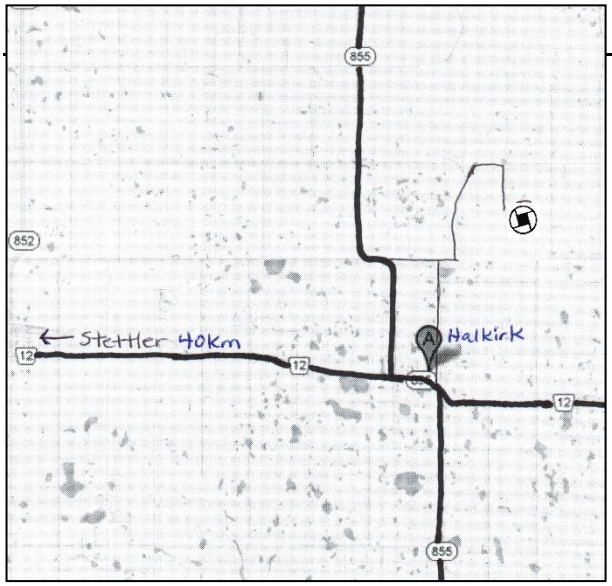
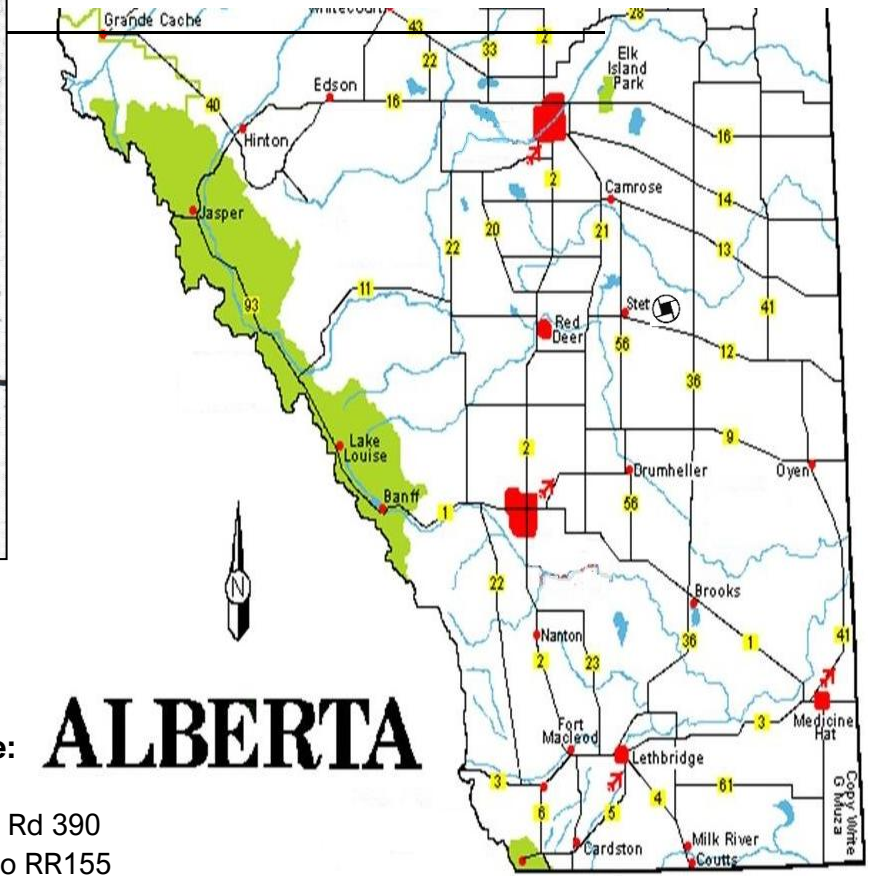
# SUMMER CAMP INFORMATION PACKAGE

## LOCATION




Blue Location Sign 39117 RR154
Latitude 52.3345 Longitude -112.1122




**Directions from Halkirk to Circle Square:**

- Go 4 km north on Secondary Hwy 855
- Turn right (east) onto gravel road TWP Rd 390
- Go 2.4 km east to a forced left turn onto RR155
- Go 3.2 km north through the coulee to a right curve
- Go 0.8 km east, our sign marks the corner, turn right Twp Rd 392 RR154
- Go 0.8 km south and you are under the arch of our main gate.
- Continue following our driveway to either Pathway or Western Town

## REGISTRATION DAYS

Week 1 – Wednesday, June 30
Week 2 – Monday, July 5
Week 3 – Monday, July 12
Week 4 – Monday, July 19
Week 5 – Monday, July 26
Week 6 – Monday, August 2
Week 7 – Monday, August 9
Week 8 – Monday, August 16
Week 9 – Monday, August 23

### Drop off time is from 2 – 4 pm

We are unable to register anyone before 2 pm, please plan your driving time accordingly.

