



**WELCOME TO CAMP!**

**2023 CIT Guidebook**

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## **DIRECTOR'S WELCOME**

Welcome to your CIT Summer at Camp Wahanowin! You will soon embark on an adventure that will affect many lives and, quite possibly, change your own. The potential of the summer camp experience is limitless, and we strive to help guide you to become a confident and competent leader and hopefully future Camp Wahanowin staff member!

We have been providing a fun and exciting experience on the beautiful shores of Lake Couchiching to thousands of children since 1955; however, we have only been able to accomplish this with the help of a dedicated and caring Staff Team.

This summer, as you begin the transition from camper to staff member, you will be playing a significant role in cabins, at activity areas and in the lives of many campers. The responsibility you are being handed is awesome and the required effort significant, but the rewards are infinite. Helping children learn new skills, gain confidence and make new friends is exhilarating and provides a level of satisfaction seldom felt anywhere else.

The CIT Guidebook has been compiled to help prepare you for the upcoming summer. Please read it carefully so that you can arrive at camp informed and ready to get the most out of your summer.

Welcome to the Wahanowin Team! We look forward to working with you this summer.

Your Wahanowin Directors,

Tia and Elijah



## **CIT COORDINATOR MESSAGE**

Hi CIT's!

I am super excited to be your CIT Coordinator this summer. I look forward to meeting and working with each one of you. I recognize many of you have been attending Wahanowin for many years and know that we will be learning from each other this summer every step along the way. I want to hear about your camp experiences as campers and help you navigate the significant transition from camper to staff.

Being a CIT at Camp Wahanowin will challenge and motivate you in many ways. One central idea that I want you to think about going into this summer is the notion of 'impact'. What does this mean exactly? There are two aspects which I want you to consider:

1. What positive impact will you have on campers, staff members and yourself this summer?
2. How do you know that you have had an impact?

Throughout the summer, we will have many opportunities to learn together by sharing our successes as well as our opportunities. My role is to support you and be your guide throughout your CIT journey so that you feel confident in working with kids and being the best leader possible! Together, I know we can make that happen.

Here's to making magic this summer!

Your CIT Coordinator,

Steve

# OUR PHILOSOPHY (VISION, MISSION AND VALUES)

**WE USE OUR VISION AND MISSION TO GUIDE US.  
WE LIVE OUR VALUES EACH AND EVERY DAY.  
THIS IS WHO WE ARE.**

## VISION

A supportive community that inspires our campers and staff to become competent, confident and compassionate leaders

## MISSION

We achieve our vision through creating:

A safe environment where campers and staff feel included, supported and cared for;

Friendships and memories to last a lifetime through intentional nurturing of healthy relationships and experiences;

Fun, unique and innovative ways to motivate and enhance skill development and self confidence; and

An 'unplugged' space where the focus is on self-discovery and personal bests

## VALUES

We embrace and live the following values

### Community

We look out for each other and put others before ourselves.

We take responsibility for caring and supporting each other and our environment.

We are dedicated to teaching ourselves about the importance of giving back.

### Growth

We create safe and supportive environments where everyone is given opportunities to learn, become independent, resilient and build confidence.

We expand our comfort zones by embracing failure and imperfection and learning from our mistakes. We are not afraid to ask for help.

We are committed to continuous learning.

### Respect

We accept each person for who they are without judgement.

We listen to each other.

We act honestly and with integrity.

### Tradition

We honour the past while embracing the future.

We create a sense of comfort and belonging through the celebration of memories.

We develop and inspire the next generation.

## OUR HISTORY

### Land Acknowledgement

Camp Wahanowin respectfully acknowledges that it is located on the traditional territory of the Anishinaabeg, Ojibwe, Odawa and the Pottawatomi nations. These are collectively known as the Three Fires confederacy.

We also recognize the contributions that the Chippewas of the Rama Mnjikaning First Nation, known as the “people of the deer” have made in shaping and strengthening our community.

Camp Wahanowin’s surrounding area is still the home to many Indigenous people from across Turtle Island and we are grateful to have the opportunity to share this land. We are committed to a relationship with First Nations, Métis and Inuit people based on the principles of mutual trust, respect, reciprocity, and collaboration the spirit of reconciliation.



### The McPherson Family

The land where Camp Wahanowin now stands was granted to Captain Allan McPherson in 1867. Using limestone from our former site on Lake St. John, he built his home which we know as “The Stone House”. It was the first settlement in the area and became the first post office in Simcoe County. It was nearly 100 years later, in 1955, when Harold Nashman and his Mother, Anne (Bubby Nash), discovered the site and recognized it for what it was - a place for children to flourish. They opened Camp Wahanowin that same year, and the Nashman family-owned Camp Wahanowin up until the transition of ownership to Tia and Elijah in Fall 2022.

### Our Site and Facilities

Wahanowin comprises 100 acres on the shores of Lake Couchiching just 1½ hours north of Toronto. The site is a rolling countryside made up of wooded areas, spacious open fields and water sources. There is ample space for extensive land sports, hiking trails and lots of untouched natural land.

Wahanowin’s waterfront on Quarry Point Bay, is approximately 400m in length and is aptly suited for all our activities. In addition to our spacious sandy-bottomed swim area, the Wahanowin waterfront boasts a range of activities such as: canoeing, kayaking, fishing, water-skiing, stand up paddleboarding, sailing, waterpark and pontoon boating.

Our exciting adventure activities include nine low-initiative tasks and high ropes elements, as well as a climbing wall, a zipline and our team ropes challenge course. We are also the only camp in Canada to have a full-size trapeze and two bungee trampolines to provide additional thrills.

In addition to the above, our outstanding sports and arts facilities include eight recreation halls (six of which are equipped with heating), a century stone farmhouse and numerous arts and crafts studios. Athletics are accommodated on two baseball diamonds, a soccer field, three tennis courts, five full size basketball courts with lights and two beach volleyball courts. We have an archery range, mountain biking trails as well as a large theatre with seating for over five hundred that are equipped with sound and lighting.

