

ADVENTURES AROUND THE WORLD

Week 0: (Camp not at all facilities)

Week 1: Prepare to go around the world

The time is now to go around the world in 11 weeks; get ready for your passport!

Week 2: Around the world headed for South Africa

Calling all wild animals: lions, tigers, zebras, giraffes, monkeys... come one come all. Let's explore the safari, play with elephants, swim in the beaches and enjoy the culture.

Week 3: Around the world toward France/Italy

Bonjour means hello! Welcome to France! Let's explore all the way from the Rocky Mountains, Thick Forest to Rolling Hills and Sandy Beaches.

Week 4: Around the world to China

Prepare yourselves as we explore the Great Wall of China, the colorful celebrations of the Chinese New Year's and the unique Chinese culture.

Week 5: Back to the USA

Jump into the summer fun! Join us as we travel back in time to celebrate our freedom!!! "May we think of freedom not as the right to do what we please, but to do what is right!" – Peter Marshal

Weeks 6: Around the world to Israel

Make sure to pack your passport and stay hydrated because this week we are traveling to Israel!!

Week 7: Around the world to Caribbean

Keep calm and go to the CARRRRRIBBEAN!!! It is time to splash into your imagination!

Week 8: Around the world to Germany

This week we will go Den ganzen Weg nach Deutschland!!! (ALL THE WAY TO GERMANY) Definately a plane you and your friends want to catch.

Week 9: Around the world down to Mexico

The theme for this week will be what kind of piñata will you make? In this week, campers will learn about the history of Mexico, the Native Americans that inhabited this region, and the different kinds of plants and animals that are found in Mexico.

Week 10: Around the world to Australia

The theme for this week will be how good can your accent become? In this week, campers will learn about the geography of the island, the currency, the different kinds of animals and the culture of Australia.

Week 11: Around the world to the United Kingdom

The theme for this week will be having a good relationship with your neighbors and peers. In this week students will learn about the culture of the United Kingdom, the different kinds of sports and kings and queens.



2016 YMCA Day Camp Parent Handbook

The mission of the YMCA of El Paso is to put Christian principles into practice through programs that build healthy spirit, mind and body for all. We do this by incorporating the values of Caring, Faith, Honesty, Respect, and Responsibility into all of our programs.

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El Paso, TX 79924
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El Paso, TX 79912
(915) 584-9622

Web address: www.elpasoymca.org

June 1, 2016

Dear Parents:

Welcome to the YMCA of El Paso Day Camp Program! We are looking forward to an exciting, fun and safe summer day camp season. It is a summer full of new themes, new ideas and new adventures designed to challenge your children in spirit, mind and body.

Children need more than babysitting during the summer. They need to be challenged, stimulated, supported and they need to have fun. They have skills and talents to develop, energy to use and huge amount of creativity. At YMCA Day Camp we help kids grow. We have fun. We help kids make friends and we help them learn more about themselves and the world around them.

YMCA Day Camp is an adventure for kids. Each week offers a new theme and includes a variety of activities, including; arts and crafts, swimming, singing, group games, environmental activities and special events.

In addition to the fun and excitement, the YMCA Day Camp also provides opportunities for kids to develop self-esteem, learn to work and play together, develop an appreciation for the environment, learn new skills and develop the values of honesty, caring, respect, responsibility, and faith that will last a lifetime.

This is going to be a great summer! Welcome aboard!!!

FINANCIAL ASSISTANCE

Our YMCA Programs are designed to benefit persons of all backgrounds. While participants are expected to pay their fair share, the YMCA will assist any individual who wants to participate but cannot afford the fee. Contact our YMCA Office for more information. Application and prior participation is no a guarantee of award.

Due to limited enrollments and application for financial assistance must be made with the YMCA branch in advance of enrollment. In addition to the Financial Assistance Application, you must complete the Day Camp Enrollment forms. Proof of income and expenses for the entire household must be provided with the financial assistance application.

and procedures. You are encouraged to contact the YMCA Office at any time you have a concern or comment about the operations of the site.

10. Parents are encouraged to participate in the activities and special events at the Day Camp site. Please feel free to come to the site any time. Be certain to check in with the YMCA Day Camp Director or Assistant Site leader to find out how you can help or get involved.