**Western Town**

Registration table will be in the dining room of the Hotel, includes Leaders in Training and Route 4:13.

**Pathway**

Registration table will be in the dining room, which is the center building.

Note: We prefer that you do not bring your dog with you on Registration or Rodeo Day. However, if you must, then the dog must remain outside Ranch buildings, on a leash and always attended.

# REGISTRATION DAY PROCEDURES

Staff will welcome you at the main gate and give you directions for parking.

1 **SIGN IN YOUR CHILD OR CHILDREN** in the dining hall at both Western Town and Pathway

- Both the child and the parent or guardian must come to the registration table together.
- All campers will have their hair checked for lice.
- Pertinent information on your child's registration will be confirmed
  - Mailing address, email address, contact numbers, birthdate
  - Please have the following with you:
    - Any new information such as a change of address
    - Health care number (if you did not enter it during online registration)
    - New or additional emergency contact phone numbers
    - Balance owing of camp fees
- All medication will be given to the Camp Nurse
  - All medication must be clearly marked in the original bottle with original labels or in a pharmacy bubble pack (see Medication section below)
  - You can discuss any health concerns with the Camp Nurse at this time
  - If your child is arriving at camp with anyone other than one of their parents and they need to take medication while they are at camp, please write out any instructions regarding the medication and then sign the page as our authorization to administer the medication while the child is at camp.
- Please let us know if you need to pick up your child before the rodeo at the end of the week.
- Please let us know if you have planned for anyone else to take your child home from camp, for example if you carpool with another family

2 **TUCK MONEY** – spending money for the camp store

- Check your statement of account to see if tuck money was prepaid during online registration.
- If you need to leave some tuck money you can do so at the following locations:
  - Western Town – in the General Store
  - Pathway – at the registration table in the dining room
  - Interac/debit/credit available in the General Store at Western Town
- Amounts commonly deposited:
  - Western Town - $15 - $20, campers get tuck time twice a day
  - Pathway - $10, campers get tuck time once each day
- Daily purchases will be recorded and any *remaining amounts over $5* will be placed in the envelope that you receive at Sign Out on Rodeo Day. If there is less than $5 left it will be placed in the Camper Scholarship Fund to help send kids to camp.

3 **MOVE INTO YOUR CABIN AND MEET YOUR CABIN LEADER**

- Pathway
  - Staff with a list will meet you as you arrive and let you know which cabin(s) your child(ren) will be staying in for the week.
  - Cabin leaders will be in the cabins to meet your child and help you get them settled in.
- Western Town
  - A wagon will take you from the parking lot to Western Town, staff on the wagon will have a list to let you know which cabin(s) your child(ren) will be staying in for the week.
  - There will also be a cabin list posted inside the main lobby doors.

## CABIN MATE REQUESTS

We know how important it is for your campers to spend time with their friends or relatives at camp, and we will make every effort to honour your requests, however we cannot guarantee that all cabin mate requests can be met. Generally, we aim to put campers in groups with other campers the same age.

- Please make sure that all cabin mates are requested at the time of online registration on the Camper Information Form. The campers need to have each other's names in the cabin mate box on this form.
- Siblings may not be placed in a cabin together unless you request that they be together. You can also use the cabin mate box to request that they are not placed in the same cabin.
- If you could not enter a name at the time of online registration, or your cabin mate request has changed, then please phone 403-884-2444 or email halkirk@csranch.ca ***at least 2 weeks before your child's week of camp***, at the very latest, to update your request.
- It is very difficult to make changes once campers have started arriving on Registration Day, and often we are not able to make any changes to cabin assignments with no prior notice.

## RANCHER MAIL

We are happy to deliver notes to your child while they are at camp.

- Please write their full name on the front and which day you would like it to be delivered.
- No parcels, please, notes only
- Notes are delivered at breakfast time on Tuesday, Wednesday, Thursday, and Friday
- We do not recommend sending mail through Canada Post, usually it arrives after the camper's week of camp and it must be returned to sender.
- Drop off any camper mail at the registration table when you arrive at camp.

## CAMPER MEDICATION

Medical care is a vital part of our role for your child while they are at Circle Square Ranch.

