



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

# Ready, Set, Summer!!

CLIFTON SPRINGS FAMILY YMCA

2021  
Summer Camp  
Parent Packet



# TABLE OF CONTENTS

Camp Daily Schedules	3
Camp Structure	4
Sunscreen & Medicine	5
Be Preparation	6
Payment Options	7
Drop Off/Pick Up	8
Behavior Expectations	9
FQA	10

## About Our Camp

Summer wouldn't be the same without the excitement and adventure of the Clifton Springs YMCA Summer Camp! Our summer camp provides a range of activities to entice everyone's interest, in a fun and safe environment. We offer field trips, swimming, crafts and plenty of green space for exciting group games. Our goal is to help each camper make friends, expand their knowledge and enjoy summer in the comfort and convenience of their local surroundings.

## Camp Character Development

The purpose of the Clifton Springs YMCA Summer Camp is to provide quality opportunities in a safe and supportive environment that fosters the physical, emotional, intellectual and social growth of children while supporting and strengthening families.

## Important Contact Information:

### Camp Director

Bob Sollenne

### Group Leaders

Garrett Bunce  
Jordan House

### Executive Director

Todd Frelove  
todd@csaymca.org  
585.490.0810

Camp Phone Number  
**Office:** 315.462.6184



# ABOUT CAMP

## Our Staff

You are **leaving your kids with individuals who are dedicated to nurturing the potential** of youth and teens, **improving our communities health and well-being**, and providing **support** to our **neighbors**.

Most of our staff were at one time campers, so they have the enthusiasm and knowledge to build the best summer camp environment!

All summer camp staff go through extensive **background checks, certified in CPR/AED and First Aid training**. Plus 9 hours of YMCA summer camp counselor development. Please contact the Y for any other questions about staff.

## Camp Director

Todd Freelove, YMCA CEO

Todd has been planning summer camps for 20+ years. His desire to help develop youth character has become a lifelong passion. Todd studied recreation management and child psychology earning a bachelors degree from SUNY Brockport. Todd loves working at the Y because it gives him the opportunity to teach and work with young people. It also gives him the opportunity to influence kids to live healthy and physically active lifestyles. "It's imperative for kids to understand the importance of health & fitness at an early age. With these concepts, kids can develop and build their knowledge that will encourage them to lead a life long physically active lifestyle."

## CAMP TIME

Camp runs from 9:00 AM – 4:00 PM.

Morning and Afternoon extended care programs are included in fees. Morning Care begins at 7:00 AM while Afternoon Care is available until 6:00 PM.

## ARRIVAL/DEPARTURE

**We now offer Curbside Drop-off and Pick-up! Morning drop off & afternoon pick-up will take place at the YMCA on 5 Crane Street, otherwise there will be signage directing where to go.\***

## MORNING DROP-OFF

AM Care begins at 7:00 AM daily and all campers should arrive by 9:00 AM for opening flagpole.

## AFTERNOON PICK-UP

Pick up begins at 4:00 PM, PM Care is available until 6:00 PM daily. All authorized individuals signing out campers must present a photo ID. (See camper release guidelines on pg. 8)

## EARLY PICK-UP

Please provide written notice if you need to pick-up your child before 4:00 PM. Please understand that unscheduled early departures are difficult to accommodate. It's probable that your child's group will not be in the immediate area.

## LATE PICK-UP

Camp ends at 6:00 PM Monday through Friday. A late charge fee at the rate of \$1.00 per minute (per child) will be implemented. We ask that parents call 315.462.6184 to let us know when you plan to pick up if running late.

## ABSENCES

Please notify us if your child will be absent.

# CAMP STRUCTURE

## SICK CHILD POLICY

Please do not send your child to camp if he/she is sick and/or running a fever. If a child becomes ill during camp, a parent or authorized individual will be contacted to pick up the child. Children must be symptom free for a least 24 hours prior to returning.

