



Sizzling Summer Camp 2019: Registration Form

(All information will remain confidential)

Child's Name: _____ Age: _____

Date of Birth: _____ Health Card #: _____

Medical Concerns (please describe):

Parent/Guardian(s) Name: _____

Mailing Address: _____

Municipality: _____

Phone # (home): _____ Cell #: _____

Phone # (work): _____

Emergency Contact name: _____ and phone #: _____

Spaces are limited to 30 participants/program and are filled on a first fully registered basis. Avoid disappointment and register as soon as possible! This program is for children ages 6-12. Please check which program(s) you would like to register your child for:

- 1. Summer Adventures Begin! (July 2nd to 5th)*
- 2. Hollywood Magic Week (July 8th to 12th)
- 3. Music Makers (July 15th to 19th)
- 4. Sizzling Sportz Week (July 22nd to 26th)
- 5. Wacky Water Week (July 29th to August 2nd)
- 6. Science Lab Rats (August 6th to 9th)* **
- 7. Our Great Planet Week (August 12th to 16th)**
- 8. Tomorrowland Week (August 19th to 23th)
- 9. Sizzling Summer Camp Chefs (August 26th to 30th)

*Weeks 1 and 6 are four-day weeks and will be \$100.00 for residents and \$120.00 for non-residents.

****Please note that during weeks 6 and 7 the camp will be taking place at the Easton's Corners Centennial Hall.**

Field trip fees will be extra and can be paid at registration or during the week of the trip.

Residents pay \$25 a day:

_____ Program(s) x \$125.00 (per child) + _____ program(s) x \$100.00 (per child) = \$_____ (total)

Non-residents pay \$30 a day:

_____ Program(s) x \$150.00 (per child) + _____ program(s) x \$120.00 (per child) = \$_____ (total)

Signature _____

Date _____



Waiver of Liability

I, _____, permit my child to attend the Merrickville-Wolford Summer Camp and provide permission for my child to participate in the full range of program/camp activities. I, the undersigned, on my own behalf and that of the above-named child, do hereby release and agree to save harmless the Corporation of the Village of Merrickville-Wolford, carrying on business as the Camp, and its respective directors, officers, employees or agents, from all claims for loss, injury or damage, to my child, persons and property, however arising, during my child's enrolment in the Camp and his or her participation in its programs.

Print Parent/Guardian Name: _____

Parent/Guardian Signature: _____ Date: _____

Photo and Video Consent, Assignment and Release Form

By signing this Form, you are consenting to the taking of photographs and/or video recordings of your child by the Merrickville-Wolford Summer Camp Program for marketing, advertising, and promotional purposes.

Print Parent/Guardian Name: _____

Parent/Guardian Signature: _____ Date: _____

Sizzling Summer Camp 2019

Practices & Policies

The Corporation of the Village of Merrickville-Wolford ("Corporation") operates the Sizzling Summer Camp ("Camp"), under the supervision of the Camp Director. This position is seasonal and reports directly to the Manager of Finance. The Camp is open to any child, both resident and non-resident, provided they fall within the age group of the Camp.

Age group:

The program is for children age 6 -12 yrs old.

Camp Spaces:

Spaces are limited to 30 participants per program. Spaces are filled on a "first-come, first paid, first served basis". There is no preference given to resident status. There is one program per week for 9 weeks.

Session Dates and Hours:

The Camp runs from Monday to Friday, with the exception of holiday weekends, in which it runs Tuesday to Friday. The hours of operation are 8:30AM to 4:30PM. Supervision of camp participants is not the responsibility of the program or the Corporation of the Village of Merrickville-Wolford prior to 8:30 a.m. and after 4:30 p.m.

Location:

The Camp is located at the Memorial Community Center at 106 Read Street, Merrickville. During the Merrickville Fair, the Camp is located at the Easton's Corners Hall at 43 Park Street, Jasper. Participant transportation is the responsibility of the parent or guardian.

Registration:

A parent/guardian must complete a Registration Form and a Notification & Agreement Form for each participant. All forms must be submitted to the Village office. Camper Permission Forms are required for field trips and will be sent out the week of each field trip to be completed. Incomplete forms will result in non- registration. The Corporation will advise of incomplete forms and will not "hold" spaces pending completion of forms.

Field Trips:

Field trips and special events are subject to change. Trip fees are due the week of and prior to the trip. Fees will not be adjusted or discounted if you choose not to participate in the Field Trips offered.

Early arrival and late pick-up:

An additional fee of \$10.00 for every 10 minutes will be charged for early arrival and late pick-up. This fee is noted in the Notification and Agreement Form, and by signing such you agree to pay the additional fee.

Payment:

Full payment for all programs must accompany registration forms.

Methods of payment:

Cash, debit or cheque. Cheques should be made payable to the Village of Merrickville-Wolford. Post-dated cheques are not accepted and participants will not be registered if registration forms are accompanied by a post-dated cheque.

Returned payments:

Registration will be canceled if payment is returned by a banking institution. There will a fee for a returned cheque of \$40.00.

Registrations are only considered final when payment is made in full.

Special materials:

Each week has a unique theme. If special materials are required a letter will be provided to each participant on the first day of the weekly program.

Confidentiality:

All information gathered is done so under the Municipal Freedom of Information and Protection to Privacy legislation and it will not be used for other purposes. Registration forms and the information contained therein become the property of the municipality and will be afforded confidential status.

Participant responsibilities:

While at camp, each participant will:

- Bring sunscreen, a full lunch, a water bottle, a hat, and medication (if need be).
- Listen to instructions and direction from staff. Listen without interrupting while others are talking.
- Show self-control at all times by not touching others and by playing safely and co-operatively with others.
- Respect yourself, staff, other participants, the environment, and all property.
- Be polite and use appropriate language. Practice good manners.
- Comply with the instructions/directions provided by staff.

