

Brock University Camps

Caregiver Handbook



Welcome to Brock University Camps. We're so glad you're here and can't wait to get started! We hope you will find everything you need to get your camper ready for camp at Brock within this handbook. If you still have a question, please feel free to call or email us at any time. You can find the contact information at the end of this document.

In this document, you'll find information about our March Break Day Camps including:

- **Important Information**
- **What to Bring Checklist**
- **Camper Conduct**
- **Swimming**
- **Pick up and drop off location map**
- **Contact us**



Important Information

Pick up and drop off locations

Pick up and drop off for all camps will occur in Ian Beddis Gymnasium. When you arrive from Sir Isaac Brock Way, just follow the Camps signs leading you to Parking Lot B1. This lot is right across from the Walker Complex and Ian Beddis Gymnasiums where your camps kick off every morning and afternoon. Please see a map for the location at the end of this document.

Times

Morning drop off between 8:30 - 9:00 am

Camp program runs from 9:00 am to 4:00 pm

Afternoon pick up between 4:00 - 4:30 pm

Late pick-up:

Due to the costs incurred when a caregiver is late to pick up their camper, and to respect the time of our instructors and management, a late fee of \$10.00 for every 10 minutes will be charged for any camper who has not been picked up by 4:30pm (or 5:30pm if registered for extended care). Please be aware that numerous incidences of late pick-ups may result in termination from camp.

If there is an emergency and your child will not be picked up on time, please be sure to call to notify us of the situation.

Running Early or Late:

Your camper will participate in activities across the Brock University campus throughout their day at camp. Please be aware that due to camper to instructor ratios, we cannot permit group leaders to leave their group to meet campers who have arrived late or are being picked up early. We encourage caregivers to avoid scheduling appointments during camp hours. If your camper needs to be dropped off late or leave early, this must be arranged with a camp manager, who can advise you on their location on campus at that time. Caregivers or authorized adults will be able to complete sign in or sign out procedures from that location.

Sign in and out:

You must sign your camper in and out of camp every morning and afternoon. We cannot take responsibility for your camper until they have been signed in with their group leader. At the end of the day, your camper can only be picked up by individuals who have been authorized during registration. For additional safety, our staff will ask for a piece of photo identification to confirm the authorized individual. Please inform the camp staff if you need to add someone to your authorized list and remind those individuals to bring their photo identification.

Absent:

If your camper will be absent, please notify the Walker Sports Complex Welcome desk at 905-688-5550 x.4060.

What to Bring Checklist:

- **OUTDOOR CLOTHING** – Campers will go outdoors each afternoon
- Closed-toe and closed-heel athletic shoes for indoors
- Refillable water bottle
- Bathing suit (Sports and Adventure will swim every day; Basketball Camp will ONLY swim on Tuesday and Thursday, Fitness and Fact or Fiction camps will swim on Friday) All campers will be provided with a clean towel.
- Plastic bag for wet bathing suit after swimming
- Nutritious nut-free lunch
- Nut-free snacks

Please do not bring:

- Electronics
- Valuables (jewelry)
- Money (campers are not permitted to use the vending machines or purchase any food or snacks)
- Medication (unless arranged with the Camp Manager)
- Nut or nut products

Camper Conduct

Brock is committed to creating a sense of belonging and providing an enriching experience for all campers. Therefore, our campers are expected to demonstrate respect for the dignity and rights of all others. Any language or behaviour intended to make campers or staff feel unwelcome or uncomfortable based on identity or ability will not be tolerated. Camp management reserves the right to recommend the use of a 1:1 instructor or to remove campers from the program if their behaviour requires supervision beyond a reasonable level.

Swimming

Campers will swim at the Brock University pool, where certified lifeguards are on duty and monitor our swim time. Our instructors will be in the water as well. All campers who are 9 years old and under who wish to swim in the middle or deep end of the pool must complete a swim test administered by the lifeguards. Campers who are 10 years and older and those who complete the swim test will be permitted to swim in all areas - this includes the diving boards and the Tarzan rope. If you have questions, please contact us. All campers who swim will be provided a clean towel.

