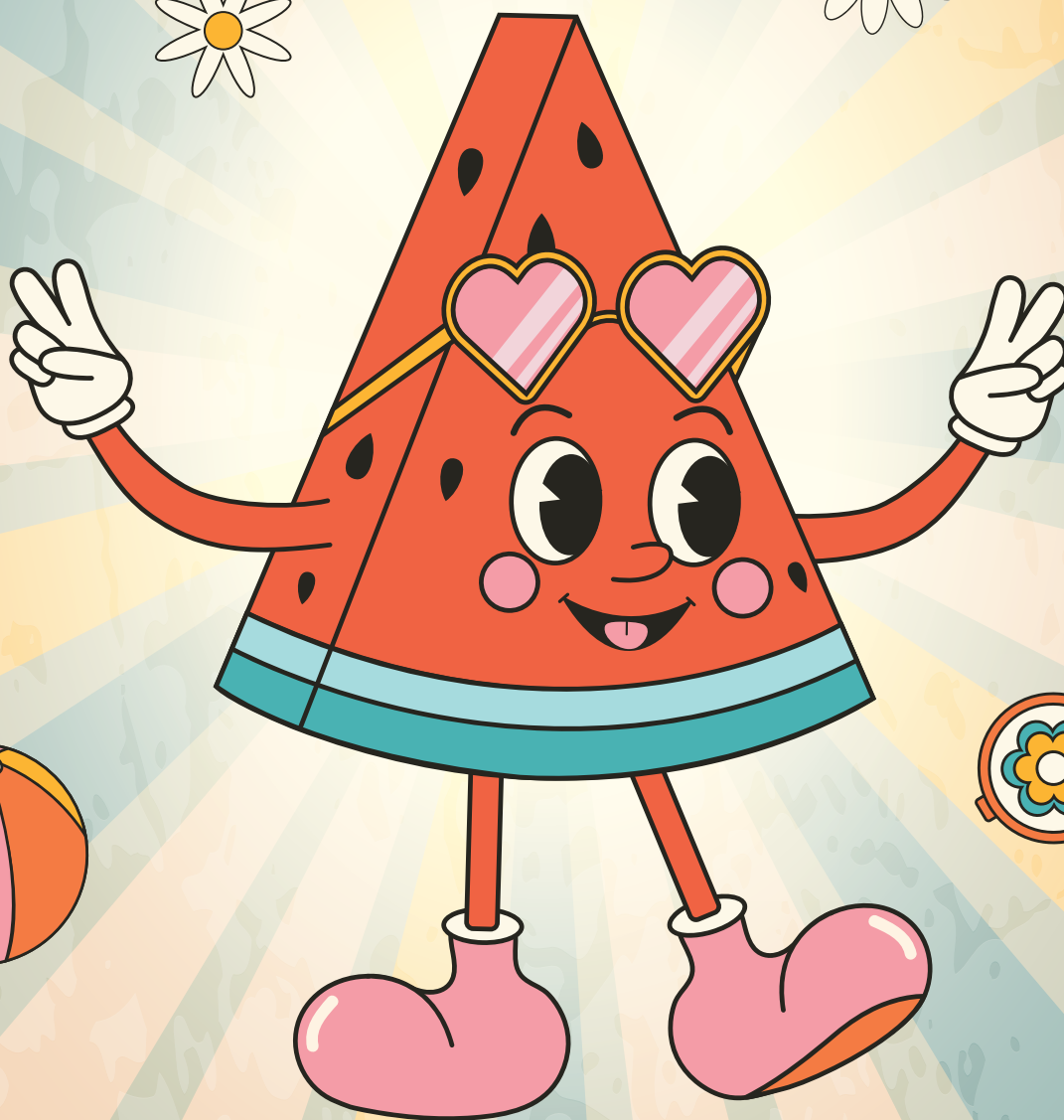


# ADVENTURE QUEST CAMP

## Parent Guide

Everything you need to know about the AQC!



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# WELCOME!

