

RKY CAMP

ON EAGLE LAKE

Outdoor Centre

2025 Guide



Section 1	
Welcome to RKY Camp	3
Section 2 - About RKY Camp & Outdoor Centre	
Facilities	3
Directions	3
Staff	4
Food Service	4
Section 3 - Booking Process	
General Information	5
Deposit & Payment Information	5
Minimum Requirements	5
2025 Outdoor Centre Rates	6
Section 4 - Teacher and Chaperone Roles	
Supervision Ratios	7
Chaperone Rates	7
Program Time	7
Non-Program Time	7
Vandalism & Deliberate Damages	8
Health Care & First Aid	8
Section 5 - Program Options	
OPHEA/OPASSE Safety Standards	9
Swimming and Waterfront Activities	10
Spring and Fall Program Options	11
Winter Program Options	12
Section 6 - Packing Lists and Contact Information	
Lead Teacher/Organizer Check List	13
Example Day Group Packing List	14
Example Overnight Group Packing List	14
Contact Information	15

Section 1 - Welcome to RKY Camp

RKY Camp is a beautiful 16 acre property situated on the south shore of Eagle Lake in Parham, Ontario. Open year round, we strive to provide our participants with an opportunity to challenge themselves in a safe, inclusive, outdoor environment and help them to get in touch with themselves, nature, and each other. If you have any questions about the information in this guide, do not hesitate to ask.

Section 2 - About RKY Camp & Outdoor Centre

RKY Camp Facilities

During our Outdoor Centre seasons, our program areas allow us to have up to 120 - 140 campers fully engaged and involved in a variety of programs at one time. For our overnight programs in the Spring and Fall seasons we have 16 cabins that sleep 8-14 people each (all available for overnight groups). In the winter months (January-March) we can sleep up to 90 people in heated accommodations. We have a new heated dining hall and recently renovated Outdoor Centre that is winterized. In addition, our facilities include:

- A brand-new dining hall and large meeting space, bathrooms and full service industrial kitchen
- A recently renovated Outdoor Centre for indoor programming and meeting space with bathrooms
- 1 large rustic recreation hall (The Churchill Centre)
- 16 large guest cabins (several of which are heated)
- Indoor Flush Toilet and Shower Facilities with Hot Water
- Composting Toilets (May-October)
- Climbing Wall, High Ropes and Low Ropes elements
- A large waterfront for swimming, canoeing, and kayaking
- Classic camp activities like archery and big group games
- Various breakout spaces
- Wireless Internet and Cell Phone reception



Directions:

If you are using google maps, search “RKY Camp” and follow direction to 1194 Sugar Bush Lane.

From Kingston: Take Hwy 38 North to Parham. Make a right to continue on Hwy 38, and then make a left on Eagle Lake Road. Follow Eagle Lake Road to Sugar Bush Lane on your left (sign for RKY Camp). Follow Sugar Bush Lane until the RKY Eagle Sign (Y in the road). Make a right and park in the parking lot.

From Ottawa: Take Hwy 7 west to Sharbot Lake. Head south on Highway 38 until Parham. Turn right onto Eagle Lake Road and follow it to Sugar Bush Lane on your left (sign for RKY Camp). Follow Sugar Bush Lane until the RKY Eagle Sign (Y in the road). Make a right to park in the parking lot.

From the GTA: Drive East on the 401 and take exit for Wilton Rd. Follow signs to Harrowsmith, make a left in Harrowsmith onto Highway 38. Follow Highway 38 North to Parham; make a slight right, and then make a left on Eagle Lake Road. Follow Eagle Lake Road to Sugar Bush Lane on your left. Follow Sugar Bush Lane until the RKY Eagle Sign (Y in the road). Make a right to park in the parking lot.

Please note that RKY is located off an unpaved road. As such, coach buses are too low to the ground and, at times, are unable to make it in to camp. Please arrange for a school bus.

Our Staff

The RKY Outdoor Centre program staff team is led by a full time Outdoor Centre Director with the support of our Summer Camp Director and Seasonal Camp Coordinator. Our staff members are selected for not just their certifications, but also their enthusiasm, knowledge of camp activities, flexibility, and their commitment to the values, and vision of RKY Camp. All staff members participate in training prior to each season, which has a heavy focus on program facilitation, risk management, and, of course, fun!

