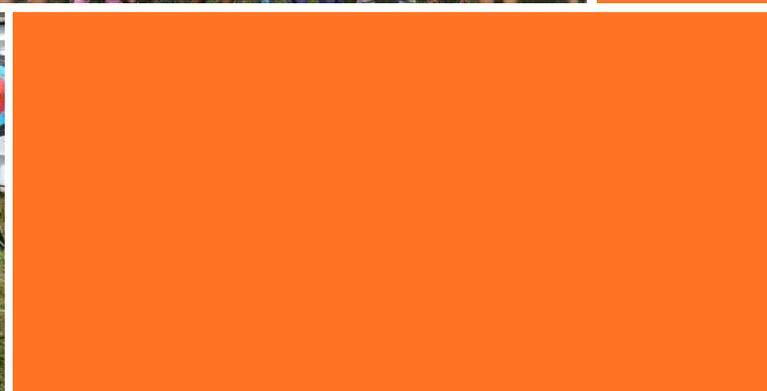




Camp  <sup>TM</sup>  
Tournesol

# 2019 PARENT HANDBOOK

intrépides-en-route  
Partial Week 2+3



Welcome to the *Intrépides-en-Route* trips organized by Camp Tournesol. Campers are sure to come back with enhanced French verbal skills, a greater sense of autonomy and independence, new friends and fantastic memories. This document is meant to be a tool to help each family prepare for these trips. Please take the time to review it carefully and discuss the content with your child. You will also need to ensure that you have completed all medical forms in your camper's profile on our registration site. Campers will NOT be allowed to leave without having submitted all of their information.

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## Accommodations Overview

### IER 2+3: YMCA Cedar Glen - Schomberg, Ontario

From July 17th to 18th and again July 24th to 26th, our destination is Schomberg, Ontario at YMCA Cedar Glen. We will be staying in the modern Cedar Glen facilities, a nature lover's haven within a reasonable distance from 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.



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 Cedar Glen's grounds.

## Sample itinerary

This detailed itinerary is provided as an example and 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 be changed /cancelled or rescheduled due to unforeseen events. For all program weeks in this sample itinerary, Day 1 refers to Wednesday, Day 2 to Thursday, and Day 3 to Friday.

### YMCA Cedar Glen - Schomberg

	<u>Day 1</u>	<u>Day 2</u>	<u>Day 3</u>
8:00		Breakfast	Breakfast Pack-up and empty rooms
9:15		Fire building / Low Ropes / Rock Wall / The Giant Maze (4 groups rotating)	Archery / Shelter Building / Large field games / Gaga Ball (4 groups rotating)
10:45		Fire building / Low Ropes / Rock Wall / The Giant Maze (4 groups rotating)	Archery / Shelter Building / Large field games / Gaga Ball (4 groups rotating)
12:30	12:00: Arrival / Welcome / Assign Cabins / Lunch/ Unpack	Lunch	12:00 - Early Lunch Leave at 1pm at the latest
1:30	Ice-breakers and large field games	Archery / Shelter Building / Large field games / Gaga Ball (4 groups rotating)	
3:00	Fire building / Low Ropes / Rock Wall / The Giant Maze (4 groups rotating)	Swimming	
4:30	Swimming! <i>- Ability test by Cedar Glen</i>	Free Time <i>(Bracelet-making, scoubidou, rainbow loom, hemp, etc)</i>	
5:30	Dinner	Dinner	
6:00	Fire building / Low Ropes / Rock Wall / The Giant Maze (4 groups rotating)	Archery / Shelter Building / Large field games / Gaga Ball (4 groups rotating)	
7:30	Large field games (e.g. Hibou, Capture the flag)	Animal Survival	
8:45	Campfire / Sing along / Snacks	Campfire / Sing along / Snacks Movie Night (if raining)	
10:30	Quiet time and lights out	Quiet time and lights out	

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## 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!

## Meals

During the day camp portion of your trip, all lunches are included! **For the day camp portion of your trip, lunches are provided by Taste Culinary.** Each day's lunch is a little bit different, and a detailed explanation of the meal plan can be found here: <http://www.camptournesol.ca/wp-content/uploads/Meal-Plan-menu.pdf>. In general, campers will have a hot lunch including a side of vegetables and a small dessert. We encourage families to send snacks for morning and afternoon recess.

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 carry their luggage to and from the buses.

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**

Sleeping bags or bedding and pillows **MUST** be brought. No bedding is provided on-site.

