



2026

# HANOVER KIDS CAMP PARENT HANDBOOK

# WELCOME TO HANOVER KIDS CAMP

This parent handbook has been designed to provide you with information regarding our staff, policies, activities, and routines to best prepare your camper. Please take the time to read through this guide with your camper and connect with us should you have any questions.

Hanover Parks, Recreation & Culture  
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t 519.364.2310 x 2121  
e recreation@hanover.ca

## Hanover Kids Camp Mission Statement

The guiding premise at Hanover Kids Camp is that children are our community's greatest assets. Our mission is to foster their healthy physical and social growth by providing experiences that build teamwork, self-confidence, independence, leadership, and relationships. We want every child to enjoy being active outdoors, discover new talents, develop knowledge and skills that will serve them for a lifetime and make lasting friendships.

## Camp Staff Welcome Message

Welcome to the 2026 camp season from all the leaders at the Hanover Kids Camp! We are excited for another year of summer camp, and we cannot wait to share all of the fun activities and events we have planned. Our exciting weekly themes include "X Marks the Spot", "Imagination Station", "Under the Sea", and "Superhero Training Camp" and many more! We will have silly dress-up days and amazing events for the whole camp to enjoy.

This summer we have some familiar faces returning to camp: Sadie, Brooklyn, Eli, Madison, Emma, and Keegan will be leading our campers through an awesome summer. We can't forget to welcome our new additions to the Hanover Kids Camp Team, Niya & Gracie! We are so excited for you to get to know all of our great camp leaders this summer!

- Hanover Kids Camp Leaders





# MEET OUR STAFF

All camp staff go through a thorough screening process including formal interviews, reference checks and vulnerable sector screening/criminal record checks. Prior to the first day of camp, all staff are certified in Standard First Aid and CPR and have their HIGH FIVE Principles of Healthy Child Development. In addition to these qualifications, staff participate in training sessions focusing on children's safety, programming, behaviour management and duties to report among other topics.



Brandon Dobson | Programs Supervisor  
8 Years Municipal Experience  
519-364-2310 X 2128  
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Sadie Rogers | Camp Supervisor  
5th Year Returning Leader  
summerstudent@hanover.ca



Brooklyn Panos | Senior Leader  
8th Year Returning Leader



Eli Bouius | Senior Leader  
4th Year Returning Leader



Madison Hopcraft | Camp Leader  
4th Year Returning Leader



Keegan Niuwenhoff | Camp Leader  
2nd Year Returning Leader



Emma Dobbs | Camp Leader  
2nd Year Returning Leader



Niya Doherty | Camp Leader  
1st Year Leader  
With Previous Camp Experience



Gracie Eckhardt | Camp Leader  
1st Year Leader  
With Previous Camp Experience

# CANADA'S QUALITY STANDARD

# HIGH FIVE



## WHAT IS HIGH FIVE

HIGH FIVE is Canada's quality standard for children's programs. Before HIGH FIVE, no standard existed and there was a clear need for an innovative approach to help organizations enhance program quality and provide positive experiences for children, which would remain with them for a lifetime.

The Town of Hanover has been a registered HIGH FIVE member since 2002. This means our organization has declared its commitment to ensure children in our programs have a positive experience.

Our staff are trained in HIGH FIVE's Principles of Healthy Child Development.

## THIS TRAINING EMPHASIZES HIGH FIVE'S KEY PRINCIPLES.

- A Caring Leader | What did you like best about your leader?
- Friends | Did you make any friends?
- Mastery | Did you learn something new?
- Participation | Was there always something to do?
- Play | What was your favourite part/activity?

For more information go to <https://highfive.bestwaytoplay.org/parents.php>



# EVERYTHING YOU NEED

## WHAT TO BRING:

- Nutritional lunch (Nut Free)
- Additional snacks for morning and afternoon (Nut Free)
- Labeled refillable water bottle
- Active running shoes (no flip flops or sandals)
- Bathing suit and towel
- Hat
- Sunscreen
- Great big SMILE!



## WHAT TO LEAVE AT HOME:

- Toys or Trading Cards
- Cell Phone
- iPad | Tablet
- Electronic Games
- Money
- Weapons
- Clothing that cannot get dirty or wet

***The Town of Hanover is not responsible for lost or stolen items brought to camp.***

### SUNSCREEN APPLICATION

Sunscreen will not be provided by camp staff. Campers are required/need to apply their own sunscreen. It is recommended one application is completed prior to arrival at camp. Campers must supply and apply their own sunscreen/block. We encourage campers to use their sunscreen and wear hats when outdoors.

### WEEKLY NEWSLETTERS

Staff have selected a fun & unique theme for each week with a goal to provide a wide range of camp activities to keep your child active and engaged all week long. Please be aware that in addition to themed activities, campers will participate in a diverse selection of activities, including active games, arts and crafts, indoor and outdoor activities. Every Monday, parents/guardians can pick up a newsletter at the check-in/check-out area. The newsletter will include information about the week, and any special notes about activities, themes or trips.