Summer is finally here, and we hope your teens will enjoy a fun-filled season of new adventures and experiences at the Adventure Quest Camp. Please review the information provided in this handbook and call us if you have any questions.

## GENERAL INFORMATION

### 2025 SCHEDULE

**Monday to Friday, from 9 a.m. to 4 p.m.**

**Week 1:** July 2 to 4

**Week 2:** July 7 to 11

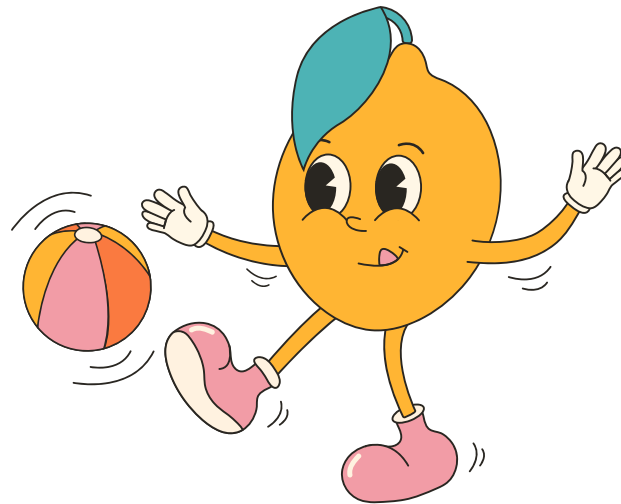
**Week 3:** July 14 to 18

**Week 4:** July 21 to 25

**Week 5:** July 28 to August 1

**Week 6:** August 4 to 8

**Week 7:** August 11 to 15



### LOCATION

Located in the Teen Zone, in the basement of the Sarto-Desnoyers Community Centre, room S-008. You can enter by using the side door that's on the east side of the building, facing the parking lot.

### AGE GROUP

For teenagers ages 11 to 15

### COST

\$120 per week for Dorval residents (\$72 for week 1)

\$156 per week for non-residents (\$93.60 for week 1)

### REGISTRATION

Registration for Dorval residents take place as of Tuesday, March 18, at noon, online only via the Amilia platform.

Registration for non-residents take place as of Tuesday, March 25, at noon, online only via the Amilia platform.

## STAFF

**Teen Programs Supervisor:** Émilie Tittel

**AQC Assistant Supervisor:** Marie-Jade Deslauriers

**AQC Monitors:** Malika Huppé, Nadaija Lowe, and Erin MacNab

## FACILITIES

At the AQC, we make daily use of the indoor and outdoor facilities, providing teens with a variety of activities and venues. These facilities are the surrounding parks, fields, aquatic centres, and skatepark.

At the Teen Zone, we have many activities such as video games, VR headsets, pool and ping-pong tables, board games, and more. We also sell snacks and drinks for \$1.

## BEFORE AQC BEGINS

### ABOUT THE “HEALTH AND SAFETY” FORM

A “Health and Safety” form must be completed and submitted with your teen’s registration on the Amilia platform. They cannot attend the AQC until this form is completed and submitted.

### ABOUT THE “EARLY DEPARTURE” FORM

This form must be completed and submitted with your teen’s registration on the Amilia platform.

**The following three options will be offered:**

1. Allowing your teen to leave camp whenever they want throughout the day for the summer, without a guardian.
2. Allowing your teen to leave at the end of camp (4 p.m.), without a guardian throughout the summer.
3. Not allowing your teen to leave camp until a guardian has picked them up at the end of the day (4 p.m.), throughout the summer.

Please note that if there is a change to this form during the summer, the change will only be in effect when a new form is signed and sent in. If there is a change to this form for one day (leaving for an appointment, for example), the parent/guardian must send the supervisor an email with instructions. No text messages or phone calls will be accepted.

# WHAT TO BRING TO CAMP

- A swimsuit and towel (everyday in case of an unexpected pool day)
- A hat
- Closed-toed shoes (flip flops can be placed in a bag for specific activities)
- Sunscreen (minimum SPF 30)
- A reusable water bottle
- Lunch and snacks (nut free please)
- Extra money (not mandatory)
- Many teens buy snacks and drinks at our canteen or when we go out for an activity.
- We do not recommend them sharing money, but we cannot control it. If they give money to their friends, it may not be returned. Please advise your teens to keep their money to themselves.



