

SARATOGA REGIONAL YMCA



(Together **O**utdoors, **G**reat **A**dventures)

SUMMER 2018

PARENT HANDBOOK

Table of Contents

Section	Page
I. Introduction	2
II. Camp TOGA	3
III. General Information	3
IV. Program Information	4
V. Healthy Eating and Physical Activity (H.E.P.A.)	5
VI. F.A.Q.s	6
VII. Health and Safety	7
VIII. Challenging Behaviors/Discipline Policy	8
IX. Newsletters and Blog	10
X. Electronics Policy	10
XI. Social Media Policy	11
XII. Camp Contact List	11
XIII. Units 1-10, Elementary Program (Formerly E.P.I.C.)	11
XIV. Units 11 & 12, Middle/High School Program (Formerly Travel Camp)	17

I. INTRODUCTION

a. PHILOSOPHY

The Saratoga Regional YMCA is committed to providing a safe and welcoming environment embodying the YMCA's core values of Caring, Honesty, Respect, and Responsibility.

b. CODE OF CONDUCT

To promote safety and comfort for all, individuals are asked to act appropriately at all times when in our facility or representing the YMCA in public. We expect persons using the Saratoga Regional YMCA to act maturely, to behave responsibly, and to respect the rights and dignity of all others, and to follow the YMCA's core values.

• CARING

- Campers should treat others as they would like to be treated. Bullying and teasing will not be tolerated.
- Campers should be conscious of each other and work together.
- Physical contact with another person in an angry, aggressive, or threatening manner is prohibited.

• HONESTY

- Theft or behavior that results in the destruction or loss of property belonging to the Saratoga Regional YMCA, trip locations, and fellow campers is prohibited.
- Accepting consequences for actions.
- Being a good sport and playing by the rules.

• RESPECT

- Campers will follow all bus, electronic, and program expectations.
- Campers will uphold the "Buddy System" as mandated by the New York State Department of Health (NYSDOH) and the Saratoga Regional YMCA (SRYMCA).
- Any use of the internet and/or electronic devices to tease, exclude, humiliate, or hurt will not be tolerated.

• RESPONSIBILITY

- Campers should strive to maintain a positive attitude. Inappropriate language, gestures, and conversations will not be tolerated.
- Campers will conduct themselves appropriately on all trips, acting as representatives of the Saratoga Regional YMCA.
- Campers will leave trip area and bus space as clean, if not cleaner, than it was found.
- Each camper should strive to lead others by example.
- Campers are responsible for being appropriately dressed: sneakers, shorts and a t-shirt for daily wear, and bathing suits for pool/lake wear. Water shoes are optional. No flip flops or Crocs are allowed except when at the waterfront.

II. CAMP TOGA

a. ALL ABOUT OUR PROGRAM

Camp TOGA runs for 9 one week sessions, serving campers entering 1st grade through entering 10th grade. Campers will participate in games, sports, archery, projects, team building, nature activities, trips, swimming and more! You may choose to attend day camp for one week or any combination of weeks. Trained counselors will supervise campers at a ratio of 1:10 while on land and 1:8 while in the water. These ratios ensure a safe, fun, and quality camping experience. Camp staff is CPR and First Aid certified. Camp TOGA consists of 13 units. Units 1-11 (formerly known as E.P.I.C.) are our elementary school units, ranging 1st-6th grade. Units 12 and 13 (formerly known as Travel Camp) are our middle and high school campers, ranging 5th – 10th grade. Be prepared to experience a busy, fun, active, social summer!

III. GENERAL INFORMATION

a. REGISTRATION

Registration is accepted on a first-come first-serve basis. You can register online beginning February 6, 2018.

i. DEPOSITS AND PAYMENTS

A \$50 deposit for each registered week must be paid in full at the time of registration.

Non Traveling (Units 1-5)	\$210 per week
Traveling Once a Week (Units 6-11)	\$220 per week
Traveling Four Days a Week (Units 12 & 13)	\$260 + \$40 (for big trip weeks)

Extended care is now included in all camp prices.

