

Dear Parents/Campers,

We hope that you have been enjoying the hot weather and looking forward to your summer time off! Here is some information that you may need to know before attending JEI Summer Camp.

Snacks/Lunch:

We ask parents to send students to camp with:

- At least 1 water bottle for the day (labelled with your child's name)
- 2-4 snacks if students are attending full day (9:00am-3:00pm or longer)
- Lunch 12:00pm-1:00pm
- Indoor shoes are mandatory
- All students age 5 and younger must bring a change of clothing that can be kept in their cubby, (extra pair of pants, socks, and undergarment).

Lunch & snacks should be packed with either a freezer pack or in a thermos. Fridge and microwave are **NOT** available for students.

Enough snacks should be packed for students. JEI Learning Center does not have any additional snacks available for students.

*On camp days with cooking lessons, we may make/eat waffles, ice cream, sandwiches, cookies, smoothie, mac n cheese, s'mores, popcorn, freezies, etc. Should you have any concerns about your child taking part or eating these snacks, please let us know. Please ensure that JEI Learning Center is aware of any allergies that students have. We will let you know in advance when these days will be occurring.

*Families are welcome to bring in birthday treats to celebrate their children's birthday at JEI. Please ensure that all food products are labelled with the nut-free symbol.

****Please ensure that all food and drinks are peanut and tree-nut free!**



Schedule:

- Extended Morning Hour: 8:00am – 9:00am (free play supervised by 1 teacher)
- Academic Session: Language Art, Math, group activities 9:00am – 12:00pm
- Recess: 10:30am – 11:00am
- Lunch: 12:00pm – 1:00pm
- Activities session: 1:00pm – 3:00pm
- Extended Afternoon Hours: 3:00pm – 6:00pm (free play supervised by 1 teacher) | JEI classes: 3:00pm-5:00pm
- To add extended hours until 4pm \$25.00 for the week | 5pm \$35.00 for the week | 6pm \$45.00 for the week, payments must be e-transferred in advance

Pick Up/Drop Off

Students should be dropped off and picked up directly to our facility every day by a parent or guardian. Parents should ensure that a staff member is aware of students being dropped off or picked up.

If someone other than the parent is picking up a student after school, please bring a signed note to JEI ahead of time to make staff aware that someone else will be picking up students. This person must also be listed on your registration form as allowed to pick up students, and may be asked to present identification when collecting the student. A JEI staff member will also call parents during the day to confirm that someone else will be picking up the student.

Absences

If students are ill, or will be absent for any reason, please call ahead of time to let JEI Learning Center staff know. Classes or camp days cannot be rescheduled or “made up” during summer camp.

Field Trips:

Parents will be notified ahead of time of the field trips schedule. On days when we go on a field trip, please be sure to pack:

- Water bottle
- JEI camp t-shirt is mandatory
- Running shoes
- Lunch and snacks (only for Forsythe Family Farms – July 10th, 2019)

All students must wear their JEI Summer Camp shirt so that they can easily be recognized.

Camp Attire/Dress Code:

Students **MUST** wear closed-toe shoes while inside the building and running shoes during field trips. This is for safety reasons.

JEI Learning Center does not have a specific camp uniform. On days where we leave the JEI location, students must wear their JEI Camp shirts for easy identification, and safety reasons.

We recommend students to bring in an art smock, or an old, large shirt that they can wear during art activities.

All students age 5 and younger must bring a change of clothing that can be kept in their cubby.

Label Everything:

We suggest that everything your child brings to camp should be labelled with their name to help avoid confusion of belongings.

Please do not send valuable items (such as iPads, iPhones, Android, iPods, etc.) to camp as JEI Learning Center will not assume responsibility for any lost or damaged articles.

Medications:

If your child requires medication, please ensure that it is clearly labelled with the camper's name, Doctor's name, and instructions for use. A Medication Form must also be completed, which authorizes staff to administer medication to your child. All medications must be given directly to a staff member and will be kept in a secure location.

Health Cards

We recommend that parents leave a photo copy of students' health cards for emergency purposes. This information will be kept confidential, and will only be used in emergencies where this information is required. This is not mandatory, although is in the best interests of your child. When you drop your child off/pick up your child we can photocopy students' health cards, or you can scan and email a copy to us.

JEI Richmond Hill Director contact:

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Markham East Greensborough Assistant Director contact:

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To follow our daily camp adventure, please follow us on:

Facebook: JEI Learning Center (Richmond Hill, Ontario)

Instagram: JEI of Richmond Hill

Facebook: JEI Learning Center (Markham, Ontario)

Instagram: JEI of Markham East