

ActiveU Parent Information Package 2013



Active minds. Active bodies.

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Why Register for ActiveU?

Lakehead University is committed to providing a safe and interactive learning environment for children grades four to six. ActiveU will make a positive impact in the lives of children through non-threatening, student centered learning. Children will explore a variety of recreation and education activities in Lakehead University's diverse setting. ActiveU will also allow children and youth to boost their self-confidence and social skills with others. Please take a few minutes to review the information below.

ActiveU Mission:

The mission of Lakehead University's ActiveU is to create a positive difference in the lives of children and youth through a student-centered learning approach to cooperative physical activity and educational programs.

Program Description:

ActiveU is a camp for children and youth to explore recreation and education in a diverse setting at Lakehead University. We wish to encourage children and youth through inclusive physical activity and interactive educational activities that will allow them to boost self-esteem and social skills with others.

Philosophy:

The philosophy of Lakehead University ActiveU is to provide fun and interactive learning opportunities for children and youth. We would like to offer unique programs for children and youth for the following reasons:

- To introduce participants to faculty, teachers, coaches, athletes, and staff of Lakehead University.
- Allow children and youth to become comfortable and familiar with Lakehead University campus
- There is demand for non-threatening recreational activities to be coupled with educational programming to assist students both in school and social settings.

Program Goals:

- To provide a positive and enjoyable program with inspired leadership by all staff and volunteers.
- To demonstrate and teach children and youth that learning is both fun and valuable.
- Provide children with hands-on experience in a variety of disciplines
- To assist children and youth in boosting self-confidence and improving social skills.
- To encourage children and youth to develop their interest and skills in a variety of settings.
- To motivate children and youth to stay in school and to feel comfortable on a university campus.

Schedule:

Schedule	Activity
8:00 – 8:30am	Extended Care
8:30 – 9:00am	Camper Arrival
9:00 – 9:15am	Attendance & Warm up
9:15 – 10:30am	Activity 1
10:30 – 10:45am	Nutrition Break
10:45am – 12:00pm	Activity 2
12:00 – 12:40pm	Lunch
12:45 – 1:15pm	Group Activity
1:15 – 2:30pm	Activity 3
2:30 – 2:45pm	Nutrition Break
2:45 – 3:45pm	Pool
3:45 – 4:00pm	Pack Up
4:00 – 4:30pm	Camper Pick Up
4:30 – 5:00pm	Extended Care

Staff-Camper Ratio:

The ActiveU staff-to-campers ratio is 1:10.

Facilities:

The C.J. Sanders Fieldhouse consists of the Main Gym, Weight Room, Squash Court, 50 M Pool, and change room facilities. We also have the LUSU Hangar which houses a 200 M Indoor Track, Soccer Field, Cardio area, Aerobic Studio, and Climbing Wall. Along with these indoor facilities we also have outdoor space with volleyball beach courts and a soccer field.

Hours of Operation:

ActiveU operates Monday – Friday, 8:30am – 4:00pm, extended care available from 8:00am – 8:30am and 4:30pm – 5:00pm.

Pick Up & Drop Off:

During registration, parents/guardians must provide the names of the people who are picking up their son or daughter. Staff will only allow children to go with the individuals on that list. If there is a change, a note can be sent with your child in the morning confirming the alternate pick-up person.

Leaving Camp:

Pick Up Locations: Main Gym Side Doors

- Please pick up your child at the designated pick up area between 4:00pm & 5:00pm
- Identification is required to sign your child out each day
- *Active U staff will only let children go with designated persons on the registration sheet.
- *Parents can send a note with campers in the morning, if an alternate person is picking them up.

Arriving at Camp:

Drop Off Locations: LUSU Hangar Garage Door (in between C.J. Sanders Fieldhouse and Hangar)

- Please take your child to the designated drop off area, where an ActiveU staff member will greet you and sign your child in.
- *All parents must escort their child to the registration table each morning.
- Supervision is not available before 8:00am, and we are not responsible for your children until this time.

Late Arrival:

Children who arrive after 9:00am can be escorted by their parent/guardian to the front desk in the Field House, where our camp coordinators will meet your child and take them to their appropriate group.

Leaving Early:

- One-day notice must be given to ActiveU staff if your child is leaving early.
- Notice can be given in writing, by email or phone.
- Contact Information:
 - Amanda Nesbitt phone: 343-8950 amanda.nesbitt@lakeheadu.ca
 - Sara Lannin phone: 343-8808 sarah.lannin@lakeheadu.ca

Extended Care:

Extended care is available for your child beginning at 8:00am, and late pick-up at 5:00pm. Sign up for extended care is done upon registration and is available for an additional \$25/week.

What should you bring to camp?

- Comfortable clothing that allows campers to participate in recreational activities. For example: t-shirt, shorts, sweat pants & sneakers.
- Indoor (non-marking) & Outdoor shoes
- Water bottle
- Sunscreen
- Swimming gear: swim suit, towel, & bag for wet clothes
- Backpack to carry items for the day
- Lunch & Snacks

What should you leave at home?

Do NOT bring to camp checklist:

- Peanuts – Lakehead University is a peanut free zone
- Electronic devices – iPods, video games, etc
 - **if campers bring a cell phone it is for emergency use only

Please do not pack items of value because Lakehead University is a public facility and we cannot guarantee the return of lost or stolen items.

