



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY



2021 CAMP TOGA SUMMER DAY CAMP PARENT HANDBOOK

290 West Avenue, Saratoga Springs, NY 12866
www.srymca.org • 518-583-9622



SARATOGA REGIONAL YMCA
Where Charity Meets Opportunity

SARATOGA
REGIONAL YMCA
www.srymca.org

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The Saratoga Regional YMCA is a charitable association that is dedicated to building a healthy spirit, mind and body for all.

Saratoga Regional YMCA
Association Services
290 West Avenue
Saratoga Springs, NY 12866

Dear Summer Camp Parents,

On behalf of our entire staff, I would like to thank you for allowing the Saratoga Regional YMCA to be part of your child's summer. Our goal is to provide a quality camp experience to the families in our community. We strive to ensure that you and your child will have a positive experience this summer and build long-lasting relationships.

The key to our success is our well-trained and caring staff who love to work with children. We encourage you to attend our Parent Orientation/Meet the Counselors Night: Tuesday, June 1 at 6:30pm to meet the staff team who will be spending their summer with your child. Please note that this orientation may take place via zoom, depending on COVID protocol at that time. Links will be sent out at least 1 week in advance. At the Parent Orientation, your Day Camp Director and leadership staff will be available to answer any questions you may have. Strong communication between staff and parents/guardians is essential.

Please take a few moments to read through this guide with your child. It will help familiarize you and your child with our policies and procedures as well as explain details about payments, field trips, and more.

We look forward to welcoming you and your camper, and to having the Best Summer Ever!

Sincerely,

Karen Parlapiano
Sr Child Care Coordinator
Karen.parlapiano@srymca.org
518-583-9622 ext. 148

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WEEKLY THEMES:

Week 1: June 28-July 2 "Decades of Disney week!"

Whether you are from under the sea or a Space Ranger, you will want to see how Disney has kept magic alive over the decades. From Snow White (1930's) to Joe Gardner (2020), find out what character you best relate to! Who is your favorite Mouseketeer?

Week 2: July 5-July 9 "Party around the USA Week"

Join us as we find out all about the United States and celebrate the RED, WHITE, and BLUE all week long.

Week 3: July 12-July 16 "Superheroes Week"

Campers will find out all about the good that comes from being an everyday hero. Front-line, essential workers, and even superheroes of fantasy have an impact on us every day.

Week 4: July 19-July 23 "Splash Down"

Get ready for a super soaked summer of fun! Water challenges, water wars, and more wet adventures await all campers!

Week 5: July 26-July 30 "Olympics Week: Go for the Gold!"

Get your inner Olympian ready to compete for the gold! From the opening and closing ceremony and everything in between, this week will be full of various individual and team challenges designed to bring out the best in every camper.

Week 6: August 2-August 6 "Color Explosion Week"

An explosive week of color fun! Teams will earn points to see which color shines brightest, culminating in color wars and a color run.

Week 7: August 9-August 13 "Out of this World Week"

To infinity and beyond! Campers will explore the deepest parts of space for an out-of-this-world camping experience.

Week 8: August 16-August 20 "Survivor Week- the Edge of Adventure"

High octane adventures and challenging escape room puzzles will earn teams points toward becoming the ultimate Camp Toga Survivors

Week 9: August 23-August 27 "Camp Carnival Week"

Round out the summer of fun with a camp-made and camp-lead carnival!

CHECK IN/CHECK OUT

Drop off Location:

YMCA Saratoga Springs branch
290 West Ave.
Saratoga Springs, NY 12866

Camp Hours:

7:00 AM - 6:00 PM, Monday-Friday (Camp activities are generally 9:00 am to 3:00 pm)

Check-In/Drop Off:

Campers may be dropped off by a parent/guardian beginning at 7:00 AM. Every child must be escorted to the check-in desk by an adult and signed in — children may not sign themselves in! The check-in desk will remain staffed until 9:00 AM, after which time parents will need to bring their camper to the front desk.

Check-Out/Pick Up:

Daily, parents or authorized pick-up persons should be prepared to provide a photo ID upon request when picking up. For the safety and security of your Camper, until he/she is signed out by a parent or guardian or an authorized pick-up person, he/she will remain with the day camp program. This includes possible encounters with family and friends during field trips.

For your Camper to have the optimal camp experience we recommend arriving no later than 9:00 AM and for departing time no earlier than 3:00 PM.

