

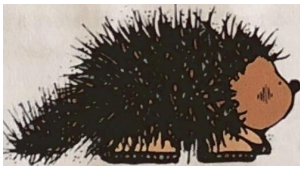


IT'S TIME TO HAVE FUN

## The Summer Program Guide



*"It's fun to have fun but you have to know how." -Dr. Seuss*



Knottin School  
Summer Program Guide

## How to Protect Yourself & Others



Know how it spreads



Wash your hands often



Avoid close contact



Cover your mouth and nose



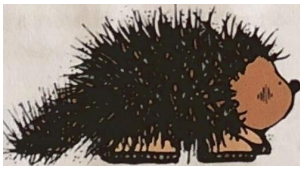
Cover coughs and sneezes



Clean and disinfect



Monitor Your Health



# Knottin School Summer Program Guide

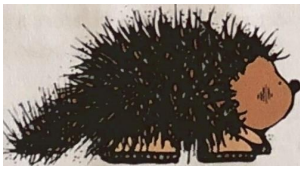
## Introduction

### Welcome to Our Summer Program

At Knottin School you are joining a program that is dedicated to providing a safe, fun-filled and enriching experience for all of our Children. Many of our children, return to Knottin School each summer because they love being in the program, where the atmosphere is positive, and we mentor as extraordinary role models. We trust that you understand the importance of a positive environments are vital for fostering relationships and to build success.

At Knottin School we are a team, working together to help ensure that each child has a wonderful, enriching Summer experience. You should always feel comfortable asking for advice or help to reach that goal. Please do not hesitate to come to us with problems, concerns, ideas or suggestions.

We recognize our contact and communication methods with Children throughout their day and all during their summer within our program has the potential to tremendous impact on their lives. We make each day count for each child. Use every opportunity to be a good role model. Encourage children to make good decisions, to try new things, to be good friends and to support each other. We recognize and applaud their accomplishments whether it is a hit in softball, a great art project, or a kindness they have shown to someone else.



# Knottin School Summer Program Guide

## Knottin School goals

- Children, as well as all people at camp, are to be treated with respect, fairness and kindness
- Children come first. Though we certainly realize our staff loves being at camp, providing a fun filled, safe, stimulating program for our Children is our first priority.
- We create an environment where campers feel safe enough to take a risk and try something new or something they are not good at. We are a cheerleader for your group and encourage children to do the same.
- Be safe. We protect the physical and emotional well-being of your children. We do not tolerate children being mean or abusive to each other.
- Children should never be humiliated or publicly embarrassed.

We involve the Director in any disciplinary decision or action.



# Knottin School Summer Program Guide

## Field Trips

We will depart for 1 to 2 field trips each week, plus trips to the park. Please make sure to have your children pack a full water bottle, sunscreen, bug spray, hats daily. They will be required to bring a swimsuit, water shoes and a towel often. Staff will communicate when these are needed for our weekly activities. Please label ALL belongings.

- *\*Edit\** - Due to Covid new Licencing regulations state "Field trips and group transportation in a motor vehicle , holiday events and celebrations must be postponed or cancelled until further notice, as these events offer fewer possibilities for physical distancing and may lead to mingling of cohorts."
- We are hopeful that these regulations will dissolve soon, as licencing regulations are lifting everyday, We are expecting we can resume vehicle transportation in July and plan field trips to local destinations such as the splash park, bowling and Kayban Farms.
- We are currently planning for local picnics/ river visits/ water balloon fights/ bike rides and much more each week. We will post our weekly trips & activities each Monday for the week and verbally communicate to parents what they will need to bring as well as posting it on the Family Knottin Facebook page.

## Parks

Camps will be spending a significant amount of time at local parks. Small Park and St. Mary's will be our most popular, spending their non-field trip days at these locations. Centers should have at least two 30 minute sessions playing an organized game, and allow for at least 1 hour of free time for children to relax. Centers are encouraged to be creative! Have a picnic, organize a field day, do something out of the box!



# Knottin School Summer Program Guide

## Movie

Rainy/extreme heat days are movie days in the program! We are aware of movie ratings, and ensure that movies are age appropriate. We Keep it PG!

## Checklist

The checklist is a parent's guide to make sure their child is ready for the program. Encourage parents to read and confirm the checklist before dropping their child off each morning.

