



2011

Planet Kids Summer Camp Information Package

Thank you for your registration with Planet Kids Camps. This package provides important camp information. Please take the time to read through it carefully to ensure your child is fully prepared for camp. We recommend you also review our FAQ page online at www.planetkids.ca. Feel welcome to contact us if you have any questions.

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General Camp Checklist

- Running Shoes
- Lunch *Must be nut free
- Snacks *Must be nut free
- Water
- Bathing Suit & Towel
- Hat
- Sunscreen

Label all of your child's belongings.
Make sure to pack all items in a
backpack they can carry.

Camp Hours		Camp Locations		
		Kelso	King's	Vic Johnston
Regular Hours		9:00 am - 4:30 pm		8:30 am - 5:00 pm
Extended Care Hours	AM	8:00 - 9:00	8:00 - 9:00	7:30-8:30
	PM	4:30 - 5:00	4:30 - 5:30	5:00-6:00
Bus Drop-off and Pick-up		The time to drop-off and pick-up your child varies from stop to stop. Please see our detailed Bus Schedule For Times		
Extended Care Hours at Designated Bus Stops		We offer extended care at selected bus stops. AM Extended Care starts 30 minutes prior to the regular drop-off time, and ends 30 minutes after the regular pick-up time.		

Sleepovers at Kelso Conservation Area

Sleepover Info

The sleepover activity is an option available for children finished grade 1 - 6 and attending Kelso Traditional Camp or Kelso Multi-Sport Camp. A sleepover also takes place for those registered in our Leadership Extreme Camp and Wilderness Camp.

Sleepover Schedule

Kelso Traditional/Multi Sport Camp Sleepover

This is an extra activity that eligible campers must be pre-registered for. Cost is \$35/child + tax. Tents and meals are provided. The sleepover activity takes place on Wednesday night.

Please contact our office to add the sleepover option if interested and not already booked. Space is limited.

Leadership Extreme Sleepover

This sleepover activity is included in the program and takes place on the first Thursday night at Kelso Park. Tents and meals are provided.

Wilderness Camp Sleepover

This 2-night sleepover activity is included in the program and takes place Tuesday night at Rattle Snake Point and Wednesday night at Kelso Park. Tents and meals are provided.

Click [Wilderness INFO](#) to download a full list of things to bring along.

Traditional Camp Information

Children registered in our Traditional Camp will be divided into groups according to their finished school grade. Please update your child's information annually to ensure they are placed in the correct age group. ([Login](#) to your PK account then click Your Children).

Sleepover Checklist

- Sleeping Bag
- Pillow
- Working Flashlight
- Toothbrush, Toothpaste, Soap, Washcloth, other personal hygiene products as needed
- Clean set of clothes for next day
- Sweatpants & Sweatshirt, lightweight jacket
- Swim Towel
- Label all belongings with your child's first and last name and pack in a different bag than their regular camp bag. Send the sleepover bag with your child to camp on the morning of their sleepover.

Sports Camp Information

Basketball Camp

Outdoors at Kelso. Indoors at Kings location. All equipment is provided.

BMX Camp

Outdoors. Riding will take place at Track 2000, an outdoor riding facility in Milton. Bikes, helmets & riding gloves are provided. Additional forms are required for this camp any camper without the required forms will not be permitted to participate in the riding activities. To allow sufficient time for your child to be registered with the OCA and fully participate in the program, please send us your completed forms no later than 2 weeks before the start of camp. OCA registration fees are included with your camp registration. No additional payment is required.

Click [BMX Waiver](#) to download and print the required form.

Click [Contact Us](#) for our fax/ email/ address info.

Campers are also required to bring a long sleeve t-shirt and long pants for riding. Please send these items in your child's backpack each day.

Cheer-Dance Camp

Outdoors. Campers may be required to stunt fellow campers during cheerleading routines, such as Pyramids. A performance will take place on the last day where parents are welcome to attend. A note will be sent home or call our office the week of camp for details.

Golf Camp

Outdoors. Campers may bring their own golf clubs from home, which will be kept in locked storage at camp when not in use. Otherwise, campers may rent clubs from the golf course when they play (cost is \$6 - \$10/rental), and borrow clubs from the driving range when they practice (no charge). All campers are required to have their own golf balls for playing. Buckets of balls will be provided at no added cost for the driving range. Campers golf up to 9-holes twice per week, usually Tuesday and Thursday, and receive instruction and practice at the driving range three times per week Mon/Wed/Fri (weather permitting). Campers are not allowed to wear cut-off shorts or beach wear while golfing. Golf shoes and other golf accessories are optional. Please label all belongings.

