



# J. Smith Young YMCA Summer Camp Parent Information Manual

JSY Kiwanis Camp & Camp Unity K  
Serving Grades: rising 1st through rising 8<sup>th</sup>  
J. Smith Young YMCA  
119 West 3<sup>rd</sup> Avenue/Lexington, NC 27292

Tená Williams, Youth & Family Program Director: [tena@lexingtonymca.com](mailto:tena@lexingtonymca.com) 336.479.1146  
Kelly Malone, Senior Operations Director: [kelly@lexingtonymca.com](mailto:kelly@lexingtonymca.com) 336.249.2177 (Office)  
Jen Fuller-Allen, CEO: [jen@lexingtonymca.com](mailto:jen@lexingtonymca.com) 336.249.2177 (Office)

***YMCA Mission: To Put Christian Principles Into Action Through Programs That Build Healthy Spirit, Mind, and Body For All.***

## **SUMMER DAY CAMP 2024 – PARENT/GUARDIAN MANUAL**

Welcome to the J. Smith Young YMCA Summer Camp Program! This manual includes information that will be helpful for you and your child in preparation for camp.

If you have any concerns or questions, please contact the Youth and Family Program Director. The information is below.

Tená Williams, Youth & Family Program Director: tena@lexingtonymca.com - 336.479.1146

Kiwanis Kiddie Camp: 336.248.2511

### **MISSION STATEMENT**

To put Christian principles into practice through programs that build healthy spirit, mind, and body for all.

### **SUMMER CAMP PROGRAM GOALS**

1. To foster a positive self-image in our children and a belief in their own ability to succeed by recognizing their talents, accomplishments, and worth as individuals.
2. To contribute to our children's education by providing opportunities for hands-on and active learning.
3. To provide opportunities for children to learn new physical skills and athletic competencies.
4. To enable children to develop their own minds and unique perspectives through programming that encourages imagination, creativity, and expression.
5. To build character and community by stressing the importance of YMCA's character values: caring, faith, honesty, respect, and responsibility.
6. To offer a safe, quality, and affordable camp option to parents and caregivers.
7. To have fun!

### **Stay Connected with Tená with the Remind App**

- Download the Remind App
- Send a text to 81010
- Send this message, @hekah4

To receive the latest information regarding camp.

**Weekly Themes/Tuesdays are dress up days! \*Groups are subject to change**

**WEEK 1: June 10-14, 2024:** "Summer Send Off" Week – We want to start out summer camp on a strong foundation. What better way to start camp off than to have a Party!

- **Field trip:** Taekwondo w/Master Terranova – **June 13<sup>th</sup>** - at Kiwanis Camp
- **Character Challenge:** Self-Control
- **Terrific Tuesday:** Dress up in bright neon colors

**WEEK 2: June 17-21, 2024** – "Welcome to the Jungle" Week – Let's take an *adventure or expedition into the wilds of Africa - with no hunting involved*

- **Field trip:** Safari Nation (Winston-Salem) **June 20<sup>th</sup>**: (All Camps) Leave Kiwanis: 9:30A/Return to Y 1:30P/Kiwanis Camp: 2:30P
- **Character Challenge:** Respect
- **Terrific Tuesday:** Dress up as your favorite Jungle animal
- **June 21st:** Ice Cream Treat

**WEEK 3: June 24-28, 2024:** "Space" Week – Let's take an *adventure or expedition into the space and the world of animation*

- **Field trip:** Swim @ LAP. Leave Y: 9:30A & Return to Y 3:45P– **June 24<sup>th</sup>** & Painting w/Mrs. Beth @ Kiwanis – **June 25<sup>th</sup>**
- **Character Challenge:** Responsibility
- **Terrific Tuesday:** Dress up as an astronaut or anything space related

**WEEK 4: July 1-5, 2024:** "Party in the USA" Week – You know what time it is! It's Party Time! Let's celebrate America's Independence. **All Camps are closed July 4<sup>th</sup> (Thursday), but will resume July 5<sup>th</sup>**

- **Field trip:** Inflatable Fun – **July 2<sup>nd</sup>** at Kiwanis Camp
- **Character Challenge:** Faith
- **Terrific Tuesday:** Dress up in your Red, White & Blue

**WEEK 5: July 8-12, 2024:** "Around the World" Week- Fun Around the world. This week we will explore other countries and have our very own international week.

