st

RICHMOND HILL

Kids Connection @ Michaele Jean
320 Shirley Drive
Richmond Hill, ON
905-883-5353

MARKHAM

Kids Connection @ Beckett Farm
78 Beckett Avenue
Markham, ON
647-454-2178

FEES

Weekly fee - \$240
Registration Fee - \$25 (non-refundable)
Part Time care - \$60/daily

INCLUDES

All Special Event Activities
2 snacks – **LUNCH NOT PROVIDED**
Extended camp hours 7:00am-6:00pm

Email completed Registration Camp forms to:

Manager of Operation
Dalima Jafry
djafry@kidsconnectionce.com

Mailing Address for Cheques:
Kids Connection Care & Education,
290 Calvert Road, Markham ON L6C 1V1
Telephone:
905-888-0626

Our ultimate goal for all campers is to ensure that your child has the most enjoyable experience possible and that your child takes away fond memories of his or her summer camp experience.



Things to Know about Camp

CAMP HOURS & LATE FEE

Kids Connection summer camp operates Monday- Friday 7:00am -6:00pm July 4th, 2022 – September 1st, 2022. Please note we are closed on all Statutory Holidays. A late fee of \$1/ minute applies after 6pm. **Please note the camp will be CLOSED on Aug. 1st & *Sept. 2nd, 2022.** (Daily rates only apply to the last week of camp.)

CAMP ORIENTATION

If you submit the Individual Anaphylaxis Plan Form, you are required to attend our Zoom camp orientation on Wednesday June 15th 2022, in order to train staff on signs & symptoms and when & how to administer an epinephrine auto-injector.

FEES & TAX RECEIPT

Your **non-refundable** registration fee is due upon submission of camp forms. Weekly fees are payable by post dated cheques or E-Transfer on the first day of camp each week. A tax receipt will be issued at the end of the year in December. **Cheques should be payable to KCCE.** E-Transfer Payment to be sent to contact@kidsconnection.com with your child's full name and camp location.

CONTACT US

- Kids Connection @ Michaele Jean – 905-883-5353
- Kids Connection @ Beckett Farm - 647-454-2178

OUR STAFF

Our camp staff are qualified Registered Early Childhood Educators, Child & Youth Care Practitioners and Ontario Certified Teachers who are First-Aid and CPR trained individuals, working with children ages 4-12yrs old on a regular basis.

LUNCH & SNACKS

Please provide your child with a nutritious nut-free bagged lunch. Please read our Bagged Lunch Policy. We will continue to offer an AM & PM snack. Please note that we are a nut conscious environment, so it's **IMPORTANT that: PEANUT BUTTER, NUTS AND ALL FOODS CONTAINING NUT BY PRODUCTS ARE NOT PERMITTED AT CAMP.**

VOLUNTEERS

As per the new Operational Guidelines from The Ministry of Education, visitors and volunteers will not be allowed onsite.

WITHDRAWAL & REFUND POLICY

You may withdraw from camp at any time, however 2 weeks written notice is required. No refund will be given for sick or missed days. **Fees are still due on statutory holidays.** In the event of closures beyond our control, full or partial refunds/credits will be issued and your child's spot in the program will not be affected by the closure.

WHAT TO BRING

Please send your child with a water bottle, sun hat, sunscreen, and extra clothing. **Please apply sunscreen to your child prior to arrival.** Please ensure you label all items belonging to your child.

LOST OR STOLEN ITEMS

KCCE will not be responsible for lost or stolen items. Electronic hand held games are not permitted at camp (iPads, Nintendo DS, Cell Phones, etc.). Please leave your valuable items at home.

MEDICATION POLICY

Health and safety are priorities for KCCE. Please ensure your child's information is accurate by completing the medical information portion on your Registration Form. Campers who require prescribed medication at camp must indicate this on the registration form- this includes inhalers. Medication forms are available prior to and during camp from the Camp Supervisor. Medication must be prescribed by a physician and must be kept in its original container. They will be kept in a locked box in the camp office. If your child develops a communicable disease during camp (e.g. Pink Eye), we ask that you inform staff immediately. This will allow us to inform other participants so they can take the necessary precautions.

An Authorization Form for the Administration of Topical Medication (SUNSCREEN)& (HAND SANITIZER) must be completed by the parent of a child who is requesting that a non-prescription topical medication (SUNSCREEN)&(HAND SANITIZER) be administered during hours that the child receives child care, in accordance with KCCE's medication administration policy and procedures.

INCLUSION POLICY

KCCE supports inclusive practices and will make every effort to accommodate children with special needs. In doing so, the staff will work with both the parents/guardians and community agencies to ensure that our programs are accessible to all children. This includes not only programming, (i.e. developing and amending plans to meet varying developmental need of the children), but also recognizing the need for other supports including the use of technology if/when possible, revising furniture/equipment to make activities more accessible, training and development of staff etc. We will develop an Individual Support Plan with input from the parent. This plan will be shared with the staff working directly with the children.

