

Orchard Grove Nursery - Camp Registration

Child's Given Name _____ Child's Surname _____

Home Address: _____ City _____ Postal Code: _____

Home Contact _____ DOB (DD/MM/Y) _____ Sex _____

Parent/Guardian First Name: _____ Last Name: _____

Relation to child: _____

Home Address: _____ City: _____ Prov: _____ Postal Code: _____

Cell: _____ Home Phone: _____ email: _____

Business Name: _____ Day Phone: _____ ext: _____

Business Address: _____ City: _____ Postal: _____

Parent/Guardian First Name: _____ Last Name: _____

Relation to child: _____

Home Address: _____ City: _____ Prov: _____ Postal Code: _____

Cell: _____ Home Phone: _____ email: _____

Business Name: _____ Day Phone: _____ ext: _____

Business Address: _____ City: _____ Postal: _____

Enrollment Dates: Please list dates you will be joining us:

Parent/Guardian Signature _____ Date: _____

Authorized Emergency Contacts When Parent/Guardian Cannot Be Reached

First Name: _____ Last Name: _____ Relation to Child: _____

Address: _____ Day Phone: _____ Home Phone: _____

City: _____ Postal Code: _____ Cell: _____

First Name: _____ Last Name: _____ Relation to Child: _____

Address: _____ Day Phone: _____ Home Phone: _____

City: _____ Postal Code: _____ Cell: _____

Persons Authorized to Pick-Up Child from Orchard Grove Nursery (PHOTO I.D will be required)

First Name _____ Last Name _____ Phone: _____

First Name _____ Last Name _____ Phone _____

First Name _____ Last Name _____ Phone _____

Dietary/Food Restrictions/Allergies; *(List any) include requirement/instructions to be followed:*

Parent/Guardian Signature: _____ Date: _____

Child's Health Information

Physician's Name _____ Phone # _____

Address _____ City _____ Postal _____

List any Health Considerations, List any Health Conditions, seizures, etc.) include any previous health issues; include any symptoms we should be aware.

List any/all physical activity limitations or requirements/Instruction:

Does your child require an EpiPen? Yes _____ No _____

My Child has been immunized as per Public Health Yes _____ No _____

If yes, a copy has been included _____

My child has NOT been immunized as per Public Health recommendations. Please check one of the following:

Ministry of Education – Notarized Statement of Conscience or Religious Belief _____

Ministry of Education – Notarized Statement of Medical Exemption – completed by a doctor or nurse _____

Orchard Grove Camp

Parent Waiver

Child's Name: _____

	YES	NO
I give permission to use any photo/video taken of my child for promotional material, website and/or social media.		
I give permission for the use of my child's photo in Centre displays and documentation.		
I understand that I am responsible for providing Orchard Grove with product/clothing labelled with my child's name, that will protect them from outdoor elements such as sun, rain, insects etc.		
I allow the educators to apply sunscreen to my child as needed. Please label with child's name in the original packaging.		
I allow my child to use hand sanitizers when necessary. Supplied by Centre.		
I allow the application of non-prescribed lotions/balms, wipes, that have been provided by the parent/guardian as needed with directions/instructions listed on the container/packaging.		
I allow my child to engage in activities with sock feet when applicable.		

Any/All non-prescription, over-the-counter items must be in their original packaging and clearly labeled with the child's name. Please note any expired creams/ointments will not be administered.

Parent/Guardian Signature: _____ Date: _____

Orchard Grove Nursery Camp Policies

Cancellations Policy – Camp fees are fully refundable.

Registration fees are non-refundable.

Individual camp days missed for any reason cannot be refunded.

There are no refunds on rainy days or weather-related altered programming.

Covid-19 Pandemic Policies

Due to any pandemic, any canceled programming or camps only Credits will be provided if the programs are canceled by a government mandate and not by the client's initiative.

In the case of exceptional illness, that results in three consecutive missed days or more, a 50% refund or 100% credit will be provided. A signed doctor's note must be provided in these circumstances.

Lunch

Campers are required to bring their own lunch in labelled containers. Snacks will be provided throughout the day. It is required to bring a water bottle. There are water stations set up throughout.

Discounts

Orchard Grove Summer Camp is happy to offer discounts for multiple week discounts, sibling discount for the second child, third, and so forth registered.

Cancellation of Programs

Programs require a minimum of 5 students in order to function as designed. If the minimum number of registrations for a specific program is not met, the said program may be canceled anytime the week before the camp is to start.

Orchard Grove Nursery will provide as much notice as possible about the cancellation of the program, however, this may be on the Friday before the start of the program. If a program is canceled, the participants will be given the opportunity to choose an alternative program. A refund for any program with additional fees that have been canceled will be provided, however, if requested to cancel the full week of camp the camp cancellation fees will apply.

