



ACCREDITED MEMBER OF THE ONTARIO CAMPING ASSOCIATION

## Parent Information Package Summer Sunset Residence Camp 2010

### Welcome to Circle R Ranch Summer Camp!

As we enter into a new decade and an incredible 46th year, we are delighted that you have chosen to be part of our family! We hope that you and your camper are excited about the coming summer camp season, and we understand that you may have some questions about preparing for camp. Being away from home, potentially for the first time, can certainly lead to mixed emotions. Our commitment is to make the entire camp experience enjoyable as well as a successful venture into personal growth and development.

This package is designed to answer your questions, and to share other information that is important for you to know. Please share this information with your camper. Children who come to camp prepared for the experience are able to get the most from their time at camp!

We sincerely appreciate the confidence that you have placed in us by selecting Circle R Ranch for your camper. Our entire staff is enthusiastic about the coming summer and we will do everything possible to ensure that your camper has a safe, happy and enriching experience with us.

Please do not hesitate to contact us if you have any questions or comments regarding the enclosed information package and/or the summer ahead.

Best regards!

*Nigel*

Camp  
Director

*Joan*

Co-Camp  
Director

*Ian*

Program  
Manager

### Open House

*Sunday May 23, 2010*

*1 - 4pm*

You are invited to our annual Open House for the opportunity to meet our staff, tour the camp and facilities, meet the horses and have your questions answered in person! If you are unable attend on this date, we would be pleased to arrange an alternate date to meet and tour with you!

**PLUS Free Activities!** Horses, Pony Rides, MeowTown,  
Archery, Hay Rides, Crafts



## **Medical Information**

It is extremely important that you follow the guidelines listed below in order to ensure your campers' health and safety.

1. It is the policy of Circle R Ranch that all camper medications (prescription or otherwise) are kept in the Health Centre. No camper may keep any medications (including alternative supplements) in the camper tents (except as noted below).
2. **EpiPens** - If your child has a potentially fatal allergy, please send **2 EpiPens** to camp. Anaphylaxis Canada suggests that at least two doses of epinephrine be available at all times because a second dose could be required 10-20 minutes after the first dose if the reaction continues. Also, please send a hip pack so your child can carry one EpiPen at all times. The back up will be kept in the camp Health Centre.
3. **Inhalers** – Inhalers that are used regularly are kept by our Health Care Staff who will make sure that your child takes it on a regular schedule as specified on your health form. If your child uses an inhaler “as needed”, please send along two – one to be kept in the camp Health Centre and the other to be carried by your child. Again, we recommend sending a hip pack for easy carrying.
4. All **prescription medications** must be sent to Camp in the original container, with dispensing instructions written in English.
5. Our Health Centre contains over-the-counter medications such as Tylenol, Gravol, Advil, Allergy Medications, etc. If there are any of these “over the counter” medications that you do not want us to administer to your child, please inform us in writing on the camp medical form.
6. In recent years, campers have arrived at Camp with a variety of non-prescription, complimentary supplements such as: Homeopathic Supplements, Vitamin and Mineral Supplements or Herbal Supplements. Our policy for these products is as follows:
  - These supplements must be stored at the Health Centre
  - Campers must visit the Health Centre and administer these medications themselves, while in the presence of a Circle R Senior staff member

## **Drinking Water**

All of our water systems are approved by and registered with the Ministry of the Environment, and are in compliance with Regulation 170/03. Our drinking water is tested regularly in accordance with Reg. 170.

## **First Aid Treatment**

If your child becomes ill or injured while at camp, immediate care will be provided. If further medical attention is required, we are only minutes away from the SW Middlesex Health Clinic and only 15 minutes away from hospitals in both London and Strathroy. It is highly recommended that campers have an up to date Tetanus shot as they will be around animals and in the outdoors. If there are any medical changes between the time you send in the medical form to us and when your child comes to camp, please inform us in writing.

## **Communicable Diseases**

If your child has been in contact with anyone suffering from a communicable disease immediately prior to attending camp, please notify us and consider keeping them at home until you have obtained advice from a medical professional. The impact of a contagious outbreak at camp could be significant.

## **H1N1 Influenza Virus**

If your child has a fever of greater than 38 degrees Celsius on the day of departure for camp they should remain at home until 7 days after the onset of the fever and they are symptom free. For campers who do not have a fever on the day of arrival but who have been ill with a fever in the week prior to camp, we ask that you keep your child at home until one (1) week after the onset of the fever. Please contact us to find out what alternate arrangements can be made for your child to attend Circle R Ranch.