***“W – That’s the way we begin . . . “***

# CIT PROGRAM OVERVIEW

## Features of the CIT Program

- Pre-camp and ongoing training throughout the summer
- Experiential learning through 4 different placements (counsellor and specialist)
- Experience in program planning and implementation- cabin, unit, and camp wide
- Bonding opportunities within the cabin, unit, and staff community
- Opportunity to explore and understand how camp operates
- Gain valuable feedback and evaluation throughout the summer

## Goals of the CIT Program

- ✓ Cultivate future leaders in camp and beyond
- ✓ Help to ease the transition from camper to staff member
- ✓ Provide additional training and qualifications for future employment
- ✓ Provide opportunities to take on leadership and responsibility within the Wahanowin community
- ✓ Build confidence in working at a variety of activities and with various age groups
- ✓ Discover one's strengths and opportunities for growth
- ✓ Strengthen the bond within the unit
- ✓ Provide CITs with a fun and memorable summer

## CIT Summer Overview - 2023

Date	Activity
June 28 – July 6	CIT Pre-Camp
July 7-15	#1 Rotation
July 16	Day Off
July 17-24	#2 Rotation
July 25-26	First Month Debrief
July 27 – Aug 4	#3 Rotation
Aug 5	Day Off
Aug 6-13	#4 Rotation
Aug 14-16	Debrief Second Month

# HEALTH AND SAFETY

## CIT Code of Conduct

Camp Wahanowin's CIT Code of Conduct, in conjunction with the policies as outlined within this guidebook, provides each CIT with a clear understanding of appropriate behaviours and conduct during their summer in keeping with our values of respect, growth, community, and tradition.

By adhering to the Code of Conduct, each CIT will be able to have a successful summer within a safe and friendly environment, free from harassment and discrimination. Each aspect of this handbook and the policies will be examined as part of CIT pre-camp.

All CITs are expected to carefully read and sign off on this document and conduct themselves accordingly. Any single breach may result in disciplinary action, including being sent home.

The Code of Conduct covers the following issues:

- 1) Discrimination and Harassment
- 2) Sexual Harassment and Relationships at Camp
- 3) Alcohol, Drugs and Smoking
- 4) Work Ethic
- 5) Appropriate Language
- 6) Appropriate Appearance
- 7) Hazing, Initiations and Pranks
- 8) Community Reputation

### Discrimination and Harassment

It is our responsibility to treat everyone at camp fairly and with respect. Discrimination at camp will not be tolerated and we expect all our CITs and staff to act, when appropriate, to correct or prevent comments or behaviors that are unjustly discriminatory. Behavior that constitutes discrimination at camp includes, but is not limited to:

- an expression of power over or against another person;
- comments which are demeaning with respect to body type, physical characteristics, gender, gender identity, ancestry, colour, ethnic or racial origin, nationality, national origin, sexual orientation, age, marital status, religion, religious belief, political belief, disability, or economic status.

Harassment is defined as comments or conduct towards an individual or group, which is offensive, abusive, racist, sexist, degrading, or malicious. Behavior that constitutes harassment at camp includes, but is not limited to:

- stalking or other intimidating conduct;
- bullying;
- uninvited, unwanted and threatening physical conduct (i.e., hitting, grabbing, pushing, pinching, throwing, use of a weapon);
- displaying or circulating offensive pictures, photographs or materials;
- pressuring others to perform demeaning, humiliating or dangerous acts;
- practical jokes which cause awkwardness or embarrassment, endanger a person's safety, or negatively affect performance;
- behaviours not directed towards a specific person or group but the goal is to create a negative or hostile environment;
- retaliation or threats of retaliation against an individual who reports harassment to a Camp Director.

### **Sexual Harassment and Relationships at Camp**

Sexual Harassment is defined as unwelcome sexual comments and sexual advances, requests for sexual favours, or conduct of a sexual nature. Sexual harassment is not tolerated at camp and could include, but is not limited to:

- sexist jokes;
- display of sexually offensive material;
- Sexually degrading words used to describe a person
- Inquiries or comments about a person's sex life
- unwelcome sexual flirtations, advances, or propositions;
- a relationship (sexual or otherwise) which constitutes an abuse of power;

Personal relationships and public displays of affection between CITs are to be kept discreet. Campers should not be made aware of any CIT's personal relationships. Relationships between campers and CITs or CITs and staff are not permitted.

### **Alcohol, Drugs and Smoking**

It is strictly forbidden for CITs or staff to consume or possess any alcohol, cannabis related products or illicit drugs anywhere on camp property or while on a camp-sponsored off-site excursion. Any CIT who breaks this rule will be subject to immediate dismissal. In addition, the camp reserves the right to contact police if any CIT is found in possession of alcohol, cannabis related products or illicit drugs while on camp property or while on a camp-sponsored off-site excursion. Any prescription drugs brought to camp should be taken to the Health Centre and registered there. Prescription medication can only be kept in the cabin with permission and acknowledgement from the Health Centre and a camp Director. CITs may not use or be in possession of any tobacco products, including, but not limited to cigarettes or vaping devices.

### **Work Ethic**

CITs will uphold the mission and values of our guiding philosophy by fulfilling all expectations of their role. CITs are expected to lead by example in all aspects and show support for all programs and policies that are expected of them.

### **Appropriate Language**

CITs agree they will represent themselves, their personal habits, routines, conduct and image in an appropriate manner to reflect the high standards of professionalism that would be expected as a role model for young children, within and around our camp community. The use of foul language, profanity, lewd or suggestive remarks and/or language that degrades, stereotypes or intimidates others is not appropriate in the environment we create at camp.

### **Appropriate Appearance**

CITs are required to dress appropriately, based on the position and activity, keeping safety in mind. Articles of clothing, personal effects, hats, water bottles, etc. depicting inappropriate logos, slogans, images, illegal drugs, alcohol branding and profanities are not permitted.

### **Hazing, Initiations or Pranks**

Initiation, pranks or "hazing" of any CIT, staff member or camper will not be tolerated at camp. Hazing refers to any activity expected of a CIT, staff or camper joining a group (or to maintain in a group) that humiliates, degrades, forces consumption or risks emotional and/or physical harm, or breaks policy, regardless of the person's willingness to participate. Hazing, initiations, unwanted and hurtful pranks are a form of harassment.

### **Community Reputation**

Our relationship and reputation with the people and businesses in the local community is critical to Wahanowin. When outside of camp, on CIT Day Off, excursions or time off, CIT's must demonstrate positive behaviour that is representative of the camp's values. Damage or theft of public property or inappropriate language or conduct is unacceptable and will be dealt with on an individual basis by the Directors.

## CIT Policies

Camp Wahanowin's CIT Policies include the information in the Code of Conduct and this Guidebook, and the following points which provides each CIT with a clear understanding of appropriate behaviours and conduct during their summer in keeping with our values of respect, growth, community, and tradition.

