

Parent/Guardian Important Reminders!

An Open House event will be held Thursday, June 7, 2018
6:00pm-7:00pm. This will provide the opportunity to
meet the camp staff and review the camp schedules.
All families are encouraged to participate!

SESSIONS AND WEEKS

SDC 2018 offers **THREE SESSIONS** that consist of **3 WEEKS** per session
Or **WEEKLY**

Please check the Sessions you wish to attend Or the Weeks

CLOSED JULY 2nd-JULY 6th

Sessions		Weeks	
___ Session 1 (3 wks) June 11—June 29	___ June 11-15	___ July 9-13	___ July 30-Aug 3
___ Session 2 (3 wks) July 9—July 27	___ June 18-22	___ July 16-20	___ Aug 6-10
___ Session 3 (3 wks) July 30—Aug 17	___ June 25-29	___ July 23-27	___ Aug 13-17

PAYMENT INFORMATION

Non-refundable non-transferable registration fee - **\$25.00 per child**
Payment must be received prior to the session or weeks checked. Note the responsible party choosing weeks instead of sessions is responsible for the weeks even if not in attendance.

Rates for each 3-week session

Member	
1 st child	\$310
Additional Children	\$300
Non-member	
1 st child	\$385
Additional Children	\$375

Rates for the week

Member
\$130 per week
Non-Member
\$150 per week
Non-refundable

YMCA SUMMER DAY CAMP POLICIES AND PROCEDURS

1. Sign In and Sign Out

Camp starts at 7:30 a.m. and ends at 6:00 p.m. Children must be signed in and out of camp by a parent or authorized adult over the age of 18. Only those adults listed on your child's Permission Form will be permitted to sign them out of camp, unless written notification is made. A picture ID must be presented by another adult at pick-up time. This is for the safety and security of your child and your peace of mind.

2. Late Arrival / Early Dismissal

Camp starts at 7:30 a.m. Please contact the camp office if your child will not be attending each day prior to 9:00 a.m. so that we can plan accordingly. Your weekly schedule will indicate when your child should arrive for field trips and special events. **Camp ends at 6:00 p.m. If your child is still in the care of our counselors after 6:00 p.m., a \$2.00 per minute late fee will be charged.** This policy is strictly enforced.

3. Disabilities/Illness/Medications

Children with disabilities will be evaluated on an individual basis prior to admittance to the Summer Day Camp program. Each child **must** submit a completed medical form and immunization record before they will be admitted to camp.

If a child becomes ill at camp and is suspected of having an infectious disease, he/she will be separated from the other campers until a parent or authorized person comes to pick up the child. The child should not return to the camp until the illness is cured, has run its course, or has been diagnosed by a physician with a doctor's note stating that the illness is not infectious nor contagious. The Camp Director may refuse to admit any child who is suspected of having any infectious disease into the center.

If medication is to be taken by a child during hours of operation (prescription or non-prescription drugs), the Unit Leader or Camp Director must have a completed 'Medication Permission Form' signed by the parent or guardian. This form is provided for you in this packet. Please note that the camp cannot be responsible for administering long-term medications on a daily basis.

4. Incidents

If a child is injured, the Camp Director will take necessary steps to obtain emergency medical care and will record the incident and actions taken. These steps may include, but are not limited to:

- ✓ Attempt to contact parent, guardian or family physician
- ✓ Call an ambulance or paramedic
- ✓ Take a child to the hospital, accompanied by a staff member

5. Child Abuse and Neglect

All YMCA staff are *required by law* to report any case of suspected child abuse or neglect. Reports will be made through the Camp Director to the YMCA Executive Director and then to the Vance County Department of Social Services.

6. Transportation

All children will be required to have a parental permission slip to be able to participate in any and all field trips. All children are to display proper conduct while on YMCA buses. If a child does not display proper conduct while on any YMCA vehicle, he or she may not be able to participate in the next field trip. Good behavior on the buses is a must for the safety of the children, driver and staff. Safety rules to obey while on Y buses include: no profanity; no physical contact with the driver or other passengers; riders must be seated while the bus is in motion; no screaming or loud talking; no eating or drinking on the bus.

