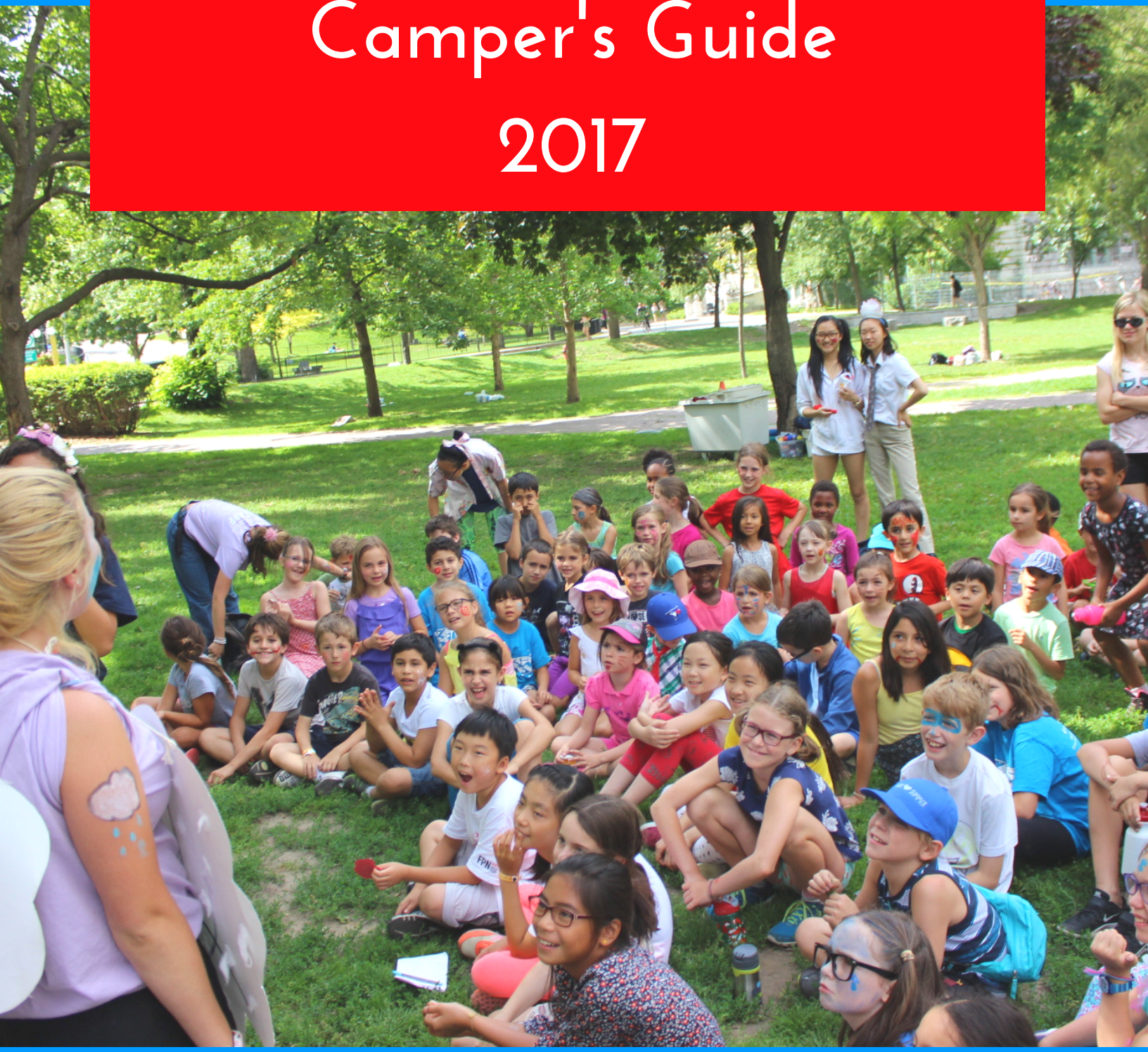
McGill Conservatory Day Camp

Camper's Guide 2017



What?	Where?	When?
CIT/DAFA Camp	555 Sherbrooke West Montreal, QC	June 26 - July 28

