



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

BEST SUMMER EVER™

FAMILY GUIDE FOR CAMP PARENTS



Best Summer Ever

YMCA OF CENTRAL OHIO





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**BUILD
RUN**



CAMP CREATE

DESIGN

SWIM

JUMP KICK

CLIMB



**EXPLORE
LEARN**



Dear Parents,

At the Y, our cause is you!

You can feel good about how and where your child spends time during summer vacation. Our experienced staff offers campers a variety of activities that promote **YOUTH DEVELOPMENT, HEALTHY LIVING, AND SOCIAL RESPONSIBILITY.**

At Y day camp, we are here to make your kids feel welcome. We'll help them quickly realize this is a place where they belong, can be themselves, try new things, make new friends, and be a part of something great. We are here to help your kids grow in every way. We meet them where they are, and give them opportunities to reach levels they never imagined. New skills and new experiences.

We're here to surround every child with support, guidance, and fantastic chances to discover and learn--a chance to try until they succeed. A chance to explore new talents and interests. We are here to foster their curiosity--to encourage them to expand their comfort zones in what they do, who they know, and what they believe. To discover what they are passionate about.

We're here to show kids all they can accomplish when they believe in themselves. They thrive knowing they can relax in a safe, nurturing, and inclusive environment.

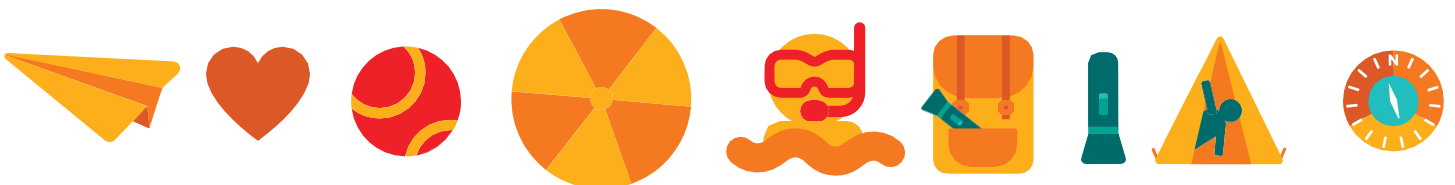
We are here to create experiences that immerse them in an atmosphere that inspires, that guides them to live healthy lives, help others, and work together, and make strong friendships that often last a lifetime.

Thank you for trusting and sharing your campers with us. We hope you have a safe and enjoyable summer.

Sincerely,

Your YMCA Camp Staff

The Y.™ For a better us.™



ABOUT THE Y

Strengthening the foundations of community is our cause. Every day, we work side-by-side with our neighbors to make sure that everyone, regardless of age, income or background, has the opportunity to **LEARN, GROW, AND THRIVE**. Our Mission is to serve the whole community through programs that express Judeo-Christian principles that build a healthy spirit, mind and body for all.

OUR PARTNERSHIP WITH YOU

A great program requires a partnership between staff and parents. As a partner in your child's success in our program, we invite you to become familiar with the staff and encourage you to visit and participate in the program as often as possible.



OUR FOCUS

We infuse evidence-based activities proven to build dimensions of well-being including:

ACHIEVEMENT

To help children accomplish their passions, talents, and potential.

BUILD SKILLS

RELATIONSHIPS

To determine the role positive relationships play in the well-being of a child.

GROW FRIENDSHIPS

BELONGING

Where children feel safe, respected and can express their individuality.

CREATE A SENSE OF BELONGING

YMCA CORE VALUES

Honesty:

Fairness of conduct and adherence to facts - including sincerity, truthfulness, honor, tact, forgiveness, moderation, and orderliness.

Respect:

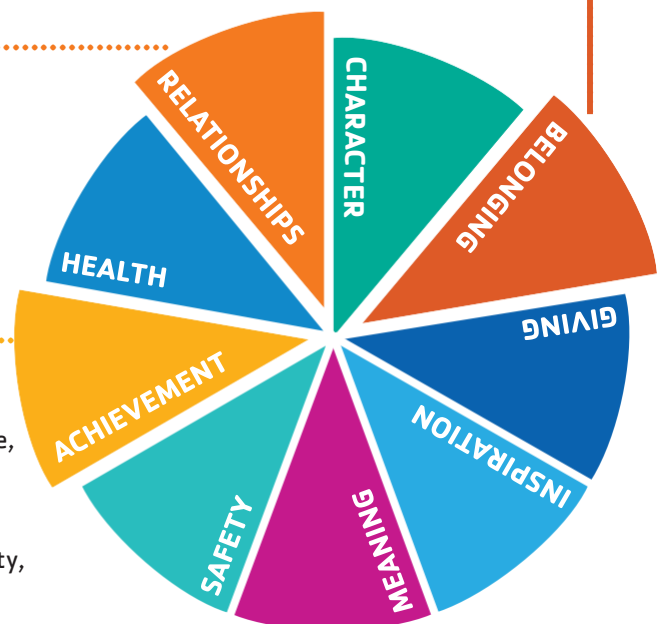
Special regard for others - including assertiveness, consideration, courtesy, gentleness, unity, tolerance, and humility.