Automatic withdrawals from a checking account, saving account, debit card or credit card are required for the balance of each week. The withdrawals will be made **two Wednesdays 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 2018 Camp Calendar, on our website, for payment dates.

ii. SIBLING DISCOUNT

For those families with two or more campers attending the same week of either camp, a \$10 discount will be given for the second, third, etc. camper and applied by camp administration. PLEASE be sure to note that siblings are attending on the same week of either camp during your online registration.

iii. CANCELTION POLICY

\$50 deposits are non-refundable and non-transferable. For cancellations received after Wednesday's payment for the week is drafted, the entire payment for the camp week is forfeited. See the 2018 Camp Calendar for cancellation deadlines.

b. PICK-UP AND DROP-OFF

Daily, parents and authorized pick-up person should be prepared to provide a photo ID upon request. 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.

Camp ends at 6:00pm and our staff is scheduled to leave. Out of respect for our staff please notify camp if you anticipate being late; this will ensure the comfort of your camper(s). A late fee of \$1.00 per minute, per camper, will be strictly enforced the first time anyone picks up after 6:05pm. You risk dismissal of your camper from camp if you fail to pay the late pickup fee and/or you are late picking up your camper(s) three times. Traffic is not a valid excuse for a late pickup. Have alternate plans ready in the event you cannot pick your camper up on time.

For your Camper to have the optimal camp experience we recommend arriving no later than 9:00 am for morning orientation and departing time no earlier than 4:30 pm (for each week, select the option that accommodates your schedule).

IV. PROGRAM INFORMATION

a. PROGRAM DATES

Dates: June 25–August 24, 2018
9 1-week sessions, Monday - Friday

b. WHAT TO BRING IN YOUR BACKPACK

- Full reusable water bottle
- Sun safe, NUT FREE lunch
- Sunscreen
- Swim Suit & towel
- Plastic bag for wet items
- Flip Flops or Water Shoes to be worn at the pool or lake

c. SWIM EVALUATIONS

A pre-camp swim evaluation is mandatory for all NEW campers. If your camper attended Summer Camp 2017 OR is age 8 years or younger, a swim evaluation is NOT required. Through your online registration, you will have an opportunity to choose from three evaluation dates; June 5, 6, OR 13 6:00–7:30 pm. Evaluations will be done on a first come first serve basis. If you register after the swim evaluation dates, please contact the Camp

Administrator.

d. WEATHER POLICY

Camp reserves the right to move indoors during some weather conditions that endanger the well-being and safety of the children.

Such weather conditions include, but are not limited to:

- Thunder, lightning and/or rainy conditions
- Excessive heat
- Extreme pollen counts

In accordance with the Saratoga Regional YMCA's camp safety plan, camp will move indoors or under the pavilion at the first evidence of thunder or lightning for a minimum of 20 minutes, regardless of rain, for the safety of all campers.

To ensure the safety of all campers, camp staff will follow all weather warnings via local news and respond accordingly.

e. CAMP T-SHIRTS

Your camper will receive one t-shirt on the day of their first trip. Camp shirts must be worn on all designated trip days.

f. ACADEMIC TIME

For those students attending our extended program there will be a "Readers Club" from 7:30am-8:30am. There will be a quiet space available for those campers of all ages interested in working on their "Summer Reading List".

g. WAIVERS

Camp participates in some activities that require a signed waiver by parents and campers. Campers who do not have a signed waiver will not be allowed to participate in that activity. When required, these waivers will be available in advance at the Camp sign-in table.

V. HEALTHY EATING AND PHYSICAL ACTIVITY (H.E.P.A.)

The following standards uphold our summer camp commitment to healthy eating and physical activity (H.E.P.A.)

• FAMILY ENGAGEMENT

It is our goal to involve the whole family in our Healthy Eating and Physical Activity education. Keep your eyes open for opportunities to join in on the fun.

- **FOCUS ON LOW SUGAR BEVERAGES**

We will always have water available for our participants at any point during their time with us. Water is provided as the primary drink. Campers should attend camp with a refillable water bottle daily. We recommend low fat and unflavored milk and 100% juice low in sugar for their lunches.

- **HEALTHY SNACKS**

We will serve a fruit or vegetable at each snack. Canned fruit will only be served in its own juice, 100% juice or water. We will not serve items that have been fried or par-fried or foods containing "Trans Fats". Finally, we will only serve whole grain alternatives. We are committed to sitting down for snack/lunch and serving family style, giving participants and staff a chance to sit together and enjoy conversation.