# DAILY SIGN-IN/SIGN-OUT PROCEDURES

## CAMP HOURS

Camp operates from 9:00am-4:00pm. Supervised early drop-off is available from 8:00am-9:00am and supervised extended pick-up from 4:00pm-5:00pm. All campers must be picked up **by 5:00pm at the latest**.

## SIGN-IN/SIGN OUT PROCEDURES

Children under the age of 10 years old must be accompanied by a parent or guardian to the drop-off/pick-up location. Please do not drop children off at the front door and expect them to find their own way. Parents/guardians must sign their campers out when picking up. Children under the age of 10 will **not** be permitted to sign themselves out at the end of the day to walk home alone. Children aged 10 and over are allowed to sign themselves out of camp at the end of the day, **provided it has been noted on the child's info record, or if written permission is given** by a parent or guardian.

## PHOTO-IDENTIFICATION

Hanover strives to make camp a safe place for everyone, including during pick-up times. As an added layer of security, camp staff may ask for photo- ID to ensure only designated individuals who are listed on the authorized pick-up sheet are picking campers up. As family dynamics and schedules change/evolve, please ensure you notify staff of any changes to the authorized pick-up list, so that your child's information record can be updated.

## SAFE ARRIVAL PROGRAM

Daily attendance is recorded by staff. When a child has not arrived by 9:30am, with no prior notice, a safe arrival phone call will be made home to check on the status of your camper. If your child will be late or absent please contact the front desk as soon as possible, ideally before 9:00am so that staff may be notified. A voicemail system is also in place for messages so you may call the night before. Please call 519-364-2310 x 2121

# SAFETY FIRST

## MEDICATIONS

All prescriptions and medications must be dropped off with camp staff daily. Parents of campers requiring an inhaler, insulin, epinephrine or other self-administered medications must inform the staff of these requirements with written instructions regarding dosages. The appropriate forms will be provided to parents with their child information record. Prescription medication must be in the original containers. Camp staff **will not** administer medication for campers but they can assist, and provide reminders.

## SWIMMING/POOL SAFETY

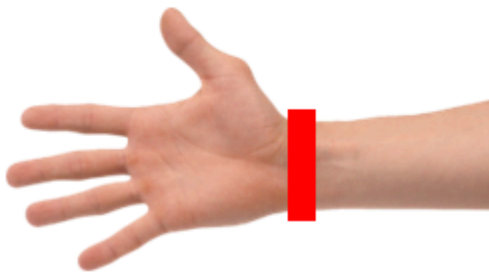
Campers will have the opportunity to swim regularly at the Hanover Regional Aquatic Centre. While at the pool, camp staff and lifeguards work together as a team to ensure the safety of all kids while swimming. Our lifeguards are certified and adhere to the regulations set by the Lifesaving Society. All campers are required to complete a swim evaluation on the first day of camp each week to determine the areas of the pool where your child can safely swim/play in. To successfully pass the facility swim test campers must:

- Successfully swim on their front for one width of the pool with their face consistently in the water
- Use a recognizable stroke
- Must maintain a regular, comfortable breathing pattern & not stop during the entire distance

A colour-coded wristband will be assigned to campers following their swim test. Please see the next page for the explanation of our camp wristband policies.



# CAMP SWIM ADMISSION STANDARDS



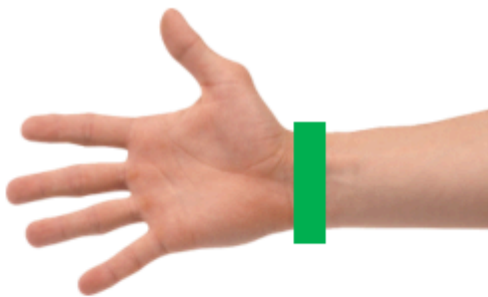
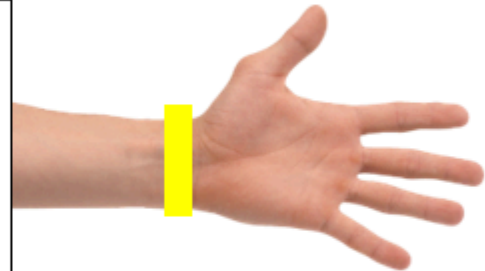
## Red Wrist Band

Campers 7 and under will be given a red band and are required to remain in the wading pool where direct supervision will be provided by camp leaders. Only campers who are 7 can attempt the swim test if they specifically ask to. Those who try it and cannot complete the facility swim test keep the red band. Campers who are 7 and pass the swim test will get a red and a green band and are allowed in the big pool without a lifejacket; direct supervision of a camp leader is still required (ratio 1:2).

