



YMCA of Central East Ontario



Summer Camp 2017 Parent Handbook

Building healthy communities

Welcome to Summer Camp 2017

We Build Strong Kids

All of our camps provide opportunities for campers to learn and grow. Campers will learn new skills, develop greater self-confidence and create memories that will last a lifetime.

We Create a Safe and Supportive Environment

We provide a healthy, safe and secure environment for all participants. We treat everyone equally, understanding the individual needs of each camper as well as the overall group.

We Are Committed to Quality

The YMCA of Central East Ontario Day Camps are committed to maintaining the highest standard of quality to ensure a fun, safe and memorable camp experience for all.

We Build Positive Relationships

At the YMCA we understand that children and youth need positive peer and adult relationships in their lives. We create a camp environment that encourages campers to develop lasting relationships with their peers and camp staff. At the same time we want to develop a relationship with our camp parents. We welcome you to ask any questions and share your feedback

We Promote Family Involvement

Camper families are invited to become part of the camp experience by participating in our Family Involvement Event. Family BBQ at King Edward Park Wednesday, July 20th at 5:00-6:30pm

In the event of inclement weather, the BBQ will be moved to another day.

The YMCA Camp Staff

The YMCA recognizes the tremendous impact a positive day camp experience has on the development of a child. Our camp staff are carefully selected based on experience, leadership and the ability to work with children. Our camp staff are university, college and senior high school students who have a personal interest in ensuring that every camper's experience is one that they will cherish and remember forever. All YMCA staff hold current First Aid/CPR 'C' certifications and Criminal Reference Check. Our staff attend 40 hours of pre-camp training covering topics such as Healthy Child Development, Behaviour Management, Program Planning, Policies and Procedures, Camper Safety and On-Site Situational Training.

YMCA Parent Satisfaction Survey

The YMCA parent satisfaction survey is sent out to our families by YMCA Canada. Results from the survey are very valuable as they allow us to maintain high standards, meet expectations and make changes to our program based on parental feedback. In our last survey (2015) the YMCA of Central East Ontario received an 86% overall satisfaction with our Day Camp.

Sharing Community Values with Value Beads

Our values help us distinguish right from wrong and provide a foundation for sound judgement and decision making. At the YMCA Day Camp, value beads play an important role as sign of character and personal achievement. As an important form of recognition, value beads at camp promote positive behaviour, and are a constant reminder of what we value as a camp community. Throughout the week, value beads are awarded to children for demonstrating YMCA Core Values and achieving success.

Refund/Cancellation/Swap Policy

Any refund/cancellation/swap requests must be made in writing **at least 14 days prior to the start of the program**. Any refund or credit request made after this time **MUST** be accompanied by a medical note. A 'Request for Program Cancellation' form must be completed. The **25% deposit** made at the time of registration is **non-refundable and applies to ALL camp refunds** (including those with a medical note). Refunds are not granted if a parent/guardian withdraws a camper early from the session. Refunds are not granted if a camper is sent home for misconduct.

A Typical Day at Camp

	King Edward Park Mighty & Super Troopers	Beavermead Just Starting Sports Camp	Beavermead Outdoor Adventure & Lakefield Camps
8:00-9:00am	Arrival/Sign In		
9:00-9:30am	ALL CAMP Morning Circle All campers come together to welcome the camp day (camp rule, songs, circle game) Group Time: Review of camp values, review values of the day, go over daily activities, sunscreen, SNACK		
9:30-11:00am	<p style="text-align: center;">Activity Block #1 Active and group games, arts & crafts, outdoor/nature activities</p> <p style="text-align: center;">Activity Block #2 Skits, plays, movie creations, media, trivia, scavenger hunts, science experiments</p>	<p style="text-align: center;">Canoeing* Tuesday & Thursday</p> <p style="text-align: center;">Activity Block #1 Active and group games, arts & crafts, outdoor/nature activities</p> <p style="text-align: center;">Activity Block #2 Skits, plays, movie creations, media, trivia, scavenger hunts, science experiments</p>	<p style="text-align: center;">Canoeing* Monday & Wednesday & Fridays (BVM location)</p> <p style="text-align: center;">Activity Block #1 Active and group games, arts & crafts, outdoor/nature activities</p> <p style="text-align: center;">Activity Block #2 Skits, plays, movie creations, media, trivia, scavenger hunts, science experiments</p>
12:00 Noon	LUNCH Sunscreen		
12:30pm	Free Choice Games, climbers, colouring, sports		
1:00pm	Activity Block #3 Recreational Time Sports, active games, exercise, camp-wide activities (Fridays)	Change	Activity Block #3 Recreational Time Sports, active games, exercise, camp-wide activities (Fridays)
2:00pm		Swimming	
2:30-3:30pm	Swimming Instruction & Free Swim (30 minutes of each)	Change	Change
3:30pm		Activity Block #3 Recreational Time Sports, active games, exercise, camp-wide activities (Fridays)	Swimming
4:00pm	Change Return to park at 4:00pm	Change	
4:00pm	ALL CAMP Afternoon Circle Program announcements, individual/group Value Beads, SNACK		
4:30-5:30pm	Sign Out Organized activity stations		

