

LOFT COUNTRY

—❖ Children's ❖ Camp ❖—



Parent/Guardian Handbook

Table of Contents

Our Camp Staff.....	3
Our Programs.....	3
Sign In & Out.....	3
Program Hours.....	3
Supervision Ratios.....	3
Camp Programs.....	4
Camp Definitions.....	4
Late Pick-up.....	5
If Your Child is Unable to Attend.....	5
Keeping Your Child Safe This Summer.....	5
Medication.....	5
Contacting Parents/Guardians for Medical Reasons.....	6
Severe Allergies.....	6
Sun Safety.....	6
Emergency Procedures.....	6
Behavior Management.....	6
*Head Lice Policy.....	7
Preparing Your Child For Camp.....	9
What Does My Child Need to Bring to Camp?.....	9
Meals.....	9
Parent Info.....	9
Visitor Policy.....	9
Camera Policy.....	10
Please Contact Us.....	10

Our Camp Staff

We are dedicated to providing our staff with all the tools that they need to deliver a safe and fun spring and summer for you child! Camp Leaders are trained in First Aid and CPR. Full and part time camp staff undergo extensive camp specific training that teaches them how to effectively be a strong leader and deal with almost any situation that may arise in a camp setting. Rest assured that your child is in good hands this year and let our winning team put some fun in your child's day!

Our Programs

Sign In & Out

For your child's safety it is extremely important to us that your child be signed in and out by yourself or an approved alternate person. At the sign-in desk you will be given a specific code assigned to your child, each day that will need to be given to us at the time of pick-up. At the time of pick-up, you or the approved alternate person will be required to give us that specific code. If you are not picking up your child, please ensure that you pass along your child's code to your approved alternate person that will be picking up your child.

Sign in runs from 8:30am – 9:00am and Sign out is from 3:30pm -4:00pm.

Program Hours

The hours of our camp programs are as follows:

Spring Break Ages 7 – 12 Mon - Thurs 9:00 a.m. - 4:00 p.m.	Summer Camps Ages 7-12 Mon – Thurs Optional Fridays Available* 9:00am – 4:00pm	Summer Camps Ages 4-6 9:00 am – 1:00 pm Mon-Tues & Wed-Thurs
--	---	---

*Optional Fridays an additional cost of \$55 plus GST

Supervision Ratios

Safety is our number one priority at camp! In order for our staff to properly supervise your children, strict child to leader ratios are in place at all of our program locations. Our camp has a maximum ratio of 1 leader for every 6 children.



Camp Programs

The 7-12 year old day camp will involve the following activities:

- Drama
- Games
- Horse Back Riding
- Hands on Horse Theory
- Bumper Cars
- Lunch
- Old West Shootout
- Bird of Prey and Dog show (summer)
- Bouncy Pillow
- Mining Sluice
- Playground
- Chapel
- Rock Wall
- Petting Zoo
- Water Games (summer)
- Slip N Slide (summer)
- Horse Drawn Wagon Rides (Weather permitting for Spring Break)
- Ziplines (Weather permitting for Spring Break)



The 4-6 year old day camp will involve the following activities:

- Bouncy Pillow
- Playground
- Horse Back Riding
- Mining Sluice
- Wagon Ride
- Petting Zoo
- Games
- Bird of Prey and Dog Show
- Slip N Slide
- Snack time

CAMP DEFINITIONS

SPRING BREAK CAMPS

Our 7-12 year old Spring Break Day Camps run from Monday – Thursday from 9:00AM – 4:00PM each day. (Doors open at 8:30AM) We provide snacks and lunch each day.

If your child requires a special menu please pack a lunch. (We do not offer gluten free options at this time.)

Spring Break Camp includes all of our activities except the Waterslide and Slip N Slide. This camp includes **daily** horseback rides during the week, Monday to Thursday.

SUMMER DAY CAMPS

Our 7-12 year old Day Camps run from Monday – Thursday From 9:00AM – 4:00PM each day. (Doors open at 8:30AM) Pick up starts at 3:30pm. We provide snacks and lunch each day. If your child requires a special menu please pack a lunch.

