
Summer Fun Registration Package 2023



Drop off your filled-out Registration package with payment to the Town of Vermilion Hall drop box or email to Elaina at ehoward@vermilion.ca

When you have dropped off your filled-out registration package, please join the Summer Fun 2023 Facebook group called “Summer Fun 2023” [Summer Fun 2023 | Facebook](#)

If you have any questions regarding Summer Fun please email the Summer Fun Coordinator, Elaina Howard at ehoward@vermilion.ca or call her at 780-581-8488.



For Parents /Guardians

Summer fun is finally back! We are so happy to once again have all your children’s smiling faces this summer! Get ready for another fun-filled summer with the Vermilion Summer Fun Program! As always, our goal is to provide an enjoyable, positive, and safe experience for children aged 5-11. With the help of the Town of Vermilion and the Vermilion Public Library to make our summer as fun and adventurous as possible. We will incorporate these groups throughout the summer, with a focus on reading, getting physically active, and promoting a healthy lifestyle. This program aims to provide new and exciting learning experiences for school aged children throughout July and August, by supplying activities and field trips that incorporate fun learning experiences. Although this summer will look a bit different compared to the previous summers, we will take it one step at a time for your children to make lots of memories while staying healthy and safe, but most importantly HAVE FUN! *Note: Children attending the program MUST be 5 years old as of the tentative start date of the program (July 4th, 2023).

Our program will offer a variety of packages to accommodate each individual family. We have one-day, four weeks, and up to eight-week options available. This summer, we have once again decided to better accommodate our children by creating two separate groups at camp. One group will be for children 5-8, while the other is for children ages 9-11 **(Based on the difficulty level of the activity 8-year old’s may be placed with the older group)**. Both groups will be at the same location but will have different age-appropriate activities for each group. Please find enclosed a fee structure, the policies and procedure overview, as well as a tentative program overview highlighting daily events. Please note that events on the calendar may change. **Pages ten to fifteen** of this package are to be filled out and returned when registering.

Parent and child program evaluation forms are included, which we ask are filled out whenever your child's time at the camp is done. **Please take the time to fill out these surveys at the end of your child's time with the program; they are very important to our sponsors and funding, as well as our Summer Fun staff.** The surveys may be dropped off at the Town Hall or brought with your child on their last day of camp.

Please register as soon as possible, as dates tend to fill up, and it will assist us in our preparations. Join our Facebook group, "Summer Fun 2023" [Summer Fun 2023 | Facebook](#) to receive updates, reminders, and further information throughout the summer! If you have any questions or concerns, contact Elaina at 780-581-8488 (cell) or by e-mail at ehoward@vermilion.ca

Introduction

Hello everyone, my name is Elaina Howard, and I will be this year's summer fun coordinator. I have worked as a summer fun assistant for 3 years, and this will be my first-year coordinating! I am very excited to learn, grow, and play with new ideas, games, themes, and activities! With a whole new staff and a positive attitude, we are ready to have the best summer yet see you all soon! If you have any questions, suggestions, or comments throughout the summer, feel free to contact me at any time (cell: 780-581-8488), so I can make this summer as enjoyable as possible.

Location

This year Summer Fun will be returning to the Regional Center, located at: 5702 College Dr. Vermilion. Here we will have access to the primary and secondary dance rooms for all our activities. There are multiple playgrounds within walking distance from the center as well as a large grassy area just across the street. This location is also only a short walk away from the swimming pool! Please use the doors located on the southwest side of the building. **Please note that indoor runners are a MUST.**

Parent Volunteers

I encourage parents or guardians who want to share a special talent or skill (whether it is a craft, sport, or knowledge about a topic) that would be of interest to children, to contact me. You may have an opportunity to lead a group activity or learning session! Parents are also welcomed to drop in during any session to observe our program or lend a helping hand or accompany us on our many field trips throughout the summer.

Leaders in Training

There is an opportunity for youth ages 13-17 to become Leaders in Training (LITs) for this program. As volunteers, they will gain valuable leadership experience as they assist leading the children in their activities. We welcome and thank all applicants. For more information or questions call Elaina at (780-581-8488). To apply, please send a resume to ehoward@vermilion.ca

Required Gear

We will be spending a great deal of time outdoors. We ask that your child is wearing sunscreen when they arrive in the morning. In addition, we ask that the following items accompany your child:

1. Insect Repellent
2. Extra Set of Clothes
3. **Labelled water bottle & labelled hat EVERYDAY**
4. **Sunscreen** with name for afternoon application
5. Bagged lunch with midmorning, lunch, and afternoon snack
6. Bathing suit and towel are recommended to be sent every day! We only go swimming once a week, however on a hot day it is refreshing for the kids to be able to cool down at the provincial park spray park or our own water activities outside the regional centre.
7. **Indoor Closed-toe shoes. For safety reasons, Crocs are NOT encouraged.**
8. **Summer Fun commutes to many places around the west side of town by FOOT – usually not longer than 20 minutes of walking. Please be sure your child has proper shoes for these longer walks, as well as bags/backpacks they can carry easily.**
9. Any medication that may be required. (Please refer to the Procedures section and contact Elaina if your child requires medication during camp time.)