- **Field Trip:** Fun w/Mrs. Whitney – **July 8<sup>th</sup>**/Dance at Cross Movement Dance Studio (for 4<sup>th</sup>-5<sup>th</sup> only) – **July 9<sup>th</sup>**. Leave the Y around 9:45AM & return to Camp around 11:15A/Pick & Paint -**July 11<sup>th</sup> @10:00 A.M**
- **Character Challenge:** Honesty
- **Terrific Tuesday:** Dress up as a camper from another country.

- **July 12th:** Ice Cream Treat

**WEEK 6: July 15-19, 2024: "Help Thy Neighbor" Week-** Loving others as we love ourselves is something we strive to live out and teach our campers as well.

- **Field trip:** Cinema 8 & Finch Park in Lexington – **July 16th. Leave: 9:30A & Return to Y: 4:00P/Civic Center – July 17<sup>th</sup>/Stuff N Fun – July 18<sup>th</sup> at Kiwanis camp.** Campers will build their own stuffed animal. ***\*Any Extra Outfits are purchased by parents/guardians\****
- **Character Challenge:** Respect
- **Terrific Tuesday:** Twin Day! Find a fellow camper and dress up like each other!
- ***No swimming Tuesday or Wednesday of this week***

**WEEK 7: July 23-26, 2024: "It's a Circus Around Here!" Week –** Silliness at its best! Let's just be super safe but super goofy as well! Honk! Honk!

- **Field trip:** Swim @ LAP. Leave Y: 9:30A & Return to Y 3:45P – **July 22<sup>nd</sup>/** Nido & Quebin Children's Museum (High Point). Leave Y: 9:45A/ Return by: 4:00P/Kiwanis Camp by 4:35P
- **Character Challenge:** Patience
- **Terrific Tuesday:** Dress up as your favorite circus performer

**WEEK 8: July 29–August 2, 2024: "Aargh! We Be Pirates" Week–** Aargh me matey! Be ye a pirate or nah? Jack Sparrow doesn't have anything on us!

- **Field trip:** Roller Skating in Lexington (Friction Skating Rink) – August 1<sup>st</sup>. Leave 9:45A/Head to Finch Park @ 12:15P & Return to Y around 4:00P/Kiwanis Camp by 4:30P
- **Character Challenge:** Kindness
- **Terrific Tuesday:** Dress up as a pirate from the 7 seas!
- **July 29<sup>th</sup>-31<sup>st</sup>, August 2<sup>nd</sup>:** 4 day Kids Club – They will be talking about Christ Jesus and having special activities regarding Biblical Scriptures

**WEEK 9: August 5-9, 2024: "Farmers Unite!" Week **Learning**** how to grow your own vegetation rocks! This week we will learn all about farming and maybe grow some of our very own plants.

- **Field Trip:** Asheboro Zoo – August 8<sup>th</sup>. \*: Leave Y by 9:45a/Return to Kiwanis Camp & the Y between 4:30P-4:45P.
- **Character Challenge:** Caring
- **Terrific Tuesday:** Dress up as a farmer!
- **August 9th:** Ice Cream Treat

**WEEK 10: August 12-16, 2024: "The Great Outdoors" Week –** Campers will be reminded appreciating God's beautiful earth.

