



Updated: February 2024

## Registration

- 1. If a child is only 5 1/2 years old, can they be register in camp designated 6+ years?**
  - City of Richmond camps indicate birth years for daycamps (refer to age restrictions). If a child does not meet the age requirements, speak with the Child Development Coordinator or programmer responsible for camps to discuss an alternative solution.
- 2. Can children be registered in Before and After Care Camps?**
  - Only if the child is enrolled in the same day and facility camp.
- 3. Can children from the same family be registered in the same camp? Are there any accommodations?**
  - Unfortunately, there is no guarantee children will be registered in the same camp as siblings as there are variables that include different ages and program availability. Richmond's daycamps provide a welcoming environment for children to safely step beyond their comfort zone and make new friends, therefore it's encouraged for siblings to interact with other campers for a more well-rounded experience, learning to work with peers and develop new relationships.

## Forms

- 4. How are Informed Consent and Permission Forms submitted in advance?**
  - Completed forms must be dropped off at the specific camp community centre prior to a child's camp start date and participation.
- 5. Does an additional Informed Consent and Permission Form need to be submitted if one has already been submitted to another community centre?**
  - Yes.
- 6. Can children sign themselves out of the camp on any given day?**
  - Yes, but a form must be signed by parents/guardians for each camp registered in. Contact the Child Development Coordinator or programmer responsible for camps for more information.

## Health & Safety

- 7. Are staff able to assist children that require assistance for allergy or medical conditions?**
  - Yes, but a parent/guardian must complete and submit the specific forms before the first day of camp. Contact the Child Development Coordinator or programmer responsible for camps for more information.
- 8. Is there a lost and found if an item has been lost at camp?**

- Yes, speak with the daycamp staff in charge or contact the front desk of the community centre for assistance. Any food or perishable items are disposed of weekly, while clothing and other non-perishable items are donated to charity regularly.

**9. Is taking photos of children permitted during camp?**

- Yes, but for privacy reasons only photograph your child.

Note: A photographer, hired by the City of Richmond, may take photographs for marketing and promotional purposes. Before taking photos, staff will alert the photographer as to which campers do/do not have a signed photo consent form. City of Richmond photographers will be identifiable and introduced by camp staff for camper comfort and safety.

**10. Can children attend camps if they have a disability and/or might require additional adult support?**

- Yes, daycamps may have support workers on-site to assist campers who require additional support. In all cases, advance notice is required. Contact the Child Development Coordinator or programmer responsible for camps for more information.

Parents/guardians are encouraged to inform staff ahead of camp that their child requires support. Contact the Summer Coordinator to provide information to educate instructors and modify programming, if required, to ensure all campers have a great camp experience.

**General**

**11. What camp items should be sent with children each day?**

- If applicable:
  - a nut-free and healthy non-microwavable lunch and/or snack
  - filled water bottle
  - weather- and activity-appropriate clothing and footwear
  - emergency medication

**Note:** Remember to label all camp items with child's name.

**12. Can children be dropped off after camp starts or picked up before camp ends?**

- Each week is packed full with an adventurous schedule full of activities! Notify the daycamp staff in advance if your child will be late due to pre-planned conflicts. If unable to contact daycamp staff, contact the community centre front desk.

**13. What if it's known that children will be picked up late from daycamp?**

- Notify the daycamp staff in advance or as soon as possible. If unable to contact daycamp staff, contact the community centre front desk. Be advised that there is a late pickup fee.

**14. What if a child is sick and/or can't attend camp?**

- Notify the daycamp staff in advance or as soon as possible. If unable to contact daycamp staff, contact the community centre front desk.

**15. Can a child's lunch be brought at the designated camp mealtime?**

- The preference is for participants to bring a nut-free and healthy non-microwavable lunch and/or snack. However, depending on daycamp locations and activities, parents may bring their child's food. For planning purposes, notify the daycamp staff in advance.