



Dear Parents/Guardians,

Thank you for registering for Summer Camp 2025!

We're excited to have our summer camps back again this year with some updates!

I have included in a separate pdf the camper registration form; this form ensures that we know as much about your child before camp starts so we can provide them with the best camp experience possible.

Please take the time to complete this form with as much information as possible.

Please return the completed forms to the Tillsonburg Station Arts Centre

Or

Email a scanned version of the document to:

Tabitha Verbuyst at tverbuyst@stationarts.ca

If you have any questions or require assistance, please feel free to contact me anytime and I will get back to you as soon as I am able.

Thank you,

Tabitha Verbuyst

Executive Director

Tillsonburg Station Arts Centre

519-842-6151

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STATION ARTS CENTRE



SUMMER

ART/CRAFT

CAMP

Campers will explore their creativity with a variety of crafts, fine arts, STEM projects, group activities, and more!
 Camps are separated into two groups to ensure art projects are suitable for each age.

CAMP FEE **\$200** **PER PERSON PER WEEK**

CAMP THEMES	CAMP DATES
WK 1 - Camp Classics / Impressionism	WK 1 - July 2nd - 4th **
WK 2 - Animal Planet / Cubism	WK 2 - July 7th - 11th
WK 3 - In a Land Far Away / Surrealism	WK 3 - July 14th - 18th
WK 4 - Happiest Place on Earth / Expressionism	WK 4 - July 21st - 25th
WK 5 - Comics & Characters / Pop Art	WK 5 - July 28th - Aug. 1st
WK 6 - Performing Arts / Contemporary Art	WK 6 - Aug. 5th - 8th **
WK 7 - Express Yourself! / Realism	WK 7 - Aug. 11th - 15th
WK 8 - Game Over / Abstract	WK 8 - Aug. 18th - 22nd



FOR MORE INFORMATION tverbust@stationarts.ca www.stationarts.ca

*** indicate short weeks and are prorated in fee to reflect that

General Summer Camp Information:

Our Summer Day Camp program offers a variety of specialized art and craft based activities for two age groups. We understand that all ages have different capabilities and interests and we strive to ensure age appropriate activities. Each group of children will have their own Youth Leader. Each week we incorporate a different theme!

Craft Camp.....Ages 4-6 years

Art Camp.....Ages 7-11 years

CAMP HOURS

Camp Hours Camp Sign In Hours: 8:45am- 9am

Camp Program Hours: 9am - 4:00pm

Camp Sign Out Hours: 3:50pm – 4:10pm

We only accept full week registration for summer. As well, we are limited to the amount of children we can accommodate in each group and apologize in advance if we fill capacity.

Sign In:*IMPORTANT NOTE: Only those indicated on the registration forms as authorized pick-up will be allowed to pick-up your child from camp. For your child's safety, no exceptions will be made to this rule. Authorized pick ups must be 18 years or older.

Drop-Off Procedure

Please do not arrive any earlier than 15 minutes prior to 9am. Our staff will not have the doors unlocked and be ready for children until 8:45 am. Upon arrival, please make sure that you sign your child in on the corresponding sign in sheet for your child.

Pick-Up and Sign-Out Procedure

Pick-up schedule will begin as per the Drop-Off and Pick-Up Schedule.

Please walk over to the designated signing area and ensure that one of our staff members has spoken with you and identified you prior to your child leaving our camp.

Home Notes

At the conclusion of the first day of camp, campers will bring home any notes for what to expect during the week. Programming may need to be altered in the event of inclement/hot weather, but it will give you an idea of what to expect. Some activities may require outfits or extra clothing for water activities. Some activities may only happen once during the week. Some activities may require permission to go on Nature walks.



Talking to your child's day camp counselor

While we encourage parent communication and are happy to speak with you about your child's day camp experience, you may not get an opportunity to meet your Counsellor face-to-face. If you do have any specific questions or concerns about your child's day camp experience, please speak with either our Executive Director Tabitha Verbuyst (tverbuyst@stationarts.ca) or Office Administrator Autumn Simeays (Asimeays@stationarts.ca) and they will help you out.

What to Bring to Camp

We expect your child to be responsible for everything they bring to camp. Your child's Art Camp Counsellor will certainly help their campers manage their belongings, but it is important that your child knows what they are bringing to camp. Keep in mind that your child will be very active and messy with art supplies, and camp can be rough on clothes. Try not to send campers in new or expensive clothing. Proper footwear is essential and we recommend running shoes. Camp continues rain or shine; please check the weather each morning to ensure your camper is properly prepared for the day. If campers wear boots for rain, please bring extra shoes for indoor activities.