## CAMP T-SHIRT

\*Each registered camper will receive a t-shirt as part of their registration fee. Camp t-shirts are distributed before their first field trip, and are to be worn on all field trips/ special event days.\*

## CELL PHONE/ELECTRONICS POLICY

***Our camp is a cell-phone and electronic free zone.*** If cell phones come to camp, they must remain safely in a backpack or held for safekeeping at the camp office. We will not be responsible for the loss or damage of any personal items.

## RAINY DAYS

Regardless of weather, we are here! We prepare a rainy day schedule for each group, which focuses on crafts and indoor games. If it is safe to be outside we will do some activities outdoors. Dress your camper(s) appropriately for the weather. It never hurts to have an extra set of clothes in your backpack.

## CAMP INSPECTION

Our summer camp is permitted to operate by the State of New York Department of Health. Inspections happen at the discretion of the DOH while camp is operating.

## LOST & FOUND

Kids misplace things all the time. Here are some tips so it doesn't happen at camp:

- Label all belongings with campers first and last name.
- Remind each child to check belongings at the end of each day
- If something is lost, check the lost & found by the camp entrance.
- All items not claimed after two weeks are donated to a charitable organization.
- The camp is not responsible for lost, stolen, broken or destroyed items.

**(Staff will do their best to ensure kids go home with what they came with)**

## EMERGENCIES

Our staff is trained in handling a variety of emergency situations. In the event of an emergency, we will make every attempt to notify parents immediately. If necessary, all emergency transportation will be handled by 911 and local emergency services.

# IMPORTANT

## SUNSCREEN

All campers should apply sunscreen in the morning prior to arriving at camp. Staff will assist campers with applying their own sunscreen after \*swim\* periods and other outside events. In order to comply with child abuse prevention guidelines, the application of sunscreen will take place in an open setting. **Each camper should bring their own bottle of sunscreen (lotion, recommended) please label with their first and last name.** We will store the sunscreen at the camp office. Remember we spend a large part of the day outside, so we recommend:

- Campers wear a hat to protect them from the sun.
- Campers wear approved swim shirts while participating in outside swim periods.
- Each camper must have their own personal bottle of sunscreen. Please try not to have siblings share sunscreen. **Please provide a bottle for each child.** Pending the activity, siblings may not be in the same groups.
- Campers bring a reusable water bottle. **(Labeled)**
- **Campers bring their face masks.**



## MEDICATIONS

It is preferable that prescription medications be administered at home when possible.

**The Clifton Springs Family YMCA is not able to administer medications.** We only have the ability to administer the following emergency medications:

- Epinephrine Auto Injectors
- Asthma Inhalers
- Nebulizers
- Diphenhydramine (Benadryl)
- Sunscreen (Does not need doctor's approval)

All **medication** dispensed at camp **requires a Medication Consent Form to be completed by parent/guardian AND child's physician.** Upon registration, please obtain a Medication Consent Form from our staff. All medication must be in its original container and clearly labeled with campers first and last name. **WE CANNOT ACCEPT ANY MEDICATIONS THAT ARE NOT IN THEIR ORIGINAL CONTAINER OR THAT HAVE EXPIRED.** Campers with special care needs, including severe allergic reactions, asthma or physical limitations should request a meeting with the Camp Director, so we can plan how to best meet your camper's needs.

# Great Things Happening Each Week:

# BE PREPARED

Here is the theme and \*field trip or special event for each week.

Week 1: June 28– July 2

Week 2: July 5 – July 9

Week 3: July 12 – July 16

Week 4: July 19 – July 23

Week 5: July 26 – July 30

Week 6: August 2 – August 6

Week 7: August 9 – August 13

Week 8: August 16 – August 20

Week 9: August 23 - August 27

Week 10: August 30 – September 3

**Aloha Summer**

**Holiday Week**

**Scientists and Engineers**

**Disney Week**

**Y's Got Talent**

**Survivor Week**

**7 Wonders of H2O**

**Mystery Maps/Riddles**

**Time Travelers**

**Crazy Color Week**

**SWIMMING** \*We hope to swim this year, however we are waiting on guidelines from the state. \*

## WHAT TO PACK

- Bring only what is needed/suggested

- **Face Masks**

- Swimsuit & Towel
- Plastic bag for wet/muddy
- Extra set of clothing
- Sunscreen, hat and water bottle
- Nonperishable healthy lunch

- **Sneakers Only** - Please no open-toed shoes/sandals or flip flops, we are constantly moving at camp!