- **Field trip:** No Field Trips
- **Last Day of Camp:** August 16<sup>th</sup>
- **Character Challenge:** Gentleness
- **Terrific Tuesday:** Crazy Hat Day

### Summer Camp Hours of Operation

**Camp JSY Kiwanis Camp & Camp Unity K- 7:00AM-6:00PM. Serving Grades: rising 1st through rising 8<sup>th</sup> graders.**

We are so appreciative that the Kiwanis Club members are allowing our camps to use their campgrounds this summer! We have changed Camp Timberwood's name to JSY Kiwanis Camp, (J. Smith Young Kiwanis Camp). The JSY Kiwanis camp's base location is the J. Smith Young YMCA (the Lexington YMCA) and Camp Unity K's base location will continue to be Kiwanis Kamp. **Their address is: 482 Kiwanis Kiddie Kamp Road, Lexington, NC 27292. The number is: 336.248.2511**

**JSY Kiwanis Camper families** will bring their camper(s) to the Lexington YMCA **by 8:30AM. We serve morning snack at 8:45A. Because we are on a strict time schedule, if you bring your camper in at 9:00AM, they will need to have eaten breakfast before attending camp.** We will load the bus by 9:45AM and travel to Kiwanis Kamp to join Camp Unity K. If you arrive after 9:45AM, you will need to drive your camper to the Kiwanis Kamp.

All scheduled activities begin promptly by 10:30AM and campers are asked to arrive **at their designated camps no later than 9:00AM.**

**JSY Kiwanis Campers** will leave Kiwanis Kamp by 3:45P.M on non-field days. On field trip days, please refer to pages 3-4. JSY Kiwanis Camp families will pick up their camper from the YMCA between 4:30PM-6PM. Field Trips will take place primarily on Thursdays, with a few exceptions. Please refer to pages 3-4 and the Summer Camp Calendar. Camp Unity K will be for our families that live in Winston or for families that are closer to Kiwanis Kamp.

### Summer Camp Daily Schedule

**7:00A-8:15A:** Morning Check In  
**8:15A-8:35A:** Clean up/Morning Assembly  
**8:45A-9:15A:** Breakfast/Head Count  
**9:15A-9:30A:** Clean up/Load Bus/Head & Face Count  
**9:45A-10:30A:** Activity 1  
**10:35A-11:20A:** Activity 2  
**11:25A-11:55A:** All Camp  
**12:00P-1:00P:** Lunch  
**1:05P-1:50P:** Activity 3  
**2:00P-2:45P:** Activity 4  
**2:50P-3:00P:** Campers gather belongings  
**3:05P-3:35P:** Snack/Clean up  
**3:40P-3:45P:** Load Bus/Head & Face Count  
**3:50P-4:05P:** Travel back to YMCA  
**4:10P-4:40P:** Afternoon Assembly  
**4:45P-6:00P:** Check out/Stations

*\*\*Field Trip Days Schedule will be altered accordingly*

### **REGISTRATION**

To register, please register online on our website at [www.lexingtonymca.com](http://www.lexingtonymca.com), log into your account and complete registration. Registration is \$10 per child.

### **MEDICAL FORMS**

If your camper needs to take medicine during camp or has any food allergies, please make sure to request and fill out our medical form. Medical forms can be turned in after registering, but are due no later than two weeks prior to your child's attendance.

**MEDICATIONS**

A Medication Administration Request form must be completed and submitted to the program if your child needs any prescription or non-prescription medication administered to him or her during program hours. All medication must be stored in its original containers. Children are not allowed to self-administer or carry any prescription or non-prescription medicine with them. Any such medicine will be confiscated and returned to the parent at the end of the day. When special circumstances exist, YMCA personnel are available to meet with parents/guardians. Parents/guardians must submit a completed medical form with physician's signature.

**Payment & Refunds**

**Camp Rates *(The rates listed below are weekly rates)***

<b><u>Members</u></b>		<b><u>Potential Members</u></b>	
1 child	\$110.00	1 child	\$125.00
2 children	\$192.50	2 children	\$218.75
3 children	\$275.00	3 children	\$312.50
4 children	\$357.50	4 children	\$406.25

**Deposits/Registration Fee:**

A registration fee per child is required to reserve space at camp for your child(ren) by signing up online. **\*\*Registration Fee and one week of camp paid in full are due at time of registration\*\***

Note: Registration fees are completely **non-refundable or non-transferable for any reason.**

**Weekly Fees:**

Camp fees will cover the following: weekly camp sessions, field. Camp fees include a camp t-shirt, lunch and one snack. Parents/Guardians are responsible for providing one snack daily. Campers should also bring their swimsuit and towel sunscreen, change of clothes, closed toe shoes, a labeled water bottle and a bookbag.

