

YMCA- YWCA of Guelph Camp Nagiwa

Family Handbook

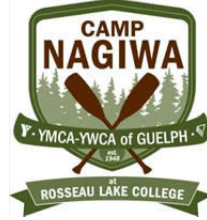


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Welcome!!!



Dear Camp Nagiwa Family,

Summer is just around the corner and life at Camp Nagiwa is buzzing with activity. I hope your Nagiwa camper is as excited about going to camp as I am! As we get nearer to camp time, I know that you must have many questions that need answering. I also need information from you and therefore have forms that I need you to fill out in advance of your child coming to Nagiwa.

It is therefore very important that you READ THIS DOCUMENT!!! It is also vitally important that you send me the information I need over the next 4 weeks (all forms must be received by June 19th).

I sincerely appreciate the confidence and trust you have placed in myself and the Camp Nagiwa 2008 Staff Team in your choice of Camp Nagiwa for your child (or children). Together we will do everything we can to create an atmosphere within which your camper can thrive.

Please contact me for any reason!

Sincerely,

Bruce Bailey, Director

Lisa Smith Assistant Director

YMCA-YWCA of Guelph Camp Nagiwa

YMCA-YWCA of Guelph Camp Nagiwa Promise

We are committed to enhancing each child's growth in spirit, mind and body. Within an atmosphere of acceptance and pure camp fun, Camp Nagiwa's mission is for every camper to take on challenges, learn new skills, make friends, and learn how to live and play with others, and how to love who they are today.

Summer Leadership Team

With Jennifer Jupp leaving camp Nagiwa to co direct a camp with her husband we have restructured our leadership as follows:

I will be on site this summer assuming the role of camp director. I have been with the YMCA- YWCA of Guelph for the past ten years as general manager overseeing all operations; I was a part of the camp search committee from the beginning of our search to restart camp Nagiwa nine years ago. The past two summers I have worked closely with both Jen Dundas and Jennifer Jupp in the operation of our camp. Some time ago I worked for eight summers in overnight camping doing every job from dishwasher to director. In YMCA senior management roles I have been responsible for overnight camp operations for seven years. Also on site this summer will be members of my immediate family: my wife Maryann Bailey, who has worked at overnight camps and will be our camp office coordinator and support me as I continue my recovery from a stroke at the end of last summer. Our youngest daughter Gwyn, an experienced camper and Otis the dog – a first timer will round out the Bailey Team.

Joining me on site this summer as the assistant director will be Lisa Smith. She has worked for the Guelph Y for 5 years in day camps, youth and preschool and child care. She has an honours degree in development psychology and family and child studies from the University of Guelph and is currently completing her Masters degree in Leadership. She is currently our supervisor of preschool and youth programs. Almost all of our other staff are returning from 2007 or 2008.

Bruce Bailey

CAMP DATES & FEES

| | SESSION 1 | SESSION 2 | SESSION 3 | SESSION 4 | VOYAGEUR | LIT | Sailing Pr |
|------------------|------------------|------------------|------------------|------------------|------------------|------------------|-------------------|
| DATES | July 5– 10 | July 12-17 | July 19-24 | July 26-31 | July 12-24 | July 5 - 24 | July 26- 31 |
| FEE | \$575 | \$575 | \$575 | \$575 | \$1215 | \$1815 | \$650 |
| 3% PST ** | \$17.25 | \$17.25 | \$17.25 | \$17.25 | \$36.45 | \$54.45 | \$19.50 |
| 5% GST | \$28.75 | \$28.75 | \$28.75 | \$28.75 | \$60.75 | \$90.75 | \$32.50 |
| TOTAL | \$621.00 | \$621.00 | \$621.00 | \$621.00 | \$1312.20 | \$1960.20 | \$702.00 |

*** (Camp programs such as ours have a lower PST rate)*

Children's Fitness Tax Credit

The Federal Government of Canada provides a tax credit for fees paid for an eligible program of physical activity for children under 16 years of age. Please note that bus fees are not eligible.

For more information please view these websites:

- <http://www.fin.gc.ca/news06/06-035e.html>
- <http://www.fin.gc.ca/news06/06-084e.html>
- http://www.fin.gc.ca/activty/pubs/ctc_e.html
- <http://www.cra-arc.gc.ca/whatsnew/fitness-e.html>

WHERE TO FIND US

Winter Office
(before & after camp)

Camp Nagiwa
YMCA-YWCA of Guelph
130 Woodland Glen Dr.,
Guelph, ON
N1G 4M3
519 824-5150 ext.223
campnagiwa@guelphy.org

Summer Office
(June 28th to August 2nd)

Camp Nagiwa
at Rosseau Lake College
1967 Bright Street
Rosseau, ON
P0C 1J0
519 241-2591
campnagiwa@guelphy.org

TRAVEL

Driving to Camp Nagiwa

Directions: Travel north on Highway 400. Just north of Barrie keep to your left and take Highway 11. Continue north past Orillia, Gravenhurst and Bracebridge. Exit at Highway 141 (Utterson, Parry Sound, Port Sydney Road cutoff). Take Highway 141 West toward Parry Sound for 30 minutes. Turn left at Camp Nagiwa (Rosseau Lake College) on Bright Street.

