



THE  
**RAVENS**  
GUIDE TO SUMMER CAMP

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# WELCOME TO RAVENS SPORTS CAMPS!

For the next week your child will participate in a wide range of exciting sports and activities at Carleton Sports Camps. You will learn your child's group designation upon arrival on the first day of camp. Please take a moment to read the following important information. Feel free to print this document to help you prepare for your week at camp.

## WHAT TO BRING TO CAMP

- running shoes
- t-shirt, shorts, hat, water bottle
- epi-pens, puffers, medication (if required)
- bathing suit and towel
- healthy snack (peanut and nut free)
- sunscreen

## WHAT TO LEAVE AT HOME

- valuables
- cell phones
- electronics
- money

## CHECK IN AND CHECK OUT

- Check-in is from 8:15-8:45AM, check-out is from 4:15-4:45PM.
- We stress this point for the SAFETY of your child so we know that they have arrived and left SAFELY with you.
- The check-in/out location for all sports camp groups will be the fieldhouse.
- For check-in and drop off the large roller doors facing parking lot 5 will be used for entry and exit, not the fieldhouse lobby doors.
- Please ensure that you sign your child out with your child's counsellor at the end of the day. Children over the age of 12 may sign themselves only if given written permission from parents (see form at end of this letter).
- There is before and after care available from 7:30 AM until 5:30 PM for an additional \$25 per week. Please call our Welcome Centre at 613-520-4480 if you wish to add before and after care to your camp registration





## PARKING

- Ensure that you get a Parking Pass (white) for the designated lot (P5) on day one.
- Please read the 'Parking Procedures' information at the end of this document.
- There is no tolerance for drop-off in the fire lane located next to the fieldhouse. Please do not stop on the crosswalk.

## LUNCH

- Lunch is provided at the University Residence cafeteria.
- Options of a hot lunch, a sandwich, salad bar, and a variety of desserts and drinks.
- Meals are supervised and a well-balanced menu will be encouraged.
- The cafeteria food is peanut and nut free.
- PLEASE NOTE: No outside food is allowed in the cafeteria. The cafeteria is well equipped to handle any dietary restriction. Please communicate any concerns you may have.

# SWIMMING: SUPERVISION

- Campers will be asked to perform a Facility Swim Test on their first day of camp and will be provided with a colored wristband that indicated their swimming ability. The Facility Swim Test consists of a 25 meter shallow water swim and the demonstration of comfort in the deep water. For safety reasons, those who do not complete the Facility Swim Test will not be permitted in the deep end of the pool. In order to keep replacement wristbands to a minimum, we ask that campers keep their wristbands on the for duration of the camp session
- A lifeguard will be available each afternoon in the fieldhouse to answer questions about swim tests, and pool supervision
- There is an 8-1 camper-to-staff ratio for pool deck supervision. In addition to the lifeguards on duty, we position camp staff in and around the pool to assist with supervision



## PHOTO WAIVER

During our camp programs, the Department of Athletics at Carleton University may from time to time take photographs or video recordings of our camp programs, staff and participants. These images may be used on our own website, social media or promotional material. If you object to your child being featured in any images or video, please e-mail [Keith.DupuisStrong@carleton.ca](mailto:Keith.DupuisStrong@carleton.ca) with your child's name and the name and date of the camp that they are attending and we will ensure that they are not photographed or filmed during their activities.



# CAMPER ABSENCES, EMERGENCIES, AND CAMP PHONE NUMBERS

- If your child is unable to make it to camp on any day, please email [sports.camps@carleton.ca](mailto:sports.camps@carleton.ca) to let us know.
- If you need to reach your child for any reason, or in case of emergency, please call the Welcome Centre at 613-520-4480 and our staff will contact the Camp Supervisor.
- Our camp counsellors are trained in standard first and CPR and are supported by our onsite lifeguards, therapists and medical staff to deal with medical issues that may arise at camp.
- In the event of an emergency requiring medical attention, every effort will be made to contact the parent(s) or guardian(s) listed as emergency contacts. However, if they contact cannot be reached or treatment is urgently required, Carleton University camps assumes authorisation to secure the required medical treatment or transportation to the nearest appropriate medical care facility. If you do not accept this authorisation please contact [Keith.DupuisStrong@carleton.ca](mailto:Keith.DupuisStrong@carleton.ca).

## OTHER IMPORTANT INFORMATION

- Camp t-shirts will be handed out the afternoon of Day 2 of camp.
- Campers will store their bags in semi-secured change rooms, but cannot completely prevent theft – valuables should be left at home.
- A Lost-and-Found will be set up in the Fieldhouse and in the change rooms.
- Camp schedule information can be found by asking one of our counsellors. For safety purposes we do not give out copies of our camp schedule.
- Please take the time to ask your child how they are enjoying camp – we want to make sure everyone's experience is positive!
- If you have concerns, please speak to your child's counsellors or the Camp Supervisor (Keith Dupuis-Strong) so we can work together to solve the problem right away.

# DROP OFF AND PICK UP PROCEDURES

LOT #5 has been assigned as the primary area for TEMPORARY Drop-off and Pick-up Parking. With SAFETY in mind, PLEASE follow these simple rules:

- There is no tolerance for drop-off or stopping in the fire lane located next to the fieldhouse. Please use the parking lot to drop your child(ren) off and help us to provide a safe drop-off location. There is a \$100 fine for stopping or parking in a fire lane. Also, please be considerate of campers waiting to cross the road to enter the fieldhouse – remember pedestrians have the right of way.
- Parking Lot # 5 can be accessed off University Drive only, between the Fieldhouse and Tennis Bubble. Park close to the new facility, where you will be entering the building to drop off and pick up your child(ren).
- You will receive a parking pass from the camp staff on the first day of camp. You may also print your parking pass found at the end of this document. Please display this clearly on the left side of the dashboard of your vehicle. This parking privilege is for drop-off & pick-up campers only (7:30-9:00am) (4:00-5:45pm). This parking service is in place to provide maximum safety for our campers.
- When exiting Lot #5, please note the STOP sign before you turn onto University Drive
- Please be patient and exit the lot one at a time. We cannot take responsibility for any damage due to improper exit of the parking lots

To all parents: please do not park in the day care centre parking area. We cannot accept responsibility for any parking violations and fines incurred in the parking lots.

**SAFETY IS OUR PRIORITY.** Thank you for your co-operation!







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Ages 12+ Only

As a Senior Camper, your child may check out independently with parental consent.  
Please sign and detach form if you permit your child to check out independently.

I (parent/guardian's name) \_\_\_\_\_

give permission to (child's name) \_\_\_\_\_  
to check out of Carleton University Sports Camps independently at 4:45pm each day of  
the session.

Please note that campers will still be required to inform counselors that they are checking  
out.

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# CARLETON SPORTS CAMPS PARKING PASSES

## CU SPORTS CAMPS

15 minutes max access to lot #5  
7:30-9:00AM or 4:00-5:45PM ONLY

Restricted to CU Camps parents

July 2 - August 30, 2019

Please place on  
left side dash of car.



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