the YMCA

Summer Camp
North Suburban YMCA

PARENT GUIDE

SUMMER CAMP 2022

North Suburban YMCA. 2705 Techny Rd. Northbrook, IL 60062. 847-272-7250 nsymca.org
The NSYMCA is a 501(c)3 non-profit organization, open and accessible to all.

WELCOME TO 2022 SUMMER CAMP!

Dear NSYMCA Camp Families,

Welcome to the North Suburban YMCA 2022 Summer Camp Program! We're so glad you're here!

Thank you for choosing to trust us with your child's camp experience. The Y believes that working together with you and your child, as partners, is essential to the success and quality of our program.

This Parent Guide has been developed to provide you with information on our policies and procedures. It contains most anything you may need to know about camp. If we've missed something, please don't hesitate to let us know.

Please take time to read this guide and keep it for reference. It has swim times, maps, COVID-19 safety information, and more!

Sincerely,

Ricky Gonzalez
NSYMCA Camp Director

QUICK PARENT CHECKLIST

- Download the NSYMCA Mobile App for camp updates/ changes and weather alert.
- Like us on Facebook for photos and announcements.
- Mark your calendars for the outdoor Meet & Greet on June 2nd from 6:30 PM - 8:00 PM.
- Read the back pack check list to know what to send to camp with your camper.
- **ENSURE YOUR CORRECT EMAIL IS ON FILE AT THE Y TO RECEIVE WEEKLY CAMP NEWSLETTERS.**
- We need your emergency contact information. Please verify that we have your correct information on file.

QUICK FAQS

WHAT ABOUT FORGOTTEN NECESSITIES?

In the event that your child has forgotten their lunch or snack, the camp staff will contact you to let you know. If you are unavailable to drop off the missing item, you can purchase a Lunchables from our Camp Store.

IS MONEY ALLOWED AT CAMP?

No. Our vending machines will not be open to campers this summer. Parents can purchase a $10 punch card for use at the camp store and snack shack. We will not accept cash.

HOW DOES LUNCH AT CAMP WORK?

We have special lunch on Friday! We will provide lunch. Feel free to send a lunch on Friday's if your child has any dietary restrictions. You MUST communicate with us if you prefer your child not receive special lunch on Friday's. All other days, your camper needs to bring their own lunch and drink. Please use an insulated and clearly labeled lunch box.

CAN I PICK MY CAMPER UP EARLY?

If you know in advance that you will need to pick your child up early, check in at the front desk and we will locate your child's camp. Your child will be brought to the front desk to be checked out with their counselor.

WHAT HAPPENS IN EXTREME WEATHER?

In the case of extreme (heat, rain, etc.) the Camp Director determines whether or not it is safe to remain outdoors. If campers stay outside, all necessary means will be used to keep campers cool. We will participate in water play and will take many hydration breaks. We may modify activities such as offering an extra swim period and rotating activities between the outdoors and indoors.

IMPORTANT DATES

December 1 ..... Member registration opens
December 20 ..... Non-member registration opens
March 1 ..... HAWKS inclusion 1-on-1 camp registration closes
May 2 ..... Standard rates begin
June 1 ..... Deadline for full refund ($25 fee applies)
June 2 ..... Outdoor Camp Meet & Greet 6:30 - 8 PM
June 6 ..... Camp Week 1 begins
August 12 ..... Last Day of Camp

GENERAL INFORMATION

- Financial Aid and prorated rates do not apply to certain specialty camps - they are noted throughout the guide.
- Days are not prorated equally across each day of the week.
- Special Lunches, Spirit Days, All Camp Events are outlined in the camp calendar. The camp calendar can be found online, on our camp homepage (http://nsymca.org/summer-camp).
- Campers can purchase snacks and forgotten items at the Camp Store and Snack Shack (with a punch card only).

CAMPER: COUNSELOR RATIOS

AGES 2-5 6:1	AGES 12-16 12:1
AGES 6-8 8:1	AGES 9-11 10:1

Will you help send a child to camp?

Visit nsymca.org to donate

to our Community Strong Fund.

CAMP STORE ITEMS

Lunchables	$3.00
Snacks	$1.00
Lunch Bags	$5.00
Sun Screen	$7.00
Plastic Water Bottle	$1.00
Refillable Water Bottle	$5.00
Drawstring Bags	$7.00
Towels	$7.00
Goggles	$5.00

GENERAL INFORMATION

BENEFITS OF MEMBERSHIP

- Becoming a member of the NSYMCA can save you up to $150.00 per week on your child's camp tuition AND provide many membership options and benefits. To learn more about our membership options, call the NSYMCA Guest Services desk for promotional offers and learn more about the benefits of becoming a member.
- Members must have a consecutive membership for six months - including the duration of camp - to receive the special member's only discount. If membership is discontinued prior to the six month time period, the non-member rate will be charged.

FINANCIAL ASSISTANCE

The NSYMCA seeks to make its services available to all, regardless of their ability to pay. Applications are available at the Guest Services desk and are accepted on a first-come, first-served basis and will be awarded based on availability. Please call the NSYMCA for details regarding the financial assistance/scholarship application procedures. Financial assistance is made possible by generous contributions to the Community Strong Fund.

COMMUNICATION

- **Email communication** is the most reliable and best form of communication regarding camp questions and comments. 99% of camp communications will be done via email. Please allow 24 business hours for responses.
- **Parent-Staff Communication:** Most daily concerns will be dealt with at the time of the child's pick-up or drop-off. Parents may ask to schedule a conference at any time to discuss their child's camp experience.
- **Weekly newsletters:** Parents will receive a weekly emailed newsletter with upcoming themes, activities, and highlight new procedures or policies.
- **Parents may call** the camp office anytime during the camp day to leave a message. Many times, we will be out with the campers, but will try to get back to you as soon as possible. If it's an emergency, the Guest Services desk can get in touch with Camp Leadership for immediate assistance.

