

2023

Winter EcoExplorers Program Registration Package

A Growing Experience ... A Growing Education



If you have questions or would like to register, contact Irene Heaven, Education Coordinator, at (705)754-4769 (GROW) or email at Irene@abbeygardens.ca

Program Offerings

We are excited to offer your children the Abbey Gardens' EcoExplorers Program. This exploratory nature-based program was established 10 years ago and is meant to complement the curriculum you are providing at home with a positive learning experience in a safe environment.

An outline of our practices and procedures are found in the "General Procedures for Program" section of this document. Many safety procedures are determined by the Ontario Ministry of Health and therefore changes may occur throughout the session. Any changes in our procedures from those outlined will be communicated to registered families. **Staff are limited in what they can assist young children with, therefore before registering reflect on your child's/grandchild's capabilities. It is essential that all participants can carry out day to day tasks independently.** They will need to be comfortable enough to use the washroom on their own, wash/sanitize their own hands, and change their own clothes.

The Abbey Gardens' Fall EcoExplorers will be meeting every **Wednesday, 10:00am to 3:00pm, from January 25 through to February 15, 2023.** We will be using both the Gathering Place and the new Programming Shelter as our bases. Our intent is to spend as much time outside as possible, but we will be meeting at the Gathering Place most mornings. The Gathering Place will be our indoor space and participants will be able to store their totes here for the day. Please have your children come prepared for the weather. This time of the year is difficult to predict so use the requested totes (see "What you will need to bring" section) to pack extra layers, clothing, winter gear, footwear, etc.

Masks are no longer mandatory for inside spaces, and although staff will have masks available, they are not required to wear one. If your child is more comfortable wearing a mask inside or you would prefer that they do, they are welcome to make this choice and will be supported. Please let us know if this is the case and ensure they have a mask in their tote for this circumstance.

The cost for your child(ren) to participate in the Abbey Gardens' EcoExplorers program is \$25.00/child/program and \$22.00/additional child/program. For the 4-week session, this will total \$100.00 and \$88.00 respectively. We are requesting that everyone pay for the entire session prior to the first program. This can be paid by cheque, credit card or e-transfer (more details are found in the "Payment Information and Cancellation Policy" section). If a day must be cancelled by Abbey Gardens' staff, a refund will be given at the end of the fall session.

Within this package are details on programming and procedures, please read over the information and if you have any questions or concerns don't hesitate in contacting me, **Irene Heaven, Education Coordinator, at (705)754-4769 (GROW) or email Irene@abbeygardens.ca.**

Our Program Team

Irene Heaven, Education Coordinator

Irene oversees the development and implementation of interpretive, educational programming for Abbey Gardens. She also works closely with the program coordinator developing opportunities for guided and self-guided experiences on Abbey Gardens' property. Irene is a wildlife biologist, Honours BSc, with extensive field experience nationally and internationally and has been involved in outdoor and environmental education for over 20 years.



Cara Steele, Program Coordinator & Ecological Specialist

Cara oversees restoration projects on the property including design, plant sourcing, implementation, volunteer management, and community outreach. She brings 10 years of experience in the restoration field and has completed forest, grassland, shoreline, and wetland restoration projects. She also works closely with the education team to develop programs, workshops, events, and self-guided property experiences. She holds a Bachelor of Science in Marine and Freshwater Biology as well as a post-graduate certificate in Ecosystem Restoration.



What you will need to bring

Here at Abbey Gardens, we have a lot of space (open areas, forests, ponds, etc.) and we are going to make use of it! **Please remember**, that we will be exploring the great outdoors through hikes and activities. **Each child participating will need to bring a large Roughneck Rubbermaid Tote, complete with lid, (68.1 L / 18 gal) and labelled with the child's name on both the container and lid.** This will be used to contain their belongings as well as provide an individual work area (like a table) for crafts and activities if we are spending time under our programming shelter. Due to space limitations, these totes will need to go home with your child after each program. Each participant should also have their own pack that can carry their daily needs enabling us to "travel" the property. There will be no sharing of articles of clothing, food, water, equipment, etc.

Please make sure your child(ren) comes prepared, so they enjoy their time at Abbey Gardens and have a positive outdoor experience. We suggest layering with appropriate clothing so that you can take off and add on! We are gardens, forests, ponds as well as a transforming gravel pit and can sometimes be muddy so please bring suitable footwear for walking (or running) outside!

