

Future Scholar's Summer Camp Registration Forms

***Contact Information Form:** Please complete forms fully including all telephone numbers, postal codes and addresses.

➤ **Participant's first name:** _____ **Last name:** _____

Sex: M F Date of birth: _____ Home Telephone #: _____

Home address: _____
Number Street Town/City Postal Code

➤ **Parent 1/Guardian Full Name:** _____

Home Address: _____
Number Street Town/City Postal Code

Work Telephone #: _____ Cell Telephone #: _____

Work Address in Full: _____
Number Street Town/City Postal Code

E-Mail Address: _____

➤ **Parent 2/Guardian Full Name:** _____

Home Address: _____
Number Street Town/City Postal Code

Work Telephone # _____ Cell Telephone #: _____

Work Address in Full: _____
Number Street Town/City Postal Code

E-Mail Address : _____

Emergency Contacts

Please note at least one emergency contact that is able to pick up your child in situations in which the parent is unable to do so. Please note persons must be 18 years of age or older to pick up your child. Emergency contacts must present picture identification to prove their identity.

Name: _____ Day Telephone #: _____

Address: _____
Number Street Town/City Postal Code

Name: _____ Day Telephone #: _____

Address: _____
Number Street Town/City Postal Code

Signature of Parent/Guardian

Date

FOR OFFICE USE ONLY

Staff Initial: _____ Date Received: _____ Date of Withdrawal: _____

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Participant's full name: _____ Date of birth: _____

* Medical and Special Provisions Form

Doctor's Name: _____ Doctor's Telephone #: _____

Doctor's address: _____
Number Street Town/City Postal Code

Immunization Record

My child, _____ has been immunized as required by the Education Act. Please note any previous history of communicable diseases i.e. chicken pox

Other Special Provisions

Are there any special provisions to your child's diet (allergies) or specific rest or exercise requests? Is your child at risk of having an anaphylactic reaction/shock? If there are any medical, physical or psychological problems that would prohibit your child's involvement in a full recreational summer camp program or is there any conditions requiring medical attention or medication they must be noted here below. If this applies to your child, additional forms may need to be completed.

Parents are required to bring sunscreen, sun hat and bottle of water daily for their child. Parents are able to bring insect repellent. Please note summer camp supervisor must approve insect repellent and the written instructions on bottle must be followed. Please label all personal items. Staff will direct and supervise older children to put on their own sunscreen/insect repellent. Staff will assist children less than 7 years of age. Sunscreen/insect repellent will be applied throughout the day as needed.

Signature of parent/guardian

Date

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Participant's full name: _____ Date of birth: _____

*Consent & Acknowledgment Form

If at any time, due to circumstances such as accident, sudden illness or emergency, medical treatment is required, including anesthetic necessary by private physician or hospital, this treatment may be given. I also consent to emergency transportation if necessary.

Do you agree with the above statement? Yes No

Signature of parent/guardian

Date

Comments: _____

Please note during field trips, community outings children are supervised by our camp counselors. However during times of sensitivity such as usage of change rooms or washrooms children may be escorted to area but unsupervised during moments which are considered 'private.' A summer camp counselor will check area for safety prior to a child using area privately. Please note children are sent in pairs (buddy system).

Please note at the summer camp program facility children are permitted to use the washroom and go to the cloakroom freely, provided they notify a counselor prior to. Children may walk through the kitchen to use the washrooms. In these circumstance a counselor is not supervising the child however if the child has not returned within a short period of time, 2 minutes, the counselor will check on them. The cloakroom is located just outside the gymnasium, very close. The washrooms are located in the hallway by the kitchen. Please note children are sent in pairs (buddy system) when using the washroom.

Do you agree with this statement? Yes No

Signature of parent/guardian

Date

Comments: _____

Throughout the course of the summer we would like to highlight events by taking photographs of the children, or by videotaping the children. These will be used in the program, to review the program for teaching purposes and Future Scholar's promotional events/literature.

I, _____ give permission for my child, _____
_____ to be photographed/video taped for the above mentioned uses only.

Signature of Parent/Guardian

Date

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Participant's full name: _____ Date of birth: _____

*Program Permission Form

As this is a recreational program the children will be involved in many outings, special events and field trips. Field trips are listed below. Theme calendar of events and daily schedule will be sent out at the beginning of the summer. Please see your summer camp package and parent's bulletin for further details.

I, _____ grant permission for my child, _____

_____ To:

- a) Be transported by school bus to offsite trips Yes No
- b) Participate in off-site walking trips to local parks, splash pads and/or establishments No Yes
- c) Participate in once a week planned field trip (see below) & off site event- bowling @ Georgetown Bowl @ 12 Mountainview Rd S & Dominion Gardens Park & Splash Pad @ Guelph Str & Maple Ave. (Rotating -see calendar for details). Yes No
- d) Participate in program's curriculum, calendar of events and daily schedule Yes No

Comments: _____

Weekly Field Trips * - walking trips in Georgetown ** - bused trip

Please check summer camps sessions that apply to your child's program.

