



Clarington Emergency and Fire Services

Junior Firefighter Program



Parent and Camper Handbook

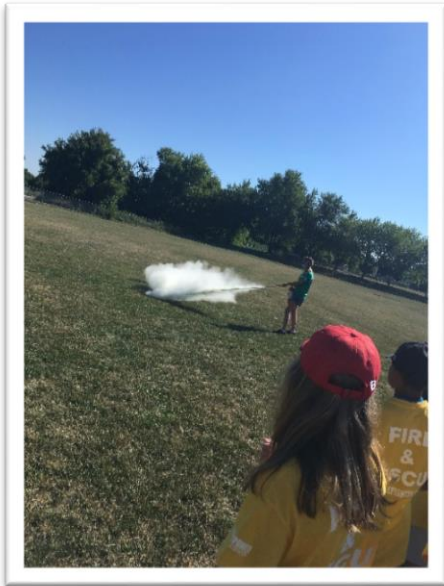
Clarington

Contents

Welcome	3
Our Staff.....	3
Collection of Camper Information	3
Camper Pick-Up Information	3
Absenteeism	4
All About Camp	4
Camp Location.....	4
Camp Hours.....	4
Parking.....	4
Camper Groupings.....	4
Lunch and Snacks	5
What to Bring to Camp.....	5
What Not to Bring to Camp	5
Camper Health and Safety Information	5
Behavioural Expectations	5
Illness at Camp / Emergency Transportation	6
Anaphylaxis and Epi-Pens	6
Sun Protection	7
Photographs and Media	7
Lost and Found	7
Camp Contact Information	7

Welcome

On behalf of the Emergency and Fire Services Department and Ontario Power Generation, the Junior Firefighter Camp Staff would like to welcome you and your child(ren) to our Junior Firefighter Program. The counsellors have been busy planning an exciting program for this summer. We hope to make this an enjoyable and memorable experience for you and your camper(s). We invite your questions and are here to address your concerns.



Our Staff

Our JFF Staff is comprised of university and college students who have a personal interest in ensuring that your child(ren)'s experience is a memorable one. Staff are selected based on their leadership skills, day camp experience and genuine interest in working with children. All staff are carefully screened and must submit a successful criminal information/vulnerable sector check.

Collection of Camper Information

During the registration process we will collect important camper details such as emergency contacts, allergies/special needs and sign-out permission. If at any time this information changes, we ask that the changes be provided in writing to the JFF Supervisor.

Camper Pick-Up Information

The safety of your child(ren) is our number one priority. To ensure the safety and well-being of all campers, we require all campers to be signed out each day by a parent or guardian. It is imperative that the person registering each camper provides us with the names (first and last) of all people permitted to pick up your child(ren). Your child(ren) will not be released to anyone who is not on the list. For the safety of your child(ren) there is no exception to this rule. If a name needs to be added, the registrant must advise Administration from the registered email to JFFApplications@clarington.net or in person. **Photo identification will be required, each day, before we will release the camper.**

Absenteeism

If your camper(s) will be away from camp, please call or email Administration at 905-623-5126 ext. 2816 or 2805, JFFApplications@clarington.net at the beginning of the day. This will eliminate unnecessary concerns about your camper(s).

All About Camp

Camp Location

Station 1 - 2430 Highway 2, Bowmanville, ON L1C 6C8

Camp Hours

Junior Firefighters are to arrive promptly by 8:25 a.m. every day for the start of camp at 8:30 a.m. and must be picked up at 3:00 p.m. Supervision is not provided after 3:00 p.m.

Please sign-in your child at the front desk each day of camp. The front desk is located in the main entrance on the east side of the building. Drop off will be at the same location for the remainder of the week. Your child will be at the tent located at the south side of the hall for pickup at 3:00 p.m.

The program ends on Friday with a “Graduation” ceremony beginning at 12:30 p.m. and finishing at approximately 2:00 p.m. The children will be demonstrating some of the skills they have learned during the week and will compete in the “firefighter challenge”. Everyone is invited to attend and we look forward to you cheering on the teams.

Parking

Parking is available at the Rickard Recreation Complex with access to the Fire Department. If you require accessible parking, please proceed to the designated parking spot on the north side of the fire department. Please do not park in front of the bay doors or parking spaces located at the front of the hall. This space needs to remain open in order for the fire trucks to leave the station and for our volunteer firefighters to park when attending a call.

Camper Groupings



Please note that although your child may wish to be in the same group with a friend, our past experience has shown us that campers have a better learning experience and opportunity to build new friendships if placed in separate groups. Therefore your child will be placed in a separate group with loads of opportunities to interact with their friend(s) during group activities and lunch.