GENERAL INFORMATION

CAMP STORE & SNACK SHACK

The Camp Store will be open for purchases beginning June 6, 2022 and will have various items for sale such as: lunch bags, lunches/snacks, sunscreen, and so much more. Parents are encouraged to purchase a punch card so that campers can purchase items without using cash, we do not accept cash/coins.

CAMP STAFF

Our staff is selected on the basis of responsibility, ability to relate to children, and sensitivity to children's individual needs. The Camp Director has over 14 years of experience managing successful camp programs and developing staff. Assistant Directors and Camp Coordinators are experienced staff that provide leadership and consistency to the overall camp program. All staff participates in an intensive training that focuses on safety, team building, youth development, and problem-solving. Staff learn policies and procedures of the NSYMCA's values-based camp programming. This training helps equip each staff with the tools they need to guide campers through a fun, safe, and memorable camp experience. The majority of our counselors and all Leadership Staff are certified in CPR, First Aid, and AED through the American Red Cross.

LOST AND FOUND

The NSYMCA is not responsible for camper possessions that are lost, stolen, misplaced, or ruined. Electronics will be confiscated and returned at the end of the day. Valuables such as watches, wallets, or jewelry that are found will be kept at the YMCA front desk. Please do not send your child with any valuables to camp.

Please label all of your child's belongings. The best way to prevent the loss of property is to leave it at home! There will be a designated Lost and Found on the NSYMCA Campus. Additionally, we will set out a 'lost & found' table every Friday, near the loading dock, for your convenience.

Please check for your child's items. Lost and Found items are kept at the NSYMCA until the end of the camp day (4:00pm) on Friday, any items not claimed will be then donated to charity.

GENERAL INFORMATION

IMPORTANT INFORMATION REGARDING CAMPERS

- Please write your camper's name on EVERYTHING – swimsuit, clothes, lunch, shoes, etc.
- Put sunscreen on prior to your child arriving at camp. Your child will be reminded to reapply sunscreen throughout the day. It is recommended to supply campers with sunscreen spray. If your camper is fair skinned or burns easily, they should have plenty of sunscreen with them.
- Campers must be able to eat and put on clothes themselves. Assistance will be given to younger children (or children with special needs) for tying shoes, handling buttons, and other more difficult tasks.
- Dress for the weather: closed-toed shoes each day.
- Bring a non-perishable lunch, with a beverage and a snack for AM & PM campers. Send your child with a reusable water bottle. We have many water filling stations at camp, campers can fill their water bottles all day!
- Camp is an outdoor activity and campers are expected to participate in camp activities.
- We want each camper to have an enjoyable experience. If there is an issue, please let us know. We can only help when we are aware of an issue, and we want to help. Open dialogue between camp staff and parents is crucial to a successful program.

Camp Backpack Checklist

WHAT TO BRING TO CAMP (LABEL EVERYTHING)

- ✓ Swimsuit and towel (ALL AM/PM/Full-day Campers)
- ✓ Sunscreen
- ✓ Closed-toed shoes (no flip flops or open-toed shoes)
- ✓ Lunch and snack(s) that don't require cooling or heating
- ✓ Reusable water bottle
- ✓ Extra pair of clothes (ALL AM/PM/Full-day Campers)
- ✓ Backpack
- ✓ Clothes appropriate for weather forecast
- ✓ Extra diapers & wipes (preschool)

WHAT NOT TO BRING TO CAMP

- ⊘ Glass containers or bottles
- ⊘ Any electronic devices - tablets, iPad, Nintendo, DS, Apple Watch, etc.
- ⊘ Personal toys or sports equipment
- ⊘ Cellular or smart phones
- ⊘ Weapons of ANY kind, including toys, ie: guns, knives
- ⊘ Cards/Games (Pokemon, Magic, etc)

CAMPER DRESS CODE

Campers must be in appropriate clothing. Shorts must be of an appropriate length. Closed-toed shoes can either be slip ons, tie, or Velcro. No sandals. If your camper is not in appropriate clothing, we will call parents/guardians to bring appropriate camp clothing.

Please do not send valuables to camp with your child.

Please label your child's things.

Send your child with a reusable water bottle.

The YMCA is not responsible for any items lost, stolen, misplaced, or ruined. Any electronic toys or items will be confiscated and returned to the parent at the end of the day. If the item returns to camp again, it will be permanently confiscated.

ADDITIONAL INFORMATION

- All full day campers need two snacks daily.
- Campers will not have access to any vending machines.
- Every Friday we will have "Special Lunch" and supply the children with lunch. See calendar online for scheduled special lunches.

COVID-19 INFORMATION

We have successfully facilitated camp, during the pandemic (2020 & 2021) with no COVID-19 outbreaks. Our success is in large part due to the NSYMCA day camp following all IDPH and CDC guidelines, which we plan to do again this summer. Our primary resource is the Field Guide for Camps on Implementation of CDC Guidance, which is prepared by the Environmental Health & Engineering, Inc. specifically for all certified American Camp Association and YMCA summer day camps.

At this time, we are uncertain what the guidelines will look like for this upcoming summer. Once the 2022 Field Guide is available, we will update our Parent Guide and communications with policies and procedures related to reducing the risk of COVID-19.

