



**SUMMER 2023**  
**CAMPER & PARENT**  
**HANDBOOK**

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## OUR MISSION AND VALUES

# CAMP BATAWA

### WHY WE LOVE CAMP

Camp at Batawa aims to provide every camper with the opportunity to gain new skills, nurture leadership and self-confidence, grow friendships, and connect to the natural world through innovative programming, play, and our natural surroundings.

Camp Batawa exists to support the holistic development of each camper through an empowering, comforting, and safe environment that recognizes the uniqueness of each child.

### WHAT WE BELIEVE IN

- B** - Befriending the More-Than-Human World
- A** - Adventure & Personal Growth
- T** - Teamwork & Friendship
- A** - Arts & Creativity
- W** - Wildness & Wonder
- A** - Acceptance & Accountability



## LOCATION & CAMP HOURS

### LOCATION

Camp Batawa is headquartered at the Batawa Ski Hill Chalet at the foot of Batawa Ski Hill (BSH), 99 Ski Club Lane in the community of Batawa. Camp will start and end daily at this location. Programming takes place amongst the trees and trails of BSH, and surrounding communities or Batawa and Frankford. Campers will only engage in off-site bike rides with the express understanding and permission of parents/guardians.

### CAMP HOURS

All camps are full day

- Camp hours are 9:00 am to 4:00 pm
- Drop-Off: 8:45 am - 9:00 am/Pick-Up: 4:00 pm - 4:30 pm

Before Care starts 7:45 am | After Care ends 5:30 pm (\*additional cost)

## CAMPER GROUPS & SUPERVISION

Our Campology Crew is comprised of individuals who have a passion for working with children. Our staff are selected based on their leadership skills, camp experience and their interest in child and youth development, among other factors.

The following is a breakdown of how campers are divided into groups, and the developmental focus of each group.

### **5 - 6 years of age**

*Supervision Ratio - 10:1*

Promotes a child-centered learning environment where pro-social skills will be role-modeled and fostered.

### **7 - 8 years of age**

*Supervision Ratio - 10:1*

Activities promote the development of each camper through cooperative and structured activities.

### **9 - 12 years of age**

*Ratio - 10:1*

Campers will enjoy their week in an environment that increases their independence and self-confidence.

### **13 - 14 years of age Supervision**

*Ratio - 10:1*

Campers in the Leader-In-Training program will engage in meaningful activities as they navigate their emerging sense of autonomy and independence.

# GETTING READY FOR CAMP

## WHAT TO BRING

To ensure your camper has everything they need for a fun-filled day, we suggest you send your camper with the following items:

- Healthy, litterless snacks - we provide lunches!
- Reusable water bottle (we have refill stations on site)
- Comfortable walking shoes
- Hat
- Long-sleeve, light-weight shirt
- Sunscreen
- Bathing suit, towel and water shoes
- Change of clothes
- Backpack
- Appropriate weather gear
- Bug spray
- Required medications (Specific administration forms will need to be completed and specific procedure followed.)

[Please see Summer Camp Policies for more information on Health and Safety and Epipen/Anyphylaxis Policy.](#)

## LABELLING YOUR CAMPER'S GEAR

We recommend labelling your camper's gear with their name to ensure their items go home with them at the end of each day. Please check out Mabel's Labels (<https://mabelslabels.com/support-a-fundraiser>) and select Camp Batawa for some great options!

[Take me to the Quick Links page!](#)

## WHAT NOT TO BRING

We ask that your camper does not bring the following items:

- Electronic devices
- Valuables (whether tangible or emotional)
- Clothing not suitable for camp (i.e. clothes you don't want to get dirty!)

Camp Batawa is not responsible for any lost, stolen or damaged items.

# AT CAMP

## CAMP HOURS

Camp hours are from 9:00 am to 4:00 pm, Monday to Friday.

- Drop-Off: 8:45 am - 9:00 am
- Pick-Up: 4:00 pm - 4:30 pm

## ON YOUR FIRST DAY

In the week leading up to camp, you will receive an email with your camper's counsellor information and photo, as well as other pertinent information for the week ahead.

