



2018 Camper Information Package





Dear Campers,

Welcome to Zajac Ranch for Children!

We are so excited for you to come to camp this summer!! Whether it's your first time or your 14th time, we know that you are going to have an awesome week here. There is so much to do - from horseback riding to swimming to just hanging out at the campfire, there is something for everyone to enjoy. Before you come to camp, please take a look at this document which will explain everything you need to know about camp. We are counting down the days till camp and your arrival, and we can't wait to see you soon.

In the meantime, stay silly and awesome!

Tie-dye and Sunshine,

Emily McFarlane
Camp Director
Zajac Ranch for Children

Dear Parents/Guardians,

We are so excited that you have signed your child up for camp this summer! We know that they are going to have a fun-filled week here at the ranch. We have designed this information booklet so that you and your child can prepare for camp and know what to expect at camp. We try our best to put as much information about camp in this booklet as we possibly could; however, we know that we can't answer all questions in such a short document. So, if you or your child has any questions about camp, please give us a call at camp. Phone: 604 462 8305

Remember that talking about the upcoming camp experience, clarifying expectations and setting a positive tone are important steps in ensuring that your child will be able to get the most out of his or her camp experience. We all need to work together to make camp a successful and positive experience. We can't wait for camp to begin - see you soon!

Sincerely,

Emily McFarlane
Camp Director
Zajac Ranch for Children



PREPARE EARLY

How to keep your child's anxiety low & anticipation high:

- Read through this booklet with your child and talk about all the different activities they will do at camp. Help them become familiar with the idea of camp.
- Find out what they're most interested in (horses, canoeing, archery, etc.) and get some books and pictures from the library and internet on those topics
- Talk about what it's like living in a cabin with other kids and ways to go about making new friends
- Have a friend sleep over and sleep in their sleeping bags
- Write a post card or letter and bring it to camp with you for drop off so we can have it "arrive" for your child at our post office
- Focus on the positives - all the new skills they'll learn, and build confidence in the skills they already have
- Talk about ways to solve problems at camp – i.e., talking with their group leader or the Camp Director, interacting with peers and asking questions if they are unsure about something.

Most importantly - share your enthusiasm and commitment for your child's upcoming camp experience – it is important for campers to know that someone at home will be thinking about them and missing them but is also excited about their camp experience and excited to hear all their stories when they get home.

CAMP ACTIVITIES AND SERVICES

Over the course of their camp experience, campers will be participating in a wide variety of activities. They will receive individual instruction in new skills, take part in cabin group activities, and participate in games and theme events involving the entire camp. In everything we do at Zajac Ranch, we emphasize creativity, imagination, and adventure, in a safe, fun-filled atmosphere designed to encourage growth and the development of self- confidence.

Typically, campers go to activities as a cabin group. We have found that activities focused around a small group of peers encourages the development of close friendships as they take part in activities and meet challenges together. At Zajac Ranch we do our best to foster an atmosphere of cooperation rather than competition. If we run an activity containing some element of competition, we focus on challenging campers to achieve their own goals, rather than encouraging them to measure their accomplishments against the achievements of others. All activities at camp are "Challenge-by-choice", meaning that campers are able to make their own goals and are not forced to participate or do anything that they do not want to.



FUN STUFF WE DO AT CAMP

- ✓ Horseback riding
- ✓ Kayaking
- ✓ High ropes
- ✓ Swimming
- ✓ Archery
- ✓ Music
- ✓ Talent shows
- ✓ Dancing
- ✓ Canoeing
- ✓ Low ropes
- ✓ Climbing wall
- ✓ Tie dye
- ✓ Arts & crafts
- ✓ Campfires
- ✓ Games
- ✓ Skynet

CAMP BEHAVIOUR POLICY

Camp staff are highly trained in providing quality care for our campers, and will always try several methods for supporting and transitioning difficult behaviour. If a situation arises where a camper threatens the safety or security of another camper, or if a camper shows a complete disregard of camp rules, the child may be dismissed at the discretion of the Camp Director. The parents/guardians will be responsible for any costs associated with the camper's dismissal for behavioural reasons. If a camper is removed from camp for behavioural reasons, no refund will be given for any portion of the camp session. We have prepared and attached a Camper Full Value Contract to help prepare for a successful week at camp. Please read through it with your camper, have both of you sign it and bring it with you to camp on check in day.