Label Everything Your Child Brings To Camp

We suggest iron-on/stick-on labels or permanent marker to label all items. Campers are expected to be responsible for their own belongings. Your camper should help you pack their backpack each day so that they know what is coming with them to camp. The Station Arts Centre cannot accept responsibility for clothing and/or equipment lost at camp or in transit.

Art/Craft Camp Packing List

- Appropriate clothing for weather conditions (jacket, rain gear, and rubber boots)
- Comfortable, closed-toe footwear (running shoes). No flip-flops, please!
- Sun hat and Sunscreen (waterproof minimum SPF 30)
- Family friendly bug spray
- Refillable water bottle ESSENTIAL (metal or strong plastic)
- Lunch, snacks and drinks (details below)
- Pack it all in a properly sized backpack
- Indoor shoes for rainy days

Lunches

Your camper will be active for most of the day and may be hungrier than usual, so be sure to pack a large, nutritious lunch, 2 snacks, a drink, plus a refillable water bottle. In our ongoing efforts to respect the environment try packing your camper's food and drinks in clearly labeled, reusable containers. We recommend that you send lunches in an insulated lunch bag with an ice pack to keep them cool during the day. You can also try freezing water bottles and juice boxes the night before camp. The Station Arts Centre does not provide lunch or snacks and we are a nut-free environment. Please be respectful of campers with severe life threatening allergies, and keep peanut butter and other nut products at home.

Recommended snacks:

Fruit, pretzels, granola bar (peanut free), cheese and crackers, yogurt, drink boxes/ bottle of water.

Recommended lunch:

• Sandwiches (whole grain bread, meat, cheese) • Vegetables (carrot, celery, cucumber) • Fruit (apple, pear, orange, banana) • Drink boxes / bottle of water

Campers will not have access to a microwave or refrigerator at camp. Please do not send items that need to be heated up with your camper.

Campers will not have access to a food court. Do not send money with them with the expectation that they will purchase their lunch at camp. You must pack a bag lunch for your camper.

What NOT to Bring to Camp

PEANUT / NUT PRODUCTS, ipods/itouch, video games, knives, cell phones, matches, pets, personal toys, playing or trading cards. The Station Arts Centre will not be responsible for any lost, broken, or stolen items.

Lost & Found

All Lost & Found items will remain at the camp site until the end of the summer. Socks and underwear are not kept. Items will be stored at the Station Arts Centre until the last week of camp. Items may be claimed between 9:00am and 4:00pm. All unclaimed items will be disposed of after this time.

Inclement and Hot Weather

Campers spend time outside at the Station Arts Centre and will do so more this summer. We have a few options for outdoor time which consists of activities in the field across from us, lunches outside in the courtyard and for more shade activities near our caboose under the trees. In the event of inclement weather, activities will be modified to ensure the safety of our campers.

The Station Arts Centre staff will modify camp activities to accommodate for hot weather in order to ensure the health and safety of all participants. This will include frequent water breaks, water activities, less active games and the use of shaded and cooler areas of the camps. These precautions will allow all campers to enjoy a fun and safe camp experience, even on the hottest of days.

Camper Behaviour

Please take a moment and review our behaviour expectations with your child.

At the Station Arts Centre Art and Craft Camp, safety is of the utmost importance and our goal is to provide a caring, respectful and supportive environment for every individual, campers and staff alike. Our staff are experienced in providing quality care for our campers. If a situation arises in which a camper threatens the safety or well-being of another person or themselves, or diminishes the camp experience for others, we will make every effort to correct the behaviour. Parents/guardians will be notified and if the behaviour continues the Station Arts Centre reserves the right to remove the camper from camp on a one day suspension.

Should the behaviour continue upon the camper's return to camp, the Station Arts Centre reserves the right to remove the camper for the remainder of the camp session and/or future camp sessions.

Should removal be required no refund will be granted.

In certain circumstances, a camper may be removed from the camp environment without warning if his or her behaviour jeopardizes the safety of campers or staff or where the camper is engaged in illegal activities. The Station Arts Centre will not be held responsible for any costs associated with a camper's dismissal and no refunds will be provided.

Unfortunately, our facility does not have the staff to provide 1:1 attention. If a child requires a helper, please identify the attendee that will be accompanying the camper and we will be more than happy to accommodate. If the helper is over the age of 18, police checks will be required.

