



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY



# BEST SUMMER EVER!

Friendship, Accomplishment, Belonging

CANTON DAY CAMP 2020

CANTON FAMILY YMCA





# WELCOME TO SUMMER AT THE Y!

We are so glad to be a part of your summer! The YMCA is committed to making sure that every child has the opportunity to have a summer full of adventure with learning opportunities, fun activities and great friends!

This guide is designed to help make summer great and give you information about Summer Camp at the Y: what to expect, what to bring, who will be there, payment information and lots more!

## CAMP AT THE Y IS MORE THAN A PLACE TO GO

Our purpose is to offer a wonderful atmosphere that focuses on creating memories for our campers based on our four core values: caring, honesty, respect and responsibility. Your child will spend this summer making friends, enhancing social skills, trying new things and gaining self-confidence through positive reinforcement, safe surroundings and fun with our trained and committed staff!

## WE HAVE THE BEST STAFF FOR THE BEST SUMMER!

All staff are required to attend hours of training before working at camp. Their training hours are spent on CPR, First Aid, Character Development, Child Abuse Awareness, age appropriate activities, and a variety of other topics to ensure your children have a safe and fun experience at camp.



# 2020 SUMMER SESSIONS

## **Week 1: Fun In the Sun!** **June 11th- June 12th**

A short week full of fun in the sun while working on crafts, playing games and getting to know new friends!

## **Week 2: Moovin' & Groovin'** **June 15th- June 19th**

Bring your dancing shoes and cut a rug! We will be exploring music this week! Singing, dancing and musical instruments!

## **Week 3: Hometown Heroes** **June 22nd- June 26th**

Not all heroes wear capes! Campers will learn about heroes right here in our own community, and discover how they can be heroes themselves! This action packed week will be filled with adventure and community!

## **Week 4: Party in the USA!** **June 29th- July 3rd**

The 4th of July always brings a spark to summer! Each day is a party as we celebrate our Nation's Birthday with crafts, songs and games. Be sure to wear your red, white, and blue!

## **Week 5: Mystery Week** **July 6th- July 10th**

Every day is a mystery that needs solving! Y campers will test their critical thinking with puzzles, decoders, and scavenger hunts! It's a suspenseful week of brain teasers, problem solving and fun!

## **Week 6: Take a Walk on the Wild Side** **July 13th- July 17th**

A week dedicated to those WILD about WILDLIFE! Come along for a safari through camp, and learn about all of our native creatures! From wild games to searching for animal tracks, this week will be quite the adventure!

## **Week 7: Art Extravaganza** **July 20th- July 24th**

This week is all about crafts! Kids can paint, use loads of glitter and put their creativity to the test!

## **Week 8: In Our Backyard** **July 27th- July 31st**

Campers will enjoy the great outdoors as we partake in classic summertime games like: Tug-O-War, kickball, foursquare, hopscotch, lawn games, nature crafts, and enjoy our community.

## **Week 9: Oh the Drama!** **August 3rd - August 7th**

Have you ever dreamed of being a star? Lights, Camera, Action! Find your moment in the spotlight this week at day camp!

## **Week 10: Camp Rewind** **August 10- August 14th**

Summer comes to an end, but not without memories to last a lifetime! Campers will revisit the summer by playing favorite games and activities!

**\*\*DUE TO COVID-19  
DATES ARE SUBJECT TO CHANGE**

## REGISTRATION

Our Day Camp is offered for thirteen weeks, beginning May- August. You can enroll your child anywhere between week one through week thirteen, based on your summer schedule.

### REGISTRATION FEES

#### Session Fees (per week)

Y Members: \$100 per week or \$26 per day

Community: \$115 per week or \$28 per day

There is a 30% sibling discount for additional children.

### HOW TO REGISTER FOR CAMP

1. Fill out registration forms.
2. Fill out and sign the Draft Form.
3. Fill out camp week and days attended form.
4. All balances from other programs must be paid in full before you can register for camp.