A TYPICAL DAY AT CAMP

- 7:00 AM – 9:00 AM: Drop-off/team activities
- 9:00 AM: Camp opening ceremony
- 9:15 – 11:00 AM: Morning camp experiences
- 11:00 AM – 12:30 PM: Lunch Times
- End of lunch – 2:30 PM: Afternoon camp experiences
- 2:30-3:00 PM Camp closing ceremony
- 3:00 – 6:00 PM: Pick-up/team activities
- *Friday bead ceremony at 3:00 PM – the ways in which children earn beads will be distributed weekly in our newsletter.

Examples of camp experiences include:

Teambuilding • Weekly theme activities • Outdoor adventure course • Challenge activities • Archery • Swimming or water play • Bouldering wall • Drama • Sports • Playground/Ga Ga/4 Square • Group Games • Arts and Crafts • STEM

WHAT TO BRING TO CAMP?

Being Prepared for the Weather

Though we may spend time indoors due to inclement weather, your camper should expect to be outside 80% of their day. Please bring a backpack, water bottle, bathing suit, towel, bag for wet clothing, extra camp clothing, sunscreen/ bug spray, sneakers or closed-toe shoes (NO flip flops)

Sunscreen

Should your camper be required to use sunscreen while participating in the camp day, the following procedures MUST be followed in accordance with YMCA policies.

- Keep the sunscreen in the original container, labeled with your camper's name
- Camp staff will remind campers to apply sunscreen multiple times per day.
- Camp staff will help apply sunscreen to campers under the age of 9 years old, if needed. All campers that are older than 9 years old will be required to apply their own sunscreen.

Bug Spray

Should your camper be required to use bug spray while participating in the camp day, the application procedures will be largely the same as sunscreen application. Keep the insect repellent in the original container, labeled with your camper's name.

Lunch/snacks

Camp provides a PM snack only. Lunch and any additional snacks must be provided by families. Please refer to our nut-free section under health and safety when selecting lunch and snack items to send to camp.

REGISTRATION POLICIES

Registration

Registration is accepted on a first-come first-serve basis. You can register online beginning March 1, 2021. You may register for all 9 weeks of camp, 1 week, or any combination of weeks.

Deposits

A \$50 deposit for each registered week must be paid in full at the time of registration. Deposits are non-refundable, but transferable within camp only, and will be applied to the total weekly payment due.

Financial Assistance

The YMCA offers financial assistance to those who qualify. Applications must be completed and turned in as early as possible. Applications turned in less than 2 weeks before the draft date may not be eligible. Please contact Karen Parlapiano or Theresa Cooper at karen.parlapiano@srymca.org or theresa.cooper@srymca.org for the application.

Absences

Camp weeks will not be prorated based on attendance. If your child does not attend a day or a registered week of camp, you will not be credited or refunded.

Waiting Lists

In the event that a camp week fills prior to your registration, you may place your child on our waiting list. You will be contacted if a spot becomes available as soon as possible before session start date.

Cancellation Policy

\$50 deposits are non-refundable and non-transferable. For cancellations received after the payment for the week is drafted, the entire payment for the camp week is forfeited. See the 2021 Camp Calendar on our website for cancellation deadlines. To cancel, please complete our Camp Cancellation form and email it to the Coordinator or Executive Director for Child Care Services.

Immunization Records

We are required to keep up-to-date immunization records on file for all children in our program. Please have dates of immunizations handy when registering.

PAYMENT AND LATE FEES

Day Camp Weekly Fees

Camp TOGA

Rising grades 2-6 (no travel planned as of now and will be added on at an additional fee if possible)

Member: \$270/wk

Membership

A membership to the Saratoga Regional YMCA is required for participation in camp.

Deposits and Payments

Automatic withdrawals from a checking account, savings account, debit card or credit card are required for the balance of each week. The withdrawals will be made **Mondays before** the camp week. You may also make payment in full at the time of registration for all or any of the weeks that your camper is enrolled. See the 2021 Camp Calendar on our website for payment dates.

Late Fees

A \$20 late fee will be imposed on all payments made after the payment due date (the Monday before the camp week, see the 2021 Camp Calendar on our website for dates). Please note that if payment does not go through on the deadline, you may forfeit your child's spot for that camp week. A child with an overdue balance will not be allowed to attend camp until the balance is paid.

Refund Policy

Cancellation deadlines are available on the 2021 Camp Calendar on our website. Any payments beyond the \$50 deposit made before the deadline will be refunded if cancellation is received before that date.

HEALTH AND SAFETY**Medications dispensing**

Only emergency medication will be dispensed at camp. If you have any questions regarding medication, please contact Karen Parlapiano or Theresa Cooper.

Permission to seek medical attention

At the time of your online registration you authorize waivers that include a medical release, giving us permission to seek medical treatment for your Camper in case of an emergency. Please update this form as necessary with any changes in home, work, or medical phone numbers.