ANAPHYLAXIS POLICY

In compliance with Sabrina's law, it is our goal to ensure that all children enrolled in our programs are not at risk of exposure to anaphylaxis causative agents. For every child with life threatening allergies, we will develop an individual plan and emergency procedure with input from the child's parents. This plan will include a description of the child's allergy, monitoring and avoidance strategies, signs and symptoms and any action that needs to be taken in the event the child has an anaphylactic reaction. This plan will be shared with the staff working directly with the children. Each staff will be trained on the procedures to be followed in the event of a child having an anaphylactic reaction, how to recognize the symptoms and how to administer medication. **Parents MUST train staff designate on the first day of camp.**

HEAT ADVISORY

Camp will continue during heat advisory warnings; however, campers will be moved indoors to a more moderate climate and programs will be adjusted for indoor conditions. ***Please note not all our facilities are not air conditioned, however each class is equipped with fans.*** We encourage campers to bring their water bottles daily.

PICK UP/DROP OFF

Pick up and drop off procedures will support physical distancing. Children will be screened upon arrival each day. Parents will not be allowed to go past the screening area. Prior notification and photo identification will be required if camper is been picked up by anyone other than parents. **CAMPERS WHO ARE NOT ACCOMPANIED TO THE SCREENING AREA BY A PARENT/GUARDIAN WILL NOT BE ACCEPTED INTO THE PROGRAM.**

Registration Checklist

- Print and complete registration form (please ensure you select your camp location)
- Attach copies of any doctor's note for medical treatment
- Submit Authorization Form for the Administration of Topical Medication (SUNSCREEN)
- Complete and submit signed Individual Anaphylactic Plan / Individual Support Plan(if applicable)
- Submit \$25 non-refundable registration fee (*if paying by chq, make payable to KCCE*)
- Submit post-dated monthly cheques .

PARENT CODE OF CONDUCT

Parents, guardians, volunteers, staff and/or Board Members must be treated courteously, impartially and respectfully at all times. This standard applies to whether they are on centre's property or at centre-sponsored events and activities.

All members of the centre's community are to be treated with dignity regardless of race, creed, sexual orientation, disability or any other grounds protected by the Ontario Human Rights Code. All adults must model appropriate behaviour, refrain from such behaviours such as swearing, name calling, shouting etc. Individuals engaging in such behaviours will be asked to leave the premises immediately. Failure to comply may result in police intervention.

Confidentiality must be maintained, respecting the privacy of our families, staff and volunteers; therefore gossip within the centre, written notes, gestures or body language and/or electronic information sharing will not be tolerated. Inappropriate behaviour or harassment of any kind will result in immediate intervention up to and including dismissal of family from the centre.

The privacy and confidentiality of our parents, staff, guardians, volunteers and students is important to us. All concerns and comments should be addressed with the staff. Should this discussion not address your concerns the next step is to review the situation with the Area Supervisor or Management Team. Failing resolution with the Supervisor or Management Team, the matter will be referred to the Board of Directors.

This code of conduct must be signed by any and all adults that is involved in your child's experience at all KCCE Child Care Centre's, Before and After School and Summer Camp programs including parents, grandparents, siblings, emergency contact pickups etc.

BAGGED LUNCH POLICY

Kids Connection Care and Education promotes the healthy development of all children, recognizing the importance of a balanced diet. Keeping with this expectation when bagged lunches are necessary the expectations are:

Parent and Guardian's Responsibilities

- The bagged lunch adheres to Canada's Food Guide.
- Lunch is provided in a labelled lunch bag with an ice pack.
- The lunch must be nutritious and well balanced. Please refrain from sending candy, pop and chocolate with your child. Please visit <https://food-guide.canada.ca/en/guidelines/what-are-canadas-dietary-guidelines/> for healthy options and guidelines of Canada's Food Guide
- Inform staff of any allergies your child/ren may have.
- We promote a nut-free environment and we ask parents not to pack anything containing nuts in your child's lunch. Food that say "may contain nuts" is not allowed in your child's lunch.
- In the event that your child forgets to bring a lunch, an alternative lunch will be provided at an extra cost of \$6. All parents are required to sign and submit the attached bagged lunch policy

Staff Responsibilities

- All surfaces will be cleaned with a cleaning solution prior and after the children have their lunch. (Board approved cleaning solutions only)
- Staff will ensure they wash their hands before assisting children with their lunches.
- Staff will ensure children wash their hands prior to eating lunch.
- Staff will monitor lunches to ensure food arriving at the centre does not contain nuts nor has the warning sign "may contain nuts".
- An alternate lunch will be provided if a child forgets their lunch (sandwich, raw vegetables, fresh fruit and milk). A courtesy call to the parent or guardian will be made and the food served will be recorded in the log book.
- Staff will encourage children not to share lunches.
- Staff will supervise closely any child that has a life threatening allergy by sitting next to them or across from them during lunch time. Children with sensitive life threatening allergies will eat their lunch in a separate area away from the group.
- Staff will monitor each child's lunch and should a child's lunch consistently not adhere to Canada's Food Guide then they will work with the parent to provide sample menus. Sample lunch ideas will be available at the centre to support families. Please visit <https://food-guide.canada.ca/en/tips-for-healthy-eating/meal-planning/> for sample menus and suggestions.