Lunches, snacks, and water are necessary, but we ask that you try and pack simple, non-messy food items such as sandwiches, apples, pre-packaged granola bars, etc. Most garbage and all compost will be sent back home with your children to avoid animal attracting waste in the outside bins. Please supply plenty of water for the entire day as well as individual hand sanitizer, tissues, and appropriate and extra clothing for your child/children. Even if more than 1 child from a household is attending, we recommend that they bring their own pack and supplies.

What to bring! Every day, make sure you have:

- Large Roughneck Rubbermaid Tote complete with lid (68.1L / 18 gal) – label with your child’s name
- Day Pack
- Sunscreen (50+) ... yes, even in winter the sun can have a glare!
- Personal hand sanitizer
- Personal tissues
- Water in a reusable/re-fillable water bottle → NO GLASS PLEASE!
 - Please pack enough for the entire program ... plus some!
- Weather appropriate clothing (including extra layers)
 - Insulated winter boots, winter coat, snow pants, warm socks, insulated mitts/gloves, warm face covering (scarf or buff), etc
- Extra pair of clothes ... you never know, accidents do happen!
 - Extra warm hat, mitts/gloves, warm socks, boots (if possible)
- Lunch and snacks
 - **Please let us know upon registration if your child has any serious food allergies that will affect how other families pack snacks. Thank you!**
- A mask if your child is more comfortable using while indoors

Daily Health Checklist

- It is recommended by the Ontario Ministry of Health that participants continue to complete a COVID-19 screening before attending a day program.
- Parent/grandparent/guardian is responsible to screen at home using the on-line Provincial Covid-19 school and childcare screening tool found at, <http://covid-19.ontario.ca/school-screening>.
- Parent/grandparent/guardian is responsible for ensuring that participants’ temperatures are taken prior to leaving home and all COVID-19 Screening questions are answered truthfully.
- If your child/grandchild is not feeling well, please don’t come to the program that day.
- Upon arrival at the program, Abbey Gardens’ staff will confirm that your child does not have any listed COVID symptoms and will have you sign the Abbey Gardens On-Site Log.
- This form will also be used at the end of the day to sign out your child(ren) and will be kept at Abbey Gardens as our recorded log.

General Procedures for Program

Group Size

- Up to 15 children (plus 1-3 program leads)

Daily Reminders!

- Daily reminders of how we need to respect each other’s personal space
- Wash & sanitize your hands.
- Common areas such as the hand washing/sanitizing station, port-a-potties/washrooms, high touch areas in indoor space will be sanitized after each program day.

Arrivals/Drop Off:

- Parent /grandparent/guardian drop off
 - Please feel free to bring your own pen for sign in
 - It is recommended that you park by the ponies and walk up to the Gathering Place to avoid congestion in the parking lot.
 - If you do decide to drop off in the Gathering Place parking lot, ***please drive slowly*** as other children may be getting out of their family vehicles.

Departure/Pick Up

- Parent /grandparent/guardian drop off
 - Please feel free to bring your own pen for sign out
 - It is recommended that you park by the ponies and walk up to the Gathering Place to avoid congestion in the parking lot.
 - If you do decide to drop off in the Gathering Place parking lot, ***please drive slowly*** as other children may be getting out of their family vehicles.

Procedure if child becomes sick during camp

- A child that becomes ill during the program will be isolated by having them sit or lie down away from other participants.
 - One staff will remain with the child.
 - If child's symptoms are coughing or sneezing, PPE will be available
 - Another staff will remain with the rest of the group
- Parent/grandparent/guardian will be immediately called
- If COVID is suspected, staff will request that the child is tested for COVID-19 and report the results back to staff of Abbey Gardens
 - If test results are positive, we will contact HKPR Health Unit and work with the Health Unit to appropriately inform other participants.
 - If test results are positive, both lead staff must be tested, and remaining programs cancelled until negative test results are confirmed
- Once child is picked up, the waiting area will be disinfected as well as all other equipment and materials the child has been in contact with
- Other parents/grandparents/guardians will be informed upon pick up

Cleaning Procedures

- **Staff Only** bin containing:
 - Wipes
 - Sanitizing spray bottles
 - Cleaning cloths
 - Latex gloves
- Staff will wear personal masks/face coverings and gloves during all cleaning activities

Washrooms

- Will be cleaned/sanitized at the beginning and end of each program.

Hand Washing & Hand Sanitizing Stations

- Will be cleaned/sanitized at the beginning and end of each program.

Registration Forms

All programs where children will be left under the supervision of Abbey Gardens' staff without parents, guardians or adult supervisors are required to have a medical form filled out for each individual and submitted to Abbey Gardens. These forms are found on the following pages.