Responsibility:

Moral, legal and mental accountability - including courage, determination, helpfulness, justice, reliability, loyalty, self-discipline, obedience, and cleanliness.

Caring:

Interest and concern - including compassion, friendliness, generosity, kindness, and love.



PHILOSOPHY AND PURPOSE

At the YMCA, we're for youth development, healthy living and social responsibility. YMCA Day Camp programs stimulate a child's physical, social, intellectual, and emotional development.

Using small group experiences that are developmentally appropriate, campers will:

- Develop physically, emotionally, and socially through a variety of safe, developmentally appropriate and challenging experiences
- Expand awareness and appreciation for the natural world
- Learn and display the four core values of the YMCA: Honesty, Respect, Responsibility and Caring
- Increase appreciation for their own family, friends and surrounding community



FOR YOUTH DEVELOPMENT

The YMCA Day Camp is geared to involve age appropriate activities in both large and small group settings. Planned task-oriented activities challenge their present abilities and teach new skills.

- Campers choose from many activities for fun and learning.
- Older, more mature campers accept positions of responsibility and leadership in planning activities and establishing rules.
- Younger campers are encouraged to accept responsibility and develop self-reliance.

FOR HEALTHY LIVING

With the right building blocks for healthy development, campers gain the skills they need to be active, thriving, and contributing members of society.

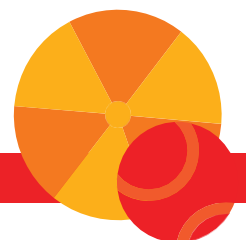
- Healthy food served and nutrition activities develop good eating habits.
- Physical activities develop good coordination and skill development through physical fitness.
- Opportunities for outdoor and recreational activities are planned every day.

FOR SOCIAL RESPONSIBILITY

Campers learn appropriate social behavior through group discussions, projects, positive adult-modeling, and gain a sense of belonging.

The YMCA Day Camp provides ways for campers to:

- Build self-esteem
- Make new friends and build meaningful relationships with others
- Discover who they are
- Help and serve others
- Demonstrate a helpful and cooperative attitude



DAY CAMP STAFF

Recruiting, selecting, training, and supporting the staff are essential to day camp success. The YMCA leaders have experience in working with children, knowledge of recreation activities, and must model the Y's core values. All camp staff are required to attend 30+ hours of training prior to camper arrival. Training includes, but is not limited to: risk management, behavior support techniques, first aid, CPR, child-abuse awareness and prevention, safety around water, camp games and activities.

STAFF RELATIONSHIPS OUTSIDE OF Y PROGRAM

For the safety and protection of your child and our staff, Y employees are not permitted, under any circumstances, to provide individual transportation for any child or to bring or take a child home. Y staff and personnel are not allowed to babysit for program participants, spend time outside of program with our families or contact families by personal phone, email, or internet. Please do NOT put our staff at risk of losing their position with us by asking them to compromise these YMCA staff policies.

DAILY SCHEDULE

Daily hours for each YMCA meets the needs of many families in the communities served. Each day camp is closed July 4, a national holiday. Confirm with your camp for specific camp weeks and hours.

Each program has a daily schedule to meet the needs of the children. Schedules are posted at the site and are **provided to each family weekly**. Camp spends majority of time outside. Outside time is in the sun, shade or shelters.

SAMPLE DAILY SCHEDULE:

Before/After Camp Hours varies by camp location (7:00 to 8:30 AM and 3:30 – 6:00 PM) Supervised activities engage campers with board games, reading, arts, relationship building conversations and other inside activities.

Basic Camp Hours 8:30 AM– 3:30 PM

Morning

- Opening Ceremony
- Huddle by Squads
- Variety of Traditional Camp Activities
- All camp group game then small group by age game
- Camper Choice & Play Options in small, mixed- aged activities

Lunch Afternoon

- Summer Reading Program (campers read for 30 minutes every day)
- Mastery Skill Building Activity
- Enriching Camp Activity Stations (arts & humanities – music, dance, drama, foreign language)

Learning, global awareness, healthy eating, physical activity

- Camper Choice & Play
- Closing Ceremony & Reflections for the day

*Special activities may include field trips, cookouts, swimming, or special guests.



CRITERIA AND QUALIFICATIONS

ADMISSIONS CRITERIA

Day camp is for school age children, who are entering First through Ninth grade. The ages for each camp varies by YMCA locations. Parents must complete, in its entirety, the YMCA of Central Ohio’s enrollment packet at the time of registration and deposit payment. No camper may enter the program without the completed enrollment packet.

EQUAL ACCESS

The YMCA of Central Ohio, in keeping with its mission to help all people realize their fullest potential, encourages and supports the participation of all children in Y Day Camp Programs. We serve children in groups regardless of gender, race, color, nationality, religion, ethnicity, or disability. Our day camp ratio is typically one staff to 10 campers. Consideration is given to the individual needs of every child and the ability of the program to meet those needs.

