

OTHER CAMP INFORMATION

TRANSPORTATION

Day camp children will be transported to and from daily activities in school buses leased from Laidlaw or owned by the YMCA. Our drivers are required to hold a DMV Class B certificate, pass our insurance guidelines for a good driving record, hold current certification in First Aid and CPR and complete a classroom and behind the wheel training program.

LUNCH

At Y Day Camp you're asked to send a lunch. We would encourage you to plan for a nutritious meal that does not have high sugar foods or beverages. We also encourage you to pack the lunch in a mini-ice chest that has a re-freezable ice block.

MEDICATION

Any prescription medication that needs to be administered should:

- a. Be brought to camp and given to a staff member, sealed in a paper bag (child's name and camp attending) with the following:
- b. Must be in original prescription container with the child's name printed on it.
- c. Medication Release Permission Slip needs to be filled out. Written instructions as per quantity, time to administer and any other directions and written clearance giving the YMCA permission to administer medication. Please specify if refrigeration is necessary.

NO OVER THE COUNTER MEDICATION WILL BE ADMINISTERED

LOST & FOUND

The YMCA is not responsible for camper possessions that are lost or stolen. The best way to prevent loss of property is to leave valuables at home. Try to keep new jackets, hand held video games, personal stereos/radios, expensive watches and other items at home. Camp is a good place to recycle old things. **The YMCA is not responsible for lost possessions or money sent with child.**

A lost and found will be maintained at the YMCA and at the Day Camp site. We strongly encourage parents to label all clothing and possessions, and not to send valuables to camp.

GRATUITIES

Although our staff work long, challenging hours, our policy states that employees are not to accept gratuities. If you wish, we would encourage you to make a donation to our Annual Support Campaign to help needy children go to camp. Contact the YMCA at 619-298-3576 (Mission Valley YMCA).

BABY-SITTING ARRANGEMENTS

Although Y-Camp staff make ideal baby-sitters, our policy states that our staff may **not** baby-sit families from our YMCA programs, while they are employees of the YMCA.



Parent's Manual

Camp I CAN

Philosophy of YMCA Camp Programs

The YMCA is dedicated to improving the quality of human life and to helping all people realize their fullest potential as children of God through the development of the spirit, mind and body.

The YMCA is dedicated to continuing the tradition of camping, to mold the lives of our youth and to create friendships and memories that last a lifetime. Thank you for joining us this summer.

THE GOALS OF Y-CAMP

All YMCA camps are designed to meet the following goals. Each camper will:

- Learn to appreciate oneself, gain confidence and self esteem.
- Develop values for living.
- Learn to appreciate the natural environment and work toward its conservation.
- Develop positive relationships.
- Develop skills in leadership and group support.
- Learn responsibility.
- Learn to appreciate diversity.
- Learn new skills.
- Develop a balanced life: physically, mentally, socially and spiritually.
- Have fun and get dirty.

REGISTRATION POLICIES AND PROCEDURES

FORMS

All registration and emergency forms must be completed and on file with YMCA.

DEPOSITS

A \$100 non-refundable payment fee is due upon registration. Along with all forms completely filled out.

FEES

PAYMENT IN FULL is due by July 9, 2010 — NO EXCEPTIONS!

FINANCIAL ASSISTANCE IS AVAILABLE

The YMCA has raised funds for Camperships to help families in need. To apply, complete a Summer Camp financial assistance form, attach required documents and return it to the YMCA. Required documents are a current pay stub, current bank statements, 2009 Federal tax return, and W2.

APPLICATIONS ARE ACCEPTED STARTING APRIL 7, 2010 AND WILL BE AWARDED BASED UPON AVAILABILITY.

If you wish to make a CONTRIBUTION to the YMCA 2009 Annual Support Campaign you may do so by sending your donation to the YMCA specifically earmarked for a Campership or Camp. Call the YMCA for more information.

RETURNED CHECK CHARGE

The charge for a returned check is \$20. If this happens a second time, a cash payment agreement will need to be made.

REFUND POLICY

- If the YMCA cancels the camp we will give you a full refund.
- If you request to cancel 14 calendar days in writing prior to the first day of the program, you may receive a credit less your deposit.
- If you cancel anytime after the above time line, we may (depending on circumstances) issue you a prorated CREDIT, depending on where and when you cancel. The CREDIT may be applied toward any Mission Valley/Toby Wells YMCA programs. This CREDIT will expire 6 months from the date of issue.

NONDISCRIMINATION CLAUSE

All YMCA programs are open to all persons regardless of race, creed, color or national origin.

COMMUNICATION WITH THE YMCA

Exchange of information between parents and staff provides insight for both parties. The format may be formal or informal. It is vital that you inform us of changes happening in your family. Changes at home include: moving, hospitalization of a sibling or parent, altercations in the parent's relationship, etc. These influence the way in which your child relates to others. Staff members can better provide for a child's needs if they are aware of the situation. We will treat this information with the utmost confidence.

IN CASE OF AN EMERGENCY

If you need to get in touch with your child in case of a family emergency, call the Toby Wells YMCA at 858-496-9622, ask for Jason Williams, ext. 4007.

LATE DROP OFF

If you drop off your child for Camp I Can after the bus has left, the parent is responsible for transporting his/her child to the camp location. The YMCA will not send a vehicle back to pick up late campers nor will we deliver a child to the program.

PROCEDURE FOR LATE PICKUP

A late fee is required if your child is picked up after 3:00 p.m. A \$1/minute fee is charged, and is payable to the YMCA.

If a child has not been picked up by 4:00 p.m., we refer to their emergency information and begin calling the numbers listed. If, by 5:00 p.m. we have not heard from you, we would have no alternative but to turn the child over to Child Protective Services.

SIGN IN & OUT

The YMCA requires that all children are to be properly signed in by an adult (18 years of age or older) and turned over to a YMCA staff person. This helps ensure the safety of your child. PLEASE NOTE: It is our responsibility to see that your child leaves with the appropriate person each day. Until we get to know all our parents, we will ask for identification. Please do not be offended. This is done with the child's safety in mind.

DISCIPLINE POLICY

Our camp staff is trained and is expected to resolve misbehavior problems in a positive manner. In more severe cases, a parent will be contacted. Together, parent and YMCA staff will work out a custom-designed behavior modification method depending on the severity of the problem. If your child is currently on a behavior plan, please include the plan with the assessment form. In the event the problems still exist, your child may be suspended or expelled from the program. Our policies do not grant refunds or credits for missed program days due to a misbehavior problem.