- Please advise us at registration if there are any changes to your child's medical information from what was entered at the time of online registration.
- Circle Square Ranch Halkirk reserves the right to refuse admission to any camper with a suspected contagious condition, i.e. fever, chickenpox, Covid, lice/nits. To ensure your child has an enjoyable week, and to protect other campers, please have any condition treated completely before coming to camp. If this is not possible, please call and inquire about rescheduling to another week (pending availability).
- Due to the structure of our program, we request that medications required throughout the year are sent with your child to camp.
- All medication brought to camp must be kept in a safe location with our first aid personnel, including vitamins, puffers, pain medication, prescriptions, and birth control.
- All medication must be in its original container, labelled with the camper's name and instructions for use, or in a pharmacy bubble pack. Most pharmacies will bubble pack your child's medication free of charge. Please consider this as an option for your child's week of camp.
- If you would like your child to carry their puffer or Epipen with them, please bring a second one to be kept with the camp nurse in case one gets lost.

## LICE

Please check your camper's hair before they come to camp. It is very disappointing for a camper to have to be sent home because of lice, so please check ahead of time, if you are not sure please contact a medical clinic.

- A lice check is part of our registration process.
- If we find any lice or nits the camper will be sent home so a proper lice treatment can be done. If you have travelled too far to return home, we have treatments available to be purchased.
- Your camper's hair must be free of ALL nits and adult lice before the camper can stay at camp.
- There are no exceptions and no refunds due to lice.

## FOOD ALLERGIES

InterVarsity Circle Square Ranch Halkirk will make every effort to accommodate food allergies; however, we cannot guarantee that we will be able to meet requests for food preferences.

- When notified in advance, we are able to accommodate most vegetarian, lactose-free, and gluten-friendly diets.
- If your child has a complex allergy, please contact the camp office to determine if dietary restrictions can be accommodated.
- If your child has food allergies and you would like to review the menu, please contact us the week before your child's week of camp. You can discuss the menu with the cook if you need to do so.
- We are not a gluten free facility. We will do our best to reduce exposure for those who are Celiac or have a severe gluten allergy, but we do prepare food containing gluten in our kitchens.
- We cannot guarantee to be a nut free facility. We do seek to reduce the risk of exposure to nuts and therefore do not knowingly use or serve peanuts, peanut products, or tree nuts on camp property. Nuts or products containing nuts will not be available in our camp stores. However, the food we purchase may contain traces of nut products.

## LOST AND FOUND

- Circle Square Ranch Halkirk is not responsible for lost or missing items. Please label all belongings clearly with the camper's name.
- During a week of camp, we will display lost and found items to campers at mealtimes in an effort to get their belongings back to them soon after they are found.
- At the end of the week any unclaimed items will be made available in the two Lost and Found bins placed near the Sign Out window at the rodeo arena.
- Any items that have not been claimed before the end of September will be given to a local charity.

camps.mabelslabels.com 1-866-306-2235

Order labels to mark your child's "stuff" and a portion of the fee goes into our Summer Missions Fund to support our summer staff that volunteer for the summer.

# RODEO DAY

- Rodeos for both Pathway and Western Town will be held in the riding arena across from the main parking lot.
- There is a concession at the rodeo grounds where you can purchase burgers, drinks, and snacks.
- Campers will have a chance to show off their increased horsemanship skills to their parents, as well as compete against their peers in a friendly rodeo to end their week of camp.
- We encourage parents, family, and friends to attend the rodeo and cheer on their child and the other campers.

## Rodeo Days

Week 1 – Saturday, July 3
Week 2 – Saturday, July 10
Week 3 – Saturday, July 17
Week 4 – Saturday, July 24
Week 5 – Saturday, July 31
Week 6 – Saturday, August 7
Week 7 – Saturday, August 14
Week 8 – Saturday, August 21
Week 9 – Thursday, August 26

**PATHWAY** – rodeo begins at 11:00 am
Campers will be served lunch at the rodeo grounds immediately after their rodeo.

**WESTERN TOWN** – rodeo begins at 12:00 pm
Campers will be served lunch in their dining room prior to the rodeo

**Week 9 WESTERN TOWN and PATHWAY** – combined rodeo at 11:00 am. Campers will be served lunch at the rodeo grounds immediately after their rodeo.

