



CAMP DE JOUR

COURCELETTE

PARENT INFORMATION SESSION

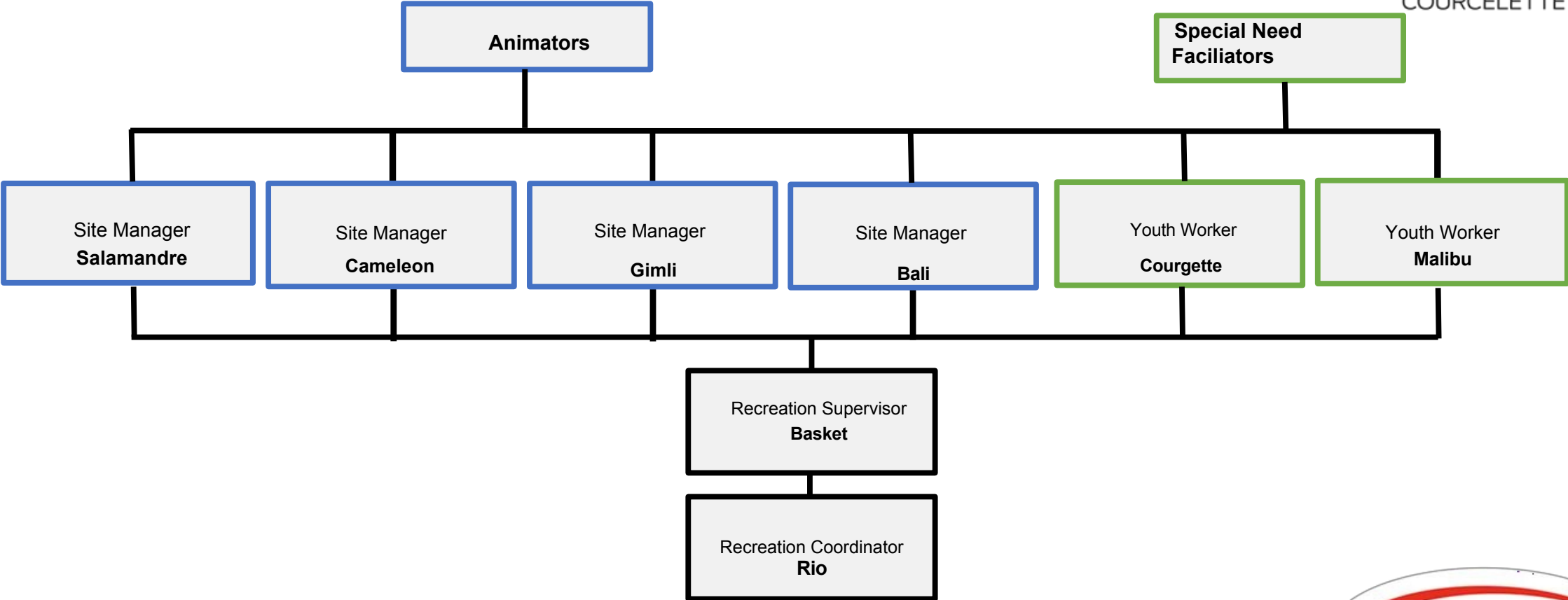
OBJECTIVE: TO EXPLAIN HOW THE CAMP WORKS, ANSWER ALL YOUR
QUESTIONS, AND HAND OUT THE CAMP T-SHIRTS.

Summary

- Introduction to the staff
- How the camp works
- Arrival, departure, and absences
- Procedures
- Swim Test
- Respect program
- Our Counselors
- Questions or comments?
- Booth presentations



ORGANIZATIONAL CHART



Themes



Lost Cities

Week	Theme of the Week	Wednesday Activity	Friday Themes
Week 1 – June 29, 30, and July 2, 3	Eldorado	Holiday*	N/A
Week 2 – July 6–10	Machu Picchu	Festi-Art Challenge	Western
Week 3 – July 13–17	Atlantis	Active-Toi Challenge	Christmas
Week 4 – July 20–24	Pompeii	Chef in Action Challenge	Valentine's Day
Week 5 – July 27–31	City of Gold	Circus Activity	Halloween
Week 6 – August 3–7	Troy	To be determined	Pyjama
Week 7 – August 10–14	Babylon	Muzikal	Fair (Thursday)
Week 8 – August 17–19	Week of Outings		



DAILY SCHEDULE



<u>6:45 AM</u> to 8:30 AM	Arrival: Supervised activities
8:30 a.m.	Morning Gathering
9:00 AM to 3:30 PM	Day Camp (Wow Activities and/or Supervised Games)
Between 1:00 PM and 3:00 PM	Pool (55 min. per group)
3:00 PM to 3:30 PM	Evening Gathering
3:30 PM to <u>5:00 PM</u>	Departure: Supervised activities/Interest area



Week 8 – Big Outing



- Monday, August 17 – Village Vacances Valcartier
- Tuesday, August 18 – Carie Factory
- Wednesday, August 19 – AML Cruise (Louis Joliette)

- The camp T-shirt is required for outings



DAY CAMP LOCATIONS

Valcartier Community Center – (Building 93 across from the Tim Hortons in Shannon)

Alexander-Wolff Elementary School

Outdoor pool

Other locations used: Wooded trails and nearby parks.