- **SCREEN TIME**

It is our goal to eliminate any screen time during your child's participation in our program. The only exception is for Units 11 & 12 who have the privilege of using electronics for music and reading on the bus only.

- **PHYSICAL ACTIVITY**

Summer camp is a very active program. Your camper will participate in moderate to vigorous activity outside or in the gym, when weather permits, throughout the day. All participants will be encouraged to participate.

- **WHAT WE DISCOURAGE**

We ask all families to refrain from packing fried foods and foods high in sugar and saturated fats, such as chips, cookies, gummies, fried chicken nuggets, etc. This also extends to all sugar-sweetened beverages, such as sodas, non 100% juices and energy drinks. We will be happy to provide ideas for snacks and lunches upon request.

Please remember that 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.

VI. FAQs

a. WHO WILL SUPERVISE MY CAMPER?

Experienced counselors will supervise Campers at a ratio of 1:10 on land and 1:8 in water to ensure a safe, quality camping experience. All camp staff are CPR and First Aid certified. Additionally all camp staff have undergone a background screening process and attended various Summer Camp Staff trainings conducted by the Saratoga Regional YMCA before working with our Campers.

b. WHAT IF MY CAMPER GETS SICK?

If your Camper doesn't feel well, every effort will be made to ensure that they are comfortable and rested. If they don't feel better, we will call and have you pick them up.

c. WHAT IF I WANT TO CANCEL?

\$50 deposits are non-refundable nor transferable. For cancellations received after Wednesday's payment for the week is drafted, the entire payment for the camp week is forfeited. See the 2018 Camp Calendar for cancellation deadlines.

VII. HEALTH AND SAFETY

a. ACCIDENT AND INCIDENT REPORTS

An accident report is written when someone has been hurt or has had an accident. Incident reports are written when a Y rule is broken or to address other behavior issues. Parents will be shown the originals and be asked to sign them. You can request a copy of the form if you would like one.

b. DOOR CODE POLICY

For everyone's safety and well-being, we ask that you do not tell your Campers the Door Code. If the Door Code gets too widely known we will change the code and this can become an inconvenience for everyone.

c. FOOTWEAR

Sneakers or closed-toe sandals are required at all times. Campers are NOT allowed to wear flip-flops or Crocs to camp. Flip-flops or Crocs can only be brought to camp in a backpack and are only worn at the pool or lake.

d. MEDICAL INFORMATION

i. PRESCRIBED MEDICATIONS AND DISPENSING

Prescribed medication must be kept in original container bearing the pharmacy label, which shows:

- The date filled
- The prescribing practitioner
- The name of the medication
- Directions for use
- Any cautionary statements for prescription (as required by law)
- The number of tablets or capsules in the container

We will also need:

- Doctor's note with directions of how the medication is to be dispensed (the doctor's note and the prescription bottles must match)
- Parent note authorizing permission to follow the prescribed directions.

ii. PERMISSION TO SEEK MEDICAL TREATMENT

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.

iii. 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.

e. CHILD PROTECTION TESTIMONIAL

THE FOLLOWING INFORMATION IS IMPORTANT FOR THE SAFETY AND PROTECTION OF YOUR CHILD.

- i.** The Saratoga Regional YMCA staff and volunteers are not allowed to babysit or transport camp participants at any time outside of the YMCA program. Immediate disciplinary action will be taken by the SRYMCA toward staff and volunteers if a violation is discovered.
- ii.** It is understood that I, the parent/guardian, am not to leave any child under the age of 10 at the SRYMCA or program site unless a SRYMCA staff or volunteer is there to receive and supervise my child.
- iii.** Campers should not receive excessive gifts (e.g., TV, video games, jewelry) from SRYMCA staff or volunteers. It is understood that I, the parent or guardian, should report this to a supervisor if it occurs.
- iv.** It is understood that my child will not be allowed to leave the program with an unauthorized person. Any person authorized to pick up my child, including older sibling or other relatives, must be 18 years of age and listed with the SRYMCA. Any other arrangements must be made by calling the SRYMCA camp office to inform them of a change.
- v.** It is understood that should a person arrive to pick up my child who appears to be under the influence of drugs or alcohol, for the child's safety, staff may have no recourse but to contact the police. Please do not put staff in a position where they have to make this judgment call.
- vi.** It is understood that I can help ensure my child's safety by taking an active interest in his/her SRYMCA experience. I too will monitor volunteer and staff interactions with my child and ask my child specific questions about program activities and volunteer or staff relationships.
- vii.** It is understood that the SRYMCA is mandated by state law to report any suspected cases of child abuse or neglect to the appropriate authorities for investigation.