- ☐ July 3 to July 6, 2012 – Reptile Party on Thursday July 5th – onsite event, no transportation
- ☐ July 9 to July 13, 2012 - field trip on Thursday July 12th to Downey's Farm at 13682 Heart Lake Road, Caledon**
- ☐ July 16 to July 20, 2012 - field trip on Thursday July 19th to Toronto Metro Zoo at 361 Finch Avenue, Scarborough **
- ☐ July 23 to July 27, 2012 - field trip on Thursday July 26th to Bronte Creek at 1219 Burloak Drive, Oakville**
- ☐ July 30 to August 3, 2012-The Unique Art of Magic on Thursday August 2- onsite event, no transportation
- ☐ August 13 to August 17, 2012 - Glazed Expressions on Thursday August 16th – onsite event, no transportation
- ☐ August 20 to August 24, 2012– field trip on Thursday August 23 to Bingeman's Water Park at 425 Bingemans Centre Drive, Kitchener**
- ☐ August 27 to August 31, 2012 - field trip on Thursday August 30 to LaserQuest at 241 Clarence St, Brampton**

*** Trips are booked, however, can change due to enrollment. Parents will be notified if this occurs. We are closed Monday July 2nd for Canada Day and from Monday August 6 to Friday August 10, 2012.**

Signature of Parent/Guardian

Date

<p style="text-align: center;"><u>Future Scholars Summer Camp Program</u> <u>Policies and Procedures Checklist</u></p>
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Please complete and return with registration forms.

I have read and understand the following Future Scholars policies and procedures in the summer camp Parent's booklet.

- ☐ statement of philosophy and our goals
- ☐ services offered
- ☐ ages of children
- ☐ days and hours of operation
- ☐ fees for services
- ☐ fee schedule and record of payment
- ☐ registration
- ☐ cheques and receipts
- ☐ NSF cheques
- ☐ refunds
- ☐ withdrawal or change of program
- ☐ program development
- ☐ staffing
- ☐ nutrition and allergies
- ☐ health and administration
- ☐ general health practices
- ☐ sick children
- ☐ symptoms of ill health
- ☐ outbreaks and procedure
- ☐ incident and accident forms
- ☐ parent-staff exchange of information & parental involvement
- ☐ behaviour management
- ☐ activities off premises
- ☐ arrival and pick up-late fees
- ☐ child access
- ☐ inclement weather
- ☐ emergency evacuation
- ☐ children's absenteeism
- ☐ clothing and possessions-hook
- ☐ personal belonging
- ☐ evaluation and review

Signature of parent/guardian

Date

<p style="text-align: center;"><u>Future Scholars Summer Camp Program</u> <u>Anaphylactic & Allergy Policy & Procedure</u> <u>For parents/guardians</u></p>
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Future Scholar's Daycare & School Age Program strives to be a facility that reduces the risk of exposure to anaphylactic causative agents. The anaphylaxis protocol has been developed to meet the requirements of Days Nurseries Act and its Regulations 0810-04 and An Act to Protect Anaphylactic Pupils, 2005 (Sabrina's Law).

Please be advised that there are children attending the centre who are at risk for potentially life-threatening allergies. Noted foods and causative agents (allergens) to be avoided at the

- **daycare** are, but not limited to, *all* nuts and shellfish.
- **school age program** are, but not limited to, *all* nuts and shellfish.

Understanding Anaphylaxis (general information)

Anaphylaxis is a serious allergic reaction and can be life threatening. An allergy is caused by an overactive immune system. The same body mechanism that defends the body from virus and bacteria reacts to non-hazardous substances such as peanut or pollen or animal dander. You can develop allergies at any age. Allergies can change, getting worse or better, or an allergy might suddenly reappear.

Allergy symptoms can be roughly divided by the area of the body where they take place.

- **Skin**: hives (red, itchy welts), and angioedema (water retention or swelling under the skin).
- **Eyes**: swollen, itchy, running, blood-shot, mucousy eyes.
- **Upper Respiratory**: runny, itchy, stuffy nose, sneezing, post-nasal drip, sore, itchy tongue or throat, swelling of the throat or larynx.
- **Lower Respiratory**: asthma (coughing, wheezing, difficulty breathing).
- **Gastrointestinal**: vomiting, diarrhea, bloating, cramps.
- **Urinary**: incontinence.

Anaphylaxis can be defined as a severe allergic reaction to any stimulus, having sudden onset, involving one or more body systems with multiple symptoms. Shortly after coming (although it can be after a couple hours) into contact with an allergen (the substance that triggers the reaction) the sufferer's eyes and face may begin to swell, hives may cover the entire body, and sometimes even inside the body causing the throat to swell closed. Asthma symptoms, vomiting and diarrhea are accompanied by a sudden drop of blood pressure causing the victim to become unconscious. Total shock is followed quickly by death unless medical action is taken immediately and early in the course of a reaction. This whole reaction can happen in less than 10 minutes. Anaphylaxis or anaphylactic shock can occur if the allergen is ingested, even a minute amount, however anaphylaxis or anaphylactic shock can occur only from touch, smell or cross contamination with the allergen.