INCLUSION & SPECIAL NEEDS

The YMCA has a unique opportunity and responsibility to work toward full inclusion of people of all abilities. The YMCA of Central Ohio will not deny access to anyone solely on the basis of their disability. The YMCA complies with all provisions of the Americans with Disabilities Act (ADA) and aims to ensure complete access, inclusion, and engagement for all children.

Prior to enrollment, guardians should meet with the Camp Director to discuss their child’s needs and goals, review the Y’s policies, and complete the individual assessment to ensure the Y is prepared to best serve them. It is essential that all pertinent information is available to staff throughout the summer so we can work in mutual partnership to ensure everyone’s success.

The YMCA of Central Ohio will provide reasonable accommodations on a case-by-case basis after an individualized assessment has been conducted and the accommodations have been agreed to by all parties. If no satisfactory accommodations or alternatives can be fulfilled, the Y will provide guardians with notification of the reasons for this determination.

SUPERVISION

YMCA of Central Ohio Day Camp programs intend to follow the suggested guidelines of the American Camp Association (ACA) ratios set below. When combining campers of different ages we will use the age breakdown according to ACA guidelines listed here:

- Ages of campers:
- < 5 yrs = 1 Counselor per 6 campers
- 6 – 8 yrs = 1 Counselor per 8 campers
- 9 – 14 yrs = 1 Counselor per 10 campers

Campers are assigned to a YMCA camp counselor using a hands-free, roster identification system. Camp staff regularly count campers.



WHAT TO BRING TO CAMP

HOW DO CAMPERS DRESS FOR CAMP?

Please have campers dress appropriately for the weather. Keep in mind that campers are active and may get dirty. Campers must wear closed-toe shoes to camp. Campers bring their swimsuits and towels on swim days. Swim days may or may not be rescheduled, if cancelled due to weather, pool closures or staff ratios. Light jackets may be needed for cooler days.

LABEL ALL PERSONAL BELONGINGS

Please ensure that all campers' possessions are labeled, preferably on the tag at the neck or waist with permanent marker. Label Sun Block SPF 15+.

PERSONAL BELONGINGS

Campers are responsible for their own belongings including backpacks, library books, clothing, and other personal items. We discourage campers from bringing their own electronic devices, phones, other special toys, game cards, books, money or sports equipment (unless specified for camp). If these items are brought, the YMCA staff may collect them and will return them when the child is picked up at the end of the day. The YMCA is not responsible for lost items.

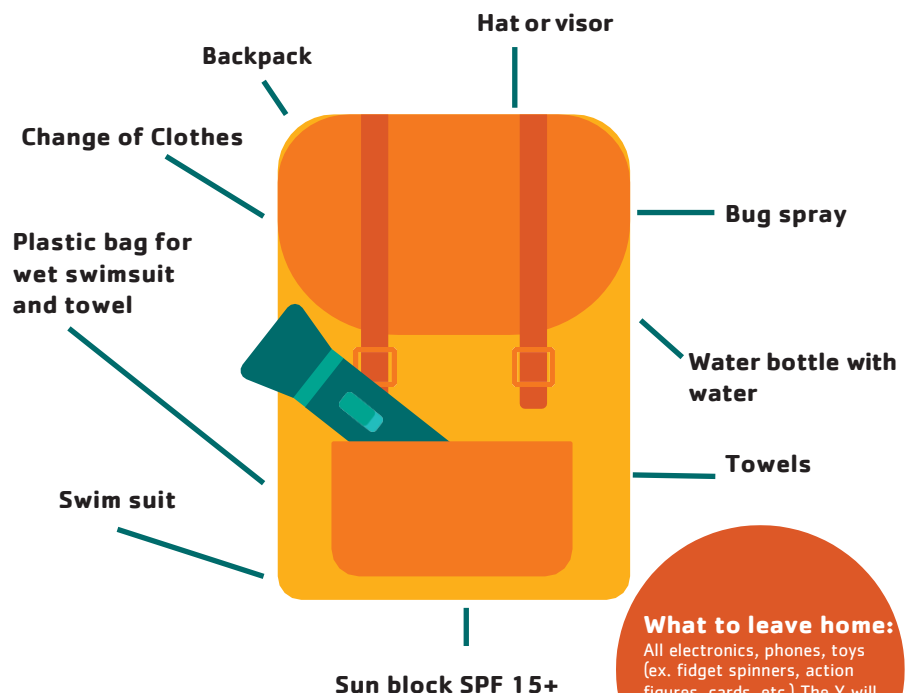
DANGEROUS ITEMS & CONTROLLED SUBSTANCES NOT ALLOWED AT CAMP

- **Controlled Substances:** Illegal Drugs, controlled substances and alcohol are not permitted on the property where a YMCA program is operated or visits
- **Tobacco-Free YMCA camp and facilities;** no tobacco products permitted. Family cooperation is necessary to protect our "outdoor classroom" too for everyone to enjoy. Thank you for keeping YMCA Day Camp space and buildings tobacco free.
- **Pets:** Pets or other animals are not allowed and are not to be brought to YMCA programs.
- **Weapons:** No children, staff parents or visitors are not permitted to bring or possess weapons (including firearms and pocket knives)
- **Matches, lighters and firecrackers** are not permitted.
- **Soda, sugary or any carbonated drinks** are NOT permitted at camp.