(514) 398-5505 - camp.conservatory@mcgill.ca - Follow us on:

Table of Contents

1 Drop offs and Pick ups, Maps & Important Dates

2 Themes, Ethics & Rules

3 Hiring practicies

4 Policies

5 Food & Meal Plan

6 What to Bring/Leave at Home

7 End of Camp Shows & Souvenirs

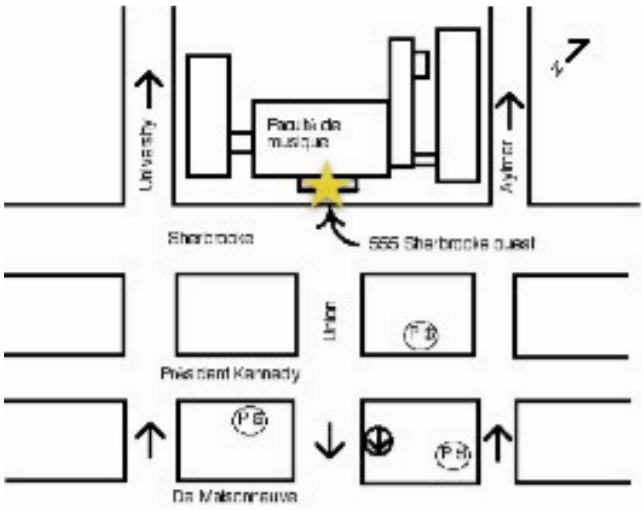
8 Team

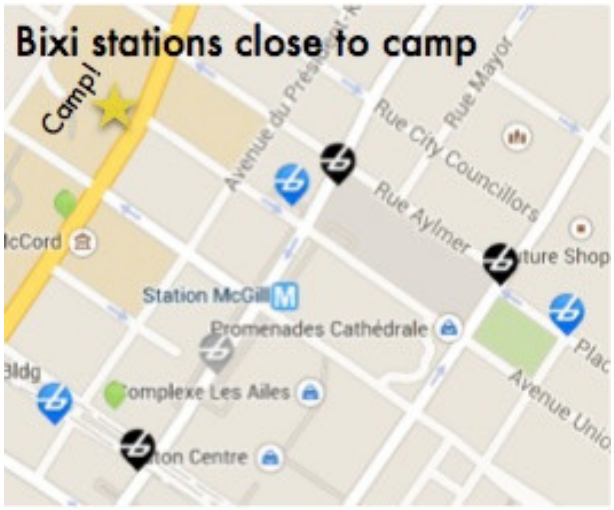
Pick up and Drop off Procedures

Every day, rain or shine, arrivals and departures are at the main entrance of:

Schulich School of Music of McGill University
555 Sherbrooke Street W. at the corner of Union Street one block East of University Street),
McGill metro, exit Robert-Bourassa Street (Previously University Street, see map)

Maps





Pre-camp meetings, sleep-away mini-camp and first aid class

We will be having two pre-camp meetings in June in order to further discuss the many activities of the CIT camp.

Selecton meeting - Friday, March 17 6:00 p.m. - 9:00 p.m.

Pre-camp meeting 1 - Thursday, June 1 6:00 p.m. - 9:00 p.m.

Pre-camp meeting 2 - Saturday, June 10 10:00 a.m. - 4:00 p.m.

Sleep-away mini-camp - July 4-5 TBC Leaving on Tuesday at 9:00 a.m. , returning Wednesday in the afternoon

First Aid Class - July 12 9:00 a.m. to 5:00 p.m.
Training approved by the Red Cross, valid for 3 years with card and manual.

Goals and themes of the CIT Program

The Counsellor In Training Program contains 18 chapters covering all the fundamental elements of leading a group! Once you are done with our program, you will be an all-you-need-to-know-about-camp Encyclopaedia! The 200 hours of training (!!) will allow you to learn the ways of day camps and you will also get introduced to resident camps (also known as sleep-away camps)

The CIT Program covers all these different aspects:

Camp integration
Camp world introduction
Counsellor: role and responsibilities
Children
Animation training
Planning
Special activities
Creativity
Outdoor life
Teamwork
Safety and prevention
First Aid
Taking control of a group
Evaluation
Job hunting
Wrap-up activities
Specific aspects of camp life
Movement and urban life

Code of Ethics

- Conduct oneself respectfully towards others, always
- Respect everyone's rights
- Interact with others in a way that allows everyone to maintain their dignity
- Use respectful language, always
- Foster a spirit of mutual support and camaraderie.