Field Guide for Camps on Implementation of CDC Guidance

Prepared for: American Camp Association and YMCA of the USA

https://www.acacamps.org/

Examples of potential COVID-19 camp policies could be:

- Requiring masks when social distancing cannot be accommodated
- Frequent disinfecting & intensify cleaning
- Frequent hand washing
- Temperature checks upon arrival
- Pre-screening questionnaires
- Implementing cohorts
- Implementing capacity limits on camp registration
- Restricting and limiting certain supplies, sharing and equipment
- Ensure physical distancing

We will not be accommodating refund requests due to self-quarantining due to IL state travel mandates. Cancellation requests will be considered for camper (or household member) positive COVID-19 test results. A doctor's notes may be required.

Symptoms of Coronavirus (COVID-19)

Know the symptoms of COVID-19, which can include the following:

Symptoms can range from mild to severe illness, and appear 2-14 days after you are exposed to the virus that causes COVID-19.

***Seek medical care immediately if someone has emergency warning signs of COVID-19.**

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you.

CDC

cdc.gov/coronavirus

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SWIMMING INFORMATION

For over 120 years the YMCA has been a leader in providing summer camp and aquatic programs to the nation's youth and is considered "the gold standard" in aquatic safety. The Y is the largest operator of swimming pools in the United States, with more than 2,000 pools, and is one of the largest providers of camp programs with over 1,920 day camps across the country. Y's nationwide serve 800,000 participants through YMCA summer camp, aquatics, and safe swimming programs.

- A swimming test is required to swim in the deep end of the pool. The test will assess the campers ability to swim one length of the pool. Once the test has been accomplished, each swimmer will be issued a wristband indicating their swim level.
- Specialty, Little Pioneers, Gymnastics, & Art camps do not swim.

WHAT TO BRING FOR SWIMMING

- Please send a swimsuit and towel in a separate plastic bag so that other things do not get wet.
- Please write your camper's name on their suits, towels and goggles.
- Counselors will swim with the campers and supervise the campers in locker rooms.
- Please bring swimsuit and towel **everyday**. We may do outdoor water play if it is hot.

SWIMMING SAFETY

To ensure safety first, the NSYMCA has put in place multiple procedures to ensure campers' safety.

- Campers are tested during their first visit to the pool at the start of each week.
- Any swimmer who does not pass this test must wear a life jacket and wear a red wristband during any free swim in the pool to identify that they are a non-swimmer/beginner.
- This list is shared with all aquatic and camp staff.
- All NSYMCA staff ensures that all campers are accounted for before allowing kids to re-enter the water.
- Swim tests are optional. If your child(ren) chooses not to test, they will be a RED swimmer (w/ life jacket).

WRISTBANDS

- Red - Needs life vest at all times.
- Purple - Can swim in shallow end without a life jacket (where they can touch the bottom). Can go in deep end WITH life vest.
- Blue - Can swim anywhere in pool without life vest.

POOL STAFF

- The NSYMCA is committed to water safety and uses a comprehensive, rigorous training program to prepare lifeguards.
- All lifeguards are American Red Cross certified, and many of them hold multiple certificates.
- We have a 1:25 ratio of guards to swimmers during all free swim times, and always have at least 3 lifeguards on duty even if the group is smaller.

SWIMMING INFORMATION

PATHFINERS (AM)	TUES, FRI	SWIM LESSON & OPEN SWIM	9:30 AM – 10:10 AM
PATHFINDERS (PM)	TH	OPEN SWIM	2:20 PM – 3:00 PM
SPORTS (PM)	M ,W, F	OPEN SWIM	12:50 PM – 1:30 PM
EARTH TREKKERS (PM)	M ,W, F	OPEN SWIM	1:30 PM – 2:15 PM
VOYAGERS (PM)	M ,W, F	OPEN SWIM	1:30 PM – 2:15 PM
TRAILBLAZERS (PM)	M ,W, F	OPEN SWIM	2:15 PM – 2:55 PM
HAWKS (PM)	M ,W, F	OPEN SWIM	2:15 PM – 2:55 PM
ADVENTURERS (PM)	M ,W, F	OPEN SWIM	2:55 PM – 3:35 PM
NAVIGATORS (PM)	M ,W, F	OPEN SWIM	2:55 PM – 3:35 PM

Swim times may change due to camper enrollment.
Pathfinders will be swimming during the morning and afternoon camp sessions.
Earth Trekkers, Voyagers, Trailblazers, Adventurers, Navigators, and HAWKS camps will be swimming in the afternoon camp sessions.

SWIM LESSONS

- Swim lessons are included with Pathfinders Camp.
- All families interested in swim lessons for their child(ren) MUST register for each specific session date. Swim lessons are included for Pathfinder (4 year old) campers only.
- Swim lessons will be held on Tuesdays each week. Due to popular demand, swim lessons will now be spread out across the morning session and afternoon session.
- Swim lessons are $20 per session (per week). Swim lessons are 30 minutes long and are facilitated by our aquatics staff.
- Specific swim lesson times will be dependent on total camper registrations, swim levels, and student-to-instructor ratios.
- Swim lessons are only available to Traditional and Sports Camp.

For more information and to register please email: Nicole Hatfield registrar@nsymca.org.

FIELD TRIPS – WATER PARKS

Water park rules will be discussed with campers prior to all field trips. Aquatics staff will attend water park field trips. A separate swim test may be required at the water park.

PATHFINDERS CAMP

Pathfinders will receive swim 2 swim lessons (AM) and 1 open swim (PM) each week. Swim lessons will be conducted by aquatics staff. All Pathfinders will be required to wear lifejackets for open swim.

Any life vests and pool equipment used will be properly disinfected after each use.

