

Day Camp 2012

This camp is for boys & girls, entering grades K-6th. We need a form for each participant.

Child's Name: _____

Mailing Address: _____ Home Phone #: _____

City, State, Zip: _____

DATE OF BIRTH MONTH / DAY / YEAR			AGE	GRADE (Fall 2012)	MALE	FEMALE	IS CHILD A YMCA MEMBER?	Membership EXPIRES	T-SHIRT SIZE
							YES ____ NO ____		

Mom/
Guardian: _____

Best Phone #
to Contact: _____

Dad/
Guardian: _____

Best Phone #
to Contact: _____

Most Used
Email: _____

Camp Fee: Member: \$90 per week; *1 & 6 - \$72/week Non-Member: \$115 per week; *1 & 6 - \$92/week

** Prices are adjusted due to Memorial Day & 4th of July.*

After Care Fee: Member: \$6 per day Non-Member: \$10 per day

Please circle if you will be using After Care (after Day Camp 3:30 - 6:00 pm) YES NO

If yes, please circle which days you anticipate using: Mon Tue Wed Thu Fri

*All fees must be paid for by **Wednesday at midnight** the week before Camp or a \$10 late fee will be charged.*

Please note: Your child's spot is only guaranteed if you pay for the camp in full or schedule a payment (see page 4 for Automatic Payment Form). Circling or indicating on the form is not considered registration.

<u>Week #</u>	<u>Dates</u>	<u>Deadline</u>	<u>Theme</u>	<u>Field Trip (usually on Thursdays)</u>
*1	May 29 - June 1	May 23	<u>Neverland Adventure</u>	<i>Ta Ha Zouka Park & Bounce House</i>
2	June 4 - 8	May 30	<u>Jurassic Park</u>	<i>Ashfall Fossil Beds</i>
3 (Riv1)	June 11 - 15	June 6	<u>Safari Survival</u>	<i>Norfolk 7 Movie Theater</i>
4	June 18 - 22	June 13	<u>Discover & Explore</u>	<i>Gavins Point Dam & Visitor Center</i>
5 (Riv2)	June 25 - 29	June 20	<u>Cool & Groovy</u>	<i>Norfolk Arts Center</i>
*6	July 2 - 6	June 27	<u>Bulls Eye</u>	<i>Norfolk Archery Club</i>
7	July 9 - 13	July 4 (Y Closed 7/4)	<u>Wild, Wild West</u>	<i>Madison County Fair</i>
8 (Out1)	July 16 - 20	July 11	<u>Imagination & Creation</u>	<i>Bricks 4 Kidz</i>
9 (Riv3)	July 23 - 27	July 18	<u>Sports Fans</u>	<i>Bowling</i>
10	July 30 - August 3	July 25	<u>Tropical Paradise</u>	<i>Norfolk Veterans Memorial Water Park</i>
11	August 6 - 10	August 1	<u>Baking Up a Story</u>	<i>MK's Just Baked Cupcakery</i>

(The YMCA reserves the right to change this schedule as needed.)

Please check your personal Health & Accident Insurance as the YMCA does NOT cover these areas. I have read and understand the information and policies in the YMCA parent handbook included with this packet. I have also taken the time to read and explain the policies to my child who will be attending Day Camp this summer.

Parent/Guardian Signature: _____ **Date:** _____

River Camp 2012

This camp is for boys & girls, ages 7-13 only. We need a form for each participant.

