



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

SUMMER
CAMP
SUMMER
FUN



2017 Summer Camp Parent Handbook

North Suburban YMCA

2705 Techny Rd, Northbrook, IL 60062

nsymca.org

847-272-7250



Dear Parent and Families,

Welcome to the North Suburban YMCA 2017 Summer Camp Program - we are going to have tons of summer fun!

We are pleased that you and your family have chosen our camp. The Y believes that working together with you and your child, as partners, is essential to the success and quality of the program.

This parent handbook has been developed to provide you with information on our policies and procedures. Please take time to read this handbook and keep it for reference. If you have questions, concerns or suggestions, please feel free to contact us at any time.

Sincerely,

The NSYMCA Camp Team

STAY IN THE KNOW! GET CAMP UPDATES AT YOUR FINGERTIPS AND ONLINE

- Download the NSYMCA Mobile App for camp updates/changes and weather alerts.
- Like us on Facebook for photos and announcements
- Subscribe to our email list for other happenings at the Y
- **ENSURE YOUR CORRECT EMAIL IS ON FILE AT THE Y TO RECEIVE WEEKLY CAMP NEWSLETTERS**

Camp Office Hours: 8:30 am – 4:30 pm. Monday-Friday
Phone calls and emails received after 4:30 pm will be returned the next working day.

CAMP MAP

DROP OFF/PICK UP LOCATIONS

DROP OFF BY TREE

Park & Walk-In Camps

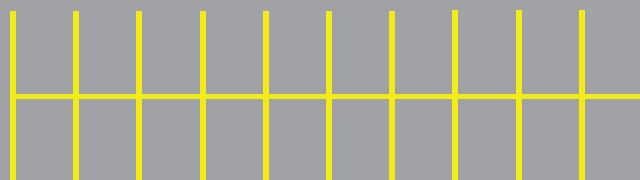
Pathfinders
Little Pioneers
Art

BACK FIELD

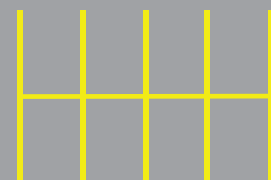
Dance
Gymnastics
Sports
Trailblazers

Adventurers
Navigators
Specialty
Voyagers

GATE



Dance
Gymnastics
Sports
Trailblazers



Adventurers
Navigators
Specialty
Voyagers



Important Dates

June 1 st	Deadline for full refund (minus \$25 processing fee)
June 1 st	Camp Meet & Greet/Parent Info Night 6:15pm
June 12 th	Camp Week 1 begins
July 4 th	YMCA closed (all camp fees prorated that week)
August 17 th	Party at the Y 6pm



Important Details

- Week 4 rates are prorated for the 4th of July holiday
- Scholarship does not apply to certain specialty camps. They are noted throughout the guide.
- Campers must attend a minimum of 3 days per week per camp; camp will be prorated.
- Proration is weighted and not equal across each day.
- Campers must be registered for full-day camp that week to attend the full day field trip.
- For a list of field trips and special lunches, please see the camp calendar at www.nsymca.org
- Magic, Cooking, Bricks 4 Kiz camps cannot be prorated.



Camp Checklist

- ☐ Register for camps
- ☐ Label everything you will bring to camp
- ☐ Backpack
- ☐ Water bottle
- ☐ Sunscreen
- ☐ Swimsuit

Do Not Bring expensive items to camp. The NSYMCA is not responsible for lost/stolen items

- ☐ Towel
- ☐ Lunch bag
- ☐ Snacks (If your child is attending an AM & PM camp please send multiple snacks for throughout the day)
- ☐ Change of clothes (preschool camps)
- ☐ Extra diaper (preschool camps)

CAMP STAFF

LEADERSHIP STAFF

Howard Schultz Executive Director/CEO	Nicole Hatfield Camp Registrar
Kathy Fielding VP of Membership Engagement and Programs	Shannon Cartier Specialty, Art and Preschool Camps
Carol Sassorossi Senior Director of Programs	Ashley Almdale Sports Camp, Extended Care, Lunch Bunch, and CIT
Ellen Mirochnick Special Services Coordinator	Kevin Tyner Traditional Day Camps