### HOW TO REGISTER FOR CAMP IF YOU NEED ASSISTANCE

1. Register at the Member Service Desk.
2. Fill out the Childcare Resource and Referral Application. You will need two pay stubs or a school schedule. The Y will fax and mail it to SAL Child Care Connection. This can take up to 30 days to gain approval.
3. A \$25 deposit per week, per child, due at registration, is required to hold your child's spot. This deposit will be applied to your copay once one is assigned by SAL.
4. You are responsible for all childcare fees until you are approved by SAL. If you are denied by the state then the Y will grant a scholarship based on need.
5. If you are approved by SAL your copay will be drafted on the 15th of the month.

### HOW TO REGISTER FOR CAMP IF YOU ARE ALREADY APPROVED FOR STATE ASSISTANCE

1. Register at the Member Service Desk.
2. You may be required to fill out a Change of Provider Form. You may be required to contact your case worker to get this form. The Y will fax and mail it back to SAL for you.
3. All copays will be drafted on the 15th of the month.
4. All balances from other programs must be paid in full before you can register for camp.

## **FINANCIAL OBLIGATIONS**

Camp sessions will be auto-drafted according to the times requested by you on your form. Copayments will be drafted on the 15th of the month.

Failure to pay will result in your child's spot being forfeited.

There is a \$25 fee for Non Sufficient Funds (NSF) for returned payments.

Changes to your draft form must be submitted in writing 1 full week prior to draft date.

Adjustments in the weekly fee will be made for partially attended weeks.

## **STATE ASSISTANCE ATTENDANCE**

Copays will be drafted on the 15th of the month.

Parents/Guardians are required to sign children in and out of day camp on both the Y forms and the required State attendance forms.

Attendance beyond the amount of days approved by State are to be paid by the parent/guardian and will be drafted with the monthly copays.

The YMCA does not receive payment from the state for days your child is not in attendance.

## **PAYMENT INFORMATION**

- **A 30% sibling discount will be applied to families with multiple children.**
- **All payments will be automatically drafted from your account.**
- **Any credits on account will remain a credit. No refunds will be issued.**
- **Cancellations or transfers must be made in writing one week in advance.**

# SO. MUCH. FUN!

Going to summer camp is a very exciting experience for campers and parents. It's very natural for everyone to be anxious about the first day of camp and meeting new friends. The YMCA has well-trained camp staff that are focused on meeting the needs of individual campers and are committed to serving as excellent role models.

## **WHAT TO BRING: PLEASE LABEL EVERYTHING WITH CAMPER'S NAME**

**Water Bottle**– Please send a water bottle with your child.

**Clothing**– We encourage your child to wear play clothes and bring a hat. For safety reasons, sandals, crocs and flip flops are not permitted at camp. PLEASE BE SURE YOUR CHILD WEARS TENNIS SHOES TO CAMP DAILY.

**Sunscreen**– To help prevent sunburn, it is recommended that parents apply sunscreen before camp.

**Lunch**– Lunch is provided, but you may send a lunch for your camper if you would like. Please make sure your child's name is on the outside of a disposable bag. We are asking that parents pack only disposable lunch containers and pack food that does not require refrigeration or heating. Please do not send reusable plates, silverware or lunch containers or cooling packs. Snacks will only be served by YMCA staff members.

Please make any purchases from the vending machine in the community before signing your camper in. Campers will not be allowed to make purchases from the vending machine during camp time.

## **WHAT NOT TO BRING**

- Cell phones
- Cash/coins
- Toys
- Radios
- Electronic games
- Video cameras
- Makeup
- Trading cards
- Tablets/ electronics
- Firearms
- Fireworks
- Matches/lighters
- Tobacco products
- Sports equipment
- Balls
- Any expensive items that could be lost or broken

Any of these items brought to camp will be confiscated. They can be picked up by the parent at the end of the day.

**THE YMCA IS NOT RESPONSIBLE FOR LOST, STOLEN, TRADED, OR DAMAGED CLOTHING, TOYS, BALLS OR PERSONAL EQUIPMENT.**

### **LOST AND FOUND**

The Canton Family YMCA is not responsible for any lost or stolen items. Any items found by the YMCA staff are turned into the Camp Director. At the end of summer, all lost and found items are given to charity; however, if the items are marked with your name, the Camp Director will call to inform you of the lost items.



