

# 2018 SUMMER CAMP FINAL INSTRUCTIONS



## PARENT, CAMPER and COUNSELLOR HANDBOOK

**Please read the contents thoroughly.  
The Final Instructions package will be updated every year and it is very  
important for new and returning families to be aware of all changes and  
additions.**

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# WELCOME / CONTACT INFORMATION

Welcome to the OLVC 2018 camp season! The programming is well under way for another amazing summer of fun, faith and friends at camp!

OLVC's online registration system allows parents to register and submit their children's registrations completely online! Volunteers can also apply using the link on our website.

We are combining 10 and 11 year olds this season. The theme for the week is Survivor. Get ready to compete in challenges and wins rewards. Also look forward to receiving "Tree mail" during your stay.

We are continuing with our mid-summer multi-aged Youcamp Week. The week is for campers 9-14 years old making it the perfect opportunity for parents to send children of different ages together to the same week. Participants can attend Youcamp **and** one age group week. Two weeks of camp!

**Family Camp** is new this year! Have you ever wanted to come and experience camp as a family? Here is an opportunity to do so. Rates and more information will be announced shortly.

We hope that this booklet provides everyone with the necessary information to plan for camp in an efficient manner. It is our hope that you read it thoroughly and discuss the contents with your camper/counsellor. Reviewing this package will help campers to be comfortable with routines and expectations. We will update the Final Instructions package every year and it is very important for returning families to be aware of any changes. Please keep this handbook for future reference.

On behalf of the directors and staff at OLVC, we look forward to seeing you all soon! It is going to be a great summer!

Sincerely,

Lisa MacQuarrie – Coordinator of Youth Evangelization  
Cassandra Dietrich – Program Director  
Donna Hansen – Administrative Assistant  
OLVC Team and Staff

## CONTACT INFORMATION

**OLVC General Inquiries/Volunteering  
Camper / Counsellor Registrations  
Donna Hansen – Admin. Assistant  
Lisa MacQuarrie – Camp Director**

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Red Deer, AB T4R 1P1  
Phone: (403)986-6582  
Fax: (403)358-7819  
Email: info@olvc.ab.ca  
Website: www.olvc.ab.ca

**OLVC Emergency Onsite Contact #  
Cassandra Dietrich – Program Director**

Phone: (403)748-2442  
Email: programs@olvc.ab.ca

# 2018 OLVC CALENDAR

## **Saturday May 26<sup>th</sup> & Saturday June 16<sup>th</sup>, 2018**

### **OLVC CAMP CLEAN UP/WORK BEE**

Come and help with final preparations for this summer. We gratefully accept help with maintenance projects, yard work, and cleaning. Please the camp office @ (403)986-6582 so that we can have an idea of numbers for food as well as trade experience and equipment that you might be able to bring to the weekend.

## **Saturday June 9<sup>th</sup>, 2018 10:00am – 2:00pm**

### **OLVC OPEN HOUSE FOR NEW FAMILIES**

There will be tours, a chance to meet the staff and fun camp activities. This is the perfect opportunity for new families to come and see the camp. You can join us from 10am-11:30am or from 12:30pm-2pm. We will be providing a hot dog lunch with the OLVC Team in between the morning and afternoon sessions (11:30 am-12:30pm) so please plan to stay for that!

### **Summer Camp Weeks 2018**

<b>Counsellor's Week :</b>	<b>July 8 – July 13</b>
<b>8/9 Year Olds :</b>	<b>July 15 – July 20</b>
<b>10/11 Year Olds :</b>	<b>July 22 – July 27</b>
<b>Family Week :</b>	<b>July 27 – July 31</b>
<b>OLVC Youcamp :</b>	<b>August 5 – August 10</b>
<b>12/13 Year Olds :</b>	<b>August 12 – August 17</b>

## **Friday September 14<sup>th</sup> – Sunday September 16<sup>th</sup>, 2018**

### **OLVC COUNSELLORS' REUNION**

Invitations will be given to Counsellors from 2018 at the end of counsellor's week. Bring a guest 14+ years old. Registration is available online!