Child's Name: _____

Mailing Address: _____ Home Phone #: _____

City, State, Zip: _____

DATE OF BIRTH MONTH / DAY / YEAR			AGE	GRADE (Fall 2012)	MALE	FEMALE	IS CHILD A YMCA MEMBER?	Membership EXPIRES	No t-shirt size is required— each child will receive one (1) t-shirt.
							YES ____ NO ____		

Mom/
Guardian: _____

Best Phone #
to Contact: _____

Dad/
Guardian: _____

Best Phone #
to Contact: _____

Most Used
Email: _____

Camp Fee:	Member: \$100 per week	Non-Member: \$125 per week
After Care Fee:	Member: \$6 per day	Non-Member: \$10 per day

Please circle if you will be using After Care (after River Camp 3:30 - 6:00 pm) YES NO

If yes, please circle which days you anticipate using: **Mon** **Tue** **Wed** **Thu** **Fri**

*All fees must be paid for by **Wednesday at midnight** the week before Camp or a \$10 late fee will be charged. Each child receives one (1) t-shirt for River Camp. See attached River Camp info sheet for more details.*

Please note: Your child's spot is only guaranteed if you pay for the camp in full or schedule a payment (see page 4 for Automatic Payment Form). Circling or indicating on the form is not considered registration.

The following weeks are available for River Camp at Kiwanis:

<u>Week #</u>	<u>Dates</u>	<u>Deadline</u>	<u>Please indicate your Drop-Off/Pick-Up location</u>
1	June 11 - 15	June 6	<p><u>Parent Drop-Off/Pick-Up Location</u></p> <p><input type="checkbox"/> YMCA Drop-Off at 8:15 am Pick-Up at 3:30 pm</p> <p><input type="checkbox"/> Westside Plaza (Lloyds) Drop-Off at 8:30 am Pick-Up at 3:15 pm</p>
2	June 25 - 29	June 20	
3	July 23 - 27	July 18	

Please check your personal Health & Accident Insurance as the YMCA does NOT cover these areas. I have read and understand the information and policies in the YMCA parent handbook included with this packet. I have also taken the time to read and explain the policies to my child who will be attending River Camp this summer.

Parent/Guardian Signature: _____ **Date:** _____

Outdoor Camp 2012

This camp is for boys & girls, ages 7-13 only. We need a form for each participant.

Child's Name: _____

Mailing Address: _____ Home Phone #: _____

City, State, Zip: _____

DATE OF BIRTH MONTH / DAY / YEAR			AGE	GRADE (Fall 2012)	MALE	FEMALE	IS CHILD A YMCA MEMBER?	Membership EXPIRES	No t-shirt size is required— each child will receive one (1) t-shirt.
							YES ____ NO ____		

Mom/
Guardian: _____

Best Phone #
to Contact: _____

Dad/
Guardian: _____

Best Phone #
to Contact: _____

Most Used
Email: _____

<u>Camp Fee:</u>	Member: \$100 per week	Non-Member: \$125 per week
<u>After Care Fee:</u>	Member: \$6 per day	Non-Member: \$10 per day

Please circle if you will be using After Care (after Outdoor Camp 3:30 - 6:00 pm) YES NO

If yes, please circle which days you anticipate using: Mon Tue Wed Thu Fri

*All fees must be paid for by **Wednesday at midnight** the week before Camp or a \$10 late fee will be charged. Each child receives one (1) t-shirt for Outdoor Camp. See attached Outdoor Camp info sheet for more details.*

Please note: Your child's spot is only guaranteed if you pay for the camp in full or schedule a payment (see page 4 for Automatic Payment Form). Circling or indicating on the form is not considered registration.

The following week is the ONLY week of Outdoor Camp that is offered:

<u>Week #</u>	<u>Dates</u>	<u>Deadline</u>	<u>Parent Drop-Off/Pick-Up Location</u>
1	July 16 - 20	July 11	YMCA ONLY Drop-Off at 8:15 am Pick-Up at 3:30 pm
	<i>Monday: Gilman Park</i> <i>Tuesday: Skyview Lake</i> <i>Wednesday: Willow Creek</i> <i>Thursday: Kiwanis Camp</i> <i>Friday: Maskenthine Lake</i>		

Please check your personal Health & Accident Insurance as the YMCA does NOT cover these areas. I have read and understand the information and policies in the YMCA parent handbook included with this packet. I have also taken the time to read and explain the policies to my child who will be attending Outdoor Camp this summer.