Golf Tour Camp

Outdoors. Campers are required to bring their own golf clubs and golf balls from home, which will be kept in locked storage at camp when not in use. Golf shoes and other golf accessories are optional. Campers are not allowed to wear cut-off shorts or beach wear while golfing. Please label all belongings.

In Motion Camp

Outdoors. All equipment is provided. We recommend a very comfortable pair of running shoes.

Kinder Sports Camp

Outdoors. All equipment is provided.

Life Sports Camp

Indoors & Outdoors. All squash and tennis equipment is provided. Golf clubs and balls are not provided. Campers are to bring their own golf clubs and balls from home on Tuesday morning and will be kept in locked storage when not in use. Campers are not allowed to wear cut-off shorts or beach wear while golfing. Please label all belongings.



Week at a Glance Information

Our weekly schedules will now be available electronically, another step Planet Kids is taking towards a more eco-friendly operation (not to mention, eliminating the mystery of those schedules that often just 'disappear' from your child's backpack before you have a chance to see them!!). The Week-at-a-Glance (aka. WAGs) will list the theme of the week, special activities planned for that week, and let you know if any special items are needed from home.

To access the WAG for each camp you have booked, simply click the camp name where it appears on the home page of your family file (log in, scroll down to the section where camps are listed, below heading 'At A Glance'. Camp activities may vary for different age groups of the same camp program.

Be sure to view the correct schedule! Make sure the WAG you refer to is for the date, camp and age group your child is registered in for that week.

(Check your child's age category by logging in to your family file and clicking 'Your Children')

Multi-Sport Camp

Outdoors at Kelso location. Indoors & outdoors at Kings and Vic Johnston locations. All equipment is provided.

Skateboarding Camp

Outdoors. Campers are required to bring their own skateboard and helmet from home. Helmets are mandatory. Knee pads are strongly recommended. Also, campers must have a signed skateboarding waiver in place to use the skateboarding park and do any skateboarding activities at camp. The waiver must be sent to the Planet Kids office in conjunction with your camp registration in advance of the camp start date. No waiver - no riding! No helmet - no riding! Click [Skateboarding Waiver](#) to download and print required form. Click [Contact Us](#) for our fax/email/mailing info.

Soccer Camp

Outdoors at Kelso location. Shin guards and cleats optional. All other equipment is provided.

Volleyball Camp

Outdoors. All equipment is provided.

Specialty Camps Information

Amazing Farm Animals Camp

Outdoors at Country Heritage Park. Rubber boots are required, in addition to the items listed on our General Camp Checklist. Their boots can be kept at camp throughout the week.

If your child is registered in our farming camp without bussing, please drop them off directly at CHP in the morning and pick them up from Kelso Park (Picnic Area #6) in the afternoon. If they are registered for Morning Extended Care (without bussing), please drop them off at Kelso Park instead (PK Hut).

Country Heritage Park (CHP): 8560 Tremaine Road, Milton. Learn more at <http://www.countryheritagepark.com>

Kelso Park Picnic Area #6: Upon entering the gates at Kelso, take an immediate right, then another immediate right down into lower picnic/ parking area.

Park PK Hut: Upon entering the gates at Kelso Park, take an immediate right and drive ahead a short distance to parking area. Park and sign your child in/ out with the Planet Kids staff on duty at the small cabin – like building on the right with the PK sign on it.

Arts and Crafts Camp

Indoors & outdoors. Please send a smock such as an apron or oversized, old shirt. All art supplies are provided.

Babysitters Club

Outdoors. All supplies are provided.

Bon Appetite Camp at Kelso

All cooking is done indoors, all other activities are held outdoors. Please send an apron from home. All other supplies are provided. This camp is held at our Country Heritage Park facility next to Kelso. Swimming will take place at Kelso Park.



Info about Camper Walking to/from Bus or Camp Location

We prefer that all campers arrive at and leave from their bus or camp location with their parent/caregiver. If however your child is at least 12 years of age and you intend for them to walk, you are required to sign and submit a Parent Consent to our staff in advance. This consent is found on our Note to Camp Form. Campers without the proper consent will not be permitted to leave their camp or bus location on their own, regardless of their age. Thank you for your co-operation.

Counsellor-in-Training (CIT) Info

If your child is registered in our CIT program, they are required to read our CIT Manual in advance. This manual will be mailed to them in June.

The CIT Manual is important and includes further details about the CIT program to help participants prepare for their role. CIT's registered after June 1st are required to review the CIT Manual from our website.

Bon Appetite Camp at Vic Johnston

All cooking is done indoors, all other activities are held outdoors, weather permitting. Please send an apron from home. All other supplies are provided.