Parents and/or Guardians of participants must complete all the following forms to complete registration: Disclaimer Waiver and Medical Form. All registration forms found in the 2023 Abbey Garden's EcoExplorers Program Registration Package must be dated and emailed or dropped off to Irene Heaven, irene@abbeygardens.ca **before Friday January 20**. With the submission of these forms and full payment prior to January 20, there is a commitment to the entire program.

If there are any food allergies or medical issues, please ensure that the staff of Abbey Gardens is aware. Thank you!

Payment Information & Cancellation Policy

We will be requesting that all participants commit to the full Fall EcoExplorers Session (1 day a week for 4 weeks) and full payment to be received **before January 20, 2023**.

Since much of the programming will be outside, we will be checking weather prior to the day program. If extreme weather is predicted and staff feel there is a risk in the delivery of a safe program, the program will be cancelled the morning of and communicated to parents/guardians within 1-1 ½ hours prior to drop off time. Program cancellations will occur if there is a risk of extreme weather conditions; extreme cold, frostbite warnings, snowstorms, etc.

Cancellation of a program will be emailed to the primary contact person of the participant ONLY if the program will not be running that day. It is the responsibility of the primary contact to check their email prior to transporting their child/grandchild to the program.

If any program days are canceled by staff due to inclement weather, families will be refunded accordingly at the end of the session. Payment of the EcoExplorers program can be made by cheque (made out to Abbey Gardens Community Trust), credit card, debit (in the Hub) or e-transfer by sending to finance@abbeygardens.ca , indicating the program and your child(ren)'s name(s) in the body of the email.

Thank you!

We are looking forward to exploring the wonders of our natural world with your children!

Liability & Disclaimer Waiver

Name of Program: _____

Date of Program: _____

Participant's Name: _____ Date of Birth: _____

Parent/Legal Guardian Name: _____

Mailing Address: _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____ Email: _____

I acknowledge and accept that my and/or my child(rens) participation in the abovementioned program may be photographed and/or filmed and may be used and published for promotional and educational materials by Abbey Gardens Community Trust.

Yes | No

I am interested in receiving Abbey Gardens e-newsletter by e-mail.

My email is _____ Already Do | Yes | No

I hereby certify that _____ (name of participant) is in good physical condition and capable of fully participating in the abovementioned program.

I acknowledge that there is a higher risk for my child to participate in programs due to the COVID-19 situation.

I further acknowledge that Abbey Gardens Community Trust, its Directors, employees, agents or volunteers and hike leaders will not be held responsible for any accident or loss, however caused, and hereby agree to release, discharge and indemnify the said Abbey Gardens Community Trust, their Directors, employees, agents or volunteers and hike leaders from: all liability, any and all claims for damages, liabilities or losses to the abovementioned participant which may arise as a result of, or by reason of accident or loss during participation in the abovementioned program and activities related to it or by reason of the provision of medical care to me. In the event that the abovementioned participant is injured and next of kin cannot be contacted, permission is granted to the attending physician to render such treatment as would be normal.

BY SIGNING THIS FORM, I ACKNOWLEDGE THAT I HAVE READ, UNDERSTOOD AND AGREED TO THE ABOVE CONDITIONS, RELEASE AND WAIVER.

Dated in the County of Haliburton on this _____ day of _____, 2023.

Name(s) of Participant(s) or Parent/Legal Guardian if Participant is a Minor (Please Print)

Signature(s) of Participant(s) or Parent/Legal Guardian if Participant is a Minor

Medical Information Form

Date: _____

Name of participant: _____

Health Card #: _____

Name of emergency contact person _____

Emergency Contact Phone #'s:

Home Phone: _____

Work Phone: _____

Cell Phone: _____

Please indicate if you or your dependent(s) have any medical conditions that you are aware of that may affect your, or your dependents, health during your program experience. (Include additional pages if necessary)

Heart Condition Yes ___ No ___ explanation _____

Epilepsy Yes ___ No ___ explanation _____

Asthma Yes ___ No ___ explanation _____

Insect/plant allergies Yes ___ No ___ explanation _____

Food allergies Yes ___ No ___ explanation _____

Drug/serum allergies Yes ___ No ___ explanation _____

Other Please explain _____

Any other injuries, conditions or medical issues we should know about which could affect you or your dependent(s) participation?

I have provided medical information that is accurate.

Signed _____ If under 16, parent/guardian signature _____

Date: _____