- 1) CITs found keeping or consuming alcoholic beverages, marijuana in any form, e-cigarettes or illegal drugs or drug paraphernalia of any kind or are in the presence of others who are actively using/consuming them, are subject to immediate dismissal. In addition, the camp reserves the right to contact the police and parents of a minor staff in this regard.
- 2) CITs willfully neglectful or abusive (physical, mental, verbal, sexual or emotional) to CITs campers or other staff are subject to immediate dismissal.
- 3) Initiation or hazing of CITs, staff or campers of any kind is strictly forbidden.
- 4) CITs may not use or be in possession of any tobacco products, including, but not limited to cigarettes or vaping devices.
- 5) CITs are required to participate in pre-camp training, ongoing training
- 6) CIT's must remain on camp property at all times, unless it is with the CIT Coordinator on an official CIT Trip or permission is given by the Director.
- 7) CI's will receive one day off per month as designated by the CIT Coordinator.
- 8) CITs may not receive visitors at camp, except for direct permission from a Director.
- 9) Camp is a nut free site and no products that contain or may contain peanuts or tree nuts may be brought into camp.
- 10) CITs may not bring any outside food into camp without permission from a Director nor can they give outside food or drinks of any kind to a camper.
- 11) The camp curfew must be observed by all CITs.
- 12) Males may not enter female cabins. Females may not enter male cabins. The same holds true for campers.
- 13) Any and all CIT relationships must be respectful, discreet, responsible and appropriate at all times, particularly in the presence of campers.
- 14) The camp reserves the right to conduct cabin and/or lock box checks to ensure that policies are being upheld. In this regard, cabin doors or lock boxes may not be locked unless permission is given by the Director and a key or combination to the lock provided.
- 15) Counselling CITs are expected to actively participate in every activity with their cabin, including all waterfront activities and overnight trips.
- 16) Program CITs are required to be on time and in attendance for all meals and eat at their assigned table.
- 17) Planning or participating in programs or activities, whether with or without campers, that are sexually suggestive, inappropriate, negative or dangerous will not be tolerated.
- 18) All CITs must complete a swim test to use the waterfront area. CITs can only swim during designated times and in the presence of staff. Swimming and use of any boats after sunset are strictly forbidden except with the permission of a Director.
- 19) In accordance with our camper and CIT policy, CITs may not bring to camp or keep in their cabin any of the following contraband and/or electrical items; candles, incense, fans, food, fridges, coolers, pop, bottled water, hot pots, inflatable or collapsible chairs, kettles, indoor grills, mosquito coils, etc. Such items will be taken away and the camp will NOT take responsibility for their return.

Any confiscated items shall be donated to a local charity or food bank.

- 20) CITs may not take or post pictures of campers on social media or “friend” campers, without express permission from a Director. Additionally, CITs will not post on social media personal issues or concerns about the camp, with other campers, staff members, a Director, and other issues that seem inappropriate, unprofessional or compromise the Camp’s reputation.
- 21) Tips may not be accepted by any CIT in accordance with Ontario Camps Association guidelines.
- 22) In addition to the aforementioned policies, CITs must adhere to any guidelines and additional policies stipulated by the Directors and or CIT Coordinator throughout the summer.

Please refer to the Wahanoguide for a complete list of our camp policies.

## **Discipline Policy**

Camp Wahanowin prides itself in maintaining a safe, positive, and welcoming environment for all members of it’s community. Every camper (and their parents/guardians) have clear expectations and shared understanding of the appropriate camp behaviours, in keeping with our values of Respect, Growth, Community, and Tradition.

It is important campers and parents familiarize themselves with our camp policies and the potential consequences for violating the same. Each spring, these expectations are agreed and signed off on within the Camper Expectations form in our online Registration Portal and are all listed in the Wahanoguide(our Parent Handbook). All these policies (and the outlined consequences) will be reiterated on the first day of camp when our cabins meet with Elijah and Tia.

Please note that the policies listed below are not exhaustive. We have done our best to outline as many as we can. In addition, consequences are at the full discretion of the Camp Director’s and if a camper is dismissed from camp because of breach of any one of our camp policies, there is no refund of camp fees.

### **Why Do We Have a Written Discipline Policy?**

To ensure there is a common understanding between Camp, our campers and our parents/guardians about what happens when there is a violation of camp policy. Campers who violate policy put the safety and wellbeing of the community at risk. Having a clear discipline policy and procedure allows for transparency.

**Disciplinary actions will be taken when a policy has been violated. There are two types of camp policy:**

- a) Zero-Tolerance Camp Policies**
- b) Camp Policies**

### **Zero-Tolerance Camp Policies**

Breach of any of the following policies is cause for immediate dismissal from camp:

#### **1. Drugs and Alcohol**

Campers are not permitted to possess and/or consume in any manner or be in the presence of someone using or possessing alcohol or drugs. This includes keeping or consuming alcoholic beverages, non-prescribed medication. Marijuana/hash or other illegal drugs or drug paraphernalia of any kind (i.e. e-cigarettes, vapes, pens, bongs, edibles, pipes etc.);

#### **2. Smoking**

Smoking by campers is prohibited including smoking cigarettes, cigars, Gpens, Juuls, e-cigarettes,

pipes, vapes etc. We are not in a position to distinguish between what is in a mechanical device to smoke.

### **3. Curfew**

Campers are not permitted to leave their cabins at night, but more specifically we have a zero-tolerance policy in place if a camper is found out of their cabin after curfew the night before changeover and the last night of camp. They will not be permitted back to camp next summer if they breach this policy.

### **4. Leaving Camp**

Campers are not permitted to leave camp without the consent of a Director

### **5. Cell Phone**

Campers are not permitted to have a cell phone at camp.

## **Camp Policies**

All campers are required to adhere to Camp Policies as set out in the Camper Expectations Form and the Wahanoguide. Breach of any of those policies (and the examples listed below) subject campers to the following steps in the discipline procedure.

When disciplining any camper, we will always consider the nature of the behaviour as well as the past record/history of the camper. Inappropriate language, issues of punctuality, absence from activities, lack of respect for a camper or staff and lack of regard for Wahanowin Values are just a few examples.

The following outlines Wahanowin's disciplinary procedure when it comes to a breach of Camp Policies. Campers could enter the procedure below at either step a, b or c, solely at the discretion of the Camp Directors., depending on the severity of the behaviour.