**Balances:**

Each camp session payment must be received and paid in full no later than one week prior to the start date of session in which your child will attend.

**Cancellations:**

Cancellations must be given at least two weeks in advance to Tená the Youth & Family Program Director or Kelly, the Operations Director via email. Notifying camp staff does not cancel any scheduled weeks or payments.

**How to Pay**

All payments will be made online via draft. Drafts will take place every Saturday for the following week. **\*A \$30 fee will be charged for all returned payments. If parents/guardians have a returned payment, or the camp sessions payments are not paid by due dates, the child will not be allowed to remain or return to camp until all financial obligations have been met.**

**Refunds**

Registration fees are completely non-refundable for any reason.

## **Financial Assistance**

Financial Assistance for the YMCA Summer Camp is available for those who qualify. We will accept applications however we cannot guarantee the availability of funds. Please see the YMCA Member Service Desk. After completing our financial assistance, please email it back to Anna at [aflippen@lexingtonymca.com](mailto:aflippen@lexingtonymca.com) or Amy Fernung at [amy@lexingtonymca.com](mailto:amy@lexingtonymca.com), with proof of income or you can bring it back to the YMCA.

## **CampGroups**

Summer Day Camp is divided by age group in order to ensure programming is age appropriate and that campers can build positive friendships with their peers. Age groups are divided as follows:

**The Fearless Frogs, Groups A & B:** 6 -7-year-old campers

**The Groovy Groundhogs, Groups C & D:** 8-9-year-old campers

**The Bionic Bears, Groups F:** 10-11-year-old campers

**The Talented Tigers, Group G:** 11-13-year-old campers

## **Summer Camp Activities**

Each day your child will be engaged in a wide variety of day camp activities. Below is a description of some possible activities along with information your child may need to be prepared for:

- DAY TRIPS

All camps take off-site, day long, field trips. Trip destinations may range from parks to more educational yet fun destinations such as the museum and science centers.

Your child must wear their camp shirt on trip days. This allows us to easily identify our campers in a public setting and helps keep the children safe. Campers will ride on the YMCA bus. In addition, trips may depart as early as 9:45AM. Thus, if your child is not at camp by 9:00AM on trip days they may risk missing the bus. Trip departures cannot wait for late campers under any circumstances. **(Please note)** Children must attend trips on scheduled trip days. Campers do not have the option to stay at the YMCA if they do not want to go on the trip.

- SWIMMING

What's summer without water? Campers will swim up to twice a week in a YMCA supervised pool (weather pending). Lifeguards are present at all times, and all camp staff is certified in CPR and First Aid. Children who do not know how to swim will be properly assisted in the shallow end. Each day your child should bring a bathing suit (one piece for girls, and lined bathing suit for boys), towel, and plastic bag for wet bathing suit/towel after swimming. All campers will swim Mondays. Groups A-C will swim on most Tuesday mornings. Groups D-G will swim on most Wednesday mornings.

- ART PROJECTS

Craft projects will spark your child's creativity and give them the opportunity to practice new art techniques. Art projects use a variety of media and build upon the weekly camp theme.

- SPORTS

Basketball, volleyball, soccer, and kickball are just a few of the sports and athletic games your children will play at the Y. Non-competitive team sports provide a great way for children to have fun, learn to work as a team, and stay in good health.

- TEAM BUILDING

Building a cohesive and supportive camp unit is one of the most important and fun aspects of day camping. A number of teambuilding activities are used to facilitate team building. Some activities may include creating camp unit flags and songs, character education games, team building exercises, etc.

- SPECIAL EVENTS

The whole camp comes together during special events and celebrations throughout the summer. Some special events may include: Y-Olympics, Talent Day, and Good-Bye Summer Party.