TEAM LEADERS

ADVENTURERS Zoey Sideris	ART Vicki Willard	GYMNASTICS CAMP Jenna Norman
GYMNASTICS TEAM Jenna Norman	LITTLE PIONEERS Payton Michaels	NAVIGATORS Alex Brodell
PM EXTENDED CARE Halia Parrott	SPORTS Ryan Slovis	PATHFINDERS Halia Parrott & Keira McCarthy
TRAILBLAZERS Julie Everakes	VOYAGERS Brian Agins	



Help send a child to camp!
nsymca.org/get-involved/give

GENERAL INFORMATION

BENEFITS OF MEMBERSHIP

- By becoming a member of the NSYMCA, you can save up to \$1500.00 per week on your child's camp tuition. We have many membership options and the benefits are endless. To learn more about our membership options, call the NSYMCA Guest Services desk for promotional offers and even more benefits of becoming a member.
- Members must have a consecutive membership for four months to receive the special member's only discount. If membership is discontinued prior to the four month time period, the non-member rate will be charged.

FINANCIAL ASSISTANCE

The NSYMCA seeks to make its services available to all persons regardless of their ability to pay. A family must meet the required guidelines in order to receive funding. Applications are available at the Guest Services desk and are accepted on a first come, first served basis and will be awarded based on availability. Please call the NSYMCA for details regarding the financial assistance/scholarship application procedures. The financial aid is made available due to generous Strong Kids Scholarship contributors.

COMMUNICATION

- **Email communication is the most reliable and best form of communication regarding camp questions and comments. If you are not receiving emails, please update your email address at the front desk and/or check your spam/trash folder.**
- **Parent-Staff Communication:** Most daily concerns will be dealt with at the time of the child's pick-up or drop-off. However, parents may ask to schedule a conference at any time to discuss in depth their child's involvement in camp outside of morning drop off/pick up time.
- **Weekly newsletters:** Parents will receive a weekly emailed newsletter that will explain upcoming themes and activities, address common concerns, highlight new procedures or policies & recap the week.
- **Parents may call** the camp office anytime during the camp day to leave a message. Many times we will be out with the campers, but will try to get back to you as soon as possible. If it is an urgent matter, the front desk can get in touch with camp leadership for immediate assistance.

CAMP STORE

The Camp Store will be open for purchases beginning June 12, 2017, and will have various items for sale such as, lunch bags, lunches/snacks, sunscreen, and so much more. See the chart that lists available items and prices.

STRONG KIDS SCHOLARSHIP FUND

Every year, members and program participants like you donate to the NSYMCA's Strong Kids Scholarship Fund to ensure that every child, adult, and family in your community has access to quality child care, summer camp, and the opportunity for a healthy lifestyle, regardless of their financial ability. If you wish to make a contribution to the NSYMCA Strong Kids Scholarship Fund, please contact Kelly Clippinger, kclippinger@nsymca.org

CAMP STAFF

Our staff is selected on the basis of responsibility, ability to relate to children, and sensitivity to children's individual needs and their recreational interests and skills. All staff participates in an intense training, team building, and development that helps teach the policies and procedures of the NSYMCA Camp Program. All counselors are certified in CPR and First Aid.

LOST AND FOUND

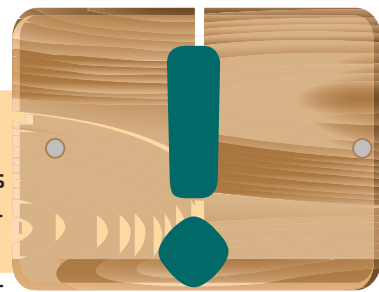
Please label all of your child's belongings. The best way to prevent the loss of property is to leave it at home! There will be a designated Lost and Found outside the camp office. Please check for your child's items. Lost and Found items are kept at the NSYMCA for seven days, then donated to charity. The NSYMCA is not responsible for camper possessions that are lost or stolen. Valuables such as watches, wallets, or jewelry will be kept at the YMCA front desk.

CAMP STORE

Lunchables \$3.00	Water Bottles \$5.00
Snacks \$1.00	Drawstring Bags \$7.00
Lunch bags \$5.00	Towels \$7.00
Sun Screen \$7.00	Goggles \$5.00
Camp T-shirts \$5.00	We will automatically charge the credit card on file for any camp store purchases.