- Sunscreen
- Bug Spray
- Water Bottle
- Water Shoes
- Sneakers
- Hat
- Swimsuit
- Towel

## Camper Behavior

It is important to make rules that are clear, consistent, and enforceable. At Knottin we follow these simple guidelines & are successful in managing behavior.

## How to Discipline

It is important to remember that everyone makes mistakes. Our first goal in any behavioral issue should be to investigate. Ask each child involved what happened. From the stories, piece together a solution that works for each child. We ask the children to describe how they could have handled the situation better. If appropriate, we explain to children that disciplinary action is needed. However, yelling at a child is never a good practice. It is important that our educators be a calm and collected role model for everyone!



# Knottin School Summer Program Guide

## **Behavioral Report**

The behavioral report is for behaviors that are chronic in nature, destructive, involve theft, or physically harm other children. When a discipline report is filed, the child is written up on a form provided in each program's binder. Each offense is written, reviewed by the director.

## **Binder Checklist**

The binder is each Centre's single most important possession. The binder has important medical, managerial, and disciplinary forms that camps will use daily.

- Allergy-Medication
- Accident Report
- Behavioral Report

## **Accidents and Illness**

Before we can have fun this summer, safety comes first. Injuries may occur this summer, and we have forms that document what happened and respectfully inform parents.

\* EDIT\* Any fever, or cough, colds we insist children stay home as we must adhere to a no illness/ symptom policy during this time.



# Knottin School Summer Program Guide

## **Accident / Illness Report**

The accident/illness report is intended to inform parents of minor bumps, bruises, cuts, and other various incidents that happened during camp. The accident/illness form is friendly in nature and provides a simple notification. Educators and families appreciate the communication. If a camper experiences a minor injury, counselors are expected to fill out the form and provide it to the parent upon pick-up the same day.

## **Major Accident Report**

Accident reports are filed for significant injuries that require more than just a bandage or an ice pack. If a child suffers a significant injury during the program, we follow the proper first-aid procedures. The director will call the parents or appropriate authorities as needed and report the incident as well, as well as a follow-up on the incident the next day.

## **Allergy-Medication**

Every Centre will be provided with the registration forms for each child. Parents **MUST** fill out the Allergy-Medication form with appropriate information and give a signature in order for educators to administer and medications. Staff needs to be aware of the allergies or medications that are in our Centre.