Counsellors will verify the camper information using their attendance sheets. At times, this process may involve a brief waiting period as we ensure that all information is correct and campers are safely signed in/out.

## DROP-OFF & PICK-UP

Counsellors will be waiting each day at the chalet starting at 8:45 a.m. Prior to this, we use this time to get ready and set up for the day. Please do not arrive before this time unless you have registered for extended care.

Adults are required to accompany their campers to the chalet each morning and initial the sign-in sheet each day.

At pick-up, please use the same procedure as drop-off. If another adult is picking up that is not familiar to camp staff, they should be prepared to present ID and camp should be notified in writing ahead of time.

Campers are to be picked up anytime between 4:00 p.m. - 4:30 p.m. If you need to pick up your child prior to 4:00 p.m., please provide notice, in advance, to [activities@batawaskihill.com](mailto:activities@batawaskihill.com) or in-person to camp coordinator.

If you are not able to pick your child up by 4:30 p.m., please notify Camp Batawa as soon as possible and alternate arrangements will be made.

Please note, if your camper is not picked up by 4:45 p.m., Camp staff will maintain supervision until such time as duty of care can be transferred to an authorized individual. A charge of \$15 per 30-minute increment will be applied for the first occurrence, and pick-up policy will be further reviewed at the time of pick-up.

Please see [Summer Camp Policies Regarding Required ID for camper pick-up and authorizing additional adults for camper pick-up.](#)



## LATE CAMPERS

# ATTENDANCE

We understand that unforeseen circumstances may cause a camper to arrive late to camp. To ensure the safety and wellbeing of all campers, we have implemented the following policy for late arrivals:

- Parents should call or email [activities@batawaskihill.com](mailto:activities@batawaskihill.com) as soon as they are aware that their camper will be arriving late. This will allow our staff to plan accordingly and make any necessary adjustments to programming.
- When a late camper arrives, parents must bring them to the sign-in area and have them signed in by a staff member. This ensures that we have accurate attendance records and that all campers are accounted for.

## ABSENT CAMPERS

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If your camper is going to be away on a particular day and will not be attending camp, please contact the Main Office at 613.398.6568 ext. 200 or [activities@batawaskihill.com](mailto:activities@batawaskihill.com). Alternatively, you can also let your child's camp counsellor know of an upcoming absence at drop-off or pick-up. There will be no discounts, refunds or carryovers for missed days (even in the event of sickness).

Please keep your camper home if they show any of the following symptoms:

- Fever (temperature of 37.8C/100F or higher)
- New or worsening cough
- Difficulty breathing including shortness of breath or rapid breathing
- New smell (olfactory) or taste disorder
- Nausea/vomiting
- Diarrhea/Abdominal Pain
- Sore throat/Difficulty Swallowing
- Runny Nose or Nasal Congestion, in absence of underlying reason for these symptoms such as seasonal allergies, post nasal drip, etc.
- Undiagnosed skin rash
- Eyes are red (conjunctivitis/pink eye) or yellow, bowel movement is grey or white, or urine is dark or tea coloured.

Camper should be fever free for 24 hours before returning to camp

## EARLY PICK-UP

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If you need to pick your child up early, please let one of Camp Batawa Team Members know or contact the Main Office at 613.398.6568 ext. 200 or [activities@batawaskihill.com](mailto:activities@batawaskihill.com).

To help make the pick-ups smooth as possible we ask that you provide advance notice as your child's group may be in the middle of an activity and/or exploring the great outdoors.