VIII. CHALLENGING BEHAVIORS/DISCIPLINE POLICY

The Camp TOGA staff is trained to deal with children in a positive manner that builds self-esteem. However, sometimes it does become necessary to correct a child's behavior when that behavior is inappropriate. Counselors will try positively to redirect a child's behavior and, if necessary, will seek the assistance of the camp administration. If the inappropriate conduct issues continue, the parents will be notified and further disciplinary action will be taken. Minor to moderate incidences are those day to day infractions that occur and are dealt with in house by staff. Severe incidents endanger the physical and mental safety of the individual, other children and/or staff. Even though many of the following are not evident in our program, we feel it is important to list them.

GUIDELINES			
	MILD	MODERATE	SEVERE
PHYSICAL	<ul style="list-style-type: none"> -Pushing -Cutting in line -Spitting in fun -Spraying with water -Taking clothes -Rough housing -Misuse of equipment 	<ul style="list-style-type: none"> -Pushing, shoving, hitting, kicking, biting -Striking with equipment -Spitting on purpose -Rat tailing (hitting with towels) -Stealing or hiding things -Using property without permission -Throwing stones or other projectiles 	<ul style="list-style-type: none"> -Threatening with a weapon -Inflicting bodily harm -Breaking/damaging property -Graffiti that defaces property -Locking self/others in a room -Inappropriate, unwanted touching -Inappropriate exhibiting of body -Leaving a supervised area without permission
RELATIONAL	<ul style="list-style-type: none"> -Excluding from a game -Excluding from a seat area -Excluding from an activity -Critical comments meant to hurt -Internet use to exclude or hurt -Dirty looks meant to hurt -Mild gossiping, spreading rumors 	<ul style="list-style-type: none"> -Exclusion more than once -Moderate gossiping, spreading rumors -Embarrassing in front of others -Setting up to look foolish/take blame -Threatening to reveal personal information -Using Internet for any of the above 	<ul style="list-style-type: none"> -Coercion -Malicious rumors -Revealing upsetting/personal info -Hurtful ethnic slurs -Using Internet for any of the above
VERBAL	<ul style="list-style-type: none"> -Poking fun -Inappropriate language toward others -Teasing -Using of a nickname when told not to -Verbal rudeness to authority 	<ul style="list-style-type: none"> -Verbal threats of aggression against property, possessions, or people -Name calling with hurtful intent or rudeness -Taunting -Lying 	<ul style="list-style-type: none"> -Acts of harm to person or possessions -Threats of/or retaliation for reporting bullying -Escalating rudeness toward others -Sexual harassment -Using Internet for any of the above
CONSEQUENCES	<p>1st offense – verbal warning 2nd offense – remove from group and discussion 3rd offense – parents are notified 4th offense – program suspension</p> <p>We take every opportunity to deal with issues in house; communication between staff and family will be a daily act. We reserve the right to skip steps based upon severity.</p>		

a. BULLYING

Bullying is when one or more children (the bully/ies) target a child (the victim) and a reasonable person would know that the bully's action will have the effect of physically or emotionally harming the victim, damaging their property or insulting/demeaning the victim. Camp Administration has a zero tolerance policy pertaining to physical actions against others, stealing, bullying, and disrespect for staff and property. These actions are disruptive and result in negative experiences for fellow campers. The Camp Administrative Staff reserve the right to suspend or terminate a camper's participation at any time for failure to adhere to the rules and values of camp. Please understand that there will be no refunds given to children who are suspended or terminated for behavior issues.

b. PHONE CALLS HOME

A phone call will be made to the parents by the supervisor asking the camper to leave camp for the day for, but not limited to, the following instances:

- Running away, or trying to run away
- Causing bodily harm to other Campers or Staff
- Camper cannot handle the camp day for any reason

IX. NEWSLETTERS AND SUMMER CAMP BLOG

Every week you will receive a newsletter by email if you have provided your contact information, or you can pick up a copy of the newsletter at the summer camp sign-in desk.