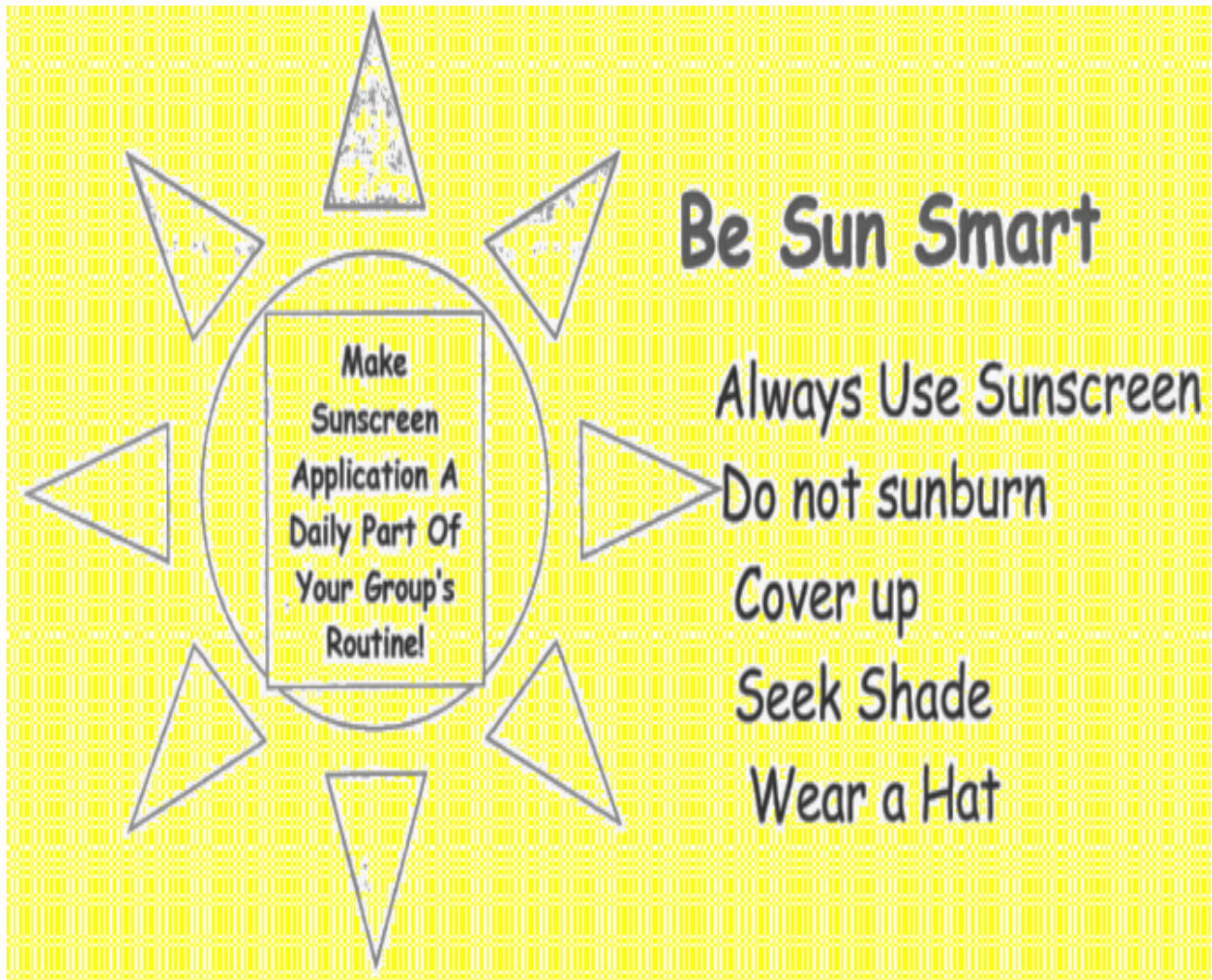
## **Sunscreen**

Sunburns are entirely preventable in the program. It is each parent's responsibility to provide sunscreen for their child. It is our responsibility to make sure that it is used!





# Knottin School Summer Program Guide



As Educators at Knottin School Summer Program we encourage our children to be Sun Smart. The day requires us to be in the sun for a good part of each day!!



# Knottin School Summer Program Guide

## Parent/Guardian Permission to Apply Insect Repellant to Child

Name of Child: \_\_\_\_\_

As a parent, I recognize that insect bites to my child pose a risk of allergic reactions and disease.

Therefore, I give permission for the staff of \_\_\_\_\_ to apply  
Name of child care program \_\_\_\_\_

an insect repellent approved for use on children containing (no more than) 10%-15 % DEET (name of product) \_\_\_\_\_ to my child under the following conditions:

1. When mosquitoes are present.
2. During field trips that may expose a child to ticks or mosquitoes.
3. Always used according to directions on the label.
4. Applied only to exposed skin and clothes.
5. Not applied to babies under 2 months.
6. Not applied near eyes or mouth or on hands.

Use of the product may occasionally cause a skin reaction. If that happens, we will discontinue use of the product, wash affected skin and notify you so you can seek advice from your health care provider. It is best if you use this or a **similar** product on your child once or twice at home first to monitor for reactions.

I have checked and initialed below all applicable information regarding the child care program's choice in brand /type and use of insect repellant for my child:

\_\_\_\_\_ Staff **may** use the **program's** insect **repellant** indicated above according to **the directions on the product label.**

\_\_\_\_\_ I do not know of any allergies my child has to children's insect repellent.

\_\_\_\_\_ My child is allergic to some insect repellants. Please use only the following brand(s) /type(s) of repellent: \_\_\_\_\_, according to the directions on the label.

