



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**



2020 School-Age Summer Day Camp, Parent Handbook

Mankato Family YMCA

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Welcome to YMCA Camp!

Thank you for choosing the YMCA to be a part of your summer schedule! We are very excited about the upcoming summer and the new experiences we will share together. In this handbook, you will find important pieces of information to prepare yourself and your child(ren) for their day camp experience.

We strive to make sure that every camper and family has the most memorable time at camp. Please bookmark our website (mankatoymca.org), like our Facebook page (YMCA mankato camps), and follow us on Instagram (Mankato ymca camps). We will post any updates about weather and fun daily activities on these sites. We look forward to seeing you soon! -Camp Staff

YMCA Mission

To put Christian principals into practice through programs that build healthy spirit, mind, body, and social well-being for all

Camp Philosophy

To create a safe, fun and inclusive environment where every child has the opportunity to develop and feel valued.

Program Goals

1. Campers will build confidence, positive self-esteem, and independence.
2. Campers will have opportunities to build positive relationships with their peers and other adults.
3. Camps will develop skills through a variety of activities such as arts & crafts, STEM, and games.
4. Campers will learn about the Mankato Family YMCA core values to assist them in character development.

Program Standards

- Our youth programs are staffed with caring qualified staff that must pass a criminal and child protection background check and complete CPR & First Aid training.
- The staff/child ratio of 1:12 for Pre-teens/Teens as well as 1:10 for 5-12 years olds is below the State of Minnesota Department of Welfare and the Minnesota Department of Children, Families and Learning standards.
- Mandated Reporting; Under Minnesota State Law, all professional staff who work with children are required to report all suspected physical, emotional, sexual abuse or neglect of children to the authorities.

Payments

PAYMENTS: All June camp balances must be paid in full by **May 15th**, July camps by **June 15th** and August camps by **July 15th**. If you have questions concerning your camp payment contact Susan Lyons. Administrative Assistant:

slyons@mankatoymca.org 507-345-9800.

Scholarships or Financial Assistance

Requests need to be made by May 15. Funding is limited; it is to your advantage to apply early. Applications may be found at our camp website at www.mankatoymca.org.

Days of Operation

- Summer Day Camps operate from 8a.m. until 5p.m. Monday-Friday unless specified.
- All forms must be complete and turned in prior to attending camp.
- Before Care operates from 7a.m.-8a.m. and After Care operates from 5p.m.-6p.m. Refer to the Before and After care section for more information.
- Check- In: All campers must be signed in each day upon drop off to the designated camp in the Blue Gym. Campers must be signed in no later than 8:15am unless specified otherwise.
- Parents/Guardians are encouraged to provide prior notification to the camp staff if their camper will not be attending camp. (507) 995-9740.
- Check-Out: Campers must be signed out each day by parent/guardian or authorized adults with a photo I.D. between 4p.m.-5p.m. (unless attending after care). Notify Camp staff if an additional person needs to be added as an Emergency Contact.

Medications

Medical forms must be completed for every camper. We cannot administer any medication without written parental/guardian consent. All medication will be collected by the Camp staff at the beginning of each week of camp and administered as prescribed by a physician or as indicated by the packaging instructions for over-the-counter medications that do not accompany a physician's instructions. Medications must be in the original bottle with the appropriate dosage. Unused medications will be returned to the parent /guardian on the last day of camp. It is required that only one week's worth of medication be sent. Campers who use asthmatic inhalers or medications for allergic reactions (i.e., an Epi-Pen for bee stings) may keep the medication on them but can only administer it to themselves under supervision of a counselor /adult. The Camp staff must know where to find the medication in case of an emergency...please communicate this with your camper and counselor.

Food Allergies

If your child has a food allergy, please contact the camp administration so we can better prepare to meet your child's needs. Some food allergies are exceptionally difficult to accommodate at camp. In some situations, you may be asked to send your camper with their own allergen-free foods.

Sunscreen / Bug Repellant

Sunscreen and bug repellant may be considered a medication and must be used appropriately. Campers should not spray sunscreen or bug spray unless instructed by camp staff in well ventilated areas. Campers should arrive in the morning with sunscreen already applied, but will also have the opportunity during designated times throughout the day to re-apply as needed. YMCA Camp staff is not encouraged to apply sunscreen directly on to any camper. However, a counselor is permitted to spray sunscreen onto a camper if assistance is requested.

