



Newsletter

📍 AT CÉGEP DE SAINT-LAURENT

Information - Week #1 - JUNE 23 TO JUNE 27

Please read this first section carefully each week, as this information changes during the summer and any changes to regular operation will be announced there.

THEME OF THE WEEK



Maryse, the mother of a day camp child, is followed by a strange character only the children can see: her long-forgotten imaginary friend. As Maryse forgets, he fades more and more each day... The hourglass of childhood is running out. This week, the campers must awaken the power of imagination to help Maryse reconnect with her inner child.

FRIDAY SHOWS

On Friday, attend the children’s presentations for some of the camp choices!

Please note that groups with presentations finish at 4:30 p.m. Daycare is offered until 6 p.m.

Camp choices	Where?	Starts at :
Little artist	D-50	4:00 p.m.
Choreo		
Robolego	D-54A	
Sweet Factory		

*The other camp choices do not have shows. The children will be at the same place as usual end of the day.*

SPECIAL NOTES FOR THE WEEK

- Day camps are open 5 days this week despite the National Day holiday.



IN THIS NEWSLETTER

- Arrival / departure
  - What to put in my backpack
  - Lunch, snacks and BBQ
  - Swimming and water games
  - T-shirt for sale
  - Medications
- Allergies
  - Important notes
  - Behavioral follow-up note
  - Fanclub
  - Day camp access plan
  - Code of conduct



## ARRIVAL AND DEPARTURE

**ENTRANCE :** 625 avenue Sainte-Croix au **BLOC D – Sport Complex** (at the back of the main Bloc)

**ACCESS AND PARKING:** In the morning before 10 a.m. and at the end of the day from 3 p.m., it is possible to use the parking lot free of charge to drive and pick up your child. A special vignette will also be available at the reception table to be displayed in your vehicle.

### MORNING WELCOME

Extended camp care program included from 7 a.m. to 9 a.m., beginning of the day at 9 a.m. When you arrive in the morning:

- Give the presence of the child at the reception table
- Validate the list of people authorized to leave with the child as well as the secret code
- Give medications, if necessary
- When entering, the child must drop off his backpack in the designated area and have fun at the daycare.
- At 9 a.m., the children are grouped together and taken care of by their camps counsellor.

### END OF DAY DEPARTURE

Activities end between 3:45 p.m. and 4 p.m. and extended camp care program, included, takes place from 4 p.m. to 6 p.m.

... before 4 p.m.: Pick up your child from his group.

... during extended camp care : Locate and pick up your child inside the daycare then go to the table to confirm departure.

**SECRET CODE / ID** | A secret code or photo ID will be requested from the authorized person picking up the child.

**DEPARTURE OF THE CHILD EARLIER** | For logistical reasons, it is impossible to pick up a child between 3:30 p.m. and 3:45 p.m., as they are on the way to the meeting place. If the child has to leave during the day, please notify us in the morning so that the child can be brought to the office at the scheduled time.

**Please note that we will be at the Decelles municipal pool (845 Roy Street, Montreal, Quebec, H4L 3T6) between 2:00 p.m. and 3:15 p.m.** If your child needs to leave earlier that day, it is important to inform us in advance so we can make the necessary arrangements.

## WHAT TO PUT IN MY BACKPACK



Water  
bottle



2 snacks  
&lunch



Swimming  
suit



Tongs



Sunscreen

**PROHIBITED:** Nuts, peanuts, portable video games and other digital devices (iPod, phone, etc.)



**PFD - Personal flotation device:**

- Compulsory for children from 4 to 6 years old
- For children aged 7 and over with difficulty swimming

**LOST OBJECTS:** Dedicated bins are available on site. At the end of the summer, any object that has not been claimed will be donated to charity organizations. Sportmax is not responsible for any stolen, lost or broken item.

## LUNCH AND SNACKS

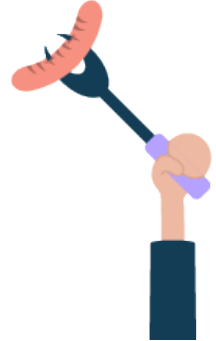
Children bring **COLD LUNCHES** and **2 SNACKS** from Monday to Thursday.

Children do not have access to a microwave.

No meal plan offered.

## FRIDAY BBQ LUNCH

Every Friday, hot-dogs (halal chicken), chips, juice and frozen treat are offered to all campers, **free of charge**.



## SWIMMING AND WATER GAMES

Biweekly swimming at the municipal pool in Descelles Park. (Twice a week, depending on the weather, swimming frequency may vary). Water games are also on the menu during the week.