Alternate route: Travel north on Highway 400. North of Barrie keep to your right and stay on Highway 400. Continue north until Highway 141 exit (exit 207) toward Rosseau/Huntsville. Turn right onto Highway 141 through the town of Rosseau. Turn right into Camp Nagiwa/Rosseau Lake College on Bright Street.

Either choice of route will take at least 3 hours from Guelph. You may want to listen to traffic reports in order to choose the best route for your family.

If your plans change at the last minute, try calling the Guelph Y at 519 824 5150 to see if there are spots available on our coaches traveling to or from Guelph.

Camp Open House and Visitor's Day

We would like to invite you and your family to join the Camp Nagiwa staff and alumni at Camp Nagiwa on Sunday July 5th from 12:00 pm (noon) until 2:00 pm for an Open House. You'll have a chance to go for a dip in the lake, tour the site, meet the staff and join us for a buffet lunch.

Due to the short duration of our camp, there are no other visitor's days or opportunities for campers to have visits while camp is in session.

Driving your Child - ESSENTIAL TIMING INFO & HELPFUL TIPS!

Arrival Day - Sunday

It is very important to us that all campers receive a high quality experience starting immediately on their arrival at camp. For this reason **we can not accept campers arriving by car any earlier than 3:30 pm**. This is because we do not have staff to welcome them and keep them safe and happy until that time. Please arrive at Rosseau Lake College **between 3:30 pm and 4:00 pm** if you are driving your camper on Sunday. If you arrive prior to 3:30 pm, we will ask that you go to the quaint town of Rosseau (a 30 second drive) to stroll around and wait until our arrival time.

Transfer of Responsibility

After you have been taken to your camper's room do drop of his/her belongings, you will sign a "Transfer of Responsibility" document before departing camp. We need parents to depart prior to 4:15 pm since camp starts then!

Tips to help your camper when you drive them to camp...

1. Try not to linger. The longer you stay, the greater the chance that your camper perceives Nagiwa as not being separate from home and family.
2. Allow your camper to unpack and make her own bed. The more she can make the space her own the easier it will be for her to feel like it's her Camp Home after you leave.
3. Try not to show too much emotion when saying good-bye – avoid saying things like “Will you be okay?” and “We’re going to miss you so much”. Research into homesickness shows the underlying message to your camper is that you are not completely confident in his ability to “make it” without you. Saying you will miss him can cause him to worry about whether you are okay which in turn may cause him to dwell on home rather than to enter fully into camp. Instead you can say helpful things like: “I can’t wait to hear about the new things you are going to learn and the new friends you are going to make!” ; “You’re going to be such a great camper here!”; “I’m going to be so proud of you”. These are all expressions of your confidence in your child.
4. If your camper runs away to play and interact with others, this can sometimes not feel so great to parents because they don’t get the goodbye that THEY wanted. Know that your child is showing very positive independence.
5. If your camper has trouble letting you go, the best thing you can do is to express your confidence in her and then as hard as it is for you – leave her in the capable hands of the Camp Nagiwa staff members. The sooner she can get her focus away from you, the sooner she can begin to enjoy camp. Helping your camper through these challenges is what we are professionally trained to do. You can call Bruce any time for an update on how your camper is doing at camp.

Departure Day - Friday

We hope on the last day of camp, you find a tired and enthusiastic child. Some campers are very emotional on the last day of camp and have troubles talking about camp. Others will bubble over with information, songs, and stories. You may want to ask your child to look at the web pictures with you and explain what you see. This is a good way of getting them to open up.

- ♦ We’ll be able to host you on site **after 2:30 pm**. Programming ends at **3:00 pm** and we ask you to sign out by 4:00 pm.
- ♦ Feel free to have your child take you on a quick tour of camp. Your camper will introduce you to their counsellor, show you where they slept and tour you around the program areas.
- ♦ Once you’ve seen the site, please sign out at the parking lot before heading out.
- ♦ Important- PLEASE don’t be late. Campers get very sad and anxious when they’re the last ones left. Please call if you’ll be late.

Going to and from Camp on the Bus (a Coach!)

