



## Welcome to March break Camp U of T 2018!

On behalf of all our staff we would like to welcome you to Camp U of T for March break. Everyone at Camp U of T takes great pride in providing a quality experience for all campers on a daily basis. We are very excited about the programming we have for you this year and look forward to seeing returning campers and welcoming new campers into the Camp U of T family.

Our commitment at Camp U of T is to provide children and youth with opportunities for learning in a safe and fun environment: an environment that celebrates the unique abilities of each child in a spirit of community. Your child's safety and enjoyment of our program are of paramount concern to us. We encourage participation and ensure that campers can explore the full range of programs offered in a supportive and inclusive environment.

Please take the time to read through this information booklet and keep it handy during the week. This booklet contains essential information for creating the best possible camp experience for everyone.

Thank you for choosing Camp U of T!

Mike DeGiorgio  
Camp Director

### CONTACT US:

Main Office 416-978-3436, year round  
Camp Director  
DURING CAMP: Athletic/Goldring/Varsity Centre: 416-978-5437  
[campuoft@utoronto.ca](mailto:campuoft@utoronto.ca) (absences can be reported here as well)  
[www.campuoft.ca](http://www.campuoft.ca)  
Fax: 416-946-7679

Mailing address                      Camp U of T  
55 Harbord St, Toronto ON, M5S 2W6

### General Information

Staff to Camper ratios:            1:6 for campers aged 4 to 7  
    1:8 for campers aged 8 to 16

Camp Hours:                        Pre-camp supervision: 8 a.m. – 9 a.m.  
    Full Day Session: 9 a.m. – 4 p.m.  
    Lunch Supervision: Noon – 1 p.m. (generally)  
    Post-camp supervision: 4 p.m. – 5 p.m.  
    Extended Care: 5 p.m. – 6p.m. **(extra fee and pre-registration required)**

### Camp U of T Camper Code

The safety and enjoyment of each camper is extremely important to us. In order to ensure that everyone has an enjoyable experience, we ask you to review the following points with your child/children. This information is also reviewed by staff prior to the beginning of each camp and camp specific rules are agreed on by campers and staff.

## **CAMPER CODE**

### Inclusive Environment

Make new friends  
Take turns and be polite  
Bullying and teasing will not be tolerated

### Safety

Obey your camp staff  
Think before you act  
Be aware

### Celebrate Differences

Share Ideas  
Learn about new cultures

### Take Responsibility

Help camp staff  
Make your time at Camp U of T great  
Look out for your fellow campers

## **When a child does not follow the Camp U of T camper code of conduct we will take the following steps:**

- Camp staff will direct the child to more appropriate behaviour
- The child will be reminded of the expected behaviour and the rules that were gone over at the beginning of the camp session. A discussion between the camper and the staff will take place.
- If the behaviour persists the parent will be notified of the concerns and parents and staff will review the changes in behaviour that need to occur. Staff will schedule a follow up conversation with the parent for one to two camp days in the future to check on the progress
- Progress check between the camper, staff and parents
- If the behaviour persists a conference will be scheduled with the Camp Director to discuss the next steps, which could include suspension or removal from the camp programs.

If a child's behaviour at any time threatens the immediate safety of themselves, other children or staff the parent is notified and instructed to pick up the child immediately.

The following behaviours are not acceptable and may result in the immediate suspension of a camper for the day, week or from Camp U of T entirely:

- Endangering the health and safety of children, staff, members or volunteers
- Stealing or damaging property
- Leaving the program without permission
- Continued disruption of the program
- Continued refusal to follow the Camper Code or camp specific rules
- Using profanity, vulgarity or obscenity frequently
- Acting in a lewd manner

### What to Wear and Bring

- Wear comfortable clothing and running shoes.
- Have a long sleeved t-shirt or sweatshirt for cooler facilities.
- **Bring a bathing suit and towel for swim days (Wednesday March 14<sup>th</sup>: Multisport and Gymnastics).**
- **Bring skates and a CSA approved helmet for skating day (Thursday March 15<sup>th</sup>: Multisport ONLY)**
- Bring a plastic or steel water bottle (no glass please).
- Bring healthy snacks for morning and afternoon breaks.
- Bring substantial lunch for full day camps.
- Label clothing with camper's full name.
- Avoid bringing expensive electronic equipment (i.e. MP3 players, game systems, etc.).
- **Enthusiasm, a sense of cooperation and a willingness to learn new things are essential for all campers!**

### Camp Specific Information:

- Please dress for the weather – campers may participate in outdoor activities at lunch, weather permitting.
- **Multisport** campers will skate on Thursday morning. Please bring skates and a CSA approved hockey/skating helmet. See skating section for full details.
- **Gymnastics** campers can wear tights or leotards if they want. If campers wear shorts and t-shirts make sure they are close fitting to allow movement of the body. Gymnasts will be barefoot while in the lower-gym.