7. Things to bring to camp

- ✓ Lunch in an insulated bag—***we are unable to store lunches.***
- ✓ All clothing, bags and lunches should be labeled with child's name.
- ✓ Comfortable play clothes (they will get dirty!)
- ✓ Tennis shoes!
- ✓ Swimsuit and towel—sunscreen is provided
- ✓ Personal items for rest/quiet time may be brought.

8. Things not to bring to camp.

- ✓ **NO OPEN-TOED SHOES OR SANDALS**
- ✓ Clothing that promotes tobacco, alcohol, violence, vulgar slogans
- ✓ Handheld electronic games, toys, cards, or other games from home cell phones
- ✓ **The YMCA is not responsible for any lost, stolen or broken items!**

PLEASE SEE REVERSE SIDE

PARENT RESPONSIBILITIES

An Open House event will be held Thursday, June 7, 2018 6:00pm-7:00pm. This will provide the opportunity to meet the camp staff and review the camp schedules. All families are encouraged to participate!

Ensure that your child wears his/her camp T-shirt on their field trip day. **Children will not be allowed to go on field trips without their camp T-shirt.**

Children’s actions often reflect problems they are experiencing at home (pet’s death, parents separating/divorcing, fighting with siblings, etc.). If any such disruptive or traumatic experience should occur, please notify the site director or counselor..

All payments are due in full prior to the session or the weeks. Payments are to be made at the front desk of the YMCA. You will **not** receive an invoice.

If you are paying by check, please write the child’s first and last name and the session you are paying for on the memo line of your check. Receipts for payments will be attached to sign-out sheets. Credit card payments with MasterCard and Visa may be accepted either in person or by phone.

Please help us reinforce the YMCA core character traits with your child included in the following rules:

- Be **RESPECTFUL** of others and their belongings!
- Be **RESPONSIBLE** for yourself, your belongings, and your community!
- Be **HONEST** with yourself and others at all times!
- Be **CARING** of others!
- Be **FAITHFUL** in your actions!

No personal toys, cell phones, electronic devices are allowed in camp. If items are brought to camp they will be placed in the site directors office.

SESSIONS AND WEEKS

SDC 2018 offers THREE SESSIONS that consist of 3 WEEKS per session Or Weekly
Please check the Sessions you wish to attend or the Weeks
CLOSED JULY 2nd-JULY 6th

<u>Sessions</u>	<u>Weeks</u>		
___ Session 1 (3 wks) June 11—June 29	___ June 11-15	___ July 9-13	___ July 30-Aug 3
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PAYMENT INFORMATION

Non-refundable non-transferable registration fee - **\$25.00 per child**
Payment must be received prior to the session or weeks checked. Note the responsible party choosing weeks instead of sessions is responsible for the weeks even if not in attendance.

<u>Rates for each 3-week session</u>	<u>Rates for the week</u>
Member	Weekly Rates
1 st child \$310	<u>Member</u>
Additional Children \$300	\$130.00
Non-member	<u>Non-Mem.</u>
1 st child \$385	\$150.00
Additional Children \$375	

Financial Assistance applications are available at the Henderson Family YMCA front desk.

HENDERSON FAMILY YMCA SUMMER DAY CAMP REGISTRATION

Camper Information 2018

WE MUST HAVE A COPY OF EACH CHILD'S SHOT RECORDS PRIOR TO ADMISSION TO CAMP

DOB _____ Age _____ Rising Grade _____ Male Female Member Non-member

Last Name _____ First _____ Called _____

Address _____

City _____ State _____ Zip _____

Phone Number _____ Family E-mail _____

Mother/Guardian _____ Father/Guardian _____

Address _____ Address _____

City _____ State _____ Zip _____ City _____ State _____ Zip _____

Mother/Guardian Home # _____ Father/Guardian Home # _____

Mother/Guardian Cell # _____ Father/Guardian Cell # _____

Mother/Guardian Work # _____ Father/Guardian Work # _____

Shirt Size Youth Sm _____ Youth Med _____ Youth Lg _____ Adult Sm _____ Adult Med _____ Adult Lg _____

PLEASE COMPLETE REVERSE SIDE

IMMUNIZATIONS: I HAVE ENCLOSED A COPY OF PARTICIPANT'S IMMUNIZATION RECORD

Please answer each question (if not applicable, please indicate)