LOST AND FOUND

Campers are responsible for personal belongings. When items are missing, check the lost and found area. Items are returned to their owners as soon as possible. The YMCA does not take responsibility or replace any items lost, broken or misplaced. Unclaimed items are held for two weeks then discarded or donated to charity.

Tip: Have the camper pack their bag, with your supervision – that way they'll have greater success of recognizing their items.



What to leave home:
All electronics, phones, toys (ex. fidget spinners, action figures, cards, etc.) The Y will not be held responsible for lost or stolen items.

FOR HEALTHY LIVING

PHYSICAL ACTIVITY AND PROGRAM ELEMENTS

The YMCA follows the Healthy Eating and Physical Activity (HEPA) standards in our summer program as part of the Y's national commitment to combat childhood obesity and ensure that participants live a healthier balanced life. To encourage and increase parent knowledge related to the healthy eating and physical activity, staff will communicate information.

SCREEN TIME POLICY

On rare occasions movies are scheduled in camp programs, particularly if there are multiple rainy days. Access to computers for additional knowledge and skill practice may be beneficial and/or needed, up to 30 minutes of monitored time may be available. Campers should not bring video games, electronic devices, ear buds or earphones, cell phones, etc. to the program.

HEALTHY SNACKS / MEALS AND BEVERAGES

***Not all camps provide meals. Please check with your camp prior to registration.**

Nutrition is very important to healthy physical and mental development in Y programs. This means that healthy snacks and / or meals are served in the camp programs.*

- Each snack includes at least 1/2 cup of a fruit or vegetable and at least 1/2 cup of grain (crackers, whole wheat bread, etc.)
- Water is the beverage of choice and offered daily. Low or nonfat milk and 100% juice is provided.

For campers who bring lunches, make sure to mark the container with camper name. Since we do not have refrigerators, please do not pack perishable items such as cheese, mayonnaise, yogurt, milk, or meats. Microwaves are not available to use. Please avoid sending fried foods or foods high in sugars and saturated fats, such as candy, chips, cookies, carbonated drinks, gummies, and chicken nuggets. Sodas, carbonated drinks, sweet juices or energy drinks are not allowed.

ALLERGIES

YMCA Day Camps are not nut free. Please be sure to speak with the camp director, prior to registration about any concerns you may have. If your child has any food-based allergies or special diets, please note them in your enrollment packet.

YMCA CAMP WILLSON – OVERNIGHT CAMP

Our 500-acre memory maker! A great experience for children 7 and older that offers excellent teen programs as well. If your child has attended day camp for 2+ years we encourage you to consider giving them the next level experience! Learn more about our overnight summer camp, YMCA Camp Willson, located just an hour northwest of Columbus.

More info can be found at ymcacolombus.org/willson

CAMPING STANDARDS FOR EXCELLENCE

All YMCA of Central Ohio Day Camps are registered with the State of Ohio Department of Jobs & Family Services. For more information or to file a complaint please contact Ohio Department of Jobs & Family Services at 866-886-3537. Many YMCA of Central Ohio Day Camp programs voluntarily adhere to applicable standards set by the American Camp Association (ACA) to ensure a fun, safe, and enriching program for your camper. The YMCA of Central Ohio is a licensed camper care facility while the Day Camp programs are accredited camp through the American Camp Association (ACA). For more information on ACA, please visit www.ACAcamps.org.

COMMUNICATION

At the Y we strive to provide you with timely and relevant information on our programs, engaging you as a partner in your child's success. This includes surveys, monthly newsletters, daily informal communication, Camp/Home Alerts and program learning activities. Anticipate daily communication at drop off or pick up times. We keep you informed in several different ways about the program through posted weekly lesson plans and newsletters. We are happy to meet with you. Contact the director or send a note to schedule a meeting.

To best support you and your family, please feel free to provide suggestions for improvement regarding these communication tools. We encourage you to let us know about the changes in your child's life, comments he or she has made about the day or anything that helps us make your child more comfortable and ready to play and learn.



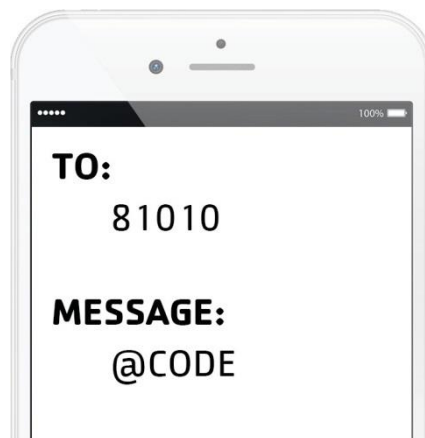
VIA TEXT:

To receive messages via text, text @CODE to 81010

You can opt-out of messages at anytime by replying 'unsubscribe @CODE'

VIA EMAIL:

Or to receive messages via email, send an email to: code@mail.remind.com. To unsubscribe, reply with 'unsubscribe' in the subject line.



