



# Family Camp Handbook



Camp Stephens is owned & operated  
by YMCA-YWCA of Winnipeg

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# Transportation Information

## Camp Buses

All buses depart and return from the **West Portage YMCA-YWCA, 3550 Portage Avenue.**

We use highway coaches to transport campers to and from Kenora. The bus ride from Winnipeg is approximately 2 ½ hours. We recommend wearing a light sweater or a jacket as the bus and boat ride to camp can be chilly. Camp Stephens staff will be on each bus.

## Boarding time/West Portage Drop-off:

Friday, June 6, 2025 - exact times TBD

Friday, June 13, 2025 - exact times TBD

Buses will be departing from the YMCA-YWCA of Winnipeg West Portage Branch located at 3550 Portage Avenue. Please arrive no later than 11:00AM. Overnight parking will be available at no charge. Y Winnipeg is not responsible for theft or damage to vehicles or contents while on the property.

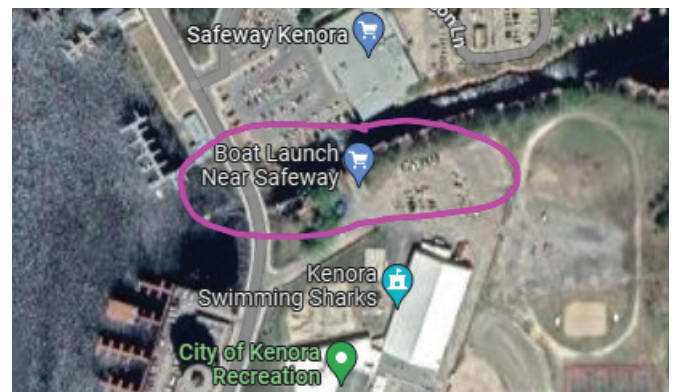
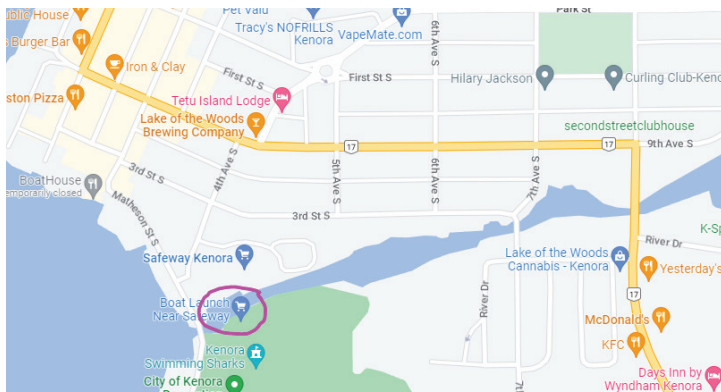
## Return Time/West Portage Pick-up:

Sunday, June 8, 2025 - exact times TBD

Sunday, June 15, 2025

## Personal transportation

Families who are arranging for their own transportation in Kenora must meet at the Kenora Rec Centre Dock (NEW, 18 Mike Richards Way) by 2:00PM. Overnight parking is available at the Rec Centre for about \$8 - \$10 per night. Families are responsible for parking fees.



Camp Stephens provides boat transportation from the Harbourfront in Kenora to Copeland Island. The boat ride is approximately 15 minutes. We will provide a lifejacket for each camper. A Camp Stephens staff member will perform a health screening test before boarding the boats. Please ensure all luggage is well-labeled and waterproof.

# Camp Packing List

## PLEASE LABEL ALL ITEMS WITH YOUR FIRST AND LAST NAME

(This list is for a 3 day/ 2 night camp)

- Sleeping bag & pillow (rolled in its own bag or inside a labeled, preferably clear, garbage bag)
- 2 pairs of rough-wear long pants (jeans, tights/yoga pants, or the like)
- 2 pairs of shorts
- 2 T-shirts or light sports shirts
- 1 long-sleeved shirt or sweater (fleece if possible)
- **VERY IMPORTANT!** Raincoat or rain suit - programs continue in the rain
- Warm jacket or wind breaker
- **IMPORTANT:** 1 pair of shoes to get wet and stay wet (an old pair of runners or sandals such as crocs or chacos; flip-flops not recommended)
- 1 pair of dry close-toed shoes (regular runners) - needed for high ropes and climbing
- **VERY IMPORTANT:** 1 hat, wide brimmed preferred
- Underwear and socks (3 pairs, 1 for each day of camp)
- 1 bathing suit
- Towels (for using at the beach and also for showering/washing up)
- Pajamas
- Toothpaste, toothbrush, comb/brush, face cloth, soap and shampoo
- Water bottle
- **For those participating in the Family Canoe Trip :** Stuff Sac or Dry Bag (it's a nylon bag used to pack clothing for the overnight canoe trip)

## Optional Items

- Camera
- Flashlight
- Enamel or plastic cup
- Twin-size fitted sheet
- Inflatable mattress for adults - *Camp bunk beds are approximately 6ft long and some adults find it more comfortable to sleep on their own inflatable mattress*
- Dry Bag *(more expensive than a Stuff Sac but more durable & waterproof when used correctly)*

**Please avoid bring new or valuable clothing as camp activities can be very rough on clothing**



## Camp Itinerary

7:45 am	<b>Wake-up</b>  <b>Optional Polar Bear:</b> <i>What better way to start your day than with a jump into the lake?</i>
8:30 am	<b>Breakfast</b>
9:30 am	<b>Morning Program</b> - Parents take children around to different skill areas such a high ropes, climbing tower, canoeing, kayaking, etc. Parents <b>MUST</b> be with their children at all times.
12:30 pm	<b>Lunch</b>
1:30 pm	<b>Afternoon Program</b> - Parents take children around to different skill areas such a high ropes, climbing tower, canoeing, kayaking, etc. Parents <b>MUST</b> be with their children at all times.
5:30 pm	<b>Dinner</b>
6:30 pm	<b>Evening Program</b> - Camp activities such as camp fires, sing-along, talent show, mass games and more.
8:30 pm	<b>Program Ends</b>
9:30 pm	<b>Adult and Teen Programs</b> - Board and card games, movies, snacks and general socializing time for adults
<b>Coffee and snacks will be available throughout the day</b>	

# Camp Sample Menu

At Camp Stephens we follow the Canada Food Guide and we have a nutritionist examine our menu. We serve our meals "family style" and encourage everyone to try a little of everything.