Description of camp activities from which camper should be exempted for health reason

Description of any current physical, mental or psychological conditions requiring medication, treatment, or special restrictions or considerations while at camp

Record of past medical treatment, operations, or serious injury

Child's Physician _____ Phone # _____

Date of last exam _____

Emergency Contacts (other than Parents/Guardians)

Name _____ Relationship _____ Phone # _____

Name _____ Relationship _____ Phone # _____

Health History

Insurance Information:
Is the child covered by family/medical hospital insurance?
 Yes No
If YES, indicate carrier or plan name:

Group Policy #

Name of Insured:

Relationship to child:

Allergies:
Please list ALL known medications, food and other allergies:

Medications:
Please list prescribed and over-the-counter medications being taken, and any dietary restrictions:

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SESSIONS

WEEKLY

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\$25.00 Registration per child non-refundable non-transferable.

Full payment for each session or weeks must be made prior to attending.

If you choose to pick weeks you are responsible for payment even if not in attendance.

Responsible Party For Payment Signature: _____

RATES PER SESSION

MEMEBER
1st Child \$310
Additional children \$300

NON-MEMBER
1st Child \$385
Additional Children \$375

Weekly Rates Member
\$130.00

Non-Mem.
\$150.00

TO BE COMPLETED BY YMCA STAFF AT TIME OF REGISTRATION

Date paid _____ Amount Paid _____ Received by _____

Form of payment: Cash _____ Check # _____ C Card _____

TO BE COMPLETED BY CAMP STAFF

Packet Returned _____ Immunization record _____ Copy to accounting _____ File ____/____

Henderson Family YMCA
SUMMER DAY CAMP PERMISSION FORM AND WAIVER

Initial beside each appropriate item for authorization:

Camper Name: _____

SWIM PERMISSION

My child has permission to participate in the swim time provided by the Henderson Family YMCA Summer Day Camp program. My child is a swimmer _____ yes _____ no

Child's Date of Birth _____ Comments _____

PHOTOGRAPHY/VIDEO PERMISSION

My child has authorization to be photographed or videotaped for use connected with the YMCA Summer Day Camp program.

PLAYGROUND PERMISSION

My child has permission to use all the playground equipment and participate in all activities provided in the YMCA Summer Day Camp program.

CLIMBING WALL/SPORTS FIELDS PERMISSION

My child has permission to use the climbing wall and/or participate in sports field activities by the YMCA Summer Day Camp program.

FIELD TRIPS PERMISSION

My child has permission to participate in all field trips according to the posted activity schedules with the YMCA Summer Day Camp program.

SUNSCREEN CONSENT

I agree to allow my child to have Coppertone Water Babies UVA/UVB sun block lotion with 45 SPF applied before going outside during the YMCA Summer Day Camp program.

Waiver

The health history is complete and accurate, and participant has permission to engage in all activities unless otherwise specified in writing. I understand that the Henderson Family YMCA assumes no responsibility for injuries or illnesses which my child may sustain as a result of his/her participation in day camps, athletics, sports programs, the use of any equipment, exercise or other activities. I expressly acknowledge that I assume the risk for any and all injuries and all illnesses which may result from his/her participation in these activities. I acknowledge that my child has been medically cleared to participate in vigorous physical activities. I also understand that there is a risk of injury while participating in physical activity by my child. I agree to hold harmless the YMCA, its staff and volunteers for accidents or injuries arising out of his/her participation in the activity.

I agree to have my child examined within a reasonable time period prior to camp by the family physician stating he/she is free from communicable disease and has not been exposed to such. I hereby give my permission to the medical personnel selected by the YMCA Director order X-rays, routine tests, treatment; to release any records necessary for insurance purposes; and to provide or arrange necessary related transportation for myself/or my child. In the event that I can not be reached in an emergency, I hereby give permission to the physician selected by the YMCA Director to secure and administer treatment including hospitalization for my child. I understand that no accident or medical insurance is provided with this activity.

I give permission to the Henderson Family YMCA, without limitation or obligation to use photographs, film footage, or tape recordings which may include my child's image or voice for purposes of promoting or interpreting YMCA programs and release the YMCA from any claim of liability to that use.

