FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

# Summer Day Camp
# 2022
## Richard G. Snyder YMCA Campus

**1150 N. WATER ST.**
**KITTANNING, PA. 16201**
**724-545-9622**
**www.rgsymca.org**

FOR YOUTH DEVELOPMENT®
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# Summer Day Camp 2022

**Summer 2022**

**Dear Parents/Guardian,**

**We would like to take this opportunity to welcome you and your child to Summer Day Camp. We have a wonderful summer planned full of activities which will keep each camper active, busy, engaged and safe. The counselors look forward to the adventure, personal growth, and learning experiences that your child will experience this summer.**

**This packet is designed to provide specific information you will need to help you through the summer. As part of the process there are some very important forms, we need you to complete and return prior to the first day of camp. Attached you will find:**

- **A camper information forms**
- **An alternate pick-up permission form**
- **A swimming and other permission forms**
- **A list of items your child will need daily**

***All forms must be completed and turned in to the Y Day Camp Staff BEFORE your child can start Day Camp. ***

**If you have any questions please feel free to call, 724-545-9622. We look forward to meeting each of you.**

**Sincerely,**

**Andrew Scholl**
**Day Camp Director**
**Youth and Family Director**

**ARRIVAL AND DEPARTURE**

**Drop off for your camper will be in the Kittanning High School Football Field (1200 Ore Avenue, Kittanning, PA 16201)**

- **Upon arrival, parents must sign in their camper at the Day Camp drop off area (Concession area of the football field). Campers will have their own space to place backpacks.**
- **Upon departure, parents must return and sign out their camper.**
    - **Early drop off is 7:45-9:00 AM**
    - **Camps ends at 4:00 PM**
    - **Late pick up is 4:30-5:30 PM, NO late pick up on Fridays**
    - **There will be a late fee if your child is left at Camp after 5:30 PM**

**We encourage you to check in with our counselors so that any information or concerns can be addressed.**

**RELEASE OF A CHILD**

**No child will be released to anyone other than parent, guardian or those named on the child's release form, unless we have written permission from the parent whose signature appears on the child release form. A photo I.D. will be required of any person who is unfamiliar to the staff. Children will not be released from our care to another child.**

- **If there is a custody agreement with the court, a copy of the legal document must be on file at the Y.**

**DISCIPLINE POLICY**

**Campers are expected to exhibit caring, honesty, respect and responsibility in every aspect of their day. With these character traits in mind all campers are responsible for the following expectations:**

- **Respect the rights and feelings of others and avoid disruptive behavior that would interfere with program activities.**
- **Aggressive behaviors such as hitting, kicking, biting, tripping, spitting, verbal put downs and bullying are not acceptable.**
- **Follow all directions given by the staff regarding safety procedures and stay with the group for all scheduled activities.**
- **We expect the child to respect the private property of others.**

**DISCIPLINE PHILOSOPHY**

**Our goal is for children to develop a positive self-image. Children will be encouraged to make good choices that prevent them from harming themselves and/or others. This can be accomplished through close supervision, gentle guidance, and redirection.**

**Children who have conflicts or problems while in our program will be encouraged to verbalize their feelings and concerns. The role of the adult is to be a helper with positive conflict resolution. Our staff members guide rather than punish.**

**For severe behavior problems, we will call home to the parents. In any case your child has a severe behavior problem, the child will not participate in an activity and the parents/guardians will receive a phone call regarding this behavior. After three severe**

**incidents, "3 strikes", your child will be suspended or removed from day camp.**

**WHAT TO WEAR**

**It is important that your camper be dressed appropriately for any weather. NO Sandals. We require that each child wear closed-toed shoes. Be sure to mark your camper's clothes in the label area, with their entire name, not just their initials. This will simplify the camp counselor's job tremendously and helps ensure lost & found items are returned to the appropriate person.**

- **Tennis shoes, socks, and weather appropriate clothing**
- **Swimsuit and towel (Bring everyday)**
- **SUNSCREEN**

