Milestones Children's Centre School Age Summer Camps

2019 Information Guide

Welcome to Milestones!

Whether it's your child's first or fifth summer with Milestones we want to ensure you feel comfortable and prepared. We will be offering camp for children Kindergarten aged (including children entering Kindergarten in September 2019), children ages 6-8 and children ages 9-12.

When do I drop off/pick up my child?

Each camp day starts at 7:00 a.m. and ends at 6:00 p.m. You will be directed to the program by signs posted in the school as to where your child's program is located. Please ensure you sign your camper in and out each day with a Milestones Educator. Your child may only be released to those people listed on their Child Information Form unless you give written or verbal permission to the program Educators. If an adult arrives to pick up your child and they are not listed on your child's form and permission has not been given, your child will not be released until you have been contacted. Any person, including parents, who is not known to the Educators, will be required to show photo identification. Please ensure anyone picking your child up is aware of this policy. Please note, failure to pick your child up on time will result in late fees and/or discontinuation of care.

What times are the field trips and visitors?

Our core camp day runs from 9:00 a.m. to 3:00 p.m. During this time is when all field trips, visitors and planned activities will take place.

Please have your child to camp by 9:00 a.m. each day. From 7:00 a.m.- 9:00 a.m. and from 3:00 p.m. - 6:00 p.m. the programs will be set up with a variety of activities including art, games, building, books and the time is considered 'free play'. School buses are the method of transportation Milestones uses for field trips.

What should my child wear to camp?

We have a lot of fun and tend to get dirty when playing! Please dress your child in washable clothes that you don't mind possibly getting stained. It's a good idea to layer clothes as mornings can be cool and days can be very hot. Children are very active in our programs; so please choose shorts or lightweight pants, and running shoes or sturdy sandals (no flip-flops). Please ensure that your child brings a hat each day.

How do I protect my child from the sun?

The best way to ensure children are protected from the sun is teaching them how to apply sunscreen and to wear a hat at all times when outdoors. It is your responsibility to send sunscreen labelled with your child's name to camp and we will remind them to reapply throughout the day and after water-related activities. Sending your child with a frozen water bottle will not only keep their lunch cool, but will thaw throughout the day for a refreshing drink. We also plan activities so that children are not in the sun all day.

What if my child becomes ill during the day?

If your child is too ill to participate fully in all aspects of camp, please keep them home. When a child is feeling poorly the last place they want to be is on a bus, outdoors in the heat, or around all their friends who are busy having a good time. In the event your child becomes ill at camp, we will call you to come and pick them up. This could be at the school and/or if we are off site on a field trip. Please see Milestones' Parent Handbook for more information about Milestones' policies around illness (including lice). All of our staff are certified in Standard First Aid and Infant and Child CPR.

What should I send for lunch?

Many of our campers have peanut or nut allergies, so please do not send your camper with nuts or any product that may contain peanuts or tree nuts. Your child will be very active in our camp programs — playing games and sports, swimming, carrying their backpack when they walk, etc. Children need healthy lunches to fuel this high level of activity— please ensure your camper comes with a refillable water bottle and a hearty lunch packed in a labelled, insulated lunch bag with an ice pack. Milestones will provide two snacks daily which follow Canada's Food Guide. When you plan your child's lunch, please keep in mind that there is limited space in the refrigerators and there are no microwave ovens available.

What happens if my child needs medication during camp hours?

If your child needs to take medication during their time at camp, it will be your responsibility to bring it to camp with your child. There will be a medication form which will need to be completed prior to the medication being administered. Milestones' policy requires that the first dose of medication is given at home so you are able to watch for possible side effects. We can only administer medication which is in its original container, is marked with a prescription label which has the date, the child's name and the dosage to be administered.

If your child has a lifesaving medication (i.e. epi pen or inhaler) the expectation is that it comes to camp with the child. If that medication does not come, we will not be able to allow the child to stay at camp that day.

Do you accept registrations from families who qualify for child care fee subsidy?

Milestones Children's Centre accepts registrations for children regardless as to whether fees are paid through child care fee subsidy or families. To apply for partial or full subsidy, call St. Thomas Elgin Social Services at 519-631-9350 and chose option #3.

Note: before registration can be fully accepted, Milestones Children's Centre will need to have confirmation from the child care fee subsidy office as well as any partial payment as required.

What is required if I want to add extra days to my original registration?

