



We build strong kids, strong families, strong communities.

AMSTERDAM FAMILY YMCA – SUMMER DAY CAMP 2010 Parent Information Packet

Welcome to Summer Day Camp at the Amsterdam Family YMCA. We're excited that your child will be joining us this summer for a safe and fun-filled experience. This information packet is designed to share important and helpful information with you, and to help make this experience as worry-free as possible. In order to continue to provide a quality camp for all children, we need your help. Strong parent participation – from the registration process to the final day of camp – as well as cooperation with all of the activities and guidelines is essential. We know your camper will experience new activities, make new friends, and discover new adventures this summer. Our staff – well-trained and chosen for their enthusiasm, educational background, and experience – will make that their top priority. We hope that you, as parents and guardians will share in these experiences along the way. We look forward to having your child join us at camp!

If you have any additional questions we encourage you to contact the Day Camp Director, Lisa Zarrelli at: (518)842-2130.

CAMP PHILOSOPHY AND GOALS

YMCA camping provides a positive atmosphere of safety, support, and care for each individual child, while allowing for personal growth and development in spirit, mind, and body. Children who participate in YMCA day camp program will:

- Increase their ability to work with others;
- Demonstrate a growing ability to make decisions;
- Show increased self-confidence;
- Increase eagerness to try new things and develop new skills;
- Build awareness of the environment and healthy lifestyle;
- Have fun!

CAMP HOURS

Monday – Friday, 7:00am-6:00pm

DROP OFF/SIGN IN

- * Campers must be escorted into the building and signed-in by parent/guardian.
- * Campers may not be dropped off early.

PICK UP/SIGN OUT

- * Campers should be picked up promptly. There will be a late fee of \$1 per minute assessed after 6:00pm for each child who is left after 6pm.
- * Parents/authorized pick up individuals must walk into the building each day to sign-out your camper.
- * Campers will not be allowed to leave the program alone.
- * Adults not listed on the registration form or not authorized in writing by a parent will not be permitted to sign out a camper. If you anticipate any other person picking up your camper, (relative, neighbor, babysitter, etc.), please plan accordingly and submit the changes in writing to the Day Camp Director at least 24 hours prior in advance. No exceptions!

WEEKLY REGISTRATION

Register no later than 6:00pm on Wednesday before each week of camp. This will assist us in scheduling staff and making accurate counts when purchasing materials and snacks for the week. We encourage you to register for multiple weeks in advance to ensure a spot for your child.

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YMCA Mission: To build strong kids, strong families, and strong communities by enriching the lives of all people in spirit, mind, and body.

REFUNDS

Refunds of camp payments are made only for absences that are in excess of three consecutive days, and only in the event of serious injury or illness certified by a doctor.

SICK DAYS AND ILLNESSES/INJURIES

If your child is not coming to camp on a given day, please phone our office at (518)842-2130. This way we will not keep the other campers waiting unnecessarily. If a child becomes ill or injured while at camp, the Day Camp Director will take whatever steps necessary to obtain medical care. If it is determined that the child should be sent home or seen by a doctor, we will notify you to come pick your camper up. If we are unable to reach you, we will contact the emergency numbers listed on the Emergency Contact Card. Please be sure that your emergency contact people are aware of this. In the event of a serious emergency, 911 will be called first.

In the event of accidents, staff members who witnessed the accident will complete an accident report which will be kept on file and a copy given to the parent.

If we cannot contact you or your emergency contacts, we will do the following:

- * Contact ambulance.
- * Have your camper taken to the nearest emergency room in the company of a staff member.
Although YMCA Staff receive first aid and CPR training in order to assess seriousness of injury or illness and to properly communicate the EMS, the YMCA Staff are only allowed to provide soap, water, and bandages for the treatment of injuries.

SUGGESTED CLOTHING

Campers should be dressed according to the weather. Footwear should be sneakers or other closed shoes. Swim suit, towel and water shoes (or flip-flops) are necessary as the campers have a daily water play time, weather pending. A sweatshirt or light jacket, water bottle and sunscreen are recommended as well as a backpack for storage of your camper's belongings. Please mark your camper's clothes and items with their first and last name.

WHAT TO LEAVE AT HOME

We do not allow personal toys including video games, trading cards or electronics at day camp.

MEALS

Breakfast, lunch and 2 snacks are provided. Please be sure to notify us of any allergies your camper may have so we can make accommodations.

DISCIPLINE POLICY

It is our intent that each camper enjoys the activities planned by understanding that he/she is responsible for his/her actions. With prior knowledge of our basic rules of safety and good conduct, each camper is made aware of how to exercise self-discipline. We are here to assist him/her and to know that we expect him/her to succeed. Character development is an important part of our program. We also use positive reinforcement by consistently acknowledging good behavior.

Please review these Character Guidelines with your camper.

1. Take charge of yourself – "I am responsible for MY actions and MY belongings."
2. Speak for yourself – "I will only say nice things about other people."
3. Listen to others – "I will listen as intently as I wish to be heard."
4. Show respect – "I will follow the instructions of staff at all times. I will leave my group only with permission. I will touch only my belongings."
5. Take care – "I will keep the building and equipment neat, clean and safe."

CAMP RULES

Our utmost concern is the safety and welfare of our campers. Please be sure that your child is aware of the camp rules and abides by them. Violation of these rules may result in a camper being dismissed. If a camper willfully and repeatedly disregards the behavioral expectations at camp, or endangers the safety of him/herself or others, the Day Camp Director may see fit to dismiss the child. All dismissals are without refund.

Behaviors which are not tolerated in the Summer Day Camp and could result in suspension from 1-5 days or immediate dismissal from our program are as follows:

1. Lack of respect to staff or to other campers (talking back, verbal and/or physical abuse)
2. Fighting or harming another person. (punching, slapping, pushing, kicking, biting, etc.)
3. Damage to property
4. Stealing
5. Using foul language
6. Behavior poses a danger or threat to themselves, other campers, or YMCA staff

CONSEQUENCE PLAN

Should behavior problems arise, we will initiate the following steps:

FIRST Offense

Reasoning & Redirection: Staff will implement redirection and/or one-on-one communication.

Every effort will be made to help the child understand the inappropriateness of her/his action and agree to an alternate form of behavior. Children may be redirected to alternative activities.

When the conflict is child-to-child, every effort will be made to have them reason together face-to-face with staff facilitating.

SECOND Offense

Removal from Specific Activity: When reasoning has been pursued and has not changed behavior, staff will remove camper from the activity for a brief time out or loss of privilege. Parent will be notified of the behavior at pick up.

THIRD Offense

Parent Conference: If the behavior persists and the staff has attempted a variety of disciplinary measures, the YMCA staff will notify the Day Camp Director to decide upon a disciplinary plan which may include a discipline report. A discussion between the Day Camp Director and parent will occur. At this time, the camper may be eligible for suspension or dismissal from the program. Our goal is to define what specific changes in behavior need to be made to help the child be successful in the program.

A NOTE TO OUR CAMPERS

(Please read this section to your child before coming to camp.)

We are excited that you are coming to camp! You will be having a lot of fun, meeting new friends, and trying new things. We want you, and everyone else, to feel comfortable and safe while here at camp. Our rules are intended for that purpose and we expect you to follow them. We will tell you what they are when you arrive on the first day of camp. As members of the Amsterdam Family YMCA Summer Day Camp community, here is our # 1 rule:

Have fun, make friends, and try new things – that's what camp is all about!