The child must bring **swimsuit and towel EVERY DAY**. To facilitate the preparation for this activity, it is suggested that children in the Mini zone (4-6 years old) wear their swimsuit under their clothes as soon as they arrive.

**SWIMMING TEST AND PERSONAL FLOATING DEVICE** : On his or her first swimming session of the summer, your child must do a swimming test\*. This test helps determine if your child needs a personal flotation device (PFD). **All young children (4-6 years old) must provide and wear a flotation device.** Please provide a PFD for your child.

## T-SHIRT FOR SALE

An optional t-shirt is on sale at the day camp reception desk for \$20!



## MEDICATION

Except for epinephrine auto-injectors (EpiPen®) that the child must always have at hand (in a backpack, waist pack or in the counselor's bag), **all medicine must be left at the reception desk.**

A counselor or a member of the management team will supervise the medicine intake at the proper moment during the day.

## NUTS AND PEANUTS ALLERGIES

**Nuts and peanuts are strictly prohibited on site.** We kindly ask you to avoid products with the tag "may contain traces of peanuts."

The management reserves the right to confiscate any product that seems inappropriate, and to replace it, at the parents' expense.

## IMPORTANT NOTES

**SUNSCREEN:** Please apply sunscreen before leaving home and provide your child with a SPRAY container marked with their name in their backpack. The sunscreen will remain at the day camp during the week, and will be given on Friday. If the container is empty during the week, a memo will be placed in the lunch box.

**BOTTLE AND WATER FOUNTAIN:** Please provide a bottle identified with your child's name.

**SWEET FACTORY CAMP:** Please provide empty reusable dishes to take home one or two recipes. Thank you for your collaboration.

**INFORMATION ABOUT YOUR CHILD:** If your child has any medical, behavioral or allergy issues, please be sure to complete the questionnaire in your child's file:

- 1- Once connected, click on the "FILE" button under the child's name
- 2- Click the "QUESTIONNAIRE" tab
- 3- Complete the section "INFORMATION ABOUT YOUR CHILD"
- 4- Click the "SAVE" button

**LOST ITEMS:** Please identify your child's equipment, which facilitates the search in case of loss. You can also find your child's lost items near the camp office, in bins identified for this purpose.

## BEHAVIORAL FOLLOW-UP NOTE

So that every child can have a positive experience, we will issue a behavioral follow-up note **EVERY TUESDAY**, at the end of the day, which will keep you informed about your child's attitude and involvement during the week. It is a key way to inform the parents of any situation demanding some adjustments. Please take a few minutes to discuss it further with your child and never hesitate to talk to his or her counselor if needed.