- a) Verbal warning - a verbal warning may be given to a camper by a staff member who is responsible for the cabin (i.e. counsellor and/or Head Counsellor). A constructive two-way conversation will occur where the camper understands that a certain action needs to stop or be altered.
- b) Verbal warning with consequence - when a camper either continues to not improve from a verbal warning or conducts a second action to their initial verbal warning a secondary verbal warning will occur with a parent/guardian phone call and subsequent consequence. The consequence will be natural in nature and to the discretion of the staff in collaboration with a Camp Director and parent/guardian.
- c) Suspension OR Dismissal – A camper may be suspended from camp and asked to leave the camp premises for a period of time based on the Director's discretion. If this is the case, parents/guardians will be informed, and the camper is required to reflect on their actions and may be asked to write a formal apology and reasoning as to what happened and what they have learned. Depending on the severity of the third offence, this violation can also result in immediate dismissal. Similar to suspension, parents/guardians will be informed and will then need to pick up the campers.

Below is a list of Camp Policies, however, this list is not exhaustive.

### **1. Entering Cabins of the Opposite Gender**

Campers are not permitted to enter cabins of the opposite gender, at any time.

## **2. Property Damage, Defacement and Theft**

Stealing or willful damage, defacement to property and equipment of Camp. Examples of this include but are not limited to safety devices (i.e. fire extinguishers, vehicles, walkie talkie, graffiti etc....), money, cabins, furniture, electronics, etc.

## **3. Fire Hazards and Weapons**

Campers are not permitted to have in their possession any weapons or fire hazards. (i.e. knives, tasers, hot pots, candles, fireworks etc.)

## **4. Harassment and Discrimination**

Conducting acts of harassment as well as failing to report harassment, abuse, discrimination or exploitation of campers is not tolerated; this includes physical and mental forms such as hazing, pranking, acts of bullying, racial slurs, racism, sexism etc.

## **5. Technology**

In addition to being sent home for bringing a phone to camp, campers are not permitted to bring a screen of any type to camp. This includes electronic devices to watch videos, download, play games, use the internet or communicate with others such as a phone, iPad, laptop etc. In addition, if camp finds out about campers either cyberbullying or speaking negatively about a camper or staff on social media during the 'off-season', this may be grounds to not permit a camper to return to camp the next summer. Please read our entire technology policy in the Wahanoguide.

## **6. Peanut/Tree nut possession. No food in camp!**

There are many campers and staff with severe life-threatening food allergies in camp. We ask that no campers keep outside food at camp.

## **Curfew**

At the end of the programming day, usually around 10:00pm, most CITs and staff will have on-site free time. During this time the Staff Lounge, campfire pits and Dining Hall are popular areas to hang out and relax. A snack is served each night in the Dining Hall and throughout the summer many special events are offered to CITs and staff: i.e., dances, recs, movies, staff sports, etc.

During this time certain staff will be "on duty" in each cabin while other staff and all CITs will have free time. There is a curfew for CIT's and staff every night. Curfew is called by the Senior OD. This means that you must be in your cabin (not on the porch or in front of it) by that time. Curfew is typically set at 12:30AM, with some evenings being "early to bed" or having an extended curfew for special programming.

## **Cabin Checks**

While the camp respects our CITs, staff, and campers individual privacy, our primary concern is for the health, safety and welfare of the entire camp and its inhabitants. Therefore, the camp reserves the right to inspect cabins for contraband items and will make occasional cabin checks to enforce our camp curfew and related policies. In addition, CITs may not lock "lockboxes" without providing a key or combination for the lock to the Directors.

## **Health Centre and Staying Healthy at Camp**

Our primary focus at camp is to provide a safe, secure and comfortable experience for all campers, CITs and staff. As a CIT, with the support of the CIT Coordinator and our staff team, we feel it's important for you to begin to take responsibility for your health and look after your welfare! The camp has a fully equipped Health Centre on site, which is staffed by a health staff during the summer. If you do not feel well, please let your Coordinator know and go to the Health Centre for treatment; it is there

for your benefit! Everyone can feel a little under the weather either mentally or physically at times, but sleeping in, skipping activities, and not participating in camp life without notifying your CIT Coordinator or friend is not recommended.

You can accomplish positive health over the summer by doing the following;

- Obtain enough sleep on a regular basis
- Eat a well-balanced diet and drink plenty of liquids
- Conduct a daily check– ask yourself do you have on sunscreen, are you properly clothed for the day (for rain, warmth, etc.), have you completed your proper daily hygiene (clean, brush teeth and hair), health and well being
- Find healthy ways of dealing with stress - talk it out, work out
- Maximize “down time” to relax and rejuvenate yourself- read, nap, exercise - whatever helps you re-energize!

## Emergency Procedures, Fire and Safety

We have detailed emergency procedures covering all possible situations at camp, i.e. fire, waterfront emergency, lost camper, bad weather, etc. The constant ringing of the dinner bell signals a camp wide emergency. Upon hearing this ringing, all CITs, campers and staff must go to the flagpole and line up in their cabin groups, waiting quietly for further instructions. A comprehensive overview and practice drills will occur during pre-camp.

Our cabins are equipped with smoke detectors and all buildings in camp have accessible fire extinguishers. These devices are not to be played with by CITs, campers or staff. If you notice a broken smoke detector or discharged fire extinguisher notify the office or maintenance staff immediately and bring the fire extinguisher to the office. Horseplay involving playing with fire is not permitted.

To avoid potentially dangerous situations, certain items are deemed hazardous and their use and/or possession at camp is regulated. You may not have in your possession matches, lighters or aerosol cans. There are some unsafe items that serve no purpose at camp whatsoever and therefore are banned for all CITs and campers. These include fire risk items such as incense, mosquito coils, citronella torches or candles and dangerous items such as knives, sling shots, pellet guns, firecrackers or anything resembling a weapon. Anyone found keeping any of these items shall have the object confiscated (and not returned) and may be subject to disciplinary consequences. It is the responsibility of all staff to take action and advise head staff if they find any of these items.

## Maltreatment at Camp

Camp Wahanowin is committed to ensuring that everyone at camp is treated with respect and dignity and are able to feel safe. Camp has a zero tolerance for any form of maltreatment at camp.

“*Maltreatment*” is an act that results in harm or the potential for physical or psychological harm to another Individual, and includes some of the following behaviours or conduct:

- a) **Physical maltreatment** involves single or repeated instances of deliberately using force against a child in such a way that the child is either injured or is at risk of being injured. Physical maltreatment includes beating, hitting, shaking, pushing, choking, biting, burning, kicking or assaulting a child with a weapon. It also includes holding a child under water, or any other dangerous or harmful use of force or restraint.
- b) **Sexual maltreatment** and exploitation involve using a child for sexual purposes. Examples of child sexual maltreatment include fondling, inviting a child to touch or be touched sexually, intercourse, rape, incest, sodomy, exhibitionism, or involving a child in prostitution or pornography.
- c) **Grooming** includes deliberate conduct by an Individual to sexualize a relationship with a Minor, and which includes making inappropriate behaviour seem normal and gradually engaging in ‘boundary violations’.