- THEME WEEKS

Each week has a special theme and arts projects, trips, and games woven together to make the theme come alive.

- YMCA CHARACTER VALUES

Caring, Faith, Honesty, Respect, and Responsibility are the cornerstones of YMCA Day Camp. These values are reinforced each day through activities, character beads, teaching, and role modeling.

### **MORNING SNACK & LUNCH**

Morning snack and lunch will be provided daily for Camp Unity K, the JSY Kiwanis Camp & the Sunny Smiles. **Parents will need to pack an afternoon snack daily.**

### **ABSENCES**

Please notify the Youth and Family Program Director via email, [tena@lexingtonymca.com](mailto:tena@lexingtonymca.com) or by phone/text at 336-479-1146 or 336-249-2177 on the morning your child will not be attending. Please note that no refunds are given for absences from camp under any circumstances.

### **ILLNESS DURING PROGRAM HOURS**

**Please do not knowingly send a sick child to the Summer Camp program.** Not only does this spread the illness to other campers and staff, but it is also very unfair to the sick child. If your child arrives sick to camp or becomes sick during the course of the day, you will be notified and it is expected that you will come early to pick up your child.

### **CONDUCT WHILE ATTENDING CAMP**

We work to maintain an atmosphere of mutual caring, respect, and understanding at Summer Day Camp. Proper participation and conduct by your child are expected and includes the following rules:

- Respect others feelings and property
- Cooperate with each other
- Listen to your group leaders
- Stay with your group
- No fighting, yelling, or cursing
- Tell a group leader if someone/something is bothering or upsetting you
- Clean up after yourself
- Remain seated with seat belts on during bus trips
- Keep all body parts and objects inside of the bus

*Please discuss and reinforce these behavioral expectations with your child.*

**Staff supervises all Day Camp activities and help children resolve conflicts and problems as they arise. Behavioral redirection is seen as an opportunity for learning and approached accordingly. However, if a child continually disrupts the program, or poses a safety risk to themselves or others, then a written behavior notice will be sent home to the parents explaining the issue to be addressed. If behavior violations are deemed severe enough by the Youth & Family Program Director, he/she reserves the right to suspend and/or dismiss the child from the program without reimbursement.**



## **PARENT PARTICIPATION**

In order for you and your child to receive the most out of the Summer Day Camp, we encourage any suggestions you may have regarding how we might best contribute to your child's experience with us. Please state any special needs of your child that our staff should be made aware of. We also invite you to visit camp periodically.

## **CHILDREN DISPLAYING ILLNESSES**

While attending the ASDP, children with a temperature of 100.4 or higher will be sent home. Please do not send your child to the Afterschool program until they have been fever free for 24 hours, without the aid of fever reducing medicine. If a child experiences symptoms such as nausea, constant headache/migraine, develops a fever of 100.4 while attending, the child will be placed away from the rest of the group, but in a safe room and the parent or guardian will be contacted. Please make sure your child has been well for at least 24 hours before sending them to Summer Camp

## **CHILDREN WITH SPECIAL NEEDS**

The J. Smith Young YMCA will accept children with special needs into our program and make a reasonable effort to accommodate the child without fundamentally altering the Summer Camp Program. The YMCA provides group childcare and is not able to provide personal assistants for children with special needs.

## **DISMISSAL POLICY**

### Parent Authorization:

Your child will only be dismissed to the people you have listed on the Summer Camp registration form. We will not release your child to anyone else unless we have written authorization from you. If a non-custodial parent has been denied access to a child by a court order, you must submit documentation to that effect and we will comply with it accordingly.

## **SIGN-IN/OUT PROCEDURES**

All parents or alternate escorts must sign-in/out their child each morning and evening at the Sign-In/Out Table. You will be asked to produce a photo I.D. if our counselor does not recognize you. We kindly ask all parents to cooperate with us during this time in order to make dismissal as smooth as possible.