REGISTRATION/TRANSFER/WITHDRAWAL POLICIES

REGISTRATION

- To guarantee your camper's spot, register early.
- Registrations are first-come, first served upon availability of space; some camps have limited availability.
- Registration forms may be submitted in person, by mail, fax or by emailing to registrar@nsymca.org.
- All registrations must be completely filled out in order to be processed. Missing information will delay your registration and spots are not held. Any registration questions will be communicated via email and will delay registration.
- The NSYMCA has the right to deny entrance to a camper if fees are not paid and up to date.
- Camp registrations for any given week are due by 12 pm on the Thursday prior to that week. Any registrations after this time will not be accepted. For details or more information email registrar@nsymca.org.

PAYMENT PLANS

- Payment Plans require a $100 deposit per child at the time of registration.
- Payment Plans can begin any month, but must start by June. All must END by July 15th.
- We have two draft dates available for families to customize what works best for you. You can choose the 1st or the 15th to draft your payment plan.
- Once your registration is processed, you will receive an email that breaks down your payment plan. This is your confirmation of registration.
- A $25 NSF fee will be charged for any payment that is returned by the bank. As a courtesy, one fee will be waived per calendar year.

WITHDRAWAL/TRANSFERS/CHANGES

- All withdrawal, transfers and change requests must be made in writing. These can be submitted in person or through email.
- Before May 1st, there are no penalties for withdrawal, transfers or changes.
- May 2nd through June 1st, fees are as follows:
- Withdrawal is $30 per child per request.
- Transfer/Change is $20 per child per request.
- Withdrawals starting June 2nd through the end of summer, will forfeit all fees paid to date.
- Transfer/changes starting June 2nd through the end of summer can be denied depending on availability.
- For Transfers, a new form should be submitted outlining the transfer.
- Refunds may be considered in unique circumstances and granted by the director at their discretion.

WAIT LIST

- Registrations received after a camp is full and has reached capacity will be put on the wait-list.
- Families will receive a phone call to be given the option to choose an alternative camp.
- Once on the wait list, if a spot becomes available you will receive an email giving 24 hours to claim your spot. If we do not receive any contact, we will move on to the next camper.

DISCOUNTS

- $10 multi-child discount will be given per week 2 or more children are registered. This is forfeited if the registra tion is withdrawn.
- Military discounts are available.

CAMP AVAILABLITY

- Camp Availability can be found on our camp website: www.nsymca.org/camp
- This is meant to be a reference for families when planning. The information is not guaranteed as we are always registering.

REGISTRATION/TRANSFER/WITHDRAWAL POLICIES

FIELD TRIP

- Field Trips are for Full Day campers registered for Traditional or Sports Camps.
- Gymnastics, Dance, Cheer, Specialty, Preschool, and Art do NOT go on field trips.
- If you are registered for Traditional/Sports AM or PM only, you will NOT go on a field trip.
- Any last-minute changes will be emailed from our Camp Director.

FRIENDSHIP REQUEST

- Friendship requests are only accepted for Traditional and Sports Camps.
- Only one request per child is accepted. If there are multiple requests, we will try our best, but do not guarantee placement.

SNACK SHACK

- Snack Shack is only available to Traditional and Sports Camps.
- If you're child is in a different camp in the morning or afternoon, Snack Shack will not be available.
- Snacks can only be purchased with a Snack Shack punch card.
- We will not charge for snacks on the credit card on file unless requested by the parent/guardian.
- No refunds will be issued.

PARENT POLICY

- Any custodial parent, or guardian of a child enrolled in our program, shall be permitted access to the camp during its hours of operation for the purposes of contacting their children.
- Separated Parents: If the parents are separated and there is no court order limiting visitation for either parent, the YMCA cannot deny access to a child by either parent. If such a court order exists, please submit it to the Camp Registrar and it will be kept on file to protect the child(ren) in the order.
- Divorced Parents: In cases of divorce, either parent may pick up a child unless a court order indicates limited visitation or no visitation. Custody and or Parental Rights and Responsibilities agreements must be submitted to the Registrar Office and will be kept on file.
- Guardianship: If a legal guardian enrolls a child, a copy of all appropriate legal paperwork must be submitted and kept on file at the NSYMCA. This is especially crucial if biological parents have no custodial or visitation rights.

ALONE CHILD POLICY/WALKING & BIKING TO CAMP

- The NSYMCA allows children 10 years and older to be in the building without a parent, however, a parent or guardian must still sign that camper in and out. If a parent/guardian wants their camper, who is 10 years old or older, to sign themselves in and out that parent/guardian must submit a Walker Permission Form, available online.

PERSONAL INFORMATION

- The NSYMCA will not release any personal information on the child or family, unless the parent requests such release, and then only if the parent has signed a release of information form. By signing the camp registration form, however, you have given the Y permission to use photos/videos of your child for marketing purpose.

ABSENCE POLICY

- When you enroll for a camp each week, you are reserving the time, space, staff, and provisions (which are purchased in advance) for your child, whether he/she attends or not. Refunds will not be given for absences.

MEDICAL POLICIES AND PROCEDURES

ILLNESSES

- For the benefit of all campers and staff, please keep sick campers at home.
- A child who has symptoms of a communicable disease should be kept at home. The child should be fever-free and vomit-free for 24 hours without medication before they are able to return to camp. A doctor's note may be required before returning to camp.
- Children exhibiting symptoms of head lice or nits (eggs) will be excluded from camp until all nits have been removed from the hair. Upon returning to camp after treatment for head lice, the camper will be reexamined before starting the camp day.
- When a child is suspected of having conjunctivitis (pink-eye) or having impetigo, the camper needs to be on medication for at least 24 hours before returning to camp AND no redness or discharge can be present in the eye or outside the eye. A child with impetigo needs to be on oral medication for at least 24 hours or topical ointments for at least 48 hours.
- If your camper shows any sign of lice or illness, rash, high temperature, diarrhea, infection, or any contagious disease, the parent/guardian or other authorized person will be called and required to pick up the camper **within one hour.** If your camper is exposed to any contagious illness we will notify you via email.
- If your child becomes sick at camp or has an accident, you will be notified. Please make sure all contact information is up-to-date.

