



PARENT'S GUIDE

SUMMER 2023

Thank you for choosing Chêne Bleu day camp! We strive to make your child's summer holiday experience unforgettable! Here is some additional information.

ADMINISTRATION OFFICES AND SITE ACCESS

Our administration offices will be closed to the public. No transaction on site, we will be reachable only by phone or email.

RECEPTION

Arrival | 8 :45 to 9 a.m.

If your child is not registered for daycare, you must arrive between 8:45 and 9 a.m. At this time, you and your child show up at the student café.

Departure | 3 :30 p.m.

Departure is from 3:30 p.m. When you arrive, you will need to go to the student café to validate your identity using an identity document or your password. Make sure the names of authorized persons are up to date in the child's Amilia profile before the start of summer.

Camp schedule is from 9:00 a.m. to 3:30 p.m.

HOLIDAY

Day camp will be open on June 30th 2023 (Canada Day).

DAYCARE SERVICES

Please note that we have new opening hours for our daycare services: morning 7:00 to 8:45 and afternoon 3:45 to 6:00. We have limited spots for daycare and it is offered weekly only. Please make sure to verify if there is still availability before leaving your child the daycare in the morning or at night.

LATE FEE

Any delay in picking up your child at the end of the day will result in a \$5.00 fee for every 15 minutes late. These fees will be automatically charged to your SmartRec account.

Any early arrival of your child in the morning, if he/she is not registered for daycare, will result in a fee of \$5.00 per 15-minute period. These fees will be automatically charged to your SmartRec account.



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DEPARTURES AND ARRIVAL OTHER THAN REGULAR HOURS

For all departures and arrivals outside the hours mentioned above, you must contact the reception of the Center Notre-Dame-de-Fatima **by telephone 514-453-7600 # 0 from the school parking lot**. At that time, we will ask an assistant coordinator to bring your child to the car. *As the Chêne-Bleu is a smaller camp, we invite you to discuss with the assistant coordinator to agree on the place of deposit of your child.*

SWIMMING POOL

Campers will go to the City of Pincourt swimming pool, by shuttle from the day camp. We plan 3 pool periods per week, usually on Mondays, Wednesdays and Fridays. *Subject to change without notice.*

The counselors will organize water games during the week, please put the **swimsuit and towel in the backpack every day**.

BACKPACK LIST

Items to bring to camp every day (**well identified with camper's name**)

We ask you that you limit to the strict minimum the items in your child's backpack. **All toys, card games, electronic items from home are forbidden. These objects will be immediately confiscated from the camper and returned to the parent at the end of the day.**

- Water bottle (MANDATORY, they will not be able to use the water fountain)
- Lunch box (ice pack)
- Sunscreen, ideally a spray
- Mosquito repellent
- 1-2 snacks (even if you take the meal service)
- Swimsuit and towel
- Raincoat (if rain)
- Hat / cap

It is important to provide 1 bottle of water to fill because the water fountains will only be accessible for filling the bottles. If your child does not have their water bottle in the morning, we will give them a reusable water bottle and a \$10 fee will automatically be charged to your SmartRec account without further notice.



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TIPS FOR THE LUNCH BOX

It is important to preserve the foods in lunch boxes. The Chêne-Bleu day camp is not able to provide a refrigerated area for the lunch boxes. Here are some tips to keep your child's lunch cool and fresh all day:

- Place one or two Ice Pack in the lunch. It will keep food cold for 4 to 6 hours.
- Add a frozen juice box. It will keep the food fresher even longer.
- For salads and dairy produce, use an insulated container (« thermos ») that was previously cooled.

Monitors will make sure that backpacks and lunch boxes will be in the shades during the day. We can also benefit from our cold lunch boxes services. You must register at least 24h in advance, to see our menu go to our website.

ATTENDANCE TAKING POLICY

At daycare, attendance is monitored at the daycare reception area. The monitors take attendance regularly during the day in different ways. Please note that Centre Notre-Dame-de-Fatima day camp takes control of children as they arrive on site or at daycare, but it is not responsible for children who walk or ride their bicycle.

EXTENDED ABSENCE

If your child is absent for more than one day, we ask that you notify us by calling **514 425-1166 poste 6250** or **514-453-7600 poste 221**.

ADDITIONS/MODIFICATIONS

Online registration deadline: Friday morning, previous to the week to come.

In case of cancellation before provision of service, a file management fee of \$20 per child per week will be retained. No refunds after the beginning of service. In case of sickness or accident, lost days will be reimbursed "pro rata" (doctor's paper mandatory).

WEEKLY NEWSLETTER

At the start of each week, you will receive "L'Écho des campeurs" by email. This newsletter presents the activities for the coming week and all other important information about the day camp.