Thank you for your participation in and support of the YMCA Day Camp program. We hope you and your child have a fun and safe summer!

YMCA Day Camp FOR ALL is brought to you in part by the generous contributions of:



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CONSEQUENCES

- ◇ Question the reason for doing inappropriate action and explain why it's a problem.
- ◇ Verbal warning regarding inappropriate action.
- ◇ "Time-Out" away from activity
- ◇ Written discipline form
- ◇ Conference with parent (Student Behavior Contract)
- ◇ Suspension for one to three days
- ◇ Expulsion from camp

PARENT STATEMENT OF UNDERSTANDING

11. I understand that I am not to leave my child at the YMCA Day Camp Site unless a YMCA staff member is present.
12. I understand that my child will not be allowed to leave the program with an unauthorized person or staff.
13. Should I or another authorized person appear to be under the influence of drugs or alcohol and seek to sign out your child, staff are empowered to contact local law enforcement authorities and place your child in their custody. Please do not place the YMCA staff in a position to make this judgment.
14. I understand that the YMCA is mandated by state law to report any suspected cases of child abuse or neglect to the appropriated authorities for investigation. The Child Abuse Hotline is 1-800-252-5400.
15. I understand I will be charged with "late fees" if I fail to pick up my child by the agreed upon state time.
16. I understand that the YMCA employees are not allowed to babysit or transport children outside of program hours.
17. I understand that a Student Behavior Contract is the first formal step to help resolve repeated rule violation on the part of a child. A behavior contract involves parents, child, and staff. Failure to correct specified inappropriate behavior may result in suspension or dismissal from the Day Camp Program.
18. You will be notified of any future policy changes made by TDFPS or the YMCS of El Paso via printed newsletter made available at the Day Camp Site.
19. You may request a meeting with the YMCA Day Camp Director and Program Director to ask questions about day camp policies

CAMP STAFF

The camp counselors are selected for their experience, ability and desire to work with children. All of the counselors are put through various training as well as meeting State of Texas standards. Many of our counselors are returning staff from last summer and staff that are currently working in School Age Child Care After School Programs.

OPEN VISITATION POLICY

Parents are encouraged to visit the YMCA Day Camp site at any time. Please notify staff at time of arrival. Parents are always welcome!

PARENT INVOLVEMENT

Families are an important part of the YMCA Summer Camp Program! During the summer we will have a "FAMILY NIGHT" Program so that parents will be able to participate in the camp activity once a month.

SIGN IN - SIGN OUT PROCEDURE

SIGN IN: Upon arrival each morning parents are required to sign in their camper. Please do not "drop off" your child and leave. Take this sign in time to communicate with the lead counselor or leave information we need to be aware of i.e. early departure, different pick up person, medical attention your child needs, etc. You will be required to sign your child out at the end of each camp day. This is for your child's protection and is also a Health and Human Services requirement.

SIGN OUT: If you are sending a person to pick up your child who is not on the enrollment form the following procedures must be followed:

- The pick up person must have a written and signed note from the custodial parent giving permission for this pick up.
- The pick up person will be required to show their license as legal identification.
- No child will be released to anyone not on the enrollment form. Therefore please be sure to include any one who might pick up your child on the enrollment form.

- Children will not be allowed to stay on premises once signed out.
- Children will not be allowed to walk or ride their bike home.
- Siblings must be at least 18 years old to sign out a younger brother or sister.

Divorced or separated parents must submit to the YMCA a copy of the court order stating specifically that the other parent is not allowed to have access to the child. Without this court order the YMCA is legally unable to prevent the parent from access to the child. Please understand that the YMCA can not and will not participate as a mediator between two parents in a divorce or separation situation.

ILLNESS/INJURY

If your child is sick, please keep them home from the Day Camp Program. Children with fever over 100.4 degrees or experiencing vomiting, diarrhea, or other infirmities are not allowed to attend until fully recovered. Please follow this policy. If a child becomes ill during camp the parent will be notified and asked to come pick up their child at once. The ill child will be isolated from the other children and will be monitored by a staff person until the parent arrives.

