



PARENT HANDBOOK 2018



Description of Program

Sizzlin' Summer is a program created by Vegreville and District Family and Community Support Services (FCSS) and is intended to be a summer day camp program to introduce children to activities that will build their self-esteem and social competence as well as show them that adults in the community value them. In addition, this program is designed for the skill development of youth and or young adults.

Community Engagement

Community engagement is important to the Vegreville & District FCSS. To ensure that a variety of perspectives and knowledge were applied to this program the following organizations and agencies have been involved with the brainstorming, planning, and/or delivery of the program.

- Vegreville Aquatic Centre
- Vegreville Parent Link Centre
- Vegreville Family Day Home Program
- Mental Health Capacity Building Project Vegreville (MHCB)
- Vegreville Centennial Library
- Vegreville RCMP, School Resource Officer (SRO)
- Diversion Program, WJS Canada

Sizzlin Summer Contact Information

Sizzlin' Summer Cell Phone: 587-280-1782

FCSS Office: 780-632-3966

Location - Vegreville Centennial Library: 780-632-3491

Sizzlin' Summer Staff

FCSS Community Programmers:

Supervise summer program coordinators and leaders. Work onsite with the implementation of the program.

Summer Program Coordinators:

Post-secondary students who develop and implement programming.

Summer Program Leaders:

High school students who assist with the delivery of the program throughout the summer.

Junior Leaders - Training Volunteers: Junior high students who volunteer after completing the training program.

Sizzlin' Summer Training

Employees are interviewed, reference checks are required, and both a criminal record and child intervention record checks are required for all staff.

The following training topics are covered and provided to all staff:

- Town of Vegreville & FCSS: Teambuilding, goal setting, time management, organization, communication, personality differences, being a leader of volunteers, conflict resolution, vulnerable sector protection, and occupational health and safety.
- Children's Services
- Mental Health Capacity Building (MHCB) Vegreville: Self-care
- Parent Link Centre: Best practices with early child development and behaviour management
- Alberta Health services: Summer safety
- Big Brothers Big Sisters (BBBS): The value of mentorship
- The Aquatic Centre: Pool safety

What to bring everyday

Checklist:

- Lunch (no nut products please)
- 3 snacks
- Swim wear, a towel, and a bag for wet items - If it's hot you can bet, we'll get wet!
- Hat
- Sunscreen
- Water bottle
- Bug spray
- Running shoes and socks - participants walk everywhere
- Rain gear
- Jacket or a sweater

Frequently Asked Questions

How old does my child have to be?

- 6-12 years old (must be completed kindergarten or if your child is turning 6 by December 31, 2018)

What are the program dates?

- July 9 - Aug 17th, 2018
- Monday-Friday
- 8:30—9:00 a.m.: Registration
- 4:00—4:30 p.m.: Pick up

Where is the program held?

- Sizzlin' Summer's home base is located at the Vegreville Centennial Library in the gymnasium 4709 50 St, Vegreville, AB T9C 1R1
- Activities will occur at many venues around town.
- On selective programming dates, Sizzlin' Summer participants will go on field trips. Parents are required to fill out a field trip waiver prior to the field trip.

How do I register my child?

- Drop into the FCSS office
- Regular office hours are 9:00am-12:00pm, closed 12:00pm-1:00pm, and opened 1:00pm-4:30pm.

What are the fees?

- \$20 per day / child
- Registration is confirmed once we have received complete registration forms and we have received payment in full.

Refund Policy

- Once payment is submitted, refunds will not be issued.

Electronics/Valuables Policy

- The use of cell phones and electronics is not permitted during program hours. It is recommend that all valuables/electronics to be left at home.
- Staff will not be held responsible for any lost/damaged valuables.

Do I have to sign up for the whole summer?

You can sign up for....

- The whole summer
- A week at a time
- Selective days

Do I have to sign up before the start summer?

- It is recommended to sign up for programs before the start of summer to ensure that your child is able to attend.
- If dates fill up you will be placed on a waiting list and contacted when spots become available.
- Drop in days may be available, but preference will be given to those who have been on the waiting list.

How does drop in programming work?

- If you wish to utilize drop in programming, you must contact the FCSS office at least one day in advance
- Drop in participants must have their paperwork completed prior to attending programming
- Drop in programming is not guaranteed due to high interest in our programs

Weather

Sizzlin' Summer participants spend a lot of time outdoors. Please remember to dress for the weather ☺

Staff will:

- Assess the weather at the start of the day and modify the day's plan accordingly. These precautions will allow all campers to enjoy a fun and safe camp experience, even on the hottest or stormiest of days.

