

CAMPERS HANDBOOK



CAMP
KTA
TEKAKWITHA

Oser pour grandir!

DEAR CAMP TEKAKWITHA PARENTS, CAMPERS AND PIONNEERS!

It is with pleasure that we present you the Camper's Handbook. You will find all the information you need to properly plan and organize your stay at Camp Tekakwitha.

Your child is about to live unforgettable moments and experiences. They will be able to let themselves be enchanted by the Tekakwithian magic while surpassing their limits and forging everlasting friendships.

Our team has been hard at work for several months to welcome them this summer, with open hearts and arms. We are already looking forward to getting to know them. Let the 85th Tekakwithian summer begin!

Thank you for your trust and see you soon,

THE CAMP TEKAKWITHA TEAM

OFFICE

2035 rue du Haut-Bord, #315
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Canada, G1N 4T1

Téléphone: 1 (418) 843-1532

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MISSION

Tekakwitha is a French-speaking summer camp and living environment that provides youths with educational support focused primarily on personal and spiritual growth. This is achieved through constant and mindful interaction with nature, attention to individual needs, group living, self-improvement, and meaningful experiences in both physical and psychological outdoor settings.



VISION

Tekakwitha,
dare to grow.



VALUES

- Respect and self-knowledge
- Authenticity
- Trust
- Humility
- Respect for nature
- Respect for others
- Friendship
- Mutual aid and sharing
- Opening
- Wonder
- Transcendence



CAMP RULES

In order to offer everyone a healthy and safe living environment, we advise you of the camp rules that everyone must respect:

Language and communications

- Use respectful and inclusive language.
- Speak French.

Interpersonal relationships

- At all times, demonstrate respect towards:
 - Yourself
 - Management
 - Staff
 - Campers
 - Pioneers
 - Visitors
- Do not initiate or encourage bullying or violence through offensive gestures or words towards others, nor tacitly accept such behavior.
- Allow everyone to participate in camp activities in an atmosphere of enjoyment and collaboration.
- Respect each person's differences, strengths, and limitations.

Resources, materials and equipment

- Taking care of all equipment, gear, or facilities provided by the camp during use or storage.
- Report any damage or defects noticed to the camp.
- Do not damage or destroy others' belongings.
- Do not bring personal and/or valuable items to camp.

Environment

- Respect "leave no trace" principles.
- Leave at home or hand over to the Administration upon arrival at the Camp any electronic device (phone, tablet, game console, etc.).

Role of witness

- Identify and denounce any situation where there appears to be an abuse of power, violence, threats, fear, rejection, or any situation that creates discomfort in the group or team.

Dress code

- Wear clothing appropriate to camp activities.
- Triangle or bandeaux bikinis, and swimtrunks without mesh underwear are prohibited.

Security and supervision

- Follow the given and/or written instructions during activities as well as in everyday life.

Health, safety and hygiene

- Do not smoke (cigarettes/vaping), consume alcohol, or use legal or illegal drugs.
- Refrain from bringing sweets or any other food items, both for health reasons and to minimize the risk of contamination due to allergens.



Sanctions in the event of an infraction or breach of the camp rules:

- Warning.
- Temporary withdrawal from activities and meeting with group leaders.
- Meeting with camp management. Parents are advised.
- Expulsion from the camp.

Depending on the seriousness of the action taken, the scale of sanctions may be revised to be more severe.

YOUR CHILD IS REGISTERED, NOW WHAT?

First of all, go to the online registration platform: [iregisternow](#), to make the final update.

1

You must update or certify that there have been no changes to your child's health record.

- We require a medical examination report if your child suffers from a specific health problem (asthma, heart defect, epilepsy, chronic illness, etc.) or any recent acute illness or injury (pneumonia, impetigo, concussion, sprain, etc.).
- We ask for your cooperation in detecting and eliminating head lice (pediculosis) before your child arrives at camp.

2

Because Camp Tekakwitha is located in the United States, you must provide us with your child's travel or health insurance details so that we can use it in the event of an emergency.

