



We build strong kids,
strong families,
strong communities.



San Luis Obispo County YMCA

Everything you ever wanted to know about...

Summer 2010

Parent Survival Guide

San Luis Obispo



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Welcome to the San Luis Obispo County YMCA

Welcome to the San Luis Obispo County YMCA Day Camp Program. Take a deep breath and relax~ your child is in good hands this summer! We will serve your children with compassion, patience, skill and respect. We will be introducing new experiences to your child while reinforcing the Six Pillars of Character: Caring, Trustworthiness, Respect, Citizenship, Fairness and Responsibility. The YMCA is a place for families, and we want to do everything we can to strengthen and support your family! We encourage you to participate with your children as much as possible and attend the family events we have scheduled.

We are dedicated to molding the lives of our campers and creating friendships and memories that will last a lifetime. All YMCA camps are designed to meet the following goals, including the California Children's Bill of Rights. Each camper will:

- Gain confidence in oneself
- Develop values for living
- Learn to appreciate the natural environment and work toward its conservation
- Develop positive relationships with peers and staff as mentors
- Develop leadership skills
- Learn responsibility
- Learn to appreciate diversity
- Develop a balanced life: physically, mentally, socially and spiritually
- Have fun, get dirty, be a kid
- Participate in activities listed in the Children's Outdoor Bill of Rights

San Luis Obispo County YMCA Mission Statement

The San Luis Obispo County YMCA develops the total person- spirit, mind and body- through values based programs that build strong kids, strong families, and strong communities.

YMCA Staff to Contact

Region		Summer Camp Director	Summer Club K4 Summer Director	Summer Club 58 Summer Directors	Planet Y Summer Directors
South County	Linda Wingert South County Regional Dir. lwingert@sloymca.org 805-543-8235 x107	Dana Vicars South County Program Dir. dvicars@sloymca.org 805-441-8417	Alicia Seibel aseibel@sloymca.org 805-458-1357	Isaac Gonzales igonzaes@sloymca.org 805-458-0410	April Avila aavila@sloymca.org 805-441-8609 Sara Rugg srugg@sloymca.org 805-440-0348
SLO	Katie Allison SLO Regional Dir. kallison@sloymca.org 805-543-8235 ext. 111	Josh Moir SLO Admin Director jmoir@sloymca.org	Jill Bentley jbentley@sloymca.org 805-305-8014	Katie McGinty kmcginty@sloymca.org 805-305-5284	Brittney Luhrs bluhrs@sloymca.org 805-543-8235 Natasha Tripp ntripp@sloymca.org
North County	Shelly Dargatz North County Regional Dir. sdargatz@sloymca.org 805-237-0845		Mandy Mafnas mmafnas@sloymca.org 805-458-1395	Jeri Baxter jbaxter@sloymca.org 805-441-5014	
Leadership Development	Katie Allison SLO Regional Dir kallison@sloymca.org 805-543-8235 ext. 111				
Sail Away Camp	Katie Allison SLO Regional Dir kallison@sloymca.org 805-543-8235 ext. 111	David Bowlus dbowlus@sloymca.org			
Surf Camp	Linda Wingert South County Regional Dir. lwingert@sloymca.org 805-543-8235 x107	Gilbert Almendarez galmendarez@sloymca.org			
Program Enrollment	Jen Kirkpatrick Program Enrollment Admin. jkirkpatrick@sloymca.org 805-543-8235 ext. 115	Carli O'Leary South County Program Enrollment coleary@sloymca.org 805-543-8235 x114	Josh Moir San Luis Obispo Program Enrollment jmoir@sloymca.org 805-543-8235 x125	CAP SLO/EOC Cortney Stafford cstafford@sloymca.org 805-543-8235 x 109	

YMCA Summer Day Camp Locations and Hours of Operations

Hours of Operations

AM Extended*	7:00 a.m.-10:00 a.m.
Camp Hours	10:00 a.m.- 5:00 p.m.
PM Extended*	5:00 p.m.-6:00 p.m.

* Extended care is offered for all camps at No additional fee.