*Schedule varies from day to day and group to group. The schedule may vary to accommodate events, trips, special guests and weather conditions.

Frequently Asked Questions

What should my child bring to camp?

Please bring the following items daily:

- * Swimsuit and Towel (in plastic bag)
- * A Hat, Sunscreen, and Change of Clothes
- * Running Shoes
- * Nutritious PEANUT/NUT FREE Lunch (All campers lunches and snacks will be checked by the counsellors at first snack)
- * Reusable Water Bottle
- * Snacks and Plenty of Liquids
- * Weather Appropriate Clothing

Please label all clothing and belongings. Please do not bring any valuables, toys or electronics to camp. If these items are brought to camp, they will be removed and returned at the end of the day. The YMCA is not responsible for any lost items.

What are the sign in/out procedures?

To ensure the safety and well-being of each camper, we require all campers to be signed in and out every day by a parent or guardian 18 years or older. Please inform the sign in staff daily if there are any custody issues or extenuating circumstances we should be aware of. The sign in will indicate who will be picking up the camper that day. The camper will be released to any person listed on the registration form under authorized to pick up the camper. Be prepared to present **Photo Identification** when picking up campers. In the event that a change must be made, we ask the parent or guardian to contact the Camp Supervisor by phone 705-748-9622 ext. 221.

What are the camp hours/extended care?

Camp hours are 8:00am-5:00pm. Extended camp hours from 7:30-8:00pm and 5:00-5:30pm are available from \$20.00/week (both options are included).

What if my child requires medication at camp?

The Camp Coordinator will administer all medication. Parents are required to fill out and sign a 'Consent to Administer Medication' form, outlining dosage and times of distribution. Medication must be sent to camp in the original bottle, clearly labeled with the campers name, date, name of medication, and instructions for storage and administration. If medication is for emergency use (i.e. epi-pen or inhaler) the counselor will carry it in their emergency waist pack.

What if my child is going to be absent from camp?

If your child will not be attending camp please call the Camp Coordinator at the number listed below. Please review and understand our refund/cancellation/swap policy.

YMCA and King Edward Camps 705-748-9642 ext.221

Beavermead Camp 705-931-1220

Lakefield Discovery Camp 705-875-7112

Where can I find lost items?

Lost and Found items will be kept at each camp location for one week. At the end of each week the Lost and Found items will be taken to the YMCA and held for an additional week. All unclaimed items will be donated.

What if my child becomes sick at camp?

If your child becomes ill while at camp, every effort will be made by staff to keep your child comfortable until they are picked up by a parent/guardian. If you are unable to pick up your child, please have a suitable alternative emergency contact that can pick up your child immediately.

Frequently Asked Questions

What happens on rain days?

The pavillion at Beavermead is available if it is slightly raining. In the event of heavy rain or unsafe weather conditions, Beavermead campers will be bused to an indoor location for the day and bused back to Beavermead Park for pick up. If there is severe weather at the time of pick up Beavermead campers will remain at the indoor location and parents/guardians will be notified. Lakefield campers will go inside the Marshlands Centre (located on-site). YMCA and King Edward Park campers will come into the YMCA facility.

What happens during hot weather?

YMCA Camp Staff will modify camp activities to accommodate for hot and humid weather. This will include frequent water breaks, increased water activities, less active games/activities, increased usage of shade and cooler areas of the camp (i.e. Pavillion). These precautions will allow campers to enjoy a fun and safe camp experience, even on the hottest days.

Where can I discuss my camp concerns?

Please contact the Camp Supervisor at 705-748-9642 ext. 221 and share any concerns you may have. There is also a Camp Coordinator at each camp location who you can speak to as well. Communicating your concerns will allow further clarification and a chance to improve the situation creating a positive camp experience for everyone.

YMCA and King Edward Park Camps 705-748-9642 ext.221
Beavermead Camp 705-931-1220
Lakefield Discovery Camp 705-875-7112

Where is your behaviour policy?

