



# Day Camp Rentals Guide

(2014)

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Lumsden Beach Camp is proud to be accredited by both the United Church of Canada and the Saskatchewan Camping Association.



## Welcome to Lumsden Beach Camp

A short drive from Regina, located in the beautiful Qu'Appelle Valley, hugging the southwest shore of Last Mountain Lake, is a piece of paradise known as Lumsden Beach Camp.

Whether you are looking for a place to have a day camp experience or a facility & site to run an outdoor school program, run a Scout or Guide camp, or a retreat, Lumsden Beach Camp can meet your needs. Lumsden Beach Camp offers programs for any age group through our day camps and overnight rentals.

Our camp facilities and site are available for rent in May, June and portions of July, August and September. For more information about our facility rentals, please see the "Lumsden Beach Camp Facility Rentals Guide". Day camps, led by LBC staff, are run on June weekdays. This booklet is designed to assist you in designing a day camp rental option that will meet the goals and budget of your group.

## About Lumsden Beach Camp

Lumsden Beach Camp is a 40-minute drive northwest of Regina, situated within the Qu'Appelle Valley along the southwest shore of Last Mountain Lake. Lumsden Beach Camp is part of the Wascana Presbytery of Saskatchewan Conference of the United Church of Canada and is administered and operated by the Board of Lumsden Beach Camp Inc. The camp is a registered non-profit charitable organization and is accredited by the Saskatchewan Camping Association and the United Church of Canada.

Our 267 acres of rolling hills and valleys provide the perfect location for a wide range of activities and programs. The camp's property and facilities offer modern bathrooms, lodging for 120 people, a large well equipped dining hall, medical cabin, a large recreation hall, an activity building, heated pool, playground, baseball diamond, beach volleyball court, archery range, guided nature trail, access to a beautiful beach near the village and various outdoor game locations. More specific information about the various buildings and facilities on our site can be found on the camp's website (see below).

The camp runs weekly programs throughout July and August for children and youth ages 6-16. The camp operates with five full-time paid summer staff (camp director, aquatics director, program director, facilities/maintenance person and head cook) and approximately 15-20 paid counselors that rotate weeks at camp throughout the summer. More information about summer camp programs and employment can be found at [www.lumsdenbeachcamp.com](http://www.lumsdenbeachcamp.com).

## History

Lumsden Beach Camp (LBC) has a long history dating back to 1905. Under the leadership of Rev. Doyle, a Methodist minister, Lumsden Beach Summer School was established in the present day location of the resort Village of Lumsden Beach. In 1908, Lumsden Beach Camp was recognized as the first Church Camp in Western Canada. People came to the camp by steamboat, train, and horse and buggy. In the mid 1930's, some of the camp's buildings were moved to the present site, which is a short distance north of the original camp. Since that time the camp has undergone several phases of expansion, new development and upgrading.

## Mission Statement

**Lumsden Beach Camp** fosters relationships and faith in God through nature in a safe, inclusive and sustainable Christian camping community.

**Please note: Rental programs do not offer any religious content.**

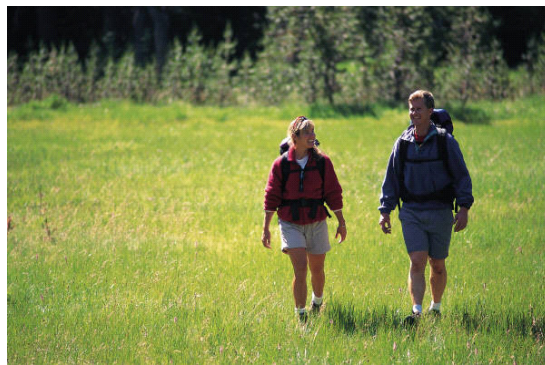
## Accreditation

Lumsden Beach Camp is proud to be an accredited member of the Saskatchewan Camping Association (SCA). Our membership to this organization demonstrates our commitment to excellence in camping. The Saskatchewan Camping Association sets very high standards for all aspects of camping including: site & building safety, hiring policies, health and safety practices, environmental practices and requirements of a well rounded program orientated for campers. The camp is also accredited with the United Church of Canada in accordance with National Camping Standards as established for all United Church camps in Canada.



