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SCHOOL AGE CAMP PROGRAMS INFORMATION PACKAGE

Welcome to Tykes and Tots School Age Camp Programs. We are so excited to have you join us for a fun filled loaded with activities to keep your school age child excited and engaged.

Here are some basic things you should know:

- The program is intended primarily for children ages 6 – 10. Children in kindergarten but are not yet turned 6 are also able to attend. Children ages 11 and 12 may attend, however, parents are advised that other programs geared for older age groups may be a better fit for children in this age range.
- Program Location(s) – may vary from year to year depending on facility availability. We will attempt to keep the program in a central location when possible and parents will be advised when the program location has been secured. Depending on the number of children registered, two locations may be offered.
- We do not provide lunches or snacks so please pack them for your child. Nut free food items only please. Also bring a water bottle and backpack to carry lunches on excursions.
- The goal for our hours of operation are to be open from 7:30 am to 5:30 pm. This may vary slightly depending on the program location. Parents will be advised if there are any adjustments to the program hours. All children are to arrive by 9:30 so we can begin our daily excursions (if applicable). Any children dropped off after 9:30 are expected to be brought to the excursion location.
- Please let us know if you will be picking up prior to 3:30 so we can advise you of our whereabouts.
- There is a field trip every week – typically planned for Thursday, but this may change as we finalize details of each week. We will be transported by chartered bus or city bus and will leave the facility at 9:30 – returning at approximately 3:30.
- All children should come prepared to play outside (rain or shine), have weather appropriate outdoor wear and sunscreen that they can apply themselves.
- Please provide a change of clothing for your child in case of mishap.
- For summer programs, please bring a towel and bathing suit daily – water play may occur. All children are asked to bring sunscreen and insect repellent that they are able to apply themselves.
- All items brought to the program are brought at the owner's risk. Tykes and Tots is not responsible for loss or damage to personal items. Please label all items, including lunch bags, backpacks etc., to avoid misplacing items.

Cost and Billing:

- Cost of the camp is \$30 per child per day. Families can book any combination of weeks/days that works for their schedule.
- Payment is through e-transfer to executivedirector@tykesntots.ca
- Payment is required on or before the first day of the camp week. For summer care, payment for July is required on or before July 1 and payment for August is required on or before August 1.
- Cancellation of days is requested a minimum of 7 days prior to the payment due date.
- There are no refunds for missed or cancelled days after payment has been received.

Our daily schedule:

- 7:30 – opening and free choice activities
- 8:30 – Noon – morning activities – any outing we will be gone by 9:30
- Noon – time for lunch – either at the program or on the field trip
- 1:00 – 4:30 – more activities. This might be games inside or a walk by the riverbank.
- 4:30 – 5:30 – free choice activities. Final pick up at 5:30

Note – children are encouraged to bring snacks for the day. Nut free food items only please. Children are allowed to bring electronic devices for use during free choice activities.

Communication with Staff:

Effective communication between staff members and families is vital to providing a quality care program. If you ever have any questions about the programming or your child's experience with Tykes and Tots, please feel free to chat with the staff at drop off or pick up. You can also email the program supervisor at schoolageprograms@tykesntots.ca. There will be a cell phone number that you can use to either call or text the program supervisor if needed. That number will be provided by the program supervisor when they send out information specific to the weekly programming.

Illness and Medication Policy:

We want our children to have fun during their time with us and it's certainly no fun to spend a day trying to play when you're sick. Therefore, children with high fever, vomiting, diarrhea or contagious illness are not allowed to participate in our program. There is no fee reimbursement for days missed to due illness. Any required medication must be given to a staff member with written instructions for administration of the medication.

Code of Conduct Policy:

All children are expected to follow a set code of conduct. Tykes and Tots will not tolerate swearing, bullying, physical aggression, theft, damage to property, unsafe behaviour (to self or others), or disrespectful attitude towards staff. Staff members will work with parents to correct the unacceptable behavior. Children will be provided with opportunities to correct their behavior. Those children unable to abide with this policy will be asked to leave the program.

Transportation Policy:

All transportation will be through chartered or city bus. In addition to the above noted field trips, the Tykes and Tots School Age Program staff may take the children on additional field trips requiring bus transportation as suits the program for the week. Parents will be notified of the field trip and the location prior to or on the day of the field trip.