COVID-19/Measles/Illness Safety Protocols

- If someone begins exhibiting symptoms, they will be removed from their camper group. Families will be contacted to pick-up immediately.
- The Station Arts Centre will adhere to enhanced cleaning and strict disinfecting guidelines while operating programs.

Camper Health and Wellbeing

Your child's safety is our first priority. At all times there will be a staff on hand certified in first aid and CPR. In the event of a minor incident, Station Arts Centre staff will provide immediate appropriate care. All art/craft camp Counsellors carry a basic First Aid Kit with them at all times during the camp day. The Station Arts Centre will have a quiet rest area where your child can rest if he/she becomes ill.

In the event that your child needs medical attention apart from minor injuries, we will ensure immediate, staff-accompanied transportation to the nearest hospital. If the situation warrants, we will call an ambulance. We will make every effort to contact you or your designated authorized/emergency contact(s), and will stay with your child until you arrive. Please note you will be billed for any additional costs.

We also expect that all campers are toilet trained prior to attending day camp.

Medications

If you are sending medications to camp with your child, they must be in their original package, clearly labeled with both the child's name and the instructions for use. The Station Arts Centre staff will collect any medication from campers each morning and hand them in to the office for secure storage and distribution to your child. Medications that require immediate use, such as an asthma inhaler or Epi-pen, will remain with the child or the day camp Counsellor.

Absence

If your child is going to be absent from camp, please call the Station Arts Centre directly and report the absence to our staff in advance (see contact numbers below). If it is an unforeseen absence, please call the Station first thing that morning to again report the absence.

If you are leaving a voice message to report the absence please be sure to give the full name of your camper, as well as the details of the absence. If a camper is not present at morning attendance and no absence has been called in, Station Arts Centre staff will begin calling the contacts listed on your camper's registration to ensure you are aware of this absence.

Weekly Registration Closure

If your child(ren) had a really great week at camp and wants to attend another week, please ensure that registration happens before Thursday at noon prior to the start of the following week of camp. This is when registration closes for the upcoming session. Please note the camp may be full for the following week, and we apologize for any inconvenience this may cause.

Cancellations/Withdrawal Policy

All cancellation requests must be submitted by email directly to the Program Coordinator Tabitha Verbuyst (tverbuyst@stationarts.ca) with subject line "Withdrawal Request" followed by your camper's first and last name. Cancellation requests received prior to 10 business days before the start of the affected camp session will receive a full refund. **Any refund requests received less than 10 business days prior to the affected camp session or during a camp session will not qualify for a refund.**

The Station Arts Centre reserves the right to cancel any program where registration numbers are not adequate to run an effective program. If a camper does not pass the COVID-19 screening they will not be allowed to participate. Families will be notified at the weekly registration close. Options for a refund or transfer to another week will be discussed at that time.

- Payment is due in full, at the time of registration.
- Absence does not constitute a withdrawal/refund.
- If your child is experiencing COVID like symptoms or an illness, they will be asked to stay home and not participate in camp that day. No refunds will be issued

HOLIDAYS: All day camps closed on Monday June 30th, Tuesday July 1st & August 5th, 2025

Photographs

Photographs are taken continually throughout the camp season. Your child's photo may appear in publications produced by the Station Arts Centre. Should you wish your child's photo NOT be used, please indicate so on our registration form when signing your child up.

Tax Receipts

For eligibility criteria, please check your tax return information package. Receipts are issued at the time of registration. Please keep the original receipts.

Follow the Art/Craft Camp Experience

The Station Arts Centre Camps is boldly embracing social media to help our families share their camper's experience. You can become connected by "liking" our Facebook group, search the name Tillsonburg Station Arts Centre.

Registration Information

Camp registration will launch Thursday March 13th at 10am

Due to the volume of registrations this day, registration needs to be completed through email to tverbuyst@stationarts.ca at 10am with the child's name, age and weeks wanted. All emails will then go in a cue line to ensure fairness to all individuals.

Where do I Pre-Register? By phone 519-842-6151 or by email to tverbuyst@stationarts.ca
Hours Monday-Friday 9:00am – 4:00pm Saturday 9:00am – 4:00pm Sunday CLOSED

What is the cost for Camp?

Weekly Registrations: \$200/per child

Shortened weeks

- July week - \$120
- August week - \$160

Due to staffing shortages this year, there will be no early drop off and late pick up available, we apologize in advance for inconvenience.

Payment Information - Payment can be made by credit, debit, cash or cheque Monday-Saturday 9-4pm or via phone at 519-842-6151

E Transfers are also accepted and can be sent to tverbuyst@stationarts.ca for the password please email.