



Pemberton and District Recreation Service - Afterschool Program

The Pemberton and District Community Centre Afterschool Program is offered for children aged 5-9 and operates from 3-5:30pm. Non-instructional days, summer holiday and spring vacation programs are also offered for ages 5-12. Eligibility is based off the child's age on December 31st.

The Recreation Department aims to make these programs as enjoyable and inclusive of each individual child as possible. We strive to meet community needs and expand our programs as the community continues to grow.

Illness:

Please do not allow your child to participate in any of our activities or programs if they have:

- experienced cold or flu-like symptoms within the last 14 days
- been in close contact with anyone who has had these symptoms in the last 14 days
- been in close contact with anyone who has travelled outside of Canada in the last 14 days
- been in contact with anyone who has been requested to self isolate in the last 14 days

Please note: if your child is displaying symptoms of respiratory distress or illness, they will be asked not to participate.

We will share participants personal information for the purpose of contact tracing if requested by Public Health.

Physical Distancing and contact:

The program leader will go over the class rules before commencing activities. These will include, but are not limited to:

- Attempting to physical distance by 2 meters. It is more important than normal that children listen to and follow staff expectations. If a child is not listening to instructions and perceived to be purposely creating an unsafe environment, they will be sent home.

*Program Leaders will distance themselves from the children to the best of their ability, however may need to come in close contact with the children when support is needed. This may include, but is not limited to, emotional support, programming and first aid.

*Physical distancing among children is not a provincial guideline. Leaders will encourage physical distancing however will not strictly prohibit children from partaking in games and free play where distancing may not take place.

- Staff and children will wash their hands

- 1) When they arrive at the Community Centre and before they go home
- 2) Before eating and drinking
- 3) After using the toilet
- 4) When transitioning from inside to outside
- 5) After sneezing or coughing into hands
- 6) After touching surfaces touched by others

What to expect:

- Guardians are required to sign the VoP COVID Assumption of Risk form prior to the first day of the program. This form must be completed once per season.
- Children will be picked up from the school at the Blue Spinning Slide/Yellow Chair.
- Children are expected to meet the program leader at this designated spot as soon as the school bell rings.
- **If your child is being home schooled, a caregiver may drop them at Signal Hill Elementary School at 3pm or at the Community Centre for 3:30pm. Parents must inform us by phoning (604) 894-2340 if their child will be dropped at the Community Centre.**
- **If school is closed, parents must drop their child off at the Community Centre at 3pm. The program leader will not be waiting at the school on non-teaching days.**
- Children will be given time for free play on the playground before leaving the school.
- After arrival at the Community Centre, children will be given the chance to have a snack from their own pack and then commence their daily activity.
- Pickup is at 5:30pm.

What to bring:

Please pack a healthy snack, water, spray sunscreen and clothing appropriate for outdoor play. In the colder months this includes waterproof clothing, gloves and shoes/boots.

If your child will be absent:

If your child will be absent, you must call the Pemberton & District Community Centre before 2:30pm the day of the program. If we have not heard from you and your child does not approach the program leader shortly after the bell, we will begin our lost child procedure.

The process that the program leader will follow includes:

1. Contacting the Community Centre to ask if the child will be absent.
2. Contacting the child's designated primary contact via the phone number provided on the participant information form.
3. Contacting the school's administration team to see if the child was absent that day.

If the child is known to have been at school and has still not been found during this process our next step is to contact emergency services.

Pickup

- The afterschool program will take place in Room D. Children can be picked up from outside the facility near the grassy hill (East side of PCC).
- At the end of each day you are required to sign your child out. Please make yourself known to the program leader before taking your child home.
- Sign-out will be touchless. The program leader will take down the name of the person picking the child up.
- Anyone who is picking a child up, including parents and primary caregivers, must be listed on the Participant Information Form. You will be prompted to fill out this form once per season at the time of registration. If you need to update your information in-between the season, please login to your account via pemberton.perfectmind.com
- If you are running more than 5 minutes late, we ask that you call to let us know.

Communication

We aim to make the Afterschool Program as enjoyable as possible for each individual child. We understand that they are still learning how to communicate and regulate their emotions. If your child is working on something at home, or at school, it can be beneficial for this to be communicated with our leaders. Please let us know of any supports or tactics that work well with your child so that we can make their time as enjoyable as possible.

Buddy Program

Whistler Adaptive and the Pemberton & District Community Centre have partnered on the Leisure Buddy Program to pair participants (ages 3 and up) with diverse needs with trained staff and volunteers. The program provides access and inclusion for Pemberton and area residents into existing recreational programs through the support of sport assistants (buddies).

For more information please visit <https://whistleradaptive.com/pemberton-programming>

Cancelation Policy

1. Full refund is issued if the Recreation Service cancels a program (prorated as applicable).
2. Refunds are granted if the program is not suitable for the customer (i.e. ability, safety, maturity, concerns, etc.) and prorated as applicable based on the programmer's discretion.
3. Full refund, less an administration fee, is issued if patron withdraws from a program more than 48 hours prior to the start date of the class.
 - a. Administration fee is currently \$7.75 as per the fees and services bylaw.
4. No refund issued if patron withdraws from a program within 48 hours of the start date.
 - a. Once a program has started refunds are pro-rated for medical reasons
 - i. Should family be keeping their child home due to potential exposure to COVID-19 or presentation of potential symptoms, we will not be requiring medical notes at this time.
 - b. All refunds will be processed as an account credit or via cheque. Please update your postage address in PerfectMind.
 - c. Please note 'start date of the class' refers to the first day of the program set.

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