- If you already have travel/health insurance coverage (for example through your employer or a group insurance program), please check that it covers your child;
- The camp does not offer insurance coverage. If you do not have personal travel/health insurance, you must purchase insurance in your child's name (e.g. Blue Cross, Desjardins, etc.) yourself.
- Your child must be covered for their entire stay at Camp. Insurance policies are considered VOID and WITHOUT EFFECT:
 - if your departure date from Canada is before the coverage date
 - if the date of return to Canada is after the coverage date
 - if the entire trip is not covered by the same insurance contract

3

You must upload a photo of your child. This will allow us to better welcome them!

4

You must confirm the budget that you will allocate to your child at the Chez Claire boutique during their stay at camp.

5

You must upload a copy of the duly completed and signed recommended letter of consent for a child traveling abroad (required for all Canadians).

6

You must provide us with the full name and social insurance number of the respondent to whom we will send the child care expense statement (Relevé 24).

PACKING FOR CAMP

Belongings must be packed in duffle bags and not in rigid suitcases (example: hockey equipment bag), to facilitate storage under the bed.

It is important to send your child to camp with the appropriate equipment and clothing suitable for a camp stay - that is, outdoors, with often messy activities.

They should bring clothing for approximately seven (7) days. The children's laundry is done once a week by our laundry man.

Since there are more than 160 children at camp at one time, it is essential that all clothing, expedition equipment and other personal effects (including suitcases, shoes, etc.) are clearly marked with your child's full name .

Note that the infirmary ("dispensaire") has a wide range of over the counter medications available. Do not put any in your child's luggage. We can administer if necessary and according to your authorizations.

Camp Tekakwitha declines all responsibility for the loss, theft or damage of clothing, personal effects, glasses, contact lenses, orthodontic appliances, etc. Any items or clothing not claimed by October 1 will be donated to local charities.

PROHIBITED CLOTHING AND ITEMS

Clothing, jewelry and valuable accessories	Matches and/or lighters	Permanent felt-tip pen
Short swim briefs without mesh underwear	Aerosol cans (e.g.: sunscreen, mosquito repellent, etc.)	Any electronic device (e.g.: game console, cell phone, tablet, dryer and hair iron, etc.)
Triangle or bandeau bikinis	Dagger or hatchet type knife	Candy, treats, food, etc.

We ask for your cooperation so that your children, campers and/or pioneers, leave these objects at home. Otherwise, they will be collected, put in a safe place and returned at the end of the stay.



MANDATORY PACKING LIST

ALL: 8 TO 17 YEARS OLD

8 short-sleeve t-shirt		1 warm or cozy blanket/duvet		Sunscreen SPF 30 minimum	
3 warm sweaters		2 sets of single bed sheets		Wet wipes (Wet-Ones type)	
3 long pants		1 pillow		Mosquito repellent lotion	
6 short pants		2 beach towels		Backpack (large enough to hold sleeping bag and other items)	
7 pairs of stockings		2 set of towels and washcloths		Sleeping bag	
8 underwear		2 pairs of sneakers/running shoes		Camping sleeping mat	
2 pairs of wool socks		1 pair of sandals (avoid leather)		1 Nalgène type bottle (at least 1 liter)	
2 or 3 active swimsuits		1 pair of rubber boots		Cup, bowl and camping utensils	
2 pyjamas		Toothbrush and toothpaste		Flashlight and batteries	
1 cap, hat or scarf		Hair comb or brush		2 regular-size garbage bags (± 50 L)	
1 waterproof windbreaker		Plastic shower caddy containing soap, shampoo, etc.		6 "Ziploc" freezer grade bags ± 28 x 27 cm	
Wash bag		Tampons and sanitary napkins			
Optional: "Chic" outfit for the end-of-stay gala (July 19 & August 16)					

USEFUL ITEMS

NONESSENTIAL

Musical instruments		Stationery, envelopes and pencils	
Games and reading books		Disposable camera	
Card games, chess, etc.		Fishing rod and lures	

LIST OF TREKKING EQUIPMENT REQUIRED

FOR 12 AND 13 YEAR OLDS



Pair of hiking boots		1 second Nalgène type bottle (minimum total 2 liters)	
1 chamois-type synthetic travel towel		1 backpack (55 to 75 liters) with hip belt and padded shoulder straps.	
1 long sports pants		Waterproof backpack protector (Coverpack)	
1 warm fleece sweater (avoid cotton)		1 sleeping pad (foam or inflatable)	
1 short-sleeved polyester t-shirt (wicks away sweat and dries quickly)		1 sleeping bag (IMPORTANT: the sleeping bag must fit inside the backpack and does not occupy more than a third of the volume of this bag)	
1 short polyester pants (wicks away sweat and dries quickly)		Hat and gloves	
2 pairs of technical socks			
1 pair of water sandals (Crocs type)			