## Program Opportunities & Equipment Available for Rental Groups

- Archery (adult supervision required)
- Canoeing (12 canoes - adult supervision required)
- Playground
- Large recreation field for soccer, wide games, etc.
- Swimming pool (when available)
- Access to, and use of, the camp owned beach area in the Village of Lumsden Beach
- Two large fire pit - cook out areas with benches
- Active beaver pond for pond studies



## Day Camps

Lumsden Beach Camp offers day camp programs for school groups and other interested organizations during June weekdays. With the guidance of our camp staff, our goal is to offer you a day full of exciting outdoor camp activities.

Day camps will be organized and led by our senior staff members on-site including a qualified lifeguard. Once your application has been approved, a staff member will contact you prior to your camp to finalize your activities. Programming details and any special needs of your camp will be addressed at this time. **Please ensure that you read and understand the contents of this rental guide.** If you have any questions or concerns please contact our rentals person or our camp staff.

## Planning Your Day Camp

Most of our groups will begin their day at camp between 9:30 and 10:00 a.m. Lunch will be served if pre- arranged. Below is a sample day plan for which our existing fee structure is based:

	Group 1	Group 2	Group 3	Group 4
9:45am	Arrival, Introduction and Orientation			
10:10am	Hike and Pond Study	Hike and Pond Study	Activity 1	Activity 2
10:50am			Activity 2	Activity 1
11:30am	Lunch and Campfire experience			
12:15am	Activity 1	Activity 2	Hike and Pond Study	Hike and Pond Study
12:55pm	Activity 2	Activity 1		
1:35pm	Pool (subject to availability) OR Games			
2:30pm	Clean up, farewell, departure			

Number of groups and group size will be based on the number of participants. We like to have 10-15 children per activity group. There will be at least one camp staff for each activity group. For the safety and proper supervision we require at least one (preferably two) additional adult helpers for every activity group. **Therefore we require a minimum ratio of one (1) adult helper or teacher to ten (10) students.** The adult helpers will be expected to attend/participate in camp activities. **Please make sure all adult helpers read over the roles and responsibilities of teachers and adult helpers.**

Remember that you know your class better than our camp staff. Some classes may take longer at certain activities. Please use your judgment in planning your day.



## **Day Camp Fees**

	\$20.00 / Student / Day	Lunch included
OR	\$13.00 / Student / Day	Lunch not provided

**Add \$7 per teacher and/or adult helper per lunch.  
A \$350 minimum charge will apply.**

**Your fees include the use of all facilities & equipment including the pool when available.**

Final payment will be based upon the number of students confirmed prior to arriving on site or those in attendance on the day of the camp; whichever is greater. Billing will occur 7 days after your booking and prompt payment is appreciated.

**Cancellation/ refunds due to weather is only permitted at the discretion of the Camp Director &/or Camp Board.**

## **Special notes for meals:**

- The group is responsible for preparing and providing all meals except for LBC provided lunches. Rental groups will have access to kitchen supplies (i.e. stoves, pots, utensils, etc.). It is expected that anything used will be cleaned and returned to its proper place by the rental group.

# Program Options for Day Camps

Some teachers find that our standard program does not meet their curricular needs. Please discuss with our staff if you wish to alter the program to include other options. Some activities require more time than others. Be aware that choosing programs which require more than an hour will limit your selection of other activities.