Dietary requirements such as allergies, vegetarianism, lactose intolerance, cultural — will be accommodated to the best of our ability, if the restrictions are written on the registration form or if camp is notified well before your family attends their session. This allows the kitchen staff to better prepare to accommodate any needs.

## Some of the meals we serve may include:

### Breakfast

Cold cereal	Hash browns
Bacon and eggs	French toast
Toast	Fruit
Pancakes	Milk and juice

### Lunch

Make your own sandwiches	Veggies and dip
Soup and grilled cheese sandwiches	Macaroni and cheese
Hot dogs and beans	Chicken fingers

### Supper

Spaghetti and sauce	Hamburgers and fries
Stir fry with rice	BBQ chicken
Salad	Ham and scalloped potatoes

# Camp Policies

**BEHAVIOUR** – YMCA-YWCA of Winnipeg's Camp Stephens strives to be a fun, safe and active environment where everyone has a chance to be their best. All campers, staff and volunteers pledge to treat each other with dignity and respect. Behaviour that prevents others from enjoying a positive camp experience will not be permitted. Campers may be asked to leave based upon inappropriate behavior such as abusive language, aggression or use of prohibited items such as (but not limited to) tobacco, alcohol, non-prescription drugs or offensive printed materials.

**PHOTOGRAPHY/VIDEO** – Photographs and/or video taken at camp may be used for public promotional initiatives by the YMCA-YWCA of Winnipeg. All photos are the property of the YMCA-YWCA of Winnipeg. To exclude your child from these initiatives, written request must be sent to the attention of the Camp Director prior to attending camp.

**AUTHORIZATION** – All parents/guardians must complete and sign an Emergency & Health Form.

This form authorizes:

- your child to participate in the full range of camp activities
- the Camp Director and their appointee, in the event of accident or illness affecting your camper, to authorize on your behalf all procedures, including admission to hospital and necessary treatment therein, as they may deem essential for the care and well-being of your child. (Such action is to be taken only when immediate contact with the parent/guardian cannot be made.)

This form also outlines your responsibility to:

- accept financial responsibility in excess of the benefits allowed by Provincial Health and/or Medical Insurance. For campers coming from out of Canada, travel insurance is strongly recommended.
- notify the camp in writing of any changes that occur in your child's health between completing the Emergency and Health form and attending camp
- notify the camp in writing if your child is exposed to an infectious disease during the three weeks prior to camp

**ASSUMPTION OF RISK AND RELEASE** – YMCA-YWCA of Winnipeg staff and instructors make every reasonable effort to minimize exposure to known risks. However, by registering your child in a YMCA-YWCA of Winnipeg Camp Stephens' program, your child will be involved in physical activities – and with any physical activity, there is a risk of injury. All parents/guardians must sign the Emergency & Health form that releases the YMCA-YWCA of Winnipeg, and its respective officers, directors, employees, volunteers and agents, and their successors and assigns, from all liability for damages sustained in consequence of loss, injury or damage to yourself or your child, and from all other actions, causes of action, claims, demands or damages of any kind with respect to death, injury, loss or damages to any person or property including yourself or your child arising out of or connected with preparation for, or participation in YMCA-YWCA of Winnipeg programs or activities.

**CANCELLATION & REFUNDS** - Cancellations must be submitted in writing no later than 30 days prior to the start of camper's session in order to receive a full refund (less a non-refundable 20% camp deposit). No refunds will be provided for cancellations submitted after deadline. Camp fees are non-transferable.

**RETURNED PAYMENTS** - A service charge will apply for each returned payment. Service may be suspended until the account is paid in full. Camp Stephens reserves the right to cancel registrations with an outstanding payment. Unpaid accounts will be sent to a collection agency.

## Lost and Found Items

- If your family returns home missing an item they took to camp, please call or email the Winnipeg office and we will try to locate the article (if it has been labeled).
- Any unclaimed lost and found items will be made available for parents to look through on a date in September. Date will be announced via email and website.
- Items not claimed by September 30th will be donated. Unclaimed medications will be disposed at a pharmacy.
- Please note that Camp Stephens is not responsible for lost or damaged items.

## Contact Information

Winnipeg Office (3550 Portage Ave., Winnipeg) – Please contact our camp registrar for inquiries about registration, payment information and other general camp questions.

Office hours:	Monday thru Friday, 8:00 AM to 4:00 PM
Direct line:	204-831-3157
Fax:	204-889-9002
Email:	<a href="mailto:campstephens@ymanitoba.ca">campstephens@ymanitoba.ca</a>
Website:	<a href="http://ywinnipeg.ca/camp-stephens">ywinnipeg.ca/camp-stephens</a>

Due to programs running during the day, camp phone is not available for public.

**Important Family Information** - The majority of correspondence is through email, please ensure we have your correct email address on file.