

Monticello Y-Zone Summer Camp 2020

Parent's Manual

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Facebook Messenger: Monticello Y-Zone Summer Camp or Monticello Y-Zone

CAMP CHECKLIST

Lunch

Refillable Water Bottle

Appropriate Clothing / Comfortable Shoes

Bug Spray / Sunscreen

Extra Set of Clothing

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Summer Camp Philosophy:

The philosophy of camp is to instill the greatest personal growth in the life of each individual who participates in the program. By promoting spiritual, mental, and physical challenges, we encourage the development of each individual's self-confidence and self-worth.

Summer Camp Goals:

- To provide children with new and progressive opportunities and activities that are physically and mentally challenging.
- To encourage children to develop skills that will allow them to build positive relationships with peers.
- To give children positive relationships with an adult role model.
- To provide opportunities to accept responsibility, develop leadership skills and a good self-image.
- To help youth appreciate and respect the earth and understand their responsibility for the stewardship of our global community.

Camp Rules:

All campers will be expected to follow these rules:

- Follow directions
- Keep hands and feet to yourself
- Stay in assigned areas
- Respect yourself, others, and counselors

GENERAL INFORMATION & POLICIES

Summer Camp Registration:

All campers must have a registration packet on file before starting camp. Priority will be given to those families who meet the following criteria:

- Camper(s) will attend five days per week
- Single-parent families with parent required to return to work outside of the home

Any available spots will be filled with campers on a first come, first serve basis.

NOTE: These guidelines may change in July or August, when we anticipate an increase in number of campers allowed.

Camper Capacity:

Approximately 20 – 25 campers and three counselors will be allowed daily. (Illinois Department of Public Health will provide us with the number allowed.)

Camp Hours:

Summer camp runs from 8:00 am – 4:00 pm. If you wish to pick up your child before 4:00 pm, you must make arrangements with camp staff. To serve the needs of working parents we offer extended hours at no additional cost. Pre-care hours are 7:00 am – 8:00 am. Post-care hours are 4:00 pm – 6:00 pm. There will be a \$5.00 charge for every 5 minutes your child is not picked up after 6:00 pm. Also, please note that children are not allowed to be dropped off before 7:00 am.

Camp Location:

Camp will be located at Monticello Christian Church (1699 N. State St., Monticello). The only time campers will not be at the church is on field trip days. Morning drop-off and evening pick-up will *always* be at Monticello Christian Church. The Monticello Christian Church has “No Firearms” signs located on the church entrance doors and we ask all parents / guardians to abide by the Illinois State of Police posting.

Staff Safeguards:

Staff will adhere to strict personal health guidelines, set forth by the CDC, IDPH and Y-USA. This will include:

- Wearing a facemask for check-in/check-out process, but not required to wear one when confined with only camp.
- Regular hand washing and/or hand sanitizing
- Staff will also practice social distancing, unless attending to a camper to assist with an activity or to tend to an injury.

Upon arrival staff will have their temperature taken each day. Any staff with a temperature of 100.4 or higher will not be allowed to work. Staff will also have the following questions asked of them. If they answer yes, they will not be allowed to work.

- Have you or anyone in your house traveled to another country in the last 14 days?
- Have you been in contact with someone under investigation for, or with a confirmed case of coronavirus?
- Have you or a family member been instructed to self-quarantine?
- Are you experiencing symptoms of illness? If so, what symptoms?

Ensuring Camper Safety:

Upon arrival each child will have their temperature taken. Anyone with a temperature of 100.4 or higher will not be allowed to stay in the program. All parents will review the following questions each time they drop off their child. If they answer yes to any of the questions, the child **will not** be allowed to stay.

- Have you or anyone in your house traveled to another country in the last 14 days?
- Have you been in contact with someone under investigation for, or with a confirmed case of coronavirus?
- Have you or a family member been instructed to self-quarantine?
- Are you or your child experiencing symptoms of illness? If so, what symptoms?

ALL SCREENING QUESTIONS AND TEMPS WILL BE LOGGED FOR STAFF AND CHILDREN.

Arrival Procedures:

Morning drop-off is between 7:00 – 8:15 am. The front north door at the church will be used for morning drop-off. Please remain in your car until greeted by camp staff. Every child must be signed in with our staff.

The following protocols will be in place at all times during arrival:

- Parents must stay in their car at all times
- After questions have been acknowledged and temperature verified, staff will sign child into camp
- Camp staff will open car doors to let children out. Staff must wear gloves.
- Childcare staff will escort child to bathroom to wash hands as soon as they arrive.
- All staff wash hands once check-in is over and sooner as needed. (Staff should refrain from touching their face.)

Departure Procedures:

Evening pick-up is between 4:00 – 6:00 pm. If you wish to pick up your child(ren) before 4:00 pm, you must make arrangements with camp staff. Every child must be signed out with our staff.

