



### ***Myrtleville House Museum***

34 Myrtleville Drive  
Brantford, ON N3V 1C2  
(519) 752-3216

### **Welcome!**

Dear Camp Family,

On behalf of the Brant Historical Society, and all the Camp Staff, it gives us a great deal of pleasure to welcome you and your family to our Annual Myrtleville Summer Camp.

**Offered:** July 7-August 15

**Hours:** Monday to Friday from 9:00am until 4:00pm

- Drop off is between 8:00am and 9:00am and Pick-up is between 4pm- 5:00pm
- Extended hours are from 5pm- 5:30pm for an additional fee of \$10 per half hour.
- We will not allow campers to leave with anyone who is not on the authorized list on the campers registration form. If someone new is picking up your child let us know beforehand.

**Age:** 4-11 years (Children age four must have attended Jr. Kindergarten)

**Cost:** \$35.00 per day per child or \$160.00 per week. \$17.50 for half days (8am-12pm or 12pm-5pm)  
10% discount for family museum memberships.

July 7 marks the kick off of Myrtleville's sensational summer camp! Each week will be designated by a specific theme, which in-turn will give direction to all of the week's activities.

Camp will take place in the Drive Shed which is located on the grounds near the parking lot at Myrtleville Museum. During the day, if you need to contact the museum for any reason, the number for the museum is **519-752-3216**. You can also e-mail the education officer at [esther.brouwer@brantmuseums.ca](mailto:esther.brouwer@brantmuseums.ca). Messages will be checked frequently.

Regarding medical emergencies during camp hours, we ask that parents read over our consent form. Staff is only able to assist in certain MINOR medical emergencies, and because we are a small organization we are not able to provide or administer any medication to our campers. Please note that the museum cannot guarantee that we are a nut free facility, however **we ask that you do NOT pack products that contain nuts in your child's lunch.**

On **Wednesdays, weather permitting**, we will be travelling to Anne Good Park on Allensgate Drive, a short, 2 minute walk from the museum. Permission forms will be filled out weekly on the **Wednesday morning of that same week**. For those campers not attending the park, alternative programming will be provided at the museum. These activities will include colouring sheets to that week's theme or a selection of board games.

Lost and Found will be kept at camp and campers will be asked to check it at the end of each day.

We encourage all of our camp families to call Myrtleville if they have any further questions regarding our programs. We look forward to seeing our campers this summer and will work enthusiastically to make our camp a positive and memorable experience!

### **Camper's Check-List!**

1. Hat
2. Sunscreen and bug repellent (We ask for sunscreen to be applied in the morning before camp and campers will be asked to re-apply after lunch at 12:30. Any days that are rainy or damp out we recommend bug repellent before arriving as well.)
3. Lunch and 2 **nut-free** snacks
4. **Labeled and refillable water bottle!**
5. Extra clothing
6. Labels – all personal items should be labeled.
7. Swim suit and towel (on days of excess heat the campers are given the option of running through the sprinkler system).
8. Please do NOT bring toys or personal items that can be lost, broken or are distracting. Myrtleville is not responsible for lost personal belongings.
9. Please do not send electronic games with your child. If your child brings a cell phone they must keep it in their backpack.
10. Proper footwear. Flip flops are discouraged.

### **Code of Conduct for Myrtleville House Camps**

All staff, youth leaders and campers should be aware of the following rules. Parents are asked to please review the code of conduct with your child prior to camp. Thank you!

1. The Golden Rule - treat others as you would like to be treated.
2. Listen to what others are saying and they will listen to you.
3. Respect the personal belongings of everyone at camp.
4. If you find something that does not belong to you, please return the item to a Camp Counsellor.
5. No running in the buildings.
6. No swearing or abusive language or gesture will be tolerated.
7. Please put garbage in the designated garbage containers.
8. Any problems, issues or concerns should be directed to a Camp Counsellor.
9. First Aid will be administered by those staff members who are currently certified.
10. Lunch is eaten inside the drives shed on the picnic tables.
11. Do not touch museum artifacts unless you are given permission.
12. There is no outside play allowed near the gardens or near the 1913 house located next door to Myrtleville House Museum.
13. Do not throw stones or sticks.
14. The parking lot and driveway are not play areas. No running in the parking lot.
15. Please do not climb the trees and shrubs.

16. Please leave wildlife in their natural habitat
17. Campers will store their belongings in the designated areas.
18. Please remember to take home all crafts.
19. The 1-2-3 Rule will be followed and will be issued by a camp counsellor. If your behaviour requires you to have a "time out," your first time will be to sit out for as many minutes as your age. Your second time out will be for twice your age. After this, any further misbehaviour will result in a phone call to your parents. If misbehaviour continues, you may be asked to leave camp.
20. Campers must be respectful of our neighbors. We ask campers to not intentionally throw any items over the fences to our neighbor's backyards and be considerate of their noise volume particularly in the morning.