*****As some children have severe allergies to nuts, we ask that snack and lunches have NO NUT PRODUCTS. This includes peanut butter and some chocolate snacks. If your child does bring a snack that contains nuts, we will put it in the kitchen and at the end of the day the snack will be given back to take home. If you are sending wow butter, we ask that you please mark the bag, send a note or let one of our staff know in the morning! *****

What Not to Bring

We request that parents do not send electronics and toys with their children to the Summer Fun program except for the designated days where electronics will be permitted (Please see our events calendar). There is a possibility that these items could get lost or broken and therefore are much safer at home. We also caution children when bringing Pokémon and other trading cards as they may get lost or damaged. Any toys or personal items that may cause a problem throughout the summer will also be asked to stay at home.

July

2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1.
2.	3.	4. First Day of Summer Fun	5. -Library in the morning -Outdoor oven in the afternoon	6. Swimming	7. Hawaii Day	8.
9.	10. Fitness Day	11. Happy Birthday Day!	12. -Library in the morning -Outdoor oven in the afternoon	13. Swimming	14. Christmas in July/Pancake breakfast	15.
16.	17. Mad Scientist Day	18. Slip and Slide	19. -Library and Bowling -Outdoor oven in the afternoon	20. Swimming	21. Disco party/movie theatre day	22.
23.	24. Crazy Hair Day	25. Tie dye day!	26. -Library in the morning -Outdoor oven in the afternoon	27. Parade and Swimming	28. Camping Day	29.
30.	31. Olympic Day					

August

2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30.		1. Anti Bullying Day	2. -Library/Edge in the morning -Outdoor oven in the afternoon	3. Swimming	4. Talent Show/Karaoke Day	5.
6.	7. <u>No Summer Fun!</u>	8. Boston Pizza Visit	9. -Library/Edge in the morning -Outdoor oven in the afternoon	10. Swimming	11. Halloween Day	12.
13.	14. Nature Day	15. Electronic/Spa Day	16. -Library/Edge in the morning -Outdoor oven in the afternoon	17. Swimming	18. Summer Fun Annual Carnival	19.
20.	21. TBD	22. Picnic In the Park/Mini Golfing	23. -Library/Edge in the morning -Outdoor oven in the afternoon	24. Swimming	25. Last Day of Summer Fun	27.
28.	29. SEE	30. YOU	31. FOR	SUMMER FUN	2024!!	

****this is not a permanent schedule. Please use these calendars as a rough idea of what your child's days will look like. All plans are subject to change as many of these activities are weather dependent and can be switched around. As well, some of these days are not yet finalized and may happen on another day. Refer below to the "days to remember" for the days that are finalized. the Summer Fun Coordinator and Assistants will do their best at informing parents and children in advance when there are any changes.**

Days to Remember:

- ***Wednesdays mornings** we will be going to the public library. If your child has a library card, they are welcome to bring it with them. Campers will be responsible for their library cards unless staff have been asked to look after them. For the older group (Ages 8+) will head to the Edge after their library time.
- ***Wednesday Afternoons**, Summer Fun will walk to the outdoor oven and VIBE will do activities with us
- **Every day**, we ask that you pack a swimsuit with your child in case we end up at the spray park on a beautiful day. However, our swim days are every ***Thursday** so please ensure your child brings a swimsuit and towel on this day and preferably a fabric bag as plastic rips!!
- **There will be no camp on Monday, August 7th due to the Civic Holiday.**
- **Friday, July 14th** – This is our **Christmas in July** day.
 - Pancake breakfast available for all children AND families from 8:00-9:30am
 - Can come to camp in PJ's if your child would like.
 - Last year we did a **small** gift exchange (**no more** than \$5 or recycled item). If you wish to have your child participate, please send a small, wrapped gift with them this day.
- **Wednesday, July 19th** – this Wednesday will look a little different, we will **NOT** be attending the edge as after our library time we will be going to the bowling alley from 12:00-1:00! If you would like for your child to participate in this activity please send **\$5 per kid**, this will cover, both shoes and bowling! Parents are more than welcome to tag along!

