BEST 
SUMMER 
EVER™

CAMP 
PARENT HANDBOOK

NEWPORT COUNTY YMCA
SUMMER CAMP GOALS

The Newport County YMCA Summer Camps are designed to allow your child the chance to become an integral part of a small group of children as they learn new skills, develop lasting friendships, and pursue the YMCA mission of healthy body, mind, and spirit. In particular, YMCA Summer Camps strive:

• To provide an emotionally and physically safe environment.
• To help children build and develop feelings of self worth and appreciation of other people.
• To allow children to experience activities in nature, contributing to constructive and enjoyable use of leisure time throughout life.
• To establish behavior guidelines and discipline acceptable to all campers and staff.
• To help children learn and develop physical fitness and team cooperation through exposure to various sports and games.
• To provide a forum for the exploration of creativity and imagination through participation in arts, crafts, and cultural activities.

FOUR CORE VALUES

The Four Core Values were introduced by the YMCA of the USA in the mid 1990’s. These assets were put in place in order to teach children the difference between right and wrong. We stress the high importance of these values everyday in all of our camps. Honesty: Being honest, dependable & loyal. Respect: Living the Golden Rule, accepting others, showing courtesy and manners. Responsibility: Being accountable, doing one’s best. Caring: Being kind, compassionate & understanding, showing love and charity to others.

FINANCIAL ASSISTANCE

Our programs and services are available to everyone regardless of ability to pay. OPEN DOORS, the Newport County YMCA financial assistance program, uses a sliding fee scale designed to meet financial needs of most families and individuals. People of all ages, backgrounds, abilities and incomes need assistance at different times in their lives; anyone can apply for OPEN DOORS Financial Assistance.

COVID-19

The Newport County YMCA Summer Camps are making a conscience effort to minimize the risk of spreading COVID-19. 

UPON ARRIVAL: There are check in designated zones where we ask that everyone practice social distancing. We have a strong intake process for our campers daily. Upon arrival, campers temperature is taken and must be 100.4 or below to enter camp. A series of wellness questions will be asked to the camper. Once a child is permitted into Camp, they must wash or sanitize their hands.

SYMPTOMS PARENTS SHOULD ACKNOWLEDGE: If a child is experiencing any of the following; cough, fever, chills, muscle pain, shortness of breath or difficulty breathing, sore throat, or loss of taste or smell, they must remain home. If your child has been to camp within 2 to 14 days of becoming ill, we ask you to notify the YMCA Camp Director immediately.

KEEPING YOUR CAMPER SAFE: There will be daily safety reminders at the start of the camp day and throughout reminding campers of healthy practices like coughing etiquette, avoiding touching faces and not sharing personal items. Camper group sizes are 15 or fewer per counselor and social distancing is
incorporated to the degree possible, aiming for at least 3 to 6 feet between each child. There will not be large group activities during camp, including meals and recreation. The YMCA staff undergo an intake process daily similar to that of our campers. All staff have been trained in COVID-19 procedures and protocol to include but not limited to hygiene practices, supervision, sanitization, cleaning and disinfecting procedures.

**CLEANING & DISINFECTING:** Restrooms, sinks and all common areas are cleaned regularly throughout the day. All tables, door knobs, commons spaces are disinfected between each camp group. Nightly, the YMCA will deep clean in order to ensure the facility is ready to open each day. All supplies used by each group are disinfected after each use. Supplies are not shared between camper groups. Outdoor space is utilized most often as well.

**LATE PICK UP**

Please note that a late pick-up charge of $1 will be assessed every minute you are late. The individual who picks up the camper will be expected to sign the late fee slip and payment will be billed to the account on file. Excessive late pick-ups may result in the camper’s suspension from camp. If a camper is picked up late more than 3 times, the child will be unable to attend camp.

**PAYMENT POLICY**

At time of registration, camps may be paid in full with check or credit card. Otherwise, a $25 nonrefundable deposit per week is required to reserve each camp in which you wish to register your child. Your bank account or credit card will be drafted 2 weeks before the week or weeks of Camp you registered for. Failure to pay on time will result in loss of space and deposit.

**REGISTRATION CHANGES/CANCELLATIONS**

If you need to change your summer camp plans, you can transfer your camper to another week at no charge provided that space is available and that you make the transfer request at least two weeks in advance of your camper’s original registered session. All cancellations up to two weeks prior to the camp session will receive a refund, minus the registration fee. Cancellations with less than two weeks’ notice will forfeit the entire fee of camp. Transfers and cancellations must be made in writing by sending the camp director an email.

**BILLING & Electronic Funds Transfer (EFT) CALENDAR: CAMP 2021 Drafts occur at 12:01 a.m.**

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**AMERICAN CAMPING ASSOCIATION**

The Newport County YMCA Camps are all ACA accredited programs, meeting up to 300 standards for health, safety and program quality. ACA is a community of camp professionals who, for over 100 years have joined together to share knowledge and experience and to ensure the quality and safety of day camp programs. ACA works to preserve and promote and improve the camp experience.
CAMP SAFETY AND STAFF TRAINING

Camper safety is our #1 priority. The majority of our summer staff come from our before and after school programs, so they may already be familiar faces to your camper. Our staff are selected based on their expertise, background, and their strong desire to work with children. They are motivated to provide your camper a safe and fun camp experience. Reference and criminal background checks are completed on all staff members. All staff undergo extensive summer camp training. We cover topics such as team building, character development, conflict resolution, emergency procedures, child abuse awareness and prevention, CPR, first aid, and age-appropriate activity planning.

