

SALINA FAMILY YMCA PARENT INFORMATION AND POLICIES SUMMER DAY CAMP 2023

WHAT'S INCLUDED

- Adventure costs are included in weekly camp fees.
- Breakfast, lunch and an afternoon snack.
- All camps will operate rain or shine. Daily activities may be modified due to weather. NO REFUNDS WILL BE GIVEN for missed activities.

ENROLLMENT AND REGISTRATION

- Registration and all sections must be completed on Playerspace prior to enrollment.
- Weekly fees are due for registered camps REGARDLESS OF ATTENDANCE.
- \$20 Deposit is NON-REFUNDABLE and is only transferable with a two week notice. Financial assistance cannot be applied to deposits, but will be applied to fees and taken from balance.
- Refunds will not be given after registration closes. To cancel a registration and avoid charges, contact the Salina Family YMCA.

PAYMENT STRUCTURE

- Balances are due on Monday a full week before camp. (Example: Week 1, May 30–June 2 must be paid or canceled by May 23). Tuesday at 9:00am a late fee of \$15 will be applied, Wednesday your child will be removed from the registration. If you do not call and cancel by the prior Monday, you will still be responsible for full payment of that week and all fees that apply.
- Automatic drafts will occur on MONDAY of the week prior to their attendance.
- All payments are NON-REFUNDABLE. If you wish to request a transfer of payments for any given week to a different week, you must contact the School Age Coordinator with a two week notice. Individual consideration will be given depending on circumstances.
- If an outstanding balance remains on your account, it may prevent you from enrolling in other YMCA programs, including childcare, youth sports, gymnastics and aquatics.
- In the event that an outstanding balance cannot be resolved in a timely manner, your account will be turned over to 1st Credit Services. Late fees and a non-refundable \$50.00 processing fee will be added to your balance and any financial assistance is removed.

SPECIAL NEEDS

Children with special medical, developmental, physical, and/or behavioral needs will be accepted into the program as deemed appropriate. The YMCA will make every effort to support all children's needs and all reasonable accommodations will be made. Approval from the School Age Coordinator is required prior to registration. This allows us to evaluate the child's needs and make accommodations as needed.

TAX PREPARATION DOCUMENTS

Tax ID# for the YMCA is 48-0544573. You will need to retain this number and ALL RECEIPTS for your tax purposes. Tax statements will not be prepared for you.

DROP OFF AND PICK UP

- Children must be accompanied by and signed in and out by an authorized adult upon arrival and departure.
- Drop-off between 6:45–8:00am and Pick-up between 5:00–6:00pm will be at the bus stop.
- All other times you will need to come to the Member Welcome Center.
- Signature of parent or guardian is required daily to verify attendance.
- Parent/guardian or other authorized adult may be required to show PHOTO ID at pick up. PLEASE BE PREPARED FOR THIS.
- Parents/guardians are welcome to visit camp at any time, please check in at the Member Welcome Center staff upon arrival.

May 30— August 4, 2023 (10 weeks)

- Ages: outgoing Kindergarten–5th grades
- Financial assistance and DCF accepted
- Meets M–F, enroll by week

TENTATIVE DAILY SCHEDULE

Drop-Off Bus Stop.....	7:00am–8:00am
Breakfast.....	8:00am– 8:30am
Activity Rotations.....	8:30am–12:00pm
Lunch/ Recess.....	12:00pm–1:00pm
Specials.....	1:00pm–4:00pm
Pick-Up/Bus Stop.....	5:00pm–6:00pm

LATE PICK UP

- Fee of \$1.00 per minute is charged for children picked up AFTER 6:00pm. The late fees may be added to your account or are to be paid before the child can return to camp. Written receipt provided upon request.
- Children remaining in the program after 6:30pm with no communication from a parent or guardian will be released to child protective services. Every attempt will be made to contact the parent/guardian and all other emergency contacts before 911 is called.
- Chronic late pick up may result in dismissal from the program.

PROHIBITED ITEMS

- CELLULAR PHONES.
- Cameras, go-pros, electronic games, tablets, i-Pads or similar devices.
- Games, Pokemon Cards, toys or other personal items not pre-approved by the camp director.
- All adventure costs are included in the weekly fee. Do not send money.
- YMCA has a zero tolerance policy for real OR toy weapons, tobacco products, alcohol, and drugs of any kind. Violation of this policy will result in immediate termination from camp.
- Youth that bring prohibited items, including cellular phones, will be required to turn them over to the camp staff and/or parents will be called to pick up items. Repeated violations may result in suspension or dismissal from the program.

LOST AND FOUND

- YMCA does not accept responsibility for lost or stolen items.

ADVENTURES

- Campers ride on a bus or walk to and from all adventures.
- ALL campers in attendance must participate in the adventures; no child can remain at the YMCA.
- A YMCA adventures permission form is required and must be signed by the parent or guardian as part of registration.
- Adventures arrival and departure times will be posted.
- YMCA buses will NOT wait for late arrivals and staff may not transport children.