Only persons authorized in writing, by the parent/guardian, may pick up a child(ren). This is for the child's protection. Staff will check for a picture I.D. and written authorization on all persons unfamiliar to them. Anyone without proper authorization will not be allowed to take a child from site. Parents will be called immediately if this occurs.

The following protocols will be in place at all times during departure:

- Camp staff will work check-out. Must wear gloves
- Parents will remain in their vehicle.
- Once ID is verified, camp staff will radio staff with campers to ask for child to gather belongings and come outside.
- Staff will then sign child out for the day.

Payment Information:

The cost is \$36 per day OR \$175 per week with a 10% discount for 2nd child (and 3rd, 4th, 5th). Field trips, transportation, etc. may require additional costs. Parents will be notified ahead of time when additional money is necessary.

Transportation:

Summer 2020 field trips may or may not happen. We will have to wait on a decision until we see how COVID-19 continues to evolve.

On field trip days we will be using the Piattran or Clinton Community YMCA bus for transportation. There is no additional cost for transportation as Monticello Y-Zone will be covering that cost for all campers. All campers must be on file with the Piattran by completing the Rider Intake Form included in the Summer Camp Registration Packet.

Social Distancing:

Camp staff will do our best to find daily activities that will help naturally adhere to social distancing guidelines.

WHAT IS SOCIAL DISTANCING: Defined by the CDC, as ensuring at least six feet of distance between program participants.

Kids are kids: We know keeping them apart all day every day will be a challenge, so we are putting in place some safeguards to practice proper hygiene to reduce the spread of any germs.

Monticello Y-Zone Hygiene Practices:

Equipment Sanitization: Camp staff will clean equipment used throughout the day immediately following use by campers. Additionally, any materials used during camp will be cleaned and disinfected at the end of each day using approved cleaning agents.

Frequent Hand Washing: Camp staff and campers are required to properly wash hands every 60-90 minutes, or immediately following an activity. This will also allow time for camp staff to disinfect items used in the previous activity.

Medicine Policy:

If your child requires medication, it is vital that you complete the medication form provided on the back of the registration form. All medications must be given directly to the camp staff in the ORIGINAL PRESCRIPTION CONTAINER. Medicines are kept in a locked box during camp. Camp staff are trained in first aid and CPR.

Illness:

Children should not be sent to camp if they have any of the following symptoms 24 hours prior to arrival. Children must be symptom free without medication for 24 hours before returning to camp.

- FEVER: if over 100 degrees or accompanied by other symptoms such as vomiting, diarrhea, etc.
- RESPIRATORY PROBLEMS: Severe congestion or unexplained wheezing.
- VOMITING AND/OR DIARRHEA: which occurs more than once or is accompanied by other flu-like symptoms.
- RASH: if the cause of the rash is unknown or if the rash is not being treated, or if rash is known to be contagious.
- CHICKEN POX: or other communicative diseases.
- HEAD LICE: must have approval from Health Department (free of charge) if child has missed camp due to head lice. Random checks may be done at the discretion of Camp Staff for your child's safety.

If a child becomes ill at camp, the camp staff will call the parent of the child based on contact information listed on the registration form and/or health form. A child who is vomiting will not be kept at camp for any reason.

Injuries:

If your child is injured during camp, the staff will take whatever steps necessary to obtain emergency medical care. These steps may include, but are not limited to the following:

- Attempts to contact parent or guardian.
- Attempts to contact any person listed as emergency contacts.

- Contact of ambulance or paramedic.
- Transportation of camper to the nearest emergency room in the company of a counselor.

The health and safety of each camper is a prime concern. Camp staff are trained in safety, First Aid, and CPR.

Clothing:

Children should wear comfortable, appropriate clothing. Shorts, jeans, sweat pants, t-shirts, raincoat or jacket (if weather dictates). We may go outside in the rain. **Please bring extra clothing every day.** Shoes should be sturdy and comfortable. Tennis shoes or sport sandals are recommended.

Lunch:

You will need to supply a lunch for your camper **EVERY** day. Campers will not have access to a refrigerator. Please pack non-perishable items in a lunchbox with ice packs. All lunchboxes must have your camper's name on it. **Along with lunch, a refillable water bottle must be brought daily!**

Sunscreen and Bug Repellant:

We request that parents bring four containers of spray sunscreen (spf 50 or higher) and one bug repellant (aerosol spray) the first week their child attends camp. This will be stored and used daily throughout the summer. The permission line on the health form must be signed allowing camp staff to administer sunscreen and bug spray. Let us know if your camper has special allergies to any sunscreens or bug sprays. We believe there is no such thing as too much sunscreen!

Items from Home:

All games, iPods, electronic toys, etc. should be left at home. Camp staff will put away any items which are brought to camp and deemed inappropriate for use in the program. **Cell phones are not permitted at camp.** If a parent needs to reach a child, please contact camp staff.