Camper Code of Conduct

The safety of each individual in the camp is of utmost importance to Orchard Grove Summer Camp. Each registrant must recognize a personal responsibility to learn and follow at all times the safety and rules established by the staff. I hereby agree that any behaviour of the registrant that places him/herself or others at risk may result in the immediate dismissal from the program. Further if dismissed I agree to cover any expense(s) arising from such dismissal. I hereby acknowledge and agree no refund will be granted for dismissal before the end of the program session. In order to ensure the safety and well-being of all individuals participating in the camp, Orchard Grove reserves the right to alter the program at any time without notice or compensation to the registrant.

Bullying will not be tolerated at Orchard Grove Summer Camp. In general, a “three strikes” policy is followed. After the first incident, our counsellors will address the situation with both the aggressor and victim. During a private meeting with the aggressor, the counsellor will explain the consequences of bullying. The parents of both parties will be notified. An incident report will be drafted and given to parents.. This procedure is followed should a second incident occur. In addition, the aggressor may be separated from the group or put into a different sport/activity (additional fees for specialized programs will apply). If a third incident should occur, the aggressor will be removed from camp. Cases of extreme bullying are not subject to the three strike rule. If it is proven that there was intent to seriously harm another child through physical or verbal means the aggressor will face expulsion from camp. His or her parents will be called for immediate pickup (refund for remaining days ONLY will apply).

Parking

Orchard Grove Camp will not be held accountable for any tickets/parking tickets received.

Orchard Grove Camp does provide a drop off/pick-up location. This parking will allow parents and guardians to park in the designated parking lot for 15 mins during pick up and drop off.

Rainy Day Policy

Our staff counsellors are equipped with a rainy day schedule in the event of inclement weather. Students will use the indoor gymnasium and designated classrooms/kitchen for the scheduled program. Counsellors will adapt their lesson plans for the indoor space. No refund or credit for rainy days or inclement weather will apply.

Counsellors/Instructors

Every Orchard Grove Counsellor holds a current CPR and First Aid Training certification and a current Police Criminal Reference Check. All instructors follow safe teaching methods with proper sequential instruction. Our 5 star development levels ensure that students are progressing at a pace that is appropriate for their current ability. All activities are supervised and our low instructor to student ratio ensures maximum attention.

Emergency List

We keep emergency contact information with records on medical history or allergies. We identify, treat, report, and record any occurrence of injury in a systematic way and keep up-to-date safety records of each camper.

Administration of Medication

A form along with a daily log will be filled out when campers require medication to be administered while at camp. Please see the office for these forms, we cannot accept or administer any medication otherwise.

Photo for campers with allergies or medical concerns:

We require a photo of any child with a history of serious allergy or medical concerns. Please email info@orchardgrovenursery.com with a photo of your child. Please ensure the picture includes a clear view of your child's face. If a child requires an Epi-Pen please ensure to provide the camp counsellors with the Epi-Pen, this will be returned at the end of each day or at the end of the week of camp.

Sign In/Out System

At Orchard Grove Summer Camp, we have a proven and safe system in place for the sign-out of campers.

Morning sign in and afternoon sign out will take place at the front entrance at the playground. The designated area is located off Ridley. Pick up and drop off will not be available at the back entrance in the parking lot.

Parents are required to show official identification *every day* upon pickup of their children and have to be on the list of authorized personnel.

Orchard Grove Nursery is not liable for any children until they are signed in to our care by the parent or guardian or other authorized person listed on the authorization list.

Lost and Found Items

All items found by the staff and counsellors will be placed in this bin. At the end of the day/week parents are invited to search these bins for items left behind. Items not claimed will be donated to a charitable organization. It is highly recommended that the child's full name is placed on all personal items.

Orchard Grove Summer Camp is not held accountable for any lost items, including but not limited to clothing articles, electronics, water bottles etc.

First Aid Materials

Fully Stocked First Aid Kits and ice packs are available at all times in each area of the camp.

Fees

Camp weekly fees must be received prior to the starting week, you can do this by cheque or Electronic Fund Transfers to info@orchardgrovenursery.com.

Late Fees

Late Fee is applicable if the child remains at the Centre past centre closing hours. Please be conscientious about picking up your child on time. There is a \$1.00/per minute late fee that will be charged. If the parent/guardian does not contact the centre or cannot be reached past 6pm, it is understood that the Police and any other authorities will be notified.

Release

Parent/Guardian release Orchard Grove Nursery, its trustees, directors, related corporations, employees, staff from any liability for any loss, personal injury, accident, misfortune or damage to the child or his/her property, with the understanding that reasonable precautions shall be taken to ensure the health and safety of the child.

I have read and agree to the Orchard Grove Nursery Camp policies.

Parent Name: _____

Parent Signature: _____ Date: _____