IMPORTANT INFORMATION

- Please write your camper's name on EVERYTHING – swimsuit, clothes, lunch, shoes, etc.
- Absences – Please report camper absences to the Camp Registrar (847)272-7250 ext. 1233 in the morning before camp so we can notify staff. No refunds/credits will be issued for camper absences.
- Put sunscreen on prior to your child arriving at camp. (Not in the parking lot). Your child will have the opportunity to reapply sunscreen throughout the day. We will remind the campers to reapply sunscreen at morning break, lunch, and afternoon break. Preschoolers will be assisted. It is recommended to supply campers with sunscreen spray. If your camper is fair skinned or burns easily, he/she should have plenty of sunscreen with him/her.
- Participants must be able to feed and dress themselves. Assistance will be given to younger children (or children with special needs) for tying shoes, handling buttons, and other difficult tasks.
- Dress for the weather: gym shoes each day and camp T-shirts for field trips.
- Bring a non-perishable lunch, with a beverage and a snack for AM & PM campers. Also recommended is a reusable water bottle with your child's name on it.
- Camp is an outdoor activity and campers are expected to participate in camp activities and field trips.
- We do our best to help each camper have an enjoyable experience. In order to do this, we need to know if there is a problem, so that we can take corrective action as soon as possible. We rely on your input for building the highest quality programs so please let us know any issues as soon as possible.



WHAT TO BRING TO CAMP (LABEL EVERYTHING)

- Swimsuit and towel
- Sunscreen
- Tennis shoes (no flip flops or open-toed shoes)
- Lunch and snack(s)
- Refillable plastic water bottle
- Extra pair of clothes (preschool campers)

WHAT NOT TO BRING TO CAMP

- Glass containers or bottles
- Any electronic devices – tablets, iPad, iPod, Gameboy, DS, Apple Watch, etc.
- Personal toys or sports equipment
- Cellular or smart phones
- Weapons of ANY kind, including toys, ie: guns, knives
- Cards/Games (Pokemon, Magic, etc)

The YMCA is not responsible for any items lost, stolen, misplaced, or ruined. Any electronic toys or items will be confiscated and returned to the parent at the end of the day. If the item returns to camp again, it will be permanently confiscated.

WHAT TO PACK/WEAR TO CAMP

- All campers need to wear clothes that are appropriate for the weather/forecast.
- We require gym shoes, NO SANDALS. Camp is very active and sandals can cause injuries.
- Each child will receive a camp T-shirt prior to their first scheduled field trip. All children are expected to wear their camp shirt on all field trip days. If we need to provide a shirt on field trip day, there will be a \$5 fee.
- All campers need one or two snacks daily.
- Bring a non-perishable lunch, with a beverage, and a snack. No glass containers are allowed and campers do not have access to a microwave or refrigerator.
- Campers will not have access to any vending machines.
- All campers need a reusable water bottle with your child's name.
- Every Friday we will have "Special Lunch" and supply the children with lunch. See calendar online for scheduled special lunches.

CAMPER:COUNSELOR RATIOS

AGES 12 - 18 12:1	AGES 9-11 10:1
AGES 6-8 8:1	AGES 2-5 6:1

Camper Dress Code

Campers must be in appropriate clothing. No belly shirts or ripped shirts allowed. Shorts must be of an acceptable length (to their fingertips). Gym shoes can either be slip ons, tie or Velcro. No sandals. If your camper is not in appropriate clothing, we will call you to bring appropriate camp clothing.

DROP OFF/PICK UP POLICIES

DROP OFF & PICKUP

For the safety of our campers, a parent/guardian or other authorized adult must sign their child out of camp daily. For drop off the counselors will sign them in. This also allows our staff to maintain regular communication with parents regarding their children's daily participation in camp activities.

CAMP DROP OFF/SIGN IN

Morning Drop Off begins at 8:45. If you drop off earlier than 8:45 am, you will be charged for AM extended care.

DO NOT GET OUT OF CAR - Counselors will come to your car and help your campers out. If you need to talk to a counselor or director in length, please set up a meeting time. We **MUST** keep cars moving in the parking lot! Please note the Rainy Day Drop Off procedures section.

