

East Hartford YMCA
770 Main Street
East Hartford, CT 06108
860-289-6612
east.hartfordymca@ghymca.org

Farmington Valley YMCA
97 Salmon Brook Street
Granby, CT 06035
860-653-5524
farmington.valleyymca@ghymca.org

Glastonbury Family YMCA
29 Welles Street
Glastonbury, CT 06033
860-633-6548
glastonbury.familyymca@ghymca.org

Indian Valley Family YMCA
11 Pinney Street
Ellington, CT 06029
860-871-0008
indian.valleyymca@ghymca.org

Tri-Town YMCA
1321 Silas Deane Hwy .
Wethersfield, CT 06109
860-563-0604
tri.townymca@ghymca.org

West Hartford YMCA
12 North Main Street
West Hartford, CT 06107
860-521-5830
west.hartfordymca@ghymca.org

Wheeler Regional Family YMCA
149 Farmington Avenue
Plainville, CT 06062
860-793-9631
wheeler.regionalymca@ghymca.org

**Wilson-Gray YMCA Youth
and Family Center**
444 Albany Avenue
Hartford, CT 06120
860-241-9622
wilson.gray@ghymca.org

YMCA Camp Chase
Unionville/Burlington, CT 06085
860-673-4321 May-September
860-653-5524 October-April
camp.chaseymca@ghymca.org

YMCA Camp Jewell
6 Prock Hill Road, P.O. Box 8
Colebrook, CT 06021
888-412-2267
camp.jewell@ghymca.org

YMCA Camp Woodstock
42 Camp Road
Woodstock Valley, CT 06282
800-782-2344
camp.woodstock@ghymca.org

SUMMER DAY CAMP PARENT HANDBOOK

YMCA CAMP CHASE

FARMINGTON VALLEY YMCA

A branch of the YMCA of Greater Hartford

Last updated January 2012



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY



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About the YMCA of Greater Hartford

YMCA OF GREATER HARTFORD MISSION STATEMENT

The YMCA of Greater Hartford is an association, open to all and committed to helping people develop their God given potential in spirit, mind, and body. Our commitment is based on the belief that the purpose of this threefold development is to live out the values of our Judeo/Christian heritage including Caring, Honesty, Respect and Responsibility.

THE GOAL OF OUR DAY CAMP PROGRAMS

The YMCA of Greater Hartford's Day Camping program is designed to help participants grow spiritually, mentally, and physically. By using the YMCA facility, a natural camp site, and providing challenging activities in both small and large group settings under the guidance of caring, well-trained staff leaders, YMCA camping gives children an experience that lasts a lifetime.

SUMMER DAY CAMP PROGRAM OBJECTIVES

- To provide a safe and fun recreational environment.
- To develop friendliness among children and adults from different racial, economic and religious backgrounds.
- To help children adjust to group living and planning.
- To encourage children to express themselves creatively.
- To develop sportsmanship through supervised sports play.
- To expand children's spiritual horizons through application of Judeo/Christian principles to everyday living.
- To increase children's appreciation of nature and grasp of outdoor skills.

CHARACTER DEVELOPMENT

All programs at camp are designed to promote positive values. The YMCA focuses on four primary character values, each of which is assigned a color that helps the campers and staff in the character education process. YMCA staffs are hired based on their commitment to accept and demonstrate these positive values in their own lives. The four values are:

- Caring (Red)
- Honesty (Blue)
- Respect (Yellow)
- Responsibility (Green)

40 DEVELOPMENTAL ASSETS

The Assets are a framework that identifies crucial relationships, experiences, opportunities and personal qualities that children and adolescents need as they grow to become healthy, caring and responsible.

External Assets are positive experiences young people receive from the world around them. External assets identify important ways that families, schools, faith communities, neighborhoods and youth organizations can promote healthy development.

Assets:

- Support and empower young people
- Set boundaries and expectations
- Develop positive and constructive use of time

Internal Assets are those characteristics and behaviors reflecting positive internal growth and development of young people. The Internal Developmental Assets will help young people make thoughtful and positive choices and in turn, be better prepared for situations in life that challenge their inner strength and confidence.

