



# PARENTS MANUAL



## Contact Information:

The Environment Network  
705 446 0551  
[info@environmentnetwork.org](mailto:info@environmentnetwork.org)

**ENVIRONMENT**  
network



**KAMIKAZE**



# Welcome to Explorations Green!

## *Camp Philosophy*

---

The Explorations Green Day Camp follows the philosophy of the Institute of Earth Education, which advocates helping people live more harmoniously and joyously with the natural world. At Explorations Green, this is accomplished through hands-on environmental learning and dynamic outdoor activities in a safe and fun environment. Children are provided with experiences that develop and nurture a joyous relationship and understanding of the Earth and its processes.

The camp will show children that they too are part of nature and will lead them to discover different relationships that exist between people and the natural worlds. Campers will be taught skills to allow them to live more in tune with the Earth, by focusing on and modeling positive environmental behaviors and attitudes.

Campers will enjoy new weekly themes as they spend their days outdoors cycling, swimming, river trekking, connecting with the community, creating eco-art, playing games, and learning about nature through exploration and dynamic outdoor activities.

Explorations Green introduces campers to the many trail systems, parks, and public spaces that our area has to offer. Under the guidance of trained counselors, campers discover the different relationship between people and the environment while experiencing numerous ways to enjoy nature.

## *Camp Sponsorship*

---

***We strive to ensure that all children have equal access despite facing any economic barriers.***

***Please contact Kerri MacDonald at 705 446 0551 for further information.***

## *Camp Program*

---

The program for The Explorations Green Summer Day Camp has been carefully designed to provide campers with a fun and educational experience. Activities are included in the camp's program if they satisfy one of seven learning outcomes: *Energy Flow, Cycling, Diversity, Community, Inter-relationship, Change, and Adaptation.*

## *Registration*

---

Parents are asked to accompany their children on the first day of camp. It gives camp staff the opportunity to meet you, as well as giving you the chance to meet with the people who will be caring for your child each day. All registration forms need to be completed prior to the start of camp.

Registration is not complete until payment has been received. We are not able to offer refunds for missed days of camp. Before the camp starts, we purchase supplies and hire our staff according to the pre-enrollment numbers. Your understanding is appreciated.

## *Camp Location and Hours of Operation*

---

### *Collingwood, ON*

Camp sessions run Monday to Friday. Camp headquarters is located at Sunset Point Park, beside EnviroPark, in the Pavilion. The Pavilion offers a sheltered area for campers in the case of inclement weather. Additionally, there is a locked storage facility to store bikes overnight if you desire.

**Campers are to meet at the pavilion each morning. Camp drop-off begins at 8:30 and then Opening Ceremonies at 9:00 am and the camp ends with a Closing Ceremony each afternoon. Children are to be picked-up at 4:30**

## *Camper Arrival and Departure Procedures*

---

**Arrival** - Camp staff will be available to check in your child beginning at 8:30 am. Please do not arrive earlier as staff will be busy preparing for the day and will not be able to give your children the supervision they require. Parents/Guardians need to sign their children into the care of camp staff.

**Children cannot be dropped off or sign themselves in.** Part of the sign in process will be to provide a passcode that will be required for pick-up.

**Departure** - Explorations Green staff will not release a child to anyone other than the authorized parent/guardian unless another party is noted on the camper information and has been given the passcode by the camper's parent. On your registration form you will have filled out two alternate people

who are then authorized to pick up your child from camp. Unforeseen circumstances do happen and if you need a person that is not on your list to pick up your child early, please contact the office to let us know. **Under no circumstances will a child be allowed to leave the camp unsupervised.** Campers return to the camp headquarters at Sunset Point between 4:00-4:15 pm. If you need to pick up your child early, please notify the camp staff in advance.