## **LATE PICK-UP**

Camp closes promptly at 6:00 P.M. Any participant picked up after 6:00 p.m. will be charged a late fee of \$1 per minute after 6:00 p.m. **The YMCA clock is the official clock of reference. Parents picking up late will be given a late fee slip when they arrive with the late fee amount.** All late fee charges will be added to the next week's fees. Chronic lateness may result in dismissal from the program. In case of an emergency, please notify us immediately.

## **FAILURE TO PICK-UP CHILD**

If the parent or authorized person(s) fails to pick-up the child at the time of the camp's closing, the camp will ensure that:

1. The child is supervised at all times.
2. Staff members will attempt to contact the parent or authorized person(s).
3. A maximum of one hour after closing time, and provided that other arrangements for releasing the child to the parent or authorized person(s) have failed, the staff member will call the Prevent Child Abuse in North Carolina Hotline (1-800-CHILDREN) or Davidson County DSS (336-242.2500) to seek assistance in caring for the child until an authorized person is able to pick-up the child.

## **INABILITY TO PICK-UP CHILD**

If the parent or authorized person(s) appear to be physically and/or emotionally impaired to the extent that, in the judgment of the Camp Directors and/or staff member, the child would be placed at risk of harm if released to such an individual, the camp will ensure that:

1. The child may not be released to such an impaired individual.

2. Staff members attempt to contact the child's other parent or authorized person(s) for pick-up.
3. If the camp is unable to make alternate arrangements, a staff member will call the Prevent Child Abuse in North Carolina Hotline (1-800-CHILDREN) or Davidson County DSS (336-242.2500) to seek assistance in caring for the child.

## **CLOTHING**

Children must wear comfortable clothing to camp (**i.e. T-shirts, shorts, and sneakers/closed toe shoes with socks**). **SPECIAL NOTE: Sandals are not permitted since children tend to twist ankles easily playing sports in sandals/flip flops. Children will not be allowed to participate in daily activities or field trips if sandals/flip flops are worn.** A camp shirt must be worn on all trip days. For swimming, each day your child should bring a bathing suit (*one piece for girls, and lined bathing suit for boys*), towel, and plastic bag for wet items. Campers should have their names written on all belongings in permanent marker. Also, please send an extra set of clothing on the first day of camp in the event of a "personal accident". The items will be labeled and returned at the end of summer if not needed.

## **CAMP T-SHIRTS**

Campers will receive one camp T-shirt free during camp. Camp T-Shirts will need to worn on Field Trip days.

## **PERSONAL ITEMS**

**Children are not permitted to bring toys to camp.** Children are very busy during camp hours and playing with toys during this time is not allowed. **We urge children to leave any valuable toy or game (such as Nintendo DS, handhelds, etc.) at home. Absolutely NO cell phones allowed.** Any valuable items brought to the program are brought at your own risk. We are not responsible for any lost, stolen, or damaged items or clothing. To help avoid lost or mistaken items, please clearly label or mark all personal belongings (including book bags) with your child's name.

## **LOST ITEMS**

The YMCA is not responsible for items lost during ASDP activities. Please make sure you label all your child's personal items (coats, towels, swimsuits, etc.) to help us keep track of your child's belongings. We recommend that electronic games and toys be left at home.

## **PHOTOGRAPHS/VIDEOS**

The YMCA does take video or pictures of YMCA Afterschool Program activities to share at meetings, on our website, on our social media pages or for other advertisements. By enrolling your child in our program, you give your permission for child to be videotaped or photographed. If you would prefer that your child not be videotaped or photographed, please put your request in writing and leave it with the Family & Youth Program Director. We will honor your request. I agree and grant permission to the J. Smith Young YMCA to use videotape, audio or photograph materials of myself or dependent children, for the purpose of promotional materials for YMCA programs and services and other YMCA marketing initiatives with no compensation due me. This includes any printed material, broadcast and print advertising, promotional videos and the YMCA website and social media pages. I also permit the YMCA and/or the media to use images of my child in broadcast or print media news coverage of the YMCA. I understand that my child's name is not published.