First Day Check In:

- Arrive between **8:30am - 8:45am** for the first day of camp
- Park in Lot 1 of the C.J. Saunders Fieldhouse (entrance across from the hospital)

Absence:

- Please let the front desk know (343-8585) if your child is going to be absent from camp.
- Or email Amanda Nesbitt or Sarah Lannin

Illness:

- We ask that parents/guardians keep children home if they are sick during camp, and call ActiveU staff about absence.
- If your child becomes ill during camp, an ActiveU staff member will notify you and appropriate action will be taken in consultation with the parent/guardian.

Medication:

- Should your child require medication, please ensure that the medication is in the original bottle and write your child's name on the bottle
- Children **MUST** be able to administer the medication themselves, as ActiveU staff are **NOT** allowed to do so.
- Please note on the registration form if your child has allergies, asthma, etc and need to carry an epi pen, or asthma medication.

Emergencies:

In the case of an emergency:

- You will be notified by an ActiveU staff member
- All staff are trained in First Aid and CPR
- All ActiveU staff are trained in emergency procedures

Pool Time:

Campers have one hour of designated swim time each day in the Lakehead University Pool. Children may bring life jackets to camp if they prefer to use their own equipment.

Swimming Test:

- Every camper will be given a swim test at the start of every camp.
- Every camper will be presented with the Pool Rules on the first day of every camp
- The swim test requires children to swim the length of the pool without touching the bottom or sides of the pool.
- If your child does not pass the swim test they will be required to stay in the shallow end of the pool.
 - Your child's safety is our #1 concern while in the pool. ActiveU staff are required to be in the pool during swim time, and extra life guards are on duty during this time.

Rainy Days & Extremely Hot Days:

- ActiveU operates rain or shine. We also have access to a number of indoor facilities if the weather is bad too hot or includes thunderstorms.
- On very hot days please pack an extra beverage for your child.
- ActiveU staff will make sure children take regular water breaks throughout the day

Lunches:

- Lunches are 40 minutes in length
- If your child is not on the lunch program, please pack them a bagged lunch
- Refrigerator and microwaves are not available
- Please pack extra snacks (if desired) for before and after lunch as there is a designated nutrition break
- Please DO NOT pack any peanut products

Lunch Program:

Our lunch program is provided by Aramark food service. Children will be provided with a sandwich, piece of fruit, a snack and a juice. You can sign up for this program during registration, and the fee is \$45 for the week.

Peanut Free Zone:

- ActiveU at Lakehead University is a PEANUT FREE ZONE
- ActiveU staff will confiscate peanut products

Discipline Policy:

At ActiveU we feel each camper should have fun. In the event of misbehavior from one person or a group of people, ActiveU staff will work diligently to make sure it does not impact negatively on the rest of the campers. ActiveU works on a three-strike policy.

Strike One: Any camper who fails to adhere to camp rules, or exhibits behavior that is clearly intended to annoy or endanger other campers, will be privately and formally warned by staff about their inappropriate behavior.

Strike Two: A camper who chooses to continue their misbehavior will result in counseling by the camp coordinator. At this time they will be told that further misbehavior will result in a phone call to their parent or guardian.

Strike Three: Any further inappropriate behavior will result in counseling from the Program Coordinator and expulsion from camp.

- Campers who are expelled from camp for disciplinary reasons will not receive a refund of any fees paid to attend camp.
- Any of the above steps may be repeated at the discretion of camp staff.

Lost and Found:

- Please label all of your child's belongings
- Please remind your child that it is their responsibility to look after their belongings
- Everything found at the end of the week will be gathered for parents and children to collect.

Feedback:

Lakehead University Athletics welcomes your feedback so we are able to provide families with the best programming available. Feel free to contact our Camp Administrators:

Amanda Nesbitt amanda.nesbitt@lakeheadu.ca

Work: [343-8950](tel:343-8950)

Sarah Lannin sarah.lannin@lakeheadu.ca

Work: [343-8808](tel:343-8808)

Campus Map:

SB- Sanders Building (Field House and gym location)



Contact Information:

Contacting your child in an emergency situation:

- Call the C.J Sanders Fieldhouse front desk at [343-8585](tel:343-8585), and they will contact the appropriate person.

Sarah Lannin

Manager of Operations and Client Services

Work: 343-8808 email: sarah.lannin@lakeheadu.ca

Amanda Nesbitt

Coordinator of Programs and Initiatives

Work: 343-8950 or email: amanda.nesbitt@lakeheadu.ca

C.J Sanders Fieldhouse

Front Desk: 343-8585

Cancellation and Refund Policy:

In the event of a cancellation 2 weeks prior to the start of the program, there will be a 25% service charge for each session cancelled. No refunds will be made after the start of the program, for any reason. A credit will be issued for future camps if a participant has an accident or injury during the camp. No refund will be given if a child leaves ActiveU on their own accord, is a "no show", or is expelled.

Before Camp Checklist:

- Complete all registration & waiver forms on-line prior to the start of camp.
- Make sure lunch program registration and/or extended care (if desired) is completed with on-line registration.
- Remember to provide the name(s) of the individual who is picking up your child after camp.