



# Hello!

*We are very pleased to welcome you to Profaqua. This guide is intended to provide you with important information about the camp and to prepare your child for their stay. Your registration commits you to reading this guide carefully. We advise you to keep it on hand for reference purposes.*

*In this information kit for our spring break camp, you will find the first section aimed at parents and the second section intended for children (camper information). Through this camper information, Profaqua wishes to encourage the development of positive attitudes. We suggest you read this section with your child.*

*If you have any questions after reading this guide, do not hesitate to contact us by telephone, Monday to Friday, 9 a.m. to 5 p.m., (514) 931-7248, or by email at [administration@profaqua.ca](mailto:administration@profaqua.ca).*

*We thank you for the trust you place in us, and we wish you a very happy winter.*

*The Profaqua team*

\*The terms "parent" and "animateur" are used to designate respectively the legal guardian of the child and the Profaqua employee in charge of the children. The masculine gender is used in this document without discrimination and solely to lighten the text.





## Table des matières

GENERAL INFORMATION .....	3
ARRIVALS AND DEPARTURES .....	5
DAYCARE SERVICE .....	5
HEALTH AND SAFETY .....	6
MEALS AND SNACKS .....	6
WHAT TO BRING TO CAMP .....	7
LOST AND FOUND OBJECTS .....	7
DISCIPLINE.....	8
SUPERVISION .....	8
CAMPERS INFO .....	9





## GENERAL INFORMATION

### Ski program

The ski program is 4 days of crazy fun on the mountain in Bromont with 1h30 of ski lessons with professionals in the morning and descents with our animators in the afternoon to put into practice what we learned during the lessons! On Friday we will have a fun activity day with surprises at Château Saint-Ambroise.

### Meeting place

At Châteaux Saint-Ambroise, office 266, 4000 Saint-Ambroise, QC, H4C 2C7. Every morning, for the safety of the children, the procedure for arrival and departure from the day camp will be done at the door of office 266 of Châteaux Saint-Ambroise. You must use door 4000 and take the stairs located on your left at the entrance and go to the second floor, the room will be on your right. A manager will be there to welcome you. Doors open at 7:00 a.m. with daycare service, offering small activities such as coloring or free play until camp activities begin at 8:30 a.m. **Parking at the Châteaux is free for a maximum of 30 minutes.**

### End of the day

For departures, between 4:00 p.m. and 5:00 p.m., we will check the identity of the people who pick up the children in the evening using your Amilia identifier (barcode). To do this, you will have to add your photo to your Amilia account and download the Amilia application to be able to use your barcode which you must scan upon your arrival. Then go straight to your child's age group instructor to pick them up.

### Authorized persons

If you send someone else to pick up your child, you will be responsible for providing your barcode to that person before they arrive. If a person shows up without a barcode, they will be directed to reception where a team will verify their identity. Under no circumstances will a child have the right to leave the premises if one of these two criteria is not respected.





## Communications

You will receive all our communications by email. These communications include:

- ✓ Weekly informative email
- ✓ Promotional material

For March break and each week of the summer season, you receive news of the start dates of registrations as well as our promotions!

## **Our social media**

Get the inside scoop on our day camp by becoming a fan of our Facebook page and our Instagram page! Discover the 2024 animating team now and potentially see some photos of your children.

Here is the link to our Facebook page: <https://www.facebook.com/profaqua>

Here is the link to our Instagram page: <https://www.instagram.com/profaquaqc/>





## ARRIVALS AND DEPARTURES

### IMPORTANT – CHILD SAFETY FIRST!

#### In the morning, from 7:00 a.m. at the daycare

You must come and drop off your child at office 266 of Château Saint-Ambroise, at 4000 Saint-Ambroise Street. From door 4000, you must take the stairs on your left and go on the second floor; the room will be on your right. Departure for the mountain is at 8:30 a.m., before which we will have daycare service from 7:00 a.m. to 8:20 a.m. where we will offer small activities such as coloring or free games. The bus will leave at 8:35 a.m. to go to the mountain, so your child must be there at 8:20 a.m. for the head count. The animators are responsible for taking attendance.

If you think you may be late, call us as soon as possible to see if an arrangement is possible.

#### In the evening, from 4:00 p.m. to 5:00 p.m.

Regular camp activities end at 4:00 p.m., but daycare ends at 5:00 p.m. and is included in your registration. You must therefore pick up your child before 5:00 p.m. Please note that we should return from the mountain to Château Saint-Ambroise around 4:00 p.m. but there is always a risk of delay. A child who is still at camp after 5:00 p.m. will incur a penalty fee.

**Please note that you or the person who picks up your child must scan your barcode at the main entrance. Otherwise, we will have to carry out additional checks of identity to ensure the right of this person to leave with the child.**

## DAYCARE SERVICE

Daycare hours are from 7:00 a.m. to 8:20 a.m. and 4:00 p.m. to 5:00 p.m. and are included with your registration.

