



Welcome to Saint-Gabriel-de-Valcartier Playground



We are pleased to present the Parents' Guide for the summer of 2019. You will find essential information about the operation of the day camp and the activities. We would also like to thank you for trusting the Saint-Gabriel-de-Valcartier Playground for the registration of your children.

If you have any questions, contact us at (418) 844-2097 or by email at terraindejeux2019@outlook.com



The Team

Pamala Hogan Laberge

Sports and Recreation Director

Cynthia Laberge & Krissie Tremblay Hogan

Coordinators

Margaret Baker McBain / Bonnie Chassé / Mélissa Ouellet

Administration

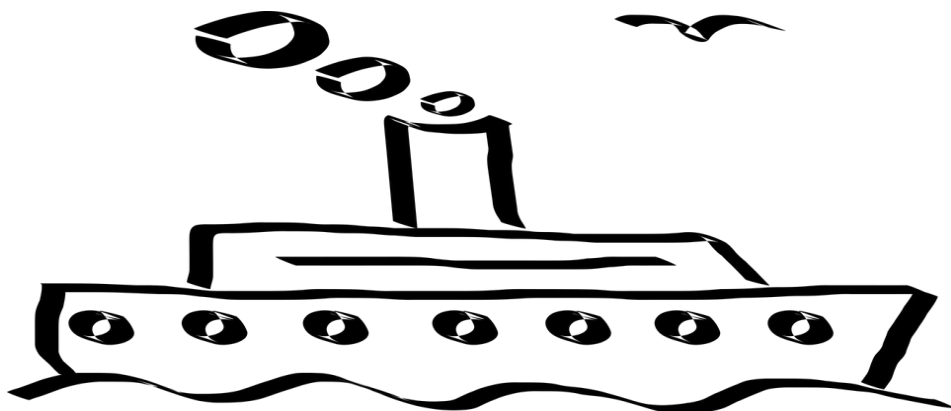


The day camp is an opportunity for your child to make new friends and adapt to a new style of authority (in a lighter frame than at school and at home). It is also an opportunity for your child to get out of his/her comfort zone, to try new activities, to dress up and let go of their crazy. By offering your child a summer at the Saint-Gabriel-de-Valcartier day camp, you will be assured of one thing: he/she will not be bored!

Throughout the summer, the animators compete for originality to offer your child varied and fun activities. In addition to regular days, it will be possible to experience thematic days, outings, special activities, great games, activities paired with other groups, in addition to regularly cool off at the pool and water games.

Our Code of Conduct applies to everyone: participants and employees. It promotes respect and non-violence through words and behaviour. This Code of Conduct aims to make the activities of the Saint-Gabriel-de-Valcartier Playground enjoyable and safe for everyone.

- I pay attention to the premises and I use the material lent to me with care.
- I use respectful language at all times
- I respect those around me: my friends, the monitors, the administration and all people.
- I avoid jostling and bickering with others.
- I use the right gestures and I use appropriate language when I speak to others.



**To notify of an absence, tardiness or any change to your child's attendance at
Playground/Daycare**

From 8 :30 to noon and from 1 :00 to 4 :30: **418-844-1218**

and leave your message with the receptionist (do not leave any messages on voicemail)

After 4:30 (Daycare only): **418-930-5179**

Every day, please make sure that your child has



- ✓ A bathing suit
- ✓ A beach towel
- ✓ Sunscreen
- ✓ Floaters or life jacket (if necessary)
- ✓ A hat
- ✓ A cold lunch and snacks (no products containing nuts please)
- ✓ A water bottle
- ✓ Sport shoes (running shoes or sport sandals – no flip-flops (except for use only at the pool)
- ✓ Clothing appropriate for the weather (sweater, raincoat)

It is also important to note that it is mandatory for your child to be wearing his or her **Playground t-shirt on all outing days**, including Village Vacances Valcartier, in order to assure your child's safety. Please note that a \$20.00 fee will be charged to those not wearing it.

****Please make sure that the above-mentioned items are clearly identified.**

Objects of value are not permitted at Playground (toys, Ipod, etc.). Lost or stolen items are not the responsibility of Playground administration.

**** It is your responsibility to apply sunscreen to your child in the morning before sending him or her to Playground.** Please note that spray-on sunscreen is not permitted at Playground. Throughout the day, the monitors will be sure to reapply sunscreen in order to prevent sunburns. Please note that the first layer of the morning is the most important.



