



SUMMER 2023

**PARENT & CAMPER
HANDBOOK**

WELCOME!

WELCOME TO THE SUMMER OF 2023!

Hey Campers & Families!

Last summer marked our fifth summer of Camp Brimacombe and through the trust of our camper's families, we've had the pleasure in continuing to grow and improve our camp programming and experience each summer. We have come so far since our inception in 2018 and we can't wait to see what's in store for the summers to come.

Though we continue to grow, our commitment has never wavered – to deliver your child an educational, exciting, and memorable experience with programming that encourages learning through play. In addition to our regular camp programming, we've had the opportunity to add camper meal plans, volunteer opportunities and two programs for campers ages 12 and over – Leader-In-Training and Counsellor-In-Training.

We truly believe in the power of camp and this enthusiasm is spread throughout our programming and camper interactions. We believe camp is such a wonderful place for children to grow in so many areas and allows them to have the opportunity to be kids. We believe camp can help build a child's character, self-esteem, leadership qualities and so much more! That's why we hire and train our staff to be committed to support the development of each camper through an empowering and safe environment that recognizes the uniqueness of each child.

At Camp Brimacombe, we truly care about each camper and will go out of our way to make sure they feel comfortable and happy, and they're enjoying everything our camps have to offer. Being a Camp Brimacombe Camper is all about making friends, trying tons of cool activities, and having the time of your life!

Campers, get ready for an unforgettable week filled with tons of activities, exciting science experiments, making new friends and most importantly – having FUN!

We are so grateful to have you as part of our camp family and genuinely appreciate your trust in us. Please feel free to contact me if you have any questions.

Skyler McColl

Skyler McColl | Camp Director
skyler@brimacombe.ca
905-983-5983



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ABOUT CAMP BRIMACOMBE

Our Mission & Values

Our Camp Mission

To provide every camper with an educational, exciting and memorable experience that reflects our values and encourages learning through play.

Camp Brimacombe exists to foster the holistic development of each camper through an empowering and safe environment that recognizes the uniqueness of each child.

Core Camp Values

- Play
- Friendship
- Honesty
- Respect
- Teamwork

Location & Camp Hours

Located in the rolling drumlins of Clarington, Camp Brimacombe is set on the slopes and in the forests that are part of Brimacombe ski area – located at 4098 Durham Road 9 (Ganaraska Road), Orono, Ontario. All campers remain on Brimacombe property and do not leave the site, unless arrangements and permission has been arranged in advance.

Camp Hours

- All camps are full day
 - Camp hours are 9:00 a.m. to 4:30 p.m.
 - Drop-Off: 8:45 a.m. - 9:00 a.m./Pick-Up: 4:30 p.m. - 4:45 p.m.
- Extended Care (7:30 a.m. -9:00 a.m. and 4:30 p.m. -6:00 p.m.) is available upon advance request
 - Extended care is \$75 per week

Camper Groups & Supervision

Camp Brimacombe is pleased to offer care to children and youth, ages 4 – 16. (All campers must be at least 4 years of age on their first day of camp.)

Groups are created based on a multitude of factors, including age, developmental levels, and family and friend requests. We'll make all efforts to ensure campers are placed in groups with their friends, however all factors will be taken in to account when making groups. Regardless of camper grouping, all campers will be sure to engage in age-appropriate activities and programming.

The following is a breakdown of the Camp Groups offered, and the developmental focus of each group. Campers will have the ability to join in these activities on a weekly basis (please note, daily camps are not currently available).

Sprouts: 4 – 6 years of age

Supervision Ratio – 8:1

Camp Brimacombe's Sprouts program promotes a child-centered learning environment where pro-social skills will be role-modeled and fostered.

Through a holistic approach, Counsellors will place focus on self-directed play experiences through the use of activity centers that encourage imagination. Counsellors will engage closely with the children in their group, providing immediate feedback and support, assisting in the development of hand-eye coordination and emerging gross motor skills. Within the Sprouts program each camper's uniqueness will be supported and the development of their competence and independence will be encouraged.

**Please note: campers must be at least 4 years old on the first day they attend camp.*

Saplings: 6 – 9 years of age

Supervision Ratio – 10:1

Camp Brimacombe's Saplings program promotes the development of each camper through cooperative and structured activities.

Counsellors will place an emphasis on the camper's interests as they navigate themed activities that encourage both active and passive play. Saplings will engage in challenges that expand their strength and endurance, logical reasoning and social skills, in a supportive environment that promotes success and the growth of self-esteem. Saplings will interact closely with their Counsellors to have a fun-filled week, where they will engage in learning in the most encouraging way possible – through play!

Mighty Oaks: 9 – 12 years of age

Supervision Ratio – 10:1

Within the Mighty Oaks program at Camp Brimacombe, campers will enjoy their week in an environment that increases their independence and self-confidence.

Campers will have the opportunity to participate in organized activities that promote fair play and honesty, communication and leadership. Counsellors will interact with their campers, promoting positive peer interactions, supporting the individuality of each camper and fostering new experiences.