LIST OF TREKKING EQUIPMENT REQUIRED

FOR 14 TO 17 YEARS OLDS



2 short-sleeve polyester t-shirt (wick away sweat and dry quickly)		1 sports hat or scarf (Buff type)		1 chamois-type synthetic travel towel	
1 warm fleece sweater (avoid cotton)		1 sleeping pad (foam or inflatable)		1 backpack (55 to 75 liters) with hip belt and padded shoulder straps.	
1 long sports pants		1 or 2 compression bag(s) (± 10 to 20 L)		Waterproof backpack protector (Coverpack)	
2 short polyester pants (wick away sweat and dry quickly)		1 or 2 dry bags (± 5 to 15 L)		1 sleeping bag (fits inside the backpack and takes up no more than a third of the volume of this bag)	
Three underwear		6 "Ziploc" freezer grade bags ± 28 x 27 cm		1 small roll of gray "duct tape"	
3 pairs of technical socks		6 "Ziploc" freezer grade bags ± 17 x 18 cm		2 or 3 Bungee type elastics ± 60 cm	
Hat and gloves		2 regular-size garbage bags (± 50 L)		Whistle without ball type Fox 40	
Pair of hiking boots		1 second Nalgène type bottle (minimum total 2 liters)		Optional: walking poles, gaiters, USD cash, spare laces, pocket knife, etc.	
1 pair of water sandals (Crocs type)		Product for water treatment with ClO2 (Pristine or Aquamira brand)			

N.B. Senior Pioneers - 16 years old: You must bring a spare set of expedition clothing which will be brought to them during the mid-course refueling.

RECOMMENDATIONS

FOR TREKKING EQUIPMENT

Technical socks:

Technical socks made from merino wool or synthetic fibers are ideal for hiking because they wick away moisture and protect the feet, unlike cotton socks. Using a thin synthetic fiber or wool liner in addition to socks can help prevent blisters through multi-layering.



Hiking boots:

It is important to choose tall boots with a grippy sole to provide stability and protection when a child is carrying a heavy backpack. It is recommended that the child wears the boots several times before Camp to avoid blisters and injuries.

Expedition backpack:

Your child's backpack must correspond to their size and shape. Choose an adjustable, quality model with a waist belt, shoulder straps and padded back. For Tekakwithian hiking, opt for an expedition bag of at least 55 liters. A used bag may be a good option after testing for comfort and size.



Sleeping bag:

The temperature rating of a sleeping bag is indicative. A three-season bag around -7°C is versatile. Choose a packable, lightweight, and compact down or synthetic fiber bag (both options are good).

Sleeping pad:

A foam sleeping pad is lightweight, dries quickly, and can be attached to the outside of the backpack. Inflatable sleeping pads are more comfortable but should be able to be stored inside the backpack once deflated.



PREPARE YOUR CHILD FOR THEIR CAMP EXPERIENCE

It happens that some children, young or old, are apprehensive about coming to camp. To prepare him/her well for his/her stay away from home, here are some practical tips...

- Tell your child that it is normal to be bored, but that they can combat this boredom by writing you letters and/or sharing their feelings with a staff member.
- Discuss with your child what to expect at camp before they leave. Visit our website, consult our Facebook page or our Instagram account to show images of the camp to your child, and thus transform this apprehension into enthusiasm!
- Don't try to "buy" it. Promising a reward for a successful stay at camp defeats the purpose. The reward should be the confidence and autonomy they will have acquired during their stay.
- Include a personal item, such as a stuffed animal, or photos of the family in their luggage.

We have noticed over the years that it is the parents who have the most difficulty when leaving! By remaining positive and convinced of our ability to offer a positive experience, of your child's ability to overcome this "ordeal", you will reassure your child. You will set the tone for their stay and they will get the most out of their camp experience.



ARRIVAL DAY

WELCOME BETWEEN 10 A.M. AND 2 P.M.