## Sun Protection

With continued concern and awareness of the health risks resulting from time spent outside under the sun, there are a few things that can be done to minimize the risks of exposure while at camp. Please send the following items to camp with your child:

- A good sun hat (baseball hats do not cover the ears or the back of the head and neck)
- Waterproof sunscreen with an SPF rating of at least 30
- Lip balm stick(s) with an SPF rating of at least 15
- Water Bottle

## West Nile Virus

Exposure to mosquitoes can be minimized by wearing long sleeved shirts and pants, and we will actively encourage campers to wear this type of clothing and to put on insect repellent, especially at dawn and dusk. It is also recommended to wear light rather than dark clothing. Circle R will do its utmost to eliminate standing water which is a breeding ground for mosquito larvae, and to keep grass cut short and screens on tents in good repair.

The London Regional Health Unit and Health Canada recommend the use of an insect repellent containing DEET:

- For children 2-12 years of age, repellent containing 5-10% DEET
- For children 12 years and older, repellent containing 15-30% DEET

## Nutrition

Circle R takes great pride in our home cooked, nutritious meals and snacks. We are constantly striving to find the right balance between healthy foods that children like to eat and that are nutritionally appropriate. We serve lots of fresh vegetables and fruit, and milk, water and juice are available at all times.

## Riding Helmets

All staff and campers are required to wear a helmet while participating in our horseback riding program. American Society of Testing and Materials (ASTM) approved helmets are mandatory for all riders under 18 years of age for horseback riding (Ontario Bill 12) at all riding establishments. You may choose to send your own properly fitted and ASTM approved riding helmet with your child, however Circle R does provide ASTM approved riding helmets for all campers and staff. **Please note that bicycle helmets are NOT approved for horseback riding.**

## Clothing and Equipment

We have developed separate equipment lists for Residence Camp, Day Camp, and the Leadership Programs. Please refer to the appropriate list as a guide in preparing for camp.

- Label all clothing with your camper's full name, with a permanent marker (including footwear).
- To help your camper recognize clothing that has been lost or misplaced, it is often helpful to have him/her help with packing for camp.
- Camp clothes receive rough treatment - don't send anything that might not stand up to the rigours of camp life!
- Bring clothing that is appropriate for physical activity and the informal atmosphere of camp. Given potential health concerns, we discourage sun tanning and therefore recommend bathing suits that cover more and expose less!
- Rubber boots are a good alternative for use as riding boots and are essential for rainy weather as the corral area can get quite muddy.
- If clothing or equipment is left at camp, and it is labelled, we will contact you to arrange its return. One month after camp, all unlabelled and unclaimed clothing and equipment will be donated to local charities in need of such items.

## Things NOT to Bring to Camp

Circle R Ranch strives to create a simple and relaxed lifestyle, away from the hustle and bustle of the city. We believe that time away from video games, TV, the internet and the fast paced world of electronic helps place a greater emphasis on what camp is all about – making friends, connecting with the natural world, and increasing self awareness and self-esteem. **For these reasons, please do not bring any of the following items to camp:**

- Cell Phones, Video Cameras or Pagers
- Money (we do not have a Tuck Shop)
- Stereos, MP3 Players, electronics, etc
- Food Packages
- Curling Irons, Blow Dryers
- Knives or Firearms
- Cigarettes, Matches or Lighters

*\*If these items are brought to camp, your camper(s) may be asked to safely store them in the Camp Office for the duration of the session.*

## **Camp Merchandise**

Circle R offers a variety of camp related merchandise for sale, including t-shirts, hats, beanie horses and more. Merchandise that is pre-ordered will be available for sale or for pick-up at the Open House event on May 24, or will be distributed to campers on the opening day of their camp session.

## **Photographs**

Photographs and videos are taken by Circle R staff throughout each session of camp for use in camp slide shows, and may be used for marketing purposes. These photographs and videos will become the property of Circle R Ranch and will not be sold to any external parties. Please contact the camp office with any questions or privacy issues.