The retreat is aimed at helping individuals grow together and develop a deeper relationship with Christ. We will have a mix of fun activities and games, sports, dramas, dynamic talks, power prayer times and mass.

# SUMMER CAMP REMINDERS

**Camper Registration/Drop off:** Between 2:00-4:00pm on the Sunday of the week.

**Pick up:** Parents are welcome to come for mass at 11:00am on the Friday or pick up at 12:00pm (noon).

**Please Note:** We are not able to register campers or have them dropped off before 2:00pm as the Counsellors and staff are in meetings until that time.

**Counsellors:** Have a mandatory meeting at 11:00am on the Sunday of their camper week.

**\*If you have both campers and counsellors attending the same week see note below.**

At the end of the week (Friday) please arrange to have your camper(s) / Counsellor(s) picked up promptly by 12:30pm as supervision is not available beyond that time.

If for any reason your camper / Counsellor must arrive late (campers after 4:00pm Sunday or Counsellors after 11:00am Sunday) please let us know.

Or

If your camper / Counsellor must leave early (before the end of mass Friday at 12:00pm - noon) arrangements should be made in advance with the Program Director.

Or

\*If you have campers and counsellors attending the same week please contact the Program Director to discuss a common drop off time to avoid having to make two trips!

(See contact information page 3).

# PREPARING FOR CAMP

To help us prepare for your camper / Counsellor:

All mandatory fields must be completed before submitting an online registration. **\*Counsellors must submit 3 reference contacts and a 1/2 to 1 page self-description to complete their registration.** Counsellors who counselled in 2017 must provide 1 reference to complete their 2018 application. Please type N/A in the 2 spaces for reference 2 & 3 on the Counsellor Information form. References will be contacted as part of the screening process. The self-description should tell us about yourself, your relationship with God and why you would like to spend a week as a counsellor at OLVC. All paperwork must be received in order to counsel a camper week.

**Household form:** Please complete all information including numbers (home, work, and cell) that we may reach you at during your camper/counsellor's stay. Also include an alternate contact in case you are unavailable. If you have attended camp in the past and have an account **please make sure the information is current and up-to-date.**

**Medical Information/Medical Release:** This information, including parent signature, is required by law for all campers and Counsellors under 18 years of age.

If your camper/Counsellor has allergies, a medical condition (such as diabetes, epilepsy etc.) or takes routine medications please include a detailed list in the medical form. Describe the condition, typical reaction, treatment followed, medication schedule and any other information we should be aware of.

All medications (prescription and otherwise) should be sent in their original containers. Please send enough for the week and ensure all inhalers, medications and epipens have enough for the week and are not expired.

**Additional Information:** In addition to medical information it is helpful to know if there are any learning, behavioural, bed wetting, mobility limitations or eating habits that we should be aware of so that we can help your camper settle into the routines at camp. Other situations that would be good to let the program director know about would be custody issues, past experiences (i.e. bullying), recent losses etc. that may impact your camper's stay. Knowing about these situations ahead of time helps us to be sensitive to, understand and support your camper/Counsellor during their stay at camp. This information may be attached to the form in a sealed envelope if you wish, addressed to the Program director and marked confidential. Confidential information will only be shared with the Directors, the Nurse and Team leaders directly involved (as needed). Thank you for your assistance as we work to plan for the best experience for your child!

**Promotional Pictures:** During the summer many pictures are taken at Camp to use for our end of the week slide show, brochure, displays, posters, website etc. Names are not used with these photos and many are group shots.

If for any reason you do not wish your child(ren) to appear in these pictures, we ask that you would indicate this on the registration form under photo release. In order to help us ensure your camper/Counsellor does NOT appear in any of our pictures we ask that you include a current photo of your child to help us screen our group photos. Please note that campers and Counsellors bring their own cameras and photograph each other as well, and we have no control over how those pictures are used.