For Specialty Camp, Leadership Development, Sail Away and Surf Camp please visit our website at www.sloymca.org

Camp Locations

South County Summer Club K-4 Summer Club 5-8	Shell Beach Elementary School 2100 Shell Beach Rd Shell Beach, CA 93433 Room #19 805-773-1439
South County Planet Y	Grover Beach Elementary School 365 S. 10 th St. Grover Beach CA 805-441-8609 805-440-0348
San Luis Obispo Summer Club K-4 Summer Club 5-8	Laguna Middle School 11050 Los Osos Valley Road San Luis Obispo, CA 93405 Multi-Purpose Room
San Luis Obispo Planet Y	SLO YMCA Facility 1020 Southwood Dr. San Luis Obispo, CA 805-543-8235
North County Summer Club K-4 Summer Club 5-8	Centennial Park 600 Nickerson Drive Paso Robles, CA 93446 805-237-0845

Specialty Camp Locations

San Luis Obispo	SLO YMCA 1020 Southwood Dr. San Luis Obispo, CA 805-543-8235
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Payment Information

What type of deposit do you require?

You may pre-register for any YMCA Camp at the San Luis Obispo County YMCA or online at sloymca.org by paying a \$10 per week **NON-REFUNDABLE AND NON TRANSFERABLE DEPOSIT**. Full payment for camp week is due the **Wednesday** before the start of the next week's camp.

What are the fees, and what do they include?

The YMCA will provide your child with a camp T-shirt, a morning and afternoon snack, and sunscreen (if needed). If your child is allergic to sunscreen, please indicate on the Emergency Contact Information Form and let our YMCA staff know. All field trip costs are included in your weekly fees, unless otherwise specified on our calendar.

Annual Program and Registration Fee are non-refundable and non-transferable

Character Camp K-4

5 days - \$150 per week
4 days - \$130 per week
3 days - \$105 per week
2 days - \$75 per week

Adventure Club 58

5 days - \$160 per week
4 days - \$140 per week
3 days - \$115 per week
2 days - \$ 80 per week

Planet Y a4-10

5 days- \$115 per week
3 days- \$80 per week

Is there a late enrollment fee?

No, but in order for your child to attend camp on a Monday, (new enrollments only) full payment must be made by the Friday prior to the 1st day of camp. After summer camp begins payments must be paid the Wednesday prior to the next week of camp for future enrollment weeks or there will be a late charge of \$15.00.

There will be a late fee of \$15.00 per child if you do not pay the weekly balance due by the payment deadline OR your child will forfeit their space in camp.

When is the balance due for a camp?

Camp Start Date

Week 1 June 21 - 25 (Camps Closed June 21st)
Week 2 June 28- July 2
Week 3 July 5 – 9 (Camps closed July 5th in observance July 4th)
Week 4 July 12 – 16
Week 5 July 19 - 23
Week 6 July 26 - 30
Week 7 August 2 – 6
Week 8 August 9 – 13
Week 9 August 16-20
Week 10 August 23-27 (Camps closed August 25, 26, 27)

Payment Deadline

June 18
June 23
June 30
July 7
July 14
July 21
July 28
August 4
August 11
August 18

Does the YMCA offer Financial Assistance?

Absolutely! The San Luis Obispo County YMCA has raised funds for Camperships to help families in need. To apply, complete a Financial Assistance Application form available on our website www.sloyymca.org/financialaid.htm . Attach required documentation and return it to Dana Vicars at the SLO YMCA Facility- 1020 Southwood Drive, SLO. There is a 10 - work day processing time. If you would like to support our financial assistance program by making a donation to our annual support campaign, you may do so by sending your donation to the YMCA, attention Katie Allison.

What type of deposit do you require?

You may pre-register for any YMCA Camp at the San Luis Obispo County YMCA by paying a \$10 per week **NON-REFUNDABLE DEPOSIT**. Full payment for camp week is due the **Wednesday** before the start of the next week's camp.

What is the YMCA's refund policy?

- **Paid Deposits are non-refundable and non-transferable – NO EXCEPTIONS**
- **Annual Program Membership & Registration fees are non-refundable – NO EXCEPTIONS**
- If the YMCA cancels the camp, we will give you a full refund.
- If you submit a written request to cancel your enrollment in a camp at least 7 days prior to the first day of camp, you will receive a refund of paid camp fees.
- If you submit a written request to cancel or change your child's enrollment in camp less than 7 days prior to the first day of camp, you will be charged a \$30.00 Cancellation/Change Fee.

I have CAPSLO (EOC)-

• How much will I have to pay?

CAPSLO (EOC) does not pay the \$20/\$35 program membership fee or the \$25.00 registration fee, the parent/guardian is responsible for the program membership and registration fees and those fees must be paid at time of enrollment. Co-pays differ from family to family. Families are also responsible for any portion of fees not paid by CAPSLO (EOC) for any reason. It is the parent's responsibility to sign the attendance record (AR) on a daily and weekly basis. The YMCA will not forgive unpaid CAPSLO (EOC) balances owed due to poorly signed attendance records. If CAPSLO (EOC) does not pay any portion of the weekly camp balance, that balance becomes the responsibility of the parent or guardian.