Parents or guardians:

- Please check the weather at the start of each day.
- Dress and pack the items they may need.

What happens if it is too hot?

Staff will include the following precautions to ensure campers enjoy a fun and safe camp experience, even on the hottest of days.

- Frequent water breaks.
- Addition of fun water games and activities.
- Remove activities that will increase body temperature.
- Use shaded and cooler areas including going indoors.

What happens if the air quality index is high?

- Above 6 is considered a high health risk and all participants will remain indoors

What if it is raining?

- Activities will still occur outside provided there is no presence of thunder and or lightening.
- Please pack rain gear for your child.

What if it is thundering/lightening?

- Activities will move inside if there is thunder or lightening.
- If sudden extreme weather occurs while we are somewhere other than home base we will remain there until the weather has passed. If this overlaps with pickup times parents will be notified via phone call/text to pick their child up at the new location.

Safety

How do I sign my child in and out each day?

- Parents/guardians must walk their child into camp and initial that they have dropped them off each day.
- Parents/guardians must come in to pick up their child and initial that they have picked them up each day.
- Children 10 and older can be given permission to sign themselves in and out of camp.

Does my child need sunscreen and/or bug spray?

- Yes. Your child will be responsible for applying and reapplying sunscreen/bug spray throughout the day. Staff will assist younger participants.

First Aid

- Staff will have a fully stocked first aid kit with them at all times, whether at home base or out in the community.
- Staff will attend to minor cuts, scrapes and bruises. Staff will call a medical practitioner or ambulance in the event of accident or illness of a serious nature.

Illness

- Please keep your child home if they are sick for their comfort and for the comfort of the other participants.

What if my child needs medication?

- A medical administration form must be completed.
- Medication must come in the original packaging clearly indicating the child's name and dosage requirements.

Field Trips

- Field trips that require transportation will be accompanied by a "field trip waver form" that will be sent home with parents before the field trip.
- Participants who do not have their waver signed will be unable to attend the field trip.

Pool Rules

When program participants visit the Vegreville Aquatic Centre, they are expected to follow the facility's rules.

General rules:

- Shower before entering the pool
- No running on the pool deck
- No spitting or spouting water
- No pushing
- No chewing gum
- Follow whistle blows: 1 long whistle blow: clear pool and put toys away, 1 short whistle blows: stop what you are doing, the lifeguard need your attention
- Swimmers with plantar warts or head lice may not swim until the conditions have cleared up.
- Bathing suits are required for hygienic and safety reasons.

Rope rules:

- Let go on the first swing out
- No circle swings
- Swim to the closest side of the pool once you drop into the water

Diving board rules

- Jump straight off the board
- One person at a time on the board
- One bounce only

Waterslide rules

- No large mats down the slide, only yellow flutter boards are permitted
- Exit feet first only
- 10 seconds between riders

Hot tub rules

- Head must stay above water
- No swimming or splashing
- No toys or lifejackets

To swim in the deep end:

- Children must have a level five badge or a lifejacket.

Behaviour Policy

What if a child misbehaves?

The Sizzlin' Summer Day Camp staff would like your child to have the best experience possible while at camp this summer. Thus, all participants must understand and follow the camp guidelines and rules.

These guidelines and expectations are in place to ensure the safety of your child and staff.

- Listen to staff.
- Respect Day Camp staff and other camp participants.
- Respect camp property and facility property.
- Keep hands, feet, and other objects to yourself.
- Participate in camp activities.
- Follow staff instructions when on field trips and when out in the community.
- Clean up after yourself.
- Be positive and have fun!

If the behavior is deemed (by staff consensus), to be significant, the child will automatically be sent home.

There are 3 main reasons a child could be sent home:

1. Danger to him/herself or others. This could include:
 - ❖ Hurting oneself or someone else (fighting!)
 - ❖ Running away / leaving camp
 - ❖ Refusing food or prescribed medication
 - ❖ Refusing to follow camp rules & staff directions
 - ❖ Destroying property.
 - ❖ Bullying other program participants
2. Requires constant one-on-one attention.
3. Engages in any illegal behavior

If your child is sent home:

- The parent or guardian is responsible for picking them up at camp.
- No refunds will be provided.
- Any charges that are incurred due to destruction of property will be the responsibility of the parent or guardian to pay.

Please review these rules with your child. The staff will review these rules with your child at the beginning of camp. Thank you in advance for your cooperation, and we hope to have a great summer!