Removal from the Program:

The Camp Director reserves the unrestricted right and sole discretion to remove from the program, any child whose conduct, influence or behavior are deemed to be a threat to the safety of other participants or staff and whose removal would be in the overall best interest of the program.

Such conduct, influence or behavior includes, but is not limited to:

- Leaving the area where the program is being held without supervision of a parent or guardian;
- Leaving planned activities at any time without staff approval and supervision;
- Repeatedly refusing to participate in camp activities and/or causing undue disruption to activities;
- Damaging or defacing property;
- Derogatory or inflammatory statements about other participants or staff;
- Use of language that is inappropriate i.e.: swearing, racial comment, disrespectful language directed at participants or staff.

The Camp has adopted the following practice regarding the conduct noted above:

1. Verbal reprimand given to the child. Parent(s)/guardian(s) are also verbally informed;
2. Written warning of pending dismissal addressed to the parent(s)/guardian(s);
3. Dismissal.

The Camp Director reserves the unrestricted right to implement, any or all of these measures, depending on the severity of the situation, which includes immediate dismissal as the first measure.

●ALCOHOL & DRUGS:

The Corporation has a zero-tolerance policy with regard to alcohol and drug use. No participant may possess or consume any alcoholic beverage nor use illegal drugs, nor possess the apparatus for drug use while participating in the program. Participants found in violation of these rules will be removed from Camp and proper authorities advised.

●SMOKING:

The Corporation abides by provincial legislation regarding smoking. Smoking is not allowed on municipal property. Participants under the legal age (including staff) are not permitted to smoke on municipal property. Any participants found in violation of these rules will be removed from camp and proper authorities advised.

Re-admittance:

The Camp Director reserves the unrestricted right to refuse re-admittance of a removed participant for the remainder of the program or for future programs.

The Camp Director reserves the unrestricted right to readmit a removed child for the remainder of the program, or for future programs, and to establish re-admission conditions.

Refund:

In the event a participant is unable to complete their participation in the program, a request for reimbursement of a portion of the fees may be made at the municipal office. Upon concurrence with the program director, a cheque requisition will be issued to the parent/guardian for reimbursement. The remaining fee will be processed and returned to the participant by mail.

In the event of the removal of a child, there will be no refund.

If a participant is withdrawn during the week of a Camp program that is currently underway, the Corporation will not reimburse the balance of the unused portion of Registration Fees of that week.

Prescription Medicine:

The Corporation does not assume a legal obligation to administer prescription medicine and failure to do so does not excuse Camper from following rules or appropriate behavior.

I, _____ acknowledge and will comply with the Practices & Policies Form issued by the Village of Merrickville-Wolford's Sizzling Summer Program.

Signature: _____ Date: _____

Notification and Agreement Form

Dear Parent(s) & Guardian(s),

- This year's summer program will be in operation from **July 2nd until August 30th**.
- The summer's program operates on a 5-day week (Monday-Friday) schedule.
- The Sizzling Summer Camp program hours are from **8:30 am until 4:30 pm**.
- Each week has a theme and if any special materials are required of your child, a letter will be sent out on the Monday.

Your child should have the following items with them when arriving at Summer Camp:

- Any required medications
- Sunscreen
- A full lunch including morning and afternoon snacks
- A water bottle
- Swim Suit and Towel
- Running Shoes

To ensure your child's safety we ask that hours of operation are respected and adhered to. The times leading up to and after the scheduled hours of operation are times that your child will be deemed as unsupervised.

When a late pick-up occurs, a fee of \$10 for every 10 minutes will be implemented. By signing this Notification and Agreement Form, you understand and agree to the above-mentioned terms. If a care provider or guardian is responsible for the pick-up of your child, please inform them of this notification.

Please complete the form below and return to the Village Office

***Photocopy for your own personal records**

I, _____ acknowledge and will comply with the Notification and Agreement Form issued by the Village of Merrickville-Wolford's Sizzling Summer Program.

Signature: _____

Date: _____

Camper: _____

Parent Pick-Up Release Form

To ensure the safety of your child, we are asking that all parents/guardians fill out this Pick-Up Release Form. We realize that there may be times that someone other than yourself may have to pick up your child from Sizzling Summer Camp and this form ensures that your child is released to a trusting party. Please complete the form at the bottom of the page and return it with your registration form. If we are not familiar with the person picking up your child, we will ask for identification. If the person is not on the list, we will not release your child to that person.

We still ask that you write a note or call the camp if someone other than yourself will be picking up your child.

If this form is not returned, we will not release your child to anyone other than the parent/guardian. If you have any questions, please call the Merrickville Summer Camp Director.

Please list all the people, including yourself, who are allowed to pick up your child.

	Name	Relationship to Child
ex	Katy Jones	Neighbour
1		
2		
3		
4		

I, the undersigned, give permission for my child _____ to be released to the above parties and I fully understand that my child will not be released to anyone that fails to provide proper identification and who is not indicated above.

Parent/Guardian

Date



Sizzling Summer Camp

Location and Date information 2019

Locations:

Merrickville Community Centre - 106 Read Street, Merrickville Ontario

Centennial Hall - 43 Park Street, Easton's Corners

Dates:

July 2nd – August 2nd (Weeks 1 through 5): The camp will be meeting every morning at the Merrickville Community Centre.

August 6th – 16th (Week 6 and 7): The camp will be meeting every morning at the Centennial Hall – Easton's Corners due to relocating for the Merrickville Fair.

August 19th – the end of camp (Week 8 and 9): Return back to the Merrickville Community Centre.