In the morning, children must report their presence to the staff upon their arrival. In the evening, when you come to pick up your child, we ask you to confirm the child's name and scan your barcode at reception so that the person in charge can call them to the door. **All children must be picked up by 5:00 p.m.**

**WARNING: late fees**

**A fee of \$5 for every 5 minutes late applies for any young person still at camp after 5:01 p.m.**





## HEALTH AND SAFETY

If your child has a serious allergy, you must provide us with two epinephrine auto-injectors (Epipen®). One that your child will keep with him; and a second for the animator. The parent must indicate any allergies on the health form of the participant registration form. We advise parents to personally give the epinephrine auto-injector, identified in the child's name, to the animator the first morning your child attends camp.

If your child must take medication during the day, you must notify the administration, complete the documents required by law, and indicate this on your child's health form. The medications must be given to a member of the coordination team upon the child's arrival. The medications will then be locked away and given to the child at the agreed time.

No child with symptoms of a contagious disease (fever, severe stomach aches, nausea, etc.) can be admitted to the camp. If your child has come to camp in the last 24 hours and you discover a positive diagnosis for covid 19, please inform us as quickly as possible.

No child found to have lice or nits may be admitted to camp. If such a situation is discovered at camp, parents will be contacted and expected to pick up the child immediately.

## MEALS AND SNACKS

Children must bring their lunch, there is no microwave available. Meals will not be refrigerated. Add an ice pack and avoid glass containers. Also, consider including two snacks and a bottle of water. You can also pack a hot meal in a thermos.

### Warning: Allergies

As some campers suffer from serious allergies, we ask for your cooperation so that your child's lunch and snacks do not contain any traces of peanuts, tree nuts, or sesame.





## WHAT TO BRING TO CAMP

To be able to participate in activities, we ask campers to bring appropriate clothing for winter temperatures.

**Watches, necklaces, bracelets, jewelry, toys, playing cards (including Pokémon cards), cell phones, iPods, mp3s, and any other electronic devices are prohibited at camp** and must be left at home to avoid the risk of damage, injury, loss, theft or breakage\*. In addition, there is no need to bring money/bank cards to camp, as no purchases will be permitted.

### **Ski camp, what to bring:**

- ✓ Complete snowsuit
- ✓ Gloves or mittens
- ✓ Ski equipment (if you don't have any, equipment rental is included)
- ✓ Ski helmet (if you do not have one, equipment rental is included)
- ✓ Hat without pompom
- ✓ Ski goggles
- ✓ Long socks
- ✓ Lunch (without glass container) and two snacks;
- ✓ A water bottle.
- ✓ Change of clothes (if necessary).

**Please note that there will be no access to a microwave on the mountain.**

Please note that a child who does not have appropriate clothing may be refused participation in activities.

## LOST AND FOUND OBJECTS

**Please identify clothing and accessories with your child's name.** The camp is not responsible for damaged, lost, or stolen personal items\*. A lost and found table will be accessible at the entrance to the camp. The items will be kept until March 31 at our offices located at 4000 Rue Saint-Ambroise, Bureau 266, Montreal. After this date, unclaimed items will be donated to charitable organizations.

\*Profaqua assumes no responsibility for loss, break, or theft of personal items.





## DISCIPLINE

If a child demonstrates behavioral problems that disrupt the smooth running of activities or if he violates camp rules, a verbal and then written warning will be issued to the parents (or legal guardian). If the situation persists, it may lead to dismissal. In the case of an exceptional situation like Intimidation, physical or verbal violence, or any other situation, the dismissal can also be immediate.

endangering the safety of participants is unacceptable behavior which will result in severe sanctions such as suspension or dismissal. Please note that no refund will be made if the participant is suspended or expelled for a disciplinary reason.

## SUPERVISION

Our groups are supervised by animators who have received more than 50 hours of training. In addition, our ski lessons are led by instructors who join the groups to make them as safe and interesting as possible.





## CAMPERS INFO

### To bring:

#### Ski camp, you must plan:

- ✓ Complete snowsuit
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- ✓ Ski equipment (if you don't have any, equipment rental is included)
- ✓ Ski helmet (if you do not have one, equipment rental is included)
- ✓ Hat without pompom
- ✓ Ski goggles
- ✓ Long socks
- ✓ Lunch (without glass container) and two snacks;
- ✓ A water bottle.
- ✓ Change of clothes (if necessary).

#### Rules to follow:

I will leave my toys, games, electronics, and money at home\*.

I will respect all the facilitators, all my comrades in my group and all the equipment I use.

I make sure to pick up all the trash I produce at camp, this is a very important rule that helps protect our environment and keep camp clean and pleasant for everyone.

I will participate as best I can in all activities!

\*Profaqua se dégage de toute responsabilité concernant les pertes, les bris ou les vols.