Leader-In-Training: 12 – 14 years of age

Supervision Ratio – 10:1

The Leader-in-Training (LIT) program is designed to provide opportunities to develop confidence and skills in leadership, team-building, conflict resolution and goal setting while also participating in recreational camp activities. LITs will participate in Health & Safety Training as well as an Emergency First Aid certification course provided by a course conductor from the Lifesaving Society.

LITs will have the opportunity to interact with campers, participate in camp activities during the week, and ultimately lead our camper programming on Friday afternoon.

**LITs will be eligible to interview for summer camp volunteer positions during additional weeks.*

Counsellor-In-Training: 14 – 16 years of age

Supervision Ratio – 10:1

The Counsellor-In-Training (CIT) program is a 10-day camp designed for campers aged 14 to 16. Campers will develop essential skills and receive the necessary credentials to become camp counsellors in the future.

A dedicated CIT counsellor will work with our CITs to discover and develop their own unique leadership style. Along with this, they will receive credentials in the following: High Five Principles of Healthy Child Development, Health and Safety Training, Standard First Aid and CPR-C.

CITs will have the opportunity to interact with campers, help shape the camp environment, and ultimately co-lead our camper programming in their second week of camp.

**CITs will be eligible to interview for summer camp volunteer positions during additional weeks.*

About Camp Supervision

Staff members stay with campers and maintain ratios at or below those listed above at all times throughout the day.

Our Camp Team is comprised of individuals who have a passion for working with children. Our staff are selected based on their leadership skills, camp experience and their interest in child and youth development, among other factors. All team members have successfully passed criminal reference/vulnerable sector checks, High Five Principles of Healthy Child Development course and are certified in Standard First Aid and CPR.

Collection of Camper Information

During the application process we will collect important personal information. This information is collected, used and stored in accordance with Oshawa Ski Club o/a Brimacombe's Privacy Policy.

We do not sell or trade personal information about guests/campers to any third-party agencies.

All inquiries regarding the purposes for the collection, use and disclosure of personal information can be addressed to:

Brimacombe
4098 Durham Road 9
Orono, Ontario
L0B 1M0

admin@brimacombe.ca
905.983.5983

Consumer Image Policy

During their time at camp, your child may be photographed or videotaped by, or on behalf of, Brimacombe. By completing your child's Camp Waiver, you give your authorization and permission for use of this image by Brimacombe for advertising, promotional and marketing purposes.

How to Contact Us

4098 Durham Road 9,
Orono, ON L0B 1M0

When arriving at Camp, please enter via Gate 4.

Local Phone: 905.983.5983

Toll Free: 1.877.672.2582

Email: summercamp@brimacombe.ca

GETTING READY FOR CAMP

What to Bring

To ensure your camper has everything they need for a fun-filled day, we suggest you send your camper with the following items:

- Healthy, litterless lunch
- At least two snacks (please send more than two if in Extended Care Program)
- Reusable water bottle (we have refill stations on site)
- Comfortable walking shoes
- Hat
- Long-sleeve, light-weight shirt
- Sunscreen
- Bathing suit, towel and water shoes
- Change of clothes
- Backpack
- Appropriate weather gear
- Bug spray
- Required medications (Specific administration forms will need to be completed and specific procedure followed.)

Labelling Your Camper's Gear

We recommend labelling your camper's gear with their name to ensure their items go home with them at the end of each day. Please check out Mabel's Labels (<https://mabelslabels.com/support-a-fundraiser>) and select Camp Brimacombe for some great options!

What Not to Bring

We ask that your camper does not bring the following items:

- Electronic devices
- Valuables (whether tangible or emotional)
- Clothing not suitable for camp (i.e. clothes you don't want to get dirty!)
- Toys from home

Camp Brimacombe is not responsible for any lost, stolen or damaged items.

AT CAMP

Camp Hours

Camp hours are from 9:00 a.m. to 4:30 p.m., Monday to Friday.
Drop-Off: 8:45 a.m. - 9:00 a.m./Pick-Up: 4:30 p.m. - 4:45 p.m.

Extended Care is available from 7:30 a.m. to 6:00 p.m.

On Your First Day

In the week leading up to camp, you will receive an email with pertinent information for the week ahead.

At drop off, counsellors will verify the camper information using their attendance sheets. At times, this process may involve a brief waiting period as we ensure that all information is correct and campers are safely signed in/out. We do ask that you stay in your vehicle and do not enter the drop off area.

Drop-Off & Pick-Up

Counsellors will be waiting each day at the drop-off area between 8:45 a.m. - 9:00 a.m. Prior to this, we use this time to get ready and set up for the day.

The camp drop-off/pick-up area is accessible through Gate 4 and is located in Parking Lot 4 near our Guest Services Kiosks. Please follow the signs marked to show you the way. Currently, we ask that you follow our Kiss & Ride procedure:

STEP 1: Once you have arrived, please join the queue and remain in your vehicle.

STEP 2: Each vehicle will be greeted in order by a Camp Brimacombe Team Member.

The Team Member will verify camper information and ensure that we have all necessary forms, waivers and payments. At times, this process may involve a brief waiting period and we thank you in advance for your patience.

At pick-up, please use the same procedure as drop-off, your camper will be brought to your vehicle by a Camp Brimacombe Team Member. You should be prepared to present photo I.D. at this time.

