



# **TWU SUMMER CAMPS**

## **PARENT HANDBOOK**

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*\*COVID-19 SPECIFIC GUIDELINES WILL BE MARKED WITH AN ASTERISK AND ITALICIZED THROUGHOUT HANDBOOK*

# Welcome to Camp!

Dear Trinity Western Day Camp Family,

We are so excited to be welcoming you onto our beautiful campus this summer and cannot wait to meet you!

We want you and your child to get the most out of this experience this summer, so we have created this guide to help you prepare for their week at camp. Take a look through the guide to better understand the process and help things run smoothly when you arrive on campus and help answer any common questions you may have.

Our mission for this summer is to provide kids with a safe, fun and loving environment for kids of all walks of life to come learn and grow. We have embedded our values of faith, respect, relationships and learning into our camps. Our camps have been created to foster friendship, curiosity, creativity and growth in your children.

If you have any further questions or concerns, please do not hesitate to send us an email at [camps@twu.ca](mailto:camps@twu.ca).

We are counting down the days till another amazing summer full of learning, growth and friendship!

Summer Day Camps Staff



# First Day of Camp!

## Registration/ Forms

Yay! Today's the day your child gets to come to camp! We recommend arriving at camp 15min early on the first day in order to find your way around and sign in. Please make sure you have filled out all of your forms and printed them off prior to arriving at registration. You can find the necessary forms online at [twu.ca/twucamps](http://twu.ca/twucamps) and they will be sent to you in an email a few days before your first day of camp.

*\*We ask that you allow for physical distancing and maintain 6ft when lining up. As well, due to provincial guidelines we are unable to provide pens for you to fill out your forms. Forms are online and fillable. Please fill them out and email them to [camps@twu.ca](mailto:camps@twu.ca)*

*\*Every morning parents/guardians will be asked to give verbal consent their child is not positive for COVID symptoms as shown in the sign posted at sign in.*

## Hours

All camps run from 9:00am to 3:00pm except for our half day multisport camps. Our multisport morning camps run from 9:00am-11:30am and afternoon sessions run from 12:00pm-2:30pm. If these hours do not work with your schedule, we are offering before/after care for an additional fee.



# Location

Most of our camps will be taking place at 7600 Glover Road on the Trinity Western University Langley Campus. You will receive an email a few days before indicating where on campus your camp will meet.

# TWU Campus Map

TWU LANGLEY CAMPUS 2020



- |                               |                                     |                                  |                                  |
|-------------------------------|-------------------------------------|----------------------------------|----------------------------------|
| 1. CANIL Harvest Centre       | 11. Fraser Hall                     | 21. Mattson Centre               | 31. Robert N. Thompson Building  |
| 2. Catholic Pacific College   | 12. Fraser River Counselling Centre | 22. McMillan Hall                | 32. Robson Hall                  |
| 3. David E. Enarson Gymnasium | 13. Graduate Collegium              | 23. Music Building               | 33. School of Education Portable |
| 4. Douglas Centre             | 14. Grounds Department              | 24. Neufeld Science Centre       | 34. Seal Kap House               |
| 5. Douglas Hall               | 15. Gym Portable                    | 25. Norma Marion Alloway Library | 35. Skidmore Hall                |
| 6. Ezra House                 | 16. Hanson Garden Chapel            | 26. Northwest Building           | 36. Vernon Strombeck Centre      |
| 7. Facility Services          | 17. Jacobson Hall                   | 27. Portable 1                   | 37. Welcome Centre               |
| 8. Field House                | 18. Jordan Thiessen Courtyard       | 28. Portable 2                   | 38. West Coast Collegium         |
| 9. Fire Pump House            | 19. Larsen Atrium                   | 29. Reimer Student Centre        |                                  |
| 10. Fosmark Centre            | 20. Marlie Snider Collegium         | 30. Robert G. Kuhn Building      |                                  |

