Raynham Stables
Summer Camp

PARENT INFORMATION

# Welcome!

This pamphlet contains valuable information to improve your child's summer camp experience. This information changes for year-to-year so please review this items carefully to ensure you and your child are well prepared for this summer's exciting activities.

The staff at Raynham Stables Summer Camp is happy to answer any questions you may have about camp or our other programs.

**Our Full-Time Staff:**
*Nicole Maclellan – Raynham Stables Camp Director*
*Caryn Mahon – Office Administrator*

**Our Seasonal Camp Staff:**
*To Be Determined!*

**Contact Information:**
The Raynham Stables office is located on the premises:
13955 8th Concession
Schomberg, ON L0G 1T0
Phone: (905)859-0057
Website: www.raynhamstables.com
Email: info@raynhamstables.com
*Office Hours are 9:00am – 4:00pm, Monday to Friday.*

***Camp staff is easy to find in their bright yellow tees!***

**First Day of Camp**

Upon arrival at camp, your child will be told what group they are in and directed to their counsellors. They will be shown the lockers, washrooms, where to get a drink and will be introduced to their group. They will receive a lunge lesson (instructor controls the horse) to place them in an appropriate level lesson. Your child will come home on the first day with a schedule of events for their session.

# CAMP POLICIES

**Drop-Off Procedure**

**Drop off time: 8:45 – 9:00 a.m.**
**Pick up time: 4:00 – 4:15 p.m.**
When you arrive in the morning, please come sign-in your child at the check-in tent. Staff will assign the camper to the appropriate staff leader and location to start their day. At this time, any special information that should be shared with staff may be communicated.

If you require early pick-up, please let staff know in the morning when signing in or send a note to let us know. This ensures that your child is ready for pick-up when you arrive (not on a horse or in the pool!). If an adult other than parents/guardian on your registration form is to pick up your child, please ensure that you notify staff at sign-in. If we have not been informed of the change, we will not release the child until we contact you for verbal permission.

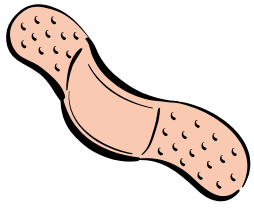
**Before & After Care Program**:
**Hours:** 8:00 – 8:45am & 4:15 – 5:30pm
There is no additional riding during before and after care. In the morning, campers will choose from an assortment of games and activities in the Morning Bin. In the afternoon, campers can chose from a variety of activities such as dodge ball, bracelet making, or bring a book.

**Absences**:
Please call or email to notify the office if you child is going to be absent. There are no make-up lessons for missed days of camp.

**Communication**:
The office must be notified IN WRITING of any changes to your child's health, medications or personal information. It is essential we have the correct camper information to be able to provide the best care possible for your child.

**Registration and Refund Policy**:
A **$100 non-refundable deposit** per camper per session is required to process your registration. The balance is due two weeks prior to the start of the session and are payable by cash or cheque (made payable to Raynham Stables). Balance **must be paid in full** before your child starts camp. Receipts will be issued at the end of the session for income tax purposes. If notice of cancellation is given less than 7 days from the start of the session, a 50% cancellation fee applies. After the session begins there are no refunds unless accompanied by a medical certificate. In this case, refunds will be pro-rated, less the deposit. No administration fees will be charged if you transfer your child to a different program (space permitting).

**First Aid & Health Policy**:
In the event that first aid is required, we have staff trained in first-aid to care for your child. Your child's health and safety is very important to us. Providing the best care we can and continually inspecting our grounds is our responsibility. Your responsibility is to provide us with up-to-date medical information that will also help to ensure a successful summer. It is imperative to alert us **IN WRITING** of any changes in your child's health.



# CAMPER SAFETY

**Medication**

If your child is bringing any medication to Camp, please observe the following:
Medication must be brought to the Camp in the original container with name, medication and dosage clearly marked. It is not legal for our staff to dispense medication from any other container, this includes weekly pill organizers. Please send clear written instructions detailing the administration of medication, including the reason for taking it. Carefully attach any details regarding the normal time for medication and any special instructions regarding if the medication needs to be accompanied with food or a meal. Send enough medication to last the full camp period your child will be attending and submit it to the check-in staff on the first day of camp.

All campers who require **asthma inhalers or epi-pens**, must bring an extra on the first day of camp to leave in the office for the duration of the session to eliminate any chance of forgetting this life-saving medication at home. As we are 20 minutes from the nearest hospital, campers with anaphylactic allergies must bring **TWO** epi-pens.

**Sun Safety**

We are aware of the dangers of over-exposure to the sun and strive to take reasonable precautions to prevent adverse effects from the sun and UV rays. Help us in this endeavour by packing a hat with a brim, sunglasses and sending waterproof sunscreen for your child (SPF 30 recommended). Campers are encouraged to wear light clothing that covers shoulders and arms, when not doing water activities. Be sure to send your children with lots of drinks (juice or water) to camp.

A refillable plastic water bottle, labelled with your child's name is best. This is especially important on very hot, humid days. Campers stop frequently throughout the day to refill water bottles and are encouraged to take advantage of the on-site water cooler in order to remain properly hydrated.

**Rainy Days**:

We have two indoor riding arenas that allow for our lessons to continue as scheduled on rainy days. We do have indoor space, and campers are kept inside during severe weather but they may get wet moving from one activity to another. Our rainy day program is entertaining and fun, planned especially for those opportunities.

**Late Night:**

This year, on the second Thursday of each session we are going to having a Late Night Party! Campers will celebrate their terrific session with their final team challenge, BBQ dinner, evening games and a campfire. Campers will head home at 9:00pm for a good night's sleep to rest up for our fabulous Parent Show on the final Friday.

**Parent Show:**

Parent Show is on the final Friday of each session at 2:30pm. Campers work throughout the session preparing costumes and rehearsing musical rides, jumping demonstrations and more to present to friends and family. Come prepared to be amazed!

WHAT TO BRING

## What to Bring

**Please label all clothing, especially riding gear (including half chaps, paddock boots, etc)**. Please pack all of your child's items in a backpack as it must fit in a small school locker.

**√** ASTM approved helmet
**√** Boots with ½" to 1½" heel
**√** Long pants for riding (preferably not jeans)
**√** Bathing suit & towel
**√** Hat & Sunscreen
**√** Lunch (unless participating in the lunch program)
**√** Labelled, refillable water bottle
**√** Change of clothes that can get dirty for non-riding activities

**Do not send!**
**X** Cell phones
**X** iPod
**X** Electronic games
**X** Weapons (or anything that may look like a weapon)
**X** Watches/jewellery
**X** Expensive clothes that cannot get dirty!
**X** Grooming kits (we don't have the space and they just get mixed up and lost.

### Food & Lunch:

Sick of making lunches? We will be offering a NEW lunch program this year, details to be announced shortly!

If you send a lunch, we ask that it please be litterless to encourage recycling and reducing our garbage at camp! Only recycling bins will be available in the lunch area, all other waste will be sent back home.

### Peanuts & Other Nut Products:

Due to the high prevalence of nut-allergies, we ask that parents do not send any nut products to camp but cannot guarantee a peanut-free site.

### Tuck:

We have a small tuck shop available where campers can purchase a variety of snacks including popsicles, freezies, chips, granola bars, yogurt, etc. Please send your child with small change ($5.00 or less) if you wish to allow them to purchase tuck.