**IMPORTANT: After 4:45pm parents will be charged \$1.00 per minute in addition to their camp fee. In the event that a parent fails to arrive by 5:00pm we are obliged by law to contact the Children's Aid Society.**

## *What to Bring:*

---

### *Everyday:*

- Bike and Helmet (if you choose you can bring a lock as well)
- Litterless Lunch \* (nut-free)
- Water or Juice in a reusable bottle \* (no energy drinks please)
- Sunscreen
- Snack food – morning and afternoon
- Hat
- Swimsuit and towel on scheduled swim and river trekking days
- Closed toed water/running shoes- (Shoes must be worn while trekking the river. These shoes will get wet and dirty)
- Sweater – Since camp is located at Sunset Point, the wind sometimes picks up and it can get a bit cool at headquarters especially in the morning.

### *Rainy Days:*

- Raincoat with hood
- Rain pants and rubber boots (optional)

## *What Is A Litterless Lunch?*

---

Campers are encouraged to bring a lunch that contains nothing which goes into either the garbage or recycling bin.

### *TIPS:*

- Put muffins, carrot sticks, sandwiches, yogurt etc. in reusable containers.
- Buy in bulk. Divide a larger batch of snacks or a large container of yogurt into your own single servings. You will reduce garbage and save money.

- Buy larger sizes or concentrated forms of beverages and dispense them into your own thermos or refillable drink container.
- Stainless steel is the best option for holding food items and beverages.
- In the event we are not near any recycle or composting bins and packaging and food scraps will be sent home with your child(ren)



***Neat Idea:** Put the drink in the freezer the night before- make sure it is in a container that will not break. The next day, as the frozen drink melts, it will keep the lunch cool and make a refreshing drink on a hot day.*

Packing a litterless lunch is a simple act that pays dividends to the environment day after day. By reducing lunchtime packaging you set a good example and demonstrate a commitment to the environment, our children and future.

## ***Nut-Free Policy***

---

Explorations Green provides a nut-free environment. Try to ensure that any residue from peanuts/nuts is cleaned from teeth, hands, toys, books, clothing, school bags etc. before coming to camp. Please do not bring or send with your child any snack or lunch containing any nuts or nut products (e.g. OIL). Campers with nut allergies are required to bring epi-pens with them to camp each day.

## ***Camp Safety***

---

### ***Counselors***

Explorations Green Summer Day Camp counselors undergo a stringent interviewing process. Police background checks are a condition of employment. All staff must possess current Emergency First Aid with CPR training and undergo pre-camp training with experienced returning staff and the Camp Director. The counselor to camper ratio is never higher than 1:6 for the 4-6 age group and 1:8 in the 7-10 age group.

### ***First Aid***

---

Safety considerations have been incorporated into every activity at the Explorations Green Summer Day Camp. The safety procedures are formulated based on a Crisis Management Plan – knowledge and skill, preventive awareness, and preparedness. Every counselor is trained in Emergency First Aid and CPR. Each counselor has a complete first aid kit and cell phone to always stay in contact with the Environment Network office. Phone numbers for police, hospital, fire department and the Environment Network are always at hand as well.

## ***Notification of Medical Problem/Emergencies***

---

If a child is injured or becomes ill while at camp, the child is placed under continued supervision by a staff member. In the event of an injury, a staff member will apply first aid and fill out an accident report. If a child has a minor injury, the parent or guardian will be informed at the end of the day.

If the child's injuries are significant enough that they cannot play or participate in group activities, or if the injury involves the child's head, then the child's parent will be notified immediately and requested to pick up the child as soon as possible. If the staff cannot reach parents or an alternative contact person, a call may be placed directly to a child's physician on record.

In those cases where the illness/symptoms or injury are such that there must be no delay in treatment, emergency medical treatment will be obtained by calling paramedics to administer necessary aid and transport the child to an emergency care facility. The parents or designated contact persons will be notified next.

## ***Sunscreen***

---

Please apply sunscreen (SPF 30 or higher and UVA & UVB protection) to your child **BEFORE** you drop them off at camp and send sunscreen with them daily. Sunscreen will be reapplied throughout the camp day.

