

# BULKLEY VALLEY **m**useum

## Summer Camp Registration Form: August 12-16, 2024

**\*\* Balance of fees are due at the time of registration to confirm your spot\*\***

\$35/day or \$150 for full week

Payment can be made by cash, cheque or e-transfer at [curator@bvmuseum.org](mailto:curator@bvmuseum.org)

**Dates Registered (circle):    Mon    Tues    Weds    Thurs    Fri    Full Week**

### **Child's Information**

Child's Name (first, last): \_\_\_\_\_

Birthdate: \_\_\_\_\_ Age: \_\_\_\_\_

Personal Health Number: \_\_\_\_\_

*Please read below and initial in the box – agreement is required for registration of child in the BV Museum Summer Camp.*

**Bulkley Valley Museum staff will administer standard First Aid as needed, and will call emergency personnel (i.e. ambulance) for serious medical concerns. I understand all associated fees are the responsibility of the child's legal parent/guardian.**

initial

**I authorize my child to be in photographs that may be used for promotional purposes (circle answer): Y / N**

1. Is your child on any **medication** that we should be aware of? If it requires administration during the camp day, when and how should it be administered?

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2. Does your child have any **allergies** that we should be aware of? Does your child carry an epi-pen, inhaler, etc.? Are they able to self-administer, or should it be administered by staff? If so, where is it normally located?

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3. Is there any additional information about your child that the staff should be aware of that would help us to create a fun and positive experience for your child (i.e. behavioral or medical concerns)?

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**Legal Guardian Information**

**Guardian 1** (Check if primary residence of participant)

Name: \_\_\_\_\_

Relationship to Child: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

***Please place an \* beside the best contact phone number to reach this Guardian at during camp!***

**Guardian 2** (Check if primary residence of participant)

Name: \_\_\_\_\_

Relationship to Child: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

***Please place an \* beside the best contact phone number to reach this Guardian at during camp!***

**Emergency Contact**

Please provide contact information for someone other than the guardian(s) listed above that BV Museum staff can contact in the event of an emergency, if the guardians cannot be reached:

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Relationship to Child: \_\_\_\_\_

**Food Activity Permission Form**

Campers may have the opportunity to taste/consume some products that result from a programming activity (e.g. soapberries, homemade butter, etc.). We also usually provide hot weather treats, including homemade fruit juice freezies (made by a BVM board member), or store-bought popsicles during the week.

Please check one option, and sign at the bottom:

Option 1: I give permission for my child to consume all edible products that are part of the camp programming and activities, as well as any special “treats” provided by the museum as described above as part of the programming.

Option 2: I would prefer that my child **not consume** OR my child **has an allergy or dietary restriction with** (list):

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Option 3: I would prefer that my child **not eat or consume anything** other than the lunch and snacks that I provide.

Signed (guardian signature): \_\_\_\_\_

Date: \_\_\_\_\_

***We will provide guardians with an updated final list prior to camp, and you may opt in or out at that time.***

**T-Shirt Size:**

We use men’s white cotton t-shirts for tie-dye. Please circle which size best suits your child:

Men’s Small

Men’s Medium

## Important BV Museum Summer Camp Information

(Please retain this section!)

### Cancellations

- Once registered, cancellations must be made in writing (email) by August 5<sup>th</sup>, seven days prior to the first day of camp (August 12th). Cancellations must be confirmed with museum staff via writing (email). Refunds will not be given with less than seven days' notice.
  - No refunds will be given for absences due to illness.
  - No refunds will be given if your child is asked not to return to camp due to behaviors that are continually disruptive, violent, abusive, bullying etc.
- If the museum has to cancel the camp because of low enrollment, you will be notified by August 5<sup>th</sup>, 2023, and your camp fee will be reimbursed to you in full via cheque.

### Arrival Policy:

- Drop off at the Old Church (3704 First Avenue) between **8:25 am and 9:00 am**. **No early arrivals please!**
- **Campers must be signed in each day by a guardian**
- If the camper arrives late and the group is not at the Old Church (e.g. group is walking to a local park) they must be taken to the group by their parent/guardian. If this is the case, either staff in the museum will be able to provide information on where the group has gone, or there will be a sign on the OC door.

