

Summer Consents

- PLEASE READ CAREFULLY
- KEEP THIS FOR YOUR REFERENCE

"I have read and understand what activities my child is participating including the transportation they will be taking and the supervision arrangements. I believe my child is capable of doing all the activities". If your child is not able to participate in the field trip/activities they are not to be here. You must find alternate care for them on that day with no refund of fees.

I, the parent/guardian hereby give my approval and permission for my child(ren) participation in all facets of the above program(s). I hereby acknowledge and agree that my child(ren) participation in this program is at my sole risk and liability: moreover. I hereby release and agree to hold harmless the Varsity Community Association, from any and all actions, claims, liabilities and demand whatsoever arising out of or in any way related to or connected with this program, without limitation and hereby consent to any health care or other care or treatment deemed necessary in the nature of first aid by the staff for my child(ren). Varsity Community Association complies with the privacy act. For full information on VCA privacy policy, go to the website or copies available from the Child Care Office.

Please Note: Movie Choices may be limited. You are responsible for the books your child chooses @ the library.

Varsity Out of School Care Anti-Bullying Policy

We, the staff and community of Varsity Out of School care believe that everyone including all children, staff, parents and others involved has the right to a safe, caring and respectful environment. We regard bullying (as defined below) as unacceptable and shall not be tolerated in any form. The purpose of this anti-bullying policy is to reduce instances of bullying and we aim to take a pro-active approach in order to accomplish this goal.

Definition of Bullying:

We define bullying as intentional repeated aggressive behaviour marked by an imbalance of power, with the intention of causing harm to another individual. Bullying may take different forms, including verbal, social, physical, or cyber.

- **Verbal: name calling, put-downs, threats, intimidation**
- **Social: exclusion from peer groups, ganging- up, group teasing**
- **Physical: assault**
- **Cyber: using computer or other technology to harass or threaten i.e. Text-messaging**

Policy Objectives:

- **All stakeholders have a full understanding of what bullying is and that we have a zero-tolerance policy for bullying behaviours**
- **To ensure that all incidences of bullying are addressed promptly and fairly and that appropriate support will be provided to the target, bully and bystanders**

Strategies:

- **Educate and provide resources about bullying for all stakeholders, in order to prevent bullying**
- **Actively monitoring behaviours to ensure that potential bullying situations are avoided**
- **All stakeholders must encourage reporting of all incidences of bullying behaviour**
- **Written and verbal communication with all parties involved in bullying situations**
- **Proper documentation of all bullying situations, as per the above definition**
- **When bullying incidences do occur and persist, consequences will be administered as per our child guidance policy.**

Medication Policy

We may administer medication to your child only when the following is in place:

- a) We have received written consent from you the parent (a medication release form needs to be filled out)
- b) The medication is in the original labeled container.
- c) We will administer according to the labeled directions.
- d) The medication must be given directly to staff and not stored in child's belongings. We shall ensure that all medication, except medication that may be needed in an emergency, is stored in a locked container that is inaccessible to children.

IMPORTANT: Children are not allowed to keep any medication in their backpacks/lockers awhile attending our program. All medications must be handed in to staff. The above paper work must be completed before we administer it to your child.

Sunscreen/Bug spray/Polysporin/Afterbite Policy

We will not provide sunscreen or bug spray for your child. If your child brings these items from home and needs help re-applying them - we the staff are available to assist.

Technology Policy

We are a recreation based program and will limit access to technology here in our centre.

Children are encouraged to leave their personal gaming systems, cell phones, portable players at home, as there will not be a time to use them @ the center. The exception to this would occur on non-school days when a block of time would be announced and children would be welcome to enjoy their personal gaming devices at this time.

E-readers or tablets with reading function can be used for the purpose of reading and doing homework, preapproved by staff.

Portable music devices are welcome to be shared with the group (if all the lyrics are appropriate) - otherwise they must remain at home.

Cell phones may be kept in a child's locker, and if for any reason they need to contact a parent we would use the land line.

Digital cameras may be used on field trips or for specific projects – otherwise they also must remain at home.

Computers may be available for a specific activity related to a unit we are doing – this would be monitored by the staff in charge.

Occasional movie days will occur and will be rated G unless parents are notified beforehand of another rating.

Please discuss these expectations with your child as to ensure their full understanding of our technology policy.

Late Pick up Policy

We close at 5:30p.m. Anyone arriving after 5:30 the late fee is \$1.00 per minute/child. Calling ahead alerts us to your lateness but does not eliminate you paying a late fee. Need to be paid in cash to the staff on the same day or the next day.

Sign In/Out Procedure

Please bring your child into the OOSC room and sign them in/out with your initials and time. At the end of the week please provide your full signature. We cannot be responsible for children that are left to come in on their own without our knowing they are here. It is also a good time to get any notices that may be on your sheet, and to update yourself on any current happenings on the bulletin board such as changes to the schedules, things your children need to bring etc. **STAY INFORMED AND AVOID CHILDREN BEING DISAPPOINTED.**

Independent Departure from the Centre

If your child needs to walk to/from home alone (or with brother/sister/taxicab) we would consider your child's age/maturity and personal circumstances for this request. We would then require you to complete a "Transportation Release" form.

Release of children

Children are only to be released to the adults that are listed on their enrolment form. You may call to advise us that someone else is picking up your children. Please prepare them to show their ID to us before we release your child. If a person comes to pick up a child and there is no note in our day book and they are not listed on enrolment form we will not release them until you have contacted and permission has been given.

VARSITY SUMMER DAY CAMPS

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