## Yellow Wrist Band

Campers ages 8-11 who cannot successfully complete the facility swim test (one width of the pool with face in and a recognizable stroke) will be required to swim in the wading pool OR big pool with a lifejacket in direct supervision of a leader (ratio 1:4).

Campers who are 10+ may stay in the shallow end of the big pool without a life jacket in direct supervision of a leader (ratio 1:4).



## Green Wrist Band

Campers who are 8-11 and successfully complete the facility swim test are allowed in the big pool and are not required to be under direct supervision. Campers who are 7 and pass the swim test will get a red and green band and must remain under direct supervision but are not required to wear a lifejacket (ratio 1:2).

## Rope/Diving Board

Campers with a green band can use the rope and diving board. Yellow bands must be in lifejackets and with a leader (ratio 1:4). Campers with a red and a green band can use the rope and diving board if under direct supervision of a leader (ratio 1:2).

## Slide

Campers with a green band can go down the slide as well as campers with both a red and green band. Campers with a yellow band can if they meet the 48" height requirement and cannot be wearing a lifejacket (leader at rope to supervise).



# RULES AND EXPECTATIONS

## BEHAVIORAL EXPECTATIONS AND DISCIPLINE

We are committed to providing a safe environment, both physically and emotionally, for everyone in camp. Hanover camps emphasize respect within all aspects of our program. Certain behaviors, such as bullying, violence, foul language, or anything that may endanger campers or our staff are never tolerated. Most of the time, campers need a friendly reminder or re-direction. However, if a camper persists with behaviour that is unsafe, dishonest, uncooperative, or disruptive, they may be issued a written Behaviour Incident Report, and removed from the group to discuss their actions with the Camp Supervisor.

Should a child receive numerous written Behaviour Incident Reports, behave in an extreme nature, or threaten the safety of themselves or others, the child will be removed from the program and their parents/guardians contacted for immediate pick-up.

## “TEAMS” POINTS | REWARDING POSITIVE BEHAVIOUR

Hanover Kids Camps implements a “TEAMS Points” system to reward positive behaviour throughout the week. TEAMS stands for Teamwork, Encouragement, Attitude, Manners, and Safety. Campers will be divided into teams and throughout the week teams can earn points for demonstrating behaviours such as:

- Campers helping each other
- Campers helping clean up
- Campers holding the door
- Campers being kind and using manners
- Campers being inclusive to one another
- Campers participating and having FUN
- Campers helping leaders
- Any other positive behaviour

**Campers can earn small rewards each day and the team with the most points at the end of the week will win a special prize!**

# MORE REWARDS

## DARE TO BE DIVINE

Each camper who displays positive behaviour for the day will have their name entered into a draw. Each Thursday we will draw one name. That camper will be given the opportunity to choose a leader who will perform a positive and fun dare on Friday!

## WEEKLY AWARDS

Each week the leaders at Hanover Kids Camp nominate and choose campers for our four camper awards. Our leaders select recipients based on what we've seen throughout the week. Our awards are:

- Happy Camper Award
- Awesome Art Award
- Handy Helper Award
- Swimming Spirit Award

They are given their awards on Friday after swimming. The campers then get to be placed on our wall of fame for the entire summer.

## FREEZIE FRIDAY

For as long as we can remember, camp has been celebrating the end of the week in the coolest way. A Freezie for every camper! After swimming and our Friday celebration - handing out awards and squad point prizes, everyone gets to chill out and enjoy a sweet treat. This is something all the campers have learned to look forward to, and hey maybe the leaders do too!





# ADDITIONAL DETAILS

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## **CAMPERS WITH INDIVIDUAL NEEDS**

We welcome children of all abilities to camp. If your child has special needs, please contact the Programs Supervisor to discuss any information that would be beneficial for our staff to be aware of. We strongly recommend having the parent(s), child, and support/agency worker meet with the Camp Supervisor. We want to ensure your child's safety and participation in all of our programs. Note: If your child requires additional support at school or at home, or has a tendency to exhibit aggressive behaviours; is a flight risk, has a physical and/or learning disability that affects their communications, mobility or comprehension, they will require 1-on-1 support at camp. Providing this support is the responsibility of the family.

## **FEELING SICK?**

The safety and well-being of all our campers is our top priority. In an effort to maintain a safe and healthy environment, we ask that if your child is feeling unwell or experiencing any of the following symptoms; fever or chills, cough, muscle aches, sore throat, abdominal pain, nausea, vomiting, diarrhea, pink eye, head lice, they stay home from camp.

If your child will be absent from camp please call 519.364.2310 x 2121 to notify staff before 9:30am daily.

## **PHOTO CONSENT**

Photographs or videos of participants may be taken at any time for promotional purposes by the Town of Hanover and used for marketing/advertising purposes. If you do not wish to have your child's photo taken please note that on your child information record.



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