## ARRIVAL AND DEPARTURES

- We ask that all Day Campers are at the YMCA by 9:00am each day. Our main activities are scheduled from 9:00am-4:00pm and we do not want your child to miss out on the fun. If your child has a doctor's appointment or is attending Summer School, we can make an exception. Please see new Camper Arrival sheets attached!
- If your child is involved in extra activities and leaves camp, they cannot return the same day. The exception being a YMCA program such as swim lessons or specialty camps. Our goal is to run a safe, fun camp; this is difficult when children are coming and going at different times throughout the day.
- You must sign your child in daily with signature and time. No child is allowed to be dropped off without a signature.
- An authorized person (on your written list of authorized pick ups) must sign your child out daily with signature and time, as well as **show their photo ID to match your child's registration form**. Your child will not be released to anyone that is not on the authorized pick up list.
- Anyone under the influence of drugs, alcohol or altered emotional state which could cause injury to the camper, will not be allowed to pick up the child.
- All campers must be picked up by 6:00pm. Every additional 10 minutes past 6:00pm will be an extra \$10 per child.



## AUTHORIZED RELEASE

The list of persons authorized to pick up your child must be current and accurate. Changes in persons authorized to pick up your child must be made in writing and submitted to the Camp Director.

- Changes in custody agreements will be accepted only with a copy of the court order that specifies the change and designates the person named as having legal custody of the child.
- Photo identification is required for any person picking up a child.
- No child in our care will be released to persons not authorized by the enrolling parent. In case of an emergency, please contact the Camp Director to make arrangements.
- It is essential that enrollment information is updated as needed.



## GENERAL RULES

- ♥ **CARING:** Keep your hands and feet to yourself. Take care of equipment, property, the environment, and each other.
- ♥ **HONESTY:** Tell the truth; do not steal.
- ♥ **RESPECT:** Use appropriate language. Respect the counselors and fellow campers. Treat others like you would want to be treated.
- ♥ **RESPONSIBILITY:** Stay with your group at all times. Keep up with your belongings.

## CONDUCT POLICY

Please make sure that both you and your child are completely familiar with these policies. The Camp Director may suspend or terminate a child's participation in the program for the following reasons:

- Leaving YMCA program premises without permission.
- Using foul language or being rude and discourteous to another camper, staff or member.
- Defacing YMCA property, vehicles, or field trip facilities.
- Engaging in fighting as the means to solve a problem.
- Stealing or defacing another camper's property.
- Intentionally injuring another camper, staff or member.
- Refusing to remain with the group during outings or on the property.
- Refusing to follow check in and out procedures.
- Refusing to follow the basic rules of the program.
- Any physical or verbal sexual harassment of another camper, staff or member.

## DISCIPLINE

Behavioral incidents will result in parent notification. All incidents will be documented and require parent signature before child is permitted to return to camp. Depending on severity of incident a meeting with a parent or guardian may be required. Consistent concerning behavior will result in temporary or permanent suspension from camp without refund.

### SUMMER CAMP CONSEQUENCES

1. Warning and redirection by staff.
2. If behavior continues for a 2nd time = Sit out for number of minutes equal to the child's age and problem solving conference with staff member.
3. If behavior continues for a 3rd time = 15 minutes of time out and problem solving conference with staff.
4. If behavior continues for a 4th time = Camper's Parent is called and the child is removed from camp for a day.
5. If the behavior continues after a day out= the camper will be suspended for 3 days.
6. If the behavior continues after 3 days out= the camper will be excluded for the rest of summer.

Camp staff will record incidents of behavior that warrant 15 minutes out. Camp reserves the right to skip over early consequences if behavior is severe enough to pose a risk to either the misbehaving camper or others in the group. Our goal at camp is to give the child every opportunity to correct his/her behavior without parental involvement.

