



Dear Parents,

Please read over the following information thoroughly prior to attending Summer Camp.

Drop off

Drop off is at 9am daily. Please do not arrive earlier than 5 minutes prior to this time as we will be setting up the gym for our activities. We allow time for everyone to get checked in prior to starting activities for the day.

Check-In Areas

3-day campers (ages 3 and 4)

- Check in is at the table to the left of the front desk.
- here will be totes at the desk for your child's belongings with their names on each tote (totes are 13" x 13" x 13" to fit inside our cubbies).
- Once signed in, you will proceed to the preschool room where your child will join the rest of their group.
- The coordinator will take the totes to cubbies specifically for this age group in their lunch room at the end of check in.

Half day and full day campers (age 5-11)

- Proceed upstairs
- Check in will take place in the Athens Room at the top of the stairs.
- Cubbies for half day and full day campers are just outside this room (we ask the Big Kids to use the upper cubbies to leave the lower cubbies for our smaller friends).
- After check in, campers will come downstairs and will be directed out into the gym to join the other children before splitting into their groups.

At check in please check that the name and number on the sign in sheet matches the name and number of the person who will be picking up your child. If it does not match, please ensure that this is edited – ID's will be checked for each guardian at pick up.

Campers will be given a wristband each day (this will vary in design based upon the camp that they are signed up for). On Monday, each child will have a name tag to stick on their shirt so that we can all learn each other's names!

We do have a high number of camp enrollments throughout the summer, therefore we appreciate your patience at check-in, especially on Monday's when there are lots of new faces. We will work as quickly as possible to ensure that check in is done in a timely manner.

Pick Up

3-day and Half-day camp pick up is at 1pm

Full-day camp pick up is at 4pm

We start preparing for pick up 15 minutes prior to the pick-up time.



When you arrive to collect your child, you will meet with camp staff in the lobby, they will check your ID against the sign out sheet and will then radio for your child to be released from their group.

If you need to collect your child earlier than the designated time for any reason, please inform the front desk during morning drop off and we will ensure your child is ready for that time.

If you are running late for any reason, please call the front desk on 614-733-0818 so that we can inform your child that you are on your way and so that our staff can prepare to accommodate them.

Please remember to bring a valid ID for pick-up. For the safety of your child we will not release children to anyone other than the person/s listed on the sign in sheet

Medical Conditions

If you have not already done so in your enrollment, please advise us if your child has any of the following:

- A medical condition
- Allergy
- Is on any medication that they will need to take during camp including asthma inhalers which they may carry in their bag
- Has any behavioral issues of which we should be aware

Please email me at jcampbell@integritygym.com prior to coming to camp

If your child has an allergy we can offer separate seating areas during lunch breaks if required.

Any medication / epi-pens should be handed to the staff member at the sign in and all items must be clearly marked with the child's name. Please ensure that if there are any specific notes regarding administering medication that this is also made clear.

Food / Drink

- Please ensure that your child eats a good breakfast before coming to camp
- All campers will take lunch break prior to 1pm, therefore please send lunch with your child even if they are half day campers.
- **Please send the following with your child:**
 - Packed lunch & snacks
 - Snacks (if they are enrolled in a full day camp, please ensure that they have enough snacks for morning and afternoon snack breaks as well as lunch)
 - Water bottle (we advise sending a plastic water bottle, metal bottles are heavy and hurt if they get dropped on toes!)
- **PLEASE DO NOT SEND ANY LOOSE NUTS WITH YOUR CHILD.** We do have staff and campers who have severe nut allergies (peanut butter in sandwiches is ok)



- We do not have refrigeration facilities for lunches, therefore please pack lunches with cool-packs if required
- If you have siblings attending camp, please ensure that their lunches are packed separately as our groups do use a variety of different rooms for lunch breaks.

Please label all lunch boxes and water bottles with your child's name.

Attire

Children should wear:

- Shorts or sweatpants
- T-shirt (full-length, please no bare mid-drifts)
- Socks
- Athletic shoes that they can run around outside in

If you send your child in a leotard they **MUST** be able to take it off by themselves to use the restroom and be able to re-dress themselves – **we cannot assist children in changing their clothes.**

Please also send your children with the following items:

- Spray Sunscreen (we cannot apply cream to your child) – please ensure that this is labelled with their name
- Sun hat and/or sun glasses if desired
- Spare change of clothes (especially for younger children)
- A towel on water day (we will advise you if we plan any water day activities)

Theme Wednesdays!

Each week we will have a fun themed day!! Campers and counsellors are encouraged to dress up based on the theme of the week and join in the fun! Everyone will be able to vote on the best outfits to earn points for their teams! Costumes, themed t-shirts, go all out and enjoy!!! - Please label any removable items with your child's name.

