



# SUMMER CAMP 2023 PARENT GUIDE



**Summer Camp Director** - Cami Ill

**Summer Camp Director** - Shannon Flynn

**Summer Camp Coordinator** - Erica Attwood

**Summer Camp Coordinator** - Kayla Harris

**Summer Camp Coordinator** - Celeste Jimenez

Welcome to Two Rivers YMCA Summer Camp! Summer is a special time for children to enjoy the outdoors, to learn, to have fun and to build new relationships. It is also a time when working parents are concerned about the care and security of their children.

YMCA Camps can provide special memories for your children and for you as parents. We feel that the time your child spends away from home each day is very important and we want to make it special. Please be a good listener when he or she comes home each day eager to share the day's events.

Children are involved in a wide range of activities that make camp more than a day care program. Some different types of activities which take place at camp include: leadership development, team building, problem solving, swimming, outdoor education, unique academic enrichment, field trips, values education, service learning, and much more. Our YMCA Character Development program teaches CARING, HONESTY, RESPECT, and RESPONSIBILITY. We will be emphasizing these four values in all that we do during the summer. We hope you'll be delighted with our program and we look forward to working with you and your family.

The staff and counselors are carefully chosen for their maturity, enjoyment of physical activities and for the character traits that make them positive role models for youth. Though we cannot take the place of parents, we can be a positive influence that is necessary for youth today.

Please read over the following information carefully so that you are familiar with our policies and procedures. Our staff is available to answer questions and help solve any problems. Have a great summer!

**Two Rivers YMCA Mission Statement** - To put Christian principles into practice through programs that build healthy spirit, mind, and body for all.

**Affirmative Action Statement** - Each child shall be recognized as an individual whose gender, ability, differences, personal privacy, choices of activities, cultural, ethnic and religious background shall be recognized and will be respected.

### **Requirements to begin YMCA Camp**

- ✓ Completed online enrollment form for each child.  
[www.tworiversymca.org/form/summer-camp-child-s-information](http://www.tworiversymca.org/form/summer-camp-child-s-information)
- ✓ Register in advance on our website, for the days of attendance.
- ✓ If you receive assistance from the state, please ask the front desk for a form with instructions on what to do and how to register.

**Sunscreen** - *Each year we ask parents to donate one bottle of SPF 45+ sunscreen.* Large portions of our days are spent outdoors at the Y. For the safety and well being of your children, we are asking for your assistance with the application of sunscreen, in the mornings, before they come to Y Summer Camp. With your permission, Y staff will assist your child to apply sunscreen at 10:00 AM, 12:00 PM, and 2:00 PM during each sunny camp day. Please drop off the sunscreen with the Y staff at the sign in/out.

**What Do Campers Need To Bring to Camp? -**

- Water bottle
- Socks - need a pair to wear for several areas throughout the day.
- Bring a bottle of SPF 45+ as a donation for summer camp. Please give it to staff at drop off and we will keep the sunscreen at the YMCA.

**Dress Code** - Campers must wear comfortable clothes, socks, and tennis shoes. Many activities require proper footwear and/or socks, such as the Kid's Gym/Kid's Adventure Center and Energy Zone. Children will not be permitted to participate in activities if they are not properly dressed. Campers may bring hats and sunglasses for outside wear.

**Sign In** - You will be able to drop your child(ren) off for camp, starting at 6:30 AM. Children need to be signed in at the Spirit, Mind and Body Center (1811 53<sup>rd</sup> Street, Moline). Staff will come out to your car to help you get your child(ren) signed in for the day. *You will be required to make sure the child(ren) is registered in advance each day. Please be aware that spots will fill up quickly.*

**Sign Out** - Sign Out will be located in the Spirit, Mind & Body Center. Please park your car and come to the door where staff will greet you. **You will be required to show a picture ID to our staff.** Please keep in mind at pick up we may be transitioning from one area to the next, so you may need to wait a few minutes for your child. Groups will be scheduled at both the YMCA and Spirit, Mind & Body Center (from 8:00-4:00) throughout the day. You will be given a Pick Up Pass that you will need to hand to the counselor that is with your child, before you are able to leave with them. **Keep in mind, that** after your child is signed out, you may be directed to drive to the YMCA main facility to pick up your child. Please show your Pick Up Pass to the front desk staff, to enter the building to pick up your child.

**Meals and Snacks** – Campers arriving before 8:00 AM will receive a morning snack. All campers can receive a nutritional lunch provided by our Nourish Program or children may bring a lunch if they don't like the menu items. Menus are posted on our website and are subject to change. There are no refrigerators to keep lunch items cold or access to a stove/microwave to heat

food for children. We will also provide a snack in the afternoon. The Y follows a healthy nutrition policy for all snacks and meals.

*There is a form that you will be required to fill out, if your child has a food allergy, that you can find on our website.*

Campers may not chew gum during Y camp hours.

**Swimming & Field Trips**– We are planning our swimming and field trips schedules for the summer. Please keep an eye out for emails and check our website for updated information. Children who are not dropped off before the field trip leaves will not be able to stay at camp.

**Financial Assistance** - No person is denied care due to the inability to pay fees. The Y provides assistance on a sliding fee scale and we also accept state agency payments. We must have this information and application before May 15th to qualify for assistance. Families may only be on YMCA Assistance or State Assistance (cannot use both at one time).