What to Bring to Camp

Backpack

Hat or Visor

Swimsuit, Towel, and plastic bag for wet clothes

Refillable Water Bottle

Closed Toe Shoes for activity and safety!



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

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SWIM TESTING

All campers will be tested if they are interested in using the deep end (or water over their armpits). They must be able to:

- Jump into the water that is over their head and return to the surface.
- Swim or tread water for at least one minute.
- Swim unassisted under the rope and to the ladder and climb out of the pool. (At that time the child will receive a bracelet that will allow them to swim in the deep end of pools. If possible, please leave bracelets on throughout the week).

ILLNESS POLICY

- The YMCA follows KDHE guidelines for exclusion of children who are ill and/or show one or more sign or symptom of illness. While fever 100.4 or higher alone does not always indicate a serious condition, it is unreasonable and inappropriate for child care staff to determine this for participating children.
- This is the responsibility of the child's legal guardian, with the help of the child's health care provider. Parents/guardians will be notified anytime a child has a fever with or without additional symptoms.
- Children will be excluded from the program when:
 - The illness prevents the child from participating comfortably in activities.
 - The illness results in a greater care need than the child care staff can provide without compromising the health and safety of other children; or
 - The child exhibits signs or symptoms of illness, including but not limited to the following:
 - Presence of a fever and other signs of illness or behavioral change.
 - An acute change in behavior including lethargy, irritability, and/or persistent crying.
 - Uncontrolled coughing, rash, diarrhea, vomiting, abdominal pain, mouth sores, pink or red eyes.
 - Untreated head lice, scabies, or other infestation.
 - Known or suspected contagious diseases while in the communicable stage.
- Please Note:
 - Children excluded for a fever must be fever free, without fever reducing medication, for 72 hours before returning to the program.
 - Ill children will be monitored and isolated with a necessary supervisor, until a parent/guardian or other authorized adult picks up.
 - Parents/guardians should make arrangements to ensure prompt pick up within 30 minutes of notification.
 - Parents/guardians are required to notify the program when a child is diagnosed with a communicable disease; a doctor's release may be required to return to the program.
 - All families will be notified by posted signage if participant or staff has a confirmed communicable disease; confidentiality will be maintained. (Individuals will not be named).

HEAT POLICY

- Daily outdoor activity schedules will be adjusted as appropriate when heat index reaches 100 degrees Fahrenheit.
- Campers are given frequent water breaks. They are encouraged to bring water bottles and re-apply sunscreen throughout the day.

BEHAVIOR MANAGEMENT POLICY

- The YMCA's Philosophy of discipline is based on respect for the child's self-esteem, setting reasonable limits and consequences, and encouraging increased self-discipline. Only constructive methods of discipline shall be used to promote good behavior. The staff will work with the child and cooperate with parents to resolve any problems that may arise.
- When inappropriate behavior occurs, we will:
 - Redirect behavior
 - Discuss problem with the child to determine cause and help child find ways to resolve it.
 - Assign a special task or responsibility that will help to build their self-esteem.
- At times, it may be necessary to:
 - Separate the child from the group (with supervision), allowing him/her to think about the situation. The child may rejoin the group after he/she has spoken with a staff person and is prepared to cooperate with others.
 - Administer time away with supervision from play period, free time or group activities.
- If a child does not respond to these consequences, we will issue a behavior report, copy will be provided to the parent. The report will consist of inappropriate behavior and the consequences. The staff will review the report with the parent and parents will be asked to sign it.
- Additional consequences may include:
 - A conference with the camper and parent/guardians
 - A twenty-four hour suspension from camp
 - Suspension from camp for the rest of the summer

NOTE: Consequences may be altered based on each individual situation at the discretion of the School Age Coordinator and Sr. Director of Youth Development.

MEDICATION POLICY

- Medication is to be given at camp only when it is absolutely necessary. When medication is to be given, the following procedure must be followed:
 - Parent must complete and sign the KDHE Authorization for Dispensing Medication Form.
 - Parent should bring the medication to camp staff (parent should not send medication with child).
 - The prescription label should contain the date, name of the medication, name of the child, name of the doctor, and how it is to be administered. Prescriptions must be in original prescription package/container.

MAJOR AND MINOR EMERGENCIES

- All YMCA Camp staff are certified in pediatric CPR/AED and basic First Aid.
- Minor injuries will be treated on site and parents will be informed at pickup and/or provided an incident report.
- Parents will be notified immediately of any serious injury or major emergency situation.
- In accordance with the YMCA emergency procedures, 911 will be called prior to parent notification anytime a situation warrants.
- YMCA staff will complete an incident/accident report on a KDHE form after a major incident; a copy will be provided to the parent/guardian upon request.

QUESTIONS?

Angela Mitchell, School Age Coordinator 785.404.4032 or amitchell@salinaymca.org

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