Each camp has a unique "CODE" which can be found at ymcacolumbus.org/daycamp or at the check-in location of your camp.

REMIND is a free, safe and simple one-way messaging tool that helps us share important updates and reminders with parents. Subscribe by text, email or by using the **REMIN**D app. All personal information is kept private.

INCLEMENT WEATHER & RAINY DAYS

The YMCA of Central Ohio makes every effort to provide care on days of inclement weather. Please be familiar with these policies and the line of communication between yourself and the YMCA staff to ensure all information is exchanged properly. Remember, these situations only pertain to days of inclement weather.

Campers must be prepared for rainy or cold/drizzling days by wearing appropriate clothing.

SAFETY AND PROCEDURES

DROP OFF/PICK UP

Please drive slowly and watch for children. Accompany your child(ren) to and from the designated location. All campers must be accompanied by a parent or designated adult. While campers are walking to or from their cars their care and safety is the responsibility of the parent/guardian. The campers are released to the person authorized by the parent(s). A photo I.D. is required when a new person other than parent picks child up. This minor inconvenience protects your child. **Campers may be dropped off at camp no earlier than 10 minutes prior to the start of camp.**

ABSENCE/SCHEDULE CHANGE

Communication regarding attendance is vital. If your camper is going to be absent from the program or requires a schedule change for the day/week, please notify the Y before 9:00 am. If you leave a message, please provide the camper's name with program location, so we are aware and can appropriately adjust supervision and activities.

SIGN IN/OUT INFORMATION

When a child arrives she/he will be checked-in by a parent/guardian and a staff member. At the end of the day a parent or other authorized adult **MUST** enter the building or camp location and sign their child out. Please check for information updates or changes each day posted at the Parent Welcome Center.



AUTHORIZED PICK UP

For the child's protection, only persons authorized on the Emergency Contact Form signed by the parent(s) may pick up a child. The staff question those who are unfamiliar and check their authorization and ID (Driver's License or State ID / Photo ID required). Anyone without proper authorization will not be permitted to sign out or take the child. If someone else is picking up the child, the parent must notify the Director in writing in advance or call in case of last minute pick up changes. The Director records the oral release and confirms the request by calling the parent number immediately. In an emergency, the Camp Director may take appropriate action as deemed necessary to ensure the child's safety and well-being. In cases, where a parent/guardian will be delayed for an extended period of time or indefinitely, the YMCA camp staff may transport the camper to the main YMCA facility once approved by the Executive Director.

LATE PICK-UP PROCEDURE

All children must be picked up at the YMCA Day Camp program location closing time. (Note: Times vary by YMCA). If a child remains in our care longer than 30 minutes after the program ends and we have not heard from a parent or guardian, staff members have been instructed to:

- Contact the parent / guardian by phone numbers provided on the emergency contact list
- Call persons listed as emergency contacts
- After one hour, the authorities may be called to ensure the safety of your child

Any violation of our posted hours of operation requires a late pick-up charge per child. Parents are held accountable for these additional fees. Habitual lateness could result in removal from the program.

Late Fees are as Follows:

- \$10 if you arrive between 10 - 25 minutes after the end of the program
- \$20 if you arrive between 26 - 40 minutes after the end of the program
- \$30 if you arrive between 41- 60 minutes after the end of the program

REGISTRATION

FEES AND FEE POLICY SCHEDULE

The following is the registration process that needs to be completed in order for your camper to attend camp. If you have any questions about the process, please call the camp office. Campers will only be considered “registered” when all steps are completed and we have received all required paperwork completed for each camper.

Step 1: Your registration and deposit, non-refundable and non-transferable after May 1st, must be completed online or turned in at the YMCA branch and officially accepted by a Camp or Member Services Staff Member. Electronic Funds Transfer (EFT), from an individual’s bank account, debit or credit card is required at time of registration and connected on order for future draft purposes.

Step 2: Online registrations include Enrollment Packet forms to be completed at the time of registration. These may be completed at ymcacolumbus.org/campforms. (In-person forms available to those with limited web access)

Step 3: Automatic draft from provided EFT account will be process on the Friday ten days prior to each camp week registered. All forms of payment will be accepted prior to draft date should you prefer not to be drafted. Late payments may be assessed a **\$15.00** late fee. **No campers will be accepted at camp or drop off sites without a full payment since they will not be fully registered.** Parents pay camp fees of reserved weeks regardless of your child’s attendance or absences. Parents have the responsibility to ensure available funds for selected draft method.

FINANCIAL ASSISTANCE

Scholarships or financial assistance is available for summer camp. To request an application, contact your local YMCA Branch or download one from our website at ymcacolumbus.org/join/financial-assistance. Requests should be made no later than May 1st. Funding may be limited so it is to your advantage to apply early.

THIRD PARTY PAYMENTS (PFCC)

The YMCA accepts publicly funded childcare (PFCC) subsidy payments from ODJFS if applicable. Please note that not all camp programs are eligible for PFCC funding. Weekly co-payments must be paid prior to each week. In addition to co-pays, it is the responsibility of a parent/guardian to be consistent with checking in/out of the ODJFS TAP system. Failure to comply with these state mandated requirements may result in removal from the program.

