

Items Needed for Camp

The following items are needed to ensure that your child will have a fun filled day:

- **LUNCH!** -you MUST send your child to camp with a lunch!! Food will NOT be provided! - refrigerators are not available
- Athletic (closed-toed) shoes and socks—It is best to wear an old pair of shoes)
- Duffel bag or book bag
- Swimsuit & towel on swim days



To help reduce the number of lost items please write your child's name on EVERY ITEM that he/she brings to camp with a permanent marker.

Items NOT Needed for Camp

Please leave all valuables and toys at home. The YMCA is not responsible for the loss of valuables or personal property.

DO NOT BRING:

- iPods/MP3/CD Players
- Cell Phones
- PSP/DS/Gaming Consoles



Holiday Camps

Parent Handbook

FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY



Lawton Family YMCA—Holiday Camps 2011



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IMPORTANT 2011 DAY CAMP DATES

- March 14-18, 2011
Spring Break Camp @ The Y
- March 17, 2011
SUMMER CAMP -Priority registration for Y-members begins
- March 21, 2011
SUMMER CAMP -Registration opens to the public
- May 31—August 18, 2011
Summer Camp @ The Y (Closed—July 4th)
- October 19-21, 2011
Fall Break Camp @ The Y
- November 23 & 25, 2011
Thanksgiving Break Camp @ The Y
- December 19-30, 2011
Winter Break Camp @ The Y (on days when the Y is open)

Behavior Contract

The following behaviors are not acceptable and may result in immediate SUSPENSION from the Camp Program for at least the remainder of the day.

- Endangering the health and safety of the children and/or staff, members, or volunteers.
- Stealing or damaging Y or personal property.
- Leaving the program without permission.
- Continuing to disrupt the program.
- Refusing to follow the behavior guidelines or after school rules.
- Acting in a lewd or obscene manner.

If any of these behaviors persist, staff may suspend a participant a second time before expulsion.

The following behaviors are not acceptable and may result in immediate EXPULSION from the Holiday Camp Program for the remainder of the program.

- Possession and/or use of tobacco, alcohol, illegal drugs, firecrackers, firearms, or explosives.
- Violation of any state or federal law.
- Intentional physical, emotional, or mental abuse of another participant or Y staff.
- Repeated violations of camp rules as stated in this behavior contract.

Please share this contract with your camper!

Behavior Contract

When a participant does not follow the behavior guidelines, camp staff will take the following steps:

1. Staff will redirect the child to more appropriate behavior.
2. The child will be reminded of the behavior guidelines and camp rules, a discussion will take place, including a possible break from the group activity.
3. The staff will document the situation. This written behavior report will include all details of that particular incident. All behavior reports must be signed by the parent/guardian when that child is picked up at the end of the day in order for that child to return to camp the following day.
4. If 3 or more behavior reports are filed during the course of the program, a parent conference must be scheduled to address the situation before that child may return to camp. Conference may be requested with after school staff, program coordinators, and/or the Youth & Family Life Director.
5. If 4 or more behavior reports are filed during the course of the program, the program coordinator reserves the right to suspend any participant for any amount of time at his/her discretion.
6. If a child's behavior at any time threatens the immediate safety of that child, other children, or staff, their parent may be notified and expected to pick up the child immediately.
7. In extreme situations, the Youth & Family Life Director reserves the right to expel any participant from the camp program for the remainder of the program.

Goals & Objectives of Camp

Goals of the YMCA Day Camp

The goals of YMCA DAY CAMPS are to help its participants between the ages of 5 –12 to grow physically, mentally, and spiritually and to have fun! Providing challenging activities in both small and large group settings under the guidance of caring and well trained counselors, the YMCA HOLIDAY CAMP Program is designed to provide your child with a unique and rewarding experience while they get a break from school.

Objectives of YMCA Day Camp

All YMCA programs are bound together by common mission, and they share the same central values and objectives:

- Personal Growth
- Develop specific skills
- Improve personal and family relationships
- Become better leaders and supporters
- Character Development
- Teach the core values of:
Honesty—Caring—
Respect—Responsibility
- Appreciate Diversity
- HAVE FUN!

Refund & Pick-Up Policies

Program rates will not be pro-rated based on attendance. Refunds will only be given at the discretion of the Youth & Family Life Director on a case-by-case basis.

Late Pick-Up Charges

The Holiday Camp Program ends promptly at 6:00pm. There is a late pick up charge of \$1.00 per minute, per child, after the first 5 minutes. Therefore, if you pick up two children at 6:15pm, you will be charged a late pick-up fee of \$1.00 per minute (after first 5 minutes) = \$10.00 per child = \$20.00 total late pick-up charge.

Sunscreen Policy

All campers and staff will wear sunscreen with an SPF of at least 15 on all exposed skin, including lips, during Spring, Summer, and Fall Camp Programs. Parents are responsible for applying the first layer of sunscreen prior to arrival.

*The spray-on type of sunscreen is the easiest for counselors to help put on campers!

Holiday camp staff will reapply sunscreen on all campers throughout the day, on days in which we are doing activities outside—please explain this to your campers prior to sending them to camp!

Authorized Pick-Up Policies

ONLY the adults listed on the authorized pick-up list will be permitted to pick your child up from the program, no exceptions! You can authorize as many people to pick up your child as you want, we recommend having at least 2 people on your pick-up list—if something comes up and you cannot pick up your child, only those authorized may pick-up your child.

Its better to authorize too many people than not enough!

Authorizing Additional Pick-Up People

You may authorize more pick-up people throughout the program, to do this come to the Lawton Family YMCA anytime and fill out another authorized pick up form. Only parents/legal guardians may add people to the list and it may only be done at the Lawton Family YMCA.

*You CANNOT authorize people to pick up your child over the phone because we are not able to verify anyone's identity with a photo ID.

Sole Legal Custody

If one parent is the sole legal guardian of a child, we must have a copy of a legal document evidencing his/her authority. Should the other parent, who is restricted from seeing the child, attempt to pick-up or visit the child, a legal document must be on file to prevent the unauthorized visitation.

100% ID Check

There is a 100% ID check EVERY DAY, please have a photo-ID ready when you come to pick up your child. Make sure that all of your authorized pick up people are aware of this policy if they are planning to pick up your child. If you do not have a photo ID you will be asked to leave and go get one.

NO EXCEPTIONS!