

SUMMER CAMP 2012

REGISTRATION AND
PARENT HANDBOOK



SWIM TEAM

SPECIALTY CAMPS



GYMNASTICS TEAM & CAMPS

YMCA DAY CAMP



BATH AREA FAMILY YMCA
FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY



Bath Area Family YMCA Summer Day Camp

Bath Area Family YMCA Mission

The purpose of the Bath Area Family YMCA is to promote the health and well being of individuals, families and communities.

We offer a broad range of programs and services to our members and the community. These programs and services will nourish the mind, body and spirit; promote life skills and improve health and wellness.

We are driven by the values of caring, honesty, respect and responsibility. We embrace the diversity of our community. We do not discriminate based on race, creed, national origin, age, gender, sexual orientation, disability or socio-economic status.

All campers are invited to participate in the camp program. We realize that some campers may have particular needs, which our staff may not be trained to handle. This being the case the YMCA will work with the family to find appropriate accommodations for the child.

We will always strive to provide our services without regard for one's ability to pay for such services.

Day Camp Objectives

The purpose of YMCA day camping is to help campers of all ages experience positive attitudes and behaviors using the developmental Asset Approach to healthy child development. Developmental assets are concrete, common sense, positive experiences and qualities essential to raising successful young people.

The Day Camp experience is based upon seven objectives that include:

- Have fun
- Grow Personally
- Learn values
- Improve personal and family relations
- Appreciate diversity
- Become better leaders and supporters
- Develop specific skills

Life should be enjoyable, and it is our goal for campers to feel good about themselves and others.

General Information

Camp Hours

Camp officially begins at 8:30 am and ends at 3:30 pm . Sessions are held Monday through Friday. Children may arrive at 6:45am and be picked up no later than 5:30pm. During pre and post camp hours children may read, play board games or participate in low key activities.

Attendance

If your child is absent from camp please call the Y at 443-4112 between 7 am and 8:15 am to notify a staff person.

Arrival/Departure

Please complete the attached form indicating who may pick up your child. Notify the camp director if there are any additions or deletions to the list. Parents must sign their child in and out when dropping off or picking up their child.

Safety is an important consideration here at the YMCA. Our policy is to know where every child is at all times. Therefore, an adult must accompany his/her child into and out of Camp programs daily.

Please note: If the Y Camp staff suspect that a parent/guardian is unable to safely transport their child at the time of Y-Camp pick up, the YMCA will follow the guidelines listed under the abuse policy and contact the proper authorities.

Registration

Payment, in full, is expected on the Friday prior to the week your child is attending camp. We require a minimum of \$25 to reserve a spot for a session of camp. Deposits paid are non-refundable.

Scholarships and third party assistance must be approved by Kevin Shute, before registering children for camp. Financial aid application deadline is May 25, 2012. Financial aid forms are available at the front desk.

Admission Information

The YMCA admits families without regard to sex, race, national origin, religion, political beliefs, marital status, or disability.

- 1 Enrollment is limited and structured to provide the most positive experience for the children.
- 2 Our summer day camp is licensed by the State of Maine Department of Health and Human Services.

Removal Policy

On rare occasions, the YMCA removes children from camp programs. The YMCA reserves the right to terminate camp services at any time. Here are some examples of times when children may be removed from camp:

1. If a behavior or condition exists, which threatens the health and safety of children, Camp Directors or Group Leaders in the camp program.
2. Non-payment of tuition or assessed fees.

Child Staff Ratio

All programs will follow YMCA Day Camp Standards.

Age of Child:	Number of Staff:
6 years to 8 years	1 Staff for every 8 campers
9 years to 12 years	1 staff for every 10 campers

Reporting Abuse

The Bath Area Family YMCA believes strongly that the safety of children in our care is our utmost responsibility. Essential to this responsibility must be that parents believe in the State Policy which considers physical, sexual or emotional abuse intolerable and that immediate action will be taken if such an allegation is made. The following procedures will be followed in the event of an allegation:

The alleged victim will be our primary concern ensuring safety, protection and comfort.

The staff person, as soon as he or she is accused of abuse, will be suspended immediately with pay until the investigation is completed and a report issued.

The accusation, suspicion or risk of harm will be reported immediately to the appropriate State authority.

The Bath Area Family YMCA will cooperate fully with the investigation.

The Bath Area Family YMCA will act responsibly when the investigation is over to ensure that all children in our program are protected.

In the case of an event observed by a staff member, or a direct report of a staff member, we will follow the following procedure:

The staff member will report the observation/incident to the immediate supervisor.

The supervisor will immediately report to the Director, and will determine what action should be taken.

If a report to the Department of Human Services is needed, the above procedure will immediately be put in place.

If no further reporting is necessary, the Director will report back to the initiator the rationale for this decision.

Necessities

Campers must bring the following items everyday regardless of the weather.

- Appropriate clothing for the day
- Nutritious Lunch and snacks
- Bathing suits and towel
- Sneakers or similar footwear. Please no sandals unless it's a scheduled beach trip.
- Bug repellent (non-spray type)
- Sun block
- Extra drinks for hot days.

Please label all your child's belongings. Check lost and found on a regular basis.

Rainy Day

Camp is held regardless of the weather. All drop off and pick up remain the same. Please make sure that children have appropriate rain gear.

Health

Please do not send your child to camp if they are feeling ill or have a temperature. Any health problems should be reported to the camp director as soon as possible.

Medications must be given to the camp director or first aid provider in the original container, with the physicians name, dosage, and expiration date. The medication will be locked in the office and dispensed by the appropriate staff. A form must be completed, granting permission to dispense the medication.