All of our staff have their Standard First Aid and CPR. Many also have their National Lifeguard certification (NLS), Wilderness First Aid, and other certifications. All staff must present a clean criminal record check prior to the beginning of their contract.



Food Service

At RKY Camp, we strive to serve delicious and nutritious meals. Our food service team works hard to accommodate the dietary needs of our participants. **RKY Camp is a peanut, tree nut and shellfish sensitive facility.** As such, if your group is bringing a bagged lunch, please avoid bringing foods containing those ingredients. Any product served from our dining hall will not contain nuts, or shellfish. In recent years, we've found that many products include a label of 'May Contain' however we never produce food that includes these ingredients specifically. Our cooks are happy to discuss allergies/sensitivities with participants on site and the OC Director will be available to answer questions prior to the trip. **Please contact RKY Camp a minimum of three weeks prior to your visit to ensure any dietary concerns and allergies are communicated.**

Many of our day groups choose to bring a bagged lunch, however, an RKY provided lunch is an available option. For overnight groups, the camp fees include three meals (dinner day 1, breakfast and lunch on day 2). Three-day/two-night groups include six meals (dinner night 1, up to and including lunch on day 3). Light evening snacks are available for groups staying overnight if desired.



Section 3 - Booking Process

General Information

Although we do our best to fit everyone in, please be aware that our busiest months of June and September do fill up quite quickly; please book early to avoid disappointment! We are happy to book in returning groups for the next year during or after their current trip and open up remaining dates for the next year at the end of the season to new groups.

When contacting RKY to book a trip you will need to know:

- An approximate number of students attending
- The time range you are interested in (ex. First two weeks of June)
- Any dates that will not work such as track and field dates
- The length of trip you are looking for (day, overnight, three day, etc.)

RKY Camp can not guarantee site exclusivity for each group at camp. Our site capacity in peak season is roughly 200 participants. We will work to ensure that all groups receive an individual and unique experience while on site. We are happy to discuss the particulars of our methods and the requirements of your group.

If your group requires the entire RKY Camp site, please specify at the time of booking and we will do our best to accommodate. In peak season (May-June, September-October) this may require additional costs.

Please be aware that all trips to RKY require a minimum charge of 20 participants.

Deposit & Payment Information

Once you have booked your program dates you will receive a contract with a deposit of 10% your final invoice amount. Deposits must be paid within 30 days of the contract being issued (unless otherwise specified) in order to secure your dates. This is applicable to all Outdoor Centre groups. A final invoice will be issued after the trip and full payment will be due within 30 days. All payments can be made by cash or cheque sent to RKY camp or by credit card over the phone.

Minimum Requirements

As stated in the Group Contract, all Outdoor Centre groups will be charged a minimum **90%** of their estimated number of participants given one month prior to the trip.

Example: When booking your visit to RKY Camp, if you estimated 100 students and only 82 students arrived, the group will be invoiced for 90 students. Changes to the estimated number of participants can happen up to two weeks prior to your visit without an additional charge.

2025 Outdoor Centre Rates

Day Group Fees (Bringing own Lunch to RKY Camp)	Per person
Under age of 15	\$49 (no HST)
Age 15 +	\$49 (plus 13% HST)

Day Group Fee (RKY Providing Lunch)	Per Person
Under age of 15	\$62 (no HST)
Age 15 +	\$62 (plus 13% HST)

Extended Day (Bagged Lunch, RKY provided dinner) Departure around 7:30pm	Per Person
Under age of 15	\$87 (no HST)
Age 15 +	\$87 (plus 13% HST)

Overnight Program (Bagged Lunch First Day) Arrival between 10:00 and 11:30 am (Dinner, Breakfast, Lunch) Departure: Day 2 After Lunch	Per Person
Under age of 15	\$121 (no HST)
Age 15 +	\$121 (plus 13% HST)

Two Night Program (Bagged Lunch First Day) Arrival between 10:00 and 11:30 am (Dinner, Breakfast, Lunch included) x 2 Departure: Day 3 After Lunch	Per Person
Under age of 15	\$194 (no HST)
Age 15 +	\$194 (plus 13% HST)