It is our goal to provide a healthy, safe and positive environment for all participants. Camp Staff follow a positive, value-based approach to guide appropriate behaviour and seek to reward and reinforce positive behaviour. Campers are expected to follow YMCA behaviour guidelines and to interact appropriately with their fellow campers.

During staff training, we discuss the importance of taking preventative action, recognizing a problem, dealing with problems promptly, and following up with involved campers. We need our campers to talk to their counselors about any situation at camp that makes them unhappy or uncomfortable.

The safety of each individual is of the utmost importance to the YMCA. Parent/guardian(s) and campers must recognize a personal responsibility to learn and follow safety and other rules established by the YMCA. Behaviour that impacts other campers physically or emotionally (including harassment and/or bullying) may result in the immediate dismissal or removal from the camp program.

Behaviour Guidelines:

- * All Campers are responsible for their actions
- * All Campers will respect each other and their environment
- * All Campers will be honest and true to their word
- * All Campers will care for themselves and those around them
- * All Campers will make healthy and safe choices

Frequently Asked Questions

Where can I find the weekly newsletters and camp updates?

Keep up to date on the weekly happenings at camp by checking our CAMP BLOG! Here's the link...
<http://ymcaofceobalsillie.weebly.com/>

What happens during camp trips/outings?

The safety and security of each participant is our number one priority. We increase the number of staff allowing for smaller groups. Each child must wear a red 'YMCA' t-shirt (which we supply) as well as a label identifying that they are part of the YMCA camp, their camp coordinators cell phone number and the camp name of their counselor (we do not put the child's name or any of the child's information on the label). Roster head counts are conducted more frequently and each staff member records a brief description of the camper's in their group. We discuss the off-site safety rules with the campers as well as use a buddy system. Under no circumstances do children go anywhere by themselves.

What are the Aquatics Guidelines?

To ensure that children have a safe and enjoyable swimming experience, the YMCA of Central East Ontario has implemented a wristband procedure. This system allows staff to identify children at greater risk of accidents and ensure adequate supervision when in the pool area. All children 16 years of age and under will be given an identifying wristband by the facility staff.

6 years and under

Children 6 and under are always accompanied- adult and child(ren) get a **red** band. Adult in arms reach at all times. Children under 6 who can complete the swim test get a **green** band and parent remains in the pool.

7-9 years

Children 7-9 years who do not pass- adult and child get a **red** band. Adult in arms reach at all times. Children 7-9 who pass the swim test get a **green** band and can swim alone. Parent must remain in the building.

10+ years

Children 10+ who cannot pass the swim test- can swim alone

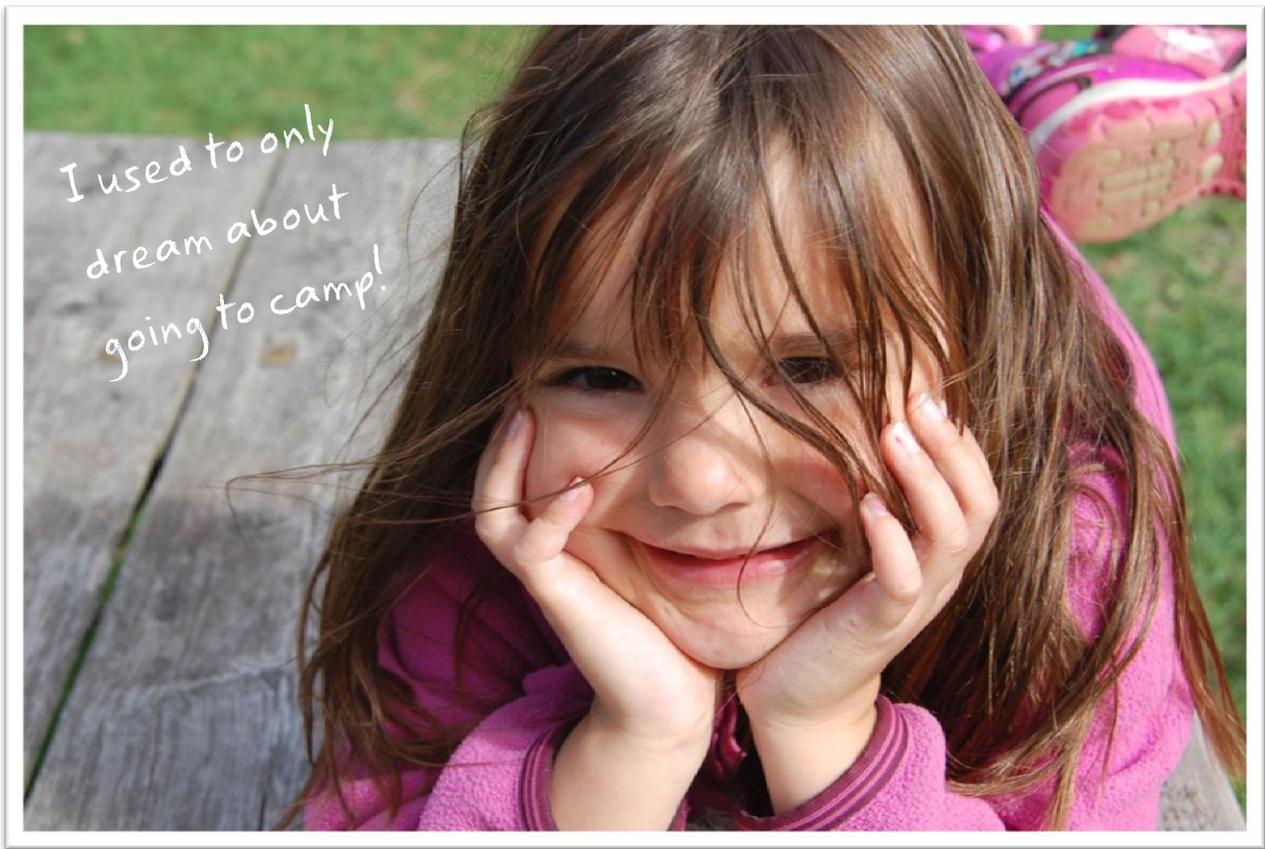
Please contact the Aquatics Supervisor at 705-748-9642 ext. 227 if you have any questions of concerns with the Aquatics Guidelines.