2022 Summer Camp Registration Form



Campers must have completed Grade 1 at the time of registration.

CAMPERS INFO

First Name:	Last Name:	Date of Birth:	Gender M F
Address:		City:	
Postal Code:	Please select camp location:		
Are there any specific custody arrangements:			*Custody documents MUST be attached
For income tax purposes who should tax receipts be issued to?			

PARENT INFO

Parent/Guardian #1		Parent/Guardian # 2	
Name:		Name:	
Work address:		Work address:	
Work #	Cell #	Work #	Cell #
Email:		Email:	

EMERGENCY CONTACT- Other Than Parents

Name:		Name: _	
Address:		Address:	
Phone:	Alternate:	Phone:	Alternate:

AUTHORIZED PICK UP- Other Than Parents

Name:		Name:	
Phone #	Alternate #	Phone #	Alternate #

Doctor Name:	Phone #:
Address:	City:

Has your child had any of the communicable disease YES NO if yes, please indicate:

If your child becomes ill with any of the following communicable diseases, please keep your child at home.

➤ Pink Eye Impetigo Strep Throat Scarlett Fever Chickenpox Fifth Disease Whooping Cough
Gastrointestinal (i.e. Norwalk virus)

MEDICAL INFO

Does the camper have any medical condition or life threatening allergy or allergies you would like us to know?

YES NO if yes, please indicate:

Does your child use an Auto Injector: YES NO If yes does he/she carry their own Auto Injector YES NO

If yes, please complete and submit the Individual Anaphylaxis Plan Form. Completed forms must be signed and submitted along with registration form prior to camp. You are required to train staff via Zoom on June 15th 2022 on how to administer child epinephrine auto-injector on the first day of camp.

CAMP SELECTION						
Please check to select	WEEK	Care Needed select one			Payment Details	
		Full Time	Part Time		\$ 25.00	E-Transfer
	Jul. 4th – 8th	5 Days	M/W/F	T/TH	Chq #	E-Transfer
	Jul. 11th – 15th	5 Days	M/W/F	T/TH	Chq #	E-Transfer
	Jul. 18th – 22nd	5 Days	M/W/F	T/TH	Chq #	E-Transfer
	Jul. 25th – 29th	5 Days	M/W/F	T/TH	Chq #	E-Transfer
	Aug. 2nd – 5th	5 Days	M/W/F	T/TH	Chq #	E-Transfer
	Aug. 8th – 12th	5 Days	M/W/F	T/TH	Chq #	E-Transfer
	Aug. 15th – 19th	5 Days	M/W/F	T/TH	Chq #	E-Transfer
	Aug. 22nd – 26th	5 Days	M/W/F	T/TH	Chq #	E-Transfer
	*Aug. 29th – Sept 1st	4Days	M/W/F	T/TH	Chq #	E-Transfer

PAYMENT INFO
Weekly fees \$240 and Daily rate \$60

Summer camp fees must be paid by postdated cheque/E-Transfer. **Cheques are payable to KCCE.** E-Transfers to be sent to contact@kidsconnectionce.com with the child's name and camp location in the comments section. All E-Transfers are due on the first day of camp.

A **\$25 non-refundable** registration is due with camp registration. This can be submitted via a cheque or an E-Transfer. Camp registration confirmation will be emailed prior to camp starting July 4th.

Cancellation or changes to camp weeks requires a minimum of two weeks' written notice and is subject to availability. No refund for sick or missed days and full fees are due for all Statutory Holidays (including part time care).

Closed for August 1st & September 2nd (Daily rates only apply to the last week of camp.)

CONSENT/ AGREEMENT FORM

Please read the following policies and procedures and initial your understanding of the policy and your willingness to abide by it	Please initial that you have read and understand
KCCE will not be responsible for any incident that may occur as a result of false information given at the time of enrollment. I/We understand that my child(ren)s enrollment is contingent on all information outlined in these forms to be full and accurate.	
KCCE reserves the unilateral right to cancel any arrangements, if policies of KCCE are not followed by a child or parent.	
I/We give permission for my child to go on neighbourhood walks accompanied by the staff of KCCE.	
I/We grant permission for the operator, or designate of KCCE to take any necessary steps to obtain emergency medical care if warranted. A full outline of emergency procedures, policies and practices is in the Policy Manual. Any expenses incurred during an emergency will be the responsibility of the child's family.	
I/We will keep payments current and up to date. Full fees are due for statutory holidays and any other absent days (for illness or any reason).	
We will abide by the Parent Code of Conduct that is included in this brochure	
We will abide by the Bagged Lunch Policy	
I have read the COVID 19 Policies & Procedures Handbook that is available on www.kidsconnectionce.com	

I have read and consent to all the forms listed above.

Step 1. Check the box below

By checking this box and typing my name below, I am electronically signing this form.

Step 2. Type in your name

Parent Name:

Date: