



Camp   
Tournesol™

# 2019 PARENT HANDBOOK

**French Leadership  
Program**



Welcome to Camp Tournesol's 2019 *Leadership Program*! We are so excited to see you soon. Our goal is for campers to come back with enhanced French verbal skills, a greater sense of autonomy and independence, new friends, fantastic memories. For those of you registered as Counsellors-in-Training, rest assured that you after this program you will be prepared to be productive members of our team.

This document is meant to be a tool to help each family prepare for this experience. Please take the time to review it carefully and discuss the content with your camper.

## Table of contents

<b>Accommodations Overview</b>	<b>3</b>
July Program	3
August Program	3
<b>Transportation, pick-up and drop-off</b>	<b>4</b>
July Program	4
July Program Bus Schedule	4
August Program	4
August Program Bus Schedule	5
<b>Itinerary</b>	<b>6</b>
<b>Meals</b>	<b>7</b>
<b>What to bring</b>	<b>7</b>
<b>A Note on Valuables</b>	<b>8</b>
<b>Important documents</b>	<b>8</b>
<b>Lice Policy</b>	<b>9</b>
<b>Medication</b>	<b>9</b>
<b>EpiPens</b>	<b>9</b>
<b>Photos and Blog</b>	<b>10</b>
<b>Emergency Contact Information</b>	<b>10</b>
<b>Code Of Conduct</b>	<b>10</b>
<b>Evaluation during the trip</b>	<b>11</b>
<b>CIT Contract</b>	<b>11</b>
<b>Anti-Bullying Contract</b>	<b>12</b>
<b>Our staff</b>	<b>12</b>



## Accommodations Overview

### July Program

For the July program, our destination is Schomberg, Ontario at YMCA Cedar Glen. We will be staying in the modern Cedar Glen facilities, a nature haven close to the GTA. This facility specializes in leadership development with several high and low ropes circuits and abundant green space for outdoor games.

Situated on 263 acres of the Oak Ridges Moraine, YMCA Cedar Glen Outdoor Centre is the perfect backdrop for campers to grow their confidence and learn new skills. Cedar Glen offers a wide variety of outdoor experiential learning programs providing a positive experience for each camper. The chalet-style accommodation with private washrooms creates a comforting atmosphere, and



the dining hall provides delicious meals with a breathtaking view overlooking the valley. Campers will be able to relax in a Muskoka chair and take in the view, or play in the games room featuring a pool and table tennis. Cedar Glen also offers fun outdoor challenges like the high and low ropes!

At YMCA Cedar Glen, campers will be lodging in chalet-style rooms, with 3-4 campers per room and a private bathroom, including a shower. Counsellors are just down the hall in their own room, and each cabin has a remarkable view of YMCA Cedar Glen grounds.

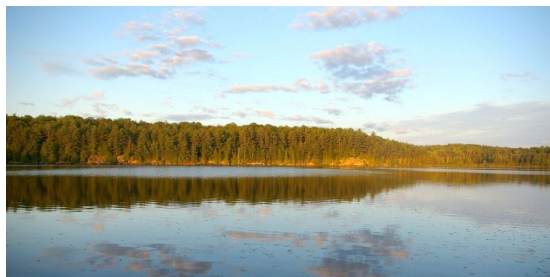


### August Program

For our second Leadership program this summer, Camp Tournesol will be welcomed at Camp Tamarack, where we also hold our week-long overnight camp.

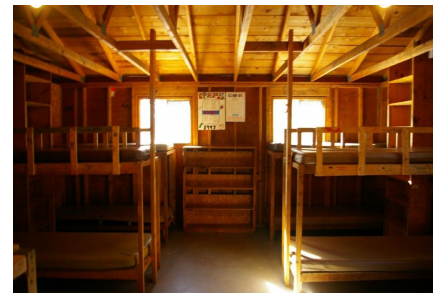
Camp Tamarack's private 1000 acre property is in the heart of Muskoka and surrounds a pristine private lake. The site offers a unique and challenging outdoor activities with a focus on defying personal challenges and working as a team.

Meals are served family style in the 4000 square foot dining hall lined with inscriptions and plaques featuring campers from over 35 years. Each meal features a balanced and plentiful hot meal option as well as salad bars, breakfast bars and fresh fruit.



Onsite, students will stay in wood cabins with electricity, containing bunk beds and private shelving for each camper.

Staff live in an adjacent and accessible private cubicle. While a good number of cabins have washroom facilities, those that do not have lovely facilities very close by to their cabins. The camp has also built shower facilities over the past few years and each camper has a beautiful private shower area.



## Transportation, pick-up and drop-off

### July Program

#### **If you are driving your child to and from the trip:**

The address for the YMCA Cedar Glen site is 13300 11th Concession Road, Schomberg.

When you go to drop off your child, please pull up in the Kiss and Ride area by the main building, where Amanda Cloutier, the program director, will greet you. Drop-off can be done any time between 10:30am - 11:00 am.

For those parents picking up their child on Friday, please pick up your child between 12:45pm and 1:15pm at the latest.

#### **If your child is taking the bus to and from the trip:**

Transportation for this program is provided by school bus by First Students. Campers who embarked at the first few stops will be allowed to come off and stretch their legs at the last stop before the longer driving stretch and the same on the return trip. Please ensure that you arrive 10 minutes before the scheduled time to ensure that the bus can stay on-schedule. If the bus is running late, you will be contacted.



*If you're not sure if you purchased busing, please review your account statement:*

<https://register.campournesol.ca/reg/statement/index.php>. This can be added by contacting our office.

### July Program Bus Schedule

Bus Stop	Tuesday, July 2nd	Friday, July 5th
Abbey Lane PS 1160 Old Abbey Lane, Oakville	8:30AM	4:30PM
John C Pallet Park 4550 Glen Erin Dr. Mississauga	9:10AM	3:20PM
Yorkdale Secondary School 38 Orfus Road, Toronto	10:00AM	2:30PM
Julliard PS 61 Julliard Drive, Maple	10:30AM	2:00PM
<b>YMCA Cedar Glen</b> 13300 11th Concession Road, Schomberg, Ontario	11:00AM	1:30PM

### August Program

#### **If you are driving your child to and from the trip:**

The address for Camp Tamarack is [1391 Stoneleigh Road, RR#2, Bracebridge.](#)

Please drop-off your child between 11:30am and 12pm on the first day of camp. You can pull down the driveway to the main office building, where our staff will greet you.

For those parents picking up their child on Friday, please pick up your child between 12:45pm and

1:15pm at the latest.

**If your child is taking the bus to and from the trip:**

Transportation for this program is provided by school bus by First Students. Campers who embarked at the first few stops will be allowed to come off and stretch their legs at the last stop before the longer driving stretch and the same on the return trip. Please ensure that you arrive 10 minutes before the scheduled time to ensure that the bus can stay on-schedule. If the bus is running late, you will be contacted.



*If you're not sure if you purchased busing, please review your account statement:*

<https://register.campournesol.ca/reg/statement/index.php>. This can be added by contacting our office.

## August Program Bus Schedule

Bus Stop	Tuesday, August 6th	Friday, August 9th
<b>Erin Mills Athletic Field</b> 4407 Haydock Park Drive, Mississauga	8:45AM	4:20PM
<b>Yorkdale Secondary School</b> 38 Orfus Road, Toronto	9:30AM	3:20PM
<b>Julliard PS</b> 61 Julliard Drive, Maple	10:00AM	2:30PM
<b>Camp Tamarack</b> 1391 Stoneleigh Road, RR# Bracebridge, ON	12:00PM	12:30PM

## Itinerary

The detailed itinerary is provided as a tool to track our movements during the trip. It is also meant as a preparation document for the campers. It is possible that some activities will be changed/cancelled or rescheduled because of unforeseen events.

	July 2	July 3	July 4	July 5
8:00	11:30 - Arrival and ice breakers	Breakfast	Breakfast	Breakfast Clean up rooms
9:15		Conflict resolution workshop / Group initiatives (2 groups rotating)	Low ropes / CIT Expectations + Scenarios (2 groups rotating)	Large group game
10:45		Conflict resolution workshop / Group initiatives (2 groups rotating)	Low ropes / CIT Expectations + Scenarios (2 groups rotating)	Debriefing
12:30	Lunch	Lunch	Lunch	12:00 - Early lunch
1:30	Shelter Building / Leadership and Communication challenges (2 groups rotating)	Fire building / Workshop on leading arts and crafts and games (2 groups rotating)	Fire building / Game workshop (2 groups rotating)	1:00 - Bus leaves
3:00	Shelter Building / Leadership and Communication challenges (2 groups rotating)	Fire building / Workshop on leading arts and crafts and games (2 groups rotating)	Fire building / Game workshop (2 groups rotating)	
4:30	Optional swim test / Free time to get settled into the cabins.	Free time / pool	Free time / pool	
5:30	Dinner	Dinner	Dinner	
7:00	Labyrinth challenges	Animal Survival game in the forest Build your own campfire	Running Pictionary Build your own campfire	
9:00	Campfire and songs	Campfire and songs or Movie night	Campfire and songs or Movie night	
11:00	Lights out	Lights out	Lights out	

## Meals

Meals during the away trip are all provided by the host site. Here's a sample menu:

- Breakfast: An assortment of cereals, oatmeal and toast, as well as a hot breakfast offered (French toast, pancakes, eggs and sausage, etc.)
- Lunch: Salad bar, one side (fries, potato wedges, etc.), and a main course (chicken burgers, tacos, wraps, etc.)
- Dinner: Salad bar, two sides (rice, corn, peas, etc.), and a main course (seasoned chicken, pasta, stir fry, etc.)

## What to bring

Packing for a short trip can be challenging but please be practical, travel light and dress comfortably. Make sure ALL of your children's clothing is **labeled**. Please remember that the children must be able to take care of their luggage themselves.

We have partnered with **Mabel's Labels**, a company with all types of labels that are colourful, indestructible and fun! With a special 'Camp Pack' available and also a larger "Big Combo", your camper can label absolutely everything! Go to <https://mabelslabels.com/c/?a=tournesol> and then place your order! We look forward to sending campers home with ALL their belongings this summer!



## MEDICATION

Please review the Medication section below for all information regarding medication, if your child will be bringing prescription or over-the-counter medication.

## BEDDING

Bedding is NOT provided on-site. Campers should pack a sleeping bag and pillow.

## TOILETRIES

- Toothbrush, toothpaste, soap, shampoo, facecloth, deodorant, feminine hygiene products etc...(please leave scented products at home)
- MEDICATION in the original packaging (if needed)
- Contacts and eyeglasses if you wear them.
- Bath towel and face cloth
- Hat to protect from the sun during our walks/hikes
- Lip balm
- Sunscreen SPF 15 or higher, VERY IMPORTANT and MANDATORY
- Sunglasses (optional)
- Bug repellent, MANDATORY



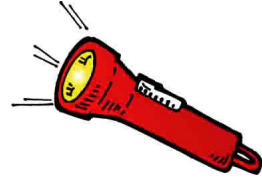
## CLOTHING

- 1-2 pairs of long pants (1 jean or tracksuit pants)
- 1 sweatshirt or warmer top with a windbreaker
- Underwear and socks
- 1-2 pair of shorts (or Capri) for daytime and 3-4 t-shirts or tops for day wear
- Flip flops, slippers, or other INDOOR footwear for the evening.
- One pair of good walking shoes for outdoors. They can be running shoes in good condition and tied up.
- Waterproof raincoat and footwear (we will continue our visits rain or shine)
- Pajamas



## OTHER

- Reusable water bottle
- Card games or other small games.
- Binoculars (optional)
- Umbrella (optional)
- Flashlight and spare batteries.
- Inexpensive watch (optional)
- Camera with batteries (optional)
- Reading books or magazines (mainly for the bus ride and free time).
- Notebook, pens or pencils
- Swimsuit and beach towel. There will be the option of swimming in Cedar Glen's pool, supervised by certified lifeguards. A swim test will be administered upon arrival for those wanting to swim.
- Musical instruments are welcome and encouraged for campfires or just hanging out
- You may send some snacks with the children for the bus ride but please refrain from sending large quantities of candies and fatty snacks. **ABSOLUTELY NO PEANUT OR NUT PRODUCTS.** The campers are NOT allowed to have food in their rooms. **Any food in campers' possession once we arrive will be thrown out.**



## A Note on Valuables

If you choose to send digital cameras, iPod/MP3, handheld video games or any other electronic valuables with your child, they will be their responsibility. Camp Tournesol cannot be responsible for any lost or stolen items. In addition, any devices with wi-fi capability such as handheld video games or iPods will be forbidden during our trip and will be confiscated. Please do not send any valuable/expensive jewelry or watches etc. with your child.