# A DAY IN THE LIFE OF A CAMPER

## SAMPLE DAILY SCHEDULE

The following is a sample of a typical day at Camp Batawa

8:45 am – 9:00 am	Drop-off
9:00 am – 9:30 am	Morning Gathering - Icebreaker / Announcements / Acknowledgements
9:30 am – 10:00 am	Group Games
10:00 am – 10:30 am	Creative Time – Nature Craft: natural paintbrushes
10:30 am – 11:00 am	Snack Break
11:00 am – 12:00 pm	Outdoor Activity – Hike, Bike, Archery
12:00 pm – 1:00 pm	Lunch
1:00 pm – 2:00 pm	Choice Activity 1 – campers select an activity from what is offered
2:00 pm – 2:30 pm	Choice Activity 2 – campers select an activity from what is offered
2:30 pm – 3:00 pm	Batawa Cup Challenge – An ongoing series of group challenges for points
3:00 pm – 3:30 pm	Snack Break
3:30 pm – 4:00 pm	Outdoor Games
4:00 pm – 4:30 pm	Pick-Up

A list of expected activities will be sent out to families prior to the start of your camp session, giving parents the opportunity to notify camp if there are specific activities you wish your child NOT to participate in.

## SAMPLE LUNCH MENU

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- Monday** • Breakfast for Lunch - Waffles or Pancakes, Sausage, Yogurt & Fruit
  - Tuesday** • Chicken Strips with Cesar Salad & Apples
  - Wednesday** • Grilled Cheese (with ham), Veggies & Dip
  - Thursday** • Pasta (with/out sauce) with Cesar Salad & Garlic Bread
  - Friday** • Hot dog "Cookout" with Watermelon, Popcorn & S'mores

Camp Batawa aims to serve well-rounded lunches that kids will enjoy. We will do our best to accommodate food allergies as long as we know well ahead of time. If you have chosen the camp lunch option and your camper has a food preference outside of the planned menu, please pack supplemental food as we are not able to accommodate dietary preferences.



## PACKING SNACKS

While we do provide lunches at camp, we ask that families pack nutritious snacks for breaks during the day. We ask that snacks follow our aim to maintain a nut-sensitive environment, as well as snacks that help keep litter low. We will be taking the majority of our lunches and snacks outside and we have found that food wrappers are notorious for taking flight in even the slightest wind. We ask that adults try packing snacks in reusable containers; even removing the wrappers from pre-packaged snacks at home so we can be sure the litter goes where it needs to.



If it's your child's birthday or a special occasion and you would like to share treats, we ask that you do not send any food items, as we are not able to serve outside food items to other campers.

For campers who wish to have their birthday or special occasion celebrated at camp, please inform your child's counsellor upon drop-off on the first day of camp. Possible ways to celebrate may include:

- Sing Happy Birthday
- Play the child's favourite game



Campers will receive a complimentary Camp Batawa t-shirt on one of their first days at Camp Batawa. They are encouraged to wear their t-shirt daily in order to identify themselves as part of camp. This shirt will be used for a tie-dye craft and we ask that all campers wear their tie-dye shirts on Thursday for a group photo.

Campers enrolled in multiple weeks of camp will receive a new t-shirt at the beginning of each week of enrolment.

If you would like to purchase an additional t-shirt, we will also offer camp shirts and other Batawa branded items for sale through our online E-Commerce store and at our Main Office once camp has begun.

## SENDING FOOD ITEMS FOR BIRTHDAYS AND CELEBRATIONS

## T-SHIRTS

## BIKES AT CAMP

Batawa Ski Hill is blessed to be surrounded by a wonderful network of multi-use trails (for all skill levels) and we are fortunate to incorporate them into a lot of our programming, including the option to bike.

Camp Batawa is not a specialty bike camp, and campers are not required to bring a bike, nor does camp provide bikes. We work hard, however, to provide the opportunity for campers to bike at least once a day in 4 out of the 5 days, and provide programming that provide a sense of adventure and challenge to various skill levels. Hesitant about your campers skill level or confidence on a bike? Leave the bike with us, and we will work with them to help boost confidence and skill and hopefully instill a life-long love for biking!

Campers must have suitable head protection for biking and closed-toe shoes. Families can choose to leave bikes at camp overnight, where they are stored and locked inside the chalet, or take them home each night.

We strongly encourage families to have bikes tuned up by professionals prior to attending camp - not just for safety reasons, but also for the enjoyment of your campers.

We also recommend that campers not share the use of their bikes with other campers.



Staff at Camp Batawa will make all reasonable efforts to ensure campers are leaving with the items they arrived with.