NEW LOCATIONS FOR 2017

SPECIFIC CAMPS DROP OFF IN DIFFERENT LOCATIONS:

- **Adventurers, Navigators, Specialty & Voyagers** - back field gate by the gravel
- **Dance, Gymnastics, Sports & Trailblazers** - by tree at the front of the field.
- **Little Pioneers & Pathfinders** - For the safety and ease of separation, parents should park in the parking lot and walk into the building to sign children in at their designated drop-off location.
- **Art Camps - HAWKS, CITs, and extended care** - drop off in art studio or designated area/pick up outside by the back field gate closest to the Y.

CAMP PICK UP/SIGN OUT

- Please park your car in the parking lot and walk to the fields/playground to your camper's assigned area to sign out and pick up your child
- Campers not picked up by **4:10pm** will be charged for PM extended care.
- If you pickup your camper early from camp, they are signed out for the day and cannot return to camp that day.

EXTENDED CARE

- If your child is not picked up at **6:00pm** a fee of \$1 per minute per camper will be charged. Little Pioneers not picked up will be put in Lunch Bunch at noon and your account will be charged for that day.

FOR THE SAFETY OF YOUR CHILDREN, WE ASK THAT YOU

- **DO NOT** park your car in front of the building. This is a fire lane and you will be ticketed.
- **DO NOT** leave your car engine running or your child or other children unattended in the car when picking up or dropping off your camper. We will call 911 if we see this, to ensure no child endangerment.

SIGNING OUT

All campers **MUST BE SIGNED OUT** every day that they attend camp. Any authorized adult picking up a camper must be on the authorized pick up list. Smoking is prohibited at all camp sites.

It is the responsibility of the parent/guardian to keep the information on the confidential form current and up-to-date, including who is permitted to pick up your child.

- When picking up your child from camp, we ask that you park your car and walk your child back to the car after camp.

RAIN DAY DROP OFF ONLY:

- Check Facebook and 'Y' app for updates.
- There will be a Rain Day Banner at entrance declaring "Rain Day drop off."
- All cars will drive around the outside of the parking lot and line up to drop off by the side of the building. Please pull as far up as you can and wait for a lead counselor to come to your car.
- You will see camp staff directing traffic.

RAIN DAY PICK UP ONLY:

- Check Facebook and 'Y' app for updates.
- There will be a Rain Day Banner at the entrance declaring "Rain Day pick up."
- **ALL** must park & walk to the main gym to pick up campers.
- All campers must be signed out.
- Each camp will have an assigned spot in the gym designated by signs on walls.



FIELD TRIP INFORMATION

FIELD TRIPS

- Field trips are scheduled on Thursdays and during camp hours. The Welcome to Camp email newsletter will give specific details about each trip and what preparations need to be made.
- Full day and PM Traditional and Sports Camps will go on field trips – Specialty, Art, Preschool, Gymnastics & AM campers **DO NOT** go on field trips.
- During weeks 7 – 9, **ONLY** campers attending full day camps will go on all-day trips; Weeks 7 – 9, PM only campers will go on half-day field trips.
- Campers must go on the assigned field trip for that current week of camp they are registered for. They may **NOT** switch field trips or stay behind.
- Campers are not allowed to be dropped off and/or picked up at the field trip location by parents.

GUIDELINES:

- Arrive at camp on time: 9am for full day trips & 1pm for ½-day trips.
- If the bus for the field trip has left before you get to camp we cannot accept your child in another camp because all staff will be on the field trip. You must take your camper home.
- Children will return by 4:00 pm from the field trips unless otherwise notified
- Campers must wear their camp T-shirt on all field trips. If they do not have their T-shirt, we can give you another shirt. (\$5 charge for the additional shirt.)
- The NSYMCA is not responsible for items lost on field trips.
- A disposable lunch is required for all trips.
- Waivers are required for some field trips. Some waivers will be sent home with campers and other will have to be completed on-line by parent. If your camper's waiver is incomplete or not submitted, then the camper will not be allowed to participate in our scheduled field trip that day.
- Money is not allowed to be brought on the field trips. Staffs are instructed to hold money and return it to parents when they pick up their camper.
- If it is too hot or raining and a field trip needs to be canceled, we will notify parents as soon as we know, and alternate activities will be provided for the children.

