

DORVAL DAY CAMP



PARENT GUIDE

Summer 2026



DORVAL



LOISIRS ET CULTURE
LEISURE AND CULTURE

GENERAL INFORMATION

For children age 6 (after September 30, 2026) to 11

When: June 22 to August 14, 2026 (8 weeks), Monday to Friday
Day camp: 9 a.m. to 3 p.m.
Day care service: 7 a.m. to 9 a.m. and 3 p.m. to 6 p.m.

Where: **Two locations:**
Surrey Aquatic and Community Centre (SACC)
1945 Parkfield Avenue

Edgar Rouleau Arena (ERA)
1450 Dawson Avenue

Contact information: **Day camp offices:**
514 633-4229
- Extension 1 for SACC
- Extension 2 for ERA
SACC: cjdsurrey@ville.dorval.qc.ca
AER: cjdarena@ville.dorval.qc.ca



TOO OLD FOR THE DORVAL DAY CAMP? THERE'S THE ADVENTURE QUEST CAMP!

Kids will have lots of fun at the Adventure Quest Camp (AQC), a camp with activities and supervision designed for the energy levels and interests of older children. This 7-week camp, for youth ages 11 to 15, takes place at the Sarto-Desnoyers Community Centre in July and August, Monday to Friday, from 9 a.m. to 4 p.m.

At the AQC, the weeks are packed! Costs and activity details are available online at www.city.dorval.qc.ca.

For more information and a detailed program schedule, please write to AQC@ville.dorval.qc.ca or call 514 633-4066.

OUR MISSION

The mission of the Dorval Day Camp is to provide a safe, fun, and stimulating place for children to enjoy and to make the most of their summer. We achieve this by recruiting dynamic, dedicated young adults and pairing them with kids who are ready to have fun!

REGISTRATION INFORMATION

Registration opens in March.

For full details concerning registration period and costs, please visit www.city.dorval.qc.ca.

Please note that the child's primary residence address is used to determine participation costs and authorized registration dates.

IMPORTANT

TO PREPARE

To prepare for your registration, please have the following information ready:

- Your child's health insurance card number
- Emergency contacts
- Your child's allergies
- The paying parent's Social Insurance Number (SIN) to receive the RL-24 slip
- The estimated camp arrival and departure times
- The names of people who can pick up your child
- Your child's level of independence (application of sunscreen, etc.)
- Your child's skill level in the water (need for assistance or not)
- Whether your child will be allowed to leave camp alone (in which case, a permission form must be completed)
- Whether you give the camp permission to take photos of your child

HEALTH AND SAFETY FORM TO COMPLETE

When registering your child on the Amilia platform, a health and safety form must be completed.

RECEIPTS FOR PROVINCIAL AND FEDERAL TAX CREDITS

The City of Dorval will issue provincial tax credit receipts (RL-24 slip) via the new Amilia platform to the customer who registered the child. If the SIN of the person having registered the child is not present in his or her Amilia account, no tax receipt can be issued. Therefore, please be sure to add your SIN to your Amilia profile. The platform will also allow you to share the statement with the other parent or legal guardian.

CAMP STAFF

Dorval Day Camp's dynamic team includes supervisors, assistants, as well as monitors and specialized monitors. All staff are certified in first aid and CPR and have been trained to acquire the tools they need to excel in a day camp setting.

GROUP DYNAMICS

We accept 80 children at the SACC and 140 children at the ERA. Children are divided into sub-groups according to registrations received, the location chosen by the parent or legal guardian, their age, and the ratios required by the *Association des camps du Québec*.

SUPPORT PROGRAM

The camp welcomes children from Dorval who require a specialized monitor and ensures to the best of its ability that everyone has the necessary resources to properly supervise the children. If your child has special needs that may require a specialized monitor, consult the [following link](#) for more information and answers to your questions. Please note that if you register a child with a disability without prior notice, not only do you run the risk of inhibiting their integration, but the child's registration may be cancelled.

BUILDINGS

The Surrey Aquatic and Community Centre offers safe, clean, air-conditioned facilities. The children can enjoy the surrounding parks and grass areas, the aquatic centre with a slide, water games, and a tennis court.