Parent/Guardian Signature: _____ **Date:** _____

Automatic Payment Form



For your convenience, we are now offering the option of automatically drafting your account or charging your credit card for Day Camp, River Camp, and/or Outdoor Camp. If you choose this payment option, all scheduled payments must be scheduled either on or prior to the deadline date. Preferred form of payment needs to be saved at the Welcome Center.

Child's Name: _____
First
Middle Initial
Last

Person Financially Responsible: _____
First
Middle Initial
Last

My stored automatic payment method of choice is (please check one):

Bank Draft (debit card, checking, or saving) Credit Card

DAY CAMP

<u>Week #</u>	<u>Dates</u>	<u>After Care (Circle)</u>	<u>Deadline</u>	<u>Auto Pymt. Date</u>	<u>Amount to Charge</u>
*1	5/29 – 6/1	M T W Th F	5/23	_____	\$ _____
2	6/4 – 6/8	M T W Th F	5/30	_____	\$ _____
3 (Riv1)	6/11 – 6/15	M T W Th F	6/6	_____	\$ _____
4	6/18 – 6/22	M T W Th F	6/13	_____	\$ _____
5 (Riv2)	6/25 – 6/29	M T W Th F	6/20	_____	\$ _____
*6	7/2 – 7/6	M T W Th F	6/27	_____	\$ _____
7	7/9 – 7/13	M T W Th F	7/4 (Y Closed 7/4)	_____	\$ _____
8 (Out1)	7/16 – 7/20	M T W Th F	7/11	_____	\$ _____
9 (Riv3)	7/23 – 7/27	M T W Th F	7/18	_____	\$ _____
10	7/30 – 8/3	M T W Th F	7/25	_____	\$ _____
11	8/6 – 8/10	M T W Th F	8/1	_____	\$ _____

RIVER CAMP

<u>Week #</u>	<u>Dates</u>	<u>After Care (Circle)</u>	<u>Deadline</u>	<u>Auto Pymt. Date</u>	<u>Amount to Charge</u>
1	6/11 – 6/15	M T W Th	6/6	_____	\$ _____
2	6/25 – 6/29	M T W Th	6/20	_____	\$ _____
3	7/23 – 7/27	M T W Th	7/18	_____	\$ _____

(No Friday After Care due to all day activities that day)

OUTDOOR CAMP

<u>Week #</u>	<u>Dates</u>	<u>After Care (Circle)</u>	<u>Deadline</u>	<u>Auto Pymt. Date</u>	<u>Amount to Charge</u>
1	7/16 – 7/20	M T W Th F	7/11	_____	\$ _____

By signing below, I agree to the following:

- ◆ I authorize the YMCA to charge my account for the applicable member/non-member rate for Day Camp, River Camp, and/or Outdoor Camp on the scheduled dates that I have provided.
- ◆ I understand that if my membership lapses, I will be charged the non-member price if not stated above.
- ◆ I understand that if my payment is returned for any reason, my account will be charged a \$30 return fee.

Signature: _____ Date: _____

For office use only Staff Initials: _____ Date received: _____ Unit ID #: _____

PROCEDURES FOR BEHAVIOR MANAGEMENT

It is the goal of the NORFOLK FAMILY YMCA to provide a safe and fun program in a secure environment. YMCA staff teach the core values of respect, responsibility, caring, honesty and faith. All children participating in the program are expected to follow the behavior guidelines and act appropriately in a group setting.

BEHAVIOR GUIDELINES:

We show respect to each other and the environment.

Everyone is responsible for their own actions.

We will care for ourselves, others and equipment.

Honesty will be the basis for all relationships and interactions.

People will grow in faith through participation in special activities, songs and games.

