

CHILDREN'S DAY CAMP PROGRAM

Dear Parent/Guardian:

Simcoe Hall Settlement House welcomes your child/children to the Children's Day Camp Program. Our staff and volunteers want all children to have a safe, supervised place to play, learn and make friends during the Day Camp hours.

We ask that parents please be reminded of the following:

1. Please do not rely on Simcoe Hall Settlement House for child care. There may be occasional or unexpected program schedule changes which could leave your child without a place to go. Please read the weekly schedules carefully and have an alternate plan for your child/children.
2. Please have your child/children here on time as the bus will leave promptly. No refunds apply for late arrivals.
3. The Day Camp is open from 9:00am-4:00pm.
4. If you are picking your child/children up, please arrive no later than 4:00pm. Our doors will be locked at that time. There is a **\$10.00 late fee** if staff is required to remain with a child after hours.
5. In order to prevent the spread of colds and flu to staff and other children, we request that children who are ill remain home until they are well. In the event of absence, illness or a family emergency please contact the Coordinator at 905-728-7525, ex. 208.
6. Please **DO NOT** send your child with any medication. If your child requires medication please make arrangements for your child to administer the medication prior to arriving to camp, or after departure. Camp staff **CANNOT** administer any medication at any time with the exception of an Epi pen.
7. Please keep us informed if your child is upset or experiencing a change in their home life. You may not want to share personal details, but let staff know that your child would benefit from a kind word, reassurance or special attention.
8. Lunches must be **PEANUT FREE**, parents are responsible for sending a lunch every day.
9. If your child is walking home alone, we will require that you send your child with a note that is signed by a parent/guardian saying they are allowed to do so, otherwise the child will not be released until notice from parent/guardian.
10. A private Facebook group has been designed for parents/guardians of children attending the After School Program and/or the Day Camp. This private group will update parents of the daily activities your child has partaken in throughout camp! Please search: **SHSH Children's Programs**. Request to join the group and upon approval, you will have access to pictures of your children!

Thank You!

Samantha Zahn
After School Program/Camp Coordinator
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(905)728-7525 x209