ARRIVAL AND DEPARTURE PROCEDURE

Arrival

- Your child may arrive between 6:45 a.m. and 8:30 a.m.;
 - You must check in at the reception desk inside the building
 - The gathering is a highlight you won't want to miss!
(Themed activities, comedy, performances, etc.)
 - Group activities begin around 9:00 a.m.

Departure

- Departures will take place between 3:30 p.m. and 5:00 p.m.;
- Only authorized individuals may pick up the child.
 - *They must present a **valid form of identification***
 - We may ask you to drop off or pick up your child at a location other than the Valcartier Community Center if we are not operating during regular hours.
 - **After 5:00 PM, fees will apply**



IN CASE OF AN APPOINTMENT OR AN UNEXPECTED EVENT



- If your child needs to leave camp during the day, please let us know by emailing the Courcelette Day Camp:
 - campjourcourcelette@sbmfc.com
 - **418-844-5000 #4311. In case of emergency only**
 - *Please include the child's **full name** and **age group** in all communications
 - We will follow up with the counselor to ensure the child is ready on time
 - If someone other than you will be picking up the child, please be sure to let us know notify us **in writing**, and that person must present a valid form of identification, if necessary.
- *To ensure everyone's safety, parents or guardians are not permitted on the camp grounds. Thank you for your understanding!*



Registration

Open the [webhttps://bkk.cfmws.com/valcartierpub](https://bkk.cfmws.com/valcartierpub)

Log in to your account

Click on *My Account*, then on *Group Member*

Fill out the *Additional Information* and *Health Information* sections in full

Note: The **SIN** required must be that of **the paying parent** and will be needed when generating 24 statements.



Planitou - Activity Messenger

[How-to Video: Activity Messenger | Parent Login, Health Record, Absences, and Calendar in the Customer Account](#)



Explanation of all the platform's features. –

Updating the child(ren)'s health record and additional information

Viewing the child(ren)'s group

Procedure for reporting an absence on specific days



Illness



Fever

- Keep the child home if they have a fever.
- The child may return **24 hours after symptoms have completely disappeared, without medication (Tylenol, Advil, etc.).**

Gastroenteritis

- Symptoms: vomiting, diarrhea, cramps, sometimes fever.
- Keep the child home **for 24 hours after symptoms have resolved, without medication.**

Head lice

- The child must stay home while undergoing **lice treatment.**
- Return to camp is possible **after treatment, provided no lice are visible.**
- Apply a second treatment **7 to 10 days later.**
- Wash clothes in hot water and remind your child not to share hats, helmets, or brushes.



SAFETY PROTOCOLS

- In the event of an evacuation
- In case of a runaway
- In the event of an active shooter
- In case of a minor injury

*Safety protocols have been developed and are known to all staff members.



OUTDOOR POOL AND SWIM TEST



Pool

(Groups - Ages 7 to 12)



Wading Pool

(Groups - ages 5 to 6)



SWIM TEST



- Groups ages 5–6
 - Swimming mainly in the wading pool
 - Life jackets required in the main pool
 - Life jackets required during “WOW Aquatique” activities

- Groups 7 years and older
 - Life jackets required if
 - Requested at registration;
 - Your child requests it
 - The swim test is not passed or has not been taken.



SWIM TEST

- Three skills:
 - Safe entry into the deep end of the pool
 - Sliding into the water;
 - Jumping into the water;
 - Swim in place for 1 minute
 - Keep airways above water at all times;
 - Swim 25 meters
 - Horizontal position.
- Result:
 - **Pass:** if the child completes all 3 exercises without interruption;
 - **Wearing a PFD:** if the child participates in the exercises but needs a break or does not meet the criteria.



SWIM TEST

- 3. Exemptions
 - Swimmer Level 4 (or higher) passed since Fall 2025*, exempt from the swim test (with proof of the logbook);
 - Send proof via email to aquatiquevalcartier@cfmws.com
 - The parent requires the child to wear a life jacket;
 - The child requests to wear a life jacket.

*No previous results will be accepted.



TEST DATE

~~June 5, 2026~~

June 12, 2026 - 3:30 PM to 6:00 PM

June 13, 2026 - 12:00 PM to 3:00 PM

To schedule an appointment:

<https://bkk.cfmws.com/valcartierpub/index.asp>



Programme de soutien du personnel
Information: 418 844-5000, poste 5226

Accueil Cours Installations Adhésions Mon compte

Catalogue des cours

Cliquez sur l'onglet FILTRES à gauche pour affiner votre recherche. Cliquez sur le bouton Appliquez quand vous avez terminé.