Water Days

There will be weeks where we have “water day” activities outside. **This will be weather depending** and will be communicated to you upon pick-up the night prior.

On water day please send your child with

- Spray Sunscreen
- Towel
- Change of clothes
- Bathing suit (not required - children are welcome to wear shorts & t-shirt)

If you send your child in a 1-piece bathing suit they MUST be able to change out of this by themselves when it is wet.

On water day, 3-day campers will be collected from the turf area outside the gym so that their guardian can assist them with changing if necessary.



Camper Group Allocations

Campers will be assigned to groups based on the type of camp (3-day/ half day / full day) and loosely on age to ensure that activities are suitable for all.

We assign all groups prior to the first day of the week.

We are happy to accommodate friend/sibling group requests wherever possible (please note that while it may be possible to put a 5 and 6 year old in the same group, it is not likely that we can put a 5 and 9 year old in the same group, for example).

If you have any requests for children to be together, please email events@integritygym.com with the names of both children **NO LATER THAN MIDDAY ON FRIDAY PRIOR TO CAMP STARTING** and we will do our best to accommodate this.

Electronics / Toys

Please do not send electronics or toys of any kind with your child. The aim of camp is to keep kids active and interacting with each other. In addition, these items can be easily damaged or lost.

This includes but is not limited to : phones, tablets, kindles, game devices, MP3 players, soft toys, dolls and toy cars.

We discourage the wearing of watches and smart watches as these can get lost or broken.

If your child has a fidget toy to assist them with anxiety or bring them comfort, please let us know prior to camp and please label this with their name.

Calling home

If for any reason your child wishes to call home and speak with a parent, they can tell their counsellor and can call from the front desk, this will be allowed without exception.

If your child carries a mobile phone this must be left in their bag at all times, on silent and labelled with their name.

Any electronic devices seen to be used these will be confiscated and returned to a guardian at the end of the day.

If you have any questions, please do not hesitate to contact us by emailing events@integritygym.com or calling us on 614-733-0818



Sickness / Absences from Camp

If your child is experiencing any type of illness or sickness or symptoms of these we request that you keep them home.

- Please call the front desk on 614-733-0818 or email events@integritygym.com to let us know if your child will not be attending that day
- We will mark them as absent and will be glad to offer your child one of the following as applicable and available:
 - A make-up day in another camp week
 - A full day option on a different day (for half day campers)
 - An account credit for the missed day that can be used towards any Integrity program or service

If your child starts experiencing any symptoms of sickness or illness the following steps will be taken:

- We will immediately remove your child from their camp group and sit them in a quiet spot with a staff member to assess what is wrong
- Call the number listed on the sign in sheet and give details of what is wrong as well as if they need to be picked up
- Apply the same absence policies noted above

Absences from camp due to Integrity Team Practice

We understand that as an Integrity family you may have an athlete who is on one of our competitive teams during periods of the day and will therefore need to miss portions of camp.

Please email events@integritygym.com with your child's name, the program that they are in and their practice times. We can ensure that we pull them from camp at the appropriate time to get to practice and/or know when to expect them from their practice to join camp.

If you have questions regarding this please let me know.

Camper Behavior

At the beginning of camp we go over the rules for the day, which include but are not limited to, listening to your counselor, being kind in taking turns, following instructions, talking to others nicely and keeping our hands to ourselves.

If these rules are not followed, we have certain disciplinary actions that we will take. These include:

- Sitting out from an activity
- Being removed from the group for a small period of time
- Being moved to a new group
- Calling parents

Based on the severity of the incident, a child may be sent home from camp for the remainder of the day. This is specifically relevant in instances of physical altercations.



Camp T-shirts and final check list!

Children will receive a t-shirt on their first week of summer camp based on the size listed on your enrollment. If no size was listed, we will do our best to size them into the best fitting shirt on Monday! (If your child is enrolled in multiple weeks of camp, they will receive a shirt every other week).

Please see below for a Check-List of the items to send to camp that were mentioned in this document.

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|--------------------------|-----------------|--------------------------|----------------------------|
| <input type="checkbox"/> | Snacks | <input type="checkbox"/> | Change of clothes |
| <input type="checkbox"/> | Lunch | <input type="checkbox"/> | Socks |
| <input type="checkbox"/> | Water Bottle | <input type="checkbox"/> | Athletic Shoes |
| <input type="checkbox"/> | Spray Sunscreen | <input type="checkbox"/> | Medication (if applicable) |
| <input type="checkbox"/> | Towel | | |