As for the children at the Edgar Rouleau Arena, they can enjoy our brand-new nearby facilities (outdoor covered rink, chalet, and skatepark), Windsor Park, Walters outdoor Aquatic Centre, tennis courts, Walters Park, the Library, and much more.

At the Dorval Day Camp, we use both indoor and outdoor facilities, offering children a variety of activities and locations.



PROGRAMMING

WORKSHOPS

Children will have the chance to take part in a variety of activities organized by our fantastic monitors. Workshops and entertainment will even come to us for fun-filled days!

SWIMMING

The camp usually goes to the pool four times per week, weather permitting.

We also take advantage of the water games at the SACC and at Walters Park to cool off. We therefore ask you to always pack a swimming suit and a towel for your child.

FRIDAY FUNDAY

Every Friday, children take part in a variety of themed games! Children are encouraged to come dressed up in a costume according to the week's theme. A whole host of surprises awaits them.

SPORTS OPTIONS AT THE DORVAL DAY CAMP

Getting children active in a healthy environment and encouraging sports participation are core values of the Dorval Day Camp. With this in mind, here is what the camp is offering this summer:

AT THE SACC

As in past years, children who, as part of the regular summer session offered by the City of Dorval, will be registered with an aquatic team (swimming, diving, or artistic swimming) or in swimming lessons at the SACC will be accompanied by camp staff during their activities. We ask parents to prioritize swimming lessons offered at 9:05 a.m., Monday to Thursday, in order to facilitate the camp's operations. A form must be completed by the parent or legal guardian and submitted to the administration for this purpose.

AT THE ERA – NEW!

Children registered at the ERA site will have the opportunity to register, if they wish, to one of the following sports programs:

TENNIS OPTION

Available only for the weeks 3, 4, 5, and 6

At the Dorval Tennis Club

Tennis sessions on Monday, Wednesday, and Thursday

- 1 p.m. to 2 p.m. for ages 6 to 8
- 2 p.m. to 3 p.m. for ages 9 to 11

All levels are welcome!

Cost: \$60 per week

SWIMMING OPTION

Available every week of the camp

At the Dorval Aquatic and Sports Complex

This option must be taken for two consecutive weeks to allow the child to complete their level in the aquatic program.

Lessons offered Monday to Thursday

- From 9:30 a.m. to 10 a.m. for ages 6 to 8
- From 10:15 a.m. to 11 a.m. for ages 9 to 11

A swim test will be required on the first day of the session to determine each child's swim level.

Cost:

- Ages 6 to 8: \$30 for two weeks
- Ages 9 to 11: \$48 for two weeks

Children participating in a sports program will be accompanied by camp staff during their activities. It is possible to select more than one option during different weeks throughout the summer.

DAILY ITEMS TO BRING TO CAMP

- A bathing suit (every day, for visits to the water games or swimming pool on very hot days)
- A towel
- A hat
- Closed shoes (no sandals, flip flops, or Crocs)
- Sun protection (water-resistant and a minimum of 30 SPF)
- Reusable water bottle
- A lunch
- Morning and afternoon snacks (nut-free)

We encourage parents/guardians to label all personal belongings with their child's full name to avoid mix-ups and make it easier to recover lost items.



ITEMS NOT ALLOWED AT CAMP

- Gaming devices, portable players
- Any electronic device including digital cameras, cell phones, etc.
- Money

The camp is not responsible for lost or stolen items. Please do not bring valuables such as jewelry, trading cards, sports equipment, objects of sentimental value and/or valuable clothing/shoes, etc.



CELL PHONES

Cell phones are not permitted at the Dorval Day Camp

If you need to contact your child while they are at day camp, or if your child needs to contact you, please call the day camp office at **514 633-4229** (extension 1 for the SACC or extension 2 for the ERA). Children will be advised that they can contact you in an emergency by informing their monitor. We are not responsible for lost, stolen or damaged cell phones brought to camp during the summer.

LOST OBJECTS

All items left at camp will be placed in the lost and found box at the end of each day. The lost and found box is located next to the supervisor's desk. Please check it regularly for any items.

All unclaimed lost and found items will be removed every two weeks of camp: weeks 2, 4, 6, and 8.

Reminder: We encourage parents/guardians to label all personal belongings with their child's full name to avoid mix-ups and make it easier to recover lost items.