Arrival Day - Sunday

- If your child is coming by bus then we’ll expect you in the parking lot of the Woodland Glen YMCA-YWCA no earlier than 11:15 and no later than 11:45 am. Our buses will depart at noon.
- We’ll have each caregiver sign their child onto the bus.
- Any medications, in their original bottles, MUST be handed over to the bus staff along with a completed “Consent to Administer Medication form available from member services or online at www.guelph.org.
- Our staff will ensure that there are no food products coming on the bus. Camp Nagiwa will provide drinks and nut free snacks for the trip.

- The Camp Nagiwa staff will help campers carry their bags to their cabins and to find their assigned sleeping space.

Departure Day – Friday

We're hoping to provide to you on the last day of camp a tired but enthusiastic child. Some campers are very emotional on the last day of camp and have troubles talking about camp. Others will bubble over with information, songs, and stories. You may want to ask your child to look at the web pictures with you and explain what you see. This is a good way of getting them to open up.

- ♦ The Nagiwa coach will be leaving Camp Nagiwa at 3:00 pm and expect to be in the Woodland Glen YMCA-YWCA parking lot by **6:00 pm**.
- ♦ Please be at the bus stop at 6:00 pm. Campers will get very anxious if they aren't picked up on time. There will be a charge to the parents for pick ups after 6:30 pm.

Multiple Session Campers

We encourage people to come to Camp Nagiwa for multiple sessions. Each week will be a little bit different so there is NO chance that your child will get bored. If your child is coming for more than one session, please note you have the option for your child to come home on the weekends or you can purchase that weekend of camp.

Packing for Camp

1. Campers must pack in duffle bags, travel packs, or hockey bags. No hard sided luggage can come to Camp Nagiwa. We don't have room for hard sided luggage in the buses or in the rooms.
2. All items should be labeled. Involve your child in packing their items so they know what they have when they get to camp.
3. BUG POLICY- At dusk each day, we'll ask everyone in the camp community to put on "longs and longs" if we're staying outside to prevent mosquito bites. "Longs and longs" is Camp Nagiwa slang for long sleeved shirts, long pants and closed toed shoes. Remember that at times it is very hot when we wear our "longs".
4. Leave the best "stuff", favourite stuffed animal and jewellery at home.
5. We cannot do any laundry on site so children with bedwetting issues should pack a second set of bedding and pajamas. Please be sure to tell us if your child sometimes or frequently wets the bed.
6. Skimpy bathing suits and clothing are just awkward for everyone. Please send appropriate clothing.

What to Bring to Camp – REMEMBER TO LABEL EVERYTHING!

- Shorts (3)
- Tee-shirts (4)
- Long sleeved t-shirts (2)
- Pants (2)
- Warm sweater/fleece (1)
- Raincoat
- Pajamas or Nightshirt (2)
- Hats (2)
- Swim suits (2)- no skimpy bikinis
- Swim towel (1)
- Bath towel & facecloth (1 of each)
- Closed toe shoes (2)- e.g. running shoes
- Rainboots or shoes that can get wet (1) – e.g. Crocs
- Socks (3 pair)
- Undergarments (5 pair)

- Sandals (1)- no barefeet at Camp Nagiwa, sandals with backstraps are best
- Toothbrush & toothpaste (1 of each)
- Sunscreen and insect repellent (1 of each)
- Hair brush/comb (1)
- Deodorant- as required
- Waterbottle – the water from every tap is drinkable
- Rest time activities- activity book, pen, book, deck of cards
- Flashlight & batteries
- Camera (optional)
- Letter writing supplies (optional)
- Hair products (e.g. shampoo) – as required
- Sheets, pillow and blanket- sleeping bags must be able to fully unzip and be used as a blanket if they come to camp
- Optional: fishing equipment and fishing license for the child wishing to fish during supervised free time. Fishing is monitored by the Ministry of Natural Resources and fishing without a license will not be permitted.

Additional Items to Bring to Camp for Voyageurs & LIT's

- Sleeping bag
- Shoes or sandals with back straps that can get wet to wear on trip
- Extra swim towel
- 2 more t-shirts, 1 more shorts, 1 more long sleeved t-shirt, 4 more underwear
- Rain pants
- A Lifejacket/PFD that fits them and they're comfortable wearing
- Fox 40 whistle attached to their lifejacket/PFD
- Dry Bag – at least 30 litre capacity

The LITs will have one laundry service provided for them while they are at camp. This will occur about half way through their program.