Our Program

Who is watching my child?

The best staff around! Our staff is as diverse as our campers. The majority of staff are college students, or college graduates in the field of child development or recreation. Our directors are highly experienced, trained, and skilled in the field of child care. Each camp consists of two site directors (a site director is always on site during operating hours) and a team of staff creating a maximum of 1:14 ratio. On water trips the ratio is 1:10, and on field trips the ratio is 1:12.

All YMCA are finger-printed and are certified in basic and pediatric CPR and First Aid. Additionally, two references are checked for each staff. We take every precaution to ensure safety of all campers.

Most of all, our staff are people who love kids! They want to spend their summer playing, teaching and helping your children grow. They are good people with good hearts. They are silly enough to sing "The Y Song" at the top of their lungs, but serious enough to handle difficult situations that may arise.

What trainings do Camp Staff receive?

All camp staff are required to attend two extensive trainings prior to the first day of Summer Camp. The site directors receive additional individualized training. Additionally, three camp specific trainings will be held for staff throughout the summer.

Our trainings cover all important camp issues, emphasizing safety first. YMCA staff are all 1st Aid/ CPR Certified and become trained in child abuse prevention, pool safety, field trip procedures, positive discipline, as well as how to incorporate the 40 Developmental Assets, Character Counts and service learning skills. The staff become experts in policies and procedures, sunscreen application, pick-up and drop off operations, songs, games, arts & crafts, and the best techniques in interacting with children.

At the end of the trainings, our staff is ready to use their polished skills and knowledge with the campers. Selection as a Camp Counselor at the San Luis Obispo County YMCA is competitive. You can be sure that we are hiring the "best of the best" to work with your children. We are sure that you'll agree.

My child loves their counselor. Can they baby-sit for our family?

Although Y-Camp staff work well with children, our policy states that our staff are **not permitted** to privately baby-sit for families involved in our YMCA programs.



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What is the drop-off/pick-up procedure?

The YMCA requires a parent or guardian signature at all drop-off and pick up times. It is for everyone's safety that every child is signed in and out everyday. The YMCA is not held responsible for children dropped off, but not signed into camp. YMCA staff will only release campers to the parents of the child and adults listed as authorized to pick up on the registration. If someone else will be picking up your child we will need a written note from the parent. For your child's safety, those picking up your child may be asked to **show I.D.**

What does my child receive from the YMCA?

The YMCA will provide your child with a camp T-shirt, a morning and afternoon snack, and sunscreen (if needed). If your child is allergic to sunscreen, please indicate on the Emergency Contact Information Form and let our YMCA staff know. All field trip costs are included in your weekly fees, unless otherwise specified on our calendar.

How do I communicate with the Camp Staff?

Exchange of information between parents and staff provides insight for both parties. The format may be formal or informal. It is vital that you inform us of changes happening in your family. YMCA Camp Staff will make an effort to communicate with you regarding your child's camp day as much as needed to ensure his/her positive YMCA experience. Changes at home include: moving, hospitalization of a sibling or parent, altercations in the parent's relationship, etc. These influence the way in which your child relates to others. Staff members can better provide for a child's need if they are aware of the situation. We will treat this information with the utmost confidentiality.

In case of emergency: If you need to contact your child in case of an emergency, call your site director listed in the phone roster or the Summer Administration Director for your camp.

Emergency Situation: If there is an emergency situation at the San Luis Obispo County YMCA, or at any of our Summer Camp locations, staff will contact you immediately providing phone services are in operation. If you or any other parent/guardian is not available, we will begin contacting the persons listed as emergency contacts in your child's enrollment packet. When an accident occurs to a child in our Camp Program which requires immediate medical attention they are taken by ambulance to the nearest hospital.

What if my child is going to be absent?

If your child is going to be absent from camp, please notify your site director. There will be **no credits** or **refunds** for any missed days of camp. If you're an CAPSLO (EOC) participant, your absence verification portion needs to be signed, or you will be billed for the days missed.

What should my child wear to camp?

Campers are required to wear closed-toe shoes and socks daily. Please remember, camp is not a fashion show! We encourage campers to wear old clothes in which they are ready to play hard and get dirty! It is a good idea to pack a swim suit with your child even if is not a swim day- we often play water sports and other water related games. **Campers are required to wear their camp shirt on all field trip days.** A reminder is given on your weekly calendar.

