



**YMCA of Regina**

**YMCA SUMMER  
DAYCAMP PROGRAM  
Parent Information  
Package  
2011**

**YMCA Summer Daycamp Programs:**

Mighty Munchkins (3-4 yrs.)  
Little Giants (5-6 yrs.)  
Rowdy Rangers (7-8 yrs.)  
Weekly Warriors (9-10 yrs.)  
Towering Titans (11-12 yrs.)  
Special Needs Camp (6 and up)

Dear Parents:

Welcome to the YMCA Summer Daycamp Programs! We are committed to providing the best possible camp experience for your children. We hope that this booklet will help to familiarize you with some of the important systems and procedures used at camp. We believe that the camping experience can be greatly enhanced through communication and preparation before and after the camp session. Please take a few minutes to review the information contained in this booklet.

Talking to your son/daughter about their upcoming camp adventure is a very important first step in preparing for camp. Life at camp is different from the routines and patterns of home. Setting a positive tone and clarifying expectations can really help your camper to make this adjustment. Remember that he or she will have the opportunity to meet new friends and to try new activities. As a member of a camp group, your camper will be expected to share in the responsibilities of keeping the YMCA and their personal belongings in order. They will also assist in cleaning up after activities and share in all experiences. As parents, you can help to reinforce the value of these duties and the importance of taking a willing and cheerful attitude towards them.

We hope that this booklet will serve to answer many of your questions. We're looking forward to meeting with you in person at one of our upcoming parent information event. If you are unsure about anything else related to camp, please feel free to give us a call.

We are looking forward to having your son or daughter join us at camp this summer! Thank you for entrusting us with their care. We'll do our very best.

Sincerely,

Karlie Jaques  
Youth and Preschool Coordinator  
Northwest YMCA of Regina

## **YMCA SUMMER DAYCAMP INFORMATION SESSION**

**Wednesday, June 8th @ 7:00 pm Northwest Location**

- Meet the Daycamp Coordinators and Program Staff
- Get a tour of the YMCA

**Parents and Children Welcome!**

## PREPARING FOR CAMP

### REGISTRATION

**\*Registration is due at 4:30 pm the Friday prior to the week attending camp.\***

### FEES

**The camp fees are non-refundable 7 days prior to your child going to camp.** Cancellations received prior to the 7 days before your child attends camp will be given a full refund, excluding a \$10 processing fee. No refunds are issued after the cancellation deadline.

**All fees are due at the time of registration.**

### **PRE & POST CARE**

Early morning and after camp supervision is available for the charge of \$12.75/week each option. There is no daily rate. Pre and Post care is a registered program. Registration is also due at 4:30 pm the Friday prior to the week attending camp. Registration and payment are taken at front desk.

7:30 a.m. – 9:00 a.m.

4:30 p.m. - 5:30 p.m.

***\* If you would like to pick your campers up early, please let us know!***

#### **Late Departures**

When parents are late in picking up their child(ren), the YMCA of Regina is required to pay staff for the extra time worked. Staff members will be required to stay until all children have been picked up. Any parent picking up the child(ren) after 5:30 p.m. must pay a LATE ARRIVAL fee of \$15.00 per 1/2 hour or any portion thereof.

### WHAT TO EXPECT

Although day camp is run out of the YMCA, we try and spend as much time as possible out doors and in the community. Once a week, the whole camp will go on one large out trip. Campers will be transported in a school bus for the large out trips . Throughout the week, individual groups will also go on their own small out trips. These small trips are done via foot or city bus. If you have any questions regarding transportation, please see the youth director.

## DURING CAMP

### SIGN IN/SIGN OUT PROCEDURES

The following policy is in place at day camp. We believe this system will ensure safe arrival and departure of your child(ren) each day. We ask for your assistance and cooperation in helping make the YMCA Summer Day Camp Programs safe for your child(ren). Thank you!

