

Day Camp 2020 Information Package

Welcome to the 2020 Summer Day Camp program! My name is McKenna Boyle and I am the Day Camp supervisor for this summer. I am excited for the summer ahead of us! This package will outline what you need to know about the program, and what changes are in effect with all the craziness in the world today.

About the Program

Our program runs from Monday to Friday at 1-4pm at the Biggar Jubilee Stadium (the rink at 402-2nd Ave East). Our program is for children 5-12 years old (must have completed kindergarten). We do several activities throughout the summer including games, crafts, swimming days, dress up days, and much more! This summer's rates are:

\$120 / Child

\$175 / Family (Max 3 Kids)

\$10 / Day (drop-ins)

THERE ARE LIMITED SPOTS THIS YEAR DUE TO COVID-19 GUIDELINES

Meeting Areas

Due to the guidelines from the government, we will have 2 or 3 groups for day camp depending on attendance each day. This means there will be 3 different entrances into the day camp. The younger kids will be in the main lobby, the older kids will be upstairs and will enter through the north-west side door and the last group (if needed) will be at the back of the hockey rink and they will enter through the new dressing room side door on the north-east end of the building. There will be a counsellor at every door so if you are confused they can help.

Drop In

Make sure your day camp form is filled in prior to your arrival. This will help prevent unnecessary contact with the counselors.

Additional registration forms are available at the Town Office and on the Town website (www.townofbiggar.com). Once you have filled out the registration form, please return it to the Town Office and we will mark you down as registered! Please come speak to me if there are any special accommodations (allergies, illness, disabilities, etc.) that our staff should be aware of.

Registration / Child Release

All of the fields marked in **BOLD** need to be filled out on every form for every child. The other fields only need to be filled out on the oldest child's form if registering more than one child. This means if you are registering 3 children, you can supply contact information on your oldest child's form to save you the time of writing it out three times. On the back of the forms, you will find a section labeled "Child Release Information." When someone comes to pick up your child who is not included on this list, we will not release your child to them without contacting you first.

Injury Report Forms

In the event that your child gets injured, our staff will fill out an Injury Report Form, which allows us to document the child's injury. When you arrive to pick up your child, we ask that you read over the form and then sign the bottom of the form to verify that you have read the report. This is our way of documenting all injuries that occur at the Day Camp to mitigate any troubles with the hospital or your doctor, should an issue arise in the future. The injury report form outlines what happened and how we dealt with the issue.

Communication

A schedule of the summer will be handed out to each family to let you know what is happening each day. It will give a brief indication of what the theme of each day is, as well as any special events that are happening on a given day. It will also indicate any dress-up days.

I will be sending out a weekly newsletter on Fridays. The newsletters will contain a summary of all the fun things we did that week, as well as an overview of what will be happening the following week.

My cell phone will be kept on and brought along wherever we go in case you need to contact me during the program. My number is (306) 658-3151. If you are unable to get a hold of me, you can also contact Erin Poitras, the Recreation Director, at (306) 948-3317.

Any deadlines and upcoming events will also be posted on the **Biggar Day Camp Facebook page!** <https://www.facebook.com/BiggarDayCamp>.

The email address is daycamp@townofbiggar.com.

What to Bring

- Snack & Water Bottle
- Hat
- Sunscreen
- Bathing Suit/Towel (On Fridays we go to the pool or football field)

What not to Bring

There are some things that were brought last summer that we had to keep until home time and thought we would just outline them here so you have prior warning.

- Money for the Candy Machines
- Outside Toys
- Pop/Candy
- iPod/electronics

Because of COVID-19 please do not let your child(ren) bring unnecessary items

Snack

We have an allotted snack time every day, so please make sure your child is sent with a snack. We encourage a healthy snack for all children and counsellors. We prefer that pop, candy, chips, etc. stay at home and are not packed for snack. Day Camp will NOT be providing a snack at the rink this year because of COVID-19, so please bring a snack.

Fridays:

Fridays will either be for swimming or wacky water day. Due to the new guidelines we will only have one groups swimming at a time. The other two groups will be at each end of the football field for a wacky water day. We will rotate the groups every week.

If your child is in the group that is going swimming:

- We will meet at Sandra Schmirler Park (across from Daycare building)
- Pick up will be at the pool
- Bring money if your child does not have a pass (5 and under are free, 6-12 year olds are \$5)
- Bring appropriate swim wear
- Bring towel
- Bring snack

If your child is in the group that is having wacky water day:

- We will meet at Sandra Schmirler Park (across from Day Care building).
- Pick up on Wacky Water Day will be at the Sandra Schmirler Park.
- Kids are encouraged to bring water guns as we will be going down to the football field to have a water fight, slip and slide, and other water games!