Summer Fun Policies and Procedures

- 1) The Summer Fun Program will run Monday through Friday starting Monday, July 4th and the last day of the program will be Friday, August 25th.
- 2) **There will be no camp on Monday, August 7th due to the Civic Holiday.**
- 3) Program hours will be 9:00 am to 4:00 pm. There will be supervision from 8:00am to 5:00 pm. **Any child remaining after 5:00 pm will be subject to the late pick-up fee.** During the lunch hour, most often between 12:00 and 1:00 pm, the children are required to remain at the program.
- 4) Children must be signed in and out of the program daily. On the registration form, parents will indicate who has permission to pick up their child (ren). If children are to transport themselves, parents must sign a waiver when registering. If these are subject to change, parents MUST let one of the staff know, call or text Elaina in advance, letting us know that someone else is picking up your child from the program.
- 5) For safety measures, please call/text to inform me if your child (ren) will be arriving late, or not attending for the day (780-581-8488) is my cell phone number. If I do not happen to answer, please leave a message or text me.
- 6) **If the child is to leave supervision during the day, the Program Coordinator must be notified in writing by a parent or guardian, the morning of that day.** Otherwise, no child is to leave the supervision of the Summer Fun staff during the hours of the program.
- 7) The Summer Program Assistants will be given equal responsibility for care of the children with the Program Coordinator for their session.
- 8) If your child requires medication during camp time, the following procedures apply: Put only the medication for that day into a sealed zip-lock bag, and sign-in medication to Program Coordinator. The sign in sheet will indicate the time that the medication must be taken, as well as other necessary information. The coordinator will give the child the medication bag at the designated time, and the child will administer his or her own medication.
- 9) We will be vigilant in addressing bullying and misbehaviour. The Assistants will have the right to report incidents and behavior to the Program Coordinator who will then take the appropriate disciplinary action. Our priority is the safety and well-being of all the children in the program. If a child's behavior interferes with this goal, the child may be dismissed from Summer Fun **without a refund.**

Please Note: Children with special needs are required to have an aide while at camp, including behavioral [challenges](#) and severe allergies. As per policy, if your child requires an aide in the school setting, you are obliged to have your child accompanied by an aide for the Summer Fun program as well.

Summer Fun Child Discipline Policy

Our staff is committed to delivering an enjoyable and safe program to all registrants. With this philosophy ever present in our minds, we follow an established discipline policy for dealing with behaviors that are not acceptable at Summer Fun. We recognize that all children need structure and guidance, and at times, may challenge Summer Fun rules; our leaders will be vigilant in asking all children to respect the rules which will be clearly posted and communicated. This discipline policy is meant to deal with more difficult behaviors using a “3 step” model. It is as follows:

Step 1 – Child will be given a breather and opportunity to calm themselves; Summer Fun Coordinator will phone or speak with child’s parent in person at the end of the Summer Fun Day. A letter will be delivered to parents as soon as possible to describe the behavior/incident, consequences applied, and confirmation that the child has moved to Step 1 of our discipline policy.

Step 2 – Child will be given a breather, with an opportunity to calm themselves; parent will be called immediately following the incident and will take the child home for the day. A letter will be delivered as soon as possible to the parents to describe the behavior/incident, consequences applied, and confirmation that the child has moved to Step 2 of our discipline policy.

Step 3 – Child will be given a breather; parent will be called immediately following the behavior and applied consequence and will take the child home for the day. The child will not return to the Summer Fun Program for the remainder of 2023. Parents, Summer Fun Coordinator, and the Director of Community Services will meet in person as soon as possible to discuss the behaviors and consequence. There will be no refund given when a child is asked to leave the Summer Fun Program for any length of time.

****Please note that steps can be skipped (i.e., from Step 1 to Step 3) immediately depending on the severity of the child’s behavior/incident and the judgment of the Summer Fun Coordinator and Director of Community Services.**

At any time, parents can request a meeting with the Summer Fun Coordinator and/or the Director of Community Services to discuss concerns, children’s behaviors, or ways to improve the overall Summer Fun experience.