- PARKING
- PARKING METER
- CAMPUS INFORMATION
- BELL TOWER
- BUS STOP
- WELLNESS CENTRE
- TRAIL ENTRANCE

# How to Prepare

## What to Bring to Camp



**Nutritious NUT-FREE lunch**  
**Water bottle**  
**Sunscreen & Hat**  
**Running shoes**  
**Sweater & rain jacket**  
**Active Clothes**



## What NOT to bring to camp



**Peanut Products**  
**Any electronics**  
**Valuables**  
**Money**

# Healthy Lunches and Snacks

Here at TWU we want to encourage healthy choices, especially when it comes to food. Please pack your child a healthy and nutritious lunch along with snacks. This will help your child to have the necessary energy to run and play all day long! We DO NOT have refrigerators or microwaves at camp so please plan accordingly. To help keep food fresh and cold we recommend using insulated lunch bags along with frozen water bottles. Avoid foods that spoil easily to keep your children safe!

As we know the summer can be hot, we will be having regular water breaks in our camps so make sure to pack a reusable water bottle so we can refill it when it gets empty. Try freezing water bottles the night before to keep water colder for longer.

*\*We have touchless water fountains that your child can use to fill up their water bottle, but we will not be able to assist them due to COVID-19 guidelines.*

## Canada Food Guide recommendations for healthy kids!

- Plenty of fruit and veggies
- Eating protein foods
- Choosing whole grain foods
- Drinking lots of water



## Nut Free Camp

We kindly ask that you leave your Nut Products at home due to the number of nut related allergies among our campers and staff. This includes all nut Products and nut by products. Our counsellors have been trained to recognize and respond to allergic reactions, including the use of an epi-pen.



### Sunscreen!

We are concerned about the damage that can be caused by the UV rays. Due to this, we ask that parents send sunscreen, hat and sunglasses with their children. Counsellors will be checking to make sure that sunscreen is applied periodically throughout the day but due to physical distancing guidelines will not be able to provide sunscreen or assist the campers in putting on sunscreen.

# Our Team

Our team is made of current or previous TWU students! All of our counsellors are fun, caring and ready to fully invest in your child to make your child's experience positive! All of our counsellors have First Aid and CPR- C training and have undergone extensive pre-camp training. Our specialty camp counsellors have years of experience in their fields and activities to best lead your children!

**Supervision  
Ratios**  
**Age 4-5**  
***1-8 Ratio***  
**Age 6-12**  
***1-10 Ratio***



## Camp inclusion

At TWU we believe that everyone should have the opportunity to attend camp. We have a group of support staff to help provide support to counsellors when difficult situations arise. The main role these staff play is to ensure that children with all ranges of abilities are able to have a fun and rich experience at camp through making activities accessible to all. If your child needs special support, we ask that you let us know before the start date to ensure we have appropriate staffing. All information will be kept confidential and only shared with counsellors directly working with your child. Unfortunately, at this time we are unable to guarantee one on one support for the whole week.

# Important Info



## Medication

If your child needs medication throughout the week we are more than happy to accommodate! We ask that you fill out the medical consent form as well as the administration of prescribed and non-prescribed medication form. Medication will be stored with the counsellors in the first aid kits and will be given to the child when necessary. Campers are not allowed to keep medication on them.

## Medical Emergencies

Your child's safety is very important to us and activities will be planned to avoid any unsafe activity. Activities are always monitored to ensure safety standards are maintained. All of our staff have current first aid training and carry first aid kits with them at all times. In the unlikely case of a serious medical emergency, counsellors and camp staff will respond immediately to the situation and necessary emergency services will be contacted. Parents/guardians will be contacted immediately by the camp coordinator. If they cannot be reached, your emergency contact on your medical form will be called. Please make sure the contact information is accurate and let us know if anything changes.