Campers are to be picked up anytime between 4:30 p.m. – 4:45 p.m. If you need to pick up your child prior to 4:30 p.m., please provide written notice, in advance, to summercamp@brimacombe.ca so we can have your camper ready for pickup.

If you are not able to pick your child up by 4:45 p.m., please notify Camp Brimacombe and alternate arrangements will be made.

Please note, if your camper is not enrolled in Extended Care and is not picked up by 4:45 p.m. your camper will be placed into After Care and Camp staff will maintain supervision until such time as duty of care can be transferred to an authorized individual. The first time this occurs a \$15 charge will be incurred. Camp staff will further review the late pick-up policy with you, at the time of pick-up.

After 6:00 p.m. a charge of \$15 per 30-minute increment will be applied for the first occurrence, and camp staff will further review the late pick-up policy with you, at the time of pick-up.

IMPORTANT: Counsellors cannot release their campers without the presentation of proper identification and/or the authorized parent/guardian/emergency contacts.

Late Campers

Campers who miss the designated drop-off time must proceed to the alternative drop off zone and wait in their vehicle to be met by a camp team member. The alternate drop off zone is located past the parking gate arm, behind the East Chalet and is clearly marked by directional signage.

If the parking gate arm is down, please call the posted number to announce your arrival and gain access, then wait in the designated alternate drop-off zone to be greeted.

If the parking gate arm is up, please proceed to the designated alternate drop-off zone, where a phone number will be posted for you to call a Camp Brimacombe Team Member who will meet you at your vehicle to take your camper to their respective groups.

At times, this process may involve a brief waiting period, we appreciate your patience as we ensure the care and safety of all those on the property.

Authorizing Pick-Up

During the application process, on the Camper Household Form, we collect both Parent/Guardian and Emergency Contact information, as well as a list of all other individuals you would like to authorize to pick up your camper – everyone listed in these sections will be authorized to pick up the camper during camp hours and at the end of the day without written notice. Individuals authorized to pick up children from camp will require photo I.D.

For safety reasons, all parents/guardians, caregivers and other authorized individuals must present a valid photo I.D. to the camp counsellors upon pick-up of each camper. The names listed during the camper's registration must match exactly what is stated on that individuals' photo I.D. For example, if the name on the registration is "Mandy Smith", the photo I.D. that is presented must have the name "Mandy Smith", not "Amanda Smith".

Acceptable photo identification includes: driver's license, government issued I.D., or passport.

If you would like to authorize additional individuals for pick-up other than names that were listed at the time of registration, the parent/guardian must let the camp know prior to pick-up.

Early Pick-Up

If you need to pick your child up early, please let one of our Camp Brimacombe Team Members know or contact the Main Office at 905-983-5983 or email summercamp@brimacombe.ca. To help make the pick-up as smooth as possible we ask that you provide advance notice as your child's group may be in the middle of an activity and/or exploring the great outdoors.

Early pick-up must be by a listed parent/guardian, caregiver or other authorized individual and will take place in the designated/alternative pick-up zone.

The alternate drop off zone is located past the parking gate arm, behind the East Chalet and is clearly marked by directional signage.

If the parking gate arm is down, please call the posted number to announce your arrival and gain access, then wait in the designated alternate drop-off zone to be greeted.

If the parking gate arm is up, please proceed to the designated alternate drop-off zone, where a phone number will be posted for you to call a Camp Brimacombe Team Member who bring your camper will be brought out to you.

If you let Camp Brimacombe know ahead of time, we will make every effort to ensure your camper is ready to go for your arrival time.

Absent Campers

If your camper is going to be away on a particular day and will not be attending camp, please contact the Main Office at 905-983-5983 or summercamp@brimacombe.ca. Alternatively, you can also let a Camp Brimacombe Team member know of an upcoming absence at drop-off/pick-up.

There will be no discounts, refunds or carryovers for missed days.

T-Shirts

Campers will receive a complimentary Camp Brimacombe t-shirt at the beginning of each week at Camp Brimacombe. This shirt will be used for a tie-dye craft and they will be sent home on Wednesdays for campers to wear their tie-dye shirts on Thursday for a group photo.

Please be advised that only a select number of t-shirts are ordered for camp. To ensure every child receives a shirt they are comfortable wearing, please take time to choose an appropriate size when applying. If you are unsure, remember there is no cost

Weekly Camp Themes

difference when it comes to shirt size so it is safer to request a larger size. We will also do our best to make adjustments, if needed, day of.

If you would like to purchase an additional t-shirt, we will also offer additional camp shirts and other Camp Brimacombe branded items for sale through our online Camp Tuck Shop and at our Main Office once camp has begun.

WEEK ONE: July 3 – 7, 2023

Superhero Academy

Superheroes unite! Campers will learn that there is a hero inside all of us as they explore their own heroic talents throughout a fun-filled week. Grab your cape and mask and get ready for an awesome adventure!

WEEK TWO: July 10 – 14, 2023

Astronaut Academy: Galactic Explorations

4...3...2...1...BLAST OFF! Galactic Explorers will orbit the solar system – avoiding asteroids, careening around comets, racing rocket ships all while completing your galactic training at Camp Brimacombe's Astronaut Academy! Are you ready to launch into a galaxy of fun?