MANDATORY STOP AT THE
ADMINISTRATION

MANDATORY STOP AT
THE INFIRMARY

SITE VISIT AND
LUNCH



In addition to helping your child settle into their cabin, you will need to:

- Drop off your child's passport, plane ticket, cell phone and other valuables to the Administration;
- Sign the missing authorizations and validate the insurance coverage;
- Pay the balance of accommodation or other expenses, if applicable;
- Give medications to health care officials.

We then invite you to visit the premises, meet the staff members and who knows, maybe take a dip in the magnificent Androscoggin Lake.

Between 11:30 a.m. and 1:00 p.m., June 24 or July 22, head to the cafeteria ("refectoire") to enjoy a generous and delicious buffet.



AUTOBUS:

MONTRÉAL ET QUÉBEC



If you cannot come or pick up your child from camp, we offer charter bus transportation from Quebec and Montreal.

Please note that bus transportation is only available for arrivals on June 24 and July 22, and returns on July 20 and August 17.

If this has not already been done, the reservation for the bus must be completed at least two (2) weeks before the travel date by sending us an email at ckta@campdevacances.com.

Documents requis:

1. A printed copy of the letter of consent from parents or guardians for children traveling abroad.
2. Passport or proof of citizenship (original or copy of birth certificate) for anyone aged fifteen (15) years and under.
3. Passport valid for all adolescents over sixteen (16) years old.

N.B. These documents must be delivered by hand to the transport supervisor.

Points de rencontre:

De Québec:
Église Saint-Yves
2470 Rue Triquet
Québec, QC G1W 1E2

De Montréal:
Monastère Saint-Albert-le-Grand
2715 Chem. de la Côte-Sainte-Catherine
Montréal, QC H3T 1B6



NAVETTE:

AÉROPORT DE PORTLAND

If your child is flying to camp (to PWM - Jetport International in Portland, ME), we offer shuttle service to Camp. We reserve the right to adjust the pricing for this service if it must be performed before 7 a.m. and after 5 p.m.

If this has not already been done, the reservation for the shuttle must be completed at least two (2) weeks before the travel date by sending us an email at ckta@campdevacances.com.

Please ensure that excess charges (e.g.: escort services, heavy baggage, etc.) are paid at the time of boarding.



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BOUTIQUE CHEZ CLAIRE

The Boutique at Claire's will be open during arrival and departure days if you want to purchase Tekakwithian items.

Your child can also go there during their stay. Practical items are also for sale in case of loss or forgetfulness (toothpaste, camping utensils, soap, toothbrush, whistle, stamp, water bottle, etc.).

If you have any pieces of Camp Tekakwitha clothing that you no longer wear, bring them to camp. We will give them to young people who need them.



THE FOLLOWING ITEMS WILL BE AVAILABLE FOR PURCHASE:

- Cap
- Beanie
- Classic grey t-shirt
- Sport t-shirt
- Sport shorts
- Tube (buff)
- Synthetic towel
- Classic grey hoodie
- Classic grey sweatpants
- Whistle
- Waterbottle (nalgene)
- ... and more!



TYPICAL DAY SCHEDULE

7 h 30	Wake up
7 h 40	Polar bears
8 h 30	BREAKFAST
9 h 30	Cabin Inspection
9 h 50	Cabin activity
10 h 50	Beach
11 h 40	Break
12 h 15	LUNCH
13 h	Quiet time
13 h 50	Free activities
15 h 05	Beach
16 h	CANTEEN
16 h 40	Cabin activity
17 h 40	Break
18 h 15	SUPPER
19 h 15	Free activities
20 h 30	Bedtime preparation
20 h 50	Sleep