**Cancellation and Refund Policy:**

Up to one week before a registered program a refund may be requested if a participant is unable to attend. A refund would be issued for fees paid minus the non-refundable deposit amount (\$100.00 per participant for summer programs or \$30 per participant for OLVC youth/young adult events) which will be added to our campership fund.

There are no refunds for a participant cancelling less than one week before the start of their program or leaving camp early, including missing home. In the case of illness or injury occurring at camp, a camper may be transferred to another week during the season. Also, there are no refunds or reduction of fees for campers arriving late or leaving early.

**What to Bring to Camp**

- Sleeping Bag
- Warm blanket
- Pillow
- Modest One Piece Swimsuit
- Camping Clothes (jeans, shorts, T-shirts, underwear, socks, etc.)
- Long Sleeve T-shirts
- Warm Jacket and Sweater
- Two pairs of Shoes
- Toiletries (comb, toothbrush, soap, shampoo etc.)
- Rainwear (hooded raincoat, boots)
- Mosquito Repellent
- Hat
- Sunscreen
- Towels

**What Not to Bring**

- Junk Food or Gum
- Valuables
- Cell Phones
- Electronic Games, iPods, etc.
- Cigarettes, Drugs or Alcohol
- Tank-Tops with Spaghetti Straps
- Pets
- Flashlights
- Two Piece Swimsuits



## **Optional**

- Bible and Rosary are nice if you have them but please do not send expensive bibles or rosaries of great sentimental value. We do have extras at camp that people can borrow if they like.
- Bottled Water – Some parents choose to send bottled water with their campers/Counsellors. Although the water at camp is tested regularly by the health unit (as required by Alberta Health Services) and is absolutely safe to drink some campers are not used to drinking well water. Campers/Counsellors are welcome to bring unflavoured water bottles. It will be kept in their room under their bed with their bag. It must be unflavoured and please do not send flavour crystals etc. Campers are responsible to make sure that they are drinking their water if they bring it and recycle their bottles in the bins provided.

That being said, it is not necessary that campers/Counsellors bring water. They may choose to bring a labeled refillable water bottle and always have access to a refrigerated water fountain throughout the day. Meals and snack are always accompanied with one glass of milk, juice or Kool-Aid and unlimited refills of water. We are just making parents aware as some choose to send water bottles.

Notes: There is no need for extra money while at camp. T-shirts are for sale on the Sunday/Friday of the week while parents are there only and there is nothing else for sale during the week.

## **Packing Tips**

1. Label all clothing, sleeping bags, footwear, etc. With this many campers they often do not recognize things that belong to them even if they are unique.
2. Mark all luggage with the family name and consider including a packing inventory of what they should have when they pack up at the end of the week to help them round up their belongings.
3. Please do not send expensive or new clothing to camp. Comfortable, well used clothing is best.
4. Do not send anything to camp that you are not willing to risk losing. (ie. Jewellery, a favourite bible, Great Grandma's rosary, etc.)
5. Pack as simply as possible. Cabin space is limited and needs to be kept tidy and organized.
6. Have your camper help with their packing. This also will help cut down on lost and found and help them to feel comfortable and prepared for their week.

## **Cabin Mate Requests**

In an effort to prevent cliques from forming we are only able to accommodate 1-2 requests per camper. Please indicate the request on the registration form or through online registration. Requests must be reciprocated by the family of the other camper.

We do our best to accommodate your camper being in a cabin with a buddy if they would like to, so long as both families make the same request. We also reserve the right to switch the cabin arrangements if necessary if friends are being disruptive at bed time etc.

# BEHAVIOR EXPECTATIONS

At the beginning of each week the campers/Counsellors have an orientation to outline Camp rules and expectations of behaviour. In order to ensure an enjoyable week for all and based on the OLVC mission statement we would like to give you a brief outline of how campers/Counsellors are asked to show respect for self, others and for God while at OLVC.