#### **Sign In**

Upon arrival at camp, it is important that the staff on duty are aware that your child(ren) has arrived. Please sign your child(ren) in at the sign-in table.

#### **Sign Out**

At the end of the day it is very important that you personally pick your child(ren) up and that the staff on duty are aware that you and your child are leaving. On the registration form there is a spot for you to indicate who is authorized to pick up your child. If this has changed prior to the week of camp, please notify the camp director. The authorized people are the only person(s) that we will send your child home with. **Please note that photo i.d. will be required at time of pick up.** *A handwritten, signed note is requested if your child may leave on his/her own at the end of the day.*

### PHOTOGRAPHS

Any photographs taken of your child while at camp by an employee or representative of the YMCA of Regina, will become the property of YMCA of Regina, and may be used for various promotional purposes. If you or your family wishes otherwise, please inform the YMCA of Regina.

### IN CASE OF INJURY OR ILLNESS

Our counsellors have current First Aid and CPR training. If a trip to a doctor or the hospital is necessary, a staff member will accompany your son or daughter, and one of our staff will contact you after the results or implications of the visit have been established. If any prescription drugs are necessary as a result of consultation with a doctor, you will be billed for the amount after your child returns home. In the event of a serious injury or illness, you will be contacted as soon as possible. If your son or daughter requires any medication or treatment not covered by your medical plan, the YMCA of Regina will pay the hospital or clinic and then bill you later for the same amount.

# WHAT TO BRING TO CAMP

## CLOTHING AND EQUIPMENT LIST

The following is a list of items that each camper will need to bring to camp every day:

- Packed Lunch      Lunch must be a **cold** lunch.
- Snacks x2      A healthy snack is best.
- Hat      All children must wear a hat when outdoors.
- Sunscreen      SPF 15 or higher is best.
- Insect Repellent      No spray please.
- Bathing Suit
- Towel
- Running Shoes      Good for walking and playing in.
- Rain Gear      A must when it rains.
- Water Bottle
- Backpack

\*\*Please do not send valuable items to camp as the YMCA of Regina will not assume responsibility for any lost articles.

\*\*The Lost and Found for the day camp program is located at the day camp sign in table. Just ask one of the day camp staff for assistance in finding what you have lost.

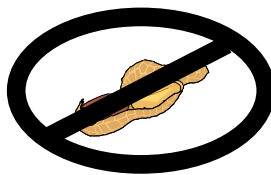
## LABEL EVERYTHING

**Everything** your camper brings to camp should be labeled. We recommend iron-on or sew-on labels or laundry markers for clothing and permanent marker for other items. Please put his/her name on all labels. It is easier to return lost-and-found articles that are clearly labeled with both **first and last names**. We will hold lost-and-found items for 3 weeks following each camp session.

## MEDICATIONS

If you are sending medications to camp with your child, please make sure that they are **clearly labeled with the camper's name, Doctor's name, and instructions for use**. A Medication Form must also be completed, which authorizes staff to administer medication to your child and staff should be aware of the medication procedures. All medications must be given to a day camp staff member at the time of arrival to camp and the medications will be locked in the day camp office and administered by your child's counsellor.

The YMCA is a NUT-Free Zone



Due to serious allergies in children at the YMCA, we ask that you do not send nut products with your child.  
***Please look at food labels carefully to ensure that they are Nut Free.***

## SASKATCHEWAN CAMPING ASSOCIATION

The YMCA of Regina day camp program is accredited under the Saskatchewan Camping Association (SCA). The SCA's mission is "to promote, enrich, and encourage the development of quality organized camping for all Saskatchewan people through leadership, advocacy, and provision of services" (SCA Website). For more information on the Saskatchewan Camping Association, visit their website at <http://www.saskcamping.ca/>.



### DAYCAMP WEATHER WATCH

Since many of our programs are scheduled to be out of doors, a weather watch is in effect for all Daycamp Programs this July and August!