## **Staff**

Circle R Ranch staff are a very dedicated group of young adults (teachers, university, college and high school students) who are carefully selected for their skills, leadership abilities and sincere interest in the growth and development of children. There are program specialists in the areas of horses, aquatics, canoeing, arts and crafts, environment and other land based programs. Many of our staff have attended Circle R as campers and often are graduates of our Leadership Training programs. All of our staff participate in an intensive training program prior to camp and many attend other related training events and workshops to enhance their preparation for working at camp. Our overall camper to staff ratio is approximately 1:2 in Residence Camp and 1:3 in Day Camp.

## **Home-Loneliness**

The well known term “Homesickness” is being replaced in camp literature with “Home-Loneliness.” This change reflects that it is quite natural for a child to experience minor pangs of loneliness (as opposed to being ‘sick’), especially if it is his or her first time away from home. This change of perspective also helps us to train our staff to be empathetic, nurturing and supportive with campers that have these feelings. Our counsellors are trained to detect signs of home-loneliness in campers and to approach the situation with sensitivity, and to effectively help the camper work through these feelings. Campers feel a great sense of accomplishment when they learn how to be away from home. In fact, early camp experiences have been linked to greater success in post-secondary education because of the ability to live in a community setting that is away from home!

There are a variety of reasons that kids experience home-loneliness. Campers with little experience being away from the comforts and the familiarity of home, and children who have been dealing with major changes at home often experience these feelings. Additionally, children who generally have trouble with new situations, are very attached to their parents, and/or thrive on the predictability of their home routines may also have more difficulty adjusting to camp life. On the other hand, sometimes it is the least likely child who becomes home-lonely. We recognize how very important the care and interaction provided by our counsellors and staff is in ensuring that the atmosphere at camp is welcoming, nurturing, enjoyable, and of course, busy and packed with fun, action and adventure!

## **How you can help your camper prepare for being away from home:**

- Be positive and enthusiastic when discussing your child’s stay at camp. Be confident she/he they will have a great time and meet new friends. If you have serious concerns or issues, please discuss them with us, not your child.
- Keep stress at home to a minimum before the beginning of camp, so your child arrives relaxed and happy, rather than harried and stressed with last minute packing and organizing.
- Discuss potential home-loneliness with your child. Assure him/her that it’s perfectly normal to miss home a bit while away! Discuss ways of coping: get involved in games with friends, write a story, or spend some time with a counsellor or other staff member.
- It can be helpful to send small reminders of home along with your child like a stuffed toy, a special blanket or a small photo album.
- Finally, express confidence in your child’s ability to deal with all types of situations! Recall other instances during which he/she successfully overcame a difficult problem. Camp provides an excellent venue to develop problem-solving skills, and your confidence in your camper’s ability to make it through the session is important!

## **Parent Visits and Phone Calls**

A valuable outcome of a camp session is gaining a sense of independence. In our experience, parental visits or contact during camp can be very disruptive to this process. Sometimes, it takes time for campers to feel at home with their group and the new way of life at camp. In some cases, a visit or call from home can cause a camper to become home-lonely or inadvertently cause another camper to become home-lonely because they didn't receive a visit or a call. For these reasons, we do not offer a visitor's day, and we ask that parents not plan a visit or tell their campers that they will call or visit during camp so that false expectations are not created.

If you have important information that needs to be relayed to your camper while they are at camp, please call the camp office and we will arrange to convey the information to them. Due to the number of campers attending Circle R Ranch, campers are not permitted to use the camp phone unless there is no alternative method of conveying important information. On those occasions, the call will be initiated by a Circle R senior staff member.

## **Behavioural Guidance Policy**

Before camp, parents and caregivers should discuss behavioural expectations for camp. Camp offers an excellent venue for learning problem-solving skills, and subsequently, campers are involved in each step of the resolution process when problems occur. If behavioural problems arise, we follow this procedure:

- The camper works out a solution with his/her counsellor and other group members
- If further intervention is required, a senior staff member will be involved in the problem-solving process. The Camp Director may also become involved at this stage.
- If behaviour problems persist, the camper's parent or guardian may be contacted to ask for guidance, and be involved in the resolution process
- If behaviour problems continue, and are negatively impacting the camp experience of other campers (including violent conduct), a camper may be sent home.

Campers may be sent home without warning for certain behaviours that include, but are not limited to: possession of alcohol or non-prescription drugs, smoking, or violence/aggression toward another camper or staff member. These decisions are made at the discretion of the Camp Director. Fees for a camper sent home for behavioural reasons will not be refunded.