More Questions?

Communicating with your child's camp counselor will help campers have a positive and comfortable experience at camp. When dropping off your child, please feel free to ask any questions. On the first day of each camp, there will be a newsletter outlining the events of the week. If any questions arise throughout the day, you can also call the Camp Coordinators.

We Can't Wait to See You at Camp!

Strong Kids Campaign

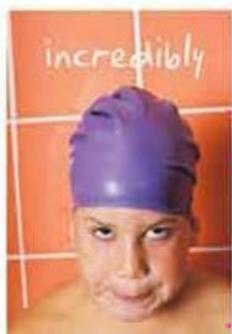
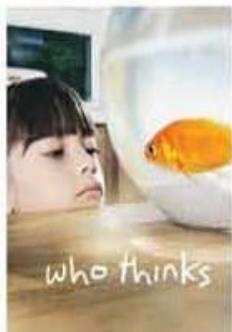
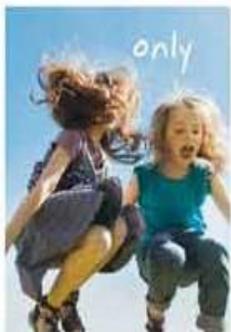


Every kid deserves a chance to realize their potential

Every year, kids in Peterborough rely on help from YMCA Strong Kids Campaign to get the opportunity to go to camp. Last year, 170 children had the chance to play and grow at the YMCA Camps because of generous donations to the Strong Kid Campaign. Every donation will help teach a kid a camp song, make new friends, learn new skills and give them a summer they won't forget!

Want to help us send a kid to camp? Visit the YMCA Balsillie Branch at 123 Aylmer Street in Peterborough or visit www.ymcaofceo.ca.





We never met a kid whose potential we couldn't see.

Visit ymcapotential.ca



YMCA of Central East Ontario

www.ymcaofceo.ca

Balsillie Family Branch – Peterborough

123 Aylmer Street South, Peterborough

705-748-9622

Belleville Branch

433 Victoria Avenue – Bellville

613-966-9622

City of Quinte West Branch

50 Monogran Place – Trenton

613-376394-9622

YMCA Mission:

The YMCA of Central East Ontario is a charity dedication to strengthening the foundations of community.

Member Etiquette:

The YMCA is a shared experience for everyone to enjoy. Each of us can make it better for all by being considerate of others. YMCA members, volunteers and staff pledge to treat one another with respect and dignity and to use our facility in a responsible manner.

Core Values:

YMCA Core Values guide our everyday decisions and actions. We challenge everyone involved with us to accept and demonstrate positive values. Our Core Values are Caring, Honesty, Respect, Responsibility and Inclusiveness.

Charitable registration number

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