Registration Form- Program Fees

*Please complete the following forms and drop off at the Town Hall or mail to:

Attn: Elaina Howard, Summer Fun Program Coordinator
Town of Vermilion 5021 49 Ave Vermilion, AB T9X 1X1

Group

Ages 5-8 _____

Ages 9-11 _____

Individual Rates (for each child)

1 day of summer fun		\$ 32.00	_____
1 consecutive week of Summer Fun		\$160.00	_____
4 consecutive weeks of Summer Fun	(20% savings)	\$512.00	_____ (\$25.60/day)
6 consecutive weeks of Summer Fun	(26% savings)	\$710.40	_____ (\$23.68/day)
7 consecutive weeks of Summer Fun	(32% savings)	\$761.60	_____ (\$21.76/day)
Full Program (8 weeks)	(35% savings)	\$832.00	_____ (\$20.80/day)

Family Rates (3 or more children attending summer fun)

1 day of Summer Fun	\$ 86.00	_____
1 consecutive week of Summer Fun	\$ 430.00	_____
4 consecutive weeks of Summer Fun	\$1380.00	_____ (\$23.00/day/child)
6 consecutive weeks of Summer Fun	\$1800.00	_____ (\$20.00/day/child)
7 consecutive weeks of summer fun	\$1995.00	_____ (\$19.00/day/child)
Full Program (8 weeks)	\$2160.00	_____ (\$18.00/day/child)

Please choose weeks of attendance:

*July 4-July 7	_____	July 31 st -August 4	_____
July 10-July 14	_____	*August 8-August 11	_____
July 17-July 21	_____	August 14-August 18	_____
July 24-July 28	_____	August 21-August 25	_____

***Note** August 7th is a Civic Holiday, as well as July 3rd being a day in leu, and the weekly fee will be \$128.00

If your child will not be attending on a weekly basis, please list the days they are attending here. If this is not yet possible, please provide written notification as soon as you know (text or email) to Elaina as the program progresses. Please note that each day will be for the Individual rate days (\$32 per child), or Family rate days (\$86 for 3 or more children) and savings will not be applied.

Child/Children in Summer Fun (please list names)

_____	_____	_____
_____	_____	_____

Total cost at this time \$ _____ Paid with cheque # _____ Cheques made payable to the Town of Vermilion. There will be **NO** refunds.

NOTE- As of Summer Fun 2023, amounts MUST be paid in full before your child starts their first day of camp. If you would like to add additional days throughout the summer, these also must be paid before they attend on that day/days.

Forms of Payment:

1. **Cheque-** made payable to the Town of Vermilion. Can be given to the Town of Vermilion office directly or to Elaina and the Summer Fun staff at the Regional Centre when program is started.
2. **Cash-** Can be given to the Town of Vermilion office directly or to Elaina and Summer Fun staff when the program is started. (In envelope with name)
3. **Etransfer-**
 - use the email: bhlus@vermilion.ca
 - Question: For payment?
 - Answer: pay2023 (all lowercase+year)
4. **Payment card** with machine at the Town of Vermilion office.

Late Pick Up's

Like previous years, we will be extending our program hours until 5:30. In order to cover costs, there will be an extra charge (you can locate these costs below). We ask that you register for this option ahead of time; however, you will be able to add days throughout the summer as necessary. If late pickups are unknown, we ask that you bring in the late fees at the end of each week as your child will be recorded which days, they were picked up late. If this is not possible, a bill will be mailed to you at the end of the summer.

Individual Rates

1 Day of Late Pick Up	\$ 7.50 _____
1 Consecutive Week of Late Pick Up	\$30.00 _____

Family Rates (3 or more children)

1 Day of Late Pick Up	\$20.00 _____
1 Consecutive Week of Late Pick Up	\$85.00 _____

***Note** August 7th is a Civic holiday, and the weekly fee will be \$25.00.

Please indicate the days of late pick up- If unknown, please be sure to have payment ready when you pickup.

Please choose the weeks of late pick up:

*July 4-July 7 _____	July 31 st -August 4 _____
July 10-July 14 _____	*August 8-August 11 _____
July 17-July 21 _____	August 14-August 18 _____
July 24-July 28 _____	August 21-August 25 _____

Total cost at this time \$_____.

Summer Fun 2023 Registration Form-Information

Child's Name: _____ **Birthday:** _____ M or F

Allergies and/or Medical Conditions: _____

Any Other Information that would help us best care for your child:

Accompanied by an aide: Yes or No (Please Circle)

Child's Name: _____ **Birthday:** _____ M or F

Allergies and/or Medical Conditions: _____

Any Other Information that would help us provide the best care for your child:

Accompanied by an aide: Yes or No (Please Circle)

Child's Name: _____ **Birthday:** _____ M or F

Allergies and/or Medical Conditions: _____

Any Other Information that would help us provide the best care for your child:

Accompanied by an aide: Yes or No (Please Circle)

Parent or Guardian name: _____

Phone# (Res.): _____ Work#: _____

Mailing Address: _____

Email Address: _____

Parent or Guardian name: _____

Phone# (Res.): _____ Work#: _____

Mailing Address: _____

Email Address: _____

Emergency Contact: _____

Phone# (Res.): _____ Work#: _____

For safety reasons, we ask for names of those who will be picking up your child(ren) throughout the program. If these names should change, please contact Elaina at the Town of Vermilion (office: 780-581-2416 or cell: 780-581-8488) or notify Elaina in writing as the program progresses.