Construction Camp

Indoors & outdoors. All supplies are provided.

Drama Camp

Indoors & outdoors. All supplies are provided.

Film Studies Camp

Indoors & outdoors. All supplies are provided.

Hands On Science Camp

Indoors & outdoors. All supplies are provided.

It's A Girl Thing Camp

Outdoors. All supplies are provided.

Journalism Camp

Indoors & Outdoors. All supplies are provided.

Kinder Camp

Outdoors. All supplies are provided.

Kinder Krafts Camp

Outdoors. All supplies are provided. Please send a smock such as an oversized shirt. All other materials are provided.

Kinder Max Camp

Indoors & outdoors. All supplies are provided.

Kinder Scientists Camp

Indoors & outdoors. All supplies are provided.

Let's Build Blockanics Camp

Indoors & outdoors. All supplies are provided.

Snap Shots Photography Camp

Campers registered in our photography camp are required to bring their own digital camera, memory card(s) and universal USB cable from home. Throughout the week, campers will have the opportunity of working with a SLR camera, which will be provided to the group for sharing.

Theatre Arts Camp

Indoors & outdoors. Some props/costume items may be required from home-campers will be advised. A performance will take place on the last day of the program for family & friends to watch. Further details will be provided. This camp is held at our Country Heritage Park facility next to Kelso. Swimming will take place at Kelso Park.

Wilderness Camp

Outdoors. Hiking/Walking shoes highly recommended. This program includes a 2-night sleepover - please view our [Wilderness Info Package](#), for a list of what your child needs to bring for the sleepover.

Works of Art Camp

Indoors & outdoors. Please send a smock such as an oversized, old shirt. All other supplies are provided.

Changing Your Registration

Camp/Bus changes may be made up to 7 days before the start of your child's camp, based on Availability. You may make some changes online or [Contact Us](#) for assistance.

We will do what we can to accommodate your request and will confirm such changes afterward through an updated confirmation email.

Although there is no administrative cost to make changes to your child's camp registration, there may be additional costs if you are changing the type of camp your child will attend and/or adding options such as Extended Care, or Sleepover where applicable. These additional fees must be paid by credit card immediately if you have already paid your account in full, and/or changes are made after June 1st. Otherwise, the added cost will be applied to your account balance to be processed June 1st.



Camp Policies



Dress Code Policy

At Planet Kids, we strive to provide an environment that is safe and fun, and one that makes a positive impact on children. With this in mind, a dress code is in effect and applicable to all campers participating in any of our camp programs. Your cooperation is appreciated. If your child does not meet the Planet Kids Dress Code, you may be contacted and asked to bring an appropriate change of clothing for your child, and/or your child may be required to leave camp (no refund or credit will be issued) and/or a warning note will be sent home.

Planet Kids Dress Code: Campers are not permitted to wear, carry or have on their person, clothing or accessories (hats, towels, lunch bags, knap-

sacks, etc) which have on them illicit, profane, suggestive, bias, sexually related, alcohol related or tobacco related text, graphics or logos.

Lifejacket Policy

All campers under the age of 7 are required to wear a lifejacket (provided by Planet Kids) while in and around the swim area unless their parent requests otherwise. **Please note** any camper under the age of 5 will need to wear a lifejacket regardless if parent consent is given when participating in camp programs at our Kings and Vic Johnston locations, this is done to meet the requirements set by the Clty Pools. Lifejackets are also provided to campers aged 7 and older who must wear a lifejacket at their parents' request. Please ensure to select 'Yes' or 'No' to wearing a lifejacket when registering for camp. Any changes in your child's lifejacket status must be put in writing and forwarded to a Planet Kids staff member. Campers are very well supervised during swim times by both Planet Kids trained staff and certified lifeguards. Lifejackets are mandatory for all campers & staff while using watercrafts. Our lifejackets accommodate children up to 90 pounds.

Medication Policy

If your child requires medication of any kind while at camp, you must sign a [Medication Release Form](#) giving permission for Planet Kids staff to administer the medication to your child. This form can be found online (see link above) and from the Planet Kids staff at your child's bus stop or camp location. Medicines must be handed to the bus monitor in the morning along with the signed form. Epi-pens and asthma inhalers can be held on to by the child to whom they belong, but staff must be informed in writing that they will be carrying this with them throughout the day. Please be sure to review your child's medical information when registering, and update it when necessary.

Late Fee Policy

It is important to pick up your child on time each day. If you are late, you will be expected to pay a late fee of \$5.00 per child, for every 15 minutes or part thereof to the Planet Kids staff member in attendance of your child, or these fees may be charged to your account.