Three Night Program (Bagged Lunch First Day) Arrival between 10:00 and 11:30am (Dinner, Breakfast, Lunch) x 3 Departure: Day 4 After Lunch	Per Person
Under age of 15	\$273 (no HST)
Age 15 +	\$273 (plus 13% HST)

Section 4 - Teacher and Chaperone Roles

The staff RKY have always appreciated the support and hard work provided by our group leaders, teachers and parent volunteers. Without your dedication, we could not provide the same level of program. Here are some ways that you can assist our RKY program team to make your time at RKY as smooth as possible!

Supervision Ratios

For school programs at RKY Camp an ideal ratio is one chaperone for every 10 participants (day group) or one chaperone for every cabin if chaperones are staying in cabins with students. This allows at least one adult for every rotation group, plus 1-2 extra chaperones floating around to help out where needed.

The RKY staff's focus is on program facilitation and safety, and thus need the support of parents and teachers for behavioral issues and anything that requires a participant to not be in his/her program group. With a day group, any chaperones that exceed the 1:10 ratio will have to pay for any meals provided by RKY. For an overnight group, any chaperones that exceed the 1:10 ratio will be charged according to the additional chaperone pricing matrix below.

Chaperone Rates	
Day Groups with Bagged Lunches	No additional charges
Day Groups w/ Lunch Extended Day Groups w/ Dinner Provided by RKY Camp	1 teacher/parent chaperone is free per 10 students Additional teacher/parent chaperone: \$15.00 + HST
Overnight Groups	1 teacher/parent chaperone is free per 10 students Additional Chaperones will be charged: \$75.00 + HST (overnight) or \$125.00 + HST (2 nights)

Program Time

During program times, one or several RKY Camp staff will be present to facilitate the program. We ask that group leaders and parent volunteers participate in the program or remain close by. This will help us with any specific participant needs that we might need to attend to. Our staff are prepared to fill all program times, rain or shine! However, with a better knowledge of the participants, we ask that schedule changes (ending an activity early due to rain or participants getting cold) come from the chaperones. Our staff are very flexible, so please feel free to let them know if your group is too cold/tired and need a break.



Non-Program Time

In times where your group is not directly involved in program, we require that you take responsibility for your group's participants; this gives our program team time to prepare for up-coming programs. This could include hanging out in the center of camp, going for a short walk, setting tables for meals, or just sitting on the porch of the Homestead enjoying nature.

Vandalism and Deliberate Damages to RKY Camp Facilities

In the event that deliberate damages or vandalism occur during your time at RKY Camp the particular group will be charged repairs. RKY Camp will ensure that groups are made well aware of said damages.

Health Care and First Aid

Quality health care for visitors at RKY is a team effort between teachers, supervisors, and our staff. First aid kits are carried by or available to RKY staff throughout the day. All RKY OC staff are certified in first aid and capable of handling most day to day issues that arise (cuts, bruises, twisted ankles etc.). While our staff are happy to give our opinion and help in any way we can, decisions regarding the need for further medical treatment will be made by teachers/chaperones. All RKY staff RKY Camp staff will manage all emergency situations according to our emergency procedures.

If there are any concerns that you may have, or anything that you think that we should know of prior to arrival, please contact the Outdoor Centre Director at least one week prior to your visit, so that we can ensure that our staff are prepared for your visit.

Please bring at least one emergency vehicle on site (a teacher/chaperones vehicle) in case a participant requires further medical attention. RKY is unable to transport participants in personal or camp owned vehicles.

Planning to meet the health care needs of your group is an important part of a successful trip. Although RKY Staff members are happy to assist teachers and supervisors in the care for students, please remember the following when preparing for your trip to camp:

- Basic health information must be available for all group members but is the responsibility of the group organizer. This information must include Emergency Contacts, Health Card Number, Allergies, and Dietary Requirements.
- With the exception of EpiPens, or Asthma Puffers, students should not have medications in their possession. Any medication should be kept and dispensed by supervisors.
- First aid calls to parents, guardians, schools, etc. will be done by a school representative. RKY staff will be available to provide their opinions and help in any way they can.
- RKY Camp has an AED on-site and there is an ambulance station approximately 10 minutes south of camp.