## Environmental Learning

## Grades

- Earth walk - Guided nature hike All
- Wetlands discovery (Pond study) All  
The beaver pond is a 15-minute hike from the main camp area.
- Environmental games and activities  
(Project All Wild, Project Forest, Project Wet & other resources)
- Predator and Prey (food web study game) 3-8

## Outdoor Activities

- Canoeing: Instruction can be given in our pool, at the lake or at our beaver pond. More than one hour is required for canoeing on the lake or beaver pond. 3-8
- Archery 3-8
- Beach walk K-3
- Swimming in our heated pool or at the beach All  
(Subject to pool availability. Lifeguard will be provided)
- Water games (Please bring a change of clothing) All
- Outdoor Cooking All

## Games and Sports

- Parachute Games K-4
- Relay Games All
- Cooperative Games All

## Other Programming

- Crafts K-3

## Roles and Responsibilities of Teachers, Group Leaders and Adult Helpers

### Leaders of the rental group are responsible for the following:

- Collect medical & permission forms for each participant.
- Inform camp staff of any special needs of your class. Being aware of these problems will assist the staff in planning the program and handling problems that may occur. This includes physical limitations, ADD and ADHD.
- Provide a basic first aid kit to deal with minor cuts, scrapes, etc. Collect and distribute any medications required by the participants.
- Provide additional assistance for those with special needs.

### Supervision and Assistance:

During your stay, our staff assists your group by acting as hosts and providing program leadership. The LBC staff is well trained and qualified to lead and conduct the programs offered. It is important to remember that the safety, well being and disciplining of the participants are the responsibility of the group's teachers or leaders for the duration of your stay. We expect that any behaviour that may be injurious/harmful/disrespectful to people, property or wildlife will be immediately addressed by the teachers/adult leaders in the group. The Camp Board reserves the right to cancel a camp if the sufficient numbers of teachers or adult helpers are not committed to accompany the students. Furthermore, the teachers' direct participation in the program can make the difference towards a successful experience for the students. Your assistance is much appreciated and expected.

In scheduling programs, we commonly divide groups into several smaller ones (10-15 participants/group). Hence, it is required that at least one adult per group is present during the program activities. We suggest recruiting parents and/or additional adults for this purpose. Lumsden Beach Camp will not be held responsible for any sickness, accident, property damage or loss occurring during your group's stay.