- d) **Neglect** is often chronic, and it usually involves repeated incidents. It involves failing to provide what a child needs for his or her physical, psychological or emotional development and well-being. For example, neglect includes failing to provide a dependent child with food, clothing, shelter, cleanliness, medical care, or protection from harm.
- e) **Psychological abuse** involves harming a child's sense of self-worth. It includes acts (or omissions) that result in, or place a child at risk of, serious behavioural, cognitive, emotional, or mental health problems. For example, emotional abuse may include aggressive verbal threats, social isolation, intimidation, exploitation, or routinely making unreasonable demands. It also includes exposing the child to violence.

### Reporting

CITs are to ensure they treat others appropriately and get treated with respect. CITs are required to report instances of maltreatment to themselves or as seen to others to either the CIT Coordinator or Camp Directors immediately to be addressed under the terms of the applicable camp policies. It is the obligation of everyone in our camp community to keep each other safe!

## CIT DAILY RESPONSIBILITIES AND CONDUCT

All staff and CITs at camp have generalized responsibilities pertaining to their role. Upon completion of pre-camp training, all CITs will submit their rankings of rotations. All CITs will be assigned 4 placements over the course of the summer based on their submitted rankings. CITs will fill the role of counsellors or specialists as seen below and learn what it takes to be a staff member in each position. CITs are asked to share in the responsibility of maintaining the daily routine within their area/group. Shared duties can include wake-up, meals, clean up, activity area prep, evening programs and bedtime.

**CIT Specialists** in addition to cabin duties will have four instructional activity periods and one open activity period each day. At the start of each session, you will receive a schedule outlining when each Unit has your activity. While we will provide you with a program outline and expectations, you and your activity specialists are responsible for the creation and implementation of your program, which should focus on skill development within a safe, fun and age-appropriate environment. The goal is to ensure that your program is adaptable for any skill level and broad enough so that full season campers continue to be challenged and exposed to new ideas, while short term campers receive a good overview.

**CIT Counsellors** are responsible for accompanying their cabin to each activity. Your Unit Head/Sr. Counsellor will give you your cabin's activity schedule. You must ensure that campers know what activities they have, that they are properly prepared (have towels, dressed appropriately, etc.) and that they are punctual. During the activity you must take a participatory role with your campers. Whether assisting the instructor with teaching or the campers with learning you must actively get involved to the best of your ability. Counsellors must always know the whereabouts of their campers, especially during open activity time such as General Swim and Free Play. In addition, counsellors are responsible for accompanying their cabin on canoe and overnight trips, planning special half and full day programs and programming for electives.

### Guidelines

In addition to adhering to all of the policies as set out by the camp and to the duties specific to your particular position, all staff and CITs are required to observe the following;

- Be on time for all activities and duties
- Be present at every meal
- Refrain from using foul language around campers
- Act as a positive role model at all times around campers. Inappropriate topics of discussion include the following; drinking, drugs, gambling or smoking; racist or tasteless comments or jokes; sex.
- Preparing for a day off or excursion is to be done on your free time; not during meals, programming or other times.

- Campers and other staff are to be treated with respect and courtesy at all times. Any action that makes a camper, CIT or staff member feel uncomfortable, demeaned, embarrassed or humiliated, such as pranks, teasing, ridiculing, roughhousing, playing favourites, etc. is to be avoided. If you question whether an action is appropriate or not, consider that it isn't and don't do it.

## Typical Program Day

7:45am	Wake Up
8:20am	Flagpole and First Bell for Breakfast
8:30am	Breakfast
9:10am	Cabin Clean Up
9:50am	Round Up
10:20am to 11:20am	Period 1
11:30am	Snack Attack
11:50am to 12:50pm	Period 2
1:00pm	First Bell for Lunch
1:10pm	Lunch
1:50pm to 2:50pm	Rest Hour
2:50pm to 3:50pm	Period 3
4:00pm to 5:00pm	Period 4
5:10pm to 6:00pm	General Swim
6:00pm	First Bell for Dinner
6:10pm	Dinner
7:00pm to 7:45pm	Free Play
7:45pm	Evening Programs Begin
8:45pm – 9:30pm	Camper Snack
9:00pm to 9:45pm	Bedtime
10:00pm	OD Checks on
12:15am	Dining Hall and Staff Lounge Close
12:30am	Curfew

## Programming

### Special Programs

Amongst all the special programming that Wahanowin offers, CITs will be involved in planning a few special ones to help further develop their leadership skills and contribute to the community as a whole. CITs will be involved in planning Fantasy Night for the youngest kids at camp and the Closing Banquet! They will also get to participate in Shadow Day, which is where they get to shadow Head Staff and learn the backend operations of camp!

### Evening Programs (EP's)

Each CIT will have the opportunity within their counselling rotation to run an EP within their Unit! Examples of evening programs are:

Air Band • American Gladiator • Beat the Clock • Bingo • Campfire • Capture the Counsellor • Capture the Flag • Carnival • Casino • Clue • Coffee House • Crazy Olympics • Dance • Eliminator • Haunted Hayride • Human Bingo • Ice Cream Parlour • Las Vegas Revue • Let's Make A Deal • Liar's Club • Madison Avenue • Overnights • Pictionary • Rotating Games • Scavenger Hunt • Slop Bowl Game • Stock Ticker • Talent Show

## Evaluations

It's important for every CIT to receive formal and informal feedback. Performance evaluations help pinpoint CITs strengths and opportunities. These evaluations let CITs know where they stand and what steps they need to take to do their best: how they can change their behavior, try harder and meet their own goals. Evaluations will be conducted by the CIT Coordinator as well as the Lead Staff on each CIT rotation. Camp is not just a place for CITs to have a great summer; it's also a where they can grow as people and leaders. CITs should want to be where they feel they're growing

and evolving. If there is any reason why a CIT is at risk of not being asked back as a Staff member, parents will be notified.

## **GENERAL INFORMATION**

### **Accommodation**

All CITs are assigned to CIT cabins for the duration of the summer. Our cabins are rustic but comfortable; cabins have indoor washrooms, electricity, bunk beds and showers. You must bring your own bedding and personal items; a list is included in this Guidebook.

### **Arrival at Camp**

CIT pre-camp officially begins on Wednesday June 29<sup>th</sup>, 2022. Components of CIT pre-camp include Unit bonding, camp programming, policies, emergency procedures, sessions on counselling, rotation through activity areas for skill development, White Water Rafting excursion and more.