**CELLPHONES ARE NOT PERMITTED DURING THE TRIP. ALL CELLPHONES WILL BE COLLECTED BY OUR STAFF UPON ARRIVAL AND RETURNED AT DEPARTURE.**

## Important documents

Prior to attending your overnight trip, it's important that all necessary documents are completed. The information you provide is used to create cabin assignments, prepare meals and snacks that fit any dietary restrictions necessary and let our counsellors know a little bit about your child!

**All campers MUST submit a recent photo of themselves as well as a photocopy of their OHIP card in advance of the trip. In addition, you MUST complete our Overnight Information Form.**

Your camper's Overnight Information Form which is accessed via your online account. Log in here <https://register.camptournesol.ca/reg/login.php> and follow the following steps:

- Click on My Campers at the top of the page
  - Scroll to the bottom of the Camper Information page and click on Overnight Information Form
  - Fill in the required information and your name in the electronic signature box at the bottom.
  - You must also upload your child's photo and OHIP card on this form.
- \*\*\*Once you click submit, the form is complete.

These documents and forms MUST be submitted as soon as possible. Anyone missing documents will not be allowed on the trip. If you have already submitted, then no action is required. Thank you!

---

### **Lice Policy**

In preparation for the overnight trip there are certain lice and nit policies we must inform you of that will be in place during your child's trip. Upon arrival, your child may be checked for lice. To ensure that this check goes smoothly, we ask that you check your child's head for lice or nits a few days before leaving for the trip. By sending your child on the overnight trips, you understand that if your child does have lice that one of the following two actions will take place:

- 1) If the case is mild, the camper will be treated immediately on-site, and expenses will be billed to you.
- 2) If the case is extreme, you will be asked to come and pick up your child.

We want to make sure that no one has to get treated or sent home. By checking your child's head a few days prior to the excursion and treating your child if they have lice or nits, you are helping to maintain a happy and healthy trip for all participants!

### **Medication**

Camp Tournesol counsellors will assist campers requiring medication if the Medication Form is fully completed with parent/guardian consent. Otherwise your child will not be authorized to have medication onsite. Please help us keep everyone safe by respecting this procedure.

You can find the Medication Form here:

<https://www.camptournesol.ca/wp-content/uploads/Medication-Form.pdf>. This is to be completed and given to your child's counsellor on the first day of camp (either when you drop them off on-site or at the bus stop).

Please complete one form for each medication you would like your child to have onsite or for us to assist your child with. When you send medication to camp, please follow the following requirements:

- Over-the-counter medication:
  - Must have camper's name, parent's name, and contact phone number on it
  - This must be sent in original packaging with only the intended number of doses to be used (i.e. don't send an entire bottle if you don't anticipate it all to be used)
- Prescription medication:
  - Must have camper's name, parent's name, and contact phone number on it
  - Please ask your doctor to prescribe only the required number of doses for the length of the trip, or alternatively, only count the number of dose yourself. The number of dose, what it is, and what it treats must be well identified.

Please ensure that the medication is handed in to your child's counsellor accompanied by the Medication Form. Please reinforce to your child that they are not to take any medication without consulting their counsellor.

### **EpiPens**

If your child required an EpiPen, you must send two EpiPens. EpiPens **MUST** be carried by the camper in a pouch around his or her waist or in a backpack at all times (their counsellor will wear the other one in a pouch as well). Please make sure that your child's profile is up to date and indicates that your child requires an EpiPen, the allergy that triggers the EpiPen, and the EpiPen information. You can find their profile here: [https://register.camptournesol.ca/reg/child\\_info.php](https://register.camptournesol.ca/reg/child_info.php)

Campers requiring an EpiPen must also complete an Epinephrine Action Plan form, which can be submitted to [waivers@campt.ca](mailto:waivers@campt.ca). Anyone who has indicated they require an EpiPen will be contacted in advance with a reminder that the form needs to be completed. The form is found here:

<https://www.camptournesol.ca/wp-content/uploads/Epinephrine-Action-Plan.pdf>.

---

### **Photos and Blog**

Our counsellors will take pictures and videos during the trip that will be uploaded from time to time on our social media networks. Unless you have selected to NOT allow us to take pictures, your child will be included in these clips and photos. At no time will we identify or name the children in the pictures. If you do NOT allow us to take pictures, please take the time to prepare your child so that she or he understands why they are asked to step aside when pictures are being taken.