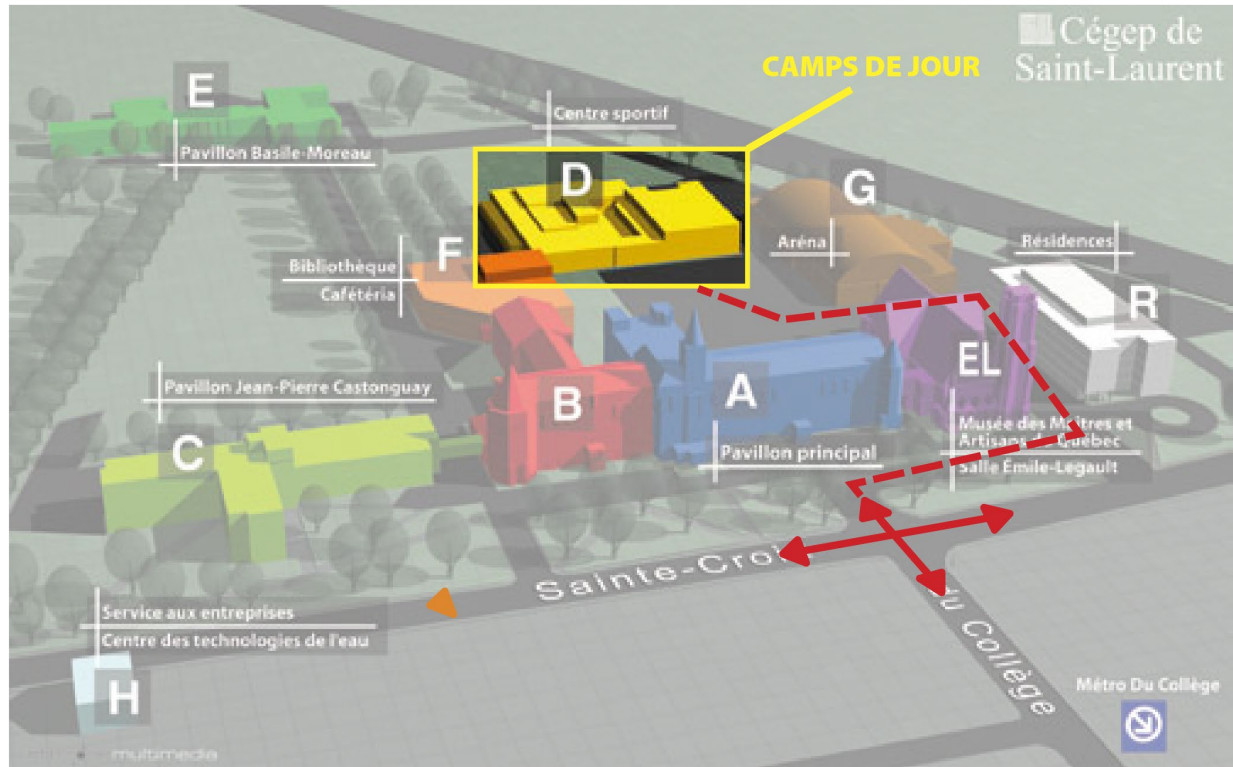
## FANCLUB ZONE

**FANCLUB ZONE**  
Visit the FANCLUB area to discover photos and videos of the summer, the camp song and the personalized files of all team members!

Visit : [fanclub.sportmax.ca](https://fanclub.sportmax.ca)

# ACCES PLAN

## ENTRANCE BLOC D – SPORT COMPLEX



**ACCESS AND PARKING:** In the morning before 10 a.m. and at the end of the day from 3 p.m., it is possible to use the parking lot free of charge to drive and pick up your child. A special vignette will also be available at the reception table to be displayed in your vehicle.



The rules of good behavior must be observed in order for the planned activities to be held and to ensure that every child can have a positive experience. Noncompliance can lead to sanctions which can go as far as expulsion.

## AS A PARTICIPANT IN THE DAY CAMPS:

- I have fun and I am positive
- I respect the counsellors and their guidelines
- I respect the others participants, I help and encourage them
- I take part in all the activities, even those that I like less
- I always stay with my group and my counsellor
- I talk to my counsellor to address the situation when I have a problem with another child
- I take care of the equipment and the premises
- I take care of the planet by picking up my waste and sorting it out properly

## PARENTS' INVOLVEMENT

Although some children may face certain behavioral challenges, the code of conduct applies to everyone. It is therefore essential to declare any special aspect regarding your child's behavior and/or health. Please provide our team with any relevant piece of information or tip that could help us provide him or her with the best possible supervision. Your collaboration is key!

## DISCIPLINARY ACTIONS

At all times, counsellors can intervene with the children: a participant can be issued a warning without the need of any sanction. Sanctions will normally be imposed along a gradual scale of measures. However, depending on the nature of the actions taken, more severe sanctions can be issued, without prior notice.

**ON THE  
BACK**

**THE 3 LEVELS OF DISCIPLINARY MEASURES  
 EXAMPLES OF PROBLEMATIC BEHAVIORS**

## DISCIPLINARY MEASURES – CODE YELLOW

### EXAMPLES OF WRONGFUL BEHAVIOR

- To be issued more than 3 warnings for the same behavior
- To use inappropriate language
- To mock, insult someone or make disrespectful remarks (racist, sexist, on a disability, etc.)
- To push or shove someone
- To refuse to participate
- To refuse to stay silent when asked to
- To be negative

### SANCTIONS

- Verbal warning
- Partial removal from an activity
- Notification to the parent

## DISCIPLINARY MEASURES – CODE ORANGE

### EXAMPLES OF WRONGFUL BEHAVIOR

- To repeat a behavior for which the child received a YELLOW notice
- To punch another child or to fight
- To refuse to follow the group
- To bully or threaten another child
- To steal
- To vandalize

### SANCTIONS

- On-site suspension: detention in the coordinator or the special educator's office
- Notification to the parent
- Establishment of an intervention plan

## DISCIPLINARY MEASURES – CODE RED

### EXAMPLES OF WRONGFUL BEHAVIOR

- To repeat a behavior for which the child received an ORANGE notice
- To hit another child in the face or in the head
- To hit, bite, or spit on a counsellor or any person in charge
- To throw a tantrum
- To refuse to go in the coordinator or the special educator's office
- To flee

### SANCTIONS

Depending on the severity of the actions taken:

- One-day suspension (without refund)
- Expulsion without the possibility to come back (proportional refund)

As soon as the parent is notified, they must immediately come pick up their child at the camp.

Management must believe that the child and the parents' cooperation will be satisfying in order for the child to be able to come back to camp.

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