Inclimate Weather & Rainy/Drizzling Days

School age day camps will operate outdoors for the majority of their time at camp except in the event of severe weather. Activities will be modified due to incimate weather conditions and shelter will be taken in the event of heat index alerts, lightning, thunder, high winds, etc. We will utilize indoor space at the YMCA during severe/incimate weather. Campers must be prepared for rainy days by packing the appropriate clothing (sweatshirt or rain jacket).

Emergency Procedures

All staff is trained in the procedures of an emergency and to keep all participants safe. In case of an emergency, staff will find the nearest shelter until it is safe to return to the scheduled camp activity. Camp administration will contact you if an emergency situation arises.

Injuries

We hope that no child will be injured in our care, but a few minor injuries can reasonably be expected. If a child has a minor injury they will be treated and cared for until they feel ready to return to the activities. In the case of a more severe injury we will contact you (or your emergency contacts if you're unavailable) and if necessary, professional emergency care providers.

Illness & Diseases

If a child becomes ill at camp, we will notify you immediately to pick them up. In cases of communicable diseases such as chicken pox, lice, impetigo, and strep, we will notify other parents in writing so they may be alert to the incubation period and symptoms. Please notify us if your child has contracted or been exposed to any of the above illnesses or diseases.

Packing for Camp

Parents should understand that the camp staff will do everything they can to help your camper keep track of his or her belongings, but they are NOT responsible for lost or stolen or damaged personal items. **LABEL ALL ITEMS.**

<p style="text-align: center;"><u>Traditional Packing List</u></p> <p>Bring a Backpack or bag that contains the following items:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Sweatshirt or Rain Coat <input type="checkbox"/> Swim suit and Towel <input type="checkbox"/> Sun Screen & Lip balm <input type="checkbox"/> Insect Repellent <input type="checkbox"/> Book/Reading material <input type="checkbox"/> Water bottle <input type="checkbox"/> Hat or Visor <input type="checkbox"/> Closed toe shoes <input type="checkbox"/> Rest time blanket for Kindergarten clubhouse campers. 	<p>Items <u>not</u> allowed at camp:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Weapons <input type="checkbox"/> Electronics <input type="checkbox"/> Money <input type="checkbox"/> Toys / Trading Cards <input type="checkbox"/> Attire that is inappropriate or depict weapons <input type="checkbox"/> Tobacco or Vaping tools <input type="checkbox"/> Alcohol <input type="checkbox"/> Anything of value that you cannot afford to lose. <p>Do not send new clothing; we play outside and may get dirty.</p>
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Specialty Camp Packing List

Fishing Camp: Traditional packing list + life vest, fishing pool & tackle box

Horse Camp: Traditional packing list + boots and long pants

Skateboarding Camp: Traditional packing list + skateboard, helmet, and pads or you can use ours. Optional pocket change for concessions (Limit \$2 per day). Reminder: Camp meets at Chesley Skate Park. 161 Jaycee Court, Mankato MN

Extended Care; Before & After Camp

Before Care operates from 7a.m.-8a.m. and After Care operates from 5p.m.-6p.m. Both will offer a variety of age appropriate activities based on the children’s interest in the Blue Gym and Room 103 (located off the Blue Gym). There are separate fees for this program. \$.50/15 min. Cash or Punch cards may be used. Payment is due on the day used.

Transportation:

When campers ride on a YMCA vehicle or bus, the following safety guidelines must be observed:

- Campers are expected to get on and off the vehicle in an orderly fashion while listening to the driver and camp staff.
- Campers are expected to treat others with YMCA core values in mind.
- Campers should always keep their hands, feet and belongings inside the vehicle and kept to themselves at all times.
- Campers should remain in their seats when the vehicle is moving.
- Campers should talk at normal voice levels while riding the vehicle. Screaming, yelling, and vulgar language will not be tolerated.
- Campers should always wear a seatbelt or safety restraint when available.
- Campers should exit the bus from front to back and load from back to front.
- No food or drink is permitted to be eaten on the vehicle.

Disruptive behavior that threatens the safety of others may result in suspension or loss of riding privileges, based on the recommendation of the driver, and/or camp staff. YMCA camp staff is present when campers are transported by bus or other vehicle.