1) _____

2) _____

3) _____

4) _____

Summer Fun 2023 Release Form

I, _____ parent/guardian of _____

I hereby acknowledge the risk of injury in the activities conducted by the Summer Fun Program. In consideration of being eligible for participation in the Vermilion Summer Fun program, I hereby consent and agree that I shall not make any claim for injury or damages against the Town of Vermilion, Alberta Health Services, Vermilion Public Library, Summer Fun Coordinator & Assistants, volunteers or Town of Vermilion employees, while taking part in Summer Fun, whether such an activity is being conducted on host community and/or satellites premises or not, however such injury and/or damages is any way whatsoever due to negligent, act, or breach of duty, default and/or omission on the part of all involved in Summer Fun 2023. I agree that my child (ren) will be participating in the activities of Summer Fun upon the distinct understanding that they do so at own risk.

The participants must state any health condition that may adversely affect physical activity. All involved in Summer Fun 2023 reserve the right to refuse participation at any time without just cause.

By signing this release form, I document with my signature that I completely read, understood and I agree with its contents completely.

Signature of parent/guardian

Date

Permission to Seek Medical Attention

I, _____ parent/guardian give permission to the Summer Fun Program Coordinator to seek medical attention for my child (ren) _____ in the event of a medical emergency and I cannot be reached.

Name of Physician: _____

Phone Number: _____

Health Care Number: _____

Parent/ Guardian Signature

Date

Permission to Transport

I, _____ parent/guardian give permission to the Summer Fun 2023 to transport my child (ren) _____ to activities in conjunction with the Summer Fun Program.

Parent/ Guardian Signature

Date

Permission for Child to Self-Transport Home

I _____ (the parent/guardian) hereby give permission to Vermilion Summer Fun to allow my child (ren) _____ to sign himself/herself out of the program at the end of the day. My child (ren) can transport himself/herself home.

Parent/Guardian Signature

Date

Freedom of Information and Protection of Privacy Act (FOIP)

☐ I _____ provide consent for release, by the Program Coordinator, my child's picture and name to private social media accounts and/or Summer Fun advertisements, news ads, etc.

Please save these surveys until the end of your children's last day at the program.

We will really appreciate your feedback to make next summer even better than this one! Extra surveys will also be provided on location.

We also appreciate any feedback, suggestions or comments you may have throughout the summer in order to provide your child with the best care.

Child Evaluation Survey

Please circle YES or NO to answer the questions:

1. I felt safe at Summer Fun.

Never Sometimes Most of the time

2. I made new friends at Summer Fun.

Never Sometimes Most of the time S

3. I felt cared for by the Summer Fun team leaders.

Never Sometimes Most of the time

4. I learned about my community and all the things I can do here.

Never Sometimes Most of the time

5. I want to come back to Summer Fun next year.

Yes

No

6. What did you like BEST about Summer Fun?

7. What would you like to see next year at Summer Fun?

Parent Evaluation Survey

This survey is very important to our sponsors, without feedback we cannot have funding for the program in the upcoming years.

1) I enrolled my child/children in the Summer Fun Program because (check all that apply):

- ☐ It is a safe, trustworthy program.
- ☐ It is affordable.
- ☐ It offers new experiences for my child/ children.
- ☐ It had a schedule of organized program activities and field trips.
- ☐ My child would have the opportunity to make new friends.
- ☐ My child would have the opportunity to keep active over the summer.
- ☐ Other: _____

Were your expectations, as listed above, met? Yes No

Please Explain:

2) Please circle:

The program leaders were approachable and helpful.

Strongly Agree Agree Neutral Disagree Strongly Disagree

My child (ren) have improved their social skills

Strongly Agree Agree Neutral Disagree Strongly Disagree

My child (ren) have learned about the resources available in our community.

Strongly Agree Agree Neutral Disagree Strongly Disagree

Would you recommend Summer Fun to others?

Strongly Agree Agree Neutral Disagree Strongly Disagree

3) Comments and Suggestions:

Thank you for completing this survey which will be used to improve the program for next year!