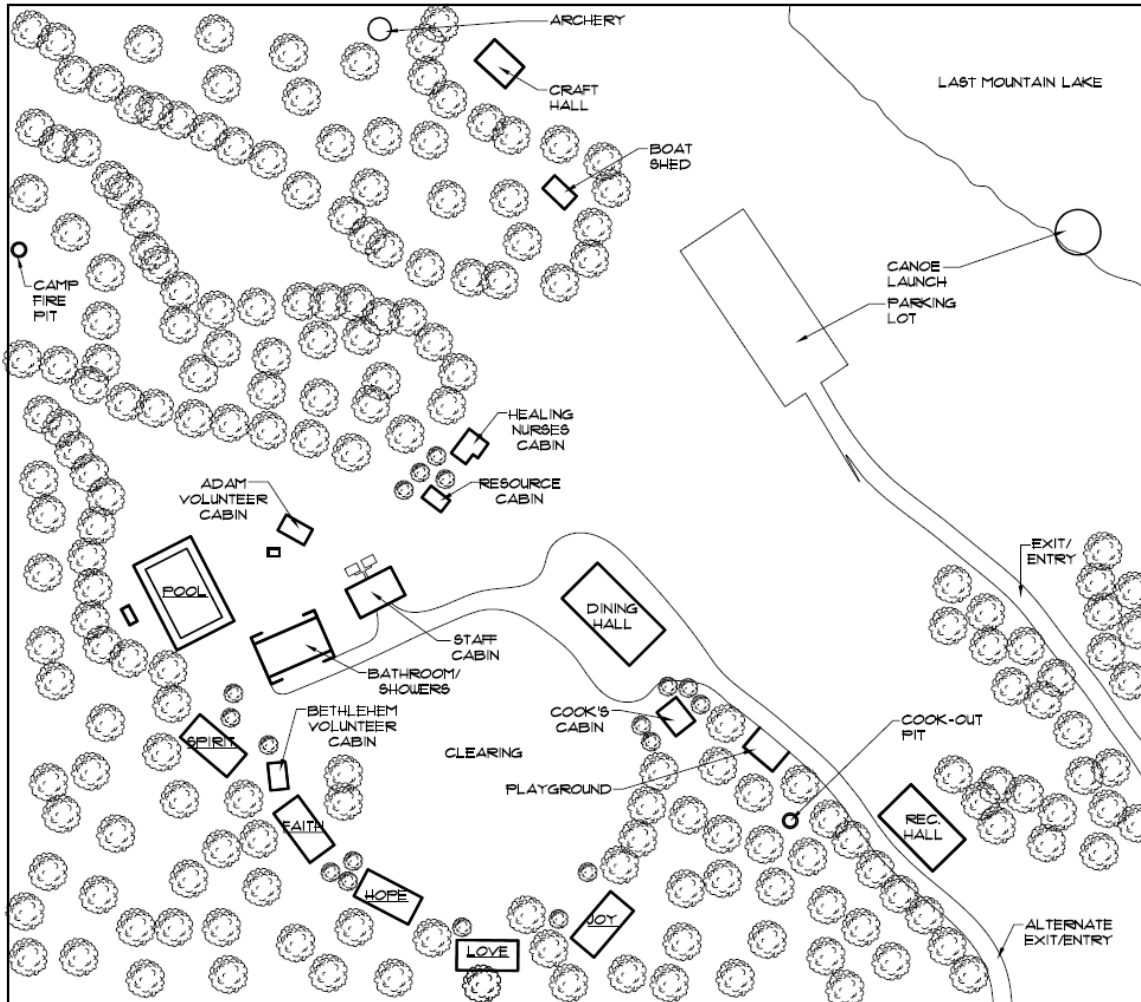
### **Campers Should Bring to Camp:**

- Sunscreen
- Bug repellent
- Water bottle/canteen
- Hat
- Swimming clothes and towel
- Good walking shoes
- Knapsack
- Rain wear
- Jacket
- Extra clothing

### **Leaders Should Also Bring:**

- First aid kit
- Medical information on each participant
- Medications for children

# Lumsden Beach Camp Site Map



## Notes:

This site map gives an idea of the available facilities and is not to scale. There is a significant slope with walking paths between the parking lot and the dining hall. The dining hall seats 75 for meals and has an industrial kitchen with freezers and a walk-in fridge. Spirit, Faith, Hope, Love, Joy are camper cabins that each sleep 20 in bunk beds. Each cabin sleeps 20- two rooms with 4 bunks and one room with 2 bunks. The nurse's cabin sleeps 3 and has a toilet and sink. The pool accommodates 49 swimmers. Further facility details are available at [lumsdenbeachcamp.com](http://lumsdenbeachcamp.com)

# Bookings

As early as possible, **contact the rentals person** to check availability (see cover page for contact information) and **receive the application package**.

**Read this rental guide booklet carefully to ensure that you & all rental participants (youth and adults) are aware of the camp's rental rules, policies and responsibilities.**

A completed application package will include:

- \*an application and estimate sheet
- \*a damage deposit/cancellation deposit (\$250 per day camp)
- \*a certificate of insurance showing proof of adequate liability insurance (please check with our chair of rentals to see if your school board or organization has already submitted this document)

Once your damage/ cancellation deposit is submitted, your rental date is secure. This deposit is nonrefundable in the event of cancellation or inability to fulfill the remaining rental requirements.

Cancellation for weather is at the discretion of the Camp Board and/ or the Director. A full refund will be issued.



# Rental Policies & Rules

## Damage-Cancellation Deposit

- Applications for all rentals **must include a non-refundable damage and cancellation deposit**. Your deposit provides final confirmation of your group's rental & ensures your spot will be retained. See cancellation section below.
- Staff or a board member will do a walkthrough before and after your rental to review the condition and cleanliness of the facilities.
- Assessments for cleanup or damages will be reviewed. The damage deposit (in whole or in part) will then be refunded at the time of billing. A \$25.00 per hour cleaning or repair fee will be assessed for any clean-up left unfinished or necessary repairs to damaged property.