## **Respect for Self**

- get enough rest (stay in the cabin after lights out until the morning bell rings)
- wear a hat, sunscreen, insect repellent, weather appropriate clothing
- eat a balanced meal
- wash your hands before each meal
- show good hygiene (brush your teeth, shower regularly)
- listen to instructions and directions from staff
- ask your Counsellors or Team Leaders to help resolve any issues or problems

## **Respect for Others**

- respect people's belongings and do not borrow anything without asking
- respect privacy (don't go into a cabin that is not your own; ask before you sit on someone else's bed)
- allow other campers to get their rest at night
- share with others
- treat others fairly, cooperate, and be a good sport
- contribute to the cabin community and do what you can to make everyone feel welcome and included
- report any incidence of bullying or exclusion, and do not participate in them.
- participate in cabin clean up and duties with your camp family
- be ready and on time for activities, and participate fully in all Camp programs
- during sessions and other group activities sit up, face the front and give the leader your full attention
- when a Team Leader raises their hand, everyone should be quiet immediately and raise their hand as well
- have a positive attitude
- dress modestly
- take care of the buildings, furniture and equipment, don't write your name on cabin walls etc. or vandalize Camp property in any way

## **Respect for God**

- no foul language
- keep the chapel quiet for personal prayer time during the day
- respect nature. Don't pull leaves off the trees or pick the grass.
- appreciate the food we have by not taking more than you can eat (not wasting) and being grateful for it (taking a little bit of everything and not complaining)
- participating in campfire, prayer times and mass

## Code of Conduct

At OLVC we firmly believe that every person has the right to feel safe, both physically and emotionally, at Camp. When the aims of "Respect for self, others and God" are not met, and challenges present themselves, a hierarchical problem solving method of intervention is used and every effort is made to remedy various situations of mild/minor behaviour at the immediate level. The Camp staff is trained to work with understanding, care and patience. Corporal or physical punishment is not permitted, nor is humiliating or degrading measures.

In order to avoid having more serious, but increasingly common, social problems occurring at camp and to promote a safe environment it is necessary to incorporate safe practices and consistent consequences. Campers, Counsellors and staff are asked to agree to a Code of Conduct to indicate that they understand the rules and the potential consequences of violating them while attending OLVC. Please read and discuss this code of conduct with your camper/Counsellor.

Mitigating factors are taken into consideration when deciding on consequences for camper/Counsellor/staff behaviour. Additional consequences may be added (for example: in the case of vandalism we may require the person to remove graffiti or repair damage). Any violation of the laws of the Province of Alberta results in automatic dismissal.

The Camp Administration reserves the right to withdraw any camper without warning who, in their opinion, compromises the physical or emotional safety of any person at Camp, or who is an immediate hazard to the safety of themselves or others.

### **THERE ARE NO REFUNDS GIVEN FOR THOSE WHO ARE SENT HOME DUE TO VIOLATIONS OF BEHAVIOUR EXPECTATIONS OR THE CODE OF CONDUCT.**

Our Program Director will be pleased to discuss this policy if it requires further clarification. Feel free to contact Cassy at (403)986-6582 or by email ([programs@olvc.ab.ca](mailto:programs@olvc.ab.ca))