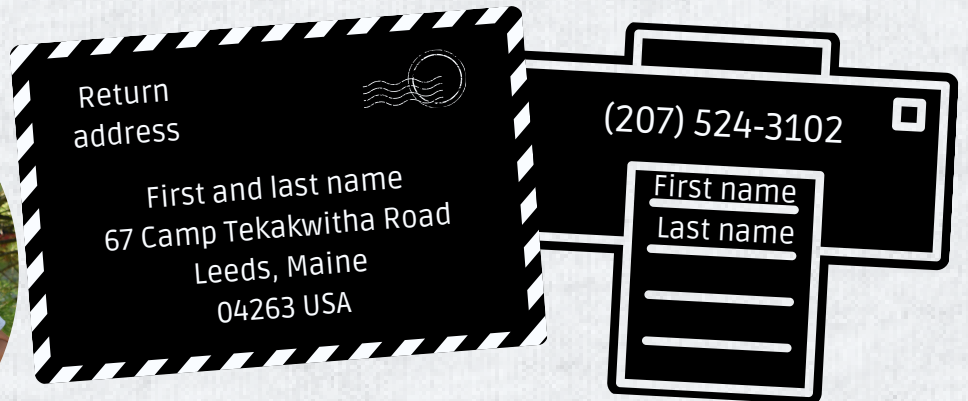


COMMUNICATION AVEC LES ENFANTS

Every day at 4 p.m., the entire camp gathers for the canteen. It's time to eat a little snack while listening to French music. This is when we deliver the mail!

Although it may seem old-fashioned, we recommend sending letters by post or fax to give/ask for news from your child. They will be able to respond to you in turn by post.

Pro tip: Give your child pre-addressed envelopes to encourage them by making the process easier.



By mail:

- Allow a minimum of one week before your letters arrive at Camp.
- Pro tip: Give a few letters to the Camp Administration so that they can be given to your child on specific dates (e.g.: the third day, upon returning from camping, etc.).

By facsimile (fax):

- For those who do not have access to a fax machine, www.faxzero.com will easily allow you to do so online.
- Since faxes are printed for distribution to children, we ask that you avoid photos.

By telephone:

- The camp only has one telephone line. We ask for your cooperation so that calls are limited to cases of force majeure.



POLITIQUE DE REMBOURSEMENT

Registration fees are non-refundable and full payment must be made 90 days prior to arrival. In the event of cancellation made at least 90 days before the start of the stay, the costs will be fully refunded. If no payment is received, the reservation will be canceled 5 days after the deadline, with no refund of the registration fee. In the event of cancellation within 90 days of arrival or early departure, Tekakwitha will refund either 50% of the board fees or the value of unused board days, whichever is less.

No refund will be granted in the event of interruption (whether for medical or other reasons) or expulsion for non-compliance with the rules of life. The camp reserves the right to refuse any refund for any other reason deemed valid.

In the event of early exit from the expedition, the participant must immediately rejoin their group on the route as soon as their health permits. Otherwise, he will have to return home without waiting for the group to return.

POLITIQUE DE PRÉVENTION DES ABUS SEXUELS

In compliance with the standards dictated by the Association des Camps du Québec (ACQ), Camp Tekakwitha has and applies a policy of prevention and intervention in matters of violence and sexual abuse. For further details and further information on this, please contact the management.

POLITIQUE DE PRÉVENTION DU HARCÈLEMENT

In compliance with the standards dictated by the Association des Camps du Québec (ACQ) and the Commission for Standards, Equity, Health and Safety at Work (CNESST), Camp Tekakwitha has and applies a policy of prevention of harassment and handling of complaints. For further details and further information on this, please contact the management.

DIRECTIVES DE GESTION DES ALLERGIES

In order to ensure greater safety for young people at risk of anaphylactic shock due to a food allergy or an insect bite, the camp has adopted allergy intervention and prevention guidelines. For further details and further information on this, please contact the management.

GUIDE DE PRÉVENTION DE LA MALADIE DE LYME

In order to ensure greater safety in relation to Lyme disease (transmitted by the blacklegged tick), the camp has adopted a prevention and intervention guide. For further details and further information on this, please contact the management.

GESTION DES RISQUES

Camp activities involve risks. Tekakwitha is an outdoor organization ensuring the safety of campers with solid supervision, extensive staff training, and compliance with safety standards. Campers must be in good physical condition and follow instructions from staff members for safe activities (e.g.: expeditions).



REFUND POLICY

Registration fees are non-refundable and full payment must be made 90 days prior to arrival. In the event of cancellation made at least 90 days before the start of the stay, the costs will be fully refunded. If no payment is received, the reservation will be canceled 5 days after the deadline, with no refund of the registration fee. In the event of cancellation within 90 days of arrival or early departure, Tekakwitha will refund either 50% of the board fees or the value of unused board days, whichever is less.

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SEXUAL ABUSE AND VIOLENCE PREVENTION POLICY

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HARASSMENT PREVENTION POLICY

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ALLERGY MANAGEMENT GUIDELINES

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LYME DISEASE PREVENTION GUIDE

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RISK MANAGEMENT

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