### **Days Off/Time Off**

CITs have 2 designated days off, once a month. Days off are 24 hours in duration, beginning at 6:00pm.

All CITs have the same days off. CITs have out of camp excursions arranged for them by the camp, but do not receive unsupervised time off. CITs are welcome to stay at camp, eat meals and participate in activities on their day off. If you do remain on site you must continue to follow all policies, as they are applicable even on your day off

### **Mail and Cell Phones**

Mail is picked up and sent out every business day. Please give our address to your family and friends so they can correspond with you over the summer!

Your name, c/o Camp Wahanowin, PO Box 850, Orillia, Ontario L3V 6K8

Bunk Notes are available for parents of CITs to purchase.

CIT cell phones can only be used during the designated CIT cell phone time.

### **Visitors at Camp**

Outside visitors are not permitted at camp for either staff, CITs or campers. Visitors at camp disrupt the daily routine and distract CITs from performing their duties. Friends and family that show up unannounced will not be permitted into camp or to take CITs out of camp. Right now, our Visitors Day is scheduled for Saturday, July 22<sup>nd</sup>. We hope to have your family join us!

# What to Pack for Camp

## Helpful Hints

- Label everything clearly and permanently
- Pack belongings in maximum **2** soft sided duffel bags (no suitcases). Shelf space is limited.
- Do not send expensive clothing or equipment – CITs play in all kinds of weather. Although all reasonable precautions are taken, the camp is not responsible for loss, damage or theft of any belongings.
- The following list is only a suggestion of what to bring. We encourage CITs to use what they have on hand and limit any new purchases.
- All CITs wear white shirts and “nice” bottoms for Friday dinner

### Clothing

- 10 short sleeved T-shirts
- 4 long sleeved T-shirts
- 4 sweatshirts
- 1 red tshirt and white t-shirt
- 1 black shirt
- 6 pairs of shorts
- 3 pairs long pants (jeans or sweats)
- 2 white tops for Friday (long and short sleeved)
- 2 nice bottoms for Friday
- 1 warm jacket or fleece
- 1 raincoat
- 14 pairs underwear
- 14 pairs socks
- 4 bathing suits
- 4 pairs of pajamas
- 2 sun or baseball hats
- 3 pairs running or casual shoes
- 1 pair flip flops, slides or Crocs
- 1 pair rain boots

### Toiletries

- 6-8 large towels
- Shower tote or bucket
- Shampoo and conditioner
- Body wash or bar of soap (no nut oils)
- Toiletry bag
- Toothbrush, tube of toothpaste x2 each
- Hair brush or comb
- Deodorant
- Nail clippers
- Sunscreen, waterproof 30+ SPF x2 bottles
- Insect repellent (non-aerosol)
- After-Bite anti-itch stick
- Feminine hygiene product (if applicable)

### Bedding

- 2 single/cot sheet sets
- 1 duvet or comforter
- 1 blanket
- 1 pillow

- 2 pillow cases

### Essential Items

- Alarm clock
- Flashlight with extra batteries
- Reusable water bottles x2
- Sleeping bag and Dry bag
- Tackle box for personal items (no lock)

### Optional Items

- Baseball glove
- Bathmat, small rug for bedside
- Bathrobe (to wear to shower)
- Battery operated fan
- Books
- Box of Kleenex
- Digital camera, charger
- iPod Shuffle
- Shoe bag to hold small items
- Slippers
- Sunglasses
- Tennis Racquet
- Wahanowin T-shirt or sweats
- Halloween Costume for Wahano-Ween (happening before July 26)

### Items Not to Bring

- Anything containing nuts, nut oils (scrubs, soap)
- Bicycles
- Bottled water, food, gum
- Candles, lighters, matches, mosquito coils
- Electric appliances - electric blankets, curling irons, fans, hair straighteners, hot pots, kettles, lamps
- Electronics with screens - iPad, iTouch, laptops, PSP, video games, exception Kindle/Kobo
- Furniture - inflatable/folding chairs, shelves
- Permanent markers
- Walkie-talkies
- Weapons, Swiss Army knives, water gun

## Wahanowin Songs

An integral part of the camp experience is sharing the songs that have become part of our tradition. Whether around the campfire, in the Dining Hall or throughout the program day, music and song convey the reasons why camp means so much to us - the activities we do, the friendships we form and the sense of family and community that stays with us always.

### Wahanowin Song

Hard to know where to begin  
So much goes on at Wahanowin  
Riding and Waterskiing, Music and Arts  
Eight groups of campers, all taking part

Learning new ways to have fun  
Playing with friends in the summer sun  
Camping is great when your spirit is bright  
Right at Wahanowin, right? Right!

Sing songs after dinner and the campfires too  
No one is lacking for something to do

Hundreds of ways to have fun  
Playing with friends in the summer sun  
Camping is great when your spirit is bright  
Right at Wahanowin, right? Right!

Da da da da da  
Da da da da da  
Da da da da da da  
Zest!

### This Place I Know

Countdown, finally done, waited all year for July  
I can feel my heart when that cheering starts 'cause we finally arrived  
Down to main camp or up to the grove doesn't matter where I am  
'Cause I finally made it back to Wahanowin

#### Chorus

This place I know, where summer lasts a lifetime  
Where I can grow, into who I want to be  
And the memories I make, I'll be able to take them wherever I go,  
From this place that I know

Spotlight, Saturday night, my first time up on stage  
My friends are here, I can hear them cheer, I know everything's ok  
Down at the docks after five long tries I get up on waterskies  
Up at camp there's always gonna be a place for me

#### Chorus

This place I know, where summer lasts a lifetime  
Where I can grow, into who I want to be  
And the memories I make, I'll be able to take them wherever I go,  
From this place that I know

On the beach with my friends, staring out at the sunsets, in those  
the moments we all share  
More than friendship, it's my waha family, I can't wait until I'm there

#### Chorus

This place I know, where summer lasts a lifetime  
Where I can grow, into who I want to be  
And the memories I make, I'll be able to take them wherever I go,  
From this place that I know

### The "W" Song

W...that's the way we begin  
A...that's the second letter in  
H...that is the third  
A...like the beginning of the word  
N...that's the letter my friend  
O...now we're nearing the end  
W...A...H...A...N...O...W...I...N  
That is the way we spell Wahanowin!