**On all outings everyone must wear a hat to protect them from the sun and be well covered with sun screen.**

For days that the sun is hidden behind the clouds the following weather watch is in effect:

**Misty:** Carry on with programs and activities.

**Light Rain:** Check clothing; if not too wet carry on with programs and activities.

**Heavy Rain:** We will move programs indoors as soon as possible.

**Thunder and Lightning:** No go! Stay indoors or move indoors quickly.

All campers must carry rain gear when going out of doors at camp! It is also a requirement that all campers wear sun screen and insect repellent while outside. Everyday, please ensure your child brings the following items to camp: (raincoat and boots), sunscreen, sunglasses (optional), hat and insect repellent.

### Downtown Lunch Option

**Please note that for the summer 2011 there will not be lunch option. The YMCA will not be able to provide any food for campers.**

## **BEHAVIOURAL GUIDANCE POLICY**

Before camp, parents and caregivers should discuss behavioural expectations for camp. If behavioural problems arise, ideally it will be resolved quickly between the camper and counsellor. If further problems arise, we will follow the STRIKE policy.

Some behaviours are unacceptable, for which a camper will be sent home without receiving strikes: possession of alcohol or non-prescription drugs, smoking, or violence/aggression toward another camper or a staff member. Fees for a camper sent home for behavioural reasons will not be refunded.

**Why the Strike Policy:** The strike policy has been developed and implemented to ensure the safety of your children and other campers during camp hours. We feel that this is a fair way to help our campers learn and understand consequences. This policy is designed to be fair and ensure consistent consequences regardless of a campers past incidents.

**What is a strike:** A strike is the direct result of an individual doing something they should not, or behaving in a way that is inappropriate for camp. The strikes can be given for unrelated behaviours. That is, strike one may not be significantly related to strike two or three. The children are all told the rules of day camp at the beginning of each week of day camp and therefore are expected to uphold them just as they would in school or at home. A child can receive up to 2 strikes without serious consequences, however ALL strikes are documented and recorded.

**If a 3rd the Strike Occurs: (does not start over after each week)** If a child receives their third strike they will be on "*camp probation.*" This a circumstance where the child has misbehaved 3 times and now is in a position where they could potentially be suspended from Day Camp for a time determined by the Day Camp Director. At this point a meeting will be set up with the parent(s) / or Guardians to discuss behaviours and changes that need to occur. If parents need alternative sources of support or outside help, the Director will discuss changes that need to occur and also have (if parents wish) a list of numbers and names to contact around the community to help the parents and child.

**What warrants removal from Day Camp:** 1) 3 strikes 2) the probationary meeting has taken place and 3) the inappropriate behaviour continues. The parents will be contacted in order of numbers given and if parents cannot be reached to pick their child up, emergency contacts will be phoned. If the emergency contact cannot be reached the people authorized to pick the child up will be phoned to pick up the child.

Please understand that this policy is in place to protect all children and make the camping experience an enjoyable one. If children cannot follow the rules then they must understand there are consequences to choosing to break those rules. We prefer not to send anyone home as we feel ALL children should have equal opportunity to ALL programs at the YMCA of Regina.

# YMCA SUMMER DAYCAMPS

## DOWNTOWN YMCA

2400 13<sup>th</sup> Ave

Regina, SK

S4P 0V9

306.757.9622

<http://regina.ymca.ca>

[ymca@regina.ymca.ca](mailto:ymca@regina.ymca.ca)

[daycamp@regina.ymca.ca](mailto:daycamp@regina.ymca.ca)

## NORTHWEST YMCA

5939 Rochdale Blvd

Regina, SK

S4X 2P9

306.757.9622

<http://regina.ymca.ca>

[ymca@regina.ymca.ca](mailto:ymca@regina.ymca.ca)

[daycamp@regina.ymca.ca](mailto:daycamp@regina.ymca.ca)



YMCA

We build strong kids,  
strong families, strong communities.