<h1>CODE OF CONDUCT</h1>		Clear Warning	Oral report to Director	Written Report to Director	Phone call to parent(s)	Dismissal from camp
Alcohol	Consumption or possession of alcohol on Camp property or while in the Camp's charge.				X	X
Bullying	Physical assault or aggression. Threat of physical aggression. Ongoing and deliberate exclusion. Emotional abuse and/or harassment.	X	X	X	X	X
Defiance	Refusal to comply with persons in authority.	X	X	X	X	
Disorderly Conduct	Persistent opposition to authority. Behavior contrary to positive moral tone and stance of the Camp.	X	X	X	X	X
Drugs - Legal	Use of non-prescription or prescription drugs not administered or approved by a Health Care professional (including the Camp Nurse or Administration).	X	X	X	X	X
Drugs - Illegal	Use or possession of illegal drugs on Camp property or while in the Camp's charge.				X	X
Harassment	Repeated comments or conduct that is known or ought to be known as unwelcome (including racial discrimination and slurs).	X	X	X	X	X
Profanity	Swearing or the use of obscene or foul language.	X	X	X	X	
Sexual Activity	Engaging in sexual activity which compromises the physical or emotional safety of the self or others	X	X	X	X	X
Smoking	Use of any tobacco products (not limited to cigarettes) on Camp property or while in the Camp's charge.				X	X
Theft	Taking or possessing property without the permission of the owner.			X	X	X
Vandalism	Acts of vandalism include graffiti and the willful destruction of property.	X	X	X	X	X
Weapons	Possession, use of, or threat of use of a weapon (including but not limited to a firearm or knife).				X	X

# DURING CAMP

## Registration/Volunteer Information

Our administrative assistants are available to help with any registration/volunteer related questions. They may be reached at (403)986-6582. Please leave daytime and evening contact numbers and you will be contacted as soon as possible.

## Program Director

During the weeks of camp the Program Director, Cassandra Dietrich, will be at camp full time and may be contacted there if you have a question or need to discuss issues related to your camper/Counsellor.

She will make every effort to return calls as promptly as possible. You will be asked to leave a message regarding where you may be contacted and general reason for your call. We thank you for your patience and understanding the need to fit calls around the supervision of the program and campers/Counsellors.

## Staff Qualifications

We have high expectations of all our staff members at OLVC. Each Team member is required to attend many hours of preseason instruction and preparation at our Team training meetings in October, February, April and June. All Team are required to provide letters of reference from their parish priest, submit a criminal record check and child intervention record check and complete Called to Protect training prior to the summer. They also are certified in First Aid and CPR.

- Our kitchen coordinator has certification in safe food handling practices.
- Volunteer nurses are primarily all Registered Nurses or Doctors.
- Our life guards have National Life Guard Service award, first aid and CPR training.
- Our Initiatives Course Staff receives annual course orientation/training offered by the staff at Corp Quest who constructed and inspects our challenge course equipment.
- Archery staff receive in-service training at Red Deer Archery Center prior to the summer.

## OLVC Staff Contacting You

Do not be alarmed if someone from Camp contacts you during your child's stay. Most often there is just a bit of administration that needs clarification or confirmation. It does not mean that anything is wrong.

We will contact you if your child has to go to the hospital or to the doctor's (non-emergency and emergency situations), is having severe homesickness, or at the Program Director's discretion for behavioural problems. We do not automatically contact you if your child visits the Camp Nurse during the day or has typical camper problems. If you wish us to handle this in any other way, please make this request in writing to the Program Director prior to the start of Camp.

If there is a medical emergency, we make every attempt to contact you - first at your home or main number, then at work, then at any alternative numbers you have provided (cell phone or cottage). If we cannot reach you, we then contact the person you listed as the emergency contact. It is important to make your wishes known to any person acting as your emergency contact. In the case where a decision is necessary and contact has not successfully been made, the Program Director will need to make a decision on your behalf, in your child's best interest. We will, of course, continue to try and reach you until we make contact.

## **Cell Phones at Camp**

Campers and Counsellors are **NOT** permitted to bring cell phones (or similar devices) with them to camp.

We believe strongly that part of a healthy camp experience is providing campers with opportunities to strengthen their sense of independence. Camp is unique in that it emphasizes community living in a safe and healthy natural setting.

Our experience is that campers thrive at camp as they learn to develop relationships and negotiate challenges with those they are sharing the camp community with. They also benefit from camp because it gives them a break from common technology. We believe that the success of each child at camp is compromised by the distraction of cell phones and electronics.