At Circle R Ranch, we are aware of the severe negative emotional consequences associated with bullying. Our camp's philosophy is based on cooperation, learning new skills, taking responsibility and developing respect for self and others. We work together as a team to ensure that campers gain self-confidence, make new friends and go home with great memories! Unfortunately, persons who are bullied may not have the same potential to get the most out of their camp experience. Circle R addresses all issues of bullying seriously and trains staff to promote communication with their campers so both staff and campers will be comfortable alerting us to any problems during their camp experience. We believe every person has the right to have the best possible experience at camp!

### **Camp Fees, Payment & Refund Information**

**Any outstanding balance on camp fees is due May 1st and is non-refundable after this date.**

Before March 1<sup>st</sup>, a \$125.00 administration fee is levied on all cancellations. After March 1<sup>st</sup>, deposits are non-refundable. After May 1st all camp fees are non refundable, except in the case of illness covered by a doctor's certificate. All cancellations must be received in writing. There are no refunds for early departures, late arrivals, days missed or in the event that a camper is asked to leave the program due to behavioural problems.

## **Final Thoughts**

Thank you for reviewing this important information package! Circle R Ranch remains committed to ensuring the best possible experience for all campers. Please do not hesitate to contact the Camp Office, if you have additional questions, or would like to further discuss any information contained within this package. Happy Trails!



## DIRECTIONS TO CIRCLE R RANCH

3017 Carriage Road  
Delaware ON, N0L 1E0

### From West London

- Follow Oxford St. west past Hunt Club (over new bridge).
- 1 ½ kms. past bridge turn left towards Delaware onto Gideon Dr.
- Go 4 kms. and turn left onto **Carriage Rd. at Oaks Golf Course.**
- Go 1.6 kms. and Circle R entrance is on the right.

### From South London via Lambeth

- From Lambeth intersection of Highways #4 and #2, head west on Hwy #2.  
(from London heading towards Lambeth, Wharncliffe Rd. turns into Hwy #2)
- 8 kms. west of Lambeth turn right onto Carriage Rd. at Twin Streams Golf Course.
- Go 2 kms. and Circle R entrance is on the left.

### Via 401 from Toronto

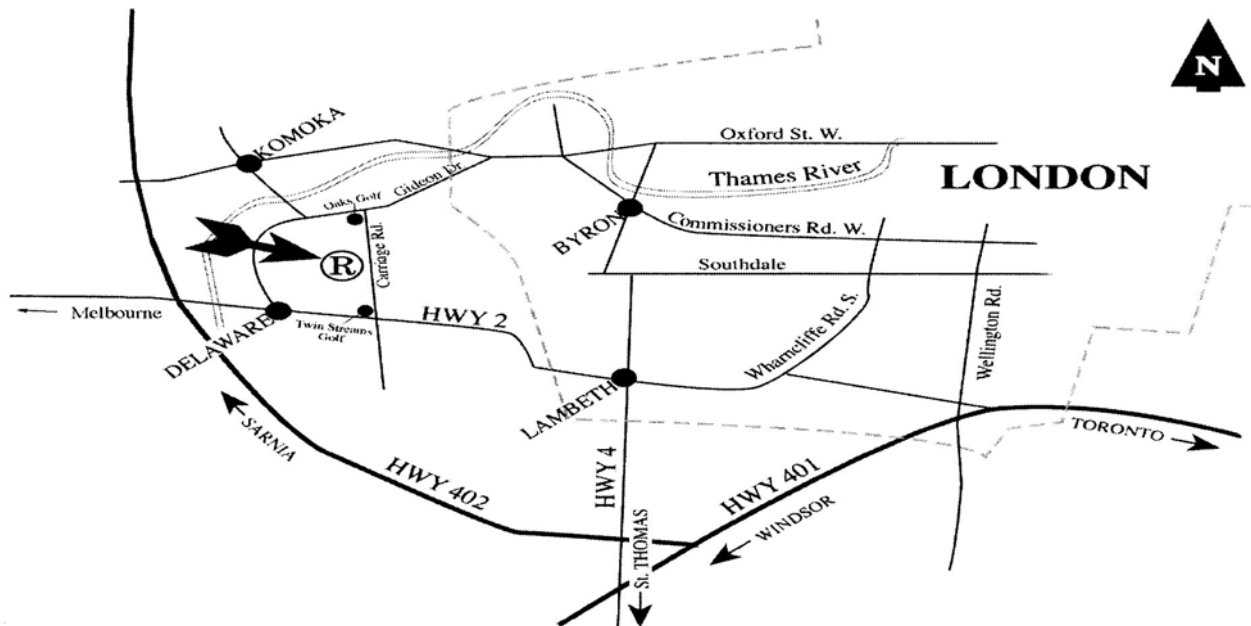
- Traveling west on 401, pass all London exits and take 402 exit to Sarnia.
- Take the Delaware/Melbourne exit East to Delaware.
- Go east on Hwy #2 to Carriage Rd., turn left at Twin Streams Golf.
- Go 2 kms. and Circle R entrance is on the left.