When a child does not follow these behavior guidelines, the following steps will be taken:

1. YMCA staff will redirect the child in more appropriate behavior.
2. The child will be reminded of the appropriate behavior and rules not being followed and a discussion will take place.
3. Parent will be notified if the inappropriate behavior continues.
4. Documentation of the incident will take place by the staff.
5. A conference will be scheduled with the parent to discuss the appropriate action to take.
6. A possible follow up or progress check will follow.
7. If the problem still persists, a conference will be scheduled with the parent, child, program director and staff involved. All written documentation will be available.
8. If at any time the child's behavior threatens the immediate safety of the child, other children, or the YMCA staff, the parent will be notified and arrangements must be made for the child to leave immediately.

NOTE: The YMCA reserves the right to suspend or even dismiss any child from the program that portrays a continuously disruptive or aggressive behavior.

The following behaviors are not acceptable:

- * Putting the health or safety of others in danger
- * Stealing or damaging YMCA property
- * Leaving the program or designated area without permission
- * Refusing to follow these behavior guidelines
- * Using any form of obscenity, vulgarity or profanity

Children may be suspended 2 times before expulsion is issued. Immediate expulsion will result if a child is found using or in possession of any form of tobacco, alcohol, illegal drugs, firecrackers, firearms or explosives.

PARENT/GUARDIAN SIGNATURE REQUIRED

I have reviewed the procedures for Behavior Management with my child. We understand and agree to all of the terms presented in this document.

Parent/Guardian Signature: _____ Date: _____

CHILD HEALTH FORM

Child's Name _____ Age _____ Birthday : _____ Male or Female
Last First (circle one)

Address _____ Grade (Fall 2012) _____
Street City, State, Zip Home # _____

Mom/Guardian _____ Cell # _____

Employed by _____ Work # _____

Dad/Guardian _____ Cell # _____

Employed by _____ Work # _____

Family Doctor _____ Phone # _____

In case of **EMERGENCY**, please contact (Please list names in order in which to be called, including parents)

1. Name _____ Phone _____ Relation _____

2. Name _____ Phone _____ Relation _____

3. Name _____ Phone _____ Relation _____

List all individuals authorized to pick up the child (MUST list parents)

1. _____ 2. _____ 3. _____

Relationship _____ Relationship _____ Relationship _____

HEALTH QUESTIONS

(circle one)

Does child have any allergies? NO YES Explain _____

Any medical conditions? NO YES Explain _____

Are they on any medication? NO YES Please specify _____

Possible side effects? _____

Does medication need to be taken during our care? If so, when? _____

Has the child had any operations or NO YES Explain _____
serious injuries or illnesses?

Any restrictions to activities? NO YES Explain _____

Does your child have any fears that NO YES Explain _____
we should know about in advance?

(insects, animals, water, etc.)

Has any event occurred that could NO YES Explain _____
cause emotional problems? (death,
divorce, etc.)

FIELD TRIP PERMISSION

My child, _____, has my permission to participate in any field
trips with Day, River, or Outdoor Camp. This includes both walking and bus transportation.

Parent/Guardian Signature: _____ Date: _____

CHILD HEALTH FORM *(continued)*

Swimming:

(circle one)

My child has permission to swim. YES NO

My child has permission to take the swimming test to swim in the deep end. YES NO

SWIMMING ABILITY *(please check one)*

Non-swimmer _____ Fair _____ Good _____

I give permission for the YMCA staff to apply sunscreen to my child. YES NO

Immunizations: (STATE CERTIFICATION REQUIRES IMMUNIZATION RECORDS BEFORE THE CHILD CAN BE ADMITTED IN THE PROGRAM)

() ALL CURRENT - COPY ATTACHED

() REFUSAL - Copy of refusal from doctor must be included

EMERGENCY MEDICAL CARE AUTHORIZATION

I (We) expect to be notified at once in case of accident or illness to my (our) child. I (We) will make arrangements for medical care of my (our) child with the physician or hospital of my (our) own choice. If I (we) cannot be reached to make the necessary arrangements, I (We) hereby authorize the YMCA to

Contact Dr. _____

Address _____ Phone _____

Or the nearest hospital for the emergency care of *(child's name)* _____

Parent/Guardian Signature: _____ Date _____

This is to certify that my child is, to the best of my knowledge, in good health and free of disabilities that would endanger him/her or other children in the YMCA programs.