You are more than welcome to request a copy of the pictures that you see on our sites. Our staff are NOT allowed to send you the pictures themselves. The request must be sent to the office.

Facebook: there will be a special album created on our Facebook page called

- July Leadership 2019
- August Leadership 2019

If you like the album, you will see the pictures on your feed as they are uploaded. You can find us on Facebook here: <https://www.facebook.com/camptournesol/>

Instagram and Twitter: we will also use the hashtag #Leadership2018 on our Instagram and Twitter posts, so you can also find the pictures that way. Feel free to use this hashtag to post feedback and pictures after you pick up your child from the trip!!

### **Emergency Contact Information**

If you need to reach your child in case of an emergency, please contact the Camp Tournesol office at 905-891-1889 during working hours. After hours, send an email to [martine@campt.ca](mailto:martine@campt.ca) or reach her on her cell at 647-998-5728. *Please remember that this is an emergency number.*

Alternatively, in case of **emergency only after 9pm**, please contact the YMCA Cedar Glen office at 416-817-5664 (for the July Program) or the Camp Tamarack office at 705-645-4881 (for the August Program).

### **Code Of Conduct**

At Camp Tournesol, we want all children to have fun and have an opportunity to learn. In order to achieve that, it is important that each camper conduct himself or herself in a respectful and appropriate way. Parents and Campers should review our guidelines together and ensure that your child understand them. Our code of conduct is based on the following 3 principles:

1. Don't physically endanger anybody.
2. Don't tease/put people down, even a little bit.
3. Don't do anything illegal, or that would horrify your parents.

More specifically, at Camp Tournesol safe, respectful and appropriate behavior does NOT include:

- Leaving an area without permission AND without a buddy.
- Standing on tables or chairs.
- Climbing trees or breaking branches.
- Carrying or throwing sticks, stones or sand.
- Being disrespectful to counselors or other campers or disregarding counselor's instructions.
- Water fights or throwing water (unless planned!).
- Hitting, kicking, biting, wrestling moves or violence.
- Swearing or explicit and violent language.
- Stealing.
- Consistent use of English / no efforts made to use French

---

Here are the behaviors that ARE acceptable:

- Making efforts to express yourself in French all day and try to use English as rarely as possible.
- Obtain permission prior to leaving an area where your group is
- Always use proper language (no swear words or violent words)
- Follow instructions as given by counselors
- Participate in the activities with enthusiasm.
- Be respectful towards all the counselors and your peers.

Any person found violating this code will be dealt with according to the following procedure:

1. Warning/discussion by their counselor and appropriate consequences depending on the gravity of the behavior (sitting out an activity etc.).
2. Meet with the Lead Counselor and a phone call to parent to identify a potentially successful strategy to improve the situation.
3. Expulsion from the trip.

### **Evaluation during the trip**

During the entire program, all of our staff will be informally evaluating participants. Staff will be looking at their efforts to communicate in French, their leadership skills, and their interaction with other campers and with the staff. For those not registered in a CIT program this summer, this information will be kept on file, should they decide to apply to the program in the future. For those who are participating as CITs, this information will be passed along to their campus Team Leader so that they have an understanding of the CIT's strengths and areas of improvement prior to developing their weekly schedule.

Please note that should a participant refuse to speak in French or should they jeopardize their safety by disregarding staff instructions, the camper will no longer be eligible for the CIT program, as their behaviour would not represent the kind of role model we look for in a CIT. We don't anticipate this being a problem with any of the Leadership Program participants, however we encourage you to remind your child that they are participating in this program to learn how to be a CIT, and all CITs act as mentors for our campers, so we are looking for good behaviour and efforts to speak in French!

### **CIT Contract**

For all CITs in attendance, the CIT contract that they had previously signed will be reviewed. A copy of the contract will be provided on-site. For your reference, please find the contract below:

- ✓ I understand that this is a French camp and that the expectation is that I will always make an effort to express myself in French with my peers and with the staff.
- ✓ I also understand that I must respect the code of conduct described in the manual I will receive.
- ✓ I also understand that I am expected to act as a role model for the campers.
- ✓ I agree to obey by all the rules as set out by Camp Tournesol staff and understand that this is important for my safety and that of my peers.
- ✓ I understand that my senior counsellor will evaluate my performance in this program and this evaluation will weigh heavily in my ability to obtain employment at Camp Tournesol when I become eligible. Only a select few CIT are invited to work following their graduation from grade 9, however, the completion of the CIT program does not guarantee employment.
- ✓ I further understand that inappropriate behaviour or refusal to follow the rules of discipline, or my unwillingness to speak French will result in my being sent home and expelled from the program for the remainder of the week or subsequent weeks if applicable.