Typical Week

Regular Day

6 :30 – 9 :00 Daycare

9 :00 - 9 : 25 Assembly

9 :30 – 10 : 30 Activity I

10 : 30 – 10 : 50 Snack break

10 :55 – 11 : 55 Activity II

12 :00 – 1 :00 Lunch

1 : 30 – 2 : 30 Activity III

2 : 30 – 2 : 45 Snack break

2 : 45 – 3 : 45 Activity VI

3 : 45 – 4 :00 Assembly for departure

4 :00- 6 :00 Daycare

*Please note that this schedule may be modified



Playground Daycare – New Location!

The Daycare Service will now be located at the Recreation Center (former location of the Physik Center). Parents will be able to bring their children to the recreation center through the rear door, facing the rink. There will be signage to direct parents.

For the duration of the Playground Program, the daycare service is open from 6:30 a.m. to 9 a.m. and 4 p.m. to 6 p.m. During the extra week of August 12th, daycare service will be open from 6:30 a.m. to 6 p.m. Please note that the daycare service is a surveillance service without animation. The children therefore partake in free play with guidance and supervision and choose from the different activities or workshops.

In the mornings upon arrival, parents are required to accompany their children to enter the daycare service at the Recreation Center. At the end of the day, children are often outside (at the park or wading pool). Parents must report any delay or change in their child's attendance at the Daycare. Calls must be directed to the general reception of the Municipality only. However, after 4:30 p.m., the administration is closed, therefore you must call this cell number: 418-930-5179. For any departure beyond 6 p.m., the parent will be charged a \$5.00 fee for every 15 minutes late

Village Vacances Valcartier

Every Wednesday (**except June 26th**), the children of the 9-year-old and older age groups will have the opportunity to spend the day at Village Vacances Valcartier with their monitors. A group rate on the season's pass is offered to the participants of the Playground. Parents must purchase this pass at the Municipality then take their child to Village Vacances to have their picture taken for their season's pass.

In order to ensure your child's safety, please make sure that your child is wearing the Playground t-shirt for these outings. (A \$20.00 fee will be charged to those not wearing their t-shirt)

PROCEDURE FOR THE VILLAGE VACANCES OUTINGS:























- The monitors will collect all Village Vacances Valcartier passes before getting on the bus. Please note that if your child's passport picture has not been taken before the first outing and the passport is not ready, your child will not be allowed to participate in the activity.
- Before leaving, your child will be appointed to a monitor as well as a group of children for the day. It is important for your child to respect the group in order for us to assure his or her safety.
- Once the group arrives, the monitor will designate a meeting point and time when all of the groups will get together for lunch
- A monitor will be with each group of children at all times
- If a child does not abide by these rules, Playground administration reserves the right to revoke the privilege of attending these outings to Village Vacances Valcartier.

IMPORTANT: Please note that this outing is not mandatory and that some monitors will be staying at the Community centre to organize games for children who will not be participating in this activity.



**Each week your child will receive a schedule for their specific group in order to give you an overview of the activities planned for that week. He/she will also receive a sheet with information of the Friday outing.



	Lundi Monday	Mardi Tuesday	Mercredi Wednesday	Jeudi Thursday	Vendredi Friday
June 24-28 Juin	Congé	 Florida!		Crazy hair day Journée cheveux fous Atelier/slush 	Jeux Gonflables & Hot Dogs & Monstres
July 1-5 Juillet	Congé	 Hawaii!	Village Vacances Valcartier (9+) 	Beach day  Journée plage Atelier/ collier hawaïen Gand jeux; volley	Ferme Genest 
July 8-12 Juillet	 India/Inde	Grand jeux	Village Vacances Valcartier (9+) 	Meditation day Journée méditation Atelier/brico	Parc de la Chute-Montmorency
July 15-19 Juillet	 Africa/Afrique	Rallye vélo Bike rallye 	Village Vacances Valcartier (9+) 	Journée safari Atelier/collier	Parc National de la Jacques-Cartier
July 22-26 Juillet	 Europe	DBL 	Village Vacances Valcartier (9+) 	Habille-toi en bleu (nous allons faire le drapeau européen) Atelier/compétition de chateau	Baie de Beauport
July 29 – Aug 2	 North pole Pole Nord	Grand jeux	Village Vacances Valcartier (9+) 	Noel en pyjama Atelier/bataille boules de neige 	Camp Portneuf
August 5-9 Aout	 Treasure island Ile au trésor	Firefighter day Journée des pompiers 	Village Vacances Valcartier (9+) 	Halloween  Atelier/ Chasse au trésor	Plage Lac St-Joseph 

Extended Playground

The Saint-Gabriel de Valcartier Playground offers an EXTENDED day camp from August 12 to 16, 2019 for children from 5 to 12 years old. Consult Amilia to know the costs per day or for a package.