Any lost and found items will be brought out by a Camp Batawa Team Member and shown to parents/guardians at drop-off and/or pick-up. If your camper is missing something, please let one of our Camp Batawa Team Members know so we can keep a lookout for it.

Items of value that accidentally make their way to camp will be stored in a locked area within the office.

As of September 11, unclaimed items will be donated to a charitable organization. We recommend using Mabel's Labels, or another reliable label, to label your camper's gear for easier recognition.

## LOST & FOUND

## NATURE HAZARDS

Batawa Ski Hill and surrounding area is home to some invasive plant species that may cause harm if exposed, including: Poison Ivy and Wild Parsnip. While every effort is made to avoid known areas of growth, some risk exposure remains. Staff are trained in identifying know plants and how to treat possible exposures. On the first day of camp, staff will also help to educate campers on the identification, awareness and treatments associated with these plants.

Ticks have also become prominent in the area and while we make "tick checks" part of our daily practice along with frequent sunscreen, handwashing and water breaks, we encourage parents to adopt the daily routine of putting camp clothes straight into a hot wash and performing a thorough tick check on their camper as soon as they get home.

## SUN SAFETY

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All campers are asked to bring a hat and a lightweight long-sleeved shirt to camp. It is asked that sunscreen be applied prior to drop off at camp, and a labelled bottle be sent to camp with the camper. Staff will reapply sunscreen with campers after water play and as needed throughout the day.

Children will receive frequent water breaks throughout the day. Please send your camper with a reusable water bottle.

## ADVERSE WEATHER

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During camp, if severe weather should occur, camp staff shall adjust schedules and make appropriate arrangements to ensure the comfort and safety of all participants.

In the case of hot weather, staff will modify camp activities in order to promote the health and safety of all campers. This will include frequent water breaks by drinking and refilling water bottles, and the adjustment of activities to shaded and cooler areas. These precautions will allow campers to enjoy a fun and safe camp experience even during the hottest days.

Rainy days are typical and we ask that campers come prepared to be outside in wet conditions. Severe thundershowers do occur and are typically short-lived, in which case camp staff will adjust program activities to make use of our indoor spaces.

Rarely, if severe thunderstorms persist for the entire day, campers and staff will be confined to the chalet. If you are in a situation to be able to collect your camper early from camp in a unique scenario like this, your help would be greatly appreciated given the limited options for indoor programming.

## HOW TO CONTACT US

99 Ski Club Lane,  
Batawa, ON K0K 1E0

When arriving at Camp, please approach the main entrance of the chalet building facing the ski hill. Please refer to the "AT CAMP" section for procedures for arriving at Camp while camp is in session.

For inquiries or issues regarding day-to-day camp activities, camper attendance/absences, please contact Kayla Lahey - Camp Coordinator  
613.398.6568 Ext. 200  
[activities@batawaskihill.com](mailto:activities@batawaskihill.com)

For Inquiries or issues regarding billing, registration, or administration please contact Morgan Casement - Camp Director  
613.398.6568 Ext. 205  
[admin@batawaskihill.com](mailto:admin@batawaskihill.com)

## QUICK LINKS

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### **POLICY LINKS**

[Health & Safety Policy](#)

[Anaphylaxis Policy](#)

[Anaphylaxis Emergency Plan - EpiPen](#)

[Bullying Policy](#)

[Diversity, Equity, & Inclusion](#)

[Abuse Prevention Plan](#)

[Consumer Image Policy](#)

[Collection of Camper Information](#)

[Camper Pick-up & Drop-off](#)

### **ONLINE FORM LINKS**

[Camper Information Forms](#)

[Camp Participant Waiver](#)

[Camper Group Request Form](#)

[Add Lunch Option to Registration](#)

[Add Extended Care to Registration](#)

[Online Volunteer Application Form](#)

### **HELPFUL LINKS**

[Mabel's Labels](#)

Hastings Prince Edward Public Health:

- [Sun Protection](#)
- [Extreme Heat](#)
- [Ticks](#)
- [Outdoor Play](#)