**What to leave home:**  
All electronics, Cell Phones and Toys. The YMCA will not be responsible for lost items.

**BE SURE TO CLEARLY LABEL EVERYTHING WITH YOUR CAMPER'S FIRST AND LAST NAME!**

## DAILY CLOTHING NEEDS

There is no formal uniform but please have your child wear camp t-shirt on fieldtrip days. Typical clothing should be **t-shirt & shorts every day**. **Sneakers are the required** footwear for all camp activities. **Open-toed sandals/flip flops should only be worn to the pool.**

## DAILY SNACK

A healthy snack is provided for all campers around 8:30 AM & 3:30 PM. If your child has a food allergy PLEASE let the Camp Director know.

## PAYMENT PROCEDURES

### **Get Online**

Use our new, convenient, easy to use system online at [www.csaymca.org](http://www.csaymca.org). Just click on youth development tab, child care, summer camp. Please make sure we have your correct email in our system before you begin this process.

### **Easy Payment Option**

The Easy Payment Option (EFT) is the preferred paying method for Camp. Simply provide a credit/debit card and tuition will be automatically drafted on the Monday prior to the session beginning. Please request our Draft Authorization form are found in your registration packet.

### **Changes in Registration**

Parents are responsible for informing the camp office in writing of all changes to camper registration and updating contact details including address and phone numbers. Please refer to **"THE BLUE CHANGE FORM."**

### **Refunds/Credits**

Please note that we are unable to pro-rate weekly camp fees for any reason. We require written notice of session cancellation no later than Thursday at 5:00pm prior to each session in order to receive a full refund less the session deposit. Cancellations received after this time will result in a credit which can be used towards another camp session less the session deposit. Once a session begins, no refunds or credits are given for any reason.

### **Late Registration Fees**

Please be aware that any camper registrations received after Thursday evening at 5:00 pm prior to each session are subject to a \$20 per child late fee.

### **Department of Social Services (DSS) payments**

DSS weekly parent fees are due one week before their child's camp session. A "Notice of Decision" or "Letter of Intent" must be on file with the YMCA at the time of registration.

### **YMCA Financial Assistance**

Financial assistance for camp or a membership is made possible through generous donations to the YMCA's Annual Campaign. Financial forms are available at the Clifton Springs YMCA. All financial assistance applications for assistance are confidential. The amount of assistance granted is based on individual need and family circumstances. All camper financial assistance applications are processed on a first come, first serve basis. It is recommended that all applications be completed by June 1, 2020.

## PICK UP PROCEDURES

The following procedures are in place for your child's safety and will be instituted during the camp season. Anyone picking up a camper **must be on the campers Authorized Pick-Up list and MUST present photo identification** before a camper will be released. Acceptable forms of ID include:

- A drivers license or State non-driver ID
- A passport or military ID
- An employment photo Identification Card

Notes will be NOT be accepted at the time of pick-up. In order to add or change authorized persons, a written notice and 24 hours notice is the only way! No phone calls will be accepted to change authorized pick-ups. In the event that an individual not named in writing by the parent/guardian attempts to pick-up a camper, the parent/guardian will be notified immediately. Local law enforcement officials may be contacted if at all necessary.

A parent, regardless of custodial arrangements has the authority to obtain the child from camp at anytime, unless a copy of the court order is on file at the camp office.

In order to help guarantee the safety and wellness of your child, please share these procedures with him/her and with those individuals authorized for pick-up.

In the event that you or an authorized person cannot be reached for pick-up within one hour of camp closing, Child Protective Agency will be notified. Please remind your authorized to pick-up person bring their an ID when signing a camper out of camp. Drivers license work!