CODE OF CONDUCT

To ensure a healthy, safe, and fun environment at camp, the rules of conduct must be followed. We ask families to familiarize themselves with the camp rules and to respect them.

If behavioural issues arise that negatively impact the positive experience of other participants, the camp's staff will intervene. All children attending the Dorval Day Camp must behave respectfully and courteously towards other children, staff members, equipment, and facilities.

BEHAVIOUR

Any disrespectful behaviour—whether verbal or physical—towards other children or staff members will not be accepted. Any inappropriate conduct, as determined by the supervisory team, will lead to disciplinary measures.

RESPECT FOR MATERIALS AND FACILITIES

Respect for facilities, materials, and equipment is always required. Any act of vandalism will be sanctioned.

PERSONAL ITEMS

To provide your child with a rich experience that encourages social interaction with other campers, we ask that the following items **not** be brought to camp:

- Electronic devices
- Books
- Valuables
- Personal games
- Toys

The Dorval Day Camp is not responsible for lost or damaged items.

DISCIPLINARY MEASURES SYSTEM

WARNING

Step 1

If a child fails to follow camp rules, they receive a verbal warning from their counsellor. All misconduct is documented. The Dorval Day Camp team reserves the right to skip Step 1 depending on the severity of the situation..

Step 2

The Camp informs the parents or guardian in writing about the child's behaviour. The child's guardians and the camp staff work together to find a solution.

Step 3

A second verbal and written warning is given to the child and their guardian, indicating that suspension will occur at the next step.

SUSPENSION

Step 1

If disrespectful and/or inappropriate behaviour persists, the Camp notifies the parents to come pick up the child, who must remain at home for the rest of the day. A written warning is given to the parents or guardian. The written warning includes information about the interventions conducted.

Step 2

The child is removed from camp for a period of 3 to 7 days. A third and final written warning is given to the parents or guardian. The written warning includes information about the interventions conducted.

Step 3

The child is removed from camp for the remainder of the summer. Written warnings include detailed information on the staff's interventions. No refund of registration fees will be issued if a child is removed from Day Camp.

Please note: The disciplinary measures outlined above apply to children who are not enrolled in the Companion Program. If a parent or guardian fails to provide the camp with necessary information regarding their child's needs, the camp reserves the right to implement the disciplinary measures as described above.

HEALTH AND WELLNESS

SUN PROTECTION

Every child must arrive at camp with sunscreen already applied to protect them from the sun's rays. We encourage children to learn how to apply this protection themselves after snack and swimming times. If your child needs help applying sunscreen, don't forget to give the monitors your permission to help your child when you fill out the health and safety form via Amilia during registration.

MEDICATION

If your child is taking prescribed medication, written instructions on how to administer the medication must be submitted to the camp supervisor, and the medication will be kept in the camp office.

ASTHMA

If your child has asthma and uses an inhaler, your child may keep the inhaler with them or leave it in the camp office. Instructions for the inhaler should be given to the supervisor.

SEVERE ALLERGIES

Dorval Day Camp is an allergy-sensitive environment.

We can't guarantee a 100% peanut-free environment, but we make every effort to ensure a safe environment. All staff are trained to recognize the signs and symptoms of an allergic reaction. The procedure for using an auto-injector has been well emphasized in the first-aid component of staff training. All children with **LIFE-THREATENING ALLERGIES** must bring an **AUTO-INJECTOR** to camp, and it should be stored in the camp office. It is imperative that the child fully understands their life-threatening allergy.

To ensure everyone can participate, we ask that you indicate whether your child has any dietary restrictions, and to pass on any other information you deem necessary to the supervisor.

SNACKS

It's important to provide your child with nut-free snacks (at least two) and beverages on a daily basis, Monday to Friday, and to ensure that they always have a refillable water bottle. We ask parents to provide healthy snacks for their children. Campers will have two snack breaks, one in the morning and one in the afternoon.

IF YOUR CHILD IS ILL

If a child becomes ill while at camp, they will rest in the camp office. If your child becomes too ill to return to activities, the primary contact will be notified to pick up the child. **Sick children cannot stay at the day camp.**

If we cannot reach the primary contact, we will contact the secondary contact and the emergency contacts provided on the health and safety form.