Emergency Situations

In case of life-threatening emergencies, a member of our staff will immediately call 911, administer First Aid and/or CPR, and notify you as quickly as possible. If you cannot be reached, your designated emergency contact will be notified. If transportation to the hospital is needed, a staff member will accompany your Camper in the ambulance and will stay with him/her until you arrive.

Swim Tests

A swim evaluation is mandatory for all new campers and will be conducted on their first day of camp. Aquatic staff assess individual swimming abilities and make recommendations for wearing flotation devices when campers are in water.

Transportation

Your camper can ride the bus to and from Saratoga Springs and Wilton from our Saratoga Springs, Wilton, Malta, and Corinth Branches. Please indicate upon enrollment if you will need transportation and which stop you wish to utilize. We cannot allow drop in riders on the bus.

The bus schedule is as follows:

AM

7:00 Pick up at Saratoga Springs (Wilton campers)
7:40 Pick up at Corinth
8:15 Pick up at Malta
8:40 Drop off at Wilton
9:00 Drop off at Saratoga Springs

PM:

3:00 pick up at Saratoga Springs
3:20 Drop off at Wilton
3:45 Drop off at Malta
4:25 Drop off at Corinth
5:00 drop off at Saratoga Springs

Special Needs

The YMCA is committed to living out our value of inclusiveness which guarantees nondiscrimination and equal access for all in our programs, services, and activities. We strive to provide the best day camp experience for your child, and ask that prior to registration, you consult with the camp director regarding any special needs of your child. We will work to provide reasonable accommodations upon request. Inclusion information for children with special needs must be provided at the time of registration & directly to the child's camp director on the first day of each camp.

Expulsion Policy

Our philosophy when it comes to expulsions is Safety First. The Saratoga Regional YMCA is committed to the inclusion of children from all backgrounds and personality types. However, if a child's behavior poses a threat to themselves, other campers, camp staff, or anyone else, they may be expelled from the program with or without notice. Please see the camper code of conduct for more details on unacceptable behaviors. If you have concerns about your child, please speak with the Sr Child Care Coordinator prior to registering. If your child is expelled from camp, you are not entitled to a refund of any camp fees or payments.

Medical Treatment

Due to the fact that there are some medical treatments and procedures that legally the YMCA staff is not trained to perform, children will be enrolled on an individual basis. We will make every attempt to serve all children. Please speak with the Sr Child Care Coordinator prior to registration.

Nut Free Policy

We are a NUT FREE program and ask that you do not send your child with any nut products or products processed with other nut products. Please check all food labels before sending them to camp. If you are using an alternative to peanut butter, such as sun butter or soy butter, please be sure to clearly label the food as such. If we are unable to clearly identify

this difference, we will assume that the product contains nuts and will continue to follow our policy.

How we keep camp nut free reading labels: Some manufacturers clearly state if a product has peanuts or nuts in it, while for other manufacturers it is not clearly stated. PLEASE READ THE LABELS each time you purchase. Do not purchase items with the allergy and ingredient alert such as:

- "May Contain Peanut or Tree Nuts"
- "Processed on shared equipment with Peanuts or Tree Nuts"
- "Manufactured in a plant with Peanut or Tree Nuts"
- "Contains Peanut or Tree Nut Ingredients"

Thank you for taking the time to read the labels! Your diligence is keeping an allergic child safe at camp. We are happy to provide a list of nut free alternatives.

What happens when nut products are brought to camp? If a NUT PRODUCT is discovered parents will be contacted to provide an alternate lunch.

LICENSING

Licensing

Camp TOGA is permitted to operate and licensed through the New York State Department of Health. We are inspected by the DOH two times yearly. Inspection reports may be requested through the DOH at:
Saratoga County Public Health Services
31 Woodlawn Avenue
Saratoga Springs, NY 12866
518-584-7460

STAFF TRAINING AND QUALIFICATIONS

Staff complete thorough camp and supervision training prior to the start of camp. Training includes CPR and First Aid.

Camper Ratio

1:10

Swim Ratios will vary based on swim level

CONTACT US

Our Leadership Staff

All camp staff are natural leaders! Each unit has a Lead Counselor. In addition, we have 2 camp coordinators and a camp director (Sr Child Care Coordinator). All camp staff are also supervised by the Executive Director for Child Care Services.

You are welcome to speak with staff at drop-off, pick-up, or any other time (please speak with staff who are not actively engaged in supervising children). Please also feel free to contact your camp leadership staff at any time.

Karen Parlapiano
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518-583-9622 ext. 148

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