If the weather is unfavorable for swimming or wacky water day, Day Camp will be held at the rink as usual with the 3 groups. A decision will be made by 11:00am, and a post will be made on the Facebook page to let parents know if they should be dropping off their kids at the rink. If you have not heard from us and have a question about where drop off will be, you can call/text me and ask, or it will be on the Facebook page!

Field Trips

As a part of the program, we would normally have field trips around town, but because of COVID-19 we will be bringing some of our guests to the rink so we can socially distance in the rink parking lot.

Daycare

When we have children registered who attend the Daycare, one of the counsellors will go to the Daycare at 12:45pm to pick them up. We walk them to the rink, and if you are unable to pick them up from the rink at 4:00pm, we will walk them back to the Daycare. Please contact me or make a note on your registration form if your child(ren) is attending Daycare and will need to be picked up.

Submit your Summer Schedule

Day Camp spots are limited this year due to guidelines set out by the Government of Saskatchewan. To help us stay organized, please fill out the calendar at the back of the registration form so we know what days your child(ren) will be here. Please fill it out and bring it to the Town Office or email it to daycamp@townofbiggar.com. We understand that you may not know your schedule for the whole summer, but please fill out as you know, and email us with any changes.

Hopefully I have included everything you were looking to find out about the program in this package. Be sure to check out our Facebook page for updates! If you have any further questions please feel free to give me a call or text.

Mckenna Boyle

(306) 658-3151

**PLEASE CHECK OFF THE DAYS YOUR CHILD WILL BE ATTENDING
DAY CAMP ON THE FOLLOWING CALENDAR:**

Family: _____

JULY 2020						
SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6 1 st Day	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

AUGUST 2020						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3 No Day Camp	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21 Last Day	22
23	24	25	26	27	28	29

30	31					

Child 1: _____

Child 2: _____

Child 3: _____

You can drop off at Town Office or email them to: daycamp@townofbiggar.com

Fields marked in **bold** must be filled out for each child. Please fill out all other fields on oldest child's form

Day Camp 2020- Registration Form

Name of Child: _____ **Age:** _____
Date of Birth (DD/MM/YY): _____

Parent's or Guardian's Information:

Name: _____

Name: _____

Address: _____

Address: _____

Home Phone: _____

Home Phone: _____

Work Phone: _____

Work Phone: _____

Cell Phone: _____

Cell Phone: _____

Emergency Information: To contact in the event of an emergency with your child, if you are unavailable.

Name: _____

Name: _____

Address: _____

Address: _____

Home Phone: _____

Home Phone: _____

Work Phone: _____

Work Phone: _____

Cell Phone: _____

Cell Phone: _____

Child's Personal Health Number: _____

Please list ALL known allergies below:

Drug

Food

Other

Please list and describe all known medical conditions:

Fees:

\$120 / Child

\$175 / Family (Max of 3 Children)

\$10 / Drop-In

Paid:

Cash _____ Cheque _____ Debit/Credit _____

Fields marked in **bold** must be filled out for each child. Please fill out all other fields on oldest child's form

Child Release Form - Day Camp 2020

I hereby give permission to the following person(s) to remove my Child(ren)
_____ from the Biggar Day Camp Program with no
(Print Child's Name)
prior notice given to Day Camp Staff:

Name: _____	Name: _____
Relationship to child: _____	Relationship to child: _____
Home Phone: _____	Home Phone: _____
Work Phone: _____	Work Phone: _____
Name: _____	Name: _____
Relationship to child: _____	Relationship to child: _____
Home Phone: _____	Home Phone: _____
Work Phone: _____	Work Phone: _____

Staff may require **proof of identification** prior to releasing the child. The Parent/Guardian understands that the child(ren) will be released to the individuals listed above until the parent/guardian provides written notification of changes.

Media Release: We will be bringing back a Picture Wall where images of the kids playing and doing activities with the councillors will be displayed. Please grant or deny us permission to take your child's photo.

I hereby **GRANT / DENY** councillors & staff all permissions to take and to post my child(ren)'s picture in the rink throughout the course of the 2020 Day Camp Program.

Waiver and Release:

I hereby waive and release any and all right to claim damages I may have against the Town of Biggar or its representatives for any and all injuries suffered by the above child(ren) while participating in the activities of the Biggar Summer Day Camp

Parent or Guardian Signature

Date (DD/MM/YY)