Sometimes parents have sent a cell phone to camp because they want to be able to get in touch with their child in case of an emergency. Please be assured, we will pass along any urgent messages from a parent to their child. In the unlikely event that we need to reach families because of something that happens at camp, we will be in touch as soon as possible.

To that end, we ask that parents support the camp experience by ensuring their child does not bring a cell phone with them to camp. If a camper or counsellor does bring a cell phone with them to camp it will be confiscated by the camp administration.

## **Phone Use**

For many of the same reasons that we do not allow cell phones at camp, campers do not have access to phones in our office etc. at camp.

### ***PLEASE DO NOT ENCOURAGE YOUR CAMPERS TO CALL HOME!!***

It continues to be our policy to have the Program Director contact families if any concerns arise including extreme homesickness.

Except in the case of emergency or to arrange rides at the end of the week our staff do not permit campers or counsellors to use the phone. Any emergency messages for campers or counsellors are delivered by the Program Director.

## **Care Packages**

We do not encourage parents to pack care packages containing food etc. in their camper/counsellor's bag. Food in cabins can be divisive within a cabin despite the good intentions of parents. A surprise note or card will be just as appreciated without other campers feeling left out. The program runs for less than a week and time really flies when at camp. We encourage parents to minimize talking about them being away and how much they will be missed as this tends to make it sound like going to camp could be lonely and difficult. Instead, emphasizing the positive, that they will meet new friends and have lots of fun is most helpful! Becoming a confident, independent individual is an important milestone in a young person's life and a parent's attitude and preparation before camp is an invaluable help to camp staff!

## **Parents at Camp**

Parents are encouraged and invited to learn more about OLVC in the following ways.

1. Visit our website [www.olvc.ab.ca](http://www.olvc.ab.ca). You can see pictures of the camp and read up on news and events happening at OLVC.
2. Attending the OLVC Open House See details on Page 4.
3. Volunteer. Parents, grandparents, aunts, uncles etc. are welcome to volunteer as kitchen staff (no experience required) or as maintenance staff (trades experience is always welcome!) Each week we also depend on the generosity of 1-2 registered nurses/doctors who are willing to volunteer their expertise. In order to volunteer a person must submit an application and complete a standard screening process including a current criminal record check (vulnerable sector) and Child Intervention Record Check. OLVC can provide a volunteer letter to reduce/eliminate the cost of getting this record check done.

Those interested should contact our administrative assistant, who can guide you through this simple process. Please keep in mind that it can take a few weeks for the police to complete a record check and all necessary paperwork must be on file before the week starts. The safety of our young people is of utmost importance therefore it is essential that volunteers living and working on site for the week have been screened properly. There can be no exceptions to this rule.

## **Safety First**

Because all staff and volunteers are screened we are not able to accommodate mid-week visitations by parents, especially unannounced. Please understand for the safety and security of all the participants and staff, we cannot have extra people (not in the program or screened as a volunteer) on site during the week. Thank you in advance for your cooperation.

## **Food Service**

Under the direction of our kitchen coordinator, three home-style meals and one snack are prepared each day. For those that require special diets or have food allergies, notification in writing is required with registration no later than two weeks in advance of the first day of the camper/counsellor's week. A copy of the menu can be emailed to coordinate what the camp can provide as a substitute or in some cases parents provide some food to be used. Some restrictions may require supplementary food to be sent by parents for the kitchen to prepare.

Our staff can be contacted at [info@olvc.ab.ca](mailto:info@olvc.ab.ca) to answer any questions or to coordinate necessary substitutions. We can only accommodate dietary needs based on medical needs and allergies, religious beliefs and well established/long standing lifestyle choices. Camp does not accommodate individual taste and food preferences.

## **Nut Policy**

Our entire summer camping season is designated as "nut sensitive". Each summer we welcome numerous campers, counsellors, and staff to camp with life threatening nut allergies. In no way do we compromise their personal safety during their stay at camp. Our camp menu is created with this in mind.

Any supplemental food items sent by families should be cleared in advance with the kitchen coordinator, and **MUST** not contain nuts, nut products or traces of nuts, or be made in a facility that also processes nuts.