Assets:

- Positive values and identities
- Social competencies
- Commitment to learning

About Our Camps

EXPERT STAFF MAKE IT FUN

Counselors have all been carefully selected and have participated in our YMCA counselor staff training program so that we may provide your child with a safe, fun and enjoyable summer. Certified lifeguards/Swim Instructors will direct all the swimming sessions for our campers. We do criminal background checks and drug testing for all YMCA employees. Staff also participate in child abuse prevention training and are mandated reporters. Our camps have a ratio of 6–12 campers to one staff member depending on age of campers.

WHAT TO BRING TO CAMP EACH DAY

Backpack	Bathing Suit	Towel	Sunscreen
Lunch	Snack	Water bottle	A Smile!

All campers need to wear sneakers or closed toed shoes. Sandals and open toed shoes are prohibited for safety reasons. Campers are encouraged to wear a hat. Sunscreen should be applied at home. On rainy days, please pack rain gear and a change of clothes. All items should be marked with camper's name.

WHAT TO KEEP AT HOME

We encourage campers to learn to be responsible for their own belongings. We believe that certain items are best left at home to maximize your camper's experience. Campers may not bring cell phones, walkmans/discmans/mp3 players, computer games, trading cards, insect repellent in aerosol spray cans, personal sports equipment, animals, matches, fireworks or knives. Any camper who brings weapons to camp will be suspended immediately. All YMCA camp sites are drug, alcohol and tobacco free facilities. Any camper found with tobacco, drugs or alcohol will be immediately suspended from camp. We are also interested in keeping a clean, healthy, image at our camp. Clothing with messages referring to tobacco, drugs, alcohol or sex is not permitted. The YMCA is not responsible for campers' lost or broken items.

LUNCH

Pack each camper's lunch separately. All campers must bring a brown bag lunch and drink clearly marked with his/her name. Please do not send lunch boxes, as they are hard to store. Lunches will be refrigerated. Always pack a good, nutritious lunch for your

child. Do not send food that needs to be heated. No glass bottles or containers, please. Remember to pack plastic forks or spoons if needed by child.

MEDICAL FORM & WAIVERS

- No child will be allowed to attend camp without a completed medical form and waiver form on file.
- Updated medical form must be completed and signed by a physician or their designee that includes current medication orders and physical exam. This exam must have been given within 24 months of the camper's arrival date. Any camper who does not have said form into the YMCA office 1 week prior to the start of camp will not be permitted into camp.

MEDICATION AT CAMP

- Please use the Medication Permission form authorizing us to dispense medication. Medication permission forms need to be completely filled out and on file with the camp before medication can be administered.
- We will need a written MEDICATION PERMISSION FORM signed by a doctor for the administration of the medicine with specific instructions as to quantity, time it is to be administered, name and phone number of child and any other directions.
- Keep medicine in its original package prescription bottle, place with the permission form in a zip lock bag, labeled with child's name. Medication should be handed into camp staff upon arrival.

FIRST AID

YMCA day camp staff participates in first aid training. In addition, camp employs the services of a first aid provider trained in CPR for the Professional Rescuer & Standard First Aid. In the event of camper illness or injury, the First Aid Provider will notify parents/guardians. Please keep sick campers home so that germs and illnesses will not spread to other campers and staff.

SUNSCREEN/SUNBLOCK AND/OR BUG SPRAY

Sunscreen/Sunblock and/or bug Spray are not provided by the YMCA. To comply with state regulations, YMCA staff may only apply topical ointments if the parent supplies the lotion labeled with

the child's name and accompanied by a state provided, signed permission slip. It is recommended that parents apply a first coat of sunscreen prior to the camp day. No aerosol cans allowed.

ABSENCES

Please call between 8:00 and 9:00 AM if your child will not be in camp that day. It is extremely important for us to have confirmed absences. The YMCA cannot deduct days missed from your fee. When registering your child for any of the weeks of camp, we reserved a space just for your child. We make a commitment to staff, space and materials based on your registration. Therefore, if your child is absent from camp, no refunds will be made.

EARLY DISMISSALS

A WRITTEN NOTE to the Camp Director is required stating the time of pickup if your child needs to leave camp early. No child will be released to anyone other than a parent and authorized pick-ups. All authorized persons on the pickup list must present a photo ID.

INCLEMENT WEATHER

Camp will operate on rainy days and extremely hot days. On hot days we make sure campers have ample opportunity to get drinks of water and be in the shade. Please send campers to camp with a water bottle.

LOST AND FOUND

Lost and found items accumulate very quickly. Please make every effort to label your child's belongings. Should items be lost at camp, have your camper look for their item at our lost and found area.