### Wahanowin Jazz

We're strutting down Rama and we came to a spot  
Lots of stuff going down, the scene was real hot  
People sailin', waterskiin', workin' on plays  
Others lyin' on the docks catching some rays  
We're all so hip, and got pizzazz  
We're jiving to Wahanowin jazz

Wahana Wahana Wahana Wahana Wahanowin  
We're all so hip and got pizzazz  
We're jiving to Wahanowin jazz

There's BB's, Bears and Eagles too  
Seniors, Grads they groove  
PeeGee's, Alumni and LTP  
They're always on the move

Wahana, Wahana Wahana Wahana Wahanowin  
Wahana Wahana Wahana Wahana Wahanowin  
Wahana Wahana Wahana Wahana Wahanowin  
Wahana Wahana Wahana Wahana Wahanowin  
We're all so hip and pizzazz  
We're swinging to Wahanowin jazz

Let's end this shakin' tune in an exciting way  
We'll leave our troubles elsewhere for another day  
Today we're high in spirits and we're ready to jam  
They'll be singing this song all over the land  
We're all so hip, and got pizzazz  
We're wailing to Wahanowin jazz

Wahana Wahana Wahana Wahana Wahanowin  
We're all so hip and got pizzazz  
We're wailing to Wahanowin jazz  
Oh yeah!

## DINING HALL AND KITCHEN RULES AND ROUTINES

There is no other area at camp that is under pressure to perform with such consistent excellence and punctuality as our Kitchen and Dining Hall. Our staff in these areas are responsible for the preparation, serving and clean-up of up to 650 hot meals, three times a day, plus many special snacks. All CITs, staff and campers are responsible for adhering to set guidelines and routines, that when followed ensure our Kitchen and Dining Hall can perform most efficiently.

### Kitchen and Dining Hall Rules

- 1 Kitchen, bakery, fridges, freezers and storage areas are off limits to all CITs.
- 2 Support staff will eat their meals thirty minutes before the rest of the camp in a designated dining area. Those staff in the kitchen and pantry/dishroom areas must be finished dining by the first bell to prepare for serving the meal.
- 3 No food may be taken from the kitchen and/or pantry unless properly requisitioned first.
- 4 During the meal only staff on pantry duty may be behind the counter.
- 5 Dining Hall and Kitchen supplies may not be removed from the Dining Hall (i.e. taken to cabins or activity areas, etc.) or used for programming. This includes the removal of the following: cups, plates, bowls, cutlery, serving trays, juice jugs, etc.
- 6 All CITs, campers and staff are expected to display appropriate conduct while in the Dining Hall and during mealtime. This is out of respect for those who are responsible for meals, as well as others who are eating. This includes the following: being polite when asking for something, not wasting food, keeping the noise level down, **remaining in the Dining Hall until the meal is finished**, being quiet during the blessing and announcements, returning food and dishes to their appropriate places and helping your table to clean up.
- 7 Food fights and eating and drinking contests are not allowed at any time. They are unnecessary wastes of food, can cause the participants to become sick and are disrespectful to those staff that prepared the food.
- 8 During the meal, only one person may be up from the table at a time, except during clean up when two persons may be up. At all times you must travel in a one-way direction and always walking, not running.
- 9 Staff are responsible for cleaning up after staff snacks. This includes throwing out empty containers and garbage, washing dishes, empty jugs and bowls, wiping counters, etc. Dishes and garbage are not to be left for pantry-dishroom staff to clean up. A Host/Hostess will be on duty every night to help clean-up.
- 10 Camper cabins, including their staff, will be asked to remain after meals to assist with dining hall clean up.
- 11 The Wahanowin dining hall and entire site is peanut/nut safe.

### Dining Hall Routine

- 1 There are two bells signifying mealtime. One will ring ten minutes prior to the meal, at which point you should proceed to the Dining Hall and wait outside. After the second bell you may enter the Dining Hall.
- 2 Remain standing at your table, quietly without touching anything, until after the blessing.
- 3 Everything you need for the meal (plates, cutlery, condiments, first course, etc.) will be on your table when you arrive. After the blessing, sit down and begin the first course (cereal, soup, salad).
- 4 The main course will be available at the front counter 3 or 4 minutes after the meal has begun. One person from each table will proceed to the front to pick up the main course for their entire table.
- 5 CITs with special diets must take their plate to the “veggie tent” to receive their food.
- 6 If your table needs a second helping of anything, take the empty container to the front counter and request more. If your table needs more juice, a juice station is set up away from the pantry counter for refills. Campers and staff may have as many helpings as they wish, but food should never be wasted. Take small portions until you have had enough.

- 7 As the meal ends, food and drink containers, condiments and clean dishes should be returned to the pantry counter. Ensure you return everything to its proper area. The counter is labeled showing you where to put specific items and containers.
- 8 Using the spatula on your table, scrape food from all plates and bowls into the slop bowl until clean. Take all dirty plates, bowls, cutlery, spatulas, ladles, serving spoons and cups to the clearing station. This is easiest accomplished if all plates and bowls are stacked, and cutlery is divided at the table.
- 9 Once your table is cleared off, one person should go to the dessert trolley and pick up a platter for their table. Each person receives only one dessert.
- 10 Wipe down your table with a cloth from the clearing station.
- 11 Remain sitting at your table until the announcements are over (there are announcements after every meal) and your table is dismissed.
- 12 After being dismissed, please put your benches and end chairs up on the table before you leave.

## Blessing

Camp Wahanowin is rooted in Jewish heritage and values. Approximately 95% of our campers throughout the summer are Jewish. Therefore, during camp we say the Hamotzi blessing in Hebrew and English prior to each meal. It is as follows:

*Ha-motzi-le-hem,*

*Min-ha-aretz*

*We give thanks to G-d for bread, Our voices rise in song together, As our prayers humbly say,*

*Baruch atah adonai,*

*El-o-hay-nu melech ha-o-lam,*

*Ha-motzi-le-hem,*

*Min-ha-aretz*

## Friday Night Shabbat

The Jewish Sabbath begins Friday evening and ends Saturday night. Each Friday night we have Shabbat dinner, which is followed by a service. The routine for entering and eating in the Dining Hall varies slightly from other meals. CITs, Staff and campers are asked to “dress up” for dinner, usually wearing clean white shirts and nicer pants or shorts. The meal and service are “hosted” by a different Unit each week. This Unit greets staff and campers as they enter the Dining Hall. There are no bells announcing dinner; music is played throughout camp and staff and campers proceed with their Unit, oldest to youngest, around the perimeter of camp into the Dining Hall.