\_\_\_\_\_ I have provided the following brand / type of insect repellent for use on my child:

-----

\_\_\_\_\_ For medical or personal reasons, please DO NOT apply insect repellent to the following Areas of my **child's** body:

-----

\_\_\_\_\_ **Please do not apply insect repellent to my child.**

Parent/Guardian's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian's Signature: \_\_\_\_\_

Health Provider's Signature (optional): \_\_\_\_\_



# Knottin School Summer Program Guide

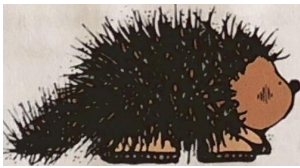
## *Keeping Kids Hydrated*

Getting enough fluids is important to staying healthy. Proper hydration has been associated with energy levels, concentration, physical endurance and other things that help us get the most out of life. But when we don't get enough to drink, we risk becoming dehydrated, a condition that can range from mild symptoms to severe heat-related illness, such as cramps, heat exhaustion and heatstroke.

Relative to adults, kids are often at greater risk of becoming dehydrated, in part because they're less effective at perspiring and also because their bodies can produce more heat during exercise. And if you've ever watched kids play, you know that they get so wrapped up in what they're doing that they often forget to break for a drink. That's why it's so important for adults to help them stay hydrated.

### Help Active Kids Keep Cool with these Hydration Tips:

- Know the potential hazard – heat, humidity, direct sunlight – and plan accordingly.
- Get kids in the habit of drinking water and limit caffeinated and sugary beverages (e.g. sodas, iced tea, etc.). Sports drinks are fine during intense physical activity, but water can be just as good and lower in calories.
- If you have a younger child that prefers fruit juice try gradually diluting juice a day, gradually dilute that same amount of juice to increase her total fluid consumption to 6 or 8 ounces a day. Encourage your child to drink water with meals and snacks.
- When transitioning to warmer weather, help children acclimatize to the heat by starting slow and steadily increasing activity over a period of ten to 14 days.
- Teach children to drink before they feel thirsty. Coaches and parents should remind kids to drink prior to and during prolonged physical activity. As a guideline, the American Academy of Pediatrics suggests children weighing approximately 88 pounds should drink 5 ounces of water or a sport drink every 20 minutes. An ounce is about two kid-size gulps.
- Pack extra water bottles in your backpacks or wagons.
- Be a good role model. If your child sees you drinking water throughout the day, he'll be more likely to follow you lead.



# Knottin School Summer Program Guide

## Heat Related Illnesses

HEAT EXHAUSTION		OR	HEAT STROKE	
Faint or dizzy				Throbbing headache
Excessive sweating				No sweating
Cool, pale, clammy skin			Body temperature above 103° Red, hot, dry skin	
Nausea or vomiting				Nausea or vomiting
Rapid, weak pulse				Rapid, strong pulse
Muscle cramps				May lose consciousness
<ul style="list-style-type: none"> <li>• Get to a cooler, air conditioned place</li> <li>• Drink water if fully conscious</li> <li>• Take a cool shower or use cold compresses</li> </ul>		<h1>CALL 9-1-1</h1> <ul style="list-style-type: none"> <li>• Take immediate action to cool the person until help arrives</li> </ul>		
<a href="https://www.weather.gov/socialmedia">Weather.gov/socialmedia</a> <a href="https://www.weather.gov/heat">Weather.gov/heat</a>		<a href="https://twitter.com/SacramentoOES">@SacramentoOES</a> <a href="https://www.sacramento-ready.org">SacramentoReady.org</a>		



# Knottin School Summer Program Guide



## What is Bullying?

Many children have a good idea of what bullying is because they see it every day! Bullying happens when someone hurts or scares another person on purpose and the person being bullied has a hard time defending themselves. So, everyone needs to get involved to help stop it.

Bullying is wrong! It is behavior that makes the person being bullied feel afraid or uncomfortable. There are many ways that young people bully each other, even if they don't realize it at the time. Some of these include:

- Punching, shoving and other acts that hurt people
- physically Spreading bad rumors about people
- Keeping certain people out of a group
- Teasing people in a mean way
- Getting certain people to "gang up" on others
- The four most common types of bullying are:
- What are the effects of bullying?

Bullying makes people upset. It can make children feel lonely, unhappy and frightened. It can make them feel unsafe and think there must be something wrong with them. Children can lose confidence and may not want to go to school anymore. It may even make them sick.

Some people think bullying is just part of growing up and a way for young people to learn to stick up for themselves. But bullying can have long-term physical and psychological consequences. Some of these include:

In the majority of cases, bullying stops within 10 seconds when peers intervene, or do not support the bullying behavior.

***There is a correlation between increased supervision and decreased bullying. Bullies stop when adults are around.***