Cachez les Sous-Catégories

- » Filtrer
- » Bébé (0 à 2 ans) (5)
 - » Activités physiques (5)
- » Préscolaire (3 à 5 ans) (15)
 - » Activités physiques (15)
- » Enfants (6 à 12 ans) (174)
 - » Activités physiques (18)
 - » Camps (1)
 - » Camps - Enfants de milit actifs et empl du MDN/FNP (70)
 - » Camps - Enfants de residents de Shannons (77)
 - » Camps - Liste d'attente (8)
- » Jeunes (13 à 17 ans) (1)
 - » Activités physiques (1)
- » Adultes (18 ans et +) (10)
 - » Activités physiques (10)
- » Général (6 à 55 ans +) (6)
 - » Activités physiques (5)

Enfants (6 à 12 ans) - Camps

Printemps-Été 2024

Test de nage [Inscrivez-vous maintenant](#) [Visualisez les détails](#)

Code du cours: CAM2425031302WW
Site: 1 Centre des sports - Piscine intérieure - Piscine - Bassin #1
Plage de dates: Mer Juin 5, 2024 - Sam Juin 15, 2024
Heure: Heures de session multiple [Visualisez les détails](#)
Sessions: 25 - Inscription flexible

Statut: [Inscription en ligne ouverte](#), [Ouverture de l'inscription Général](#)

****No tests during day camp sessions. Swimming tests must be completed by June 13, 2026.**



WHAT TO PACK IN YOUR BACKPACK



Food

- 2 healthy snacks (e.g., fruit, vegetables, cheese)
- Cold meal or thermos + utensils if needed (no microwave access)
- Water bottle (reusable bottle)
- Ice pack
- Paper towels as needed

Other

- Sunscreen
- Insect repellent

Clothing

- Swimsuit
- Towel
- Clothing appropriate for the weather and a change of clothes in case of rain
- Spare underwear (ages 5–6)
- Hat
- **Closed-toe** shoes or sandals
- Sunglasses allowed
- Appropriate clothing
- **Please label your children's belongings; we are not responsible for lost items*



LOST AND FOUND



- A table will be available at the entrance to the community center.
- At the end of each week, any unclaimed items will be donated to a community organization (or discarded).

** To prevent your children from losing their personal belongings, **please write their FULL NAMES on ALL of their items.***



CODE OF CONDUCT



- The children have the opportunity to live in an environment where Teamwork, respect, and fun will be the focus.
- The following actions or behaviors will not be tolerated:
 - Aggression, physical, verbal, or psychological violence;
 - Running away;
 - Bullying, physical or verbal threats;
 - Theft or extortion;
 - Disrespect, insults, vulgar or hurtful language;
 - Behavioral problems;
 - Engaging in sexual acts.
 - Any action that violates health and safety measures (e.g., spitting on another child).

** This also applies to parent users*



WARNING SYSTEM FOR CHILDREN – RESPECT Program

1st offense: **Verbal warning** to the child, parent's signature, and acknowledgment of the next steps in the warning system;

2nd offense: **Written warning** to the child, parent's signature, and acknowledgment of the next steps in the warning system;

3rd offense: **One-day suspension from camp** with no refund; written warning to the child requiring a parent's signature. An intervention plan may be implemented.

4th violation: **One-week suspension from camp** with no refund, written warning to the child with parent's signature. An intervention plan may be implemented

5th violation: **Permanent expulsion from day camp** with no refund, written warning to the child with parent's signature



The Respect
Program must
be **signed** and
followed



WARNING SYSTEM FOR CHILDREN – RESPECT Program



The steps are not automatically applied in order based on the severity of the child's actions. For example, it is possible to move from Warning 1 to Warning 4 depending on the behavior.

1st infraction notice
2nd offense of the procedure
3rd violation written notice to the
4th lesson written in the e
5th grade to the child

of
e awareness
Warning place.
Warning place
written warning

The Respect Program must be **signed** and followed



OUR INSTRUCTORS



- **DAFA Training** () - Certificate of Competence in Facilitation
National Facilitator Training Program
- **First Aid Training** - CPR course covering safety supervision during water activities and basic first aid for day camps.
- **High Five Training** - Established in 2001, HIGH FIVE is the only comprehensive quality standard in Canada for children's programs.



HIGH FIVE



- High Five Certified Camp;
 - Pan-Canadian quality standards; Offering high-quality sports and recreation programs for children ages 5 to 12.
 - Positive leadership experience based on 5 principles;
 - Participation:** equal opportunity for all
 - Play:** simply having fun!
 - Mastery:** learning new skills and succeeding
 - Friends:** the chance to make new friends
 - A caring adult:** a counselor who pays close attention and shows genuine interest in all the children





QUESTIONS / COMMENTS?



WE WISH YOU A WONDERFUL SUMMER
2026!



*Thank you to our proud Partners for the
2026 edition*



CANEX



laPersonnelle
Assureur de groupe auto
et habitation



Desjardins
Caisse des militaires