# SIGN OUT PROCEDURES

- Sign out will begin after the opening ceremony of each rodeo.
- Sign out is located at the left window of the concession building near the rodeo arena.
- **BOTH** the **CHILD**(REN) and the **PARENT** or GUARDIAN must report **TOGETHER** to the sign out window **AFTER** the camper has completed their event in the rodeo.
- If you have planned for someone other than yourself (i.e. carpool with another family) to pick up your child, please notify the staff at the registration table when you bring them to camp. Parents, or designated drivers, must sign out each camper.
- There will be a poster and an envelope for each child including a camp journal, left-over tuck money($5 or more), and a cabin picture.
- This is also where you can pick up any remaining medications for your child.
- Please take a moment to look through the lost and found items.
- If a camper must leave camp before the rodeo, please notify the Ranch ahead of time, either at registration on Monday or contact the camp office during the week. 403-884-2444 or halkirk@csranch.ca. Arrange a time to pick them up so that we can help them pack and be ready to go; at that time the camper must be signed out with the nurse or office staff either at Pathway or Western Town.

# WHAT TO BRING CHECKLIST

Parents: Please help your child pack and double-check that they have everything that they will need for their week of camp
Weather can change with little warning, and it is important that your child be prepared for all conditions.
Please label all items, as well as the outside of all bags and suitcases, etc.

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| | Sleeping bag or single sheet set – we recommend bringing a fitted sheet and layered bedding so that campers can be comfortable whether it is warm or cool. The bunk beds have standard single foam mattress. |
| | Pillow |
| | Extra blanket (optional) |

**Toiletries**

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| | Toothbrush and Toothpaste |
| | Soap |
| | Shampoo and Conditioner |
| | Brush or comb |
| | Elastics for braids or ponytails (optional) |
| | Lotion |
| | Sunscreen – minimum 35 SPF |
| | Chapstick – with SPF protection |
| | Bug spray - Please have younger children practice putting on sunscreen and bug spray before coming to camp so they can be as independent as possible. |

**Towels**

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| | Large towel for swimming |
| | Large towel for showering |
| | Hand towel and wash cloth |

**Clothing**

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| | Pyjamas / sleepwear |
| | Jeans or long pants for riding horses |
| | Socks and underwear (at least 5 of each) |
| | Mid-length shorts – campers will participate in activities that require wearing a harness, please ensure that shorts are mid-thigh length for added comfort and coverage; campers will be asked to change |
| | Sleeved T-shirts – when packing T-shirts, please ensure that they provide excellent protection from the sun. UV shirts are highly recommended. Please do not send tank tops, low cut tops, or crop tops as they do not provide adequate sun protection or coverage when playing camp wide games, and campers will be asked to change. |
| | Long sleeved shirt, hoodie or sweater |
| | Warm jacket or raincoat |
| | Swimsuit and UV swim shirt – bikinis are not allowed as campers will participate in co-ed high energy water games etc., so please send a one piece or a tankini for girls. If the UV index is high campers may be asked to wear a UV shirt, if they do not have one, then pack a t-shirt that can be worn in a chlorinated pool. |
| | Hat for sun protection |
| | Dress clothes for banquet supper on Friday – dress or suit, or a nice shirt with pants, skirt or shorts |

**Footwear**

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| | Running shoes for wide games and climbing wall – recommend older runners that can get muddy |
| | Footwear for riding horses – Footwear must be sturdy enough to protect their foot if your child's foot is stepped on. Suitable footwear includes riding boots, hiking boots, or sturdy running shoes. Canvas shoes, crocs, or sandals will not be allowed. |
| | Sandals or crocs, flip flops |
| | Rubber boots(optional) – program continues if there is a light rain |
| | Inside shoes or slippers(optional) |

**Other Recommended Items**

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| | Reusable water bottle – we encourage campers to fill their water bottles at mealtimes so that they can take water with them to the activities |
| | Bible, notepad, pen (optional) |
| | Theme meal clothing – one of the fun things at camp are theme meals, such as twin lunch or superhero lunch (optional) |
| | Flashlight (optional) |
| | Laundry bag or 2 clear plastic bags – to be used for dirty laundry and for packing up on Saturday, please label your laundry bag |
| | Drawstring bag, small backpack, or fanny pack Campers should bring a small bag to carry items with them throughout the day. Please make sure the bag is big enough for their water bottle, bug spray, and sunscreen. |

## What NOT to bring to camp:

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| Electronics - cell phone, tablet, laptop, game devices, anything expensive or that connects to Wi-Fi |
| Expensive clothing or sentimental items – items may get lost or be broken or damaged |
| Jack knife, hunting knife, air guns, or firearms |
| Tobacco products, matches, or lighters |
| Alcohol or cannabis, non-prescription drugs |
| Snacks with nuts or traces of nuts |
| Wallet and cash |
| Inappropriate reading materials |
| Clothing with inappropriate words or pictures |