## **Anti-Bullying Contract**

In ensuring the campers understand the behaviour that is expected of them at camp, all campers will sign an Anti-Bullying contract upon their arrival at camp. You may want to discuss some of the expectations (see below) with your child before leaving for the trip.

- I will be inclusive with my language and my actions.
- I will respect all members of our group, including the leaders.
- I will be aware of and respect the diverse needs of each individual.
- I will speak about people the way I would like to be spoken about. I will not spread rumours/gossip.
- I will be kind. I will not compromise anyone's physical or emotional safety.
- I will talk to the appropriate people about my problems.
- I will care for and respect all members of the camp community including staff and campers
- I will report any bullying that I witness to the appropriate staff member.
- I will not allow others to be bullied. Instead, I will actively stop others from lowering my peers' self-esteem.

## **Our staff**

There will be several counselors accompanying the children on this trip. All counselors have provided a police background check, have extensive experience caring for children and are trained for First Aid and CPR. Here is a brief biography of the counsellors.

### **Amanda Cloutier: Program Director**

Amanda discovered her passion for learning French from a young age and is thrilled to share this love of languages in the campers at Camp Tournesol once again as a Regional Coordinator and Program Director this summer. In the past, Amanda has been both a day and overnight camp counsellor, a site leader, an overnight trip Chef d'équipe, and Program Director. Alongside her experience with Camp Tournesol, Amanda is an Ontario Certified Teacher and teaches highschool French, helping students develop their confidence and French proficiency while keeping the classroom as fun as possible! Amanda has a Bachelor of Arts in French studies, a Bachelor of Education, and has recently completed her Master of Arts in Education with a focus on FSL. She loves working with youth in developing their team building, leadership, and communication skills. She looks forward to another amazing summer of fun in French!



### **Jules Ducau: Chef de mission**



Hi! My name is Jules! I currently live and work in Toronto as a French child and youth worker, but originally I'm from France! My hobbies include playing the guitar and participating in many outdoor activities (I'm essentially a big kid at heart!). My favourite camp activities are playing fun games, sports, singing around the campfire, and making wacky dances. I'm very excited for this summer and to meet your child! See you soon!

## Pascale Gendron



Pascale has attended Laurentian University in Sudbury, studying Concurrent Education with a double major in Psychology and French Studies. As hobbies, she enjoys reading, writing, play sports and spend time with her friends and family. She loves team sports, working in teams and meeting new people. This summer will be her third with Camp Tournesol, she has worked the overnight camps at Camp Tamarack and the day camps in the Toronto Bloor-West campus. She is comfortable with any age level and she is very excited to return to Camp Tournesol this summer. The campers and the other counselors like to call her "Princess Sassy", so do not hesitate to call her by that nickname!

## Joanie Lepage

Joannie is new at the camp this summer. Originally from Quebec, French is her mother tongue. She recently graduated with a degree in psychology at the University of Sherbrooke and she now wants to become a speech therapist for children in need. Her creativity, enthusiasm and energy will be felt at any type of activities. She always loved being part of a team, collaborating and supporting people surrounding her. She is also athletic and loves sports. She practiced several sports in high school like cheerleading and basketball which makes her the perfect candidate to entertain and take care of the kids during the summer.



## David Kalman



David is a new counsellor at Camp Tournesol and is excited to be part of the team! He has worked as a swim instructor with the City of Mississauga teaching a wide variety of swimmers for the past four years and is enthusiastic about working with kids. In the fall he will be returning for his third year of Architectural Studies at the University of Toronto. David has a passion for creative thinking with a particular interest in music and fine art. He plays guitar, bass, piano, violin, and drums and loves to share music with others. David studied French through the Extended French program for eight years and graduated high school with a specialist diploma. In addition, he participated in a foreign exchange program and lived in Nantes, France for a semester in grade eleven. While there, David lived with a French Family and participated in the French school system, making him very knowledgeable of French culture as well as becoming completely fluent in the language. He is excited to provide a positive and fun filled French speaking experience for the campers this summer!

## Pauline Kashtelyan

TBD