Parent/Guardian Signature: _____ Date _____

WAIVER:

- I understand that the NORFOLK FAMILY YMCA assumes no responsibility for injuries or illnesses which my child may sustain as a result of his/her physical condition or resulting from his/her participation in any athletic activities, sports programs, equipment usage, exercise or other activities. I expressly acknowledge on behalf of myself and my heirs that I assume the risk for any and all injuries and illnesses that may result from my child's participation in these activities. I hereby release and discharge the NORFOLK FAMILY YMCA, its agents, servants and employees from any and all claims for injury, death, loss or damage which he/she may suffer as a result of his/her participation in these activities.
- I understand that the NORFOLK FAMILY YMCA is not responsible for personal property lost or stolen while using the YMCA facilities or visiting YMCA property.
- I give permission to the YMCA to use, without limitation or obligation, photographs, film footage, my child's image or voice for purposes of promoting or interpreting YMCA programs.
- I acknowledge the waiver above and accept the conditions set forth because I understand the goals and purposes of the YMCA.

Parent/Guardian Signature: _____ Date: _____

Norfolk Family YMCA

2012 River Camp



River Camp is offered at the RIVER (Kiwanis Camp - 6 miles west of Norfolk on Hwy 275) three (3) weeks this summer. If you have registered for any of the three weeks, here are a few reminders:

1. **DROP-OFF and PICK-UP:** When you registered, you had a choice of the YMCA or Westside Plaza (2600 West Norfolk Avenue), for your drop-off/pick-up location. Westside Plaza is by the ATM machine in front of Lloyds Drug Mart. If it was not marked on your registration form, **we will assume that the YMCA will be used** unless you call the YMCA at 371-9770 before camp starts. The bus schedule will be as follows:

<u>PARENT</u>	YMCA 8:15 am	<u>PARENT</u>	Westside Plaza 3:15 pm
<u>DROP-OFF:</u>	Westside Plaza 8:30 am	<u>PICK-UP:</u>	YMCA 3:30 pm

Please have your camper/s at the drop-off site on time so we are not late going to camp. *(The bus will leave the YMCA at 8:30 am, and 8:45 am from the Westside Plaza).* Also, please be **PROMPT** when picking them up at the pick-up point after camp. Campers will only be supervised at the YMCA until 3:45 pm. Please note that any camper left after 3:45 pm will **NOT** be supervised in the YMCA facility, unless you would like to take advantage of our After Care Program. After Care is available from 3:30 - 6:00 pm, for a daily cost of \$6 for Members, and \$10 for Non-Members.

2. **DAILY ITEMS NEEDED:** Each camper should bring a drinking **CUP** with their name on it, a sack lunch (preferably in an insulated lunch box), swim suit & towel. **(It is HIGHLY recommended that the campers have old tennis shoes or water shoes to wear during the waterfront activities each day.) PLEASE MARK ALL ITEMS WITH CAMPER'S NAME - CLEARLY!** Dress campers appropriately for camping: such as jeans or shorts, tennis shoes, & maybe a hat for sun protection. Each camper will be given one (1) camp T-Shirt. Make sure your camper **wears it each day** so the counselors can identify each group by color. **IT IS VERY IMPORTANT TO SEND INSECT REPELLENT FOR YOUR CHILD!** Since our camp is located by the river, the mosquitoes will be in abundance.
3. **FRIDAY MORNING:** Friday at camp is a busy day. The morning will be spent at the camp. There will be swimming at the YMCA pool and laser tag in the afternoon. They go back to camp for the evening meal. The YMCA will provide hot dogs for your camper's supper. Be sure to send extra chips, fruit, etc., for your camper's evening meal in addition to their regular sack lunch for noon that day. Friday night includes an overnighter at the YMCA.
4. **FAMILY NIGHT:** Friday night after supper is **FAMILY NIGHT!** Information will be sent home with your camper during the week about Friday's activities, and things needed for the overnighter. **WATCH** for this information - great things are in store for everyone!
5. **SATURDAY MORNING:** Please pick your camper up by **8:15 am at the YMCA. PLEASE BE PROMPT!**