Every precaution is taken to assure the safety and health of your child. However, bumps and bruises do occur. As a courtesy to parents, we will notify you of these occurrences by completing a written incident form and sharing it with you upon your arrival to pick up your child.

Small cuts and scrapes will be treated by our CPR/First Aid certified staff using standard first aid procedures. In all cases of serious illness or injury, the YMCA Day Camp Director will contact the parent immediately. In the event that the parent cannot be reached, we will contact any or all the "emergency contacts". The YMCA will conduct emergency services at any time it believes is necessary for the safety of a child. This could involve EMS and/or transportation to an emergency medical facility.

Please note: The YMCA does not provide health or accident insurance.

2. Toy guns or weapons of any kind
3. Toys, scooters, bikes or other personal items.
4. Money (If money is brought on trip days, it creates problems for other children who can't bring money.)

The YMCA is not responsible for lost or stolen items.

CHILDREN'S CODE OF CONDUCT

The following outlines the code of conduct signed when enrolling in YMCA Day Camp.

The YMCA of El Paso takes seriously the importance of the protection and safety of the children enrolled in programs. As a participant in the YMCA Day Camp Program, I agree:

1. Check into the YMCA Day Camp Childcare Program immediately after YMCA Day Camp each day.
2. Keep my personal belonging in my storage area during the Day Camp Program or leave them at home.
3. Remain seated and quiet during roll call and announcements and answer only for myself.
4. Follow all Day Camp Program rules during free play, snack time, activity time and emergency drills.
5. Follow all instructions given by the Day Camp Staff.
6. Tell the Day Camp Staff if I am sick or hurt.
7. Follow all timeout instructions of the Day Camp Staff.
8. Respect all other children and Day Camp Staff at all times.
9. Respect all the Day Camp Program supplies, equipment, and property
10. Respect all the personal belongings of other children.
11. Help clean up after myself following all activities.
12. Never leave the YMCA Day Camp site without proper permission.
13. Check out of the YMCA Day Camp only by signing out with a staff member.
14. When on the bus, remain seated, quiet and keep all body parts inside the bus. Obey all instructions of the bus driver.
15. Keep hands, feet and objects to yourselves.
16. Listen and follow directions when spoken to.
17. HAVE FUN and be supportive of others.

CAMP ACTIVITIES

Arts and crafts, sports, games, values discussion, weekly themes, skits, recreational swimming, youth programs, nature and environmental projects may be part of the weeks program. There may be field trips or guest speakers.

Each camper should bring a swim suit, towel and sun block each day. Your child's name should be clearly marked on all belongings. The YMCA is not responsible for lost or misplaced items. All children need to wear cool, comfortable clothing and closed toe shoes (preferably sneakers). Sandals are not accepted.

Organized indoor/outdoor activities: includes non-competitive and competitive team sports, games and the CATCH program. There will be Arts and Crafts and other projects that encourage children to use team skills, be creative, and challenge themselves.

Theme and character development: These activities take place daily and help children understand the importance of valuing themselves, family, and others. The YMCA emphasizes five character values of caring, faith, honesty, respect, and responsibility.

Free Time: Children will be able to choose from a variety of board /card games, drawing/writing materials, books, manipulative, and other supplies.

TYPICAL DAY CAMP SCHEDULE

7:00-9:00 a.m.	Arrival - free choice, breakfast
9:00-9:30 a.m.	Assembly, pledge and values
9:30- 12:00 p.m.	Camp activities
12:00- 1:00 p.m.	Lunch
1:00-5:00 p.m.	Camp activities, snack
5:00-6:00 p.m.	Parent Pick-up - free choice

PERSONAL BELONGINGS

Jackets, backpacks, lunch boxes and other items left at the end of the afternoon will be placed in the lost and found. Parents are encouraged to frequently check lost and found. As stated, children area asked not to bring personal items to the Day Camp Program, What not to bring to the Day Camp Program:

1. Leave all electronics Game-boys, MP3 or CD players, cell phones at home

ABSENCE POLICY

If your child is absent from the YMCA Day Camp Program, it is the responsibility of the parent to contact the Day Camp site and leave a message.

MEDICATION

A child may not receive medication during camp unless said medication is necessary and required by a physician. If this is the case, we ask the parent to follow the procedures listed below.