WEEK THREE: July 17 – 21, 2023

Super Soaked Adventures: H2OhYeah!

Get ready to dive into a week of camp jam-packed with tropical events and underwater ocean discoveries! Grab your swimsuits, hop on your boogie board and prepare to catch a wave!

WEEK FOUR: July 24 – 28, 2023

Spy Academy: Secret Agents in Training

Have you ever wondered how to dust for fingerprints? Do you know how to read invisible ink? Embark on classified missions with a team of other secret agents in training. We'd like to tell you more, but it's top secret. This message will self-destruct in 10 seconds.

WEEK FIVE: July 31 – August 4, 2023

Mad Science Academy: Nature's Laboratory

Grab your lab coat and beakers and step into the Camp Brimacombe laboratory! This week is filled with crazy and wacky experiments and discoveries as we get hands-on with science in nature's laboratory!

WEEK SIX: August 8 – 11, 2023 (excludes Civic Holiday)

Ocean Commotion: Wet & Wild Sea-ventures

Get ready to make a splash during this wet and wild week of camp! Our marine Campologists will dive deep into the underwater eco-system, as we learn about the wonders of the ocean and the secrets of the animals that live there. Plus, they'll beat the heat with some wet, wild and wacky water games.

WEEK SEVEN: August 14 – 18, 2023

Brim-lympics: Silly Summer Games

Join us as we go for gold at our Camp Olympics! Running, jumping, splashing and more...nothing is normal in these silly summer games!

WEEK EIGHT: August 21 – 25, 2023

Camper Versus Wild

You may be able to mine and craft your way through your favourite video game, but how would you survive the wild in real life? From fire building challenges to learning about food sources, building shelters, making tools, and going on treks, this week is sure to be an adventure!

WEEK NINE: August 28 – September 1, 2023

Camp Brimacombe's Got Talent

We're rolling out the red carpet and setting the stage to celebrate each camper's unique talents! Whether you sing, dance, hula-hoop, tell jokes, or play an instrument, we want to see it! This week is destined to be a showstopper! The final act? A talent show!

Sample Daily Schedule

The following is a sample of a typical day at Camp Brimacombe during a space-themed week:

8:45 a.m. – 9:00 a.m.	<i>Drop-off</i>
9:00 a.m. – 9:30 a.m.	Icebreaker Activity
9:30 a.m. – 10:00 a.m.	Outdoor Game – Moon, Planet, Stars
10:00 a.m. – 10:30 a.m.	Creative Time – Build Marshmallow Constellations
10:30 a.m. – 11:00 a.m.	<i>Snack Break</i>
11:00 a.m. – 12:00 p.m.	Outdoor Activity – Space Scavenger Hunt
12:00 p.m. – 1:00 p.m.	<i>Lunch</i>
1:00 p.m. – 2:00 p.m.	Arts & Crafts – Puffy Planet Painting
2:00 p.m. – 2:30 p.m.	Experiments – What the sun melts experiment
2:30 p.m. – 3:00 p.m.	Game – I'm going to space and I will bring...
3:00 p.m. – 3:30 p.m.	<i>Snack Break</i>
3:30 p.m. – 4:30 p.m.	Outdoor Games
4:30 p.m. – 4:45 p.m.	<i>Pick-Up</i>

Litterless Lunch

Did you know the average student's lunch generates a total of 30 kilograms of waste per school year?

As an outdoor-centred camp we strive to minimize the impact of our operations on the environment.

To ensure your packed lunch produces minimal waste for the landfill, there are two key things to consider - what you pack and what you pack it in. Here are some suggestions to keep in mind when packing a lunch to help minimize waste:

Litterless Lunch Tips

- Encourage your camper to help plan, prepare and pack their own lunches. They're more likely to eat a meal that they've helped prepare. Involvement in meal preparation also teaches them where their food comes from, and it provides them with the confidence and skills they will need to prepare food for themselves later in life.
- Go with reusable rather than disposable:
 - Bring a reusable water bottle for cold drinks and/or a thermos for hot drinks/food.

- Use a reusable lunchbox or bag.
- Pack reusable utensils.
- Pack food in reusable containers.
- Use cloth napkins instead of paper.

- Avoid pre-packaged foods. Try buying in bulk instead. Buying snacks in bulk and dividing them into reusable containers helps avoid wasteful individualized plastic packaging.
- Pack lunch and snack portions that your children will eat to avoid waste.
- Use reusable, non-toxic ice packs or get creative by using frozen juice boxes or other frozen foods such as yogurt, apple sauce, etc. that can serve double duty as a frozen or slushy treat.
- Ask your child to bring home lunch leftovers. Looking at leftover lunches is a great way to get information about your children's lunch preferences. Find out why certain foods have come back uneaten.

Camp Brimacombe Meal Plan

For only \$75.00 +hst* per week, Camp Brimacombe will provide your camper with a daily main and side (based on weekly menu below), a drink and dessert for lunch PLUS 2 snacks daily.