FIELD TRIP SWIMMING SAFETY

- We bring our own lifeguard staff to supplement the lifeguard staff at water parks.
- We always bring additional staff to water parks to ensure safety procedures are being followed and as an additional pair of eyes to watch the campers.
- We use the buddy system at the water parks and do buddy checks to make sure all campers are with a buddy at all times.
- Campers wear our colored wristbands at water parks to visually identify our non-swimmers/beginners.
- We bring our own life vests to water parks for our non-swimmers/beginners.

- Our staff is stationed in designated areas around the water park and performs constant visual checks in those areas.



**For a list of camp field trips—
check the camp calendar or
the back of this handbook!**

SWIMMING INFORMATION

For over 120 years the YMCA has been a leader in providing summer camp and aquatic programs to the nation's youth and is considered "the gold standard" in aquatic safety. The Y is the largest operator of swimming pools in the United States, with more than 2,000 pools, and is one of the largest providers of camp programs with over 1,920 day camps across the country. Ys nationwide serve 800,000 participants through YMCA summer camp, aquatics and safe swimming programs.

- Traditional PM, Sports PM, and Full-Day camps will swim four times a week: two days of recreational swim and two swim lessons.
- Pathfinders will swim twice a week.
- A swimming test is required to swim in the deep end of the pool. The test will assess the camper's ability to swim one length of the pool. Once the test has been accomplished, each swimmer will be issued a wristband.
- Specialty, Gymnastics & Lil' Pioneers camps do not swim.

WHAT TO BRING FOR SWIMMING

- Please send a swimsuit and towel in a separate bag so that other things do not get wet.
- Do not send your camper dressed for swimming unless instructed.
- Please write your camper's name on their suits, towels, and goggles.
- Counselors will swim with the campers and supervise the campers in the locker room.

SWIMMING SAFETY

To ensure safety first, the NSYMCA has put in place multiple procedures to ensure campers' safety.

- Campers are tested during their first visit to the pool at the start of each week.
- Any swimmer who does not pass this test must wear a life jacket and wear a red wristband during any free swim in the pool to identify that they are a non-swimmer/beginner.
- This list is shared with all aquatic and camp staff.
- We use a "buddy" system during all free swim

SWIM SCHEDULE

Pathfinders	Tue & Thurs	9:30am - 10:10am
Sports PM & Full Day	Mon, Tue, Wed & Fri	1:00pm - 1:40pm
Voyagers PM & Full Day	Mon, Tue, Wed & Fri	1:40pm - 2:20pm
Trailblazers PM & Full Day	Mon, Tue, Wed & Fri	2:20pm - 3:00pm
Adventurers PM & Full Day	Mon, Tue, Wed & Fri	3:00pm - 3:40pm
Navigators PM & Full Day	Mon, Tue, Wed & Fri	3:00pm - 3:40pm

times where two or three campers "buddy up."

- Every 10 minutes we perform a "buddy check" where all swimmers exit the pool with their "buddy/buddies."
- All NSYMCA staff ensures that all campers are accounted for before allowing kids to re-enter the water.
- Wristbands:
 - Red - Needs life vest and cannot go in deep end
 - Purple - Can swim in shallow end without a life jacket. Can go in deep end WITH life vest
 - Blue - Can swim anywhere in pool without life vest

POOL STAFF

- The NSYMCA is committed to water safety and uses a comprehensive, rigorous training program to prepare lifeguards.
- All lifeguards are American Red Cross certified, and many of them hold multiple certificates.
- We have a 1 guard to 25 swimmers ratio during all free swim times, but always have at least 3 lifeguards on duty even if the group is smaller.



SUMMER CAMP POLICIES

REGISTRATION/LATE FEE

- ALL REGISTRATIONS ARE DUE BY MAY 1, 2017 to guarantee a quality program for your camper and to ensure proper counselor/camper ratios. To guarantee your camper's spot, register early. Please contact our Registrar for payment options.
- Registrations after May 1st deadline - are first come, first serve upon availability of space & will pay the higher fee.
- Camp registrations for any given week are due by 12 pm on the Wednesday prior to that week. Any registrations after this time will not be accepted. Parents can come in-person on Monday at 9:15am to see if there is space in camp, but space is not guaranteed. There will be a \$35 late fee and the higher rate will be charged. The \$15 change fee will not be applied in this case.