INJURED OR SICK CAMPERS

We will do everything possible to comfort your child. We will assess the situation and take necessary first aid measure (i.e. Band-Aids, ice packs, etc.) in the event of an injury.

EMERGENCY MEDICAL TREATMENT

YMCA Camp Staff are trained in both CPR, First Aid, and AED. In the event a camper needs further medical attention, the local paramedics will be called, and then the parent/guardian will be called. If the parent/guardian cannot be reached, a YMCA leadership staff will accompany your camper to the hospital for treatment. If an injury or illness does not appear serious, but needs immediate attention, the parent/guardian will notified and provided the option of picking up or calling the paramedics.

MEDICATIONS

The NSYMCA has a policy against dispensing medication to a child in camp. Medication will only be dispensed in lifesaving situations. Other medications such as antibiotics should be dosed before and after camp hours. Parents are allowed to come to camp in order to give their child(ren) medication. NSYMCA staff will only administer medications related to allergies and life-threatening illnesses if a Medication Authorization/ Allergy Consent form is filled out and submitted.

FOOD ALLERGIES

If your child has a food allergy, please let us know! Filling out the allergy form and turning it in promptly will keep staff aware of any allergies and the procedure for dealing with them. If it is necessary, you will need to provide an Epi-pen and list of all allergies. We suggest you only pack things your child can safely to eat and remind him/her not to share food. Please contact the Camp Registrar at registrar@nsymca.org for any questions concerning special lunches or allergies.

PEANUT-ALLOWED CAMP

We are not peanut free. Campers with peanut or tree-nut allergies should have a Medication Authorization/ Allergy Consent form on file with the NSYMCA Camp Registrar. We will have special accommodations for meal-times to reduce the risk of exposure.

INSURANCE

The NSYMCA takes every precaution to ensure a safe and fun experience for all campers. If an accident should occur while your child is in the NSYMCA Camp Program, please note that the NSYMCA does not provide accident insurance. All medical bills are the responsibility of the child's parent or guardian.

BEHAVIOR MANAGEMENT POLICY

DISCIPLINE/BEHAVIOR POLICY AT A GLANCE

The NSYMCA teaches the core values of caring, honesty, leadership, respect, and responsibility to promote a healthy, safe, and secure environment for all Day Camp participants. Campers are expected to follow the behavior guidelines set by our core values and to interact appropriately in a group setting. Ground rules are built around respect for self, others, and NSYMCA property. Time away from activities is a method often effective in discouraging inappropriate behavior. If unacceptable behavior continues, a conference will be requested with the parents and a behavior contract will be drawn up between the camper, parent and NSYMCA. If the inappropriate behavior continues, the Y reserves the right to suspend/and or expel the child from the program – fees paid to date will be forfeited.

Behavior Management:

- Encouraging positive behaviors through positive reinforcement
- Being sensitive to child's feelings and listening to them
- Discussing an alternative, more positive behavior with child
- Reassuring the child that we care about them and want to help them have a positive experience at camp

Situations will be documented by staff with a completed Behavior Incident Report.

Behavior Management

– Consequences for consistent behavior not in line with core values if above behavior management tools are ineffective:

- Taking away privileges for the day
- Suspension of field trip privileges
- Time away from camp activities to reflect on poor behavior choices
- Written apologies

Behavior Management

– Behavior Contract

- If the above behavior management tools are not effective and the child continues to make poor choices, repeating the undesirable behavior, the child will enter into a behavior contract with the NSYMCA and their parent/guardian.

NSYMCA staff works as a team with the parents and/or guardians to create the best care plan for a child. A team-work approach is the most effective way to help a child modify poor behavior. Parent's/guardian's patience, support, and follow-through are not only appreciated, but necessary to the success of these methods.

Expulsion from the program is the last resort, and will be considered in situations that merit this consequence.

The NSYMCA reserves the right to remove a child from our program for any of the following reasons:

- The child's needs are not being met in our small or large group camp settings.
- The child is a safety threat to themselves, other children, NSYMCA staff, members, or volunteers. This includes behavior such as fighting, striking others, biting, bullying, and wandering away from the program.

CORE VALUES: CARING, HONESTY, LEADERSHIP, RESPECT, RESPONSIBILITY

BULLYING POLICY

The NSYMCA does not tolerate bullying. Any incidents or reports of bullying will be treated very seriously and fully investigated. Bullying behavior is against the core values at the NSYMCA and will be addressed with sensitivity and abrupt action. A child who bullies another child will face consequences up to dismissal from camp.

DROP OFF LOCATIONS

Morning Drop off: 8:45 AM – 9:00 AM
Afternoon Drop off: 12:45 PM – 1:00 PM

Camp drop off begins at 8:45 AM. Due to the volume of camps, our parking lot will be very congested. Please help us by utilizing only the appropriate camp drop off zone for your child.

WE HAVE FOUR DIFFERENT CAMP DROP OFF ZONES AT THE NSYMCA. WE WILL HAVE SIGNS POINTING YOU TO EACH DROP OFF LOCATION. PLEASE DROP OFF AT THE APPROPRIATE AREA FOR YOUR CHILDS CAMP.