Our weekly menu includes kid-friendly meals which aim to balance both healthy and nutritious choices with classic kid-favourites and of course, some sweet treats. Plus, our camp chef will be dressing up our meals and snacks to incorporate our fun weekly camp themes!

To add a meal plan to your camper's week, please purchase during the registration process or by noon on Friday prior to your camper's week by logging into your Camp Brain account or contact the Main Office at 905-983-5983.

PLEASE NOTE: *Camp Brimacombe is a nut-sensitive environment, and makes no guarantees of being nut-free. Brimacombe does not provide any foods that directly contain nuts or nut products within our meal plan and makes every reasonable effort to accommodate food allergies, however our products are not guaranteed to be "nut-free" due to manufacturing and preparation processes.*

*4-Day Camp Meal Plan for Week 6 is \$60.00+hst

Sample Menu:



Sending Food Items for Birthdays & Celebrations

If it's your child's birthday or a special occasion and you would like to share treats, we ask that you do not send any food items, as we are not able to serve outside food items to other campers. Non-food items, such as stickers, bookmarks, pencils, etc., are acceptable.

For campers who wish to have their birthday or special occasion celebrated at camp, please inform a Camp Brimacombe Team member upon drop-off on the first day of camp. Possible ways to celebrate may include:

- Sing Happy Birthday
- Send a special book to read to the entire group
- Play the child's favourite game

Lost & Found

Staff at Camp Brimacombe will make all reasonable efforts to ensure campers are leaving with the items they arrived with.

Any lost and found items will be posted on SeeSaw. If your camper is missing something, please let one of our Camp Brimacombe Team Members know so we can keep a lookout for it.

Items of value that accidentally make their way to camp will be stored in a locked area within the office.

As of October 1st, unclaimed items will be donated. We recommend using Mabel's Labels, or another reliable label, to label your camper's gear for easier recognition.

HEALTH & SAFETY

Camper Health Information

Help us make certain we have accurate health information concerning your camper. Even if your camper is perfectly healthy, we need to have their form on file so we know how to respond to any immediate need without hesitation, should an accident or emergency occur.

As part of the Camp Application package, all campers must complete a variety of Camper Health Forms and a Camp Waiver in order for the final application package to be processed. To help facilitate a successful camp experience, we ask that you share as much information as possible on the Health & Safety Form.

If there are any changes or updates to the information requested on the Health & Safety Form after you have submitted the form, please notify us in writing at that time.

This information is considered to be confidential and will be shared amongst health care providers as needed; ie. Walk-In Clinic or Emergency Health Care Providers. This information will only be shared with Camp staff on a need to know basis to ensure the physical and mental health of your child.

Only those campers for whom we have completed health information will be permitted to attend camp. As a camp, our effort to ensure a safe and healthy environment includes health promotion, of which immunization is a key component. By doing so, we align ourselves with school boards and Health Canada. As such, we request that all campers and staff at camp have received ALL mandatory immunizations. We trust that our approach places your camper's health and safety as a major priority for every summer!

Sick Campers & Injuries

All camp staff are trained and certified in Standard First Aid and CPR. If a camper becomes ill or injured, immediate care will be provided.

When a camper becomes ill and/or requires medical emergency care, the parent/guardian will be notified. If the camper is unable to rejoin camp activities, you will be asked to pick up your camper immediately. Staff will take every effort to make your child comfortable. For the best interests of the individual and camp, any camper who is ill will be sent home.

Should an accident occur requiring emergency transportation, the parent/guardian and/or emergency contact will be notified. A staff member will accompany the child to hospital, and wait until the parent/guardian/emergency contact arrives. At no time will a camper be left alone.

Parents/guardians are to keep their camper home from camp if they are diagnosed with a transferable/communicable illness and/or exhibit any sign or symptom of a transferable/communicable illness, including but not limited to:

- Fever (temperature of 37.8C/100F or higher)

- New or worsening cough
- Difficulty breathing including shortness of breath or rapid breathing
- New smell (olfactory) or taste disorder
- Nausea/vomiting
- Diarrhea/Abdominal Pain
- Sore throat/Difficulty Swallowing
- Runny Nose or Nasal Congestion, in absence of underlying reason for these symptoms such as seasonal allergies, post nasal drip, etc.
- Undiagnosed skin rash
- Eyes are red (conjunctivitis/pink eye) or yellow
- Bowel movement is grey or white, to urine is dark or tea coloured

Sick campers should stay home until **all** of the following apply to them:

- symptoms have been improving for at least 24 hours (or 48 hours if they had nausea, vomiting and/or diarrhea)
- they do not have a fever
- they do not develop any additional symptoms

Allergen/ Nut-Sensitive Environment

At Camp Brimacombe we provide an **Allergen/Nut-Sensitive** environment, meaning that while Brimacombe is not an allergen/nut-free environment, efforts will be made to mitigate known allergens in camp.

Brimacombe does not provide any foods that directly contain nuts or nut products within our meal plan and makes every reasonable effort to accommodate food allergies, however our products are not guaranteed to be "nut-free" due to manufacturing and preparation processes.

We strongly encourage families to refrain from sending foods with nut products or known allergens, specific to your camper's week, to camp.