Day camps (2 horse rides) include all of our activities we offer such as, games, drama, Jumbo Jumpy Pillow, indoor rock wall, draft horse hay ride, Birds of Prey and Dog Show, bumper cars, mining sluice, playground. This camp includes 2 horseback rides during the week.

Optional Friday - As per your request, we've added a Friday. We've called it "Little Work, Little Play" because that's what your child will be doing. Feeding, cleaning stalls, washing buckets, brushing animals in the morning and in the afternoon we will let them "run wild". Well...under supervision!

Optional Friday additional \$55 plus GST

4-6 CAMPS

Our camp runs from 9:00AM – 1:00PM. Doors open for drop off at 8:30AM. Our 4 -6 camp includes the following activities each day: Horse Back riding, games, Jumbo jumpy pillow, indoor rock wall, outdoor playground, and goats down in our petting zoo. During the week they get to experience Clydesdale hay ride and a bird and dog show. Snack is also provided at both camps. If your child requires a special menu please provide a snack.

Late Pickup

We ask that parents PLEASE pickup their children on time. If you are not able to pick up your child by 4:00pm. We may be able to prearrange to provide additional care for an additional cost but this does need to be arrange prior to your child's camp week.

If Your Child is Unable to Attend

It is important that our program staff are aware if your child is unable to attend camp on a specific day. If you are aware that your child will be away in advance, we ask that you communicate this information to the program staff at the beginning of camp. If your child's absence is last minute and you have not had the opportunity to inform program staff ahead of time, please call Loft Country at (604) 607-1387 to inform our staff of the absence.

Keeping Your Child Safe this Spring & Summer

Medication

If your child requires medication to be given to them at specific times during program hours, you must include that on the Registration Form. All medication must be prescribed by a physician and in their original container with directions for administration on the label. Over-the-counter drugs (Tylenol, antihistamine etc.) are prohibited from being given to campers by the First Aid Attendant unless authorized by the parent or guardian on the Camper Medical Information Form.

All medication must be given to the Primary First Aid Attendant at the beginning of camp and will be locked in a cabinet. Exceptions will be made for Asthma Inhalers and EpiPens. The Primary First Aid Attendant will supervise your child when it is time for them to take their medication. All medications will be stored in a locked cabinet in the First Aid room.



Contacting Parents/Guardians for Medical Reasons

If a child requires urgent medical attention, you will be contacted. If we are unable to reach you, we will leave a detailed message if possible and then try to contact the alternate emergency contact. You will also be contacted under any of the following circumstances:

- You have requested to be contacted for specific items
- If child develops any new symptoms of illness
- Camper needs to be taken to the hospital or clinic
- The camper has lice
- Homesickness, in cases where attempts have been made to console or distract the camper have failed.

Severe Allergies

If your child has a severe allergy, you must fill out the allergy portion of the Camper Medical Information Form. Please also notify the Primary First Aid Attendant and confirm that the medical information has been received regarding your child on the first day of camp.

Sun Safety

Sun safety is a matter that we take very seriously. We need your help to ensure that your child is being adequately protected from the sun as portions of the program take place outside. Please apply the first application of sunscreen at home before coming to camp. Each camper is required to bring their own bottle of sunscreen to camp each day with their name clearly labeled on it. Throughout the day, campers will be reminded to reapply their sunscreen.

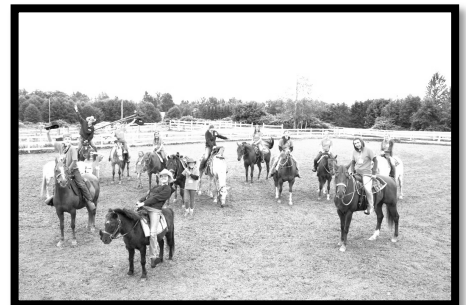
Emergency Procedures

Your child's safety is our number one priority. All of our program staff have undergone extensive training in dealing with just about anything that could happen in a camp program setting. Our camp leaders are also trained in WCB First Aid and CPR and are certified to deal with situations requiring first aid. In the event of a minor or non life-threatening injury, staff will treat injury, and if required, accompany your child to medical aid. We will call you to inform you immediately.