What should my child bring to camp?

All campers must bring their own lunch and drink to camp daily. Please send only healthy and non-perishable foods because refrigeration is not possible. If a camper does not have a lunch, an emergency lunch will be given and a fee of \$10 will be added to your account. Campers should also bring 2 water bottles to stay hydrated during the day. It is recommended to send your child to camp with a backpack to keep all their belongings together.

What shouldn't my child bring to camp?

The SLO County YMCA and YMCA Camp Staff are not responsible for camper possessions that are lost or stolen. The best way to prevent the loss of property is to leave valuables at home. Please leave cell phones, new jackets/sweatshirts, all video games, personal CD players/stereos, ipods and expensive jewelry/watches at home. Also, campers are not to bring any money to camp unless the calendar suggests it for the day. It seems every summer a new card game is popular (Pokemon, Magic the Gathering, Yu-Gi-Oh), please have your camper leave these cards at home. In general, please don't allow your child to bring any toys to camp - we want to provide all the entertainment for your camper.

My child lost something! Where would I find it?

It would help for you to label all of your child's belongings. The best way to prevent the loss of property is to leave it at home. But each camp does have a lost and found. We keep items for two full weeks, and then the items are donated to a charity. The SLO County YMCA and YMCA Staff are not responsible for camper possessions that are lost or stolen. Help us teach responsibility to your child by being accountable for their belongings.

Will my child be given a snack?

Yes, a healthy snack will be given in the morning and in the afternoon.

What if my child doesn't want to swim or forgets his/her bathing suit?

If your child doesn't want to swim or forgets his/her bathing suit, he/she simply won't go swimming. Because everyone travels together, they will spend their time doing alternate poolside activities.

What if my child can't swim?

Please inform your site director. All campers wishing to swim in the "big pool" are required to take a swim test. The children line up and lifeguards watch as one child at a time swims from one end of the pool to the other. If a child is unable to swim from one end to the other without holding on to the side or if a child chooses to not take the swim test, she/he will be required to wear a special colored wristband and stay in the "small pool" where they will be very closely supervised.

How often do campers take the swim test?

In order to keep your child safe, campers wanting to swim in the deep end take the swim test at the start of their first week of camp. If they are excellent swimmers then they will get a certain color wristband that lets us know.

What is camp's bathroom procedure?

Bathroom procedures: No camper is ever alone with a staff member. All campers will take trips to the bathroom with the entire camp and or camp groups and camp staff. Campers will only use bathrooms inspected for safety by camp staff.

What happens if I am late picking up my child?

Our camps operate until 6:00 p.m. You will be charged our late fee of one dollar for every minute past 6:00 p.m. If you are going to be late, please call the site director immediately. If the site director is not notified, the site director will begin to call those authorized to pick up your child. If no one is able to pick up your child or we are unable to reach anyone, the police will be called by 6:30 p.m. and together we will treat the situation as an "abandoned child." Obviously we want to avoid this extreme situation and communication is the key.

Will I get a Camp Schedule?

Parent camp schedules are provided at the beginning of each week at your camp site. Please note that these schedules are subject to change. We do our best to provide you with information early so you can plan ahead, but summer camp is full of surprises and we are often forced to make changes. Please be flexible with us as city bus schedules are often behind and cause us to be late. The schedule gives you information on what to bring.

How can I give the Camp feedback?

In order to keep camps serving the needs of families the best way possible, we encourage feedback. Each camp will have a communication box with Parent and Child survey forms readily available for you. We encourage you to email us with any questions or concerns (please see YMCA Staff Contact page of this handbook for email addresses).

When can parents participate?

Anytime- we're not "day care." Parents are welcome at any time during a camp day to participate with your child. We know that it is a great asset for your child to participate in activities with their parents. The YMCA delivers its mission to build strong families by providing parents with positive interactive activities both at home and at camp. In addition, family nights will be held during summer. Please refer to your camp calendar for more details.

What if I need to speak with my child while she/he is at camp?

Refer to your camp calendar to find their location. If the camp (staff and children) are not at their site, you can call your site director's cell phone. You may also call the SLO YMCA at 805-543-8235 and ask the Membership Services Staff for the location of the camp.

Does the YMCA apply sunscreen?

Of course! We count on parents to apply sunscreen in the morning before children come to camp. We apply sunscreen at snack time, lunchtime, and in the early afternoon, as needed. If you do not wish for your children to have sunscreen applied, or would like a special type of sunscreen applied (prescription), please send a note to your child's site director every Monday and provide them with the special sunscreen.