**\*When possible, please note your late arrival by contacting the BV Museum, or in advance\***

### Departure Policy:

- Camp concludes each day at **4:30 pm**.
- All campers **must be signed out by the legal guardian**
  - **BVM staff must be told in advance (e.g. during drop-off, or by calling the museum office) if someone other than the legal guardian (e.g. aunt, family friend, grandparent) is signing out the child.**

**\*A late pickup fee of \$10 per 15 minutes will be charged starting at 4:40pm\***

### Contacting your child:

- If you need to get a message to your child or the camp staff during the day, call the Museum office at 250-847-5322.

- **The use of cell phones during camp is not permitted.** Campers who need to have a phone on site for special situations can leave their phone with the camp staff.

#### **Inform the BV Museum if:**

- Information on your registration form has changed.
- Someone other than those listed on the registration form is dropping off or picking up your camper.
- A camper will be arriving late to camp or will not be attending camp (due to illness, etc.)
- A change occurs in your child's life that alters their attitude, behaviour or causes emotional upset.

#### **Parents will be contacted immediately if:**

- Your child has received an injury that may require immediate medical attention.
- Your child exhibits a medical condition that may be contagious or threatening to others.
- Your child is ill and unable to participate in the daily activities.
- Your child exhibits a pattern of disruptive behaviour that interferes with the programming or other children.

#### **Parents will be notified at pickup time if:**

- Your child has a minor injury that did not require a medical professional.
- Your child complains of non-emergency conditions or symptoms.
- Your child exhibits unusual or unacceptable behaviour.
- The BV Museum wants to share your child's accomplishments with you.

#### **Lunch/Food:**

- Campers must bring their own nut-free lunches and snacks
- Please ensure that your child(ren) have enough food for at least **three healthy snacks and a lunch.** Remember that a day at the BV Museum camp is slightly longer than a day at school.
- Please ensure your child(ren) have enough fluids **and a refillable water bottle** to continue to hydrate throughout the day. Tap water is available to refill bottles.
- Campers are not permitted to leave the Museum to purchase lunch, snacks, etc. unless signed out by their guardian at lunch time.

#### **Toys, Sports Equipment:**

- **Toys (including electronic games, music players, trading cards, etc.) or other personal items are not allowed at the camp.** The BV Museum is not responsible for broken, lost or stolen items.

- If the staff request a specific item for an activity, a note will be sent home, and the equipment will be kept in a safe place until needed.

### **Photos:**

The BV Museum may take photographs of campers throughout the day to be used in promoting programs at the BV Museum, in print or on the BV Museum's website. Please ensure you have checked the appropriate box on the registration form if you do not want photos taken.

### **Clothing/Camp Supplies**

- Some camp activities will be messy (e.g. paint) or involve physical activity. Campers should wear comfortable clothing and closed-toe shoes. **Packing a change of clothes is highly recommended**, in case they get wet from time outdoors, spill, etc.
- Campers will be spending time outside every day, please ensure your child(ren) bring a **refillable water bottle**.
- Please send your child to camp wearing sunblock with an additional bottle for reapplication. Ensure that they have a hat, sweater, or rain jacket, as the weather of the day requires.
- Camp Leaders will make every effort to be sure campers do not lose items. However, the BV Museum does not assume responsibility for anything lost.

**\*The BV Museum is not responsible for providing extra clothing, sunscreen, snacks, beverages, or lunch\***

### **Illness/Injury**

- If your child is ill, please do not send them to camp. The BV Museum does not have provisions for giving nursing care other than basic First Aid. Should a child come to camp and become ill, parents will be notified and asked to pick up their child.
- In the event of an emergency, the BV Museum will call an ambulance to transport your child to the hospital for treatment, and you will be contacted immediately.
- In case of contagious disease, please notify Camp Staff immediately. All parents will be notified as soon as possible.
- The BV Museum will not give refunds for any camp time missed due to illness.

### **Medications**

- In the interest of your child's safety, it is vital that you inform Camp Staff (in writing) of allergies or any other medical conditions that will impact your child's welfare.
- If your child's medical status changes prior to the start of camp, please inform the BV Museum.

**If you have any other concerns, please contact Program Assistant Mélanie Morin at 250-847-5322 or [education@bvmuseum.org](mailto:education@bvmuseum.org).**