CHANGE POLICY

- Any camp change request will acquire a \$15.00 processing fee per change per camper after May 1st, as well as pay the higher rate.
- A new registration form must be filled out and signed for changes.

ABSENCE POLICY

When you enroll for a camp each week, you are reserving the time, space, staff, and provisions (which are purchased in advance) for your child, whether he/she attends or not. Absences will be deducted from your fee for a medical emergency only with medical documentation and will be decided by the Camp Director on a case-by-case basis. Refund requests must be made in writing within 5 days of cancellation and must include documentation. Illness does not warrant a refund unless accompanied by a doctor's note.

ALONE CHILD POLICY/WALKING & BIKING TO CAMP

The NSYMCA allows children 10 years and older to be in the building without a parent. A parent or guardian must still sign in and out camper. A camper that is 10 years and older may sign themselves in and out with written approval from parent. Written approval must be given to the camp registrar.

CANCELLATION/WITHDRAWAL POLICY

- All refund requests must be made in writing and addressed to the Registrar.
- A refund of all fees (minus a nonrefundable service fee of \$25.00 per child per week) will be given if a camp refund form is properly submitted to the NSYMCA by June 1, 2017.
- Any cancellations made on/after June 2, 2017 will forfeit all fees paid to date, unless approved by the Camp Director.
- Refunds will be given either by check or NSYMCA voucher to be used within one calendar year. Check refunds can take up to 6-8 weeks to process. Refunds are non-transferable and not redeemable toward membership.

PARENT POLICY

- Any custodial parent, or guardian of a child enrolled in our program, shall be permitted access to the camp during its hours of operation for the purposes of contacting their children.
- Separated Parents: If the parents are separated and not legally divorced, the YMCA cannot deny access to a child by either parent.
- Divorced Parents: In cases of divorce, either parent may pick up a child unless a court order indicates limited visitation or no visitation. Custody agreements must be kept on file at the camp office.
- Guardianship: If a legal guardian, rather than a parent, enrolls a child, a copy of all appropriate legal paperwork must be on file at the facility. This is especially crucial if natural parents have no custodial or visitation rights.

PERSONAL INFORMATION

The NSYMCA will not release any personal information on the child or family, unless the parent requests such release, and then only if the parent has signed a release of information form. By signing the camp registration form, however, you have given the Y permission to use photos/videos of your child.



MEDICAL POLICIES AND PROCEDURES

ILLNESSES

- For the benefit of all campers and staff, please keep sick campers at home.
- A child who has symptoms of a communicable disease should be kept at home. The child should be fever-free for 24 hours before returning to camp.
- Children exhibiting symptoms of head lice or nits (eggs) will be excluded from camp until all nits have been removed from the hair. Upon returning to camp after treatment for head lice, the camper will be reexamined before starting the camp day.
- When a child is suspected of having conjunctivitis (pink-eye) or having impetigo, the camper needs to be on medication for at least 24 hours before returning to camp AND no redness or discharge can be present in the eye or outside the eye. A child with impetigo needs to be on oral medication for at least 24 hours or topical ointments for at least 48 hours.
- If your camper shows any sign of illness, rash, high temperature, diarrhea, infection, lice, or any contagious disease, the parent/guardian or other authorized person will be called and required to pick up the camper within one hour. If your camper is exposed to any contagious illness we will notify you via email.
- If your child becomes sick at camp or has an accident, you will be notified. Please make sure all contact information is up-to-date.

INJURED OR SICK CAMPERS

We will do everything possible to comfort your child. We will assess the situation and take necessary first aid measure (i.e. Band-Aids, ice packs, etc.). In the event of a serious injury, we will immediately call the camper's parents first and if they are unavailable, we will contact the emergency pick up contacts. All questionnaires must be turned into the camp office by June 1st to ensure the safety of your children.

EMERGENCY MEDICAL TREATMENT

YMCA Camp Staff are trained in both CPR and First Aid. In the event a camper needs further medical attention, the local paramedics will be called, and then the parent/guardian will be called. If the parent/guardian cannot be reached, a YMCA professional staff person will accompany your camper to the hospital for treatment. If an injury or illness does not appear serious, but needs immediate attention, the parent/guardian will notified and provided the option of picking up or calling the paramedics.