### Cell Phone use at Camp U of T:

Cell phones are disruptive to the camp programming and are not to be used while at Camp U of T, including during pre and post camp supervision. Cell phones should be turned off and stored in backpacks during the camp day. If you would like your child to call you to verify their safe arrival or departure they may call from camp, please discuss this with your child's counsellor during the pre camp phone call. In the event of an emergency please call the Camp Director or the main office for assistance.

### Pick-up and Drop-Off Information

Pre-camp supervision is available between 8 – 9 a.m. and Post-camp supervision between 4 – 5 p.m. at no additional charge. Supervision includes fully supervised, yet non-programmed activity time with games and books available.

Camp program hours begin at 9 a.m.; please do your best to arrive **promptly** to ensure your child doesn't miss out on the fun! Campers will depart from their drop off locations and travel to their activity areas, beginning at 9 a.m.

### Extended Care

Extended care from 5 – 6pm is available for a fee of \$28/week. Campers registered in the extended care program will be picked up at 4:45pm from their specific camp and taken to the designated extended care area. Parents are reminded to send an extra snack for campers in extended care.

Please ensure that you register at the correct location:

**Goldring Centre for High Performance Sport extended care: B1 (court level)** - Adventure 4-5, Multisport 6-7

**Varsity Centre extended care: Blue and White Room** -Multisport 8 – 9 and 10 – 12

**Athletic Centre extended care: Benson Student Lounge** - Gymnastics

***Campers who are not registered in the extended care program and are not picked up by 5pm; a daily fee of \$15 will be payable immediately.***

## Locations

Camp U of T runs many camps at the Athletic Centre, Goldring Centre for High Performance Sport and the Varsity Centre. Please look below to see where your camp is located.

### ATHLETIC CENTRE (AC), 55 Harbord St.:

The Camp U of T entrance is located on Huron St (east side of building). We ask parents to please use the Huron doors ONLY for pick up and drop off.

- **Pick up and drop off for:** Gymnastics

### GOLDRING CENTRE FOR HIGH PERFORMANCE SPORT, 100 Devonshire Place:

Entrance is located on Devonshire (across from the Varsity Centre). Camp desk is at this location with Camp Directors there to answer any questions/concerns.

- **Pick up and Drop off for:** Adventure 4-5, Multisport 6-7, Intro To Fitness Seminars and Speed Power and Agility Seminars

### VARSITY CENTRE (VC), 299 Bloor St.:

The Camp U of T entrance is located at the Pavilion entrance on Devonshire Place, the south west corner of the facility. Pick up and drop off will take place in the Blue and White lounge inside Varsity Arena.

- **Pick up and Drop off for:** Multisport 8 – 9 and 10 – 12 year olds (Blue and White Lounge, please follow signs)



If you drive we ask that you read the note about parking carefully on the next page. Camp U of T parents are reminded that cars stopped on Huron St. Devonshire or Bloor St. may be ticketed by City of Toronto Parking Authority.

**Follow all posted signs for street parking.**

## PARKING

We regret that the parking passes are not available during March break. **There is NO free parking around the University and cars stopped illegally may be ticketed.** We recommend that you take transit if possible. Parking maps and rates can be found at [www.parking.utoronto.ca](http://www.parking.utoronto.ca).

## Check-in/Check-out System

In order to maintain accountability, your child **must** *check in* with their counsellor on their arrival to camp and *check out* with their counsellor on their departure each day. If your child knows that he/she will be absent or late, they should inform their counsellor.

## Safe Arrival System

Please contact the Camp U of T Camp Directors at 416-978-5437 or via email at [campuoft@utoronto.ca](mailto:campuoft@utoronto.ca) before 9 a.m. if your child is going to be absent. If your child is absent and the Camp has not been notified we will contact you and leave messages at the participant's home number and the daytime numbers of both parents/guardians.