Stay connected, information is so important. Our BLOG is intended to be a window for parents into the happenings of camp. This year we are committed to using our BLOG to announce: trip changes, trip arrivals and departures, and any changes made due to inclement weather. This will also be a place for photos and program highlights. Be sure to visit this connection for Camp TOGA information daily.

The Saratoga Regional YMCA will be providing Facebook and Instagram Camp pages. These pages are designed to provide campers and parents with YMCA approved photos and information.

X. ELECTRONICS POLICY

Our electronics policy is designed to:

- Encourage your children to spend more time outdoors
- Promote socialization between campers
- Remove the divide between "the haves and the have-nots"
- Reduce the stress associated with the damage to and theft of electronics
- Give your children a much needed break from the world of technology
- Allow your children to fully embrace and "plug into" the connections they make with other campers as they "unplug" from their electronics
- Ensure that your children are not exposed to age-inappropriate material
- Ensure that your children cannot post their camp photos on the internet

We believe that being at camp is an opportunity for your camper to experience a world beyond the

screen. This allows camper's to develop autonomy, independence and a stronger sense of self. It allows them to make new friends, take responsibility for themselves and their fellow camper. This is why video games, iPods/MP3 players, CD/DVD players, electronic games, laptops, electronic notebooks and cellphones are not allowed for camp. The ONLY exception is for Units 11 & 12 for their bus time to and from trips. Once off the bus, all unit 11 & 12 campers must store all electronics in their backpacks. The YMCA will not be responsible, for any reason, for the loss or damage to your camper's electronic equipment.

XI. SOCIAL MEDIA POLICY

Camp administration has a zero tolerance policy pertaining to uploading and posting of any non-approved camp photos or information. These actions are disruptive and result in negative experiences for fellow campers.

Educating your child or yourself about which behaviors are considered to be cyber bullying is advisable. Bullying through this platform can include:

- Posting negative comments on pictures.
- Posting abusive posts on a user's wall.
- Using pictures or videos to make fun of another user.
- Using social media to stalk.
- Hacking an account or fraudulently making posts as though another wrote them.
- Many of the acts of bullying on social media are similar to what they would be in a real-life situation, only in digital form. The impact of the problem is also similar.

The camp administrative staff reserves the right to suspend or terminate a camper's participation at any time for failure to adhere to this policy.

XII. CAMP CONTACT LIST

- ELEMENTARY DIRECTOR:
Elizabeth Sweeney / 518 583 9622 ext. 121 / elizabeth.sweeney@srymca.org
- MIDDLE/HIGH SCHOOL DIRECTOR:
Patti Laudicina / 518 583 9622 ext. 110 / patti.laudicina@srymca.org
- CAMP ADMINISTRATOR:
Paige Minear / 518 583 9622 ext. 116 / paige.minear@srymca.org
- SARATOGA SPRINGS BRANCH DIRECTOR:
Allison St. Pierre / 518 583 9622 ext. 119/ allison.stpierre@srymca.org

XIII. UNITS 1-11, ELEMENTARY PROGRAM (FORMERLY E.P.I.C.)

a. UNIT BREAKDOWNS

Units 1 through 11 are grouped by June 1st. Our goal is to keep campers in the same unit all summer, but due to camper cancellations and camper additions this is not always possible and cannot be guaranteed. Units are determined by the grade the camper is

entering the Fall of 2018. Within that division, they are placed into units by their birthdate. If your camper is in unit 8 or 9, be aware that there is a possibility that your camper could be moved up or down, affecting what day they travel that week.