Brimacombe is pro-active in educating all families about allergies prior to and during camp:

- An email identifying known allergens will be sent, prior to the commencement of camp.
- There will also be a posted list of all known allergens at the main entrance of the building.
- We encourage all families to read labels and to only send allergen-free products to camp.
- We have a 'no sharing food' policy. Mealtime is monitored closely by Counsellors who supervise and eat with campers during lunch and snack times.
- If items containing allergens arrive to camp, a staff member will ensure that the child with the allergen is situated at a designated place within the unit, away from the camper with the allergy.

What Can Your Family Do To Help?

We ask all camper families to be mindful of nut and other identified allergies and kindly respect our ALLERGEN/NUT-SENSITIVE environment.

- Please review the list of known allergens specific to your camper's week(s) of camp, which will be emailed out prior to their first day, and make every effort not to send food to camp that may contain those items we have asked to be avoided.
- In the case of nut allergies, please also read ingredient labels before you send food and sunscreen to camp as many foods and personal care products contain traces of nuts and peanut products.
- Ensure face and hands are thoroughly washed with soap and water before leaving home in the morning, especially if food containing peanuts or nut products was consumed.
- Remind campers of our camp's "no sharing food" policy.

What does "May Contain Traces of Nuts" mean?

It means that even if the food does not directly contain peanuts, it may have come in contact with peanuts/nuts and is not safe for a person with a nut allergy. A product might come in contact with peanuts/nuts if it is made in a place that also makes other products that do contain nuts. Many foods and personal care products contain traces of nuts and peanut products.

Please keep in mind that the emergency treatment of anaphylactic allergies involves the immediate injection of medication with an epinephrine auto injector (ex. EpiPen®) and a trip to the hospital. Your help in following the simple steps listed above will ensure we are all working together to provide a safe environment for everyone.

Anaphylaxis & Auto-Injectors (ex. EPI-PENS)

All campers who have an identified anaphylactic allergy and have been prescribed an epinephrine auto-injector (EAI) (ex. EPI-PEN) are required to have at least one non-expired EAI on-site each day at camp.

All allergies, including anaphylactic allergies, should be reported on the camper's Health & Safety Form.

The camper's parent/guardian will also be responsible for reviewing Camp Brimacombe's Anaphylaxis Policy and completing an Anaphylactic Emergency Plan (AEP) form, available on the Camp website, in order to complete the camp application process. This individualized plan will outline the child's anaphylactic allergies, monitoring and avoidance strategies, signs and symptoms of allergic reaction and action to be taken by staff in the event of an allergic reaction.

The camper's parent/guardian may be contacted for clarification and/or further questions, and both the camper's parent/guardian and Camp Director must sign off on the final plan.

Medication

Please indicate on your camper's Health & Safety Form any medication your child will be taking while at camp.

Camp Brimacombe's first priority is the safety and well-being of all participants, which is why Camp Brimacombe believes when a child is ill, it is in the best interest of the child and all other participants for the ill child to remain at home where he or she will be more comfortable and able to rest outside of a group care setting. However, we do recognize that certain, non-communicable/non-transferable medical conditions may arise, requiring administration of medication while in camp care which is why Camp Brimacombe has guidelines in place for the administration of medication during camp hours. (For medication related to a chronic illness/condition or Anaphylaxis, please see related section).

Camp Brimacombe staff will only administer medication if the medication is provided in the original container and is:

- Prescribed by a doctor, with a clear prescription label, and meeting Brimacombe's medication identification standards listed in our Medication Administration Policy; OR
- If over the counter, accompanied by a detailed doctor's note/prescription label meeting the criteria listed in our Medication Administration Policy.

The camper's parent/guardian will be responsible for completing Camp Brimacombe's Medication Administration Form (MAF), stating dosage amount, time of dosage and reason for medication, prior to the medication being accepted at camp. This form is available on the Camp website.

The camper's parent/guardian may be contacted for clarification and/or further questions, and both the camper's parent/guardian and Camp Staff must sign off on the final plan, to be submitted to the Camp Director.

If a camper has been identified as requiring medication for a specific time period, supporting medication must be provided. Campers who arrive without their prescribed medication(s), or in a manner that does not meet requirements, will not be admitted into Camp until the medication is provided and/or all requirements are met.

Chronic Conditions

When a child is under doctor's care and requires on-going medication or treatment it is considered a chronic condition. In most cases, children with non-contagious chronic conditions such as allergies, asthma, diabetes, epilepsy etc. can attend Camp Brimacombe with no challenges.

The camper's parent/guardian will be responsible for completing Camp Brimacombe's Chronic Conditions Plan (CCP) form if their camper has a chronic condition, available on the Camp website, in order to complete the camp application process.

The camper's parent/guardian may be contacted for clarification and/or further questions, and both the camper's parent/guardian and Camp Director must sign off on the final plan.

If a camper has been identified as having a chronic condition requiring medication, supporting medication must be provided. Campers who arrive without their prescribed medications, or in a manner that does not meet requirements, will not be admitted into camp until the medication is provided.