Field Trips:

School age day campers will have the opportunity to travel to special field trip destinations. This trip will take place on the designated field trip day per camp. There will be no additional costs therefore no extra money should be sent to camp. YMCA camp staff is not responsible for money that is lost or stolen. Specific field trip information will be provided to parents/guardians prior to the scheduled field trip. The YMCA does not offer alternate camp care and will not refund camp fees if a camper does not attend a field trip.

Lost & Found

Articles of clothing or personal equipment not claimed by child or parent upon completion or return from program will be disposed of in the following manner; Lost and found articles or equipment will be held at the YMCA for two weeks. Articles/equipment not claimed within the two-week period will be donated to a local charity. If you believe your camper is missing an item or clothing, please call the camp cell at (507) 995-9740.

Visitors & Communication with your child at Camp

Mid-day visits are not recommended. If you feel a visit is necessary, contact the camp administration to arrange a date and time. Campers should not make phone calls without the camp staff's permission. In an emergency or to help with a camper's social adjustment, we will contact you. Please leave cell phones and watches at home. If discovered, they will be confiscated. We know it is difficult as a parent to not be in touch directly with your camper while they are away. We also know that the camp experience is enhanced when children can unplug from their devices and truly enjoy every moment of their time at camp.

Swim Test & Evaluations

Campers have the opportunity to swim during their camp session at the YMCA. On the first swim day of each camp session, campers will be asked to take part in a swim evaluation. Campers will enter the pool; swim 1-2 lengths of the lane line and tread water to determine their ability. Campers are separated into beginner/non-swimmer, intermediate, or advanced swim levels and will be restricted to how deep they may swim based on the level received. We will not force anyone to take the swim evaluation however, it is highly recommended. If a camper chooses not to take the swim test they can still enjoy swimming and water activities in the zero depth area while wearing a life jacket. YMCA certified Lifeguards will be on duty at all times. Each camper needs to bring a swimsuit and towel. The pool does not allow campers to swim with shorts or t-shirts as swim suits. All boating activities require the use of life jackets.

Non-Discrimination Statement

No person shall be denied the opportunity to participate in the YMCA as a participant, employee, or volunteer based on race, sex, or religious beliefs. In order to participate successfully in YMCA Youth Programs, a child must be able to function in a group setting, stay with their group at all times, and follow directions given by staff.

In some cases it may be necessary to evaluate if our programs are the right choice and appropriate setting for your child. Our programs are not designed for one-on-one care. Conferences may be required to problem solve and share strategies for dealing with spirited behaviors. Please contact the camp administration to arrange for a conference if needed.

Behavior Policy & Management

The YMCA staff works proactively with your camper to instill the principles of Caring, Honesty, Respect, Responsibility and Faith. We expect all campers to treat

others with these principles in mind. If a camper makes a poor decision, we will respond with those same principles. We recognize differences in children and will use a variety of methods to deal with situations that may arise. We do not use physical or emotional punishment, or any other type of technique that would harm the campers. Parents will be notified if their camper has been in a situation involving inappropriate language and/or touch, disruptive behavior, profanity, blatant disrespect or violation of rules, or other behavior deemed unsuitable for camp.

The YMCA does not tolerate physical fighting or illegal activity. If this should occur, parents will be notified and may be asked to pick up their child, dependent on the circumstances. Refunds will not be given if a child is sent home because of a behavioral problem. We want every camper's experience to be as safe, wonderful, and as much fun as possible. We will do our best to ensure that everyone is treated equally. Refer to the camp registration/health form for more information regarding our Behavior Expectation Policy.

Property & Equipment Damage

Parents are financially responsible for intentional damage to equipment and facilities caused by their camper. This includes graffiti, malicious destruction of property, intentional misuse of equipment, etc.

DROP POLICY, REFUNDS AND CREDITS

Those who wish to withdraw their registration for a camp must do so no later than two (2) full weeks before camp is scheduled to start. No refunds will be given after the two (2) week policy prior to the start of camp. If you are registered for a program and you cancel your membership, you will be billed for the non-member rate of the program. If your child cannot attend camp for a period of time paid, you may submit a request for credit along with documentation to the Camp Director. Credits can be used for camp or other programs through the year. All requests should be made no later than 2 full weeks before the start of the session and will be granted under the discretion of the Camp Director.