1. BACK DRIVE UP – DROP OFF

- ADVENTURERS
- SPORTS
- TRAILBLAZERS
- VOYAGERS

2. FRONT DRIVE UP – DROP OFF

- ART
- EARTH TREKKERS
- GYMNASTICS
- NAVIGATORS

3. PLAYGROUND DRIVE – DROP OFF

- SPECIALTY CAMPS
- FIELD TRIP SPECIALTY CAMPS

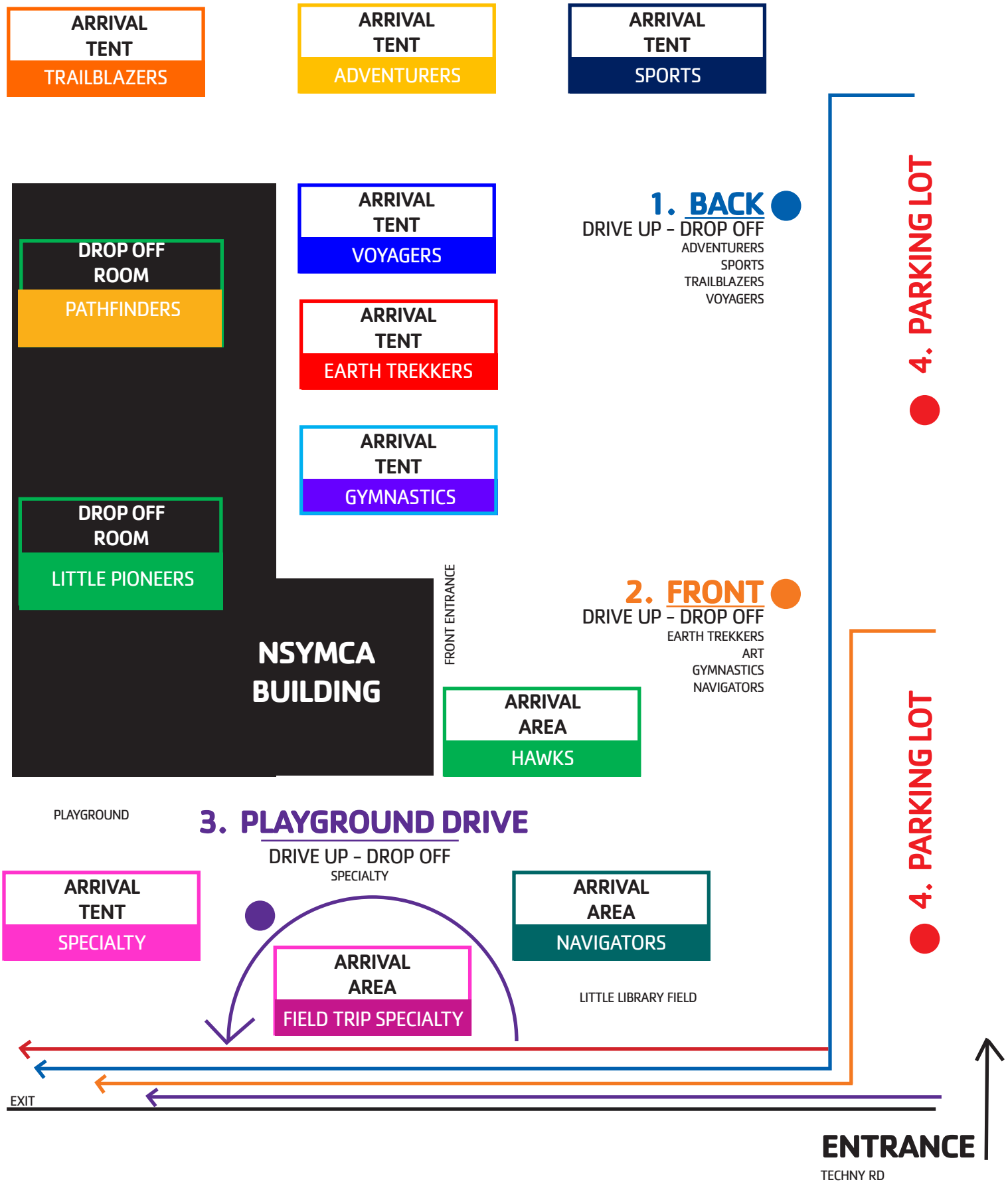
4. PARK & WALK IN – DROP OFF

- LITTLE PIONEERS
- PATHFINDERS
- DANCE CAMP
- CHEER CAMP
- SUNSET CAMPS
- MINI MOVERS

Q: "WHERE DO I GO IF I HAVE 2 OR MORE CAMPERS TO DROP OFF?"

A: EMAIL CAMP DIRECTOR, RICKY GONZALEZ, FOR THE MOST CONVENIENT MULTI-CHILD DROP OFF PLAN FOR YOUR FAMILY AT RGONZALEZ@NSYMCA.ORG.

DROP OFF MAP


ARRIVAL TENT
TRAILBLAZERS
ARRIVAL TENT
ADVENTURERS
ARRIVAL TENT
SPORTS
ARRIVAL TENT
VOYAGERS
ARRIVAL TENT
EARTH TREKKERS
ARRIVAL TENT
GYMNASTICS
DROP OFF ROOM
PATHFINDERS
DROP OFF ROOM
LITTLE PIONEERS
NSYMCA BUILDING
FRONT ENTRANCE
ARRIVAL AREA
HAWKS
1. BACK
DRIVE UP - DROP OFF
ADVENTURERS
SPORTS
TRAILBLAZERS
VOYAGERS
2. FRONT
DRIVE UP - DROP OFF
EARTH TREKKERS
ART
GYMNASTICS
NAVIGATORS
4. PARKING LOT
4. PARKING LOT
PLAYGROUND
3. PLAYGROUND DRIVE
DRIVE UP - DROP OFF
SPECIALTY
ARRIVAL TENT
SPECIALTY
ARRIVAL AREA
NAVIGATORS
ARRIVAL AREA
FIELD TRIP SPECIALTY
LITTLE LIBRARY FIELD
EXIT
ENTRANCE
TECHNY RD

PICK UP LOCATIONS

Morning Pick-up: 11:45 AM – 12:10 AM
Afternoon Pick-up: 3:45 PM – 4:10 PM

There is NO drive up for pick up. Please park and check out your child(ren) at their designated pick up location.