CIT Camp Rules

A successful counsellor-in-training will need to follow a few rules. Attendance, physical and mental presence, joyfulness and a craving for learning are all necessary in order to enjoy your experience and to be the best counsellor.

Also, here are the prerequisites of CIT training according to the ACQ :
- You have to be at least 15 years old before September 1, 2015
- You have to have completed at least 200 hours of training
- You have to have completed the following evaluations :
- Work associated with the program (10%)
- End of camp exam (20%)
- Aptitude evaluation (70%)

You will be sent a CIT certificate in the month following the end of camp. Your certificate will have the mark which you obtained at the end of camp. The mark accompanying the certificate will be sent to the ACQ and will be available to any accredited camps who would like to hire a CIT in the next camp season.

As a member of the team, here is a little reminder of the restrictions which apply to all members of the team :

- No food from vending machines or restaurants
- No food during the courses
- No romantic relationships between a member of the team and campers
- No meeting up with friends while at camp
- Drinking, drugs, and cigarettes are prohibited at camp. If caught: first offence will result in a call to your parents and being sent home for the day. If there is a second offence, the CIT will be dismissed from the program permanently.
- CITs are not permitted access to any stairways, offices or other areas not used by the camp.

Hiring practices of McGill Conservatory Day Camp

The camp follows the guidelines set out by the ACQ. Here are the most important ones :

Pre- and -After Camp Monitors:

- Be at least 16 years old with CIT training or more
- Complete the 50 hour camp training
- Have a valid first-aid certificate

Counsellor:

- Be at least 17 years old
- Complete the 50 hour camp training
- Have a valid first-aid certificate

Specialized Counsellor or teacher:

- Be at least 18 years old
- Complete the 50 hour camp training
- Have a valid first-aid certificate
- Have sufficient experience in a specialized area (either college or university education or personal experience)

Absences

If you foresee being absent from camp, please notify us in advance by e-mail: camp.conservatory@mcgill.ca.

In order to avoid disrupting ongoing projects, campers who are absent for more than 2 consecutive days without prior arrangements with the coordinator will not be allowed to return to camp.

Running late?

The workshops start at 9:00 a.m., if you are late, you will need to come to the camp office (E-201) to check in (so we don't call your parents telling them that you are not at camp when you are!). We will then bring you to your group, so you can start your day!

Communicating with camp

The camp office is open from 9:00 a.m. to 4:00 p.m., Monday to Thursday. Due to all the amazing End-of-Camp shows, the office closes at 3:00 p.m. on Fridays. Before (starting at 7:30 a.m.) and after (until 6:00 p.m.), the staff is on site but away from the phone. You can always leave us a message, we do take them at 9:00 every morning, same with e-mails. We are also always available to talk with you during the arrival and departure periods! Please note that we will contact you through e-mails and our Facebook page all summer long, as well as with our weekly camp newsletter!

Allergies Bracelet

If you had mentioned in the camper's registration any severe or deathly allergies, you will receive a colorful bracelet on your first morning at camp. It will be necessary to wear it every day at camp (it's even water-resistant!) For us, it's a quick and effective tool to identify any campers with allergies in order to offer them a great, safe camp experience! We will ask for parent collaboration to make sure that the bracelets survive camp :)

If a camper does have a severe or deathly allergy, we require them to carry an Epipen at all times, if they have been prescribed one. It is also possible to keep a second Epipen in the office, labeled with the camper's name.

Bullying policy

We take every camper's experience very seriously, and it is important to us that everyone feels safe and happy each day at camp! Counsellors will work to maintain the most positive environment possible, free from emotional or physical aggression, and they expect campers to immediately report incidents of bullying. Camp will not tolerate behaviour that infringes on the safety or well-being of any camper. Please note that we also have a no tolerance policy for any violence or vandalism. Any camper to behave in any of these ways might be asked to leave without a refund of their camp fees.