I give my consent for my child to leave the YMCA site, participate in authorized YMCA trips, swim at approved facilities and to ride in authorized vehicles for the purpose of transportation in connection with the YMCA program.

I HAVE READ AND AGREE TO ALL THE POLICIES SET FORTH BY THE HENDERSON FAMILY YMCA CAMP PROGRAM.

Signature _____ Date _____

AGREEMENT TO CAMP POLICIES AND PROCEDURES

I have read, understand and agree to the operational policies of the Henderson Family YMCA Summer Day Camp program as provided.

Parent/Guardian Signature

Date

Child's Name

****Please complete emergency pick-up information on reverse side****

Henderson Family YMCA

**SUMMER DAY CAMP
EMERGENCY PICKUP PERMISSION**

The following people have my permission to pick up my child _____
from the Summer Day Camp if I am unable to do so.

NAME

PHONE #

1. _____
2. _____
3. _____
4. _____
5. _____

The following people are not permitted to pick up my child from the Summer Day Camp.

NAME

PHONE #

1. _____
2. _____
3. _____
4. _____
5. _____

Parent/Guardian Signature _____ Date _____

Discipline and Behavior Management Policy

Praise and positive reinforcement are effective methods of the behavior management of children. When children receive positive, non-violent, and understanding interactions from adults and others, they develop good self-concepts, problem solving abilities, and self-discipline. Based on this belief of how children learn and develop values, this facility will practice the following discipline and behavior management policy:

We:

1. DO praise, reward, and encourage the children.
2. DO reason with and set limits for the children.
3. DO model appropriate behavior for the children.
4. DO modify the classroom environment to attempt to prevent problems before they occur.
5. DO listen to the children.
6. DO provide alternatives for inappropriate behavior to the children.
7. DO provide the children with natural and logical consequences for their behaviors.
8. DO treat the children as people and respect their needs, desires, and feelings.
9. DO ignore minor misbehaviors.
10. DO explain things to children on their levels.
11. DO use short supervised periods of "timeout"
12. DO stay consistent in our behavior management program.

We:

1. DO NOT spank, shake, bite, pinch, push, pull, slap, or otherwise physically punish the children.
2. DO NOT make fun of, yell at, threaten, make sarcastic remarks about, use profanity, or otherwise verbally abuse the children.
3. DO NOT shame or punish the children when bathroom accidents occur.
4. DO NOT deny food or rest as punishment.
5. DO NOT relate discipline to eating, resting, or sleeping.
6. DO NOT leave the children alone, unattended, or without supervision.
7. DO NOT place the children in locked rooms, closets, or boxes as punishment.
8. DO NOT allow discipline of children by children.
9. DO NOT criticize, make fun of, or otherwise belittle children's parents, families, or ethnic groups.

Henderson Family YMCA
DISCIPLINE POLICY

The philosophy of the program is based on mutual respect being shown for all participants. We relate to children on an individual basis. Rules and expectations will be made known to all children upon entry into the program. Should a discipline problem arise the following steps will be taken:

- The child will be spoken to in hopes that discussion and redirecting the child to another activity is all that is required to correct the problem. A warning will also be given.
- If the discussion and redirection does not seem to help, the child will be put in "time out" for a short period.
- If "time out" does not improve the child's behavior the child will be removed from the group and taken to the site director's office. A documentation of the child's behavior (Bad Sports Report) will be made at that time.
- Should the behavior problem continue, the parent or guardian, child, counselor and director will meet to discuss corrective procedures. Should this process prove unsuccessful and behavior problems are not corrected, the child may be suspended or dismissed from the program.

"TIME OUT" – Time out is the removal of a child for a short period of time (1 minute for every year of the child's age) from a situation in which the child is misbehaving and has not responded to other discipline techniques. The "time out" is located away from the group activity, but within the counselor's sight. During "time out" the child has a chance to think about the misbehavior which led to his or her removal from the group. After a brief interval, the counselor discusses the incident and appropriate behavior with the child. When the child returns to the group, the incident is over and the child is treated with the same affection and respect shown to other children.

STATEMENT OF DISCIPLINE POLICY

I, _____, the parent or guardian of _____ do acknowledge and agree to the behavior management and disciplinary policy of the Henderson Family YMCA.

Parent/Guardian Signature

Date