**SUNSCREEN**

**Please send your child to the Y Day Camp with sunscreen already applied. Not only does this ensure that your child's skin will be protected by the UV rays, it also decreases the transition time between activities, which leaves your child with more time for those activities. Please keep sunscreen in your child's bag for them to reapply during prolonged outside activity.**

**Note: Y Camp Staff are not responsible for lost or stolen money, clothing and/or equipment. A backpack to carry essentials is recommended. Also, we only allow the campers to utilize the Y provided equipment.**

**LUNCH AND SNACKS**

**Thanks to Armstrong School District and The Summer Food Program, The Y will provide lunch and a snack every day for the campers. No need to bring a lunch or snack as they will be provided at no cost!**

## SAFETY POLICY

**The following safety guidelines shall be administered during the program operation:**

1. **No child will ever be left alone or unsupervised.**
2. **Each parent, or person authorized by the parent to pick up the child, must indicate to the staff member in charge of the child that the child is leaving for the day. The child must be signed out before exiting the Program area.**
3. **A daily attendance record will be kept on each child**
4. **A telephone is located at the front desk, aquatics office, and multipurpose room for emergencies.**
5. **First Aid Kits and AEDs are in the aquatic's office and at the front desk.**
6. **An incident report will be completed when an accident or injury occurs**
7. **In case of emergencies, a staff person will always remain with the child involved. We will determine the type and extent of emergency. We will apply first aid if necessary and check child's file for needed information. Then we will call parent/contact person if necessary. If contact cannot be made, administrator or designated staff will determine if EMS should be called.**
8. **Water Safety: A certified lifeguard is always present when the children are swimming. Every Camper will be swim tested before they enter the pool!**
9. **The staff will give NO medication to a child.**

## PARENT NOTIFICATION

**Parents/Guardians will be notified for the following incidents/occasions:**

- **An illness – which includes but not limited to:**
  - **Vomiting/Nausea**
  - **Fever**
  - **Diarrhea**
  - **Headache**
  - **Earache**
  - **Temperature of 100 degrees Fahrenheit or more,**
  - **Skin rash**
  - **Evidence of lice, scabies or other parasitic infestation**
  - **Severe coughing**
  - **Difficult or rapid breathing**
  - **Yellowish skin or eyes**
  - **Conjunctivitis**
  - **Untreated infected skin patches**
- **An injury – which includes but not limited to:**
  - **A major cut/scrape**
  - **Head injury**
  - **Sprain**
  - **Broken bone**
- **An Emergency at the Y – which includes a fire, tornado or any other type of emergency**
- **Behavioral Issue**
- **Missing Child**
- **Anything that the Camp Staff feel that a parent/guardian should be contacted about, good or bad!**

**ILLNESSES/MEDICATION**

**Please do not send your child to camp if they are not feeling well or are unable to participate fully. If it is necessary for your camper to take medication while at camp, please remember to list that medication on the health form and give the sheet, along with the medication, to the Camp staff. All medications must be in the original prescription bottle with the appropriate labels attached.**

**ALLERGIES**

**If you know that your child has any allergies such as to bee stings or any foods, please provide an Epi Pen or the necessary kit needed for your child's allergy. (This kit requires a prescription from your Physician and cannot be purchased over the counter). Your child must be capable of using the kit themselves. Please notify the Camp Staff if your camper will be bringing an Epi Pen to camp. This must be put on the health form. Campers with asthma that require an inhaler must have this indicated on their health form. The inhaler will always be kept with your child's camp counselor while your child is at camp. Please remind your child that their inhaler is only to be used by them and it is not safe to let someone else use it.**

**TERMINATION OF SERVICES**

1. **Disruptive behavior of a child, parent, or guardian may lead to removal of the child from the program.**
2. **A child's continuous enrollment is conditional on current payment, and the parent and child's adherence to all the policies and procedures of the Camp.**