## Pick up Procedures

Please ensure that everyone who has permission to pick-up your child has been added to their profile. Only those listed on a camper's profile will be permitted to pick that child up from camp. As well, those picking up your child will be asked to show **photo ID** to verify their identity. Please make sure that everyone with permission to pick up your child brings **photo ID** with them daily.

Without **photo ID**, those picking up campers will have to have their identity verified before they are permitted to pick up their camper.

If you would like to pick your child up early please let the counsellor know in the morning. In the event of an unscheduled early pick up please call the main office at 416-978-3436 to arrange this. It is best to arrange early pick ups in advance since your child may be away from the main camp site at an activity and it may take some time for them to walk back.

If your child has permission to leave on their own at the end of the day please send a letter authorizing this for the first day of camp. Campers should be a minimum of 12 years old to be permitted to leave camp on their own.

## Lunch

Lunch supervision will be provided for your child between approximately 12 p.m and 1 p.m. If your child is bringing her/his own lunch, we suggest that you prepare a substantial (**nut free**) lunch including beverages and snacks for your child. We ask that no glass bottles be packed.

Children who do not have permission to leave camp on their own will not be permitted to leave the camp during the lunch period unless accompanied by a parent/guardian. Parents must check their child out of the camp with the counsellor and check him/her back in after lunch. Campers who have permission to leave camp on their own are allowed to leave Camp U of T for lunch purposes, but they require a letter from a parent and/or guardian authorizing this for the first day of camp.

## Skating

**Multisport campers** will skate on Thursday morning. Please make sure to pack skates, helmets and mittens/splash pants for beginners.

Campers will be supervised on ice by camp staff. No sticks allowed.

Helmets are REQUIRED for all campers. Please send a CSA approved skating or hockey helmet; **bike helmets are not permitted.**

## Swimming

The swimming portion of the Camp U of T program is very important to our campers and parents. Please remember to send a swim suit and towel.

**Multisport and Gymnastic 6+ camps** will swim on **Wednesday morning**. Campers are supervised at all times while swimming by their counsellors and certified lifeguards. All staff have training regarding supervision in the pool area, and in emergency response.

For campers who are 6+ years old there is an optional swim assessment to swim in the Varsity pool. The swim assessment consists of jumping into deep water and submerging, then a 25m front swim, followed by one minute of treading water.

The teach pool is available for participants who choose not to attempt the swim assessment or who do not complete the assessment. All participants will be given a wrist band indicating which pool they swim in.

## Weather Information

Campers may be participating in outdoor activities, weather permitting, at lunch time. Please ensure that you send winter clothing with your child daily.

## Medical Conditions

If your child has a health condition that may be applicable during their time at Camp U of T we ask that you complete the [Health Information Form 2018](#). This information will be shared with camp staff in order to provide a safe camp environment for your child.

**This form is not mandatory for every camper.**

Please complete for:

Anaphylaxis and Allergies, Asthma, Seizures, Diabetes, any medications administered at camp, and other conditions we should know about.

During the camp, if your child is experiencing any difficulties or problems, please let us know. We look forward to a safe and enjoyable camp for all.

Copies of this document will be kept with the instructor of your child's camp at all times and at the Camp Desk.

**All camps participate in physical activity daily. We recommend speaking with your child's physician prior to the start of camps to discuss any issues or concerns.**

## Medication while at camp:

If your child requires prescription medication while at camp please complete the [Health Information Form 2018](#). All medications are required to be in the original container with your child's name and the date of the prescription on the container. All medications will be locked in storage at Camp Desk and can be refrigerated if required.

If the medication is for emergency use (inhaler or allergy medication) an instructor will carry it in their emergency first aid kit, or, if your child self-administers their medication they can carry it in their fanny pack.

Non-prescription medication cannot be administered at camp unless a doctor's note is provided. The doctor's note should clearly indicate the child's name, name of the medication, dosage, expiry date of the note and doctor's signature as well as times to administer or specific signs and symptoms that indicate that the medicine needs to be administered. All non-prescription medication will also be locked in a storage cabinet at Camp Desk.

### Allergy Aware

Camp U of T is allergy aware and asks that parents and guardians not send any nut products to camp for lunch or snacks. Please note that we are a shared use facility with the public and nuts may have been consumed in public areas.