Smoking, the consumption of alcohol, and the use of illegal drugs are not permitted on Zajac Ranch property. Any camper or staff member who disregards this policy will be automatically removed from the program regardless of circumstance or degree of participation.

HOMESICKNESS

Staff are trained to detect early symptoms of homesickness and how to address homesickness in a supportive and positive way.

If you have any questions or concerns about your child's ability to spend time away from home, please contact the Zajac Ranch office; our staff would be more than happy to speak with you and discuss options that will work for you and your camper. Campers will not contact parents in the case of homesickness unless it is absolutely necessary. We have found that contact with parents only serves to increase, rather than to improve, homesickness.

However, should you want an update on how your camper is doing, you can contact the Camp Director while your child is at camp to check on their progress.



SLEEPING HABITS

Bed-wetting is a common situation at camp. Our staff are well aware of how to deal with this issue quietly and respectfully. A washing machine is available for the camper's sleeping bags and clothes. Please inform camp of any other sleeping concerns your child may experience.

PHOTOGRAPHY POLICY

Any photographs taken of your child while at camp by an employee or representative of Zajac Ranch will become property of the Zajac Ranch for Children and may be used for various promotional purposes. Any camper whose Consent to Photography waiver has not been signed will not have their photos shared by Zajac Ranch for Children.

SAFETY NOTE

Prior to your camper's arrival at camp, please ensure that you have uploaded a photograph to your camper's online application. As our medical staff will utilize these photographs to confirm identity prior to administering medications at camp, when choosing a photograph, please adhere to the following requirements:

- Should be current (taken within the last year)
- Portrait-style (face is primary focus of photo)
- Camper should be the only person in the photograph
- Their face should be in clear view (ie. Good lighting, no hats, sunglasses...)
- Preferably in colour and good quality (not grainy or pixelated)

*If you have already uploaded a photograph to your camper's online profile, please take a moment to ensure that it meets the above requirements and replace photo if it is not sufficient.

*Prior to check in completion, photos will be checked by our medical staff to ensure safety requirements are met. IF photos are insufficient, campers will be unable to complete the check-in process until a new photo is taken and re uploaded. If you are unable to upload a photograph online, you may also bring a physical photograph meeting the above requirements; however, this will not be returned to you at the end of the week as it is required for our records.

BUMPS, BAND AIDS, & MORE!

All staff at camp have standard First Aid and CPR training, our Nursing Director is always on site or readily available, and our Medical Centre is open 24 hours a day for any immediate medical care. Due to the nature of our outdoor activities, bug bites, bumps, bruises, and scrapes are likely to happen. If we feel a phone call home is necessary, we will make this a priority.

If a trip to the clinic or hospital is absolutely necessary, a staff member will accompany your camper to a hospital. Our Camp Director will contact you prior to the visit and upon returning to camp. If any prescription drugs are necessary, parents will be billed accordingly.



MEDICAL INFORMATION

- The Medical Centre will be staffed by nurses and/or physicians 24 hours a day. They take care of every child's routine medical care, administer medication and take care of minor emergencies.
- Medical resources in the centre include: over the counter medications as required (i.e., Tylenol, Advil), first aid supplies, and a sensory room!
- Minor medical problems (i.e., minor cuts, stings, headaches, heat exhaustion) can be handled at Camp by our on-site medical staff. If a child becomes ill, and our medical staff establish that the care required is outside of what we provide at camp, appropriate next steps will be taken (i.e., clinic or hospital) and the parent/guardian will be informed.
- All campers check in with our medical staff when they first arrive at Camp. Parents/guardians have the opportunity to talk with the medical staff and inform them of their camper's special needs, medications, restrictions, etc. The camp nurse will set up a schedule for each camper's routine care.
- Chicken pox and shingles can be very serious. If your child has had or been exposed to someone with chicken pox or shingles in the three weeks before Camp, we are regrettably unable to allow him/her to attend. Please call the Nursing Director if you have any further questions.