## Insurance Coverage

- A copy of your "Certificate of Insurance" proving you have adequate legal liability and comprehensive general liability coverage must accompany your rental application or be forwarded within two weeks. Please ask your insurer for this document.

## Cancellation

- In the event you send written cancellation of your event, you will forfeit your deposit.
- Cancellation of a rental due to inclement weather is at the discretion of the Camp Director &/or the Camp Board. A full refund will be provided.

## Payment

- Seven (7) days after your last day of rental, a final billing will be issued. Payment is due as soon as possible. A late payment fee (10% of estimate) will be added if payment is not received within 67 days of rental.
- **Final payment will be based on the number of confirmed attendees prior to arrival or actual attendance, whichever is greater.**

## Damages

- Rental groups are responsible for any damages incurred to the facility, property or equipment as a result of improper use, negligence, carelessness or intentional vandalism. Writing on cabins walls, bunks and mattresses is prohibited. A \$25/hour fee will be assessed for any repairs to damaged property (plus costs to replace damaged materials). If you notice anything on site that requires attention or may be a danger to your group, please inform the staff or board representative immediately.

## Smoking, Alcohol and Drugs

- Participants are not to smoke or possess alcohol on camp property. If some members of your group must smoke, we ask that it be done in their vehicles.
- To ensure a safe & positive experience for all & in compliance with policies of the United Church of Canada, **NO ILLEGAL DRUGS** are permitted on camp property.

## Safety

- Please refer to the emergency procedures section in this booklet (page 10). It is the responsibility of the rental group to make sure all participants and leaders are familiar with these procedures.

## Water / Sanitation

- The camp operates on a private well and self-contained septic system. We ask participants to try and conserve water use as much as possible. We also request that you use paper towel and toilet paper in a manner that is not wasteful.
- When not in use, doors to the Dining Hall, cabins, washrooms and other buildings must be kept closed. This is to ensure that rodents & other creatures (skunks, porcupines) are kept out.
- **In accordance with the *Provincial Public Eating Establishment Standards of Saskatchewan Health*, pets & other animals are not allowed in buildings (e.g. kitchen, dining hall) where food is being stored, prepared or served for human consumption.**

## Telephone Usage

- The camp's phone number is 306 729-2586 but this is to be used for important or emergency calls only.

## Site Preservation

- Our goal is to maintain camp property in a natural state for the future enjoyment and education of all campers and renters. Please refrain from harming anything that is alive (flora and fauna). Please use hotdog sticks provided; do not cut your own!
- Please contain your fires to the designated fire areas. **NO OTHER FIRE PITS ARE TO BE DUG.** Extinguish all fires completely when unattended. Any fire damage due to negligence will be charged to the renter. We do supply firewood; however we ask that you do your best to conserve its use. Do not cut your own firewood.
- ATV's and snowmobiles are not permitted on camp property.

## Parking & Vehicle Use

- **With the exception of one vehicle designated for emergency purposes, all vehicles are to be parked along the lower road.**  
**Please do not park along upper road or around camp buildings in the upper area.**
- Please limit use of upper road to a minimum (e.g. food drop off purposes, disabled parking). No vehicles are to be driven past the Dining Hall. **Vehicles are not to be driven up to the flat recreation area located just below the cabins.**

## Laundry

- On site laundry facilities are not available for rental groups.

## Firearms

- No firearms or air rifles are allowed on camp property.



### **Meals and Food**

- Day Camp rental groups opting to bring their own lunch are welcome to use the LBC kitchen for meal preparation. Please clean and return all utensils and surfaces.
- **NO FOOD is allowed in the cabins! We want to keep our cabins clean and rodent free.**

### **Camp Clean-up**

- We request your group's co-operation in keeping the camp clean. A \$25 per hour cleaning charge will be assessed for any clean-up left unfinished.
- The camp will supply all cleaning supplies and paper products (paper towels, toilet tissue, dish soap and garbage bags).