## **Sunscreen and Bug Spray Policies**

Ultraviolet rays (UVA and UVB) are known to cause sun tan, sun burn, and skin damage. There is no "safe" UV light. Protecting young people from the sun is especially important, as most of our lifetime sun exposure comes before the age of 20. YMCA Camp participants spend a great deal of time outdoors, thus being exposed to the sun's harmful rays. Since it is our policy to promote healthy spirits, minds, and bodies, we have made the following policies with this in mind.

All campers and staff will wear sunscreen with an SPF of at least 15 on all exposed skin (including lips) daily. EVEN ON CLOUDY DAYS.

Parents and guardians will be responsible for application of first layer of sunscreen/bug spray prior to AM drop-off.

Parents/guardians will be responsible for providing enough sunscreen/bug spray (clearly labeled with child's name) for several applications throughout the day.

Please note these policies were made to protect your child. Furthermore, our staff has been trained on these policies and understands their responsibilities and the consequences for failure to observe these policies.

**Babysitting Policy** - The YMCA strives to employ the very best staff possible in all of our programs. After they are no longer employed with the YMCA, these persons are private citizens and are no longer subject to our employment rules and procedures. The YMCA cannot and does not endorse or recommend its present or former staff members as babysitters to any parent or guardian of any child in any of our programs. Any babysitting arrangements with present or former staff of the YMCA is separate and independent from any YMCA program and must be based on the independent investigation, responsibility and judgment of the parent or guardian. I agree that the YMCA shall not be responsible and will be held harmless from any claims or liability in connection with such babysitting activities.

No weapons of any sort are permitted at our YMCA or Kiwanis Kiddie Kamp. If a camper or brings a weapon of any sort, the camper will be permanently dismissed from Summer Camp or any future programming from the YMCA.

#### **MISSED DAYS/INCLEMENT WEATHER**

**The YMCA does not credit for missed days.** Your fee pays for direct operating costs like staff, snacks, crafts, transportation, and other program supplies. All of these must be available for the number of children we have in the program. When you enroll we reserve the time, space, staff, and provisions for your child whether he or she attends.

#### **STAFF RELATIONSHIPS WITH CHILDREN**

- 1.** As a general rule, a staff member should not be alone with a child(ren) in an area or location where they cannot be observed by other staff except where necessary and appropriate.
- 2.** Although the state requires a staff/child ratio of 1:25 in school-age care programs, the J. Smith Young YMCA shall meet or exceed the State's staff/child ratio. A minimum of two staff should be assigned to each program operating site.
- 3.** Each decentralized site of operation will install or have access to a telephone on location on buses during operating hours.
- 4.** As a general rule, children should not be left unsupervised.
- 5.** YMCA staff will have no one on one contact with children outside approved YMCA activities where there was no relationship with the child prior to YMCA employment. Any participation in activities with children outside approved YMCA activities will not be considered as functions of an employee of the YMCA; and the YMCA or anyone related to the YMCA cannot be held responsible for any adverse action, conduct or misbehavior that may arise from the association of any employee with children outside YMCA approved programs. YMCA staff violating this rule will be subject to disciplinary action up to and including termination.

Staff behavior or disciplinary actions with children must avoid all abuse actions. Constructive methods must be used for maintaining group control and handling individual behavior. Corporal punishment and other humiliating or frightening techniques are prohibited. Appropriate disciplinary action must not be associated with food, rest, separation from the group for illness or toilet training.

## **CHANGES**

Please contact Kelly Harms at 336-249-2177 at [kelly@lexingtonymca.com](mailto:kelly@lexingtonymca.com) or Tená Williams at [tena@lexingtonymca.com](mailto:tena@lexingtonymca.com) to update and change information on file (i.e. Address, phone numbers, emergency contacts, etc.)