WHAT MEDICATION TO BRING

All medications and supplies must be sent to Camp in sufficient quantities to last for the entire camp session. This includes:

- All oral/IV/IM prescription and over-the-counter medications
- Supplies for central line care (heparin, syringes, caps, access needles, EMLA, etc.)
- All other supplies (Desferal pump, tubing, and supplies, oxygen and tubing, etc.)
- Campers who are on enteral feedings will need to bring their pumps and formula as well as feeding bags.
- Campers who use catheters will need to bring their own catheters, gel and wipes.
- Campers taking nutritional supplements (such as Nepro or Suplena) will need to bring their own supply.

All medications must be handed in to the Medical Centre upon check in, with the exception of asthma inhalers and epi pens

Rule of Thumb: Please bring a one and a half week supply of your dietary, medical or special needs items.

MEDICATION PACKAGING

All medications must be in their original bottles or blister packs with the name of the camper and the dosage clearly labeled. Our medical staff are unable to legally administer medications unless they are in original, pharmacy labeled containers/blister packs. Any camper who arrives with medication in Ziploc bags, weekly pill organizers, etc. will not be able to check into camp until the correctly packaged medication is provided to the Medical Centre.



INITIAL ASSESSMENT FORM

Please complete and bring the **initial assessment form** to camp with your camper. This form is used to make sure that both medical and counselling staff are aware of all bumps and bruises campers are arriving to site with so we can make sure we are providing the best care possible.

MEDICATIONS FORM

Please complete and bring the **medications form** to camp with your camper. ALL medications administered at camp (including over-the-counter medicines and vitamins) must be written on this form. All medications/other supplies necessary for use while at camp will be stored and administered by medical staff as directed by you.

PRN CONSENT FORM

Please complete and bring the **PRN consent form** to camp with your camper. In the event that your camper requires health care attention beyond what is specified in their health file, this form authorizes the Registered Camp Nurse to administer medication(s).

MEDICATION CHANGES

If a camper's medication or dosages have changed since their camp application was submitted, please submit an updated list of medications: fax to 604-462-8304, email to info@zajacranch.com, or phone 604-462-8305.

HEAD LICE – IMPORTANT INFORMATION

All campers will have a lice check on the first day of camp. Any camper with lice or nits (eggs) will be sent home from camp. Campers live in a very close environment and we are unable to treat lice.

BED BUGS – IMPORTANT INFORMATION

Please note that we require parents to do their due diligence in preventing the spread of bed bugs. We strongly encourage all parents to be informed about these insects. We also encourage parents to place all clothing within large garbage bags when picking up their camper. Upon arriving at your residence, place the items directly into the dryer for 45 minutes at maximum heat.



WHAT TO BRING

The list in this booklet is a good guideline for packing for camp. It's not necessary to go out and buy every item on the list; use your own judgment and make substitutions.

Gathering and packing the proper clothing and equipment are important parts of your child's camp experience; be sure to involve your child in the packing process. Being well prepared and knowing what you have and where it is can help campers be comfortable and confident. It also makes it more likely that everything that goes to camp will come home again!

Note: any electronic personal aid, for use by non-verbal campers (such as an iPad) will be allowed on site. If a camper requires specific electronic aids which assist to calm/soothe in the event of an episode - they will be allowed on site, too.

WHAT NOT TO BRING

Matches, MP3 players, firearms, knives, hatchets, tobacco, video games, cellular phones, portable radios, hair dryers, expensive clothing/watches/jewelry, food, candy, gum, or any valuables.