Campers per Unit:

Units 1 & 2- Max. of 15 campers each

Units 3-11- Max. of 20 campers each

Unit Breakdown

Units 1-5 will be made up of 1st and 2nd grade campers

Units 3-11 will be made up of 3rd thru 6th grade campers

Units 12 & 13 will be made up of 5th thru 10th grade campers

5th and 6th grade campers have a choice of traveling once a week or four times a week depending on which program they choose.

b. 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 almost hidden and 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”

Thanks you for taking the time to read the labels and discussing the topic of “safe snacks” with your child! Your diligence is keeping an allergic child safe at camp. We are happy to provide a list of nut free alternatives. If using nut free alternatives, we ask that you please label as such.

c. WHAT HAPPENS WHEN NUT PRODUCTS ARE BROUGHT TO CAMP?

When the campers arrive for lunch they will sit in front of their unopened lunch containers and wait for a staff member to check for NUT PRODUCTS. Once their lunch is cleared they will be able to enjoy their meal. If a NUT PRODUCT is discovered the camper has an option to not eat the item or save the item for the NUT TABLE. If the item is a major part of the camper’s lunch they will immediately move to the designated NUT TABLE. If the item is a dessert they can move to the table when they are ready to eat the item.

We have ONE designated table for NUT PRODUCTS to limit the amount of contaminated space under the pavilion.

When all the campers of a unit are finished eating at the NUT TABLE they will be escorted by a counselor to the nearest sink to thoroughly wash their hands and faces. The campers

are asked to not touch anything until they have washed their hands and faces. Counselors will be responsible for opening gates, doors and turning on water, etc. to further eliminate possible contamination. Once all campers of the unit are done, they will return to the group.

Campers tend to get lonely and feel left out when they have to sit at the designated table. This is another reason why we advise that bringing NUT PRODUCTS not become a habit. If this happens on multiple occasions, parents will be given a warning letter and consulted by camp administration. This is for the safety and wellbeing of all campers.

d. BUDDY CHECKS

Buddy checks are mandated by the NYSDOH. Each Camper is given a buddy for the day, including during swim time. On land/deck every hour a buddy check must be done. Campers stand by their buddy as their counselor completes roll call. In the water, buddy checks are done every 15 minutes.

e. OUR DAILY ROUTINE

Throughout the day, your camper will be involved in the following activities.

- Units 1-5 campers will participate in:
 - "All camp games"
 - Swim
 - Sports time
 - S.M.A.R.T.
 - Drama & Draw
 - Lunch
 - Chillax
 - Unit games
 - Snack
 - GaGa
 - Bouldering Wall
 - And more
- Units 6-11 campers will participate in:
 - "All camp games"
 - Sports time
 - Swim
 - S.M.A.R.T.
 - Lunch
 - Chillax
 - Workshops (archery/team building & logic/drama & draw/field games)
 - Snack
 - GaGa
 - Bouldering Wall

Your campers will be busy all day long. We encourage you to ask specific questions about the above topics to inspire great car, dinner or general conversation!

i. ARCHERY

Archery is available for campers in units 8, 9, 10 and 11. It is not a mandatory workshop but an option for those campers. Campers who wish to participate need to wear close-toed shoes, pull back their hair and any remove arm accessories, dangling earrings, and necklaces.

Campers will be placed into beginner or advanced groups by the archery instructor at the beginning of the week. Campers have the opportunity to move up based on their ability and the decision of the archery instructor.

Archery is about safety first! If a camper is not following range rules they will be removed from the range for the day. If it happens again, they cannot take archery for the rest of the week.

ii. CHILLAX

This is a quiet time that is held after lunch for every unit every day. This time is dedicated to reading and is part of our commitment to bridging the summer learning gap. We encourage campers to bring books from home or to borrow books from our reading library. Our program is committed to each camper reading at least 15 minutes a day. Reading may be done independently, in a circle read, or a unit may choose a chapter book to read over the course of the week.

iii. DRAMA & DRAW

This is a time where units get to work on multiple areas of the arts. This includes dramatic play components, practice of drawing skills, creative writing skills, stage direction, art history, prop design, puppetry, music and movement, and more!

iv. S.M.A.R.T

S.M.A.R.T. is short for Science, Math, Art and Reading Tools. Throughout the week each unit will participate in an activity or project from each of these learning areas. The possibilities are endless as to what they may do. S.M.A.R.T is also one of those skill builders that we offer to tackle the summer learning gap.