## HEALTH AND SAFETY

- Children with symptoms of or a diagnosis of lice, skin rashes, vomiting, diarrhea, pink eye or experiencing a temperature above 100.4 degrees will not be permitted to attend camp. We request that you keep your child home for a minimum of 24 hours if your child displays any of these symptoms. A doctor's note may be needed depending on the illness.
- If your child becomes ill throughout the day, you will be called immediately and asked to come pick up your child. For this reason, it is important that you keep your contact phone numbers up to date with the YMCA. Any time a parent is called for a sick child, the parent will need to arrange pick up of the ill child within 2 hours of being called.
- If a note from the doctor is required after a serious illness, please make sure to have them include the following: the date the child was seen, diagnosis of the illness, and when your child may return to camp.
- The YMCA has the responsibility to keep all children in the program safe and healthy. We will always inform parents if a child at camp has been diagnosed with a contagious condition, and their name will remain anonymous. We also expect that you will inform us if your child has a contagious disease so we can inform the other parents as well.
- YMCA staff are mandated child abuse reporters- this includes physical, sexual, emotional, mental abuse and neglect.
- All allergies should be brought to the attention of the camp staff.
- Campers with special emotional or physical needs should be called to the attention of the Camp Director by fully describing any unique requirements of the camper at least two weeks prior to the start of your selected camp session. We will make every reasonable accommodation possible to serve your child with special needs.

## MEDICAL AUTHORIZATION & EMERGENCY PROCEDURES

- The YMCA is permitted to administer medication only as prescribed by a physician. Medication must be in its originally labeled pharmaceutical bottle. All medications must be dropped off by the parent and must accompany a fully completed medication release form. Medication will be locked away and kept out of the reach of children. We require all parents and doctors to sign a medical release form.
- If your child is injured during camp hours, we will handle minor scrapes, scratches and bruises, but we will call you if there are any questionable or serious injuries. The YMCA does not provide insurance.

## NO BABYSITTING

YMCA employees are not allowed to babysit or have contact with participants in YMCA programs outside of program activities. We ask parents not to ask staff to babysit or participate in non-YMCA related events with their children.



# CAMPER ARRIVAL

1

## CURBSIDE SIGN-IN

(Tip: Clean Pen for each use)



Drop off and pickup  
at the South Parking  
Lot--Follow Signs



2

## CHECK CAMPER TEMPERATURE

(Tip: Record and document  
daily temperatures)



3

## CAMPER SANITIZES HANDS

(Tip: Have sanitizer station at  
sign in area)



# MEALS & SNACKS

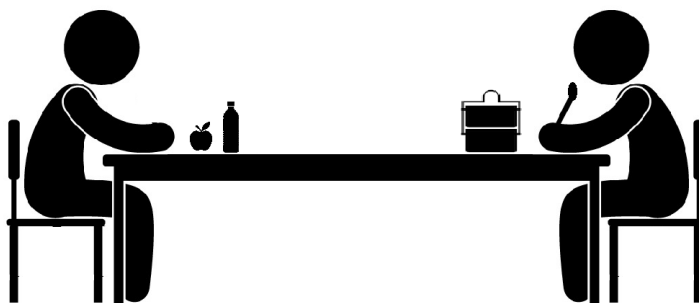
**CAMPER WASHES HANDS  
AND TEMPERATURE IS  
CHECKED AFTER LUNCH**



**TABLES ARE CLEANED  
BEFORE AND AFTER SNACKS**



**CHILDREN SIT SIX FEET APART**





# STAFF HEALTH

**ALWAYS WEAR  
A FACEMASK**



**CHECK TEMPERATURE  
UPON ARRIVAL**

**WASH AND SANITIZE  
HANDS THROUGHOUT  
THE MORNING**



# SAFE ENVIRONMENT



**MARK SPACES ON THE FLOOR SIX FEET APART**



**EACH CHILD HAS THEIR OWN TABLE OR KEEP THEM AT OPPOSITE ENDS IF NECESSARY.**

# SAFE ENVIRONMENT



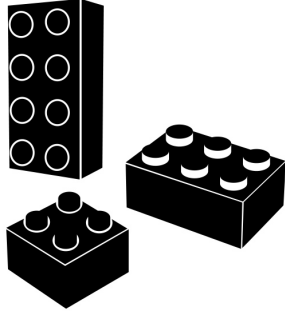
**MAINTAIN A 1:10 RATIO OF STAFF:CHILDREN**