What NOT to Bring to Camp

- Money – there is no need for any
- Food- no outside food is allowed at camp except for the bus ride up to camp
- Knives of any type
- Matches, butane, flammable products
- Smoking, drugs or alcohol products or paraphernalia
- Squirt guns, super soakers
- Products for pranks
- Ipods/MP3, cell phones, blackberrys or chargers
- Heavily scented items such as but not limited to spray colognes and body deodorants (e.g. Axe)
- Aerosol cans
- Music CDs
- Boom boxes, clock radios
- Lock boxes
- Blow dryers, hair straighteners, curling irons
- Clothing with inappropriate slogans or offensive comments
- Skimpy clothing

Camp Nagiwa Clothing!

We are pleased to offer Camp Nagiwa clothing for the summer season. Clothing can be purchased at the Woodland Glen YMCA-YWCA of Guelph building's membership desk after July 1st. We will also sell camp clothing at camp on arrival and departure days. This season, we will offer hooded sweatshirts, hats and T-shirts. More information on our camp clothing will come to you via email and on our website!

Lost and Found

At Camp Nagiwa, we recommend that you label **everything** your child brings to camp. On the last day of each camp session, all campers view our "lost and found parade" and later that day, we display all

items for families who are picking up their children at camp. After camp ends, leftover socks and underwear will be thrown out.

Member Services at the Woodland Glen YMCA-YWCA will handle Nagiwa's Lost and Found after each session. You can ask a Member Services representative to look at the items. Seven days after each program ends, we will donate unclaimed items to a Guelph area charity. The YMCA-YWCA of Guelph is not responsible for lost or stolen items. Please keep precious and expensive things at home.

Food Parcels, Mail, and Email

Campers can write letters home. Please send pre-addressed and stamped envelopes for the people you want your child to write to. You can send letters to: Camp Nagiwa at RLC, 1967 Bright St, Rosseau, ON, P0C 1J0. Packages can be sent to your child as long as they fit in a standard 9x12 inch envelope so if you'd like to send a magazine you're welcome to. **We do not accept any kind of food parcels** at Camp Nagiwa due to our campers with life-threatening allergies. Please do not send any food to camp. Campers may receive emails through the director by emailing them at campnagiwa@guelphy.org. Please put your camper's full name in the subject of the email. Campers can receive one email each day. We don't have someone sitting in an office so we're not able to pass along more than one per day. We can't open or pass along e-cards, attachments or weblinks.

Phone Calls (& Birthdays)

In order for us to create a camp oasis and a home-away-from-home, campers are not permitted to make phone calls. If your camper has a birthday while at camp, they will be able to receive a call from you while they are at camp. The timing of this call can be planned ahead with the Camp Director (Bruce).

You can call the camp if you'd like to know how your child is doing. Please remember that we're not in the office (because we're out running the camp!) so you can leave a message as to when would be a good time for us to return your call. We will call you if we have concerns about the well being of your child.

Leadership candidates can call home using the payphones on the weekends while campers are not on site. Please provide them with a calling card or be prepared to accept a collect call.

Code of Conduct

We strongly believe that every person has the right to feel safe, both physically and emotionally, at Camp Nagiwa. When the camp objectives 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 immediately level. The Camp staff are trained to work with understanding, care and patience. Corporal or physical punishment is not permitted, nor are humiliating or degrading measures.

A safe environment requires the complement of safe practices and consistent consequences. Campers, Leaders in Training and their parents will be asked to sign a Code of Conduct to indicate that they understand the rules and the potential consequences of violating them.

Mitigating factors are taken into consideration when figuring out consequences for behaviour. Additional consequences may be added and/or charges may be billed to parents/guardians (for example: in the case of vandalism we may require the person to remove graffiti or repair damage at their own cost). Any violation of the laws of the Province of Ontario will result in automatic dismissal.

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

THERE WILL BE NO REFUNDS GIVEN FOR CAMPERS WHO ARE SENT HOME DUE TO VIOLATION OF BEHAVIOUR POLICIES OR THE CODE OF CONDUCT.

**YMCA-YWCA of GUELPH'S CAMP NAGIWA
CODE OF CONDUCT
FOR CAMPERS AND LEADERS IN TRAINING**

| | | clear warning | oral report to Director | written report to Director | phone call to parent(s) | dismissal from camp |
|---------------------------|--|------------------------------|-------------------------|----------------------------|-------------------------|---------------------|
| <i>Problem Area</i> | <i>Description</i> | <i>Potential Consequence</i> | | | | |
| 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 including but not limited to cyberbullying* | X | X | X | X | X |
| Defiance | Refusal to comply with persons in authority | X | X | X | X | X |
| Disorderly Conduct | Persistent opposition to authority, behaviour contrary to the 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 or related paraphernalia on Camp property or while in the Camp's charge | | | | X | X |
| Marijuana | Use or possession of marijuana or related paraphernalia on Camp property or while in the Camp's charge | | | | X | X |
| Smoking | Use of any tobacco products (not limited to cigarettes) 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 but not limited to ethnocultural/racial, sexual, homophobic, ability 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 any form/level of sexual activity while on Camp property or while in the Camp's charge | X | X | 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 | X |

*"Cyberbullying" is when, but not limited to, a child, preteen or teen is tormented, threatened, harassed, humiliated, embarrassed or otherwise targeted by another child, preteen or teen using the Internet, interactive and digital technologies or mobile phones.