Safe Camp Commitment

Every camper and staff member has the right to feel safe and comfortable at camp. Brimacombe will make every reasonable effort to provide a safe and nurturing environment for all people in our camp setting.

Behaviour Policy

Campers are expected to conduct themselves in a respectful and courteous manner towards staff, other campers and their natural surroundings. Our expectations will be discussed with each camper on the first day of camp and on an ongoing basis.

Campers who persist in behaviour that is dangerous to themselves, staff and/or other campers, or adversely affects the quality of the camp program and surrounding environment, may be requested to leave the Camp program for the day and/or remaining week(s) enrolled. No refunds will be issued if a participant is dismissed from the program.

Anti-Bullying Commitment

Brimacombe does not tolerate bullying, in any of its forms. Our goal is to provide a safe, cooperative and stable environment where our campers can thrive.

We recognize that bullying can have adverse effects on a camper's development and experience and Brimacombe is ready to respond to any forms of bullying, including but not limited to, verbal, physical, emotional and any situation that creates discomfort for a camper or staff member.

All staff are trained in strategies to quickly and effectively deal with and dispel any issues that may arise. Brimacombe's supervisors and management team will also be directly involved in addressing these issues and creating meaningful dialogue at camp, in conjunction with support from involved families, to achieve a positive resolution.

Campers who persist in bullying behaviours that adversely affect staff and/or other campers, or adversely affects the quality of the camp program and surrounding environments, may be requested to leave the Camp program for the day and/or remaining week(s) enrolled.

Parents/guardians are encouraged to help prepare their campers for camp, taking an active role in contributing to a positive climate of inclusion and respect. We encourage parents/guardians to go over Camp Brimacombe's bullying policy with their campers, as well as discuss proactive strategies for how to ensure cooperation and inclusion between other campers. Parents/guardians are encouraged to emphasize that if their camper feels excluded, they are to let their camp counsellor know right away.

A complete copy of Camp Brimacombe's Bullying Policy is located on the Camp Brimacombe website.

Sun Safety

All campers are asked to bring a hat and a lightweight long-sleeved shirt to camp.

It is asked that sunscreen be applied prior to drop off at camp, and a labelled bottle be sent to camp with the camper. Staff will reapply sunscreen with campers after water play and as needed throughout the day. Campers must come to camp with their own sunscreen and bug spray. These items cannot be shared between camp groups; therefore, siblings will not be able to share sunscreen/bug spray.

Children will receive frequent water breaks throughout the day. Please send your camper with a reusable water bottle.

Severe Weather & Heat

During camp, if severe weather should occur, camp staff shall adjust schedules and make appropriate arrangements to ensure the comfort and safety of all participants.

In the case of hot weather, staff will modify camp activities in order to promote the health and safety of all campers. This will include frequent water breaks by drinking and refilling water bottles, and the adjustment of activities to shaded and cooler areas. These precautions will allow campers to enjoy a fun and safe camp experience even during the hottest days.

Camps are run outside rain or shine, unless there is severe weather, so we ask campers to dress and pack appropriately. On some days, it may be necessary for campers to bring rain boots, umbrella, splash pants, change of clothes, etc.

HOW TO APPLY

Application Process

Apply to Camp Brimacombe online by creating an account at:

<https://campbrimacombe.campbrainregistration.com/>

RETURNING FAMILIES: If you have registered a camper with Camp Brimacombe before, you already have an account. You can log in any time to view your current and past registrations. If you have never logged in before or have forgotten your password, use the reset password option.

Below you will find several forms that are required before your camper(s) attend camp:

The Household Form and Camper Information Forms must be completed prior to payment.

Camp Brimacombe's Health and Safety Form, and a signed **Camp Waiver** must be completed within 48 hours of application submission. We cannot finalize your camp application without these components. Based on your answers in Camp Brimacombe's Health & Safety Form, you may be requested to complete additional forms to further support your camper while attending Camp Brimacombe.

To complete and sign Camp Brimacombe's 2023 Summer Camp Waiver, please visit brimacombe.ca/online-waiver from a tablet or computer.

If you are unable to complete your waiver or forms online, please contact us at 905-983-5983 or summercamp@brimacombe.ca to discuss your options.

Confirmation of Registration

- Submission of an application **does not** guarantee placement in the camp.
- Confirmation letters will be sent via e-mail to successful applicants who have been placed in the program. Please ensure that the e-mail address you provide is correct, and your e-mail filters will accept e-mails from Brimacombe.
- **Once you have received your confirmation letter via e-mail, the application process is complete and the camper is confirmed as registered to attend the session(s) as outlined in the confirmation letter.**

If you have any questions regarding your application/confirmation letter, please contact us at 905-983-5983 or summercamp@brimacombe.ca.

Discounts

Member Discount

Camper(s) who hold a 2022/23 and/or 2023/24 Membership at Brimacombe save \$10 off each week of enrolment.

Please note, your membership status will be verified in our internal database upon submission. A Night Season Pass is not a Membership. The Member Discount can be combined with the Multi-Week discount only. It cannot be combined with any other promotional offers.

Camp Alumni Discount

Campers who have previously attended Camp Brimacombe will receive \$10 off each week of enrolment.