Section 5 - Program Options

Ontario Physical Activity Safety Standards in Education (OPASSE)

The *Ontario Physical Activity Safety Standards in Education (OPASSE)* represent the minimum (*minimum does not refer to minimal safety standards but to the minimum requirements for safety standards that must be followed in school-based physical activities*) standard for risk management practice for school boards in Ontario for curricular and intramural/club physical activities and interschool sports. *-From the OPASSE Website*

RKY Camp strives to ensure that we are continually following the best industry practices regarding our participant safety. The OPASSE standards, created by OPHEA for Ontario public school boards, have been embedded in our RKY Camp Risk Management Policy and daily Outdoor Centre practices. Should you require a copy of our risk management policy or wish to discuss the specific safety requirements of your board please feel free to contact us.

The OPASSE standards should be made available to individual schools through their school boards. RKY Camp advises all teachers to check with their schools once a program has been designed to ensure that it meets the guidelines of your specific school district. Please note that OPASSE dictates that some of our activities are only appropriate for specific grades and up.

Please take the time to validate this with your school as it can drastically change program requirements regarding the Challenge Course, High Ropes and water activities.

OPASSE requires that all students complete a swim test prior to engaging in ANY water activities (i.e. Canoeing, Kayaking, Swimming)

This swim test consists of:

1. Shallow water entry to assess comfort and basic ability of participant.
2. Rolling entry (backwards or forward) into deep water at 2.75m (9') minimum depth.
3. Tread water for 1 minute.
4. Swim 50m (150') continuously any stroke (no aids or stops).

If test is completed by the school prior to the trip, documentation must be provided.

We are happy to include this swim test into RKY Camp programming however, with colder water temperatures in May and October it is strongly recommended to focus on a land-based programming schedule. The swim test will occur at the beginning of the day before any program rotations commence.

Should students be unable to pass the swim test RKY Camp is happy to provide a wet program (including water activities) and a dry program (excluding water activities) for those attending RKY Camp. We will also ensure to do our best to ensure sensitivity surrounding the swim test.

You can see all the OPASSE standards via their website here: <https://safety.ophea.net/>

RKY Camp Activities

We are happy to customize our program to fit your needs. Whether it be a day trip with all RKY programming or a joint leadership group with RKY only running a portion. If you are interested in looking at a sample schedule, please contact the OC director. Evening programs are not listed below as they require further explanation and tailoring to specific group needs. Please contact the OC director to have a discussion about what the best options for your group will be.

Things to consider when choosing your programming options:

- Activity rotation groups are between 10 and 15 students.
- An ideal activity rotation is around 1 hour long. More students in a group means you might need more time for activities such as the climbing wall so everyone has a chance to climb!
- The following list is comprised popular activities. (** Denotes a year round activity)

Spring and Fall Program Options: Waterfront

RKY Camp provides PFD's. It is **mandatory** that all participants wear a properly fitting PFD properly when canoeing and kayaking. This policy applies to **all visitors** at RKY Camp, regardless of age and ability.

Lake Swimming

A camp classic! Definitely a highlight for many participants, swimming in a lake is a new and exciting experience. ALL PARTICIPANTS regardless of swimming ability must complete a RKY swim assessment prior to swimming without a lifejacket. **Note:** Eagle Lake is very deep and therefore can be very cold during the early Spring and late Fall months. During these times, it is advised to focus on land-based programs.

Due to the amount of time required to complete the assessment, we recommend having swimming as a rotation slot. If groups would like to just offer an open swim instead of swimming as a rotation, we can have all participants wear PFDs instead of completing the swim assessment. With or without PFDs; all swimming takes place under the supervision of RKY lifeguards. There is a designated swimming area that is surrounded by docks. The dock system also includes a jumping tower.

Polar Bear Dip

Ah, yes, a time-honoured tradition at summer camp. Jumping in the lake before breakfast! The lake is calm, the mist is rising, and the cottagers are sleeping. It's the perfect time to splash around in what feels like sub-zero temperature water. A real character builder and a great story to take home.