Medical Policies & Healthy Procedures

At Camp Nagiwa, we will have a trained Wellness Coordinator each week of camp. Our staff team all have current first aid and CPR certification to respond to emergencies.

- ♦ Every participant at Camp Nagiwa is required to have an up- to- date Health Form completed. These forms are included at the end of this handbook, available at member services, or online at www.guelphy.org.
- ♦ All medications must come in their original bottles. It is illegal for a nurse or medical staff person to dispense medications from any other container.
- ♦ Medications can only be administered with a completed “Consent to Administer Medication” form available at the end of this handbook, at member services, or online at www.guelphy.org.
- ♦ Meds must be kept in the Wellness Centre.
- ♦ One extra day of meds should be provided in case replacement is necessary.
- ♦ No person should come to camp with a known communicable disease or a health nuisance (e.g. Scabies, Chicken Pox, Strep Throat, Measles, Lice).
- ♦ Each camper will have a health visit within their first few hours at camp. Part of that visit is a lice check. Since we have no laundry facilities at Nagiwa, we unfortunately cannot treat campers or Leaders in Training and their belongings for lice. **Campers or Leaders in Training must go home until they have been nit free for 24 hours.** We recommend that you inspect your child’s head for lice prior to your camper’s arrival at camp to avoid this situation. There is no refund of camp fees if this occurs however your child is welcome to come back to camp, during the session they have registered for, once they’ve been nit free for 24 hours. Resources for lice and lice management are available at:
 - <http://www.wdghu.org/healthinfo/SchoolHealth/HeadLicePamphlet.pdf>
 - <http://www.cbc.ca/health/story/2005/12/05/head-lice051205.html>
- ♦ Campers are encouraged to avoid sharing hats and pillows and to keep hair pulled/tied back or wear a hat to aid in preventing the spread of lice.
- ♦ Each camper will be responsible to shower at least twice during the week they’re at camp. Campers will not be able to shower more than every other day unless necessary. Staff will help with reminders.
- ♦ Campers are responsible to brush their teeth at least twice a day.
- ♦ Campers are responsible to be sun safe by applying sunscreen, covering up during the hottest parts of the day, wearing hats and drinking lots of water. Staff will assist campers by reminding them how to be sun safe.
- ♦ Camp isn’t a place to lose weight and weight loss diets cannot be accommodated. We will be eating a healthy, balanced menu of food and your child will be active. We won’t have a lot of junk food while at camp.

Dietary

At Camp Nagiwa, we can accommodate most dietary needs if we know of these in advance. Children participating who are vegetarian, vegan, have nut/peanut allergies can be easily accommodated. Children with gluten free diets or dietary needs not listed above should contact Nagiwa at campnagiwa@guelphy.org to discuss the requirements.

Nut/Peanut Free Camping

Camp Nagiwa, Camp Nagiwa trips (Voyageur and Leadership program) and Camp Nagiwa’s buses all strive to be nut free. These are the ways that we work hard to create a nut free environment for your child:

- ♦ We don’t allow any food products in the dorm buildings (cabins) so please don’t send anything up with your child
- ♦ Camp Nagiwa will provide snacks on the buses so no outside food will be allowed.

- ♦ The kitchen staff at Camp Nagiwa will not prepare food that has nut/peanut products nor traces of nut/peanut.
- ♦ Any new products entering the camp kitchen will be double checked by our food service staff
- ♦ Staff and campers can ask to look at the food labels

Accommodations

Camp Nagiwa is located at Rosseau Lake College. This means we have fantastic facilities. The dorms that the campers sleep in have common rooms and washrooms. Campers will stay in dorm rooms with at least two other people. Some rooms can accommodate up to six people. Most of our campers will sleep in single beds but some will have bunk beds. Bed spaces will be assigned in advance and no changes will be made in the first 24 hours of camp so arriving on site really early to secure a prime space isn't necessary.

Our policy at Camp Nagiwa is an open door policy. We will require that all bedroom doors are left open at all times. Because of this open door policy, girls can't go in the guy's dorms and guys can't go in the girl's dorm. The washroom facilities in the dorm buildings have shower stalls in them with hot and cold running water.

Groups at Camp

To give our campers the opportunity for individual growth and development, we limit our single gender camper group sizes to a maximum of 12 campers. We have found this is an ideal group size to encourage our campers to develop social and leadership skills, while learning how to get along in a group setting.