# PARTICIPANTS GUIDELINES

At the AQC, we want every teen to create new friendships and have fun. Camp is a place for positive behaviour and positive relationships. A place where everyone must feel accepted and safe. Any form of bullying, violence, discrimination, or intimidation will not be tolerated. Everyone must be accepting of all other participants' abilities.

If behavioural problems occur that affect the positive experience of other teens, the staff will intervene and assist. The Supervisor will inform the teen in a verbal warning, followed by a warning to their guardian, if necessary. If the behaviour persists throughout the summer, the Supervisor will call the guardian to pick up their teen, and they may be dismissed for the remainder of the AQC program.

All teens who participate in the AQC must conduct themselves in a respectful and courteous manner towards the other participants, staff, equipment, and facilities. In addition, the Teen Zone space should always be respected. The participants are responsible for cleaning up after themselves when they finish with an activity or having a snack or lunch.

We are asking for your help to ensure each participant understands the expectation of being a participant at the Adventure Quest Camp by having each participant sign an agreement. It must be completed and submitted with your teen's registration.

## ELECTRONICS

Although electronics are allowed at camp, animators are not responsible for lost or stolen articles. Therefore, it is the participant's responsibility to care for their belongings.

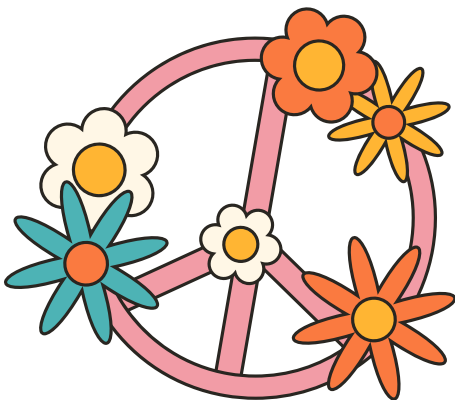
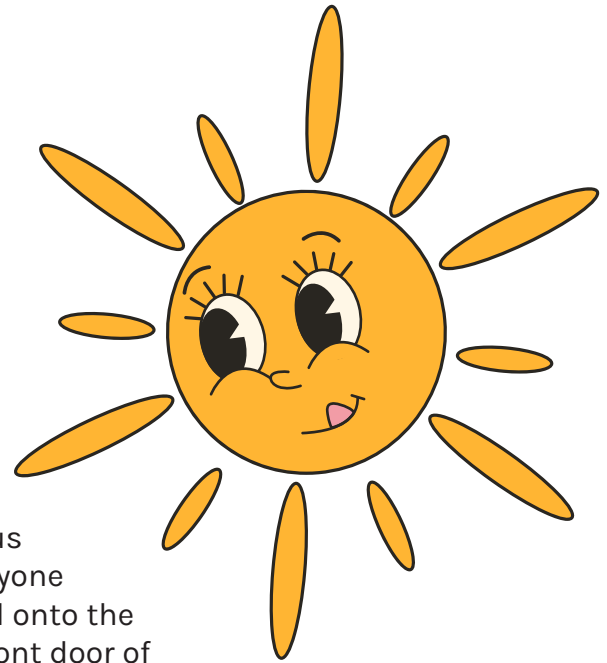
## PUBLIC TRANSIT ETIQUETTE

We will be taking reserved STM busses multiple times a week, so it is extremely important that all the teens understand the expectations when traveling.

When the bus is pulling up to the stop, a monitor will be the first and last person on. The teens will line up in single file to get on the bus. There will be no pushing or cutting to the front. Since the buses are reserved, the teens can sit where they want.

If we take a public STM bus, we will move to the back of the bus where everyone can be together. It is not guaranteed that everyone will get a seat. If that is the case, the teens will stand and hold onto the safety poles/handles. Nobody should be sitting close to the front door of the bus. If someone who needs a seat comes onto the bus, we will get up to give them ours. When getting off the bus, we only use the back door.