- Fill out a medication authorization form, advising the YMCA Day Camp Director of the amount and frequency of the dosage. (Available from Camp Director)
- The medication must be in the original pharmacy container with the pharmacy label marked with the prescription number, date, child's name and physician's name. Given directly to the YMCA Day Camp Director. Medication will be locked up.
- At the end of the medication period parents should take home any unused portion or give the YMCA permission to dispose of it.

HOURS OF OPERATION

Summer Day Camp operates from 7:00 a.m. - 6:00 p.m., Monday through Friday of each week. The highly structured activities take place from 9:00 a.m. to 4:30 p.m. each day.

LATE PICK UP FEES

Parents with children not picked up by 6:00 p.m. will be assessed a late pick up fee assessed as follows:

- One to 15 minutes late - \$10.00 per child
- 15 to 30 minutes late - \$15.00 per child
- 30 minutes late or more - \$25.00 PLUS \$2.00 per minute until child is picked up.

Parents should sign late pick-up form, which indicates time of arrival and changes due. YMCA office staff will charge debit/credit cards accounts or send a bill. Checks are to be made payable to the YMCA of El Paso. If your child has not been picked up by 7:00 p.m. and the Day Camp site has had no contact with parents or guardians, the Sheriff's Department will be notified.

ENROLLMENT AND REGISTRATION

The YMCA must have an enrollment form for each child in the summer camp program. Please make sure this form is completely filled in, signed and returned to the Camp Director before your child begins camp.

All camp payments are due on the Friday before the camp session begins. Campers making their payments on the Monday of the session beginning will be charged a \$20.00 late fee and will not be guaranteed a space for that week.

PAYMENT INFORMATION

Camp fees may be paid weekly on line – www.elpasoymca.org with a credit card or at the front desk.

WITHDRAWAL OF CHILDREN FROM PROGRAM

If you decide to withdraw your child from our Day Camp program, you must provide the YMCA Office with 30 DAYS WRITTEN notice: You may fax/mail/email this information. Only with thirty days notice can we terminate your monthly payment plan. You will be responsible for any payments if your written cancellation notice is not received at the YMCA office 30 days prior to your withdrawal.

RECEIPTS

Year end statements will be available January 30th and will be mailed to participant's home addresses on file upon request.

Tax Identification Number: 74-1109880.

UPDATING INFORMATION

It is the responsibility of parents to inform the YMCA Office regarding any changes to your child's record. This information includes phone numbers, address, and emergency and authorized pick-ups, billing, and changes to other pertinent information. All changes must be mailed, emailed to your local YMCA.

TERMINATION POLICY

Participants will be withdrawn from the program for the following reasons:

- Inappropriate behavior of a child or parent that endangers the child, or other children, or YMCA staff
- Foul language
- Failure to pay program fees
- Consistently late in picking up the child

CHILD ABUSE HOTLINE

Child abuse can occur in any setting. The YMCA provides extensive training in child abuse prevention skills and understanding how children can be abused. Texas law requires the suspicion of child abuse be reported immediately. The following Hotline phone number is available 24 hours a day for anyone to report a suspicion of child abuse. **HOTLINE PHONE NUMBER: 1-800-252-5400**

Your report will be documented by staff from the Texas Department of Family and Protective Services. When people make a report of suspected child abuse in good faith, they are immune from any liability. When the department investigates a complaint, the identity of the complainant is not revealed.

Please report any concerns to the YMCA Staff immediately.

DISCIPLINE

Children count on the wisdom of adults to set reasonable limits for them. Limits are necessary to maintain safety, protect health and guard the rights of others. Only constructive methods of discipline such as redirection shall be used to promote a child's self discipline and appropriate behavior. Occasionally children are non-responsive to positive redirection. In this case the behavior will be handled with a "time-out" solution.

FREE BREAKFAST, LUNCH AND SNACK

All campers will be provided free breakfast, lunch and snacks beginning June 6, 2016 – August 19, 2016. The menu will be posted for your review. Parents may pack a drink or alternative snack. Parents must tell Day Camp Staff of a child's allergies or negative reaction to food. Although nutrition is considered, the YMCA is not responsible for the nutritional value of food being provided by the service.