PACKING TIPS

Label Everything - Label everything your child brings to camp with the camper's full name: clothing, shoes, toothbrush, flashlight, everything!

Rain Gear - A good set of rain gear is one of the most important things to bring to camp. Camp programs continue despite the occasional rainy day. Your camper will be more comfortable both in camp and on an out trip if he/she is well prepared for the weather. A rain suit is best, providing full coverage of the body, including the head. Test yours in the shower! A good pair of sealed rubber boots completes the picture (dry feet are very important).

Don't forget to label the boots - they all look the same!

Laundry - In the event of an immediate need, arrangements can be made



PACKING CHECKLIST

Bedding

- Sleeping bag- warm, preferably synthetic fill
- Pillow and pillow case
- Sheet for mattress

Medication

- All medication must be packed in original pharmacy labeled bottles or blister packs. Campers cannot check in unless their medication is properly packaged.
- Completed and signed authorization forms: PRN consent form, initial assessment form, medications form, and Camper/Parent Full Value Contract

Personal Care Items and Gear

- Shampoo and soap (in a plastic container)
- Toothpaste and toothbrush
- Hairbrush/comb
- 2 towels: 1 large, 1 small
- Insect repellent
- Sunscreen: SPF 60
- Lip balm
- Laundry bag (breathable, to keep dirty clothes separate)
- Water bottle
- Flashlight with fresh batteries

Footwear

- Rubber boots
- 2 pairs of shoes: at least one pair should be sturdy running shoes with laces and rubber soles.
- 1 pair of flip flops or aqua socks (for kayaking, etc.)

Clothing

- Supply of underwear for the session
- Socks: both thin and thick (1 pair per day of camp, plus 2 extra)
- Shorts (1 pair per day of camp)
- T-shirts (1 per day of camp)
- 2 long sleeve T-shirts
- Pants (2 pairs for a 3-5 day session, 3 for a 7 day)
- 2 warm sweaters or a warm sweater and a fleece jacket
- Waterproof rain suit (camp activities continue in the rain)
- 2 sets Pajamas
- Swim suit
- Hat (for sun and rain)

Optional

- Extra blanket (for extra warmth)
- Camera and film (disposable camera recommended)
- Self-addressed, stamped postcards, paper, pens & envelopes
- Book
- iPad (if medically required – i.e., non-verbal)



LUGGAGE

Luggage need not be expensive - hockey bags, duffels, old suitcases and big laundry bags are fine. Please do not pack items in garbage bags, as they rip easily and can be mistaken for garbage.

LOST AND FOUND

All lost and found items are kept in the Camp Office. Please encourage your camper to ask their leader to help them look through the lost and found if they misplace any items during their camping session. At the end of the week, all campers will be shown the lost and found items for them to collect. These items will then be moved to tables so that parents can look at the lost and found items to identify their campers' items. Upon arrival home, if you find that your camper has forgotten items, please call the camp office with a detailed description of the items lost. If we have found the items, we will make arrangements for you to pick them up at the Ranch in Mission or our office in Vancouver. Please note that we will not take responsibility for items lost; for this reason it is best to leave valuables at home and to label all items so that they may be identified.

ZAJAC RANCH FOR CHILDREN GENERAL STORE

Check out our General store! We sell items such as: Zajac Ranch t-shirts, hats, water bottles and sunglasses

The General Store will be open at camper drop off and pick-up times for cash purchases only



ARRIVAL & DEPARTURE TIMES

- Plan to arrive between 2:00pm and 4:00pm on the first day of camp. *Please, NOT earlier and NOT later!*
- Meet the Camp Director and Team!
- Check in at the OK Corral Medical Centre and meet the counsellors.
- Please do NOT arrive before the scheduled arrival times.
- Pickup time on the last day of camp is between 10 a.m. and 12 noon.