The Camp Alumni Discount can be combined with the Multi-Week discount only. It cannot be combined with any other promotional offers.

Multi-Week Discount

Campers who attend 3 or more weeks of camp will receive \$10 off per week.

The Multi-Week Discount can be combined with the Member or Camp Alumni Discount and most promotional offers. Some exceptions may apply.

Grouping/ Friend Requests

The request to be placed in the same group as another specific camper must be included on both campers' application forms, or submitted via email by each campers' parent/guardian, representing a mutual agreement. Camp Brimacombe will do its best to accommodate group requests, however, camper safety and programming ratios are priority.

Camp Brimacombe develops groups based on a multitude of factors, including age, developmental levels, and friend requests. We will make all efforts to ensure campers are placed in groups with their friends, but children who are from different age groups will be separated in order to ensure age appropriate activities and programming.

In order to maintain the ratios, we have committed to upholding, our groups also have a maximum number of camper spaces per group.

Finally, we also ask parents/guardians to recognize that some friendships have the potential to interfere with a successful group dynamic. In the rare event that this occurs, we will work together with the families of affected children to achieve a reasonable solution. Camp Brimacombe reserves the right to reassign and separate group members.

Accessibility

Brimacombe is committed to meeting the requirements of the Accessibility for Ontarians With Disabilities Act (AODA). Please visit our Camp website to view our Accessibility policy, or contact us at 905.983.5983 or summercamp@brimacombe.ca to request a copy.

We also encourage feedback on the accessibility offered at our facility. We want all guests to have a pleasant experience, and pride ourselves on bettering our programs, goods and services. We look forward to receiving your thoughts and questions so we

can better service you. Comment cards, surveys, and blank feedback cards can be obtained by:

- Telephone at 905.983.5983
- E-mail at accessibility@brimacombe.ca

Refunds & Transfers

CANCELLATION TIME	OPTIONS	FEES
UP TO 24 HOURS FROM PURCHASE	COMPLETE REFUND	N/A
UP TO 14 DAYS PRIOR TO CAMP START DATE	COMPLETE REFUND	ADMIN FEE: \$30
	TRANSFER (BASED ON AVAILABILITY)	ADMIN FEE: \$30
LESS THAN 14 DAYS PRIOR TO CAMP START DATE	COMPLETE REFUND	CANCELLATION FEE: \$85
	TRANSFER (BASED ON AVAILABILITY)	ADMIN FEE: \$30
ONCE CAMP HAS STARTED: LATE ARRIVALS EARLY WITHDRAWAL MISSED DAYS OF CAMP	NO REFUND OR TRANSFER	N/A

Please note, all admin fees and cancellation fees are subject to HST and are per week, per camper

Wait Lists

Camp Brimacombe maintains a wait list for each week of camp that is full. Being on the wait list does NOT guarantee that a spot will become available during the summer. You will only be contacted if/when a spot becomes available.

To add your name to a wait list(s) please choose the appropriate waitlist on the registration form or email summercamp@brimacombe.ca with the following information:

- your name
- child's name
- child's age
- telephone numbers (home/work/cell)
- specific week(s) that you would like

If you decide that you are no longer interested in being on the wait list, please contact us as soon as possible.

EXTENDED CARE

About Extended Care

At Camp Brimacombe, we recognize that parent's/guardian's needs don't always coincide with camp hours. We want to make the camp experience as enjoyable for you, as it is for your campers. This is where our Extended Care Program comes into play! You will be able to drop your camper off and pick them up in the same location they need to be for camp, at times that may match your schedule more favourably.

During the Extended Care Program, campers will have time to gear up for and unwind from their day under the supervision of trained staff. Children will engage in learning activities that provide them with the opportunity to discover and explore.

Extended Care Hours

Extended Care is available from 7:30 a.m. to 9:00 a.m. and 4:30 p.m. to 6:00 p.m. upon request.

Extended Care Rates

Extended Care is \$75 per week.
(Please note, as a 4-Day Camp, Week 6 is \$60 for the week)

Applying for Extended Care

There are two ways to apply for the Extended Care Program:

- Apply online at the same time you apply for your summer camps as part of the 2023 Summer Camp Application Form and Online Payment. Visit <https://campbrimacombe.campbrainregistration.com/>
- Contact us by phone at 905.983.5983 or email summercamp@brimacombe.ca.


Additional Considerations

Campers can work up quite an appetite playing and moving all day. Please pack additional snacks and drinks for the Extended Care Program.

Late Pick Up

If you are not able to pick your child up by their pick up time, please notify Camp Brimacombe immediately. Additional charges will apply.

If your child is not registered in the Extended Care Program, and is not picked up by 4:45 p.m., they will be placed into Extended Care and your camper's pick-up time will



then be extended to 6:00 p.m. The first time this occurs a \$15 charge will be incurred. Camp staff will further review the late pick-up policy with you, at the time of pick-up.

If your child is in the Extended Care Program, and the camper is not picked up by 6:00 p.m., Camp staff will maintain supervision until such time as duty of care can be transferred to an authorized individual. A charge of \$15 for every 30 minutes will be applied for the first occurrence, and camp staff will further review the late pick-up policy with you, at the time of pick-up.