AVOID MORE THAN 12 PEOPLE IN ONE AREA



**EACH CHILD HAS THEIR OWN  
SUPPLIES TO USE EACH DAY**

# SAFE ENVIRONMENT



**WIPE DOWN ALL MATERIALS AND  
EQUIPMENT AFTER EACH USE**

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**DEEP CLEAN ALL SURFACES AND  
AREAS USED EACH DAY**



# 2020 YMCA DAY CAMP CANTON REGISTRATION FORM

Please complete all information and return form to the YMCA.  
We must have this form returned before your child will be able to attend Day Camp.

CHILD'S NAME \_\_\_\_\_ BIRTHDAY \_\_\_\_\_ GRADE in fall \_\_\_\_\_

PARENT/GUARDIAN \_\_\_\_\_

PHONE \_\_\_\_\_ ADDRESS/CITY \_\_\_\_\_

CELL \_\_\_\_\_ EMAIL \_\_\_\_\_

In case of an emergency and we are unable to reach you, please list 3 emergency contacts.

EMERGENCY NAME \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_ PHONE \_\_\_\_\_

EMERGENCY NAME \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_ PHONE \_\_\_\_\_

EMERGENCY NAME \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_ PHONE \_\_\_\_\_

LIST ALL WHO ARE AUTHORIZED TO PICK UP YOUR CHILD \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

DISCIPLINE: What type of problem solving approach do you find works best with your child? \_\_\_\_\_

\_\_\_\_\_

We want your child to have a successful experience. Please add any comments about your child you feel would be helpful to the staff. \_\_\_\_\_

\_\_\_\_\_

My child's usual days and times of attendance will be:

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Arriving at:	_____	_____	_____	_____	_____

Leaving at:	_____	_____	_____	_____	_____
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**PLEASE TURN PAGE OVER**

\*\*Please note that the YMCA Summer Day Camp Program is a license exempt program and is not licensed or regulated by DCFS.

# AUTHORIZATIONS

## MEDICAL AUTHORIZATION:

All information on the opposite side is correct so far as I know and the child herein described has permission to engage in all prescribed Day Camp activities, except as noted by me or an examining physician. In the event that I cannot be reached in an emergency, I hereby give permission to the physician selected by the Camp Director to hospitalize and/or secure proper treatment for my child as named.

My Child's Physician's Name is \_\_\_\_\_

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**Parent/Guardian**

**Date**

## AUTHORIZATION TO DISPENSE MEDICATION:

I hereby request and authorize the Day Camp staff to dispense any medication listed below to my child per my instructions. I understand that all prescription medication must be sent in its original container, which has my child's name on it as well as the prescribing physician. I understand that I must send a note with dispensing instructions and my signature for all medications.

List any medications to be given at Day Camp \_\_\_\_\_

List any allergies or medical conditions that we should be aware of \_\_\_\_\_

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**Parent/Guardian**

**Date**

## FIELD TRIP AUTHORIZATION:

I hereby give permission for my child to attend any and all field trips that may be taken during Day Camp.

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**Parent/Guardian**

**Date**

## MEDIA AUTHORIZATION:

I hereby give permission for my child's name and image to be used in the promotion or media coverage of Day Camp activities. Including the YMCA Website, Facebook, Videos and Newspaper Ads.

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**Parent/Guardian**

**Date**

## 2020 Summer Camp Payment Agreement

We are thrilled that you have chosen to enroll your child for Day Camp 2020! To ensure proper communication, we have outlined our policy related to summer camp payments. If you have questions please feel free to contact us at 309.647.1616.