Children are reminded to wash their hands before eating and are not permitted to share food.

### Sick children—When to stay home

A sick child can infect other participants and staff and runs a greater risk of injury in sport and recreation programs. If your child has any of these symptoms within 24 hours of his/her scheduled program, please keep him/her at home:

- **Diarrhea—defined as 2 or more loose stools\*\***
- Vomiting—more than once
- Rash or other skin infection, including persistent itching or scratching
- Excessive coughing, wheezing or a runny nose with green or yellow mucous.

**\*\***When people are ill with diarrhea, their stool can contain millions of germs. If someone with diarrhea contaminates the pool water swallowing the water can make others sick. If a swimmer has any diarrhea, he/she should remain at home and not participate in swimming. For more information visit [www.healthyswimming.com](http://www.healthyswimming.com)

### Need a receipt reprinted?

If you need a copy of your receipt please contact the Main Office at 416.978.3436. A receipt will be emailed to you or left for pick-up.

*\*Communication about wait lists and receipts is handled via email. Ensure your email address is accurate and will accept emails and attachments from [ac.help@utoronto.ca](mailto:ac.help@utoronto.ca), [junior.blues@utoronto.ca](mailto:junior.blues@utoronto.ca) and [campuoft@utoronto.ca](mailto:campuoft@utoronto.ca).*

### Account history

If you would like to confirm your course registrations for this or any previous term, log onto eConnect using your membership number and PIN. Click the history button beside each family member to see individual registration history, or on the account history to see all registrations and payments.

### Equity and Accessibility

The Faculty of Physical Education and Health is committed to equity and inclusiveness and is working to develop fully accessible programs, services and facilities. We welcome all members of the community and encourage children of all abilities to participate in our wide variety of programs. The safety of all campers and staff is of paramount importance to us. The decision as to whether a camper requires support to participate at Camp U of T rests with the director. Campers will be required to withdraw if the safety of themselves, other campers or staff is put at risk.

Parents/guardians can arrange for their own support worker to attend camp with the child. Please speak with the camp directors in advance so we are aware of this and can clarify times, supervision etc. There is no additional charge for support workers or 1:1's attending with children.

### Refund policy/Withdrawals

Refunds, less a cancellation fee of 10% of the registration fee, will be given 14 days prior to the start of the camp. No refunds will be processed within 14 days before the start of a camp unless a doctor's note is presented. There are no discounts for days not attended. The refund policy applies to camp programs and extended care.

To request a refund please contact the main office at [sportandrec@utoronto.ca](mailto:sportandrec@utoronto.ca) or 416.978.3436.

Refunds are credited to the same credit or debit account used for payment. Cash refunds over 20 dollars are made by cheque. Cheque refunds require 4-6 weeks for processing and will be mailed to the address on file.

### **Camper Phone Calls**

Staff will be contacting families a few days prior to the start of camp. Please ensure that all contact, emergency, and medical information are up-to-date, as well as those allowed to pick-up your children. We look forward to seeing you at Camp U of T!

**We're looking forward to a great week! See you soon!**



### What to wear and bring – Week at a glance

All campers need a water bottle, morning and afternoon snack and a substantial lunch – **nut free** please!

	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
Gymnastics 6+	*Leotard or shorts and a top (long sleeves are recommended as a layering option for warm ups and break time) *No oversized clothing *No jewellery *Long hair must be tied back with an elastic; no bobbles *No shoes are worn during classes	Same as Monday	Same as Monday + Swim suit Towel	Same as Monday	Same as Monday
Adventure	Wear comfortable clothing and bring indoor Shoes Bring comfortable outdoor clothing	Same as Monday	Same as Monday	Same as Monday	Same as Monday
Multisport 6 – 7	Running Shoes Long sleeved shirt or sweat shirt	Same as Monday	Same as Monday + Swim suit Towel	Same as Monday + Skates CSA approved helmet Mittens, splash pants	Same as Monday
Multisport 8 – 9	Running Shoes Long sleeved shirt or sweat shirt	Same as Monday	Same as Monday + Swim suit Towel	Same as Monday + Skates CSA approved helmet Mittens, splash pants	Same as Monday
Multisport 10 – 12	Running Shoes Long sleeved shirt or sweat shirt	Same as Monday	Same as Monday + Swim suit Towel	Same as Monday + Skates CSA approved helmet Mittens, splash pants	Same as Monday