**Safety is our first priority. Thank you in advance.**



## BEHAVIOR POLICY

We are dedicated to providing every camper with a positive summer experience. We have a set of community standards and expectations for behavior which all camp participants must follow.

At camp, we expect campers to:

- Follow the rules that counselors set out for each activity, area, or project.
- Remain on the camp property with their assigned group at all times.
- Use appropriate language and be respectful to staff and other campers.
- Use all camp facilities and equipment properly.
- Refrain from fighting and any form of physical or verbal aggression.
- Be positive and active participant in all camp activities.

As in any group activity, inappropriate behavior of a few campers can have a dramatic impact on the experience of the entire group. Therefore, the following conduct policies apply directly to each camper and will be used in determining the camper's eligibility to continue as a participant in the camp program.

## PROHIBITED ITEMS

The following items will be confiscated by YMCA Staff and held for parents to retrieve at the end of day or given to local authority:

- Tobacco, alcohol, drugs
- Trading/Playing Cards
- Valuables (YMCA not responsible for lost/stolen items)
- Electronic games or devices (including cell phones)
- Personal toys, games or pets
- Weapons (play or real)
- Candy, gum, cough drops (due to food allergies, campers should not bring candy or snacks to share)

*Campers must refrain from:*

- Stealing or defacing camp or other people's property.
- Being disrespectful to staff and peers
- Refusing to remain with your group.

## BEHAVIORAL CONSEQUENCES

Campers who defy rules will be dealt with on a case-by-case basis. Frequent or severe violations of the policy may result in the suspension or expulsion from the program. No refunds will be given due to expulsion or behavior suspension. Your child will also be suspended from the 2020-21 BASP Program. The physical safety of all campers is the priority for camp staff. Any camper who commits an act of physical aggression or gross disobedience will complete a behavior incident report with camp staff. Reports will be shared with parents, and may result in any of the following actions as determined by the camp director or director's designee:

1. Conference with the camp director or director's designee and parent/guardian
2. Loss of privileges
3. Suspension from camp

After a camper's third behavior incident report, the child, parent or guardian and the camp director must meet to determine if the child can remain in the program.

**Q: How many weeks can my camper attend?**

A: Your child can attend 1 week or all 10 weeks.

**Q: Will my child be bored if I sign up for more than one week?**

A: Each week of Summer Camp has an unique theme. Activities are planned to explore the theme in all different ways and we try our best not to duplicate activities.

**Q: When are my child's camp fees due?**

A: Camp fees are due the Monday prior to camp.

**Q: Does the YMCA offer financial assistance?**

A: Yes, FA applications are available at the YMCA's Membership office. They need to be submitted at the time of registration with required documentation, registration fee and deposits. Please allow 2 weeks for financial assistance to be reviewed.

**Q: How many children are at camp at one time?**

A: Our camp has grown over the past several years and we expect 30+ kids each week.

**Q: What group will my child be in?**

A: Campers are divided into "Groups" by grade (entering K-3, & 4-6) with a staffing ratio of 1 to 12.

**Q: What if my child doesn't know anyone?**

A: Our staff will help all the campers feel as if they are part of the group whether they attend 1 week or all 10 weeks.

**Q: How will I know what my child is doing each day?**

A: Each of the "Groups" will have a daily schedule posted along with the camp calendar. We will be publishing a weekly camp newsletter along with email notifications of special events.

**Q: What if my child arrives after 9:00 am?**

A: All camp schedules are posted by the sign in and sign out table. Your child's group may be in another part of the building or location. ***Parent/Guardian will need to escort the child to their group's location.***

**Q: What if my child is not a good swimmer?**

A: All of our campers are swim tested by the aquatics staff. Campers will only be allowed to swim in the deep end of the pool if they can pass the deep end test. Children who need to wear flotation belts (bubbles) will be required to do so.

**Q: Can parents visit camp?**

A: Parents are always welcome at camp!!