Lost Objects

There will be a «Lost and Found box» placed in a well accessible area. We ask you to identify there accessory clothing belonging to your child. For the little ones, it is very important that all accessories are identified! Often, the child does not recognize his own personal belongings. We invite you to go look in the «Lost and Found box» several times during the summer.

Pool Schedule

	Monday	Tuesday	Wednesday	Thursday	Friday
10 :00-10 :45	10 yrs +	9 yrs	8 yrs	7 yrs	
10 :45-11 :30	5 yrs	6 yrs	5 yrs	10 yrs	
11 :30-12 :15	9 yrs	8 yrs	7 yrs	6 yrs	
12 :15-1 :00	EC	10 yrs		9 yrs	
1 :00-1 :45	7 yrs s	5 yrs	6 yrs	5 yrs	
1 :45-2 :30	8 yrs	7 yrs	EC	8 yrs	
2 :30-3 :15	6 yrs	PG & EC	PG & EC	PG & EC	

PG : playgroup

EC : English camp



Parent Contract

Please sign and send back the bottom portion of this sheet

In order to ensure that everything runs smoothly this summer...

- ❖ Ask your child each Monday evening if he or she has received their weekly schedule as well as the Friday outing permission slip. Please read all of the information sent home, including the bus schedule changes for special outings.
- ❖ Sign and return the permission slips by the required date
- ❖ For those who will be going to the Village Vacances Valcartier
 - Please make sure to give your child their passport and put it in their backpack so that he or she can participate in the planned activities.
- ❖ Dress your child according to the theme days, the outings and to the weather.
- ❖ If you are concerned about your child's behaviour, it would be a good idea to speak with us before the start of the program so that we can work together.
- ❖ In the event that you receive more than two phone calls regarding your child's behaviour, the Playground management reserves the right to suspend or expel your child.

INTERVENTION STEPS	
1.	Verbal warning from the monitor and if necessary, follow-up with the parent/guardian.
2.	Meeting with the monitor, the administration and if necessary, follow-up with the parent/guardian
3.	Meeting with the parent/guardian and the administration
4.	Written warning, meeting with the parent/guardian and one-day suspension.
5.	Expulsion without reimbursement
IMPORTANT NOTES REGARDING THE INTERVENTION	
	<ul style="list-style-type: none"> ➤ When applying the above steps, the age of the participant, the gravity of the event and the context are taken into consideration. ➤ The intervention steps may not respect the order listed above.

Thank you for your collaboration!

I have read and acknowledge the information provided in the Saint-Gabriel-de-Valcartier Playground booklet.

Child's Name: _____

Parent's Signature: _____

Date: _____



Departure authorization sheet

Authorization for Friday Outings

Child's name : _____ birth date : _____ (D-M-Y)

Name of monitor : _____.

I authorize my child to participate at the following outing(s)

Ferme Genest (week 2) Parc de la Chute-Montmorency (week 3) Parc National de la Jacques Cartier (week 4) Baie de Beauport (week 5) Camp Portneuf (week 6) Plage Lac St-Joseph (week 7) Rallye Vélo (Tuesday July 16th 9 years old+)

- Your child must be registered for the week of the outing

(Parent signature).

Authorization to leave alone

I hereby authorize my child to leave the day camp alone at 4:00 pm I release the Saint-Gabriel-de-Valcartier Playground from any liability once my child has left the day camp.

This authorization is valid: for the summer for today only

(Parent signature)

Authorization to leave early

I hereby authorize the following people to pick up my child earlier. The approximate time of my child's departure is: _____ I release the Saint-Gabriel-de-Valcartier Playground from any liability once my child has left the day camp.

Name : _____ Name : _____.

This authorization is valid for the day of: _____ only

(Parent signature)

Authorization to leave with someone

I hereby authorize the following persons to pick up my child. I release the Saint-Gabriel-de-Valcartier Playground from any liability once my child has left the day camp.

Name : _____ Name : _____.

Name : _____ Name : _____.

For the summer for today only

(Parent signature)