



# SCHOOL GROUPS

## MEMORY AID – VISIT WITH ACCOMMODATION

### BEFORE YOUR VISIT

- ★ Pay your deposit at the latest 30 days after receiving your contract, this will confirm your reservation.
- ★ Confirm the number of participants 15 days before your visit (Form called ``Participant list``) by email at [soutien@mon-camp.ca](mailto:soutien@mon-camp.ca) or via fax at 514 453-7601.
- ★ Ensure the children are well prepared for their stay (see document called ``Suggested Clothing``).
- ★ Complete the health forms for the children (allergies, physical restrictions, etc.). You can use the Fatima Centre form or the Health form from the School as long as the same information is found.

### THE DAY OF YOUR VISIT

- ★ Advise the bus driver to take the entrance at the upper part of the Centre (2<sup>nd</sup> entrance at 2455 Boul. Perrot, in the big parking lot). The departure is at the same place.
- ★ Give the health forms to the appointed person at Centre who will welcome you.
- ★ Inform this point person of any changes (number of participants, etc.) upon your arrival.
- ★ Take the direction towards the building called La Ruche where the cafeteria is located in order to meet a member of the management team.

### DURING YOUR VISIT

- ★ The Centre takes 100% charge of the students during the whole day.
- ★ You are not required to follow the groups during the activities.
- ★ **In case of an emergency during the day, please go to the reception at the La Ruche building**
- ★ **In case of an emergency during the night, please go to the cabin called La Perdrière (blue door). Knock and enter.**
- ★ All visitors must park their vehicles at the 2<sup>nd</sup> entrance at 2455, boul. Perrot.
- ★ The meal times must be respected. The meals are served at the latest 30 minutes after the scheduled time.
- ★ It is strictly forbidden to smoke on the Centre ground as well as any forms of combustion (candles, incense, camping oven, etc.) in the cabins.
- ★ It is forbidden to bring containers made of glass.
- ★ It is forbidden to move the furniture or anything else outside of the cabins.
- ★ If there are any missing items or damaged goods by the group on the site, the client will be invoiced.
- ★ The curfew is 11 PM.

### AFTER YOUR VISIT

- ★ Please take the time to share with us your comments after your stay, your feedback is important to us !



À L'ÉTAT *naturel*

2464, boul. Perrot, Notre-Dame-de-l'Île-Perrot, QC J7V 8P4 [info@mon-camp.ca](mailto:info@mon-camp.ca) T 514 453-7600

MON-CAMP.CA