Everyone is responsible for their backpacks, lunch boxes, and other personal belongings. If an object is left on the bus, it is very likely we will not get it back. It is also nice to thank the bus driver when leaving.



## DISRESPECTFUL LANGUAGE

Disrespectful language towards anyone will not be tolerated. Teens must be mindful when in public during outings, in public transportation, etc., about the language they are using and what they are talking about. Everything said will reflect on the Adventure Quest Camp.



# HEALTH AND WELLNESS

## MEDICATION

If your teen is taking a prescribed medication or has any allergies, please advise the supervisor. The teen's medication should be kept on them. They are responsible for taking their proper medication at the proper time. If they need assistance, please advise the supervisor with written instructions.

## IF YOUR TEEN IS SICK

If a teen becomes sick while at camp and requests to go home, the Primary Contact will be notified to pick up the participant. If they cannot be reached, we will notify the Secondary Contact.

If your teens are sick with Covid, a bad cold, a fever, gastro, or untreated lice, please keep them at home.

## MEDICAL SERVICES

All staff members are certified in First Aid and CPR. Staff members carry First Aid kits.

If there is an injury at the AQC requiring Emergency Medical Services (Urgences Santé), the AQC Supervisor will contact 911 and then the participant's family immediately thereafter.



## ATTENDANCE AND ABSENCES

Please call the AQC office in the morning if your teen will be absent or late for the day. This is extremely important as we cannot wait for teens that are late when we are leaving for activities. If they are late, we will call the numbers provided on the registration and health forms, but we cannot wait past the time we were scheduled to leave.

## DROP OFF AND PICK UP

The entrance to the Teen Zone will only be opened at 8:55 a.m. We close the doors at 4 p.m., so if someone is waiting to be picked up, they will have to do so outside.

Be sure to check the weekly emails to ensure that your teen arrives on time for the specific activity or outing for that day.

Next to the entrance of the Teen Zone, there are bike racks where your teen can secure their bike. Please make sure that they have their own lock, and they do not leave their helmet outside.

From Wednesday to Friday, the Teen Zone (our drop-in program) opens from 4 p.m. to 10 p.m. Teens are welcome to stay after camp but note that the AQC and the Teen Zone operate with their own set of rules.

## LUNCHES AND SNACKS

Every teen needs to bring snacks, a lunch, and a water bottle with them each day. Be mindful of common allergens.





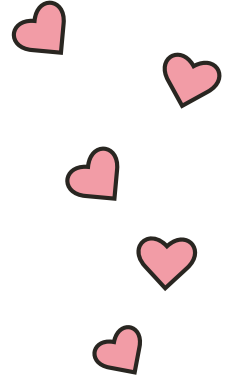
# REFUND PROCEDURE

Please note that you have until **June 16, 2025, at 3:30 p.m.**, to send us your refund requests. Thereafter, only refund requests for medical reasons will be granted.

For further information, please visit [www.city.dorval.qc.ca](http://www.city.dorval.qc.ca).

## 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.



# COMMENTS AND SUGGESTIONS

Parents are encouraged to share their comments or suggestions with the AQC supervisor by sending an email to [etittel@ville.dorval.qc.ca](mailto:etittel@ville.dorval.qc.ca).

# HOW TO CONTACT US

## Address:

Sarto-Desnoyers Community Centre  
1335 chemin du Bord-du-Lac—Lakeshore, Dorval (Québec) H9S 2E5

**AQC Office:** 514 633-4066

**AQC Supervisor:** Émilie Tittel → [etittel@ville.dorval.qc.ca](mailto:etittel@ville.dorval.qc.ca) or by cell phone for emergencies  
438 888-8941

**Sarto-Desnoyers Community Centre Reception Desk:** 514 633-4000

<https://www.ville.dorval.qc.ca/en/leisure-and-culture/course-and-activity/adventure-quest-camp-aqc>