## Before/ After Camp Care

If you require care beyond the hours of 9:00am- 3:00pm we have before and after camp care. Before camp care runs from 8:00-9:00 and after camp care runs from 3:00-4:30. To register please do so on our website or by calling us. It is essential that your child is registered in order to participate to ensure we have enough staff.

# **\*COVID-19 camp info**

Due to the current situation with COVID-19 we have adapted our camps to ensure the provincial guidelines are met. Please go over the guidelines with your child before the first day of camp. This will help us to ensure the safety of our campers and staff.

- Absolutely no handshakes, high fives or physical greeting with staff or other campers. Camp staff will develop a unique fun way to say hi and congratulate campers.
- There will be no interaction between camps. Lunch and snack times will be staggered to ensure there is physical distancing.
- For our sports camps, each camper will have their own piece of equipment and will be unable to share equipment. Camp equipment will be disinfected at the beginning of the day, at break times and at the end of each day. Sports activities will focus on individual skill development to maintain physical distancing. There will be no scrimmages and any games that are played will not involve physical contact.
- Each camper will have their own kit with craft supplies that will not be shared with the other campers
- We ask that campers maintain a 6ft distance from other campers and staff at all times. During sit down activities campers will be placed 6ft apart.
- Our staff will wear gloves and masks during cleaning as well as other necessary times to avoid any contamination.
- Every morning parents/guardians will be asked to give verbal consent their child is not positive for COVID symptoms as shown in the sign posted at sign in.
- In the event that a child becomes sick at camp or displays COVID-19 symptoms at camp, the camper will immediately be sent home and any area where the camper has been will be cordoned off and cleaned and sanitized.
- Each camp will have its own designated drop off/ pick up location.

We appreciate your help in maintaining these guidelines and physical distancing regulations.

# Frequently Asked Questions

## Do you have a Lost and Found?

Yes! Lost and found from the week will be displayed at registration each morning and afternoon. If you lost something in a previous week, it will be stored at the front desk at the David E. Enarson Gymnasium until the end of summer. After Aug 30th all unclaimed items will be donated.

## What if my child can't make it to camp?

In the case that your child cannot make it to camp we ask that you call us at 604.888.7511 ex. 2496.

## What if my child is sick?

If your child is sick, we ask that they stay at home to avoid their illness spreading to other campers. We are sorry for any inconvenience this may cause! If your child becomes sick throughout the day, we will call the parent/guardian on your medical forms.

## What if I need to pick up my child early?

We can totally make this work! Just let your child's counsellor know. They will instruct you where you can pick up your child at that time!



## **What if it is really smoky/ hot/ or there are bad weather conditions?**

In the case that there are smoky sky's we will be following BC Health advisories. In the case that it is unsafe for children to be outside playing due to smoke we will do our best to keep them inside or participating in low exertion exercise. Extremely hot weather we will combat with staying in the shade, doing water activities and staying in our air-conditioned facilities whenever possible!

## **Where do I Pick up my child?**

Pick up your child in the same place as you dropped them off at!

## **Cancelations and Refunds?**

We understand that sometimes plans change so we allow cancelations up to 7 days prior to the start of the camp. Cancelations will be charged a \$10 fee for camps less than \$250 and camps over \$250 will be charged a \$25 fee.

## **Can I transfer my child to another camp?**

Yes absolutely as long as it is done at least 7 days prior to the start date of the camp! Transfers will be charged a \$5 activity fee.

## **Can someone else pick up my child other than the authorized guardian?**

Yes! The parent/ guardian authorized on the disclosure, consent and release form just need to notify us in person or by email prior to pick up and that person must be added to the disclosure, consent and release form. Unfortunately, we will not be able to allow campers to leave without an authorized person.

# Contact Information

For general inquires and more information you can contact us below:

Call: 604.888.7511 ex. 2496.

Email: [camps@twu.ca](mailto:camps@twu.ca)

Website: [twu.ca/twucamps](http://twu.ca/twucamps)



# WE CAN'T WAIT TO MEET YOU THIS SUMMER!