Pest Policy

In the case that some lice, or any other infectious friends, should decide to make their way into your child's hair, please inform the camp as soon as you notice. Unfortunately, due to the contagious nature of lice, a camper with lice and eggs will not be accepted back at camp until they've completed their treatment. Please note that we will treat every case of lice at camp with as much sensitivity and confidentiality as possible.

If some of our friends do join us at camp, we will inform parents of the concerned groups by e-mail and will also give out a general notice should an outbreak be discovered. As a precaution, we will also make a quick and efficient "head check" on all the campers that are part of the same group

Birthdays at Camp

We know that birthdays are special moments and we make sure to celebrate them at camp! The staff will make sure that the lucky campers' day is filled with happy times and a special acknowledgement will happen during one of the day's sessions. Please note that sue to our allergies and food policies, we can't accept cake or any special food for your camper's group, that will need to wait until they get home :)

Food & Meal Plan

Since your daily schedule is packed with activities, we recommend that you:

- Have a good breakfast before coming to camp
- For lunch there are two options:
- You can bring your lunch, ideally in a lunch box containing in an ice pack. Please note that we have NEITHER refrigerators NOR microwave ovens
- OR you can take part in the lunch plan option we are now offering! The meals will be prepared by McGill Food Services and options include a hot/cold and a meat/vegetarian option. See the website for sample menus, pricing and instructions on how to register!
- Bring two healthy snacks that cen be kept at room temperature, labelled with your name
- Bring a bottle of water, again, with your name written on it!
- For the sake of good nutrition, safety and time constraints, vending machines are off-limits.

Green Lunches & Tremplin Santé

As you've probably heard, our planet needs some taking care of, so we asked ourselves how we could help out! Here are a few ideas:

- By bringing your healthy lunch in a lunch box rather than a plastic bag
- by putting your food and juice in reusable containers (with your name on them!) rather than in plastic bags and disposable juice boxes
- By recycling and composting every lunch at camp!
- AND by helping Mom and Dad with the dishes when you get home :)

We're also taking part of the Tremplin Santé program this year! For more details on that program, please visit: http://www.tremplinsante.ca/accueil.

What to Bring to Camp

- A backpack
- Pencils and paper for notes
- Sunglasses
- Sunscreen
- A hat or cap
- Comfortable active-wear
- Good sneakers, no sandals!!

To avoid losing anything, make sure to put name-tags on all items you bring to camp: clothes, raincoats and boots, umbrellas, lunch boxes, etc.

What to Leave at Home

Cell phones, iPads, toys or other distracting technology, and valuables.

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

Gala

We want to celebrate your success with a gala! It's happening on July 28th, at 6:30 pm!

Costume Day Reminder

The camp will have special costume days for the campers of all ages, each different depending on your level! You are encouraged to participate!

End of Camp Shows

Week 2: July 7	4:30
Week 3: July 14	4:30
Week 4: July 21	4:30

T-shirts, hats, pictures and videos

As a CIT, you will receive three t-shirts that you must wear everyday while at camp! It's about time to learn how to use the washing machine! You will also receive a DVD of the shows in which you will participate!

Team!

Direction

Cactus
Associate Director

Hibou
Administrative Coordinator

Snoopy
Coordo Artemusik-ki

Ody
Coordo Animation

Bottines
Coordo Camp Spé

Djent
GBC & Tour
Section Leader

Panda
CIT Section Leader

Pouliche
Experimento
Section Leader

Monte Cristo
Camp Aid

And everyone on our great team, too!!

Aria	Crayon	Newt	Rice	Camomile
Bambi	Farandole	Opus	Sizors	Cupcake
Banjo	Django	Ooch	Skippy	Dumplin
Blakey	Eclipse	Pixel	Sofine	Maki
Blink	Kitty	Popcorn	Solar	Nyx
Bonzaï	Jazz	Pouliche	Swish	Oasis
Bravo	Jelly	Rebo	Whimzy	Sky
Cabriole	Mokingjay	Reggae	Zooboomafoo	Smarties

We look forward to welcoming you!