

**Jaku Konbit's**  
**“Kuumba ~ Creativity”**  
**March Break Camp 2019**  
**March 12- 16, 2019**

Please print, then fill out the following March Break Camp Registration Forms.  
 You can access these online or by email.

Dear Parents/Guardians,

You have made the right choice in enrolling your child in the “Kuumba–Creativity” March Break Camp 2019. The staff at Jaku Konbit welcomes you!

Jaku Konbit's March Break Camp is geared towards children and youth of African and Caribbean descent, but open to all members of the community. The Camp is quite affordable and is full of rich experiences. Participants gain valuable exposure with respect to both their heritage and culture through many fun and engaging activities in a safe, secure and warm environment.

Jaku Konbit is a registered non-profit, educational, community-based and family-oriented Organization, established in Ottawa since 2000. Our mandate is to support and ameliorate the lives of minority and disadvantaged people, particularly Canadian children, youth and seniors of African and Caribbean descent within the Ottawa region.

We provide information, including programs and services that pertain to the physical, social, emotional, intellectual and developmental needs of our children, youth and seniors. We do this by providing ongoing support and guidance that foster and promote three important values: Family, Community and Culture.

**Payment Information:**

• **Weekly rate:** \$ 120.00      **Daily rate:** \$ 30.00

• Registration space is limited; therefore, priority will be given on a *first-come, first-served* registration basis

• Full payment is required on the child's first day of Camp

• Please make **cheques or money order** payable to: Jaku Konbit. We also accept e-transfers as payment at [admin@jakukonbit.com](mailto:admin@jakukonbit.com).

Kuumba March Break Camp Program Manager

Email: [Jkonbit@gmail.com](mailto:Jkonbit@gmail.com)

Tel: 613-567-0600

## Student Registration Form (Please Print or Write Clearly)

<b>CHILD(REN) FIRST NAME:</b>	<b>CHILD(REN) LAST NAME:</b>		
1.			
2.			
3.			
4.			
Address:			
Street _____			
City _____ Province _____ Postal Code _____			
Home Telephone:	D.O.B- dd/mm/yy	Gender: Male/Female	Age and Grade level
	1.		
	2.		
	3.		
	4.		
Cell Phone:	Language: English/French/Other (Specify)		Special Needs? Y/N If yes, please specify

### Parent/Guardian Information

Name:	Name:	Emergency Contact:	Emergency Contact:
Relationship to Student:	Relationship to Student:	Relationship to Student:	Relationship to Student:
Home number:	Home number:	Home number:	Home number:
Work number:	Work number:	Work number:	Work number:
Mobile number:	Mobile number:	Mobile number:	Mobile number:
Email:	Email:	Email:	Email:

## Permission Form for Pick-up

Please list the persons allowed to pick-up your child from the program below\*

1) \_\_\_\_\_

2) \_\_\_\_\_

3) \_\_\_\_\_

4) \_\_\_\_\_

\*(The person picking up your child) may be asked to present photo I.D.)

## Health/Medical Information

Physician's name: _____  Contact Number: _____	Is your child covered by OHIP? Y/N, if yes, please provide the card number below. _____  Name on OHIP card: _____
<p>Is your child taking any medication (inhaler, injection, or oral) and/or have any allergies that are life threatening?          No _____ Yes _____ <b>If yes, please contact the Program Manager or Program Assistant immediately for further instructions.</b></p> <p>Does your child have any allergic reactions to insect bites, food or to the general environment (i.e. pollen)?          No _____ Yes _____</p> <p>If yes, please list allergies _____</p>	
<p>Does your child require extra attention from staff due to any of the following concerns?          No _____ Yes _____ if yes, please circle all that applies.</p> <p>ADD, ADHD, Behavioral, Developmental, Communication, Dietary, Mental Illness, Social, Emotional, Other</p>	

## **Medical Consent and Outing Permission Form**

### **Media Consent:**

Any photographs or video presentations taken by the Jaku Konbit staff at the Summer Camp during events, activities and/or trips may be utilized by the organization for advertisement, marketing or promotional purposes/material for the Jaku Konbit website, brochures, audio-visual productions etc.

I give my consent: Yes

I do not give my consent: No

\_\_\_\_\_  
Parent/Legal Guardian Printed Name

\_\_\_\_\_  
Parent/Legal Guardian Signature

\_\_\_\_\_  
Date

### **Trip Consent:**

Students may on occasion go on a trip(s) with the school within Ottawa and the surrounding vicinity. We require your signature below which gives us your permission to have your child participate on any outing(s). For trips outside the City of Ottawa and surrounding vicinity, we will send additional information and a consent form for this activity for you to sign.

I have read and understand the information provided on this form above and I authorize my child to participate on a trip(s) within Ottawa and the surrounding vicinity while he/she is attending Jaku Konbit's Summer Camp.

\_\_\_\_\_  
Parent/Legal Guardian Printed Name

\_\_\_\_\_  
Parent/Legal Guardian Signature

\_\_\_\_\_  
Date

# Jaku Konbit

## Kuumba ~ Creativity March Break Camp 2019

### Registration Package

#### Policies and Procedures:

Note: Our Policies and Procedures are important guides for all parents and guardians of summer campers. Please become familiar with the information below as it will answer many of the questions that you may have.