In the unlikely event of a traumatic injury to your child, emergency services will be called immediately, and a first aid attendant will accompany your child via ambulance to the hospital. You will be contacted immediately and if we are unable to reach you, we will leave a message, if possible, and then try to contact your alternate emergency contact.

Behavior Management

We believe in our campers and their inherent goodness, however, in order to maintain an enjoyable camp experience for all our participants, we use a graduated disciplinary system:



Our Behavior Management Policy

1. Verbally remind campers of the rules and standard of behavior.
2. Verbally remind camper and 'time away' from activity.
3. Discuss behavior incident with parent in person.
4. Removed from camp for 1 day.
5. If camper finds it too difficult to modify their behavior and persistent negative or violent behavior continues, the camper will be discharged from the program. No refunds will be issued.

Head Lice Policy

Each Camper will be examined for head lice upon arrival on the first day of camp, by trained staff. If nits, or lice are present, campers will be turned away with no refunds issued. If a camper is sent home, the camp is not responsible for expenses incurred in picking up the camper.

We want your time at Loft Country Children's Camp to be a pleasant and enjoyable experience, so please take the following precautionary measures to see that your camper is ready for the total camp experience:

1. Parents should do a head lice check on their campers two weeks before camp.
2. Parents should do a head lice check on each day of horse camp, before leaving home.

We have provided the following information to help you in your head lice checks:

What are they?

Head lice are small grayish-white insects, which are found in the hair, behind the ears, and on the nape of the neck. They live on human blood and their bites cause itching and scratching. These bites can lead to infection.

How can they be recognized?

The adult louse is about the size of a sesame seed. They attach their eggs (called nits) to strands of hair close to the scalp. Nits are tiny, pearl gray, oval-shaped specks that are attached firmly to the hair. These may hatch in 1 week, but have been known to survive for 10 days. Frequent scratching of the head is usually the first clue of infestation.

How long does it take from exposure to infestation?

One to two weeks.

When are they contagious?

As long as there are live lice and eggs.

How are they spread?

They are spread from direct contact with an infested person or from personal items of the infested person such as combs, brushes, pillows, bedding, clothing, head coverings, or furniture. Since they need a human scalp for food and warmth, the louse dies when away from the human body for 48 hours.

How do I prevent infestation?

1. **DO NOT** share combs, hairbrushes, hats, coats, scarves, and other such items.
2. Coats and wraps should be hung where they do not touch items of other people.
3. When one family member is found infested, all family members should be examined.

*If condition continues after treatments, contact your doctor or nurse practitioner.

How do I treat infestation?

(Not recommended for use on infants under two months without consulting a health care provider.)

1. Examine the heads of all family members and other close contacts, and treat everyone with any signs of lice at the same time.
2. Shampoo the hair first with your regular shampoo (make sure shampoo **DOES NOT** contain cream rinse), then use one of the following medications:
Permethrin (Nix Creme Rinse or Kwellada-P Creme Rinse) is available without a prescription.

- a. A sufficient amount should be applied to saturate hair and scalp (especially behind the ears and the nape of the neck).
- b. Leave on hair for 10 minutes, no longer.
- c. Rinse with water.
- d. A single treatment appears adequate because this product stays in the hair for at least two weeks.

Pyrethrin (found in R&C Shampoo + Conditioner) or Permethrin are available without a prescription.

- a. Apply 2 ounces of liquid OR a 1-ounce tube of gel to **dry** hair and scalp, being careful to avoid contact with eyes, nose, and mouth. If product should get into the eyes, immediately flush with plenty of clean water.
 - b. Rub the hair vigorously in all directions for 2-3 minutes to insure contact with the lice and nits (eggs). Allow medication to remain on the hair no longer than 10 minutes.
 - c. Wash hair thoroughly with warm water and a good shampoo and dry with a clean towel.
 - d. Remove nits (eggs) with a fine-toothed comb. (You may loosen nits by using a cream rinse or by applying 1/2 vinegar to 1/2 water solution before combing.)
 - e. One application will kill the lice and most nits. Use regular shampoo to wash your hair as needed after 24 hours. **IMPORTANT: Repeat medication application in 7-10 days.**
3. It is **extremely important** that clothing, caps, hats, combs, bedding, stuffed toys, and other articles in contact with the person's head are thoroughly laundered or cleaned. Eggs and adult lice are killed after **5-10 minutes** at **125 degrees**.
 - a. Soak combs and brushes for 1 hour in Lysol solution.
 - b. If wash water is not very hot, add boiling water to the washer before adding clothes.
 - c. Tumble clothes for **5-10 minutes** in a commercial dryer.
 - d. Articles of clothing that require professional cleaning should be dry-cleaned.
 - e. Items such as stuffed toys can be placed in a plastic bag and sealed for **10 days**.