If a child becomes ill during the day the parent or caregiver will be notified and the child must be picked up as soon as possible.

In the event of a medical emergency we will attempt to contact the parent or caregiver as soon as possible. If we cannot get in touch with you we will present the release form to the hospital enabling care to be administered to your child.

Another condition in which we need to be notified is *lice*. We have a no nit policy. If a child in our program has been identified, we will do head checks daily until we are no longer finding cases.

Swimming Lessons

Lessons are mandatory and are viewed as an important component of the camp program.

Financial aid

Financial aid forms are available at the reception desk. Please complete the form and return to the front desk, by **May 25th, 2012**. It will be reviewed and you will be notified of your award. We attempt to provide a camp experience to as many children as possible.

Safety

The YMCA is very aware of the responsibility we have to see that your child has a safe and fun time at camp. Our staff is American Red Cross certified in CPR and first aid.

Discipline

Responsibility, caring, respect and honesty are the components that our discipline policy is based. The following steps will be taken in dealing with behavior issues.

1. Discuss the behavior with the child.
2. Time away from the activity.
3. Meet with the camp director and behavior report sent home to the parent or caregiver.
4. If the behavior persists the child will be asked to take a day off from camp.
5. Continued problems may lead to dismissal from camp for the remainder of the summer.

Camper Expectations

Campers are expected to display appropriate behavior at all times.

- Show respect for all campers and staff
- Abstain from foul language
- Abstain from causing bodily harm to other participants or staff.
- Respect for equipment, other camper's property and facilities.
- Campers should not bring radios, game boys, CD players, i-pods or other items of value. We are not responsible for lost or stolen items.
- Campers should bring a book, sketch pad, etc. for quiet times after lunch and after regular camp hours are over.

Communications

Any questions or concerns regarding your child's camp experience should be directed to Kevin Shute, Director of Program Services or Beth Waters, Director of the School Age and Day Camp Programs at 443-4112.

Field Trips and bus safety.

Camper will have a field trip each week. A field trip permission form is contained in the packet.

Bus Safety

- Remain seated at all times. No walking in the aisles, standing or kneeling when the bus is in motion.
- Hands, arms, and heads need to stay inside the bus.
- Disrespectful treatment of the bus, campers or counselors will not be tolerated.

Bath Area Family YMCA

2012 Team, Summer Camps & Trips Program Registration

303 Centre Street, Bath, Maine 04530 Phone: 207-443-4112 Fax: 207-443-1079

Camper Information:

Camper Name: _____ Sex: _____ Birth date: ____/____/____
Mailing Address: _____ City: _____ State: _____ Zip: _____
Grade entering in fall '12: _____ Previously participated? Yes _____ # of years: _____ No _____

Shirt Size: _____

Contact Information:

Mother: _____ Home phone: _____ Work phone: _____
Father: _____ Home phone: _____ Work phone: _____
Cell Phone: _____ E-mail: _____
Emergency Contact: _____ Home phone _____ Work phone: _____

Medical Insurance Company & Policy/Certificate #: _____

Please enter program registration info:

Program: _____ Time/Dates or level: _____
Program: _____ Time/Dates or level: _____
Program: _____ Time/Dates or level: _____

Medical Information:

Tetanus Immunization Date: (very important) _____
Is your child taking medication? _____ If yes, what and reason for medication: _____
Allergies? (hay fever, bee stings, asthma, etc.): _____
Is your child sensitive to any medication? _____
In case of emergency my child may be treated at: _____

Please indicate if your child has any dietary, physical, emotional or behavior concerns our counselors should be aware of:

Parent / Caretaker Authorization: *The participant described herein has permission to engage in all program activities. In the event I cannot be reached in an emergency, I give my permission to the physician selected by the YMCA staff to secure proper treatment for my child. I give my child permission to use YMCA provided bus transportation and agree to provide a note if other transportation is to be used or if other adults will be dropping off or picking up my child. I also give the YMCA permission to use photos taken of my child at camp for public relations purposes.*

Parent / Caregiver Signature _____ Date _____

For Office Use Only

Date entered into MemberST _____ by: _____

Summer Day Camp
Bath Area Family YMCA
CHILD EMERGENCY INFORMATION

Child's Name: _____ Birthdate: _____

Home Address: _____

Home Phone: _____ Grade Attending: _____ School: _____

Shirt Size: _____ Mother's Name: _____

Home Phone: _____ Alternate Phone: _____

Business Phone: _____ Email Address: _____

Father's Name: _____

Home Phone: _____ Alternate Phone: _____

Email Address: _____

Child's Physician: _____ Phone: _____

Other person to contact : _____

Address: _____ Phone: _____

Alternate Phone: _____ Relation to child: _____

Allergies: _____ Reaction: _____

Medical Conditions: _____ Daily Medications: _____

The following people are the **ONLY** people **authorized to pick up my child** should I be unable to do so. We must be notified in writing of any changes in pick up routine.

1) _____ Phone: _____

2) _____ Phone: _____

3) _____ Phone: _____

I _____ hereby authorize the Bath Area Family YMCA to arrange for medical and/or treatment for my child _____ should an emergency arise; during, before or after school care or on a field trip. It is understood that a conscientious effort will be made by the YMCA to contact me at the emergency number I have provided before any medical action is taken. I understand that if the need arises my child will be taken to the nearest hospital. The YMCA is also granted the right to use any and all pictures taken of camp activities in their publication of materials for promotion of YMCA activities. *My child Has my permission to attend any and all field trips with the Bath Area YMCA when attending the summer day camp program.*

I release and hold harmless the Bath Area Family YMCA for any claims of personal injury.

Mother signature: _____ Date: _____

Father's Signature: _____ Date: _____