**SWIMMING**

**A completed swimming permission slip is required for children to swim during the Y Summer Day Camp Program. Your child will also be required to take a swim test at the beginning of the week to determine whether your child is restricted to certain swimming areas or permitted in the entire pool. Swim tests are given once a week by a certified lifeguard. Your child may retake the test the following week if he/she did not pass. If your child does not pass, he or she will have the opportunity to take a swim lesson with one of our trained camp counselors. This lesson will be a substitute for a different activity.**

**Any questions, please contact the Y at 724-545-9622.**

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# Summer Day Camp

**This packet must be completed before your child can start Summer Day Camp at the Y.**

**Summer Day Camp will start June 6th and will end on August 12th**

**Drop off for your camper will be in the Kittanning High School Football Field (1200 Ore Avenue, Kittanning, PA 16201)**

- **Upon arrival, parents must sign in their camper at the Day Camp located on the Fieldhouse. Campers will have their own space to place backpacks.**
- **Upon departure, parents must return and sign out their camper.**
  - **Early drop off is 7:30-9:00 AM**
  - **Camps ends at 4:00 PM**
  - **Late pick up is 4:30-5:30 PM, NO late pick up on Fridays**
  - **There will be a late fee if your child is left at Camp after 5:30 PM**

**ABSENCE POLICY**

**Please notify the Y daily if your child will be absent.**

**We are committed to a high-quality program. When you enroll and sign up for camp, you are reserving the time, space, staff and provisions for your child whether he/she attends or not. We DO NOT deduct absences from your fee.**

# Payment Policy

**Day Camp registration/payment is due on the Thursday before the week of camp begins. Registration is not permitted Friday through Monday. Please register at the front desk of the Richard G. Snyder YMCA Campus.**

**PAYMENT PROCEDURES**

- **Weekly registration/payments are due on the Thursday before week of camp attendance.**
- **Registration and Payments are made at the front desk of the Y.**
- **Make checks payable to the Richard G. Snyder YMCA Campus.**
- **You may pay for more than one week of tuition at a time, but it must be in advance of the days we will be caring for your child.**
- **All schedules and tuition fees are subject to change.**
- **During field trip weeks if your child just wants to attend the day of the field trip there will be a fee for the day and for the field trip.**

**Payment Dates:**

**Week 1 – due by Thursday, June 2, 2022**

**Week 2 – due by Thursday, June 9, 2022**

**Week 3 – due by Thursday, June 16, 2022**

**Week 4 – due by Thursday, June 23, 2022**

**Week 5 – due by Thursday, June 30, 2022**

**Week 6 – due by Thursday, July 7, 2022**

**Week 7 – due by Thursday, July 14, 2022**

**Week 8 – due by Thursday, July 21, 2022**

**Week 9 – due by Thursday, July 28, 2022**

**Week 10- due by Thursday, August 4, 2022**

# Richard G. Snyder YMCA Campus
# Summer
# Day Camp

**Child's Name: _____**

**Camper Information Form _____**

**Camper Health Form _____**

**Emergency Contacts Form _____**

**Camper Release Form _____**

**Swimming Permission Slip _____**

**Picture Release Authorization _____**

**Parent Handbook Form _____**

**This is a list of forms that need to be completed. They are included in your parent pack. If the forms are turned in and complete, there will be an "X" on the line. All permission slips must be completed before your child attends Day Camp.**