## **TOILETRIES**

- Toothbrush, toothpaste, soap, shampoo, facecloth, deodorant, feminine hygiene products etc...(please leave scented products at home)
- MEDICATION in the original packaging
- Contacts and eyeglasses if you wear them.
- Bath towel and facecloth
- 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



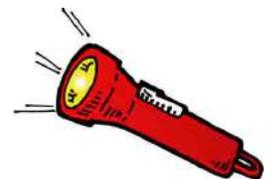
## **CLOTHING**

- 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
- Swimsuit



## **OTHER**

- Beach towel
- 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
- 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. **Whatever is left 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.

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**PLEASE DO NOT SEND CELL PHONES, THEY WILL BE CONFISCATED**

## **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 this form is fully completed with parent/guardian consent. Otherwise your child will not be authorized to have medication onsite or while away on a trip or take medication. Please help us keep everyone safe by respecting this procedure.

You can find the 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.

Please complete this 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
  - 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). The number of doses, 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 remind your child that they are not to take any medication without consulting their counsellor.

## **EpiPens**

If your child requires 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@camppt.ca](mailto:waivers@camppt.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>.



# Parent's handbook - *Intrépides-en-Route trips* Summer 2019

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## **Photos and Blog**

Our counselors 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

- IER 2019 - YMCA Cedar Glen

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 #IER2019 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!!

Blog: The staff will update our blog as often as possible but not more than once a day with a short anecdote or description of the day. You can read the posts at Camp Tournesol daily recap (<http://www.camptournesol.ca/tripsdailyrecap/>) and choose the category Intrépides-en-route 2019.

## **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 Cedar Glen office at 416-817-5664.

## **Behaviour Expectations**

### Code of Conduct

At Camp Tournesol, we want all children to have fun and have a chance to learn. In order to achieve that, it is important that each camper conduct themselves in a respectful and appropriate way. Parents and campers should review our guidelines together and ensure they are understood. 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 teacher/lead counselor and appropriate consequences depending on the gravity of the behavior (sitting out an activity etc.).
2. Meet with the teacher and a phone call to parent to identify a potentially successful strategy to improve the situation.
3. Expulsion from the trip.

## French expectations

Please kindly remind your children that there are two goals to our overnight trips: to have fun, and to speak French. One of the best benefits of attending our French overnight camps is the 24/7 French immersion, and while our counsellors can provide that atmosphere, remind campers to be speaking in French, and be applauding those who make the effort to speak in French, no child can be *forced* to speak in French. That said, please remind your child the purpose of the trip is to practice their French, and ensure that they understand that this is the behaviour expected.

## 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 you would like to be spoken about.
- I will not spread rumours or 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.

## Transportation

**On the day campers leave for the overnight trip, you are expected to drop them off at their regular campus by 9am. They will be picked up by a shuttle bus that morning to take them to overnight camp. EVEN THOUGH THE BUS MAY NOT BE DEPARTING UNTIL LATER, YOUR CHILD IS EXPECTED TO BE AT CAMP FOR 9AM.**

Transportation for the 2+3 trips is provided by the school bus company First Students. Campers who



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embarked at the first few campuses 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.

## **Cancellation and Refund**

Should you need to cancel your registration for our overnight camp, you will need to contact our office. If you cancel at least 60 days in advance of the week of camp, there will be an administration fee of \$80 per child withheld on all refunds. There will be no refund for any cancellations made within 60 days of the beginning of camp.

Cancellations due to medical reasons and with a note from a doctor will be issued a credit note for next year's registration, but only for the registration fee and subject to our administration fee, and subject to the cancellation policy of the host camp. In all cases, we will extend a 10 days grace period, following the day of registration, where the cancellation fee will be waived.

Although we benefit from a very high approval rate from the families who choose our camps, we make no guarantees that every child will appreciate our efforts. Therefore, in the unlikely event that a child is unhappy with our Camp Program, a refund will NOT be provided.

Please note that you can always switch the week and campus you are registered for at no charge once registered, as long as there is space in the program.

Please visit our Policy Page (<http://www.camptournesol.ca/about-us/policies/>) for more details.

## **Our staff**

There will be several counsellors accompanying the children on this trip. All counsellors are bilingual, have provided a police background check as well as extensive experience caring for children. They are trained in First Aid and CPR.



**Chef de mission: Jules Ducau**

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.

**Christine Agudelo**

TBD

**Pauline Kashtelyan**

TBD

**David Kalman**

TBD

**Erika McDonald**

TBD