Dining Hall staff set individual settings at each table, and the feel of the dinner is more formal. Dinner is a typical Shabbat meal; candle lighting, kiddush (blessing for wine) and Hamotzi (blessing for bread: Challah). Following dinner, everyone proceeds to Friday night service. Each week a different Unit leads the service, which is comprised of a values-based theme, commentary and songs. Subjects in the past have included friendship and giving back. Our services’ underlying focus is related to our Wahanowin Values.

## Meals/Alternative Dietary Requests

We are proud of the meals that we serve and can accommodate most alternative dietary requests with no extra cost or effort by you. Our meals are kosher style: no meat and dairy at same meal, no pork or seafood.

Those CITs, staff, and campers with alterative diets (vegetarian, kosher, lactose intolerant, etc.) may sign up to have alternate meals provided for them. Our kitchen prepares the regular meal and special dietary meals based upon these numbers. These alternatives are not provided to accommodate personal tastes. If you sign up for a special diet you are expected to adhere to it, just as those not signed up may not take these meals. Anyone with serious allergies or medical conditions that affect their diet should contact the camp to discuss. In these cases, you may be required to provide alternate food, which the kitchen will prepare for you (within reason) to supplement your diet.

## HOW TO FIND US

### Contacting our Directors or Office

#### TORONTO OFFICE

Closed June 19 to September 6

##### Address

227 Eglinton Avenue West  
Toronto, ON M4R 1A9

##### Phone

416-482-2600 or 1-800-701-3132

(Our Toll-Free number is not connected to the  
camp office during the summer)

##### Fax

416-482-2860

##### Website

[www.wahanowin.com](http://www.wahanowin.com)

#### CAMP OFFICE

June 21 to Sept 6

##### Mailing Address

If sending mail to your  
child, be sure to  
include their name  
(first and last)  
PO Box 850  
Orillia, ON L3V 6K8

##### Phone

705-325-2285

##### Email

No Email Access

##### Website

[www.wahanowin.com](http://www.wahanowin.com)

##### Courier Address

6726 Rama Road  
Longford Mills, ON  
L0K 1L0

Please DO NOT send  
Canada Post Priority or  
Express Mail to this  
address, as it is not  
delivered to our door.

#### EMAIL ADDRESSES

**General**      [info@wahanowin.com](mailto:info@wahanowin.com)

##### Camp Directors

Elijah Geller - [elijah@wahanowin.com](mailto:elijah@wahanowin.com)

Tia Wintre - [tia@wahanowin.com](mailto:tia@wahanowin.com)

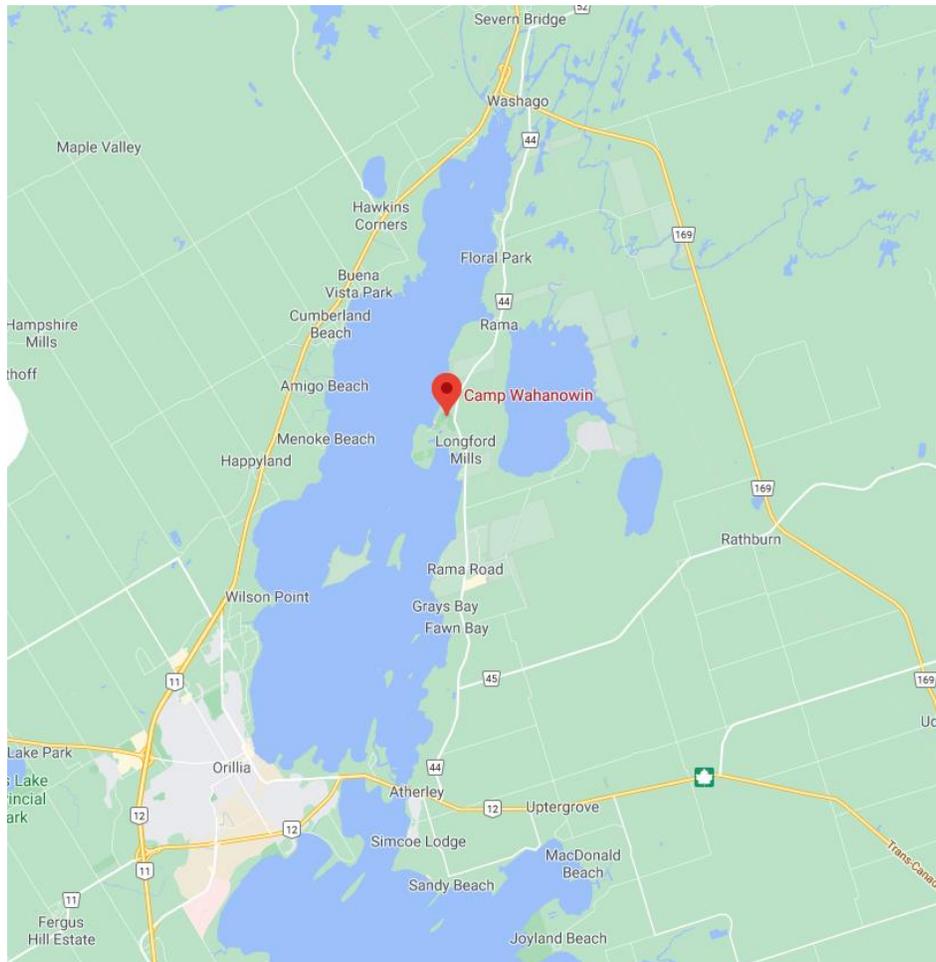
##### Manager – Camp Experience & Logistics

Paige Kruger – [paige@wahanowin.com](mailto:paige@wahanowin.com)

##### Manager – Outdoor Education Centre

Lauren Fayarchuk – [lauren@wahanowin.com](mailto:lauren@wahanowin.com)

## DIRECTIONS TO CAMP



### DISTANCES AND DRIVING TIMES TO CAMP

Toronto	150km	90 minutes
Montreal	600km	6 hours
Buffalo	450km	4½ hours

### DIRECTIONS TO 6726 RAMA ROAD LONGFORD MILLS, ON L0K 1L0

#### FROM SOUTH OF CAMP

Hwy 401 to Hwy 400 north towards Barrie  
Continue onto Hwy 11 north towards Orillia  
Exit onto Hwy 12 south  
Continue along 12 to Rama Road.  
Turn left (north) on Rama Road  
Camp Wahanowin is on the left (west side of Rama Road).

#### FROM NORTH OF CAMP

Take Hwy 11 South  
Exit on to Road 169 South at Washago  
Continue through the town of Washago  
Turn right (south) on Rama Road and travel for 8km  
Camp Wahanowin is on the right (west side of Rama Road)