In the event that you would like to add extra days to your child's summer camp experience, please contact Milestones Children's Centre with your request. We require two days' advance notice to add the additional days. We will do our best to accommodate the request however, the acceptance will be based on space availability.

***Please note: Milestones Children's Centre is not responsible for any lost or damaged items children bring to camp. This includes any electronic devices/games.

You will be sent a confirmation email with the school location, the room number as well as the program cell phone number. It will also confirm the days you have registered for. If you have not received your confirmation two weeks before your scheduled week of camp please contact our Office Assistant, Amelia Simmons at 519-631-0952 or asimmons@milestonescc.ca.

For additional information, please consult Milestones Children's Centre's Parent Handbook for all of our policies and procedures which can be found on our website.

Milestones Children's Centre Summer Camp Registration Form 2019

Milestones Children's Centre Office Hours 7:30am - 5:30pm

5 Shaw Valley Drive, St. Thomas • phone 519-631-0952 • fax 519-631-8274

Parent/Guardian Contact Information

Last Name:	First Name:
Home Phone:	Work Phone:
Email:	

Camper #1 Information

Last Name:	First Name:
Grade in June 2019:	Age as of June 2019:

Camper #2 Information

Last Name:	First Name
Grade in June 2019:	Age as of June 2019:

Confirmation, Payment, Cancellations and Refunds

You will receive an email confirmation of registration prior to camp starting. By providing your email above and signing this registration form you are agreeing to have these details emailed to you. If at any time you wish not to receive emails from us, please send an email with "unsubscribe" in the subject line. If you have not received your confirmation two weeks before your scheduled week of camp please contact our Office Assistant, Amelia Simmons at 519-631-0952 or asimmons@milestonescc.ca.

A $50.00 deposit per child as well as postdated cheques for each week or a credit card on file is required at the time of registration. Requests for cancellations or refunds must be made in writing and submitted to Milestones Children's Centre at 5 Shaw Valley Drive.
I give permission for Milestones Children's Centre to charge my credit card on file. Initials: _____

We require four weeks' notice for change of care or withdrawal from our full day programs/camps.
I understand that refunds will only be issued when a 4 week written notice is given. Any cancellations after that time will not be refunded. Initials: _____

Milestones Children's Centre does its best to ensure that all activities and trips on the calendar occur when planned, however, there are extenuating circumstances beyond our control where trips/visitors/planned activities must be changed or cancelled. All field trips are weather permitting. *Your signature below gives expressed consent for your child(ren) to participate in all aspects of the program including planned and spontaneous field trips.*

Signature:_____ **Date:** _____

Programs fill up quickly, so register now. Only registrations brought to Milestones Children's Centre that are completed in full, signed and accompanied by fee payments (unless covered by child care fee subsidy) will be processed. Or, if we have your credit card on file, you may email or fax this registration form. If you are new to Milestones you will need to complete our full Registration package. Please stop by Milestones Children's Centre at 5 Shaw Valley Drive to pick up the package.

School Age Summer Day Camp Selection 2019

Date	Child's Name	Location (John Wise or Locke's	Program (Kindergarten, 6-8 or 9-12)	Mon	Tues	Wed	Thurs	Fri	Office Use		
									Total Fee	Invoice #	OW
SAMPLE	1. *Jane Doe*	*John Wise*	*Kindergarten*		✓	✓	✓	✓	$		
	2. *Jane Doe*	*Locke's*	*9-12*		✓		✓		$		
July 2-5, 2019	1.			**Closed**					$		
	2.			**Closed**					$		
July 8-12, 2019	1.								$		
	2.								$		
July 15-19, 2019	1.								$		
	2.								$		
July 22-26, 2019	1.								$		
	2.								$		
July 29-Aug 2, 2019	1.								$		
	2.								$		
Aug 6-9, 2019	1.			**Closed**					$		
	2.			**Closed**					$		
Aug 12-16, 2019	1.								$		
	2.								$		
Aug 19-23, 2019	1.								$		
	2.								$		

* Short week: Closed Monday, July 1, 2019 – Canada Day Holiday * Short week: Closed Monday, August 5, 2019 - Civic Holiday

***ALL Camps CLOSED August 26 – August 30, 2019 for Staff Orientation

Office Use Only: Current Family:_____ All Registration Forms Received:_____ Subsidy: _____ Confirmation Sent:_____ Deposit:_____ Date: _____