Note: This program is only available for groups that are staying overnight.

Canoeing (OPASSE: Only Grade 4 and up)

With over 30 canoes and 80 years of history, RKY Camp has well-established canoeing program, with both aluminum Grumman and ABS canoes. Students get a full lesson on proper names for the parts of the paddle and boat as well how to do different strokes before heading out on an adventure around the lake.

Kayaking (OPASSE: Only Grade 7 and up)

After a full lesson, participants in one of our many single cockpit kayaks paddle down to turtle bay to play games or do some turtle watching. Due to the nature of this sport, participants usually get wet, therefore participants are encouraged to wear a bathing suit or have a change of clothes.

Spring and Fall Program Options: Land-focused

High Ropes Elements & Climbing Wall **

Get your adrenaline pumping! Our high ropes is a series of challenges designed to build group and individual confidence. Participants are fully trained in all procedures so each can develop a sense of accountability for the support and safety of others. This component can include the use of our outdoor Climbing Wall and/or our other high ropes (Team Tower, Dangle-A-Maze and Vertical Playground).

Low Ropes **

The low ropes course is a series of wood, cable, and rope elements that challenge the group's teamwork and communication. They require agility, coordination, and persistence to accomplish. During these activities RKY Camp Staff offer a supportive team environment, to help participants to work together and succeed. Participants are taught how to "spot" each other on the elements, and must wear helmets when on any element off the ground.

Archery **

A camp staple! Not only is our archery program safe and fun, but archery is a great activity for young people to work on their coordination!

Nature Walk **

Old beaver ponds, muskrat lodges, the bog, and the boreal forest are just a few of the natural resources we can explore around our beautiful wilderness site. Our staff have a ton of fun games up their sleeves to make the walk informative, interactive, and fun!

Fire Building & Shelter Building **

The staples of summer camp: fire building, knot tying and shelter building. Shelter Building is fun in every season! We'll teach you to build it, and help you build it, and then build our own. Fire building can be accompanied by bannock roasting, marshmallow roasting or even a cook-out.

Group Initiatives: Trust, Communication, and Cooperative Activities **

Participants are required to work together and communicate in order to solve a problem around a scenario or a given task (i.e. tie a rope around a tree without anyone letting go of the rope!) Emphasis is on group success, rather than individual success. These activities are a perfect lead into Challenge Course activities because they foster trust, communication, and teamwork.

Campfire **

The traditional way to end a long day of camp activities is with a campfire. This program can be planned with lots of songs and interaction or simply a causal event where people can enjoy a snack around the fire.

Large Group Games **

Our RKY staff members have a ton of fun games up their sleeves to get kids moving, interacting, being silly and having fun! Large group games are a great way to start or end your time at RKY Camp! Examples include "Giants, Wizards & Elves" (essentially Rock Paper Scissors with actions) & "Groups" a game where the Staff shout out things like "Get in groups of your favourite type of ice cream" where participants learn about similarities with their peers.

Winter Program Options

RKY Camp can offer full-service winter outdoor education and facility rentals for clients. All of our programming (except for our water-based activities) is available during the winter time. Please note that some activities may not be possible depending on the weather/snow conditions.

Snowshoeing

Explore our site on one of North America's oldest modes of transportation! Snowshoeing is a great way to be active and have fun while learning about the way our ancestors would travel around the backcountry. Snow shoeing can be a fun program just on it's own, or paired with a Winter Ecology or Animal Tracking session.

Quinzhee Construction & Sleep Out (OPASSE: Only Grade 9 and up)

This is a winter program geared for older participants as it involves a lot of dedication and time! Quinzhees are essentially hollowed out mounds of snow constructed in a specific way to ensure safety and optimal warmth! At RKY the sleep out is optional, and it is instructor judgement based on the construction of the quinzhee and the participant's preparedness whether we allow the group to sleep out.

Note: This program can only be done if a group is at RKY for at least 2 nights.

Snow Soccer

The classic game of soccer is fun in the winter because falling down doesn't result in skinned knees! We like to add another ball or two to keep everyone on their toes!