BEHAVIOR POLICY

At the YMCA we believe that the best way to deal with behavior issues is to provide a quality camp program. By keeping activities moving and well organized, we believe that many potential problems can be avoided. Disrespect towards staff or property, injuring other children or staff, disruptive behavior, bullying, stealing, leaving camp property, profanity, drug, alcohol, tobacco use and other serious infractions, will not be tolerated. If such a problem arises, the following steps will be taken.

- Verbal discussion with child.
- If inappropriate behavior continues, the child will be removed from the group for a specified time frame or privileges may be taken away.

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- If inappropriate behavior continues, the child will be removed from the group for a specified time frame or privileges may be taken away.
- When there is a serious concern about a behavior or discipline problem, the directors will share their concerns with the parents and will make an effort to work with the parents to resolve the problem.
- If the problem persists, or a serious infraction has been made, the camper will be put on suspension or asked to leave the program.

YMCA CODE OF CONDUCT

PARENTS: Please cooperate with us by sharing these camp rules and procedures with your children before they come to camp. Please share with your child the importance of good behavior patterns at camp and everywhere they go. The family's participation in these efforts is crucial. We want your child to have a wonderful time while keeping the program safe and enjoyable for everyone.

1. Stay with your group at all times. Do not leave the group without permission.
2. Respect and obey all staff. (Counselors, Aquatics Staff, and Camp Directors)
3. Take pride in the YMCA and the equipment. Take good care of them.
4. Be mindful of what words you use.
5. Keep your hands to yourself. No fighting.
6. Follow all aquatic rules. They are there to keep you safe.
7. Follow the GOLDEN RULE: "Do for others what you would want others to do for you."
8. HAVE FUN!

RULES OF CHARACTER

Speak for yourself... not for everybody else.
 Show respect... every person is important.
 Listen to others... then they will listen to you.
 Avoid putting others down... who likes to be picked on?
 Take charge of yourself... you are responsible for you.

EVALUATIONS

You will receive an evaluation form during the summer. We encourage all parents/guardians and campers to completely fill out the evaluation. This valued input and information is used to improve upon the programs and staffing to insure a safe and fun summer for all our campers and staff. Evaluations may be returned by mail or your child may return it to camp if they are participating in another session.

DAY CAMP/SPECIALTY CAMP REGISTRATION AND PAYMENT INFORMATION

- All previous YMCA accounts must be paid up to date.
- Registration forms must be completed in their entirety.
- Updated medical form must be completed and signed by a physician or their designee that includes current medication orders and physical exam. This exam must have been given within 24 months of the camper's arrival date. Any camper who does not have said form into the YMCA office 1 week prior to the start of camp will not be permitted into camp.
- 20% deposit per session per camper is for the purpose of securing a spot and as such is non-refundable and non-transferable.
- Payment Due Dates:
 - If the camping session begins in June the session is due in full no later than May 15.
 - If the camping session begins in July the session is due in full no later than June 15.
 - If the camping session begins in August the session is due in full no later than July 15.
- Cancellations after May 15th are eligible for a 50% refund of total session fees paid (less deposit). Refunds (less deposit) will be considered only after a written request.
- Cancellations after June 1st are not eligible for any refund.

FINANCIAL ASSISTANCE

The YMCA strives to serve everyone regardless of ability to pay. Financial Assistance information is available by contacting your YMCA.

YMCA STRONG KIDS CAMPAIGN

The Strong Kids Campaign is the foundation on which the YMCA of Greater Hartford accomplishes its mission of building strong kids, strong families and strong communities. It strengthens the YMCA's ability to provide values-based programs and activities to over 107,000 people in the Greater Hartford region, regardless of their ability to pay. Charitable contributions to the Strong Kids Campaign helps the YMCA to respond to the needs of individuals by creating opportunities to participate in programs that build healthy minds, spirits and bodies.

With your support, we are able to provide financial assistance to youth, adults and families so that they can participate in enriching programs such as wellness, child development, teen leadership, camping, theater and sports.

As a non-profit organization, the YMCA of Greater Hartford is grateful for the generosity of its donors. Please consider helping us by making a gift to the YMCA's Strong Kids Annual Fund today. You can make a gift online at www.ghymca.org or mail a gift to your YMCA. Your gift will ensure a brighter future for our community.