### From Sarnia

- Take 402 to Delaware /Melbourne exit and turn East to Delaware.
- Go east on Hwy #2 to Carriage Rd., turn left at Twins Streams Golf.
- Go 2 kms. and Circle R entrance is on the left.

### From Chatham/Windsor-East 401

- Take the 401 East to Melbourne exit #157 North on #14 to Hwy #2.
- At Hwy #2 turn East (right) and follow through Delaware to Carriage Rd.
- Turn left onto Carriage Rd. at Twin Streams Golf. Go 2 kms and Circle R entrance is on the left.



# Summer Sunset Camp Information

## Arrival & Departure

Campers should arrive on **Tuesday August 31, 2010 between 10:00am and 10:30am**. The first day of camp is very important in helping campers become comfortable with their peers and counselors, and the full camp program will begin at 11:00am. You will have the opportunity to meet your camper's counsellors, our senior staff, and to provide us with important information, including instructions for medications. Should you need to arrange an alternate arrival time, please contact the camp office.

Pick-up time will be on **Thursday September 2 at 6:30pm**. This is a wonderful opportunity for family and friends to visit and have your camper show you around camp, meet his/her horse, and see the current MeowTown residents! A slideshow from the session will be running in the main lodge, and camp merchandise will be on sale. For safety reasons, please notify the camp office if someone other than the person designated on the camp forms will be picking up your child(ren). **Please do not arrive before 6:30pm without prior arrangements with the Camp Director.**

## Letters/Faxes/Email

Campers always love to receive mail from home! Mail is delivered to Circle R every business day, and will be distributed to campers once daily. You may also fax or email (info@circleranch.ca) messages to your camper. Campers will be able to send their letters home through regular mail service.

## Food Packages

**Please do not send any food to camp!** This can attract animals or insects, and some foods (i.e. peanuts) can be harmful to some campers simply by being exposed to the particular ingredient. Nutritious meals and snacks are provided each day, and meal alternatives are always available. Please contact the camp office with any questions regarding food packages or food services at Circle R Ranch.





## Summer Sunset Equipment List

PLEASE MARK CAMPERS NAME ON ALL BELONGINGS WITH A PERMANENT MARKER OR LAUNDRY PEN OR SEW IN NAME TAGS

THINGS TO BRING	PACKED FOR CAMP	CAME HOME FROM CAMP
Sleeping bag , pillow and blanket, stuffed animal		
Camp cot (recommended) or air mattress or foam pad		
2 Pairs of loose fitting jeans or riding pants		
2 or 3 pairs of shorts		
4 or 5 t-shirts		
1 long sleeved shirt (for cold weather or protection from Mosquitoes)		
Light Spring jacket or sweater		
4 or 5 pairs of underwear		
4 or 5 pairs of socks		
Pyjamas		
Bathing suit and towel		
Rain coat & pants or rain poncho		
Rubber boots (can be worn as riding boots)		
Boots or shoes with a heel for riding (duckies, work boots or rubber boots all work) - no platform or heavy treaded shoes please!		
Running shoes		
Flashlight and extra batteries and bulb		
Wash kit (toothbrush, toothpaste, shampoo, etc)		
<b>Insect Repellent (with DEET) no aerosol spray cans please!</b>		
<b>Sun screen (at least SPF 15, waterproof is better) &amp; Sun Hat</b>		
Water bottle		

### Optional things to bring

Riding Helmet (must be ASTM Approved)		
Bandana (to wear under riding helmet if desired)		
Musical instrument		
Books to read during quiet times		
Writing paper, pen, stamps, envelopes		
Camera, film and batteries		
Sport sandals or flip flops		