MEDICATIONS

The NSYMCA has a policy against dispensing medication to a child in camp. Medication will only be dispensed in lifesaving situations. Other medications such as antibiotics should be dosed before and after camp hours. Parents are allowed to come to camp in order to give their child (ren) medication. Under no circumstances will staff administer any over the counter medications.

FOOD ALLERGIES

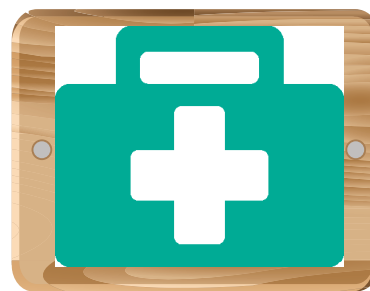
If your child has a food allergy, please let us know! Filling out the questionnaire and turning it in promptly will keep all the staff aware of any allergies and the procedure for dealing with them. If it is necessary, you will need to provide an Epi-pen and list of all allergies. We suggest you only pack things your child can safely to eat and remind him/her not to share food. Please contact the Camp Registrar at registrar@nsymca.org for any questions concerning special lunches or allergies.

PEANUT-ALLOWED CAMP

We are not peanut free. Kids with peanut allergies can be seated at separate tables if requested.

INSURANCE

The NSYMCA takes every precaution to ensure a safe and fun experience for all campers. If an accident should occur while your child is in the NSYMCA Camp Program, please note that the NSYMCA does not provide accident insurance. All medical bills are the responsibility of the child's parent or guardian.



FAQ & DISCIPLINE POLICY

FRIENDSHIP REQUESTS

Friendship requests may be submitted for only Traditional Y Day Camps and Sports Camps. Due to the unique structure of activities at all other camps, children are not placed into camper groupings and friendship requests are not available. The Friendship Request Form is part of the registration form. Request guidelines:

- Only one friend may be placed with your child, and both must be registered for the same camp for the same days/weeks.
- You may only request one friend, and that friend must also request you (you may turn in your requests separately).
- Friendship requests are not accepted after June 1st.

FORGETTING NECESSITIES

In the event that your child has forgotten their lunch or snack, the camp staff will contact you to let you know. If you are unavailable to drop off the missing item, you can purchase a lunch from our Camp Store. We will then charge the credit card on file.

MONEY AT CAMP?

No. Campers do not need to bring money. All field trip fees are included in admission fees.

LUNCH AT CAMP?

We have special lunch on Friday! We will provide lunch, a drink, and dessert. All other days, your camper needs to bring his/her own lunch and drink. Please use an insulated and clearly labelled lunch box. On field trip days, full-day campers need to bring a disposable sack lunch.



EARLY PICK-UP

If you know in advance that you will be doing this, please send a note in with your child or call the camp office at (847) 272-7250 ext. 1233. Check in at the front desk and we will locate your child's camp. You will have to get your child where their camp is and you must sign your child out.

EXTREME WEATHER

In the case of extremely hot weather, the Camp Director determines whether or not it is safe to remain outdoors. If campers stay outside, all necessary means will be used to keep campers cool. We will participate in water play and will take many hydration breaks. We may modify activities such as offering an extra swim period and rotating activities between the outdoors and indoors.

DISCIPLINE/BEHAVIOR POLICY AT A GLANCE

The NSYMCA teaches the core values of caring, honesty, respect, and responsibility to promote a healthy, safe, and secure environment for all Day Camp participants. Campers are expected to follow the behavior guidelines and to interact appropriately in a group setting. Ground rules are built around respect for self, others, and NSYMCA property. "Time Out" is a method often effective in discouraging inappropriate behavior. If unacceptable behavior continues, a conference will be requested with the parents. At this time, the Camp Director, parents and camper will work together to determine the appropriate actions. If the inappropriate behavior continues, the Y reserves the right to suspend the child from the program.

Discipline Procedures include (the site personnel will take the steps listed below when a child displays behaviors that are not acceptable):

- Encouraging positive behaviors
- Being sensitive to child's feelings
- Discussing an alternate behavior with child
- Listening to the child when he/she talks
- Reassuring the child that we care
- Situations will be documented by staff: type of behavior, what provoked behavior, what did the staff do to modify behavior, etc.