### **Behaviour Procedure and Anti-bullying Policy Myrtleville House Museum Summer Camp**

The purpose of this policy is to ensure every child feels safe and comfortable at our summer camp.

**Definition of Bullying:** Bullying is defined as a deliberately hurtful behaviour, **repeated** over a period of time. Please note that one incident of inappropriate behaviour does not constitute bullying.

There are several kinds of bullying:

Physical (hitting, kicking, punching, tripping)

Verbal (name calling, racist remarks)

Indirect (spreading rumours, excluding someone from social groups)

1. The tribes agreements will be outlined at the beginning of each week of camp. They will be reinforced each day of camp, first thing in the morning. They are attentive listening, mutual respect, no put downs (appreciations) and the right to pass. Expectations for each agreement will be discussed and posted on the wall.
2. If a child is aggressive toward another child, makes a verbal comment that is a put down or uses an indirect form of bullying, the incident will be recorded and placed in a behaviour binder.
3. After each incident, the education officer or camp counsellor will discuss the issue with both children and discuss how to make things better and a better way to handle the disagreement, or comment etc. The offending child will be asked to apologize. If the education officer or camp counsellor deems that the incident is serious, the parents/guardians will be notified.
4. The incident reports will be monitored to see if there is a pattern. If one particular child is repeatedly bothering the same child, or repeatedly using bullying behaviours toward others, the parents will be contacted.
5. After 3 serious incident reports in the binder, the child will be asked to leave camp as per discussion with camp staff and executive director.

6. If the child is displaying inappropriate behaviours (mild-moderate) he/she will be asked to stop. The 1,2,3 magic discipline program will be used. If the child does not stop, they will be asked once more. If they continue he/she will receive 3 and then a time out will take place. After 2 timeouts, the parent will be notified. After 3 timeouts the child may be asked to leave camp depending on the severity of the incidents. Each case will be discussed with camp staff and executive director. A refund will not be issued for children who are sent home for behaviour incidents
7. An automatic timeout will be issued for severe behaviours and a behaviour report will be written and placed in the behaviour binder.

Mild – Moderate Behaviours	Severe Behaviours
<ul style="list-style-type: none"> <li>• Rude, talking back</li> <li>• Not following rules of the game</li> <li>• Disobeying</li> <li>• Not listening to leaders instructions</li> <li>• Name calling</li> <li>• Poking</li> <li>• Excluding Others (putdowns)</li> </ul>	<ul style="list-style-type: none"> <li>• Bullying</li> <li>• Any violent act which harms another camper or staff</li> <li>• Inappropriate slurs or racial remarks</li> <li>• Degrading or non-welcoming behaviour</li> <li>• Harassing others</li> <li>• Stealing</li> <li>• Kicking, biting, punching, pushing, fighting</li> <li>• Swearing</li> <li>• Vandalism in or outside the building or equipment</li> <li>• Repeated incidents of mild-moderate behaviours</li> </ul>

### **Camper Health and Safety**

Your children's health and safety is our top priority. To help keep our campers safe and healthy you can do a few things:

- Pack a nut free lunch for your children
- Pack a reusable water bottle with your child's name on it
- Do not bring snacks or treats for the entire camp. We appreciate your generosity but campers will only eat what their parents have packed for them or the treats we have made at camp. If you would like to make a donation to the camp a toy like a Frisbee or soccer ball would be much appreciated.
- If your child has not been vaccinated against or contracts: Diphtheria, Tetanus, Polio, Measles, Mumps, Rubella, Meningococcal Disease, Pertussis (whooping cough) or Varicella (chickenpox) please let us know. In the event of an outbreak this information is important.
- Let us know if someone not on your authorized pick up list will be picking up your child. We will not release your child to anyone who is not authorized. You can update your list at any time.

### **Refund Policy For Camp at Myrtleville House**

The participant must provide a receipt from Myrtleville House Museum confirming payment.

A receipt confirming the refund will be provided by the Museum and must be signed by the recipient to confirm their refund.

General Cancellation: Full refunds will be given for cancellations received 15 days in advance of the start of the program your child is registered for. Notice should be given to Programming staff.

Behavioral Discharge: Should a child be asked to leave the summer camp program due to behavioral and/or violence issues, a refund will not be issued. Please refer to policy.

Special circumstances can be discussed in confidence with programming staff. We will attempt to be as flexible as possible in order to accommodate your needs. Camp credits are valid for 1 year from the date of issue. Camp credits will be issued for medical reasons or extenuating circumstances, provided camp staff have been notified. (Example- child is sick, a phone call is made letting the museum know.)

If you have any questions or concerns please feel free to see our Education Officer or contact us at (519) 752-3216.