Food Policy

For the safety of campers and staff with life-threatening food allergies, foods containing any type of nuts, nut by-products, or peanut oil are not permitted at camp. Campers are not allowed to share any food with fellow campers. Please stress the importance of this with your child in advance.

To reduce litter, we strongly encourage the use of litter-free packaging such as reusable containers and stainless steel drinking bottles for your child's food and beverage storage.

Lost and Found Policy

All items left behind at camp and found by our staff are laid out daily for campers to look through. Parents are also welcome to search through the lost & found items by visiting the camp during operational hours. Due to the high number of

Info about Busing & Bus Monitors

Busing is provided at no added cost for Kelso & King's camps, and must be selected at time of registration. There are different stops and schedules for each camp location. Please view our Bus Schedules for further details.

Bus Monitors are select Planet Kids staff scheduled to supervise children at the bus stop locations and on the bus to/from camp. Bus Monitors take attendance and collect medication, forms and messages. Although every effort is made, a Bus Monitor may not be available at all bus locations/all weeks. Please see our Bus Schedules for further information.

items lost and a very busy daily schedule with the campers, it is not possible for our staff to check the Lost & Found. All unclaimed items are held for 1 week, after which, they are disposed of or donated to a charitable organization. Items of particular value that are found by our staff, such as personalized earplugs and medicines, will not be put in the Lost & Found, but rather will be held by our Site Director pending return to the rightful owner. Campers are not permitted to have items such as ipods, cell phones, camera phones, hand-held gaming devices, valuable jewelry or toys at camp. PLANET KIDS AND ITS STAFF ARE NOT RESPONSIBLE FOR ANY LOST OR STOLEN ITEMS.

Program Cancellation Policy

We will do everything possible to avoid program cancellations; however, we reserve the right to do so if necessary. In this circumstance, we will accommodate your child in an alternate program or alternate week (as is available) or we will provide you a full refund. The choice will be yours.

Refund Policy

Cancellations may be made online or requested by sending written notice to our administrative office either by email or fax. [Contact Us](#).

Cancellations made online or requested by June 1st, 2011, will be refunded in full.

Cancellations made online or requested after June 1st, 2011, AND at least 7 days before the start of the camp, will be refunded the amount paid less a \$25 + Tax administration fee per child, per week cancelled.

Cancellations made or requested less than 7 days before the start of the camp will not be refunded or credited any amount.

This policy applies to all programs and camp options.

If your child cannot attend camp for medical reasons, please contact our office. A Credit Note will be issued upon receipt of a doctor's note. No other exceptions will be made. Camp registrations are non-transferable.

Declined Payment Policy

A fee of \$25 will apply to any declined cheque and credit card payments.

Important: It is your responsibility to inform us of any changes to your credit card number and/or expiry date before your final payment is processed. Otherwise your final payment is processed on the same card as your deposit payment.

Camp Code of Conduct

At Planet Kids, we strive to offer a positive, safe and respectful environment for all, and encourage all campers to demonstrate respectful and appropriate behaviour towards their peers and the camp staff. Please review the guidelines of behaviour below with your child before they attend camp.

Any person found demonstrating behaviour against our Code of Conduct guidelines will be dealt with according to the following 4-step disciplinary system:

Step 1: Camper receives a warning from Program Director and serves a consequence. (Supervised time away from group and/or a game /activity /special event /swimming).

Step 2: Camper meets with Camp Director and/or parents are called to be advised.

Step 3: Parent is called and must pick up child from camp immediately.

Step 4: Camper is expelled from PLANET KIDS camps and cannot return.

At Planet Kids ... We take having fun seriously!

**At PLANET KIDS
safe, respectful
and appropriate
behaviour does
NOT include:**

- ▶ Leaving area without a counsellor (staff member) – Grade 2 & under
- ▶ Leaving area without permission and a buddy – Grade 3 & up
- ▶ Standing on Picnic Tables
- ▶ Bare feet or Sandals
- ▶ Water fights – unless scheduled into program
- ▶ Sharing Hats or Clothing
- ▶ Sharing food
- ▶ Chewing Gum – unless given by counsellor
- ▶ Climbing Trees
- ▶ Carrying or throwing sticks
- ▶ Throwing rocks, sand or water
- ▶ Hitting, Kicking, Biting
- ▶ Wrestling Moves
- ▶ Swearing
- ▶ Smoking
- ▶ Stealing
- ▶ Bringing iPods, Gameboys, mp3s, Cell Phones, Pagers, or Trading Cards to camp
- ▶ Putting heads or arms out bus windows
- ▶ Standing or Kneeling on buses