INDOOR PICK UP

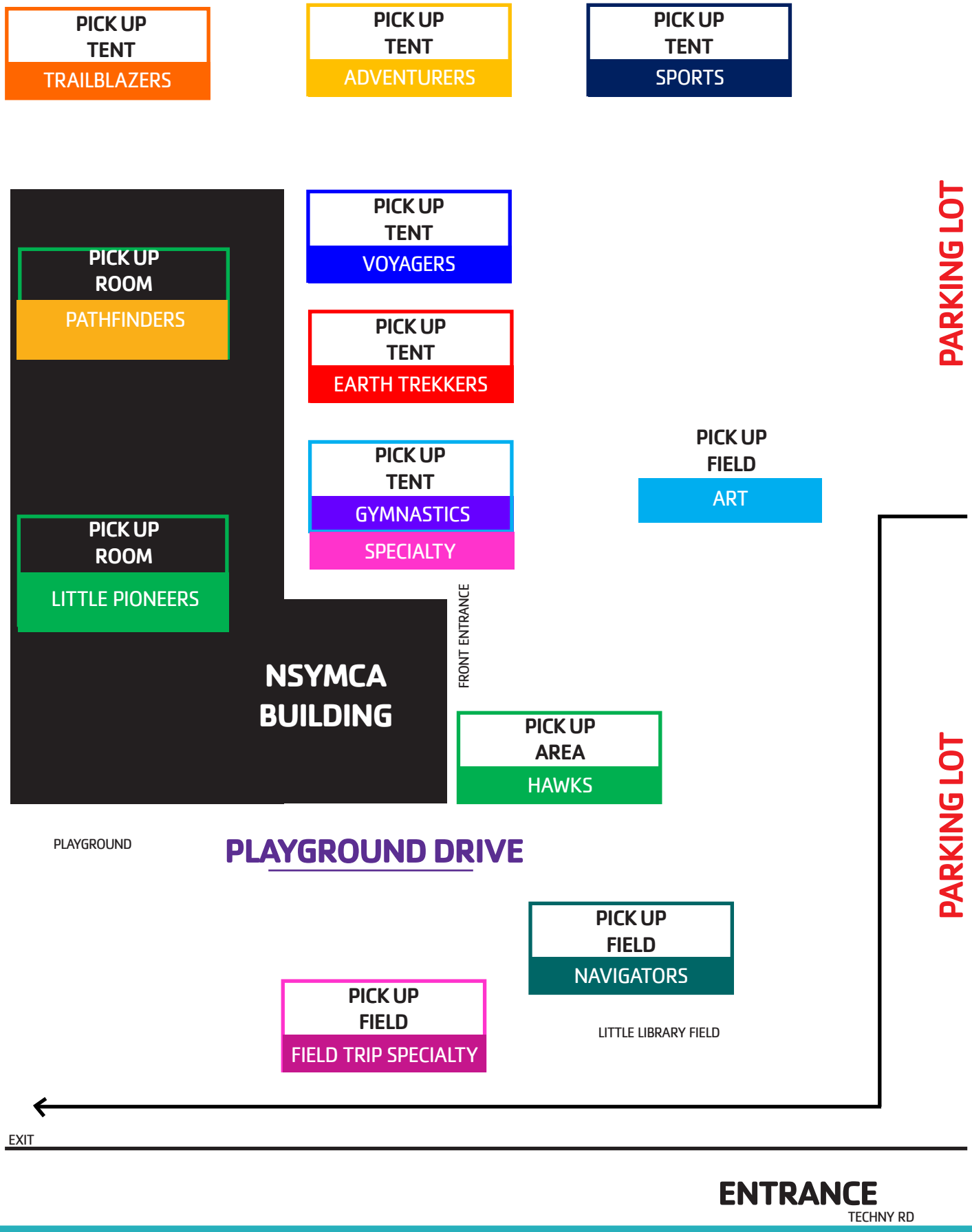
- **LITTLE PIONEERS:** K CLUB
- **PATHFINDERS:** X ZONE
- **DANCE:** RECEPTION AREA
- **CHEER:** RECEPTION AREA

OUTDOOR PICK UP

- **EARTH TREKKERS:** BACK FIELD TENT
- **VOYAGERS:** BACK FIELD TENT
- **TRAILBLAZERS:** BACK FIELD TENT
- **ADVENTURERS:** BACK FIELD TENT
- **SPORTS:** BACK FIELD TENT
- **ART:** BACK FIELD
- **HAWKS:** MAIN ENTRANCE DRIVE
- **SPECIALTY:** BACK FIELD TENT
- **FIELD TRIP SPECIALTY:** PLAYGROUND DRIVE FIELD
- **NAVIGATORS:** LITTLE LIBRARY FIELD

SEPCIALTY CAMP – Please note that specialty camp does drop off (playground drive up – drop off) and pick up (back field tent) in two different locations.

PICK UP MAP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DROP OFF & PICK UP POLICIES

CAMP DROP OFF & SIGN IN

Morning Drop Off begins at 8:45 AM. If you drop off earlier than 8:45 AM, your child will go to Extended AM Camp - charges will apply.