Other alternatives may include:

- Taking away swimming privileges for the day
- assisting with site clean-up
- suspension of field trip privileges
- time-outs
- written apologies

NSYMCA staff works as a team with the parents or guardians for the best care plan for your child. A team work approach is the only way to correct repeated inappropriate behavior. Parent's patience, support, and follow through are not only appreciated, but also necessary. Expulsion from the program will be considered in extreme situations.

The NSYMCA reserves the right to remove a child from our program for any of the following reasons:

- Failure of parent/guardian to pay weekly fees as outlined in the handbook.
- The child's needs are not being met in our small or large group camp settings.
- The child's a safety threat to him/herself, other children, NSYMCA staff, members, or volunteers. This includes behavior such as fighting, striking others, biting, and wandering away from the program.

BULLYING POLICY




The NSYMCA is a bully free facility. Bullying will not be tolerated. Any incidents or reports of bullying will be fully investigated and could be grounds for dismissal from camp.

CAMP CALENDAR



SUMMER CAMP - SUMMER FUN

JUNE - JULY - AUGUST

THEME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
BLOCK PARTY	12 Welcome to Camp!	 20 Face Painting	14 Dress Up: Backwards Day	15 Bowlero Bowling: Adv, Nav, Sports Funtopia: Voy, Trial	16 SPECIAL LUNCH DAY Josh's Hot Dogs
CARNIVAL	 26 Fire Department Demonstration	27 Inflatable Day Navigators Service Project	21 Dress Up: Crazy Hair Day Carnival & Dunk Tank	22 Nickel City: Voy, Trail, HS Hawks Gameworks: Adv, Nav, Sports	23 SPECIAL LUNCH DAY Buffalo Wild Wings
HEROES	26 Fire Department Demonstration	27 Inflatable Day Navigators Service Project	28 Dress Up: Heroes	29 Bowlero Laser Tag: Adv, Nav Blast Zone: Voy, Trail, Sports, HS Hawks	30 SPECIAL LUNCH DAY Jet's Pizza
STAR & STRIPES	3 Dress Up: Red, White and Blue	4 Independence Day NO CAMP	5 Slip 'N' Slide	6 Bowlero Bowling: HS Hawks Wheeling Water Park: Voy, Trail, Adv, Nav, Sports	7 SPECIAL LUNCH DAY Noodles & Co Navigators Lock-in
COLOR WARS	10 Capture the Flag	11 Inflatable Day	12 Dress Up: Assigned Colors	13 All PM : Movie	14 SPECIAL LUNCH DAY Fine's
CHALLENGE	17 Penny Wars Begins	18 Inflatable Day	19 Dress Up: Your Favorite Sports Team	20 PM: Rockin' Jump Nav, Sports, Adv PM: Pump It Up Voy, Trail, HS Hawks	21 SPECIAL LUNCH DAY Subway Counselor Pie in Face/ Talent Show
OLYMPICS	24 Opening Ceremonies	25 Olympics Events	26 Dress Up: Assigned Country Colors	27 All Day: Action Territory Voy, Trial, Adv, Nav, Sports PM: Dave n Busters Voy, Trial, Adv, Nav, Sports	28 SPECIAL LUNCH DAY McDonald's
ANIMAL PLANET	31 Petting Zoo	1 Overnight Camp Duncan for Navigators	2 Dress up: Animals Face Painting Return from Overnight Camp Duncan	3 All Day: Lincoln Park Zoo PM: Nickel City Voy, Trial, Adv, Nav, Sports	4 SPECIAL LUNCH DAY Marcello's Pizza
BEACH		8 Musical Beach Fun	9 Dress Up: Hawaiian Shirt	10 All Day: Rainbow Falls PM: Putting Edge Golf Voy, Trial, Adv, Nav, Sports	11 SPECIAL LUNCH DAY Noodles and Company
FAVORITES	 15		16 Dress Up: PJ's	17 PARTY AT THE Y ALL PM: Bowlero Bowling	18 SPECIAL LUNCH DAY Subway

ALL EVENTS ARE SUBJECT TO CHANGE.

2017 CAMP CALENDAR AT THE NORTH SUBURBAN YMCA