TAX CREDIT

Tuition fees are eligible for child care tax credit. Our federal child care tax ID # is 31-4379594 and a year-end tax statement is available upon request.

REFUNDS & CANCELLATIONS

Camp registration cancellations must be received at least **14 days** in advance of the camp start date. You will receive a refund of camp fees, less the deposit that initially secured your place in camp. No refunds or credits will be given for the non-refundable deposits for camp weeks enrolled, absences, withdrawals, disciplinary suspensions or removal.

WITHDRAWAL PROCEDURE

Electronic withdrawal notifications can be completed at: ymcacolumbus.org/campchange



SICK CHILD PROCEDURES

The YMCA cannot accept children for camp when they are ill. Staff observes each child upon daily arrival. If your child is experiencing any of the symptoms listed below, Y staff asks that other arrangements be made for his/her care. If your child develops these symptoms after drop-off, parents are contacted and expected to pick-up their child.

We separate your child from other children until you can pick them up if they are experiencing the following:

- Diarrhea (2 or more instances)
- Severe Coughing
- Yellowish skin or eyes
- Conjunctivitis (pink eye)
- Fever of 100 degrees Fahrenheit or higher
- Untreated, infected skin patches
- Stiff Neck
- Unusual spots of rash
- Sore throat or difficulty swallowing
- Vomiting
- Evidence of lice, scabies, or other parasitic infection

Any camper who has been diagnosed with a communicable illness will only be allowed back into camp with a physician's release.

MEDICATION MANAGEMENT

Medical Forms must be completed for every camper. If your camper does not need medication, **please write in "not applicable"** and **sign the form.**

If your camper is taking either prescription or non-prescription medication that must be administered during camp or extended care hours, please complete the *Request for Administration of Medication* form with the name, dosage and time your camper will need the medication. We cannot administer any medication without written parental/guardian consent.

- All medication will be collected by the Camp or Before/After Camp Care staff at the beginning of each day of the week of camp and administered as prescribed by a physician or as indicated by the packaging instructions for over-the-counter medications that do not accompany a physician's instructions. **Medications must be in the original bottle with the appropriate dosage.**
- Unused medications will be returned to the parent/guardian at end of the week or on a camper's last day of camp. It is required that only one week's worth of medication be given to the camp. Campers who use asthmatic inhalers or medications for allergic reactions (i.e., an Epi-Pen for bee stings) may keep the medication on the camper but can only administer it to themselves under supervision of a counselor/adult. The camp or Before/After care staff will know where to find the medication in case of an emergency.

Sunscreen and Bug repellent is considered a medication and must be stored at camp during the week and returned at the end of the week or on a campers last day of camp. Campers should not carry bug repellent on them during camp hours. **Please mark all bottles of sunscreen and bug repellent with a permanent marker then cover the name in clear tape.** This will keep the name from rubbing off. Also, if your camper is attending Before or After Camp Care, please fill out the *Request for Administration of Medication* form for bug repellent **ONLY** if you want them administered during program hours.

Campers should arrive in the morning with sunscreen already applied, but will also have the opportunity during designated times throughout the day to re-apply sunscreen as needed. Campers can re-apply sunscreen themselves or ask another camper to assist them only when properly supervised. **YMCA Camp Staff are not permitted to apply sunscreen directly on to any camper.** However, a counselor is permitted to pour or spray sunscreen onto a camper when requested.

ILLNESS & INJURY

YMCA of Central Ohio Summer Day Camps are based and operate in an outdoor setting for a majority of the day. Some specific hazards that may occur during the course of a normal camp day may include: sunburns, minor scrapes or cuts, slipping, falling, splinters, bumps, bruises, insect bites, ticks, poison ivy, or stinging nettle.

In the event any of the above conditions occur, YMCA Camp Staff will treat these ailments in accordance with first aid health guidelines (soap, water, ice, bandages). For minor injuries that do not require us to notify you immediately, a verbal or written report will be given to you that day when you pick up your child, explaining what happened and how the situation was treated. Accident reports are completed for our records and are recorded in our accident/incident log.

If illness or injury results in a more serious condition than listed above, YMCA Camp Staff will contact the camper's parent/guardian immediately to make arrangements for care and/or contact 911. For the camper's safety, it is essential to provide the YMCA with two additional emergency numbers in the event of such a situation.

YMCA Camp Staff cannot administer pain medication, Benedryl, aspirin, Calamine lotion, antibiotic ointments, etc. without the original bottle/packaging and instructions from a physician when necessary. **Camper's do not always inform camp staff of scratches, rashes, insect bites, etc. Please do a daily health check with your camper.**

SAFETY & HYGIENE

Hand Washing Practices:

- Staff members and campers are taught hand washing procedures and are periodically monitored.
- Hands must be washed after using the toilet, handling body fluids and before meals and snacks

HEAT INDEX

- 80° or below is comfortable
- 90° uncomfortable
- 100° uncomfortable and maybe hazardous
- 110° considered dangerous

		Heat Index Chart (F°)															
		Relative Humidity (%)															
		15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90
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75	71	72	72	73	73	74	74	75	75	76	76	77	77	78	78	79	

SWIMMING

Camper's have the opportunity to swim during camp. Each camper needs to bring appropriate swim attire and a towel. In order for your camper to swim, you must have completed the swimming permission section of your camper's Health Forms and returned to the YMCA. YMCA Certified Lifeguards will be on duty at all times. YMCA Lifeguards are certified by the American Red Cross. Our lifeguard to camper ratio is 1:25.