- **Science** could be anything from chemically combining ingredients together to create "Slime", "Gak" or "Elephant Paste" to exploring simple machines and building a catapult or a sling shot rocket.
- **Math** will be fun activities that will help keep our campers in touch with their basic skills.

- **Art** projects will usually be based on the theme of the week. Campers will have an opportunity to explore different art mediums such as paint, paper, colored pencils and natural materials to name a few.
- **Reading Tools** will start with our summer journals and expand into creative writing, word games, word puzzles, trivia and more.

v. SWIMMING

Counselors and swim buddies are in the water at all times with campers. Lifeguards are also on deck at all times. Campers are asked to rinse off before entering the pool. We supply swim bubbles for our non-swimmers. We ask that every camper bring a suit and towel even if they don't want to swim. Each camper is assigned a swim buddy for the day, which is another one of the unit campers. If your camper does not wish to swim, we kindly ask that they still bring a bathing suit and towel so they can put their feet in the water. This allows their assigned buddy to still get the option of swimming. Per NYSDOH, if one buddy is out of the water, then both have to be out of the water.

vi. WORKSHOPS

Units 6, 7, 8, 9, 10 and 11 will participate in morning workshops on non-travel days. Between 9:30 and 11:30am the campers will be able to choose two different workshops to participate in. Workshop topics will include team building/logic puzzles, Healthy Eating Physical Activity (H.E.P.A.)/4 Core, Drama & Draw, and field/gym games. Each workshop will last 30-45 minutes.

f. BEAD CEREMONY

Our bead ceremony takes place every Friday during snack time at 4:00pm in the pavilion. The Bead Ceremony has become one of the most loved events of the week. We encourage family members to join us.

At the beginning of the week, campers will receive a "Weekly Bead" that symbolizes a welcome to camp. In addition, each week a camper may earn a total of two more beads. The first is a "counselor observation bead". Based on the camper's positive choices and actions, counselors will agree what bead has been represented throughout the week. The second is a "goal focused bead". Campers will be encouraged to set a personal bead goal at the start of their week. For example, if a camper needs a "good sport" bead to complete the 6 core bead requirement for a Camp Spirit bead, the camper can focus on the choices and actions that make up the "good sport" bead and receive it at that Friday's ceremony. On Thursday campers will evaluate their goal and work with the unit to determine if the goal was met. If the goal was met, both beads would be presented at the ceremony. Once a bead has been presented, it is the responsibility of the camper to not lose the bead. If a bead is lost, it will not be replaced.

A Camp Spirit bead is awarded to those campers who have earned each of the six core beads.

CORE BEADS

	CARING	Campers who are sensitive to the well-being of others. Campers who help others. Campers who are conscious of the whole group and work together to include everyone.
	HONESTY	Campers who tell the truth, who act in such a way that they are worthy of trust. Campers who are sure their choices match their values.
	RESPECT	Campers who treat others as they would like to be treated. Campers who value the worth of every person, including themselves. Campers who uphold the "Buddy System".
	RESPONSIBILITY	Campers who do what is right and what they ought to do even when no one is watching. Campers who are accountable for their behaviors and obligations. Campers who strive to maintain a positive attitude. Campers who strive to lead others by example.
	SPARKLE	Campers who strive to keep a clean and orderly environment and encourage others to do the same. Campers who recognize a messy situation and take action to correct it. Campers who take pride in their unit and the whole camp.
	GOOD SPORT	Campers who strive to encourage others, thus helping to maintain a positive attitude throughout the unit. Campers who demonstrate regularly the qualities of a good sport. Campers who accept loss and disappointment with grace.
	CAMP SPIRIT	The spirit bead recognizes those campers who shine bright in the camp community and who role model the Y's core values. To earn the Camp Spirit bead, a camper must earn all of the 6 core beads first.