WHAT TO BRING TO CAMP

(Please label everything with first and last name)

- Lunch- WE ARE NOT ABLE TO PROVIDE LUNCHES OR SNACKS THIS YEAR
- Snacks
- Re-usable water bottle- PLEASE MAKE SURE TO BRING LOTS OF WATER. Water Fountains will not be used this summer.
- Sunscreen spray and bug spray (please apply prior to your child’s arrival)
- Bathing Suit & a towel (plastic bag for wet clothes); no cut-off shorts
- Hat and an extra change of clothes
- Backpack
- Sneakers and socks must be worn (no sandals, flip flops, Crocs)
- Sweatshirt (if cold in the day)
- Raincoat and rainboots

WHAT TO LEAVE AT HOME

- Electronic equipment (cell phone, game boy, iPod, headphones, etc.)
- Toys (playing/trading cards, stuffed animals, water guns, fidget spinners, etc.)
- Glass bottles
- Open toed shoes, sandals, and Crocs
- Knives, weapons
- Drugs, alcohol, and any tobacco products
- Candy, gum, lollipops, etc.

LUNCHES AND SNACKS

Breakfast and Lunch will NOT BE provided for your camper. This is due to COVID-19 and the new policies. Please make sure that you pack them with snacks. Lunch will be around noon each day. Please refrain from candy or soda. We do not have refrigeration or heating facilities, so please do not send food requiring microwaves or refrigeration. If you do decide to pack your child with food, we suggest a mini cooler with an ice pack. Frozen juice boxes and water bottles make great ice packs and provide cold drinks when thawed.

LOST AND FOUND

It is important to label all your camper’s possessions with his/her first and last name; water bottles, towels, backpacks, clothing, lunch bags, etc. Although Y staff will do their best to remind campers to keep their items together, the Y is not responsible for lost items. It is easier to return items when your camper’s name is on them. Please check lost and found daily to reclaim lost items.
SUNSCREEN PROTECTION

It is strongly recommended that parents apply sunscreen to their camper each morning. Your camper should bring a bottle of sunscreen to camp each day, (spray is preferred) Counselors are not allowed to assist with application. Throughout the day, counselors will remind the camper to reapply the sunscreen. If your camper is particularly sensitive to the sun, a hat and SPF clothing may also be appropriate. In this case, please remind your camper to keep his/her hat on throughout the day.

YMCA CODE OF CONDUCT

The Y has a clear responsibility to protect the camper in the programs and to promote the Y mission. The staff are required to adhere to a very stringent code of conduct that is reviewed during staff training. In support of this responsibility, this code of conduct governs the behavior of all individuals involved in Y programs. Staff, parents, children, and visitors shall be responsible for conducting themselves in such a way as to respect the rights of others, assist in creating a bully-free environment and model the YMCA core values of Caring, Honesty, Respect and Responsibility.

CAMP DISCIPLINE | ANTI-BULLYING POLICY

We strive to provide all campers with a safe and positive camp experience. Staff are trained to provide guidance and support when addressing a disciplinary issue, that is appropriate to the situation and camper’s development. If a discipline issue does arise, the steps listed below will be taken (may vary based on the situation):

• Verbal warning
• Loss of choice/removal from activity
• Camper and parent discussion
• Removal from camp Infractions of this policy include:
  o Disrespect, verbal or physical aggression toward staff, other adults, or campers
  o Continuous disruption/uncooperative behavior
  o Exhibiting behavior that endangers the safety of the camper
  o Attempting to leave the camp or premises without staff permission
  o Consistently disregarding the rules and authority of the staff
  o Possession or pretending to possess weapons
  o Racism, fighting, bullying, vandalism, and swearing
  o Destruction of property or belongings
  o Possession of drugs and alcohol

Upon review of the incident, parents may be contacted to speak to their camper or requested to pick up their camper immediately. Suspension guidelines are as follows: a one-day suspension for the first offense, a three-day suspension for the second offense, and a permanent removal of camp for the third offense. Any camper who is a threat to themselves or others or is a repeat offender will be expelled immediately. All suspensions and expulsions are at the discretion of the directors. If your camper misses’ days due to suspension or expulsion, no refunds will be provided.
DEFINITION OF BULLYING

Behavior by an individual or group, usually repeated over time that intentionally hurts another either physically or emotionally. Three conditions used to define behaviors as bullying:

- Repetitive, willful, or persistent intentionally harmful
- An imbalance of power leaving the person feeling defenseless. These may include:
  - taunting
  - spreading rumors
  - excluding others from groups
  - kicking, hitting, or pushing

PARENT | STAFF COMMUNICATION

Leadership staff are usually present and available to talk during check-in/check-out times which is a great opportunity to communicate any concerns regarding your camper’s time with us. Any special needs or challenges your camper may be having at home may impact their experience while at camp. Please keep us advised of such circumstances prior to their arrival so we may provide the best possible day camp experience for your camper. Any custody issues must be discussed with a director prior to your camper’s start date. Legal documents from the court system are required.

PERMANENT WITHDRAWALS

The Y reserves the right to permanently suspend a camper at any time. Reasons may include but are not limited to: non-payment or habitual insufficient funds, continued disciplinary actions with a camper, parental or camper abuse of staff members, actions or behaviors by a camper that has or could severely harm themselves or another camper or any other reason that is deemed fit by the director and the executive director.

MOVIES AT CAMP

On rainy days, campers occasionally have the opportunity to watch a feature length G rated movie, or elementary level educational programming. If there is a movie you do not want your camper to see, please inform the camp director and they will carry out your request.

VISITOR POLICY

All visitors must check in and obtain a visitor’s pass to camp. Please check with the camp director for check in location or any additional requirements.

ELECTRONIC DEVICE POLICY

Electronic devices of any kind are not permitted. If a camper is using a device, staff will confiscate the device until the end of the day and give it to a parent or guardian. If parents and campers need to communicate, communication and campers must go through the camper office. The Newport County YMCA is not responsible for lost or stolen items.