IT IS RECOMMENDED THAT YOU GIVE YOUR CAMPER/S A DAILY TIC CHECK!

If your camper must miss a day of camp for some reason, please call the YMCA 402-371-9770 and leave a message so we do not hold the bus waiting for the camper. Thanks for your cooperation! We have a great group of counselors ready to help you have a "FUN" week! **Please be on time!**

Get ready... to have an experience that will last a lifetime!!

ANY QUESTIONS? Call the YMCA at 402-371-9770 and leave a message for Allen Henriksen or Shayla Lind.

Norfolk Family YMCA

2012 Outdoor Camp



Outdoor Camp is offered at various outdoor locations in the area (see list below) for one (1) week this summer. If you have registered for this camp, here are a few reminders:

1. **DROP-OFF and PICK-UP:** Outdoor Camp begins at 8:30 am and ends at 3:30 pm each day. The bus will leave at 8:30 am each morning from the YMCA for that day's location, and arrive back to the YMCA by 3:30 pm each afternoon. The bus schedule will be as follows:

PARENT
DROP-OFF: YMCA Only 8:15 am

PARENT
PICK-UP: YMCA Only 3:30 pm

Please have your camper/s at the YMCA on time so we are not leaving late. Also, please be **PROMPT** when picking them up after camp. Campers will only be supervised at the YMCA until 3:45 pm. Please note that any camper left after 3:45 pm will **NOT** be supervised in the YMCA facility, unless you would like to take advantage of our After Care Program. After Care is available from 3:30 - 6:00 pm, for a daily cost of \$6 for Members, and \$10 for Non-Members.

2. **DAILY ITEMS NEEDED:** Each camper should bring a drinking **CUP** with their name on it, a sack lunch Monday through Thursday only (preferably in an insulated lunch box), swim suit & towel. (**On days when we swim at Willow Creek, Kiwanis Camp, or Maskenthine Lake, it is HIGHLY recommended that the campers have old tennis shoes or water shoes to wear during the waterfront activities each day.**) **PLEASE MARK ALL ITEMS WITH CAMPER'S NAME - CLEARLY!** Dress campers appropriately for camping: such as jeans or shorts, tennis shoes, & maybe a hat for sun protection. Each camper will be given a camp T-Shirt. Make sure your camper **wears it each day** so the counselors can identify each group by color. **IT IS VERY IMPORTANT TO SEND INSECT REPELLENT FOR YOUR CHILD!** Since our camp is held at various outdoor locations, mosquitoes may be in abundance.

3. **CAMP LOCATIONS:** We have a different outdoor location for camp each day. Here are the scheduled locations:

Monday—Gilman Park in Pierce (swimming: YMCA Pool)

Tuesday—Skyview Lake in Norfolk (swimming: YMCA pool)

Wednesday—Willow Creek near Pierce (swimming: Willow Creek)

Thursday—Kiwanis Camp west of Norfolk (swimming: Elkhorn River at camp)

Friday—Maskenthine Lake north of Stanton (swimming: Maskenthine Lake)

* Each swimming location will be well supervised with marked boundaries, a lifeguard, and camp staff present.

4. **ACTIVITIES:** The week's activities will include nature walks, swimming, exploring, fishing, crafts, and many other outdoor activities such as forestry, wildlife appreciation, exploring nature, and more! There will be a big cookout for all of the campers on Friday at Maskenthine Lake. The Y will provide the food, so no need to pack a lunch that day!