**Movies shown at Camp are Rated G. We utilize Disney + streaming service.**

**We will also be doing limited walking during Day camp on the Armstrong County Trail.**

# Summer Day Camp
# Camper Information Form

**Name of Child (including middle name):**

_____

**Grade Child is Entering Grade:**_____

**Age:**_____
**(13 year old's can volunteer as Junior Camp Counselors)**

**Currently a Y Member: Yes**_____ **No**_____

**Child's Nickname**

_____

**Brother's/Sister's Names and Ages:**

_____

_____

_____

_____

**Describe any special fears your child has (thunder, insects, dogs, etc.)**

_____

_____

**What activities does your child enjoy?**

_____

_____

# Child Health Information Form

**This form must be completed prior to the child's first day of attendance.**

**Child's name**_____ **D.O.B.**_____

**Address**_____ **City**_____

**State**_____ **Zip**_____ **Phone**_____

**Parent/Guardian**_____

**Relationship to child**_____

**Address**_____

**City**_____ **State**_____ **Zip**_____

**Home Phone**_____ **Work/Cell**_____

## Emergency Contacts:

**Name**_____

**Relationship to child** _____

**Phone**_____

**Name**_____

**Relationship to child** _____

**Phone**_____

**Does your child have a special health/needs or medical condition?**

**Yes**_____ **No**_____

**If yes, please explain**_____

_____

**Does your child have any food, medication or environmental allergies?**

**Yes**_____ **No**_____

**If yes, please explain**_____

_____

**Does your child's allergy/allergies require day camp staff to monitor child for symptoms, take action if a reaction occurs or give emergency medication to your child?**

**Yes**_____ **No**_____

**Is your child currently taking any medication?**

**Yes**_____ **No**_____

**Please list**_____

_____

**If yes, does this medication need to be taken to during day camp?**

**Yes**_____ **No**_____

_____ _____

**Parent/Guardian Signature** **Date**

# Richard G. Snyder
# YMCA Campus Summer
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## RELEASE FORM

**If you, the parent or guardian, are unable to pick up your child from the Richard G. Snyder YMCA Campus day camp, we ask that you list the names of those persons who have permission to pick your child(ren) up from camp. Please give a written note to your camper's counselor if you know in advance that someone else will be picking your child up. Also, if your child needs to leave camp early for some reason, please give a written note to your child's counselor that states when the child will be leaving and who will be picking up the child. Please make sure to include both parents' names.**

**YOUR CHILD WILL NOT BE RELEASED EXCEPT TO THOSE LISTED BELOW.**

**The following people have my permission to pick up my child(ren) from camp:**

| | Name | Relationship | Phone # |
|---|---|---|---|
| 1. | | | |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| 5. | | | |
| 6 | | | |

_____ _____

**Parent/Guardian Signature** **Camper's Name**

# Richard G. Snyder
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## SWIMMING PERMISSION SLIP

**Child's Name_____D.O.B. _____**

**My child has my permission to swim at the Y during the Summer Day Camp Program. A certified lifeguard will be on duty.**

**My child is a:**

☐ **Swimmer** ☐ **Non-Swimmer**

- **Water safety will be stressed with the children during their recreational time in the pool.**
- **Non-swimmers will have the opportunity to take swim lessons (included with Day Camp cost)**
- **All campers must pass swim test**

**Parent/Guardian Signature_____ Date _____**

# Richard G. Snyder
# YMCA Campus Summer
# Day Camp

**RELEASE FOR CLIENT PICTURES: Summer Day Camp**

**Descriptive pictures are needed to educate people about services available at the Y Enrichment Program. Such pictures are used in slideshow presentations, brochures, the Y website, newspaper articles and television programs. Policy prohibits the use of pictures without permission; please help us with our educational work by permitting the use of your pictures.**

**I,_____**

**(Client or authorization representative)**

**Hereby authorize the Y Enrichment Program to take photographic or electronic pictures of:**

_____

**(Client name and date of birth)**

**for the purpose of publicity.**

**This release is valid if your child is enrolled in our program and will be subject to revocation at any time by the client or authorized representative.**

**I hereby release the Center from all liability that may be incurred from the use of my photographic or electronic pictures.**

_____

**(Date)**

_____

**(Signature of client or authorized representative)**

# Richard G. Snyder YMCA Campus
# Summer Day Camp Parent
# Handbook

**I/We,_____, the Parent(s)/Legal Guardians of, have received the 2022 Summer Day Camp Parent Handbook and have read its contents. I/We understand that the rules contained within are what will be followed by the staff members of the Richard G. Snyder YMCA Campus Summer Day Camp. I/We will discuss any questions or concerns about its contents with Andrew Scholl, Day Camp Director. I/We will support and adhere to the policies included in this document.**

**Signature:_____Date: _____**

**Student's Name: _____**