## **Birthdays at Camp**

Our kitchen staff prepares a large birthday cake for all the campers, counsellors and staff who are celebrating a birthday during their week at camp. We celebrate at snack on Wednesday. If your child has a birthday at camp you may leave a birthday package if you wish but please do not include any food items in it.

## **Health Services**

We ask all parents to fully complete the Medical Information/Medical Release portion of the registration form. Failure to provide complete information puts both your child and the camp in a compromising position.

## **Medication**

If your child is bringing any medication to camp, observe the following:

- Medication must be brought to camp in the original container. First Aid attendant/nurses cannot dispense medication from any other container, including weekly pill organizers. Many drugstores offer a service whereby they can blister package necessary medications for the week and this is acceptable.
- Carefully detail the normal time for medication and send this with the medication. Medication is dispensed just before each meal and before bedtime. If your child's routine cannot fit in to this schedule, or any breach of the routine could result in serious health consequences, a letter of explanation is required in advance of camp.
- List clear instructions on the medical form for the administration of medication, including the reason for taking it. Verbal instructions are not sufficient.
- Send enough medication to last the full week attending.
- All medications including cough drops, vitamins etc. must be turned into the first-aid attendant/camp nurse during Sunday registration. Medications are stored (and locked) in the Nurse's station and are distributed according to instructions.
- Inhalers and epi-pens are also kept in the Nurse's station to avoid panic if they are difficult to find or are lost during a game etc. The nurse's station is centrally located in the camp and campers/Counsellors can ask at any time day or night to see the First Aid attendant/nurse. If your child's condition requires them to keep their inhaler or epi-pen on them at all times this request must be approved in advance and a backup (not expired) inhaler or epi-pen must be provided to keep in the nurse's station. Please ensure that all inhalers, medication and epi-pens are not expired and the prescription must be for the camper or counsellor using them only (they cannot be borrowed from or shared with another family member).

## **In-Town Doctor/Hospital Visits**

If, at any time, a prescription needs to be filled or medication has been prescribed, camp pays the up-front costs. You will be responsible to reimburse camp for all medical expenses that occur. The original prescription receipt will be given to you when you come to pick up your camper/counsellor so that you can be reimbursed by your personal drug plan.

## **Check Your Child**

Campers and counsellors should not come to camp with known communicable diseases or health nuisances (such as chicken pox, lice, viral infections, rashes, athlete's foot, impetigo, etc.). If your child has been exposed to anything communicable within three weeks of the start of their camp session, alert the camp staff (Registrar or Program Director). Together, we will determine whether to consider keeping your child at home for an extra day or so. In the event that a participant arrives at camp unaware that he/she has a communicable illness, we will let families of campers in that child's cabin know their child has been exposed.

Ensure that young female campers know about and understand menstruation and have appropriate sanitary napkins. It is not unheard of for the onset of menses to begin at camp. Supplies are also available at the nurse's station for anyone who may have forgotten or run out.

## **Head Lice**

Please check your child thoroughly for head lice/nits within three days of their first day at camp. Because of the potential for head lice to spread in a communal setting, we want to be proactive and avoid any issues.

If your child is found to have head lice a parent/guardian will be asked to pick up the camper/counsellor from camp and he or she may return when their head is clear of nits and/or lice. If the camper is clear of nits and lice and there is still room in another week arrangements can be made for the camper to transfer weeks.

Please remind campers and counsellors not to share personal items such as pillows, hats and combs/brushes.

## **Sun Safety**

We are aware of the dangers of over-exposure to the sun and strive to take reasonable precautions to prevent adverse effects of the sun and UV rays. Help us in this endeavour by packing a hat with a brim and sunglasses, and sending sunscreen for your child (minimum SPF 15, but SPF 30 or higher is preferable), and a water bottle with your child's name on it. Sunscreen is available at the nurse's station should campers run out. A water fountain can be found on the front of the Mess hall. Campers and counsellors are encouraged to wear light clothing that covers shoulders and arms, when not doing water activities.