Although nearly any substance can trigger anaphylaxis, there are certain triggers that seem common: peanuts, nuts, eggs, shellfish, sulphite, hymenoptera venoms (bees, hornet, and wasp), medications (especially penicillin and aspirin) and exercise/vigorous physical activity. There are 2 emergency kits available that contain adrenalin; Anakit and EpiPen (& EpiPen Jr.). However, the adrenalin injection is not enough. After administering the adrenalin, the sufferer must be taken immediately to the hospital emergency department for further medical treatment. The adrenalin will only provide temporary relief

(about 10 minutes). It is important to note that in studies, individuals who have died as a result of anaphylaxis, epinephrine was underused, not used at all or administration was delayed.

As parents and educators we should be able to appreciate how parents of an anaphylactic child may feel trying to protect their child. Although we cannot guarantee an allergen-free environment, we can all do our part to minimize the risks. Please note below expectations to help reduce the risk of anaphylactic causative agents.

Expectations for parents to help reduce the risk of exposure to anaphylactic causative agents

* “Outside” food or drink refers to all food or drink items not purchased by employees of Future Scholar’s for the purpose of the program.

- 1.) No “outside” foods or drinks are permitted in the daycare, school age/summer camp program or daycare van. This includes all areas of the daycare, SA/summer camp program for example the office and for all events for example concerts, meetings, parties etc. Some exceptions are:
 - * Food or drink preferences or menu substitutes for enrolled child.
 - * Treats for special occasions such as birthdays, parties, staff’s gifts etc.
 - Any outside food or drink brought into the daycare, school age/summer camp program or daycare van under these circumstances must be labeled with individual’s name and come with a full list of ingredients and be delivered and approved by the centre director, chef or designate. A full list of ingredients includes all parts of a food item. For example a full list of ingredients for cupcakes would include ingredients for icing, sprinkles and cupcake mix. No items with *any kind of noted allergen warning* (must be guaranteed noted allergen free) or without a full list of ingredients will be served or permitted on daycare, school age/summer camp or van premises. There are no exceptions to this rule. Even if a parent ‘knows’ the food does not have the noted allergen in it, it still cannot come into the daycare, school age/summer camp program or daycare van. Staffs can not monitor and control outside food or drink coming into the facility based on the parent’s assurances that the food is safe.
 - * School aged children who attend our school age program or summer camp may have their own lunch. This is permitted at the school age site only and must be free of noted allergens or noted allergen warnings. It is recommended items be in the original package as it is easier to confirm ingredients. Items that are considered suspicious such as granola bars, trail mix, cookies, pastries, baked goods etc. may not be served unless accompanied by a written list of ingredients and adhere the above noted policy for outside foods or drinks. School aged staff will check children’s lunches to ensure policy is adhered to.
- 2.) No “outside” foods or drinks are to be present at parent’s drop off or pick up, nor in a child’s cubby or other personal belongings such as jacket, pocket, purse, knapsack, diaper bag etc.
- 3.) No traces of “outside” foods or drinks are to be left on the child’s or parent’s clothing, hands or face at drop off, pick up or while on daycare/school age/summer camp premises. i.e. if your child has peanut butter at home before daycare make sure no residue is left on your child’s face, hands, mouth, clothing etc.
- 4.) It is good practice for parents to double check children’s belongings such as knapsack, coat, pockets etc. for “outside” foods or drinks or other hazardous items.
- 5.) It is the parent’s responsibility to ensure this policy is followed with any of the approved noted persons to pick up or drop off their child.
- 6.) Occasionally staff may request donations for craft or program purposes. For example egg cartons, food storage boxes etc. This is permitted however no items containing noted allergens or have noted allergen warning or were in the risk of being in contact with noted allergen are used.

For example a box of 'honey nut cheerios' should not be brought in as it was in contact with nuts and the nut residue may still be present.

7.) Parents are to keep up to date registration forms and are to notify the centre of any changes to their child's registration forms and fill out applicable paperwork. This includes any medical conditions such as allergies. Parents will be required to complete additional paperwork. For children with severe allergies, such as anaphylactic, parents will need to complete a child individual plan and review the anaphylaxis parent package with the centre director.

Please note this policy is always in effect with or without a confirmed anaphylactic child. Staff and parents who do not adhere to policy are deemed to have committed a serious offence and may have disciplinary action taken (staff) or have a child terminated from the program (parent). All parents, staffs, volunteers and students will be required to review, sign and date Future Scholars Daycare Centre and School Age Program's anaphylactic and allergy policy. This is to be done on commencement of employment/placement or daycare services and yearly thereafter. This written policy will be part of staff's personnel file and the parent's booklet as well as part of the registration and re-registration package.

This policy will be monitored and revised as necessary, depending on the life threatening allergies of the children enrolled or incidents that have occurred. Any changes will be forwarded, reviewed and signed by parents and staff.

May 2012

Future Scholars Summer Camp Program

Anaphylactic & Allergy Policy & Procedure
For parents/guardian

Parents please sign and date:

I have received, read, understand and will adhere to Future Scholars Daycare Centre & School Age/Summer Camp Program Anaphylactic and Allergy Policy.

Print name

Parent/Guardian's Signature

Date

Print name

Parent/Guardian's Signature

Date

