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SUMMER CAMP HANDBOOK

Everything you need to know about our camps!



SUMTER FAMILY YMCA

Mission: To put Christian principles into practice through programs that build healthy spirit, mind and body for all.



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And whatever you ask for in prayer, having faith and really believing, you will receive. Matthew 21:22

Dear Parent,

Thank you for choosing us to provide summer care for your child. We look forward to providing your child with a unique, memorable experience filled with fun, excitement and learning all in a Christian environment. With health care and childhood obesity being a huge concern in today's society, we are also dedicated to providing programming that will encourage healthy lifestyle habits.

Please know that all YMCA staff members are here to serve you. Let us know if you have any questions or suggestions. Thank you again for allowing the Sumter Family YMCA to serve you and your family.

Your friendly neighborhood YMCA Staff Team!

Summer Contact Information

Fannie Lockett: Fun Factory Camp
flockett@ymcasumter.org

Seth Waggoner: Camp Mac Boykin/Basketball Camp
swaggoner@ymcasumter.org
Camp Mac Boykin 803-452-5482

Kelley Torres: Aquatics Camp
ktorres@ymcasumter.org

Cathy Mason: Nutrition Camp
cmason@ymcasumter.org

Abby Mason: Gymnastics Camp
gymnastics@ymcasumter.org

Our Mission

The YMCA is a Christian based organization that strives "To put Christian principles into practice through programs that build healthy spirit, mind, and body for all".

Our Purpose

YMCA Summer Day Camps believe that all kids deserve the opportunity to discover who they are and what they can achieve. Through YMCA camps, our youth are cultivating values, skills and relationships that lead to positive behaviors, better health and educational achievement.

Our Goals

To provide a positive growth experience, recognizing each individual's needs and abilities.

1. To provide a fun, safe and caring atmosphere
2. To provide opportunities for new experiences
3. To foster personal initiative
4. To cultivate values and good sportsmanship
5. To build self-confidence and appreciate each camper's self worth

CAMP	HOURS	LOCATION	PHONE
Fun Factory	7:30am - 6:00pm	Sumter Family YMCA	803-773-1404
Camp Mac Boykin	7:30am - 6:00pm To camp: 9:15 To YMCA: 4:00	Sumter Family YMCA then bused to Camp Mac Boykin	803-773-1404 803-452-5482
Teen Scene	7:30am - 6:00pm	Sumter Family YMCA	803-773-1404
Specialty Camps	Times vary, see flyer for details	Sumter Family YMCA	803-773-1404
C.I.T. Teen Camp	8:30am - 4:00pm	Sumter Family YMCA or Camp Mac Boykin	803-773-1404 803-452-5482

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Show me your ways, Oh Lord, teach me your paths; guide me in your truths and teach me, for you are God my Savior, and my hope is in you all day long. Psalm 25: 4-5

What to Bring to Camp

Packed lunch, sunscreen, water bottle, swim suit, and towel. Please place your child's name on everything brought to camp. **All campers should wear closed-toe shoes.**

What Not To Bring To Summer Day Camp

Toys, radios, electronic games, cell phones, iPods, playing cards, jewelry, laser lights, nail polish, firearms, fireworks, knives, matches, lighters, tobacco products or expensive items.

Any items that are brought to Summer Day Camp may be taken by staff and returned to the parents at the end of the day. The YMCA can assume NO responsibility for items that may be lost, stolen, or damaged if brought to the camp.

Specific Items Required for Specific Camps:

Fun Factory: Each afternoon campers will have quiet time for 45 minutes and are encouraged to bring a blanket and pillow for this time.

Camp Mac: Cold lunch, water bottle daily, sunscreen, bug spray, one piece bathing suits for girls, swim trunks for boys and a towel.

Teen Scene: Teens should wear appropriate attire for a healthy camp environment. No bikinis, revealing tops or shorts shorter than mid-thigh.

CIT: CITs must wear a red t-shirt each day of camp, no bikinis or revealing tops are allowed. CITs must wear closed-toed shoes.