SPECIALTY BEADS

	BULLS-EYE	For those campers committed to improving their archery skills. This bead is awarded to those who demonstrate perseverance and land a bulls-eye during their archery skill building time.
	EAGLE EYE	For those campers committed to improving their archery skills. This bead is awarded to those who demonstrate perseverance and land a eagle-eye during their archery skill building time.
	TEAM BUILDER	For a camper who demonstrates the ability to both provide direction for group success while listening and supporting other teammates.
	COMMITTED READER	For those campers who are committed to accomplishing at least 30 minutes of reading every day.
	FOUR LEAF CLOVER	For campers who demonstrate perseverance and a sharp eye. This bead is awarded to those who find a four leaf clover during their camp week, bringing good fortune to themselves and the whole camp community.
	SWIM CHALLENGE	Campers who strive to improve their personal swim skills. Campers who are encouraging to their fellow swimmers and take the buddy system seriously. Campers who conduct themselves in the safest manner while in the pool.

g. TRIPS

i. ABOUT OUR TRIPS

All trips will leave promptly at 9:00 am. The bus will not wait for late arrivals.

- Unit 1, 2, 3, 4 & 5 (1st and 2nd grade)- will NOT be traveling. They will be having visiting programs and workshops once a week.
- Unit 6, 7 & 8 – Will travel on Wednesdays. The week of 4th of July, they will travel on Tuesday. The week of July 23rd, it will be held on Monday.
- Unit 8, 9, & 10 – Will travel on Thursdays. The week of August 7th, they will travel on Monday. The week of August 14th is an early departure.

There will be no trips during Week 9; we stay at camp and celebrate our last days with The Great Rainbow Battle and on Friday have our 4th annual Superhero Academy.

See Camp Calendar for more details.

All trips are subject to change.

XIV. UNITS 12 & 13, OUR MIDDLE/HIGH SCHOOL PROGRAM (FORMERLY TRAVEL CAMP)

a. PICK-UP AND DROP-OFF

Most day trips depart at 9:00 am and return by 4:30 pm.

We do have some trips that will leave earlier than 9:00 am or return later than 4:30 pm.

Those trips will be posted at the sign-in table in advance. See 2018 Camp Calendar for more details.

Please confirm bus departure times for all of your camper's trips. The bus will not wait for late arrivals.

b. BREAKDOWN

Campers will be grouped according to age and supervised by experienced adult staff.

i. "BUDDY SYSTEM"

All Campers will be expected to choose a buddy for the day, as mandated by the NYSDOH. It is important that all campers stay with their buddy throughout the day.

It is also important that the campers choose a buddy that will participate in the same activities for the day and that both campers have the same swimming ability. If a camper does not choose a buddy the staff will assign a buddy for them. If a camper believes that their choice in buddy may not have been the right choice, it is the responsibility of the camper to inform a staff member. The staff may reassign buddies when necessary.

c. SWIM TESTS

If a new camper has not received a pre-camp swim evaluation they will be required to take a swim test on their first day of camp.

d. TRIPS

We schedule our trips throughout the winter months before camp and do our best to follow the camp trip schedule, but there are times when we have to make changes. Please check with our Camp Director if there are questions or concerns with any changes in scheduling.

Some trips are weather permitting and may change without notice, although we will make every effort to communicate changes when enough notice is available.

i. ON THE BUS

- Campers must use seat belts when provided
- No sprays, perfumes, lotions or hand sanitizers can be used on the bus
- No food or drinks are allowed on the bus (except water)
- Everyone must remain seated while the bus is in motion
- No inappropriate language or conversations
- Ear phones must be used with all electronics
- Social media policy must be followed while on the bus, and at camp
- All electronics must be stored in backpacks when exiting the bus

ii. SPENDING/BUDGETING

Campers may bring spending money on our trips, but are not required to do so. The YMCA is not responsible for lost or stolen money and counselors are not allowed to be responsible for camper money. Campers should keep their money in a secure place.

This is a great opportunity to explore budgeting with your child. We suggest a weekly budget of \$20 each week. Campers can learn to manage that amount throughout the week.

e. "YOUTH ACTION" FOR 9TH AND 10TH GRADERS

9th and 10th graders attending extended care will have the opportunity to join our teen program, Youth Action. If they have an interest in working with children in the future, or need community volunteer hours, this is the program for them! They will assist staff with keeping campers engaged while acting as an older positive role model. At the end of their time at camp, they will receive a certificate of recognition with the number of volunteer hours completed. Youth Action runs all year long, so if there is a continued interest, those campers who are Saratoga Springs High School students can continue their involvement volunteering in various YMCA programs throughout the school year.