2020 School Age Summer Camps at a Glance

	SCHOOL AGE DAY CAMPS									RESIDENT CAMP		
	Kindergarten Clubhouse ENT K	Explorers Gr 1-3	Voyagers Gr 4-5	Half-Day Gr 1-5	Sports/Dance/ SPLASH Gr 2-5	Horse Camps Gr 2-9	Pre-Teen Gr 6-7	Teen Adventure Gr 8-10	Chesley Skateboarding Gr 1-9	Camp Patterson Gr 3-7	LIT & CIT *Sunday-Friday Gr 8-12	
June 8-12	1	1	1	1		HC 1 Gr 2-5	1	1				June 8 th - July 3 rd camp balances due by May 15 th
June 15-19	2	2	2						1 Gr 1-5	1 June 14-19	1 LIT 1 CIT	
June 22-26	3	3	3						2 Gr 1-5	2 June 21-26	2 LIT 2 CIT	
June 29 - July 3	4	4	4									July 6 th - July 31 st camp balances due by June 15 th
July 6-10	5	5	5	2		HC 2 Gr 2-5	2	2				
July 13-17	6	6	6	3	Dance Gr 2-5		3	3				
July 20-24	7	7	7	4		HC 3 Gr 2-5	4	4				Aug. 3 rd - 21 st camp balances due July 15 th
July 27-31	8	8	8	5	Sports Gr 2-5	HC 4 Gr 6-9			3 Gr 6-9			
Aug 3-7	9	9	9						4 Gr 1-5	3 Aug 2-7	3 LIT 3 CIT	
Aug 10-14	10	10	10	6		HC 5 Gr 2-5	5	5				
Aug 17-21	11	11	11	7	SPLASH Gr 5-7	HC 6 Gr 2-5	6					

Camp staff will communicate through a texting system called REMIND. The amount of participants in this program are limited, please select one parent per household to opt in to your child's camp session by texting the code below to phone number 81010.

- Kindergarten Clubhouse code: @ymcakclub
- Day Camp Explorers codes per month:
 - June 8th – July 3rd code: @juneexplor
 - July 6th – July 31st code: @julyexplor
 - August 3rd- 21st code: @augustexpl
- Day Camp Voyagers code: @daycampvoy
- Pre-Teen Camp code: @ymcapretee
- Teen Adventure Camp code: @ymcaadvent
- Horse Camp code: @ymcahorse
- Sports/Dance/Splash Camp code: @ymcaactive

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June 8-12	1	1	1	1		HC 1 Gr 2-5	1	1				June 8 th - July 3 rd camp balances due by May 15 th
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July 6-10	5	5	5	2		HC 2 Gr 2-5	2	2				July 6 th - July 31 st camp balances due by June 15 th
July 13-17	6	6	6	3	Dance Gr 2-5		3	3				
July 20-24	7	7	7	4		HC 3 Gr 2-5	4	4				
July 27-31	8	8	8	5	Sports Gr 2-5	HC 4 Gr 6-9			3 Gr 6-9			Aug. 3 rd - 21 st camp balances due July 15 th
Aug 3-7	9	9	9						4 Gr 1-5	3 Aug 2-7	3 LIT 3 CIT	
Aug 10-14	10	10	10	6		HC 5 Gr 2-5	5	5				
Aug 17-21	11	11	11	7	SPLASH Gr 5-7	HC 6 Gr 2-5	6					

Drop Policy:

Those who wish to withdraw their registration for a camp must do so no later than two (2) full weeks before camp is scheduled to start. No refunds will be given after the two (2) week policy prior to the start of camp. Additionally, if you are registered for a program and you cancel your membership, you will be billed for the non-member rate of the program.

Traditional Packing List

Please send your child with a backpack/bag that contains the following items:

- Sweatshirt or Rain Coat
- Swim suit and Towel
- Sun Screen & Lip balm
- Insect Repellent
- Book/Reading material
- Water bottle
- Hat or Visor
- Closed toe shoes
- Rest time blanket/towel for K-clubhouse

Items **not** allowed at camp:

- Weapons, Electronics, Money, Toys / Trading Cards, Attire that is inappropriate or depicts weapons, Tobacco or Vaping tools, Alcohol, Anything of value that you cannot afford to lose.
- Also, we play outside and may get dirty; wearing new clothing is not recommended.

Visit mankatoymca.org/summertime for camp session details and the full parent handbook.
kolmanson@mankatoymca.org #507-345-9808

Communication

Camp staff will communicate through a texting system called REMIND. The amount of participants in this program are limited, please select one parent per household to opt in to your child's camp session by texting the code below to phone number 81010.

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