



Move.
Create.
Connect.



SUMMER CAMP



PORT COQUITLAM
RECREATION

Parent Handbook

Welcome to Summer Camp!

Welcome to the City of Port Coquitlam's 2020 Move, Create, Connect summer camps!

Our Camp Leaders are excited to welcome you and your family to an exciting week of safe, fun and inclusive outdoor activities. Full and half day programs include local trail exploration, nature walks, active games, and creative projects all while connecting with their peers and making new friends. Trekkers Camp may include spray park play and Explorers and Base Camps may include swimming. Detailed camp schedules will be displayed on the first day of camp at check in.

Locations |

- Gates Park: Explorers (8-10yrs) and Base Camp (11-14yrs)
- Hyde Creek: Trekkers (6-7yrs), Explorers (8-10yrs) and Base Camp (11-14yrs)
- Leigh Square: Trekkers (5.5-8yrs)

Health & Safety |

Camps operate within the Provincial Health Offices (PHO) orders and British Columbia Recreation and Parks Association (BCRPA) guidelines. Measures and modifications are in place to support participant safety, such as focusing on individual activities and projects, limiting touch points, and encouraging physical distancing of 2m apart and 5m radius.

Staff and participants will be doing daily health checks, encouraging frequent handwashing, and limiting and disinfecting shared equipment. All families should continue to take individual precautions and follow PHO orders.

In order to protect the health of all camp participants and staff, your child will not be permitted to attend camp if they, or anyone in your household, is sick or displays any COVID-19 symptoms, including coughing and sniffing. See BC COVID-19 Self-Assessment Tool: <https://bc.thrive.health/covid19>. Refunds will be provided for any days missed due to illness.

Hand Hygiene |

- Hand wash stations will be provided where possible.
- Please provide your child(ren) with their own hand sanitizer as some outdoor areas may not have sinks.
- Staff and camp participants will wash their hands at all transition points during camp, including:
 - On arrival at camp and before going home.
 - Before eating and drinking.
 - After using the toilet.
 - After sneezing or coughing into hands.
 - Whenever hands are visibly dirty or have touched surfaces touched by others (e.g. playground structures).

What to Wear |

- Sunscreen.
- Weather appropriate clothing and hat.
- Comfortable footwear for walking and playing that your child can easily remove and put on themselves.
- On swim days, swimsuit under clothes as no change room facilities are available at the pools.

What to Bring |

- Easy to carry backpack with child's name on it, light enough for your child to carry all day. Practice packing and unpacking with your child ahead of time!
- **Nut free** – 2 snacks for half day and 2 snacks and nutritious lunch for full day camps. As the camps are outdoors, plan for foods with minimal packaging and that don't need to be kept cool or heated up.
- Full water bottle.
- Sunscreen.
- On swim days, a towel, underwear and life jacket (if needed) in plastic bag.
- Epi pen and or inhaler, if severe allergies.
- Optional small towel to sit on and small collapsible umbrella for shade and/or rain cover (child must be able to carry).

What NOT to Bring |

- Electronic devices.
- Money.
- Valuables.
- Toys or objects from home.

Check in | Check out | Health Screening

- Follow physical distancing protocol at all times.
- Follow directional signage to specific camp check in location for daily attendance and health screening conducted by a supervisor.
- Campers who do not successfully go through the daily screening will not be able to attend camp.
- After a successful check in, campers will meet their Camp Leader and join their camp cohort.
- A supervisor will sign children in and out of camp each day at the same location.
- Prompt pickup required: Full Day camp @ 3:45 - 4pm; AM camp @ 1pm, PM camp @ 5pm.
- We are not generally able to accommodate early or late drop offs or pick-ups. If you run into unexpected delays, please call **604 927-7529** or email camps@portcoquitlam.ca.

Illness Protocol | When to Stay Home

- Campers will be asked to self-monitor for symptoms associated with COVID-19 while attending camp and if anyone feels unwell during the day they will be isolated away from the rest of the camp (children will be supervised).
- Parent/caregivers will be notified immediately if a child presents any symptoms. Please provide an up-to-date authorized pick up list along with your emergency contact numbers.
- If any staff or campers are sick, they are required to stay home. There are other illnesses that are similar to COVID -19 but anyone who displays the symptoms of a cold, cough, or fever must not attend camp.
- If symptoms appear, parents are to call 811 and arrange for testing.
- If a child or staff member tests positive for COVID-19, all families and/or staff who have been in contact with that individual will be notified immediately.
- The most common symptoms can be found here: <http://www.bccdc.ca/health-info/diseases-conditions/covid-19/about-covid-19/symptoms>

Reporting Absences |

- If your child is unable to attend camp, please call 604 927-7529 by 8:00am or email camps@portcoquitlam.ca.

Authorized Pick up and Emergency Contact Information |

- Please ensure your authorized pick up information in your Active Net account is up to date, along with your emergency contact number.
- To update personal and program information call 604 927-7529 or email camps@portcoquitlam.ca.
- Support available Monday to Friday, 8:30am to 4:30pm.

Swimming |

In line with B.C.'s Restart Plan, the City has opened Robert Hope and Centennial Outdoor Pools and is offering a modified selection of aquatics activities where physical distancing can be maintained. Only Explorers and Base Camps will be swimming during camps; Trekkers will cool off at local spray parks.

Swim and Spray Park Days |

- Wednesdays and Fridays

Pool Use Procedures |

- Change rooms closed; campers to wear swimsuits under clothes on scheduled swim days.
- Shower and then enter pool.
- No shared equipment.
- All touchpoints thoroughly cleaned between sessions.
- Dive boards and slides are closed.
- One washroom is available.
- Personal lifejackets are encouraged; limited supply of city owned.

Lost and Found |

Staff will make efforts to ensure participants leave with the items they arrived with; however, staff are not responsible for any lost items or items left behind. At each camp, items not picked up at the end of the camp day will be placed near the check in/out area; we ask you to periodically check for missing items. Any items remaining at the end of the last day of camp will be donated to charity.

Refunds |

Cancellation of this program must be made 7 days in advance to receive a refund.

The City reserves the right to cancel/postpone activities. Customer requested refunds are pro-rated based on days/sessions attended. Due to the current COVID situation, the \$5 administration fee will not be charged for activity withdrawals. Refunds for withdrawals due to illness from camp programs following the start date will be pro-rated to the number of camp days remaining.

1 https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/gdx/bcs_restart_plan_web.pdf