## **Influenza Virus**

The camp First Aid attendant/nurse will ask health screening questions during registration to confirm your camper/counsellor is well enough to attend camp.

Other important preventative practices to remind your camper of are:

- Wash your hands often with soap and water.
- Sneeze and cough into your upper sleeve.
- Avoid sharing food, beverages or personal items.
- Do not come to camp if you are ill or have symptoms of influenza.
- See a health care provider if you feel ill or are experiencing influenza symptoms.



## **A Typical Day at Camp**

7:30am - Team Meeting

8:00am - Wake-Up

8:30am - Morning Prayer

8:45am - Breakfast

9:30am - Duties and Cabin Clean-Up

10:00am - Cabin Inspection

10:30am - Mass

11:30am - Mary Session & Counsellor's Meeting

12:30pm - Lunch

1:15pm - Duties/ Shower Time/ Chill Time

2:00pm - Activity Periods (Archery, Outdoor Adventures, Frisbee Golf, Swimming)

3:30pm - Living Rosary

4:15pm - Freezie Break

4:30pm - Big Group Game: Romans & Christians

5:00pm - Talent Night Prep

5:30pm - Monk Supper

7:00pm - Duties

7:45pm - Really, Really fun Carnival

8:30pm - Snack

9:00pm - Campfire

10:00pm - Bedtime

10:30pm - Team Meeting and Evening prayer

**\*Note: Times vary by age. Campers and Counsellors are generally in bed between 9:30-10:30pm.**

# AFTER CAMP

## Returning From Camp

Just as it takes about 48 hours for campers to fully adjust to camp, so too will there be a readjustment period when your child returns home from camp. The last day of camp is a long one (the talent show and final campfire often go late, and wake-up the next morning comes early). Your child will likely be tired and full of many emotions. It is common for younger campers to be over-excited while older campers and counsellors are often more melancholy over the separation from their friends. Allow your child to tell you about his or her experience when he or she is ready.

## Lost and Found

Despite our best efforts to return lost articles to their owners during the summer, there are always, inevitably, several bags of Lost and Found at the end of the season. It continues to be our policy to make every attempt to return any labeled clothing to their owners. If you discover that you are missing anything please contact the camp office as soon as possible. After counsellor's reunion each year, unclaimed lost and found is donated to a local charity.

## Communication Outside of Camp

OLVC understands that interactions between participants (campers contacting campers or campers contacting counsellors) after a camp program is generally very positive. Friendships at camp form quickly and are long lasting. It is natural that friends would want to keep in touch after camp is over. As with any such communication, OLVC cannot guarantee the kind of supervision, oversight or structure that will be present in such a situation outside of camp. For the protection of both participants and staff we ask parents and guardians help by being aware of the content of messages and social media postings between their young person and their new friends to ensure they are respectful and appropriate. The camp administration takes reports of inappropriate interactions between participants even outside of camp very seriously and poor choices in this regard would very likely impact the ability of participants (campers or counsellors) to participate in future programs at OLVC.

Parents and guardians should also be aware that staff/ Team leaders are not permitted to add campers or counsellors under the age of 18 to their personal social media accounts or to contact them by text messaging or other means of messaging such as Skype and FaceTime. Staff/ Team/ Past staff also may not meet up with participants socially outside of camp unless it is at a preapproved camp function. Very limited acceptations may be granted by camp administration in special circumstances (for example the staff member has family who are participants). This permission must be given by the camp administration in writing.

If campers and counsellors wish to contact their favorite staff members outside of camp they are encouraged to do so by sending letters to them to the camp's mailing address or by sending the occasional email to [programs@olvc.ab.ca](mailto:programs@olvc.ab.ca). We would be happy to forward those along!

We thank you for your support as we strive to keep camp a positive experience for staff and participants at camp and throughout the year!