Each gender will be subdivided into groups based on age and the grade they are going into in September 2007. These groups will be referred to as cabin groups and are called Juniors, Intermediates and Seniors. Our Voyageur campers will interact with campers their own age during their first week of camp while at Camp Nagiwa.

Cabin Mate Requests

One roommate request can be made for each camper on the Camp Nagiwa Health Form (Appendix A). The request must be for someone of the same gender and the same grade at school. We'll do our best to honour these requests. If we don't have your completed Health Form then we can't honour your request.

Camera Policy and Camp Photos on the Web

To ensure the appropriateness of photos, all camper cameras will be kept in the counsellors' rooms. Leaders in Training can keep their own cameras but appropriateness of picture taking times will be discussed with this group at the beginning of camp.

We will post digital camp pictures on the Camp Nagiwa section of the Guelph Y's website, www.guelphy.org, two times for each session. Check for new photos on Tuesdays and Thursdays. Please let us know if you don't want your child's image to be used in these photos.

RESPECT AT CAMP NAGIWA

Here are some guidelines for how we show our respect at Nagiwa for ourselves, each other, our facilities and for our natural environment.

Respect for Oneself:

1. Wear appropriate clothing for the weather, situation or activity
2. Take medications only when required
3. Wear sunscreen and a hat
4. Eat enough so that you have energy to play and participate
5. Drink lots of water, milk or juice
6. Ask for help when you think you might need it
7. Talk to another person to get their perspective and advice as required



Respect for Others:

1. Don't talk when others are
2. If someone asks you to leave them alone, leave them alone in a safe spot
3. Let people be quiet at times they're supposed to be quiet
4. Don't make people feel they have to be on their guard. Pranks and sarcastic comments often do this to people.
5. Don't go into dorms that aren't our own
6. Create an environment that allows everyone to participate to the level they choose to participate

Respect for the Natural Environment:

1. Work towards zero food waste at every meal. This means taking what you need and eating what you take. Try smaller portions and more helpings.
2. Showers are only available every other day unless there is a situation (bed wetter). We'll have a Junior/Intermediate Shower Day and a Senior Shower Day. Staff need to follow the same schedule.
3. We'll walk on paths so we don't disturb undergrowth
4. We'll only fish with unhooked barbs
5. We won't wash in the lake



Respect for the Physical Environment:

1. We'll turn off lights and close doors when we leave buildings
2. We won't kick walls or write on them either
3. We won't have waterfights inside
4. We'll clean up our belongings each day and all items must be up and off the floors after breakfast.

- Do say: "If you feel homesick, tell your counsellor. Don't hide it." Help your camper to know that we want to support him/her, and we can't do that as well if we don't know when he/she is having a hard time.
- Well before your child goes to camp, you should explain that getting the big people's assistance is different from at home. At home, we tell our children that we're never more than a phone call away, and never to talk to strangers. It's different at camp, and they need to know that well in advance, in order to feel safe and emotionally comfortable with these different circumstances. Discuss how camp is a safe place where they go by themselves, and why it's ok at camp to interact with "strangers" who will soon become their friends.
- Build your child's interest: Point out the fun of camp. Be positive about how you felt going away from home.
- AVOID statements like: "I'm going to miss you terribly." You don't want to make your children feel awful about leaving you. They need to feel loved, but not to fear you'll be desolate in their absence.
- While painting a great picture of camp, mention the not so great realities too. There should be no surprises when a child discovers mosquitoes, and that you have to make your own bed at camp.
- Especially help them get ready to swim in THE LAKE. Unlike a pool (which for many children has been the only swimming experience), the lake is dark, colder, and may (in their minds) harbor scary critters (all benign!).
- Most important - Give new campers lots of information.

Q. What are the bathrooms like?

A. In the dorms, like at a rec centre.

Q. Are there bugs?

A. Only at twilight, and repellent works.

Q. What are the counsellors like?

A. Friendly, fun and caring.

Q. Will I make new friends?

A. Yes, and it happens fast.

Q. Do other kids bring stuffed animals?

A. You bet. Lots!

- Explain that there won't be any phone calls to or from home. Boost your camper's "emotional readiness" for camp by making it clear that at camp, the strategy for getting help and support is to turn to those new friends, your counsellors, as opposed to the telephone. Tell your child camp policy about the phone.
- Write letters to arrive before he/she does. Write often!
- Involve the child closely in every step of getting ready to go (the planning and the packing).
- Remind your camper that at camp there will be 2, 3 or 4 other kids to a room and the counselors will sleep down the hall.
- It helps to practice skills they'll need at camp (bed making, folding clothes, showering, clearing the table).