### PLEASE READ CAREFULLY

1. All past due accounts must be brought to a \$0 balance prior to sign up.
2. Payments for camp are due the Thursday prior to the start of camp. For example if you sign up for the week of July 6-10, then your camp balance is due on July 2nd. You are also welcome to pay the camp balance any time prior to the due date.
3. If you wish to cancel your child's enrollment, notification in writing must be sent 14-days prior to the start of the registered camp week.
4. To receive the member rate for summer camp, your child must be a current YMCA member from the date of registration through the camper's last day of camp.
5. A \$10 program fee will be charged when a child is registered After Thursday 6pm for the next week.
6. There are no credits or refunds for missed days.
7. Payment Options:
  - Bank Draft your camp fee
  - Pay in person check, cash, debit or credit card
  - Pay over the phone with a debit or credit card 309.647.1616

Mail check: Canton Family YMCA Day Camp 1325 E. Ash Canton, Illinois 61520

I have read and understand the above statements. I fully understand my responsibility for payment of my child's camp fees. I also understand that my child may be released from the camp program if I have not met my financial obligations. Return this form along with your camper's registration information, signed bank draft form, and signed attendance schedule.

Child(ren) name: \_\_\_\_\_

Parent's  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_







FOR YOUTH DEVELOPMENT  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

**To all YMCA Child Care Program Participants:**

The Canton Family YMCA requires automatic Bank Draft Payments for our Child Care Programs. The convenience of automatic withdrawal reduces the administrative time necessary to manage our YMCA program, maintaining reasonable fees and convenient service for our entire community. This form will be used for all child care programs and expires on 8/15/2020.

**Contact Information**

**When to Draft:**

Parent Name: \_\_\_\_\_  Weekly  Bi-Weekly  Monthly

Child(ren) Name: \_\_\_\_\_

Email: \_\_\_\_\_

**Automatic Withdrawal Information**

**Bank Draft Information (Please check one and attach a voided check)**

Checking Account  Savings Account

Bank Name \_\_\_\_\_

Routing/Transit Number (First set of Numbers) \_\_\_\_\_

Account Number (Second Set of Numbers) \_\_\_\_\_

Please continue to "When to Draft"

**OR**

**Credit/Debit Card Information**

Master Card  Visa  American Express  Discover

Card Number \_\_\_\_\_

Expiration Date \_\_\_\_\_

**ATTENDANCE SCHEDULE FOR DRAFT:**

Payments will be drafted the Thursday before the planned attendance

5 Day-(Monday-Friday)

3 Day

2 Days

\$100 Members

\$78 Members

\$52 Members

\$115 Potential member

\$84 Potential member

\$56 Potential member

**Child Care Payment Policy**

- I understand that if a payment is returned to the YMCA, a \$25 charge will be added to my account.
- The YMCA reserves the right to terminate child care upon non-payment of fees.
- I understand that this draft authorizes a perpetual payment from the above account and that the account will only be charged for days attended.

**I HAVE READ AND UNDERSTAND THE ABOVE TERMS AND DURATION OF THE AGREEMENT**

\_\_\_\_\_  
(PARENT/GUARDIAN SIGNATURE)

\_\_\_\_\_  
(DATE)

# ATTENDANCE SCHEDULE

Please check mark each week of camp you plan for your child to attend. A bank draft payment will be taken on the Thursday before that week of camp, unless other arrangements have been made with the Youth Development Director.

Week 1: June 11-12

Week 6: July 13-17

Week 2: June 15-19

Week 7: July 20-24

Week 3: June 22-26

Week 8: July 27-31

Week 4: June 29- July 3

Week 9: August 3-7

Week 5: July 6-10

Week 10: August 10-14

## ATTENDANCE SCHEDULE FOR DRAFT:

Payments will be drafted the Thursday before the planned attendance

**5 Days-(Monday-Friday)**

**3 Days**

**2 Days**

\$100 Members

\$78 Members

\$52 Members

\$115 Potential member

\$84 Potential member

\$56 Potential member

My child's usual days and times of attendance will be:

**MONDAY**

**TUESDAY**

**WEDNESDAY**

**THURSDAY**

**FRIDAY**

Arriving at:

\_\_\_\_\_

Leaving at:

\_\_\_\_\_

Child(ren) name: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_