Winter Fire Building & Outdoor Cooking

Many people think winter = wet = it's hard to start fires. Our staff can teach participants how fun and rewarding it is to build outdoor fires in the winter. There is nothing like roasting marshmallows on a fire you built in the snow!

Tobogganing

RKY has a large hill that is perfect for tobogganing during the winter when we have good snow conditions. Feel free to use some of our sleds or bring your own!

Ice Skating

RKY has the good fortune of being able to provide an excellent skating rink for participants. Please bring along your own ice skates and helmet. This activity is weather dependant as at times the ice on the lake is not thick enough to safely use as a program area.

Lead Teacher/Group Organizer Checklist

If this is your first class trip, here is a handy tool to ensure all the preparations necessary for your group's trip are taken care of. With any questions, the Outdoor Centre Director is always available.

Right After Booking	
	Copy of contract, printed, signed, and submitted to RKY Camp
	10% Deposit Sent to RKY Camp (within 30 days of receiving contract)
	Complete Program Planning Survey (link will be sent to you)
	Arrange Transportation to RKY Camp

Two Months Prior	
	Preliminary Program Planning with RKY Camp (draft schedules sent)
	Ensure Teacher/Chaperones are Available

One Month Prior	
	Distribute School Health Forms to Participants (school specific)
	Discuss Trip Goals and Behavior with Participants
	Confirm Number of Participants with RKY Camp

Two Weeks Prior	
	Ensure RKY Camp has all Dietary Needs and Allergies
	Collect Health Forms (school specific forms)

One Week Prior	
	Finalize Cabin Placements and Rotation Groups
	Reconfirm Transportation and Chaperones

Before you Leave	
	Confirm Return Transportation
	Count Participants and Chaperones
	Bring Required Paperwork and Health Forms for ALL Participants, Teachers, and Chaperones

After your Trip	
	Give your Office Team the Final Invoice
	Fill out the RKY Camp Feedback Survey
	Receive a Tentative Booking Date for Next Year!

Section 6 - Contact Information & Packing Lists

RKY CAMP Spring/Fall Day Program

What to Bring!

- Bagged lunch (**NUT FREE**)
- Water Bottle – all our tap water is drinkable on site!
- CLOTHES YOU CAN GET DIRTY!
- Dress in layers and be prepared for all types of weather
- Extra set of clothes (optional but a good idea just in case)
- Closed Toe Shoes (such as running shoes) – these are mandatory for most camp activities
- Bathing Suit & Towel
- Raincoat or weatherproof jacket
- A backpack to put it all in

RKY Camp is not responsible for lost or stolen items.
Please consider not packing expensive electronic equipment, iPods, cell phones etc.

RKY CAMP Spring/Fall Overnight Program

- Bagged lunch for Day 1 (**NUT FREE**)
- Water Bottle – all our tap water is drinkable on site!
- CLOTHES YOU CAN GET DIRTY!
- Layers of clothes works best... we recommend:
 - 2 pairs of pants & a pair of shorts
 - 2 sweaters & a long sleeve shirt
 - 2 t-shirts
 - Pajamas
 - 2 extra pairs of socks and underwear
 - Closed Toe Shoes (Such as Running Shoes) – these are mandatory for many camp activities
 - Bathing Suit & Towel
 - Raincoat with a hood
- Sleeping Bag and Pillow (RKY does not provide bedding)
- Flashlight

A backpack or bag you can carry, to put it all in.

RKY Camp is not responsible for lost or stolen items.
Please consider not packing expensive electronic equipment, iPods, cell phones etc.

Contact Information

Jazz Zahra
Outdoor Centre Director – RKY Camp
jazz@rkycamp.org
outdoorcentre@rkycamp.org

Kingston Office

Located at the YMCA in Kingston
100 Wright Crescent
Phone (613) 546.2647 ext. 235
Fax (613) 546.6552

Mailing Address:
RKY Camp
100 Wright Cres.
Kingston, Ontario K7L 4T9

RKY CAMP on EAGLE LAKE

RKY CAMP
1194 Sugar Bush Lane
General Delivery Eagle Lake
Parham, Ontario
K0H 2K0

Phone: (613) 375.6295

Website for more information: www.rkycamp.org