- Practice problem solving: "What if... you lose your baseball glove, don't feel well, are scared of the lake... "
- Read books about going to camp. The best one we know is Off to Camp by Myra Pravda. To order it, phone or fax 513.791.4096 or via website: www.offtocamp.com. (It costs US \$8.95 + \$3.95 shipping).
- Prepare yourself for the separation. Expect mixed emotions.

Once The Child is at Camp ...

Camp is a positive experience. Parents have mixed feelings about separation; don't share your negative feelings with your child; your negative feelings increase theirs.

- If you get an "I hate camp" letter, don't panic. It's common for campers (especially new ones) to write a letter saying: "The food sucks! Camp sucks!" This is normal. Complaining to parents empowers children. They often do reveal more to their parents. If you get a very negative letter, please call and alert us, but also be aware that probably matters have improved dramatically since the letter was written.

PEOPLE WITH SPECIAL NEEDS HAVE A SPECIAL PLACE WITH US

Campers and young adults with special needs are integrated into our community in camper cabins and on staff work placements. In cabins where there is a child with special needs, there are three counsellors instead of two. One of the counsellors is a 1:1 counsellor for the camper with special needs.

Our Special Needs (SN) counsellors take care of campers and staff members who have special needs (such as Downs Syndrome, Autism and developmental delays). Our mission is to create an atmosphere of inclusion and to have these special people integrated into camp life. We have two different kinds of special needs participants; campers and young adults. All counsellors and campers must be prepared and willing to have a child with special needs in their cabin, since we have an integrated approach at Camp Nagiwa, and the success of our special campers lies in the acceptance, skill, compassion and resourcefulness of our staff members.

The Voyageur Program

The Camp Nagiwa Voyageur Program will have the best aspects of Camp Nagiwa's onsite programming at Rosseau Lake College as well as an incredibly outdoor adventure opportunity – that of going on a 7 day canoe trip in Haliburton Forest.

Our Voyageurs arrive on Sunday July 13 and will take part in Session 2 at Nagiwa with some additional trip preparation sessions included (canoeing knowledge, outtrip planning, and map reading). Instead of heading home, our Voyageurs will prepare for outtrip and be bussed to Haliburton Forest on Friday July 17th.

Their 6 night trip will take them through Haliburton forest. They will return home extremely skilled in canoeing, portaging, and camping (setting up tents, cooking over a camp stove or fire, making shelters, reading a map etc.)!

The Leaders in Training Program

Our Leaders in Training Program (LITs) is a classic co-ed camp training program for youth focusing on the development of hard skills and obtaining qualifications and will run for the first 3 sessions of camp. While in camp, our LITs will learn canoeing, kayaking, campcraft, climbing wall and sailing skills. They will also learn “soft skills” like group process, teambuilding, leadership styles, communication, problem solving and much more.

Nagiwa LIT's will take part in a 7 day canoe trip during which they will exercise their leadership and groups skills by leading the trip for a day with a peer, and taking part in leadership sessions “on the trail”. LIT's will return to camp extremely skilled in canoeing, portaging and camping.

It is our hope that the Camp Nagiwa LIT Program will lead young people to future jobs at Camp Nagiwa as counsellors as well as to other endeavors of their choosing involving leadership and good people skills.

The Counselors in Training

The Counselor in Training Program (C.I.T.) is for 16 year olds who have successfully completed the L.I.T program and are interested in becoming camp counselors when they turn 17. The program is an internship where youth are volunteer counselors, who are unpaid but live up at camp for free. CIT's can be at camp for all four sessions in July while they receive mainly "on-the-job training". They will be supervised and coached like the rest of our staff and participate in the day to day camp activities like program planning, cabin supervision and special events.

YMCA-YWCA OF GUELPH'S CAMP NAGIWA'S CODE OF CONDUCT

We strongly believe that every person has the right to feel safe, both physically and emotionally, at Camp Nagiwa. When "Respect at Camp Nagiwa" is in jeopardy, 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 immediately. Camp Nagiwa staff members are trained to work with understanding, care and patience. Corporal or physical punishment is not permitted, nor is humiliating or degrading measures.

We want to avoid having more serious, but increasingly common, social problems occur in the camp environment. In addressing these issues we hope to prevent the kinds of problems that plague schools and communities as we create a safer place to be for all campers and staff. To this end, we want to clarify some rules and consequences. A safe environment requires the complement of safe practices and consistent consequences. Campers, Leaders in Training and their parents as well as staff members will be asked to sign a Code of Conduct to indicate that they understand the rules and the potential consequences of violating them.

Mitigating factors are taken into consideration when figuring out consequences for behaviour. Additional consequences may be added and/or charges may be billed to parents/guardians (for example: in the case of vandalism we may require the person to remove graffiti or repair damage at their own cost). Any violation of the laws of the Province of Ontario will result in automatic dismissal.