## **COVID-19**

**Assumption of Risk** I acknowledge and agree that any use of J. Smith Young YMCA facilities, services, equipment and premises (Facilities) and any participation in J. Smith Young YMCA programs and activities (Programs) comes with inherent risks including, but in no way limited to: (1) moderate and severe personal injury, (2) property damage, (3) disability, (4) death, and (5) sickness or disease. I voluntarily accept and assume full responsibility for these risks as well as any and all other risks of the use of Facilities and participation in Programs. I agree that I have full knowledge of the nature and extent of all such risks and am not relying on all such risks being described in this document. I understand that if my child's school is closed due to a COVID-19 exposure, my child will not be allowed to come to the YMCA.

## **BEHAVIOR MANAGEMENT POLICY**

YMCA youth programs use the 5-character traits of faith, respect, responsibility, caring, and honesty in our discipline program. The programs will use redirection, explaining of expected behaviors, example, and changing environments to mold behaviors. The YMCA will not deny rest or food to children as consequences nor use corporal punishment in its programs.

**The YMCA reserves the right to terminate from any program a participant who does not respond to the youth program discipline policy measures. At any time, the YMCA may dismiss a participant for violent behavior toward staff or other participants. The YMCA hierarchy of consequences for not following program rules is:**

**1st Offense:** Verbal warning (unless offense is one that causes physical damage to another person or property), at which time the staff may use their judgment to skip ahead to another form of consequence.

**2nd Offense:** Time out. Conference with parent & a written documentation

**3rd Offense:** Time out & a written documentation. Conference with parent/guardian. Possible In-Site Suspension or Suspension away from the program

**4th Offense:** Time out & a written documentation. Conference with parent & suspension or expulsion from program

Options discussed with parents as long as they fit into our overall philosophy.

**In Camp suspension:** Child attends but does not participate in normal activities.

**Suspension:** Child does not attend with number of days set by staff.

**Expulsion:** Last resort or if child is involved in violent incidents or incidents which affect the health or safety of others.

## **MEDICAL TREATMENT POLICY**

Medication - The YMCA does not normally administer any medication and will do so only when directed in writing by the child's parent or guardian. A Medication Release Form must be completed before any medication can be administered (see Site Director).

Notice: The staff of the J. Smith Young YMCA will not administer shots or medications that have to be inserted into the body. The one exception to the foregoing is EpiPen injections. When special circumstances exist, personnel from the YMCA will be available to meet with the parent(s) or guardian(s) of the child in question and strive to develop through dialogue a mutually acceptable alternative way to make sure the medication requirements of the child are met.

Emergency - In the event of an emergency in which the parent or guardian cannot be contacted, the YMCA will contact emergency medical personnel and, pending their arrival, take those actions that are in the YMCA's judgment to be in the best interest of the child, including transportation by ambulance if necessary.

Blood Borne Pathogen Exposure - I understand that while my child is in the care of the YMCA, if a child is exposed to a body fluid on broken skin or mucus membrane (ex. splashing in mouth or eye) from another child, the YMCA will contact the parents of both children. They will explain what has occurred and provide the name of the attending physician of the source child to parents of the exposed child. If a staff member has a blood or body fluid exposure from a child, the YMCA will provide the name and phone number of the child's attending physician to the staff member.

## **PARENT/GUARDIAN POLICY**

I give my child permission to participate in YMCA activities. I understand that YMCA activities have inherent risks, and even when every reasonable precaution is taken, accidents sometimes still happen. Therefore, in exchange for the YMCA allowing my child to participate in activities, I understand and acknowledge that I hereby assume all risks and hazards incident to my child's participation in all YMCA activities. I further waive, release, absolve, indemnify and agree to hold harmless the YMCA and its staff members, organizers, volunteers, supervisors, officers, directors, participants, coaches and referees as well as all persons transporting participants to and from activities from any liability for any physical injury, loss or damage to my personal property connected in any way to my child's participation in YMCA activities whether on or off of YMCA premises and during transportation to and from the YMCA in either YMCA vehicles or vehicles contracted by the YMCA. The YMCA is not responsible for any lost, stolen, or damaged articles. I understand that this release includes any claims based on negligence, action, or inaction of the YMCA, its staff, directors,

**THANK YOU! WE LOOK FORWARD TO A GREAT SUMMER!**