If your child is ill (severe cough, bad cold, high temperature, untreated head lice, etc.), please keep them at home. Contact the supervisor to let them know that your child will be absent for the day. Reimbursement options may be discussed.

INFORMATION ON HEAD LICE (PEDICULOSIS)

Head lice are unfortunately common in schools and camps where children are in close contact. Head lice are not related to a child's hygiene but are spread through head-to-head contact and the sharing of a hat, hairbrush, hair accessories, etc. If your child has head lice, please notify the supervisor immediately.

PERMISSION TO LEAVE CAMP ALONE

If you allow your child to leave the premises unaccompanied as of 3 p.m., please specify this on the health and safety form you will fill out when registering for camp via the Amilia platform.

FIRST AID

All staff members are certified in first aid and CPR. Staff members carry first-aid kits and two-way radios. If a child has an injury requiring emergency medical services (Urgences-santé), the supervisor will call 911 and then contact the family immediately.

ATTENDANCE AND ABSENCES

It is mandatory to inform the supervisor of your child's absence:

- **514 633-4229** (extension 1 for the SACC or extension 2 for the ERA)
- **cjdsurrey@ville.dorval.qc.ca** (for the SACC)
- **cjdarena@ville.dorval.qc.ca** (for the ERA)

Attendance is taken at 9 a.m. If your child is registered and is not present, we will call the contact persons on file.

There are no refunds for daytime absences. Please refer to the refund procedure in the next section or ask your day camp supervisor.

REFUND PROCEDURE

Please note that you have until **June 16, at 3:30 p.m.** (via Amilia or by submitting a form by email) to send us any refund requests. A \$15 fee per week per child will apply.

- Cancellation before June 16: 100% refund, except for a fee of \$15 per week, per child
- Between June 16 and 24: 75% refund, except for a fee of \$15 per week, per child
- After June 24: 50% refund, except for a fee of \$15 per week, per child

Before June 16, refund requests can be submitted through the Amilia registration platform. After this date, requests must be submitted using the designated form, sent by email.

No requests to change weeks will be accepted due to waiting lists.

REFUND REQUEST FOR MEDICAL REASONS

- The person responsible for the child must provide a doctor's bill attesting to the child's medical condition for which reimbursement is requested.
- For all refunds, please allow four to six weeks for a cheque to be issued or for a credit to be added to the account.

ARRIVAL AND DEPARTURE

DAY CARE

Arrival from 7 a.m. to 8:45 a.m.

Departure between 3 p.m. and 6 p.m.*

REGULAR HOURS

Arrival between 8:55 a.m. and 9 a.m.

Departure between 3 p.m. and 3:05 p.m.*

*Don't forget to bring your ID with you. This will be required to confirm your identity. No child will be allowed to leave camp alone without prior authorization from the parent or legal guardian when registering online.

If someone other than the parent or legal guardian is picking up your child at the end of the day, please notify us and ensure that the name of this person appears on the list of people authorized to pick up your child in your Amilia file. You must enter the names of all the people authorized to pick up your child in Amilia or mention them to the person at check-in so that they can be added to the attendance sheet. If a person is not on the list of authorized persons, the employee will ask for identification and call the child's parents or legal guardians to make sure they can let the child leave with said person. If we are unable to reach you, your child will not be able to leave with this person, as child safety is our priority.

If you are going to be late, please notify us as soon as possible.

Please respect arrival and departure times to the best of your ability.



ACQ MEMBER

The Dorval Day Camp is a member of the Association des camps du Québec.

The reference framework for municipal camps was created through a partnership between the Québec Municipal Recreation Association (AQLM) and the Association des camps du Québec (ACQ). This framework includes 45 mandatory criteria that outline best practices to ensure municipal day camps provide a safe, high quality experience.



SUGGESTIONS AND COMMENTS

Parents are invited and encouraged to share their concerns and suggestions with the Dorval Day Camp team by sending an email to cjdsurrey@ville.dorval.qc.ca (for the SACC) or cjdarena@ville.dorval.qc.ca (for the ERA). All written comments will receive a written response.

WEEKLY NEWSLETTER

Every week, we'll send you a newsletter featuring all the latest activities at the Dorval Day Camp!

Don't hesitate to contact us if you have any further questions.