Can my child and his/her friend be in the same group during the day?

We'll do our best. Many of our camps are divided into groups by age and/or ability. Please send a note to your child's site director on Monday morning and we will make our best effort at keeping your child with his/her friend. Of course, there are circumstances in which the YMCA camp staff will be unable to meet your request. Luckily, there is a great deal of time in which the entire camp is together. Your child will be able to be with his/her friend during this time. And remember, camp is a great opportunity to make new friends, too!

We would like to thank the staff for all their hard work! Can camp staff accept presents/gifts from parents?

Although our staff works long, challenging hours, our policy states that employees are not to accept gratuities. If you wish, we would encourage you to make a donation to our Annual Support Campaign to help children who otherwise wouldn't be able to go to camp. Contact our Fund Development Director at the YMCA at 543-8235 for more information.

Discipline

What happens if my child has a discipline problem at camp?

Our camp staff is trained and is expected to resolve misbehavior problems in a positive manner. Our staff speaks with the child, allow him/her to take time out to think about the problem, discuss the problem and solution with the child, then let the child return to the activity. In more severe cases, child will be kept out of activities and a parent will be asked to pick the child up. Together, parents and YMCA staff will work out a custom-designed behavior modification method depending on the severity of the problem. In the event the problems still persist, your child may be suspended or expelled from the program. Our policy is safety first, and our job is to keep all campers safe. If at any time your child puts another child's safety in jeopardy, expulsion is likely to occur.

Our policies do not grant refunds or credits for missed program days due to a behavior problem.

Children and parents are expected to:

- Follow the directions of the YMCA staff.
- Avoid negative, abusive, or vulgar words or deeds.
- Avoid physically or verbally abusing (such as hitting, pushing, kicking, name calling, etc.) another child or staff worker.
- Follow other established rules.

The YMCA does not, and will not, administer any corporal punishment. Some methods of disciplining are: setting an appropriate environment for programming, having a well planned program, redirecting behavior by giving choices, reflecting children's successes and accomplishments.

We believe in guidance and positive discipline.



Health Information

My child needs to take medication during the camp day. How does this work?

The site director will administer your child's medication as directed. In order to administer the medication, we will need to following:

1. The medication needs to be brought to camp and given to the site director in a zip lock bag. Please do not send your medication in your child's backpack or lunch.
2. The medication needs to be prescribed by a doctor, and in its original prescription bottle with your child's name printed on the label. No over-the-counter medication will be administered.
3. A completed Medication Authorization Form (available from your site director) must be completed **every** Monday morning. A completed YMCA Medication Authorization Form must be on file in order for our staff to give your child medication.

Children should not attend if:

Children should not attend if they have: severe colds, fever of 101 or higher, undetermined rash or spots, severe headaches, upset stomach, or symptoms of extreme fatigue. Children arriving with any suspected illnesses will not be allowed to stay at the site. Parents will be notified if the child develops symptoms of illness at the site. If the child has had a communicable disease, a doctor's written statement is required before the child will be permitted to return to the program. All symptoms must have disappeared. Releases may also be requested for extended illnesses.

What if my child becomes ill or gets injured while at camp?

If your child becomes ill while at camp, our staff will contact you to pick him/her up. Camp is not designed to handle ill children, so it is important to tend to your child in a timely manner. If your child is injured, the staff will take whatever steps necessary to obtain proper medical care. If we are unable to reach you and your child needs immediate medical attention, she/he will be transported to the hospital by an ambulance. All expenses for emergency medical care are the responsibility of the parent or guardian.



Field Trips

I'm nervous about my child traveling on field trips. What are your procedures?

Your child will travel in a group of 14 campers, with an assigned camp counselor (consistently the same as much as possible). Public transportation and School District Transportation will be used. We require campers to wear their camp t-shirt on field trip days for clear identification. Head counts by Y-staff are taken constantly. The children travel happily together interacting by singing and doing activities to keep everyone's attention and involvement.

What are the traveling rules?

1. Campers must remain in their seats with their backs and bottoms touching the seats at all times.
2. Campers must keep their voices at an appropriate level.
3. Campers may not put anything (including body parts) outside the vehicle windows.
4. Campers must behave respectfully and use appropriate language.
5. No eating or drinking will take place in a vehicle.
6. All campers must follow the directions of the driver and camp staff at all times.
7. Campers are expected to stay in their assigned small group unless otherwise indicated by staff.
8. No iPods, game boys, hand held video games, electronics etc...