Swimmers are permitted to use life jackets or other devices that are U.S. Coast Guard approved. Swimmers are not permitted to use inflatable arm wings or any other inflatable flotation devices.

Camper's will be limited to certain designated areas of the swimming pool according to their swimming ability. "Swimmers" are allowed to use all parts of the pool after they have passed all required swimming tests, and "non-swimmers" must stay in the shallow end. Camper's who wish to utilize the deep end of the swimming pool must pass a YMCA deep water swimming assessment.

In the event of severe weather, outdoor swimming may be cancelled. In the event of thunder and/or lightning, it is the policy of the YMCA of Central Ohio to close all outdoor swimming pools until the threat of thunder and/or lightning have passed.

CAMPER BEHAVIOR EXPECTATIONS

Day Camp staff makes every effort to ensure each child has a positive experience. The Y strongly believes that day camp is an exciting, safe community for youth to explore, build confidence, develop skills and make lasting friendships and memories so they can grow as individuals and leaders. It's a place kids can discover who they are and what they can achieve. We strive to help each camper develop positive self-esteem while fostering self-direction.

GENERAL BEHAVIOR EXPECTATIONS

- No put-downs...no one needs them.
- Be honest with yourself and others.
- Speak for yourself...not for anyone else.
- Listen to others...they will then listen to you.
- Show respect ...every person is important.
- Take responsibility for your actions, you are responsible for you.

UNACCEPTABLE BEHAVIOR

- Refusing to follow the behavior guidelines or program rules
- Using profanity, vulgarity or obscenity
- Stealing or damaging property (personal, YMCA, rental and public property) Note: Damage done by camper to these properties could result in financial responsibility and invoice assessed to the camper's parent.
- Refusing to participate in activities or cooperate with staff
- Disrupting the program
- Leaving the program without permission
- Endangering the health and safety of children and/or staff
- Engaging in physical violence, bullying/teasing, or sexual misconduct or abuse toward another child or staff will not be tolerated.

WHEN CAMP BEHAVIOR RULES ARE BROKEN

The Y staff facilitates the development of self-control in YMCA Day Camp by using positive guidance techniques such as modeling, encouraging expected behavior, redirecting children to a more acceptable activity, or setting clear limits. Occasionally, staff may use positive incentive programs to assist in the development of the desired behavior. Staff respect each camper's developing capabilities.

PROGRESSIVE DISCIPLINE PROCEDURES

When a camper does not follow the behavior guidelines, The Y staff takes the following action steps.

- Staff redirects the child to more appropriate behavior.
- If inappropriate behavior continues, the child is reminded of behavior guidelines and camp rules. The Camp Director and the camper decide on action steps to correct his/her behavior. Staff documents the situation, the inappropriate behavior and action taken. Parents are notified.
- If the situation is not resolved and inappropriate behavior continues, the YMCA reserves the right to suspend the child for an unlimited amount of time or dismissed from camp.

SUSPENSION

An automatic consequence for behavior such as fist fighting, physical/verbal coercion, sexual misconduct, or destruction of property is suspension. Parents are notified that day about the incident. The Camp Director and/or director will meet with the parent(s) to discuss date(s) of suspension. These disciplinary steps and procedures are subject to change based on the severity of the action(s) or incident(s) and within the discretion of YMCA staff. No refunds or credits will be given for time missed due to disciplinary action.

FIELD TRIPS AND TRANSPORTATION

YMCA of Central Ohio Summer Day Camps may have the opportunity to travel outside of camp during the summer on various field trips. We utilize contracted bus service companies who are compliant with state regulations to transport children on trips. Specific field trip information and any additional cost information will be provided to parents/guardians prior to the scheduled field trip. The YMCA does not offer alternate camp care and will not refund camp fees if a camper does not attend a field trip. Staff Child ratios are maintained during bus rides and all activities during the field trip.

FAMILY PARTICIPATION

A key element of our program is family involvement. Families are strongly encouraged to volunteer their time and services in a wide variety of ways. Examples of involvement may be participation in field trips, fundraising, serving on the Parent Advisory Board and its numerous committees, typing or writing columns in the newsletter, carpentry, repairs, and so forth. Families are encouraged to participate in all facets of the program to make our program the best possible place for their children. Through combined efforts, the family, the child, and the program all benefit.

Parents should discuss any complaints or suggestions about the child care program with the director. When a parent feels the director has not addressed their concerns, the parent may discuss their concerns with the Executive Director of the YMCA branch.