IT IS RECOMMENDED THAT YOU GIVE YOUR CAMPER/S A DAILY TIC CHECK!

If your camper must miss a day of camp for some reason, please call the YMCA 402-371-9770 and leave a message so we do not hold the bus waiting for the camper. Thanks for your cooperation! We have a great group of counselors ready to help you have a "FUN" week! **Please be on time!**

A week of adventure you won't want to miss!!

ANY QUESTIONS? Call the YMCA at 402-371-9770 and leave a message for Allen Henriksen or Shayla Lind.

Norfolk Family YMCA

Day Camp

(River Camp & Outdoor Camp)

Parent Handbook

Summer 2012



301 W. Benjamin Ave. Norfolk, NE 68701
Phone: 402-371-9770 Fax: 402-371-9162
Website: www.norfolkymca.org
Email: shaylal@norfolkymca.org

At our Camps, we offer activities that will build character and challenge the children to develop physically, mentally, and socially. All children will learn and interact in a safe and fun environment.

OBJECTIVES

Camp participants will:

- Build character and reinforce values
- Develop meaningful relationships
- Show appreciation for materials, self, and others
- Become involved and incorporate healthy lifestyles
- Learn new skills and enhance old ones

FEES

Space is limited each week. Enrollment is available on a first come, first serve basis and is limited in size. Weekly fees include care from 6:00 am - 3:30 pm; additional costs for After Care (3:30-6:00 pm). Each child receives one (1) T-shirt per camp (size not guaranteed).

Register early!

DAY CAMP FEES

Member: \$90 per child, per week (Week 1 & 6 - \$72 per child, per week)

Non-Member: \$115 per child, per week (Week 1 & 6 - \$92 per child, per week)

RIVER CAMP FEES

Member: \$100 per child, per week

Non-Member: \$125 per child, per week

OUTDOOR CAMP FEES

Member: \$100 per child

Non-Member: \$125 per child

Non-Member?? Pay lower rates when you sign up for a Youth Membership for \$13.75 a month!

After Care will be available from 3:30-6:00 pm through Y Kids Club. Youth can participate in Day Camp/River Camp/Outdoor Camp and remain with the staff until 6:00 pm. If you are late picking up your child (6:00 pm), a fee of \$1 per minute will be charged and expected at the time of pick up. Weekly attendance must be received and paid for by **Wednesday at midnight** the week before camp or a \$10 late fee (one per family) will be charged.

Member: \$6 per day **Non-Member:** \$10 per day

LOCATION OF CHILDREN

- All children should plan to attend Day Camp from 9:00 am - 3:00 pm every day. This is when the main programming will take place. Children may be brought as early as 6:00 am (to Rooms 3 & 4) and must be picked up by 3:30 pm, unless they have paid and are staying for After Care (3:30-6:00 pm).
- All youth will meet in Rooms 3 & 4.
- Children will be doing activities and programs at the following locations:
 - Day Camp: YMCA - 301 W. Benjamin Ave.
 - River Camp: Kiwanis Camp - 6 miles west of Norfolk on Hwy 275
 - Outdoor Camp: A *different* location *everyday!* (see info sheet for details)
- **If you need to reach your child, call the YMCA 402-371-9770, Day Camp cell 402-640-7419, River & Outdoor Camp cell 402-640-7417, or Shayla's (Director) cell 402-640-7414.**
- Transportation will be done by bus and walking, weather permitted.
- Each week of Day Camp will include at least 1 field trip (*usually* scheduled for Thursdays). Be sure to read the handouts sent home with the children for more information.