1) The drop-off period or before care for all campers are between the hours of 8 a.m. and 9 a.m. There is no additional charge for this before care time. The summer program begins at 9 a.m. sharp until 4 p.m. On most days campers start heading out for excursions at 9 a.m. After care and the pick-up period begins at 4 p.m. until 5 p.m. Parents must ensure that they pick up their child between this time for departure as Jaku Konbit staff will still need to perform post-camping duties. **All summer campers must be promptly picked no later than 5 p.m.**

2) Important note: All parents/guardians who are either dropping off or picking up children **must** come into the camp base at Viscount Alexander Public School at 55 Mann Ave, to initial the drop off/pick-up attendance sheet.

3) Due to the potential of nut allergies, we are asking all parents not to pack any foods containing nuts for your child.

4) Participants are required to be properly and respectfully clothed at all times. Clothing with racist, sexist, violent, profane, or demeaning texts or graphics must not be worn. This is also to include clothing which advocates alcohol or illicit drugs. We do recommend comfortable clothing such as t-shirts, shorts, running shoes and socks, as these are ideal for our daily camp activities. Swimwear is also to be expected for water-play or pool days. Flip-flops are strongly discouraged in order to avoid foot injuries.

5) We have included the following list of **what to bring** and **what not to bring** to the camp so that all of our campers are prepared for the day to day activities. Likewise, items that are a part of the what not to bring list should remain at home at all times.

**Please check off all dates that apply in which you intend to register your child**

March 11-15, 2019	
March Monday 11 <sup>th</sup> _____	
March Tuesday 12 <sup>th</sup> _____	
March Wednesday 13 <sup>th</sup> _____	
March Thursday 14 <sup>th</sup> _____	
March Friday 15 <sup>th</sup> _____	

<b>What to Bring (Backpack)</b>	<b>What NOT to Bring</b>
<input type="checkbox"/> Water bottle	<input type="checkbox"/> Toys
<input type="checkbox"/> Lunch and 3 snacks	<input type="checkbox"/> Valuables/Jewelry
<input type="checkbox"/> A light-colored jacket	<input type="checkbox"/> <b>Money (unless instructed)</b>
<input type="checkbox"/> Bathing suit and towel (on swim days only)	<input type="checkbox"/> CD players
<input type="checkbox"/> Sunscreen	<input type="checkbox"/> Electronic games
<input type="checkbox"/> Book	

## **SHOW YOUR GREATNESS!**

### **Code of Conduct**

Our objective is to provide a safe, secure, respectful, and friendly environment for all Jaku Konbit campers, staff, families, guests, as well as our community.

#### **RESPECT YOURSELF**

- \* Come ready to present your best self
- \* Prepare to enjoy the day and absorb new experiences
- \* Play safe and fair
- \* Be open to helping and sharing your greatness

#### **RESPECT OTHERS**

- Come prepared to participate
- Respect the space and property of others
- Take your turn to listen and to speak
- Use appropriate voice and words
- Treat others as you would like to be treated
- Celebrate similarities and differences

#### **RESPECT YOUR ENVIRONMENT**

- Keep your area clean and encourage others to do the same
- Return things to their appropriate place when use is complete
- Turn off lights, and other electronics when not in use
- Reduce – Reuse – Recycle

#### **INAPPROPRIATE and UNACCEPTABLE BEHAVIOUR (Zero Tolerance)**

- \* Physical or sexual aggression towards others
- \* Possession, use, or threatened use of any object (whether it be real, toy, replica or model) to injure another
- \* Possession or use of alcohol or illegal drugs
- \* Bullying (any form of repeated, persistent and aggressive behavior towards others that is intended to cause fear and distress and/or harm to another person's body, feelings, self-esteem or reputation)
- \* Vandalism
- \* Robbery
- \* Theft or Extortion.

#### **CONSEQUENCES:**

Under the direction of the Program Assistant or Program Manager, most incidents are used as an opportunity for child or children to learn and behave differently the next time. However, under the lists of INAPPROPRIATE and UNACCEPTABLE BEHAVIOUR, we will require more progressive discipline measures and the consequences are:

- 1) The child will be removed from the activity and placed in the care of the Program Assistant or Program Manager.
- 2) The Program Assistant or Program Manager will discuss with the child why he/she is in trouble, why the behavior is unacceptable, and the consequence(s) of his/her actions.
- 3) The parent will then be contacted by the Program Assistant or Program Manager at which time the incident will be discussed with the parent and the parent will be instructed to pick up the child.
- 4) The Program Assistant or Program Manager will file an Incident Report to record the incident(s).

I have read and understand Jaku Konbit's Code of Conduct and Behavior Policies and agree to review the following with my child in accordance to their understanding. I agree to work with Jaku Konbit's staff to resolve any issues that may arise.

\_\_\_\_\_  
**Parent/Legal Guardian Printed Name**

\_\_\_\_\_  
**Parent/Legal Guardian Signature**

\_\_\_\_\_  
**Date**