**State Assistance** - If you are approved for assistance from the state, you will need to call the front desk of the YMCA at 797-3945 to register for camp. You will be responsible for paying your co-payment at the beginning of the month once approved. You can then register for all available dates for that month.

If you are wanting to apply for assistance from Child Care Resource & Referral, please contact them at 309-205-3070 option #2. You will be sent a packet of information to fill out and once it is completed, please turn in the paperwork to the YMCA. The front desk staff will give you a form with further instructions.

*Due to current state guidelines, when parents submit state paperwork they must also submit a copy of their child's immunization records.*

**Late Pick Up** - Children must be picked up no later than 5:30 p.m. There is a LATE CHARGE of \$1.00 per minute, per camper, if you pick your child(ren) up after 5:30 p.m. This fee will be added to your account. If you repeat this action, it may result in a removal from the program.

**Refund Policy** - *Your camper's daily reserved spots are non-refundable.*

For the health and safety of our campers, camp is reduced in size to allow for social distancing. Because of this, demand will be high and spots can only be reserved with payment.

**Collections and Late Fees** - We work with a third party when accounts are overdue. We will not be responsible for any fees from Kinum Collections if your account is turned over to them. We also are not responsible for any service fees your bank charges.

**Illness and Attendance** - If your camper is not feeling well in the morning, has a temperature or is in the contagious stage of any illness please do not bring him/her to camp. You will be called and asked to pick up your child immediately. If your child misses camp due to illness they must be fever/symptom free for 24 hours before returning to camp. Parents are not required to call the Y to report their campers absent from camp.

If your child has COVID, or has been exposed, they will need to have a doctor's note releasing them to return, or they will need to miss five days before they can return and also have no more symptoms.

**Lice** – You will be expected to pick up your child immediately from camp. Your child can return after one treatment.

**Pink Eye** – You will be expected to pick your child up immediately from camp. Your child should not return until after 24 hours on antibiotic eye drops.

**Injury and First Aid** - If your camper is injured during camp hours, we will handle all minor scrapes, scratches and bruises. We will call you if there are any questionable or serious injuries. The YMCA does carry liability insurance coverage. You have signed a release that you understand we are not responsible for injuries associated with accidents that occur during normal daily activities. Incidents will be discussed with the parents by phone, email or when campers are picked up.

**Medication** - Medication which needs to be administered during camp hours:

★All medication/inhalers must be checked-in with the staff member at the morning sign-in desk and *be in a prescription bottle*.

★Contain written instructions as to quantity, time to be administered, name and phone number of doctor, the prescription number, and the pharmacy where purchased. Additionally, written clearance must be given on the form called "Authorization to Administer Medication" which the staff will have at the YMCA. Dosage/quantity listed on the "Authorization to Administer Medication" form must match the quantity/dosage listed on the prescription bottle.

★Medication will be kept in a locked box or a locked cabinet, with instructions on file. Meds will be taken on fieldtrips, park visits, or any other excursions outside of the YMCA so they can be administered at the proper times.

**Y Classes, Lessons or Programs** - There will be programs that run throughout the summer that your child may be interested in signing up for. Please check out our website or contact the front desk at 309-797-3945, for more information. We cannot guarantee that your camper will make up any activity that went on during camp while they are gone for a class. On field trip days they will not be able to attend their lessons. Any questions regarding

lessons, please contact the director of the program.

**Lost and Found** - Please have your camper's name on everything they bring to the Y. We cannot be responsible for lost or stolen items. After 30 days we will donate all lost and found items to Goodwill.

**Toys, Cell Phones and Things** - *Campers may not bring toys, cell phones, radios, video games, DS, small electronics, iPods, etc. to camp.* Our staff will confiscate any of the above items and release them to the parents at the time of pick-up. Between Campers are allowed to bring electronic devices if their parents sign a permission slip. These permission slips can be picked up from our camp staff. Between Campers are only allowed to be on their electronic devices at designated times. This is up to the discretion of their counselors.

## **FAQ's**

### **Can my child leave camp on their own?**

*No camper may leave any area without an authorized adult who will check each camper in at arrival time or out at departure time. Campers must be in view of a staff member at all times.*

### **What are your discipline procedures?**

*There will be no fighting, hitting, biting, kicking, spitting, stealing, bullying, foul language, leaving the program area without staff, persistent inappropriate behavior, disrespect to staff etc. If a camper puts his/her hands on any other participants or staff they are subject to removal from the program immediately.*

*Campers will be given a "timeout" away from the group, and the staff member will discuss the action with the camper when discipline issues occur. The timeout will not last longer than 10 minutes. If it needs to be discussed with a parent, we will try to contact you by phone or email or mention it at pick up.*

*The Two Rivers Y reserves the right to end a camper's participation in the program because of disruptive behavior or actions that are not in the best interest of the other campers. We strive to keep all campers safe and try to resolve all conflicts in a positive manner. We treat each child as an individual and discipline them based on what happened in each incident.*

**General Information** - The YMCA facilities and grounds are a tobacco free area. Smoking and tobacco products are not allowed in our facilities or on our grounds. Help us keep our YMCA clean by not extinguishing your smoking materials in our parking lot.

Please be aware of the parking spots marked with a handicapped sign when dropping off or picking up your children.

We will be communicating new and updated information throughout the summer of any changes. Please be sure to check your email and our website regularly.

Thank you and we look forward to a great summer!

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