Parents are invited to visit at any time. Please come visit your child or to evaluate the program whenever you choose. We only ask when you observe or visit that you do not disrupt the routine. If you will be taking your child out for a brief time, please do this at completion of an activity. Please write what time you will be coming to pick up your child on their daily sheet. Please contact the Director if your observations will be frequent to discuss our policies.

Talk to your camp counselor/ camp director daily because he/she can give you the most accurate information. Staff is available to discuss your child at any time. However, due to staff responsibilities and schedules, parents/guardians are asked to make appointments for lengthy conversations.

Parents must always let their child's camp counselor and the director know when they are taking a child out for a short time, and sign in/out accordingly.

FRIDAY COOKOUTS

For many camps, Friday is camp cookout day! A packed lunch is not needed on this day unless there is a dietary concern.

Each camper will be asked to bring and share one of the following each Friday: fruit, vegetables, chips/pretzels, dessert. If you are sending a dish that requires serving utensils, please provide those as well. Plan on sending enough for 10 campers.

Parents are cordially invited to join the camp for the cookout with prior notification to the camp director.

Please check your weekly newsletter/email for this information as instructions may change each week.



STATEMENT FOR PREVENTION OF ABUSE

A principle endeavor of the Y is to provide a healthy atmosphere for the growth and development of youth and children. Thus, the mistreatment or neglect of youth or children and the resulting severe effects are of primary concern to the Y.

Child abuse is mistreatment or neglect of a child by parents or others resulting in injury or harm. Abuse can lead to severe emotional, physical and behavioral problems. Because of its concern for the welfare of children and youth, the Y has developed policies, standards, guidelines and training to aid in the detection and prevention of child abuse.

YMCA employees are screened and background checked upon hiring or rehiring. Employees, who have contact with children and youth, receive training in recognizing, reporting, and preventing child abuse. Recognizing signs that a child is being groomed for abuse is part of the training. Some of the guidelines employees are expected to follow are:

- During YMCA programs, staff should never be left alone with a single child, out of sight or unobserved by other YMCA staff.
- Staff are prohibited from having contact with YMCA youth outside of regularly scheduled program activities. Outside contact includes, but is not limited to, providing babysitting/care and custody, and engaging in social contact with YMCA youth.
- Staff should use positive techniques of child guidance including redirection, anticipation, and elimination of potential problems, and encouragement, rather than competition, comparison or criticism.
- Staff are to refrain from the use of language, physical conduct or behavior which is sexually suggestive, harassing, intimidating or offensive to members, fellow employees, volunteers or other participants in YMCA programs of activities.
- Staff may not use photographs taken at YMCA programs and/or of YMCA participants for purposes other than those directly related to the program or to the YMCA.
- By Ohio law, YMCA staff are mandated reporters of any suspected abuse or neglect of a child to the proper authorities i.e. Franklin, Delaware, Pickaway, Logan County Children's Services.

Confidentiality of information related to child abuse is crucial and should be limited to the immediate supervisor, Branch Executive and designated members of the YMCA Association Office.

Learn more at ymcacolumbus.org/protecting-children



EMERGENCY PROCEDURES/EVACUATION

Ohio Department of Job and Family Services require that child care and camp programs create and implement emergency plans to assure the safety and welfare of the children attending all day camp programs. Specific information concerning this policy in your YMCA Day Camp Programs is given to all parents annually. Our emergency plan provides for response to many types of emergencies.

By standard, fire/emergency drills are conducted occasionally during the camp day. Your camper is prepared and reassured during these drills. Staff members receive annual fire safety and emergency evacuation training.

In an emergency, the Program Director, Camp Director or other supervisor staff may take appropriate action as deemed necessary to ensure your child's safety, health and well-being. This is to assure you of our concern for the safety and welfare of the camper attending the YMCA's Program. Depending on the circumstance of the emergency, protective actions are as follows and applies to all camp programs and field trips at any location:

EVACUATION	Campers are evacuated outdoors to a safe area on the grounds of the facility (ex. Fire, electrical threat)
LOCKOUT	Campers are relocated to a secured indoor location and all access points to the building are locked and monitored (ex. External threat, missing child)
LOCKDOWN	If indoors, campers are secured in classrooms with doors locked and monitored away from windows. (ex. Internal threat)
SHELTER-IN-PLACE	Campers are brought indoors and secured in central, lower-level rooms away from windows and external doors (ex. Tornado, severe storm)

- **DO NOT CALL THE CAMP IN THE EVENT OF AN EMERGENCY.** This will keep our phone line free to make emergency phone calls and relay information. The YMCA is updated with emergency information and parents will be notified via REMIND, the text/email alert system. Parents may reach out to the Camp Director. However the director's priority is to keep the campers safe and may not be immediately available.
- The persons designated to pick up your child are on the emergency contact form. This form is used every time your child is released. Please ensure that only the persons listed on the form can pick your child up from the program.
- You are urged not to attempt to make different arrangements during an emergency. This may create additional confusion and divert staff from their assigned emergency duties.

In order to ensure the safety of your campers and our staff, we ask for your understanding and cooperation. Should you have any questions regarding our emergency operating procedures, please contact your YMCA.