# Camp Cleanup List

Your group is responsible for keeping the camp clean and tidy during your stay. The following is a list of areas and type of cleaning that will need to be completed. Thank you for respecting our camp property.

## AT THE END OF YOUR STAY...

All facilities which have been used by your group will need to have the following (as applicable) completed. Cleaning products and equipment will be supplied.

- Garbage** Condense garbage in garbage bags and put into the bins located along the road beside the Recreation Hall. Do not leave any garbage or food in buildings. NO LOOSE GARBAGE IN BINS PLEASE
- Sinks:** Use powdered cleaner and rinse thoroughly.
- Floors:** Sweep & mop with disinfectant cleaner (pine sol) and water.
- Counters:** Wash with bleach and water.
- Toilets:** Scrub with powdered cleaner. Clean seating area.
- Showers:** Wash floors with disinfectant cleaner and water.
- Beds:** Wipe mattresses with disinfectant cleaner & water.
- Kitchen:** Clean stove and grill, freezers and refrigerators as well as any dishes, pots, pans and other kitchen items that you used.



**Notes:** At the **beginning & end** of your camp a camp staff member or the board's rentals person will do a walkthrough (accompanied with a checklist) of the camp with you. All Rental groups are asked to fill out a Rental Evaluation form at the end of your camp. Your feedback will allow us to improve our programs & better facilitate your group.

# Emergency Procedures

For all emergency situations (medical, police and fire), please dial 9-1-1. Cellular phone service may not be reliable on camp property. The camp dining hall (306 729-2586) has a land line.

## Other important numbers:

- RCMP (Lumsden) 306 731-4270
- Pasqua Hospital (Lewvan Dr and Dewdney Ave) 306 766-2222
- Regina General Hospital (Broad Street and 15<sup>th</sup> Avenue ) 306 766-4444

## Medical Care:

- **Your rental group is responsible for supplying all first aid equipment and to designate a qualified adult to dispense first aid supplies.** The medical cabin will be made available for your use.

## Fire Emergency:

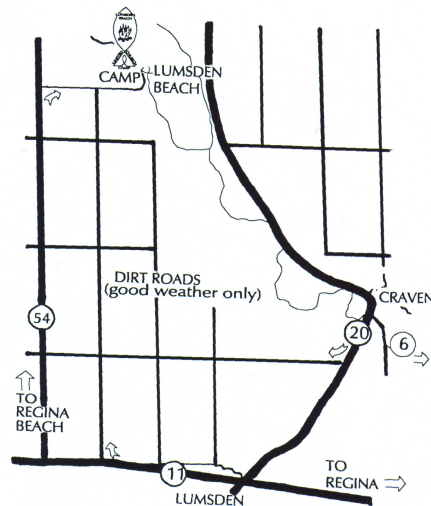
- Locate the fire extinguisher in the building and use it to extinguish the fire. **It is advisable to locate all fire extinguishers during your initial orientation and/or walkthrough of the camp. Check with the Camp representative if you are unsure of their location or operation.**
- Please make sure campfires are attended at all times and are completely out when leaving. Water taps are available in the cookout pit and campfire pit.

## Inclement Weather:

- The camp uses the camper cabins as Emergency Shelters during tornados or other inclement weather.

# CAMP LOCATION

Lumsden Beach Camp is located on a 267-acre site on the SW shore of Last Mountain Lake, just past the Village of Lumsden Beach. It is approximately a 40-minute drive northwest of Regina.



## How to get to Lumsden Beach Camp from Regina

Go North West on Highway # 11 to the Regina Beach turn off (Highway # 54). Turn North on Highway # 54 toward Regina Beach. Turn right (East) to Lumsden Beach village about 5 km before reaching Regina Beach (there is a highway sign). Drive through the Village of Lumsden Beach to the camp. Once inside camp gates, continue along lower road (keep right).

This guide booklet is subject to revision at the discretion of the Lumsden Beach Camp Board. All rental fees and policies are subject to change. Please ensure that you have a current issue of the rental guide.

(Revised January 2, 2014)