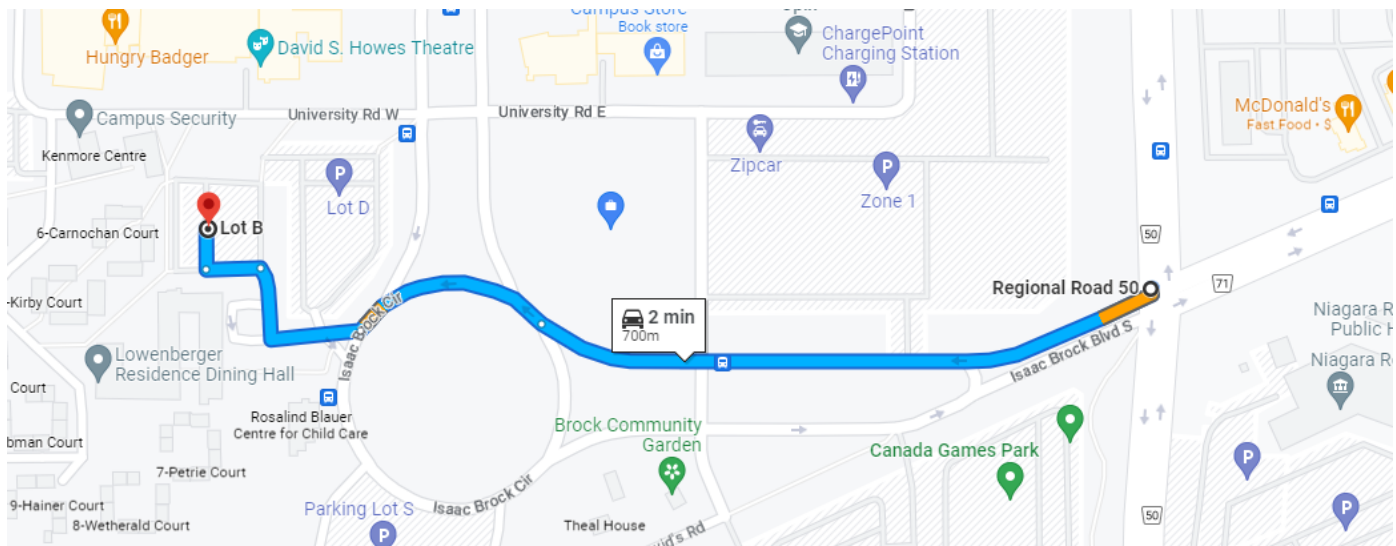
Cancellation Policy

We recognize that life is full of surprises, and at the same time, we also have obligations to our staff and suppliers. Therefore, the March Break Day Camp fee can be refunded less a \$20 administration fee up to 2 weeks before the camp day. After this time, camp fees are non-refundable. There are no discounts for days not attended and NO REFUNDS will be issued once the camp has begun.

Pick up and Drop off Location Maps

ALL Camps will meet in IAN BEDDIS GYMNASIUM

When entering campus from Sir Isaac Brock Way please follow the signs for Camps to Parking Lot B. After parking your car, please walk your camper across University Drive and enter the Ian Beddis Gyms to find the camp team.



Contact Us

Welcome Desk

For assistance with registration or to be added to the extended care list, you can call the Welcome Desk at 905-688-5550x4060 or email recservices@brocku.ca. The Welcome Desk hours are 8:30am-8:30pm Monday to Friday and additional hours on the weekends.

Youth University

For inquiries related to registration and general questions regarding Youth University camps, you can call the Youth University team at 905-688-5550x3120 or email at youthuniversity@brocku.ca. Youth University hours are generally Monday to Friday 8:30-4:30pm.

Brock Badgers Basketball Camp

For inquiries related to the Brock Badgers Basketball Camp, you can contact Carli Tingstad at 905-688-5550x6656 or email ctingstad@brocku.ca.