FRIENDLY ZAJAC REMINDER: PARENTS/GUARDIANS MUST BRING VALID DRIVERS LICENSE/PHOTO ID WHEN PICKING UP CAMPER(S) - or remind pick up authorized individuals to do so!

If for any reason you will be unable to make either the scheduled arrival or departure time, please contact the Zajac Ranch office at 604-462-8305.

CONTACTING CAMPERS

Mail

Everyone likes to receive mail, so please write! We encourage all parents / guardians to write to their campers. If you wish to write your campers, please come to camp with a written letter and give it to the camp director or the counsellors, and we will give the letter to the camper half way through the week.

Email

There is no internet access for campers at the Zajac Ranch for Children. It may be a good idea for campers to update their status on social networking sites and let friends and family know they will be inaccessible by email for a few days!

Phone Calls

To help each camper experience the rewards of a successful, independent stay at the ranch, we believe it is best to limit telephone contact from home. Please make it clear to your child that, while you will be able to contact each other by phone in case of emergency, you will probably not need to talk on the phone during their time at camp.

In case of an emergency phone call from home, we will bring your child to the Camp Office as soon as possible to speak with you. Emergency and non-emergency phone numbers can be found at the back of this booklet.

Visitors

Parents and caregivers are welcome to take some time on the first day of camp to explore the camp and meet the Camp Director, medical volunteers, and other camp staff. The last day of camp is a great time for campers to take you on a tour of the Ranch, introducing you to their many new friends and showing you the sites of their accomplishments over the past days. However, a mid-week visit can be disruptive and counter-productive, especially for campers prone to homesickness. If you are concerned, please phone the Camp Director instead for an update on your child's progress.



ZAJAC RANCH CONTACT INFORMATION

General inquiries and feedback on your camp experience:

The Mel Jr. & Marty Zajac Foundation 300 – 2006 West 10th Avenue Vancouver, BC V6J 2B3
604-739-0444, info@zajac.com

Registration, payment, and campership subsidies:

Emer Kiniry, Sales & Registration (Vancouver) 604-739-0444, emer@zajacranch.com

Medical Centre or campers' medical care:

Chloe Mustard, Nursing Director chloe@zajacranch.com

Camp activities, or updates on a camper's progress:

Please contact our Camp Director, Emily McFarlane at: 604-462-8305 or emily@zajacranch.com
You may also contact our Assistant Camp Director, Maria Reinhart at: maria@zajacranch.com

Emergency After-Hours: 604-462-8305

Zajac Ranch for Children
15600 Florence Lake Road
Mission, BC V4S 1C4

Phone: 604-462-8305

Fax: 604-462-8304

Email: info@zajac.com





CHECK-IN DAY

Please ensure that you have the following in place before you arrive at camp:

- Bubble-Packaging / Original Containers of Medications: All medication in bubble packs (preferable) or original pharmaceutical containers, with original labels.
- Medical Update Form: This is filled out for all campers. It can be filled out by the parent/guardian if there have been no changes. It **MUST** be filled out by a doctor if the camper has been ill or in contact with any communicable disease within the past three weeks **OR** if there have been any changes to medications or care routines since
- Initial Assessment Form: This must be completed prior to arrival and presented to Health Care Team during check-in. It should specifically detail all areas of concern
- Consent for Administration of Commonly used PRN Medications: We are unable to administer any medicine to your camper without your consent. If you wish to allow for the camp Health Care Team to manage PRN Medications, you must complete this form. If the form has not been completed, we will not give your camper any medications beyond those indicated on the medical forms.
- Full Value Contract: Please bring your signed forms to camp to give to your camper's counsellors. If there are any concerns, please bring them up with counsellors at camp upon arrival.
- A post card or letter for your camper to be delivered to our camp post office!
- Picture ID of parents/guardians if any changes to authorized pick up list are to be made
- No Latex, food, electronic entertainment devices or weapons