The YMCA of Greater Hartford is a not-for-profit, charitable 501 (c) (3) organization.



YMCA Camp Chase

Accredited by the American Camping Association (ACA)

LOCATION AND PHONE NUMBERS

CAMP CHASE YMCA

located off of Rt. 4, on the Farmington/Burlington town line.

Camp Chase Registration Office: 860-653-5524

Camp Chase in Burlington (summer only): 860-673-4321

Fax: 860-844-8074

MAILING ADDRESS

Camp Chase
97 Salmon Brook Street
Granby, CT 06035

Email: michael.garcia@ghymca.org

Website : www.campchaseymca.org

CAMP HOURS

Camp Chase 9:00 AM – 4:00 PM, Monday through Friday
AM Care at Camp Chase 7:00 – 9:00 AM
PM Care at Camp Chase 4:00 – 6:00 PM
AM Care at Farmington Valley YMCA 7:00 – 8:10 AM
PM Care at Farmington Valley YMCA 4:50 – 6:00 PM

PAYMENT SCHEDULE

Session 1 FULL Payment due May 15th
Sessions 2, 3 & 4 FULL Payment due June 15th
Sessions 5 & 6 FULL Payment due July 15th

CAMP LEADERSHIP

In 2012, Camp Chase welcomes back our dynamic and imaginative leadership of Camp Director Michael Garcia and his 9 member management team. Michael brings with him 20 years of YMCA Camp experience. Their differing backgrounds and skills, along with years of experience in the field of camping, are the backbone for the inspirational and novel programming that led an over whelming majority of 2011 Campers to agree that it was their BEST SUMMER EVER! If you have any programmatic questions please contact Michael at Michael.Garcia@ghymca.org. Any questions about registration can be directed to camp.chaseymca@ghymca.org.

WHAT DOES ACA MEAN?

ACA accreditation is the best evidence parents have of a camp's commitment to a safe and nurturing environment for their children. Accreditation assures parents that camp practices have been measured against national standards and go a step beyond a state's basic licensing requirements.

DROP OFF / PICK UP PROCEDURE

- Please drop your child off between 8:50 and 9 AM each day.
- Please pickup campers from camp at 4 PM.
- For the protection of your child, you must sign your child in and out of camp each morning and afternoon.
- All authorized pick up people should be prepared to show a photo I.D. every day.
- Please do not drop your child off at the parking lot or instruct them to sign them in or out.
- The only people your child will be released to are those you have listed on the Release Form. Please send in writing any additional names that you would like to add during the summer for authorized pick up.
- Do not drop your child off if there are no staff members present.

FIELD TRIPS

Field trips are offered for certain programs like specialty camps, teen leaders, and CITs . Parents will be notified in advance of all trips and associated fees.

SWIMMING

All campers are required to participate in a thirty-minute swim lesson in order to participate in recreational swim. Swim activities are provided every day except in the case of thunder and lightning. A signed doctor's note will be the only valid reason for a camper to miss lessons. On the first day of each session all campers will be given a swim test. This procedure allows the swimming instructors to decide which swim level the camper will participate in.

BUS INFORMATION

Please make sure you take your child to the bus stop at least 10 minutes prior to the scheduled time—as the bus leaves at the listed time. Parents are responsible for their children until they

board the bus in the morning and once they leave the bus in the afternoon. It is important that someone is there to meet your child at the bus stop. Children not met at the bus stop will be taken to the last stop on the route, and you will be contacted by the camp to pick up your child. This can be extremely upsetting to a child and is a prime reason for delayed bus service . On the first day, there is a possibility that the buses may run late. We take time to check each child on a roster and quickly meet the parents. Please don't be alarmed. Having your child at the bus stop early will greatly ease that problem. Please note that there are limited buses for session 5 & 6.

CAMP T-SHIRTS and CAMP GROUP PHOTOGRAPH

One YMCA T-shirt will be provided to every camper attending camp this summer. Campers attending camp for more than one session will only receive one t-shirt and are encouraged to wear their t-shirts the first day of each session.

FAMILY NIGHTS

A tradition at Camp Chase: Family Nights are held all Sessions, and are scheduled for the 2nd Thursday of each session, weather permitting. This is an opportunity for parents to meet their child's counselors and enjoy an evening of family activities at camp. Family Night will start promptly at 6:30 PM. Parents eating with their children should arrive at 5:30 PM.