If these procedures are not done, treated persons may become re-infested when they use these articles again. Fumigation of the home is not recommended. Cleaning of the house and furniture inhabited by infested individuals should be limited to thorough vacuuming.

Preparing Your Child For Camp

What does my child need to bring to the day camp?

Please send the following to camp with your child each day:

Both Summer + Spring Break Camps

Water Bottle
Running Shoes
Change of clothes

Summer Only:

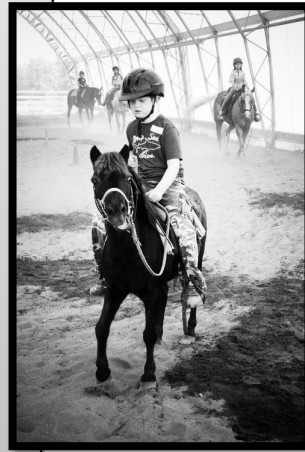
Sunscreen and Hat

Slip N Slide day (Summer only)

Towel
Water Shoes
Bathing Suit (T-shirt for over Bathing Suit)

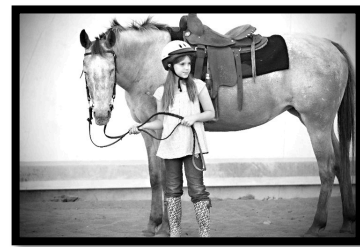
Spring Break Only:

Lots of warm layers
Mittens, scarves, hats



Meals

All meals and snacks are provided. If there are any dietary (food) allergies we need to be made aware of please make note of it on the Camper Medical Information Form and contact our office at (604) 607-1387. We will provide menu and you may pack your child a similar Lunch



Parent Info

Visitor Policy

In order to protect staff and children from intruders on the property, the following guidelines must be followed:

1. All visitors must report immediately to the sign in desk located in the front lobby.
2. Any visitor receiving permission to stay on the property for any length of time will be issued a wristband to indicate this permission.

3. There are specific visiting areas where visitors may be allowed to stay: a) the Main Entrance/Lobby, b) a designated viewing area at the East end of the gravel parking lot near the horse paddocks. If visitors are found wandering the premises they will be asked to go back to these specified visiting areas.
4. The exceptions to this are during registration (Monday) as well as Day Camp pickup and drop off.
5. Visitors are not allowed to come on the property after hours.
6. If you are coming by to drop things off for your child during the week, you will not normally be allowed to go and see your child except in the designated visiting areas. This is for the sake of avoiding disruption and the potential homesickness and jealousy this can cause other campers. The parent can leave the item with a staff member at the sign in desk.

Camera Policy

Campers are welcome to bring disposable, non-digital, cameras to camp, but they may not bring digital cameras or devices.

As per our policy on valuables, we ask that campers do not bring anything of value that can be lost, stolen or broken. This very much applies to digital cameras and devices, some of which we have seen being valued at over \$500.00.

As per our privacy policies, we do not allow pictures or videos of Loft Country or its campers to be published without permission of the Executive Director.

We do allow campers to bring disposable non-digital cameras due to them being inexpensive and having no video capabilities. Campers with limited exposures tend to be more discriminating in the pictures they take, instead of taking volumes of photos with digital cameras. They are more likely to take set pictures with friends instead, and spend much less time trying to capture every moment of camp with their camera (which can also lead to missing out on the experience first-hand.)

Please Contact Us

If you have any questions please contact at us at:

Loft Country Children's Camp
2640 248th Street
Langley BC
V4W 2R2

Ph: 604-607-1387

Email: camp@loftcountry.com



**We look forward to an amazing time with your child this spring
and summer break!**