Lunch and Snacks

Lunch and snacks must be nut-free. Junior Firefighters are required to bring a lunch, snacks, refreshments, and water every day, except Thursday when a pizza lunch will be provided with juice. Children will not be permitted to leave the property under any circumstance.

To help minimize our impact on the environment, please make every effort to send your child with a “litter-less lunch”.

To avoid lost lunches and confusion please label lunches with your child(ren)’s name.

What to Bring to Camp



We will provide each Junior Firefighter with a coloured t-shirt on the first day which they **must** wear every day. This will distinguish their group for easy identification. They should wear appropriate clothing for the weather. Our activities are outdoors, rain or shine. Send your child with a change of clothing, towel, water bottle(s), a sun hat and waterproof sunscreen every day. Closed-toed shoes or running shoes are required. Sandals or crocks are not acceptable.

On Thursday the Junior Firefighters will be playing water ball. Please bring extra shoes and socks.

Please label all articles worn or brought to camp with your child(ren)’s name.

What Not to Bring to Camp

Please do not bring valuables to camp such as electronic devices, cell phones or money. Our camp will not be responsible for lost or damaged items.

Camper Health and Safety Information

Behavioural Expectations

The goal of our Junior Firefighters Program is to provide a healthy, safe, positive and fun experience for all participants.

Junior Firefighter’s Rights and Responsibilities:

- To learn and play in a safe environment free of physical and verbal harassment
- To take part in all activities offered by the program
- To respect the rights of others; peers and staff alike

Counsellors will discuss the behavioural expectations and safety policies/guidelines with their campers on the first day of camp. Failure to abide by the Camp Policies may lead to progressive consequences:

- verbal warning
- time-out, discussion
- conversation with parents

If a child's behaviour threatens the immediate safety of themselves, other children, or the staff, parents will be notified and requested to pick up their child immediately. This will result in the removal of the child for the day or suspension from the program.

Illness at Camp / Emergency Transportation

If your child becomes ill or injured at camp, immediate care will be provided. If they are unable to participate in the activities of the day you will be contacted and asked to pick up your child immediately. Every effort will be made by staff to keep your child comfortable until your arrival.

Should an accident occur at camp, where your child needs to be taken to the hospital, emergency transportation will be provided. In all emergency situations, the parent and/or the emergency contact will be notified. If a child must be taken to the hospital, a staff member will accompany the camper in the emergency vehicle and wait at the hospital until the parents arrive. At no time will the child be left alone.

Anaphylaxis and Epi-Pens

If your child(ren) requires the administration of an Epi-Pen you must notify the staff and complete the Anaphylaxis Alert section of the camper information form. All Camp Staff participate in Epi-Pen training as part of their pre-camp training. The following is our Camp Procedure for anaphylactic allergies and the administration of Epi-Pens.

1. Participants must notify the Department upon registering for camp if they may require the use of an Epi-Pen.
2. Participants whom may require Epi-Pens are responsible to ensure that they have their Epi-pens with them while attending camp. Epi-Pens must be carried by the participants, in a pack that is easily identifiable.
3. Camp Staff will supervise the self-administration of Epi-Pens by participants.
4. In the event that a participant is not capable of administering it him or herself Camp Staff will assist in administering an Epi-Pen.
5. Parents or legal guardians must provide written consent for staff to assist in administering an Epi-Pen.

6. In the event an Epi-Pen is administered, Emergency Medical Services will be contacted and the Emergency Transportation procedure will apply where necessary.

Sun Protection

With the health risks resulting from extended exposure to the sun, we understand that children need to be reminded to apply sunscreen and wear hats. Campers are expected to arrive with sunscreen already applied. We will provide time during the day for re-application of sunscreen and require the use of hats in the outdoors.

Photographs and Media



Pictures and videos of the children in various activities may be taken by the program counsellors. Photographs taken at camp allow us to showcase what happens each day. The photos are used to create a souvenir for each camper. By agreeing to the photo release statement on the camper information form you authorize the Municipality of Clarington to use photographs of your child(ren) for the souvenir photos, as well as in municipal advertising and promotional materials.

If you do not want your child(ren) included in any photographs, please indicate so on the camper information form. Also, please inform your child in advance so as to eliminate disappointment or confusion during camp.

Lost and Found

All lost articles are collected daily and kept in Administration for two (2) weeks after the final camp session. All items that are not claimed within the two weeks will be discarded. Please label everything to make identification easier.

Camp Contact Information

Camp counsellors can be reached at 905-623-5126 ext. 2816 or 2805 or by email JFFApplications@clarington.net