LUNCHES AND SNACKS

- A sack lunch and two snacks need to be sent with your child daily. Please provide healthy foods and drinks for the children. Lunches should be packed that do not require heating (microwave) or refrigeration. This is because lunch is not always eaten at the YMCA where this is available. The lunch needs to be in a soft-sided insulated lunch box. Freezing your child's juice box will assist in keeping their food cooler. Please make sure you label your child's name on his/her lunch box. Snacks will be eaten approximately at 7:45 am and in After Care at about 3:30 pm.
- Please do not send Energy Drinks with your child.

SIGN IN/SIGN OUT

- Each child should be dropped off and picked up in Rooms 3 & 4. Each child must be signed in and signed out by parents or an approved adult that is on the pick up list. We will not be able to send any child with anyone not on the list unless a note is sent with the child. Staff may require ID to be shown.

WEATHER

- YMCA staff will be informed of inclement weather and will follow the emergency procedures as needed.

FIELD TRIPS

- We will be taking field trips each week to a variety of places. Schedules and information will be sent home with the children. Field trips will *usually* take place on Thursdays, but they may be scheduled on any day of the week. See the weekly schedule for field trip details. The YMCA reserves the right to change the schedule as needed.

COMMUNICATION

- Weekly newsletters for Day Camp are available to pick up in Rooms 3 & 4 each week. Please be sure to read these as this is our only means of communication.
- Please make sure that your child wears comfortable running shoes every day. We play several games in the gym and outside, and we may be doing a lot of running and walking.
- Children should bring a swim suit and towel each day. No beach balls or pool toys should be brought from home, although arm floaties are allowed for those that need them. Children may be asked to perform a swim test in order to swim in the deep end of the pool.
- **If you need to reach your child, call the YMCA 402-371-9770, Day Camp cell 402-640-7419, River & Outdoor Camp cell 402-640-7417, or Shayla's (Director) cell 402-640-7414.**

CREDITS

- **No credits will be issued for weeks missed unless a doctor's note is provided.** This is because the staff is already available.

ACCIDENTS AND INCIDENTS

- Accident Report forms will be filled out following any incident in which the child is injured. If the injury was caused by another child, one report will be filled out for the injured child and one report will be filled out for the one that caused the injury.
- Behavioral (incident) forms will be filled out in any occasion that the child has acted inappropriately.

DISCIPLINE POLICIES

- Serious action will be taken for any child who breaks the rules
 - 1st offense - Parents will be notified by the director about the child's behavior
 - 2nd offense - 2 day suspension
 - 3rd offense - 5 day suspension
 - 4th offense - Director will decide whether the child can continue in the program

HEALTH POLICIES

- Children are not allowed to attend if they have a temperature or contagious illness. A 24 hour time period with no symptoms must pass before your child is allowed back.
- In the case that your child becomes ill throughout the day, you will be notified so arrangements can be made to pick them up.
- Please provide a written note if your child is unable to participate in any activity.
- Medication - Any medication that must be administered must be given to the staff with a medication form filled out and signed by the parent. Medicine must be in its original bottle with the dosage clearly marked.

RULES OF THE YMCA

- All children must show respect to the supervising staff. No talking back.
- No swearing or other improper language or gestures are allowed.
- No fighting, teasing, or provoking others.
- All safety and discipline procedures need to be followed.
- No children will be allowed to leave the premises without permission. If a child leaves the premises without permission, serious action from the discipline policy will be taken.
- All equipment and other belongings must be treated with respect.



BUS RULES

- Children must remain seated and facing forward while the bus is in motion.
- No jumping seats or standing in the seats.
- Feet and personal items need to remain clear of the aisle.
- Children must refrain from using loud voices or screaming.
- All trash needs to be picked up and placed in the garbage after each trip.

CELL PHONES AND HANDHELD GAME SYSTEMS

- Please do not send cell phones or hand held games to Day Camp with your child. Children will not be able to use them. The YMCA cannot be held accountable for them.
- Electronics may be allowed only on long field trips; however, the YMCA is not responsible for any lost, stolen, or broken items.