## ***Bicycling***

---

Bicycles must be brought to camp every day. There is a safe and secure place to store bikes overnight if you choose to. All activities and equipment used are put through the Camp's Safety Check. Prior to bike outings, all bikes are put through a safety check and if repairs are needed parents will be contacted. Bike helmets are mandatory. If you would like, you may send a bike lock to use throughout our daily adventures. Children will go cycling as part of the camp program; as well, they will bike to and from our swimming location, which is the Centennial Pool.

Bicycle trailers are available for the younger children's backpacks as it can be hard for the little ones to bike with a heavy backpack.

In the event the pavilion has been rented out we will require parents to take their child's bike home and bring it back the next day. We will give parents as much notice as possible. However on the odd occasion rentals do happen last minute.



## ***Swimming (Collingwood)***

---

Swimming will take place at Centennial Pool 451 Third St. The pool provides qualified lifeguards and instructors. The pool will be closed to the public during camp swim times. There are also life jackets at the pool for the children who need them and **for all** campers ages 4-6. Each camper is required to perform a swim test at the beginning of each swim time, this test allows campers to swim in the deep end. Camp staff will be always supervising children in the pool as well.

## ***Camper of the Week***

---

Each week, our camp staff select a *Camper of the Week* for each age group (ages 4–6 and ages 7–11). This recognition is not based on popularity, athletic ability, or confidence level. Instead, it celebrates campers who have shown meaningful growth or demonstrated positive behaviours throughout the week.

Campers may be chosen for many reasons, including (but not limited to):

- Demonstrating personal growth or trying something new
- Showing kindness, compassion, or inclusion toward others
- Helping fellow campers or supporting counsellors
- Taking initiative, such as helping with clean-up or camp responsibilities
- Stepping outside their comfort zone or showing resilience
- Displaying leadership, teamwork, or a positive attitude

Sometimes this recognition goes to a camper who is quiet or shy and could benefit from a confidence boost; other times it may be a camper who has made noticeable progress or consistently gone above and beyond. Each week brings different opportunities for growth, and selections are based on staff observations across the full camp experience.

Our goal with *Camper of the Week* is to encourage positive behaviour, celebrate effort and development, and help campers feel proud of who they are — not to compare children or create competition. Every camper is valued, and our staff work intentionally to recognize growth in all its forms throughout the summer.

## ***Cancellation Policy***

---

No refunds will be given after May 1, 2026. Cancellations made before May 1, 2026 will be subject to a 50% refund. For all cancellations and or refunds, a \$25 administration fee will be applied.

## Air Quality and Wildfire Smoke Policy

The health and safety of our campers and staff is our highest priority. Explorations Green Day Camp closely monitors local weather conditions and Environment Canada's Air Quality Health Index (AQHI), including air quality warnings related to wildfire smoke.

As an outdoor camp, our programs are designed to take place outside. While we have access to the Sunset Point Pavilion for shade and shelter from rain, it is an open-air structure and does not provide protection from poor air quality in the same way as a fully enclosed, climate-controlled building.

When air quality deteriorates due to wildfire smoke or other environmental conditions, camp staff will modify programming to reduce campers' exposure whenever possible. Depending on the severity of the conditions, these measures may include:

- Reducing or cancelling bike rides and other strenuous physical activities.
- Providing lower-intensity activities at camp headquarters.
- Incorporating water-based games and quiet activities where appropriate.
- Encouraging frequent hydration breaks throughout the day.
- Closely monitoring all campers for signs of discomfort, including coughing, difficulty breathing, dizziness, headaches, or unusual fatigue.

Our staff will continue to monitor air quality conditions throughout the day and adjust programming as needed based on current public health recommendations.

Parents and guardians of children with asthma, respiratory conditions, heart conditions, or other health concerns that may be aggravated by poor air quality are encouraged to consider whether attending camp is appropriate during periods of reduced air quality. If a camper experiences symptoms that cause concern while at camp, parents or guardians will be contacted immediately.

While we make every reasonable effort to reduce exposure during periods of poor air quality, Explorations Green Day Camp does not have access to a fully enclosed indoor facility that can completely protect campers from outdoor air conditions. We appreciate the understanding and cooperation of our camp families as we work together to provide the safest possible experience while maintaining the outdoor nature of our program.