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

THERE WILL BE NO REFUNDS GIVEN FOR CAMPERS WHO ARE SENT HOME DUE TO VIOLATION OF YMCA-YWCA OF GUELPH'S CAMP NAGIWA'S POLICIES OR CODE OF CONDUCT.

Both sections below need to be signed at returned to the YMCA-YWCA of Guelph's Membership Services desk at the Woodland Glen Y or faxed to the number below by June 13, 2008.

Camper/Leadership Agreement:

I have read and discussed the policies of YMCA-YWCA of Guelph's Camp Nagiwa and the Code of Conduct with my parent/guardian and I agree to abide by them and enter into all activities with a willing and positive spirit

Camper Signature: _____

Date: _____

Parent/Guardian Agreement:

I have read the YMCA-YWCA of Guelph's Camp Nagiwa Family Handbook and the Code of Conduct. I understand the contents, the consequences of non-compliance by my child and the expectations for a safe and successful camping experience as outlined.

Parent/Guardian Name Printed: _____

Parent/Guardian Signature: _____

Date: _____

**YMCA-YWCA of GUELPH'S CAMP NAGIWA
CODE OF CONDUCT
FOR CAMPERS AND LEADERS IN TRAINING**

| | | clear warning | oral report to Director | written report to Director | phone call to parent(s) | dismissal from camp |
|---------------------------|--|------------------------------|-------------------------|----------------------------|-------------------------|---------------------|
| <i>Problem Area</i> | <i>Description</i> | <i>Potential Consequence</i> | | | | |
| 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 including but not limited to cyberbullying | X | X | X | X | X |
| Defiance | Refusal to comply with persons in authority | X | X | X | X | X |
| Disorderly Conduct | Persistent opposition to authority, behaviour contrary to the 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 or related paraphernalia on Camp property or while in the Camp's charge | | | | X | X |
| Marijuana | Use or possession of marijuana or related paraphernalia on Camp property or while in the Camp's charge | | | | X | X |
| Smoking | Use of any tobacco products (not limited to cigarettes) 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 but not limited to ethnocultural/racial, sexual, homophobic, ability 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 any form/level of sexual activity while on Camp property or while in the Camp's charge | X | X | 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 | X |

"Cyberbullying" is when, but not limited to, a child, preteen or teen is tormented, threatened, harassed, humiliated, embarrassed or otherwise targeted by another child, preteen or teen using the Internet, interactive and digital technologies or mobile phones.

Please retain this page for your reference.



CONSENT TO ADMINISTER MEDICATION

Part One: PRESCRIBED OR OVER THE COUNTER MEDICATION BEING SENT TO CAMP WITH YOUR CHILD (Medication must come in original bottles or packaging)

I authorize the administration of _____
(write name(s) of medication(s) here)
to _____ by the Camp Nagiwa Director or
(write child's name here)
staff designated by the Camp Director.

Start Date: _____ End Date: _____
Reason Prescribed: _____ Dosage: _____
To be given at the following times: _____
Refrigerate? Yes _____ No _____
Side Effects to Look For: _____
Stop Medication if the following reaction(s) occur:

Prescribing Physician's Name: _____
Physician's Office Phone Number: _____

Part Two: MEDICATION ADMINISTRATION AT CAMP FOR COMMON CONCERNS

I authorize the administration of the following medications for the following occurrences
(check those that you give permission for):

- Pain (e.g. Tylenol) _____
- Inflammation (e.g. Advil) _____
- Antihistamine (e.g. Benadryl) _____
- Anti Nauseant (e.g. Gravol) _____

All of these medications will only be administered using the dosage recommended for your child's age and weight. The camp reserves the right to substitute generic brands of medication.

PART THREE: I, the parent or legal guardian or the above named child, shall notify the YMCA-YWCA in writing if there is a cancellation or change to any medications listed above. I further give permission for designated YMCA-YWCA personnel or its agents to administer the above medication(s) to my child, or for my child to self-administer, if applicable. This form shall also permit designated YMCA-YWCA personnel or its agents to share and request relevant health information regarding the administration of this medication. I acknowledge that medications are NOT given by licensed medical personnel, and that a physician-patient relationship is not formed as a result of this Consent. I agree that the YMCA-YWCA and its agents who are acting within the scope of their duties shall be held harmless in any and all claims or actions arising from the administration of the above noted medication.

Medication Allergies or Sensitivities: _____

DATE: _____ PARENT SIGNATURE: _____
(RECORD OF ADMINISTRATION TO BE COMPLETED ON BACK OF SHEET BY DESIGNATED STAFF)