Specialty Camps: Campers bring a water bottle each day and wear athletic clothing and closed-toed shoes. Aquatics campers must also have one piece swim suit.

Codeword

Each parent must provide a codeword to be used to sign out a child. Your codeword should be something easy for you to remember, but something that other individuals would not easily know. YMCA staff will only release a child to authorized individuals who know the codeword.

Let him have all your worries and cares, for He is always thinking about you and watching everything that concerns you. 1 Peter 5:7

Lost & Found

The YMCA is not responsible for lost or stolen items. Please place your child's name on everything that he/she brings to camp. Items without campers' names that are found will be collected by staff. These items will be kept at the Youth Center Desk for one week after each camp session. Due to an overwhelming amount of lost and found items, we do donate the items to local charity weekly.

Emergency Information

In the event of an emergency, every effort will be made to reach you or other contacts on the camper's registration form. If the YMCA is unable to reach any of the persons listed on the form, then the YMCA will take the necessary steps to ensure the safety and well being of your child. Should there be any changes in the emergency contact information, please notify the Y in writing.

Refund Policy

Enrollment fees and deposits are non-refundable and non-transferable. Eligible refunds on camp payments will be issued as a system credit. Refunds with medical documentation will be processed for 80% of the pro-rated fee based on the number of days of attendance.

Camp Transfers

The parent/guardian must request a camp transfer at the member service or youth development desk no later than the Friday prior. Midweek transfers will only be considered with medical release and the approval of a director.

Rides In*

Between 7:30 - 9:30 am, YMCA staff members will be present to greet your child and escort them to their assigned camp.

Rides Out*

Between 4:30 - 6:00 pm, a YMCA staff member will be located on the sidewalk outside the Youth Center entrance to assist with camper pickup. To speed up the sign-out process, please have your ID and codeword ready and pull up along the back entrance. Campers will be called out to the sidewalk desk once you arrive.

*If you need to exit your car, please park in a parking place to avoid holding up the line for rides in/out.

Releasing Participants

Individuals picking up a child are responsible for providing the correct codeword to sign out the child. To ensure the safety of each child, the Sumter Family YMCA reserves the right not to release a child to “unauthorized” individuals. Only those who know the child’s codeword are allowed to sign a child out from the YMCA’s care. If there are special circumstances involving custody issues, parents must provide legal documentation of these arrangements to the Director of Youth Development. These documents are kept in your child’s file.

Late Pick-Up Policy

Pick-up after camp operating hours will result in a \$1.00 per minute fee. Camp privileges may be discontinued after excessive tardiness.

Intoxication

If a YMCA staff member believes that a parent is under the influence when they arrive to pick up their child, the child will not be released until alternate plans are arranged. If another family member or guardian can’t be reached, a cab will be called at the parent’s expense. If the parent becomes uncooperative, the staff will contact the local police.

Absentee Procedure

If for any reason your child will be absent from our program, please call the us at 803-773-1404. Please leave a message containing the date, your child’s name and the camp he/she attends.

Inclement Weather Policy

In the event of outdoor hazards various actions and procedures will be taken. Emergency drills for tornados or dangerous thunderstorms are practiced on a regular basis. We practice fire drills monthly.

Breakfast and Snack

Breakfast and snack are provided each day by the YMCA to all campers. Breakfast is served daily from 7:30 - 9:00 am. Snacks will be served daily from 2:30 - 4:30 pm to all campers, both at the YMCA and at Camp Mac Boykin. Breakfast and snacks will consist of a variety of items including: crackers, chips, fruit, cereal and dairy products provided by our Summer Food Grant.

Lunch and Beverage Suggestions

Refrigeration may be available at Camp Mac Boykin for lunches and it is recommended that you send cold lunches each day. Individual coolers are acceptable and must be well marked with camper's name.

Fun Factory and specialty sports campers may pack a lunch or open a canteen account. Parents are able to deposit funds into their child's account for lunches.

Lunch is prepared and provided to campers in YFIT Kid's Nutrition camp.