DROP OFF: Follow parking lot signs to your camp drop off location (see map). There are three different drop off locations. If you have multiple children, please drop all off at one location. Preschool camps, please park and enter main building entrance.

STAY IN YOUR CARS- Staff will come to your car and help welcome your camper(s) out. If you need to talk to a counselor or director in length, this is not the time. Please set up a meeting time, we're happy to chat with you at a better time. We MUST keep cars moving in the parking lot! Note the Rainy Day Drop Off section outlines the drop off/pick up procedures in inclement weather.

CAMP PICK UP & SIGN OUT

AM Pick Up begins at 11:45 AM and PM Pick Up begins at 3:45 PM. If you do not see your child's camp group at their pick up area PLEASE BE PATIENT. DO NOT APPROACH NSYMCA FRONT RECEPTION. You can always speak with Camp Director Ricky Gonzalez. He can be found on the back field during pick up/drop off.

- Please park your car in the parking lot and walk to your camper's assigned outdoor or indoor location to sign out and pick up your child - see map on page 19 for exact locations.
- Please do your best to not congregate and stay 6-feet from the camp groups and staff.
- Only ONE parent or guardian is allowed to pick-up.
- Campers not picked up by 4:10pm will be transfered to PM Extended Camp - charges will apply.
- We will have large banners with camp names to assist you in finding your child's particular camp group. Let the staff know who you are picking up. Staff will sign out your child.

RAIN DAY DROP OFF ONLY

- Check Facebook and 'Y' app for updates.
- There will be a Rain Day Banner at entrance declaring "Rain Day drop off."
- All cars will drive around the outside of the parking lot and line up to drop off by the side of the building. Please pull as far up as you can and wait for a staff to come to your car.
- We will have camp staff escort campers into the gym to be checked into their specific camp.
- You will see camp staff directing traffic, be kind to them.

RAIN DAY PICK UP ONLY

- Check Facebook and 'Y' app for updates.
- There will be a Rain Day Banner at entrance declaring "Rain Day pick up."
- Parents are to park and enter the facility.
- Masks may will be required during rain day indoor pick up.
- Each camp group will be in an individual room.
- There will be signs and staff assisting parents.
- Only ONE parent/guardian are allowed to enter the facility for rain day indoor pick up.

EXTENDED CARE

- If your child is not picked up at 6:00 pm a fee of $1 per minute per camper will be charged.
- Any AM only campers not picked up at 12:00 will be put into Lunch Bunch - charges will apply.

FOR THE SAFETY OF YOUR CHILDREN, WE ASK THAT YOU

- DO NOT park your car in front of the building. This is a fire lane and you will be ticketed and towed.
- DO NOT leave your car engine running or your child or other children unattended in the car when picking up or dropping off your camper. We will call 911 if we see this.

SIGNING OUT

Any authorized adult picking up a camper must be on the authorized pick up list. Allow extra time the first week of camp, IDs may be checked at pick-up.

CAMP STAFF CONTACT SHEET

LEADERSHIP STAFF

KATHY FIELDING
CHIEF EXECUTIVE OFFICER
kfielding@nsymca.org

RICKY GONZALEZ
CAMP DIRECTOR
rgonzalez@nsymca.org

NICOLE HATFIELD
ASSISTANT CAMP DIRECTOR
registrar@nsymca.org

MISSY CONTRI
AQUATICS DIRECTOR
MCONTRI@nsymca.org

ELLEN MIROCHNIICK
SPECIAL SERVICES COORDINATOR
emirochnick@nsymca.org

SHANNON MUNDORF
SR. DIRECTOR OF ARTS
SPARRY@nsymca.org

LAURELEI (KIKI) SANABRIA
GYMNASTICS COORDINATOR
lsanabria@nsymca.org

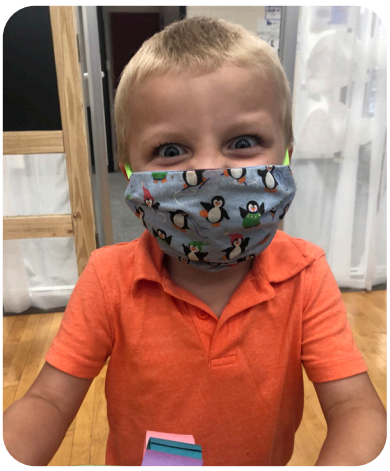
HEIDI BUSCH
MEMBERSHIP DIRECTOR
hbusch@nsymca.org

NSYMCA Phone: 847.272.7250 Camp Director: ext. 1235 Registrar: ext. 1233
2705 Techny Road, Northbrook, IL 60062
www.nsymca.org

Camp Office Hours: 8:30 am – 4:30 pm Monday-Friday.
Phone calls and emails received after 4:30 pm will be returned the next working day.

AM Camp Drop Off
Begins at 8:45am

AM Camp Pick Up
Begins at 12:45pm



PM Camp Drop Off
Begins at 12:45pm

PM Camp Pick Up
Begins at 3:45pm

IMPORTANT DATES

December 1 – May 1: No processing fee or penalty for withdrawal.

May 2 – June 1: $30 fee per child (per request) withdrawal fee.

June 2 – August 12: Withdrawals will forfeit all fees paid to date.

Refunds may be considered in unique circumstances and granted by the director at their discretion.

COVID-19 Note: We will not be accommodating refund requests due to self-quarantining due to IL state travel mandates. Cancellation requests will be considered for camper (or household member) positive COVID-19 test results. A doctor's notes may be required.

Summer Camp

North Suburban YMCA