Medication

Medication that needs to be administered to a child must:

- Be brought directly to the Camp Director by the parent and must be in its original medicine container.
- A medication form must be filled out and given to the camp director with instructions on administering the medication, dosage, time and dates to be given, parent's name, number and physician's contact information for reference.
- All medications will be held at the Youth Center Desk in a locked cabinet. Camp Mac medicine will be transported by the Camp Director each day.

Additional Care Options:

Extended hours of supervised activities will be available for all campers.

- Specialty Camp hours are from 9:00 am – 2:00 pm. **Specialty Camp extended care** is available before or after the camps to extend the campers day to 7:30 am – 6:00 pm. Fee is \$30.00 per week for members and \$45.00 per week for potential members.
- **Early bird** is available for Fun Factory, Camp Mac and Teen Scene at 7:00 am. The fee is \$15.00 weekly for members and \$22.50 for potential members due at the time of registration.
- **Sunset Club** is available for Fun Factory, Camp Mac and Teen Scene until 7:00 pm. The fee is \$15.00 weekly for members and \$22.50 for potential members due at the time of registration.

Discipline Policy

1. If a child is unable to comply with the behavior expectations, the staff will make every effort to correct the behavior by communicating verbally with the child.
2. If after the verbal communication the child is still unable to comply with the behavior expectations, we may utilize "time-out".
3. If a child's behavior continues to be disruptive and/or unsafe, the behavior will be documented in the following format:

Step #1 – Verbal Communication by staff to child

Step #2 – Verbal Communication by staff to child and timeout

Step #3 – Second documentation – copy given to parent/guardian during parent conference.

Step #4 – Third documentation – 1 day suspension from program and meeting with parent/guardian to discuss behavior and intervention.

Step #5 – Fourth documentation – 3 day suspension from program and meeting with parent/guardian to discuss continued behavior.

*Future participation in program will be evaluated in each individual case. After careful evaluation, the decision that is best for both the child and the program will be made by the Director.

Please Note: There are no refunds/credits for time missed due to behavior. Behaviors which may result in immediate dismissal from program include but are not limited to:

1. Damage or theft of property
2. Assault (hitting, biting, kicking, or throwing objects at children or staff)
3. Possession of weapons
4. Possession of tobacco products, alcohol, narcotics or illegal substances
5. Gang-related activity or bullying
6. Sexual misconduct

Illness

We are unable to care for sick children. If a child shows any sign of illness or fever (100°F or higher), the parents or guardian will be notified to pick up the child.

Financial Obligations

Summer Camp fees are due the Thursday prior to the week attending. Summer Day Camp fees may be paid at the Front Desk or Youth Center Desk during operating hours. Any payments not received by 6:00 pm on Thursday will be charged a \$10.00 late fee. The YMCA reserves the right to decline attendance to any child whose payment is outstanding. Automatic payments by EFT or credit card are now available and highly encouraged. To set up your account, contact our Member Service Desk at 803-773-1404.

Financial Assistance

Financial assistance is available for all YMCA memberships and programs. Assistance is provided by the YMCA through our Open Doors financial assistance program which is funded by our Annual Campaign. To request financial assistance, please stop by the Member Service Desk for an application or visit our website, www.ymcasumter.org.

The Annual Campaign runs through the spring, but we continue to receive donations throughout the year. For more information or if you would like to make a contribution, please contact Cam Bankhead at 803-773-1404, cbankhead@ymcasumter.org

Parent Evaluations

We appreciate your comments and feedback about our staff and programs. If you have any comments, suggestions or concerns please contact the director of any of the camps.

Notes and Important Information:



WEEKLY FEES

Fun Factory, Camp Mac Boykin and Teen Scene:

Full Day Rates

Members: \$100.00 per week

Potential Members: \$150.00 per week

C.I.T. Camp:

Members: \$30.00 per week

Potential Members: \$45.00 per week

*Fees must be paid once accepted into the program to reserve a spot.

Aquatics, Athletics, Gymnastics and Nutrition Camps:

Members: \$70.00 per week

Potential Members: \$105.00 per week