Discipline Policy:

Summer Camp has been developed to provide activities that are safe, creative, and fun for the campers. No child's behavior will be allowed to interfere with our right to enjoy being at camp. Praise and recognition of good behavior is built into our program. We believe that a camper who is kept busy focusing on positive behavior is much less likely to stumble "off the trail" into negative behavior. Consequences have been developed in order to help each child choose to behave appropriately. In order to guarantee all children in the program a safe, positive, and enjoyable climate, we utilize the following discipline policy.

- Warning
- Time Out - number of minutes to equal child's age.
- Time Out - in isolation from rest of group for up to 30 minutes.
- Removal from upcoming field trip
- Parent called, and child removed from camp for the day.
- Child suspended from camp for 3 days.
- Child suspended for up to the remainder of the summer.

Camp Staff will record incidents of behavior that warrant 30-minute time-outs. The Camp Co-Coordinator 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 or her own behavior, without involving the parent. We will not notify parents of time-outs given, unless asked. On the rare occasion that a physical restraint is warranted, one of the staff will be called over to handle the restraint in a nonviolent method, and the rest of the group will be removed from the situation entirely. In this incident, a detailed report will be filled out and a meeting will be held between the camp director and parents to determine the campers return to camp.

Refunds and credits are not given for days suspended.

Camp Activities

COVID-19 Programming Ideas

Individual Activities: reading, puzzles, Legos, arts/crafts, coloring, etc.

Partner/Small Group Activities: board games, card games, playing catch, kickball (only kicking), soccer (only kicking), etc.

Games, Songs, Etc.

This is the heart and soul of camp. Games that encourage teamwork, songs to brighten the day, and a general feeling of “WOW, this is FUN!” We will return your child to you at the end of the day dirty, tired and hungry. Camp is where memories are made!

Craft, Cooking and Reading Club

These activities will be included several times each week. They will include small group work as well as individual projects.

Field Trips

Summer 2020 field trips may or may not happen. We will have to wait on a decision until we see how COVID-19 continues to evolve.

Registration in the Summer Camp Program automatically grants permission for attendance on field trips. Weekly schedules will be provided to inform families of upcoming trips and any additional fees. Money should be brought on these days to cover any additional fees.

Items Needed to Ensure a Fun, Safe Summer

PPE: Hand sanitizer, latex (powder-free) gloves, face masks, etc.

Games/Activities: board games, playing cards, puzzles, coloring books

Prizes for Games: candy, small prizes, gift certificates, etc.

Treats/Snacks: healthy snacks, ice cream treats, popsicles, etc.

MONTICELLO Y-ZONE (CLINTON COMMUNITY YMCA) COVID-19 RESPONSE PLAN

If the infected individual with confirmed or suspected COVID-19 spent minimal time (i.e. 10 minutes or less) in close contact with those in the childcare facility, the camp may consider closing for 2-5 days to do a thorough cleaning and disinfecting and to continue to monitor for ill individuals.

Returning to a childcare facility after suspected COVID-19 symptoms:

If a staff member or child has symptoms of COVID-19 or is a close contact of someone with COVID-19, they can return to the childcare facility if the following conditions are met:

- If an individual is diagnosed with COVID-19, they must remain out of the facility for a minimum of 7 days after the onset of first symptoms. They may return under the following conditions:
- If you had a fever, **3 days after the fever ends** (without fever reducing medication) AND you see an improvement in your initial symptoms (e.g. cough, shortness of breath); or If you did not have a fever, 3 days after you see an improvement in your initial symptoms (e.g. cough, shortness of breath); **OR** If an individual believes they have had close contact to someone with COVID-19 but are not currently sick, they should monitor their health for fever, cough, and shortness of breath during the 14 days after the last day they were in close contact with the sick person with COVID-19. **They should not go to work or school and should avoid public places for 14 days.**

Parent's Financial Agreement

Parents will be required to have a card on file and payments will be auto-deducted (unless special circumstances apply). Staff will not accept cash except for field trip fees. Children will not be allowed to attend camp without payment. There will be a \$5.00 charge for every 5 minutes a child is not picked up by 6:00 pm. Parent/guardian is responsible to pay all activity fees for special field trips before the trip. A notice will be posted in advance of trips. **Fees must be paid in cash to camp staff.** A child may not be able to attend the field trip if activity fees are not paid.

The YMCA will actively pursue receipt of any balance left unpaid after a child's withdrawal from the program. In the event an account is past due, it may be turned over to a collection agency. If an account is not paid in full and this account is turned over to a collection agency and/or attorney, then parent/guardian will be responsible for fees necessary for the collection of the delinquent account including, but not limited to, collection agency fees of 50% of the balance due and costs of attorney's fee of 33% of the balance.

Clinton Community YMCA

Address: 417 S. Alexander St., Clinton, IL 61727

Phone: (217) 935-8307

Email: info@clintoncommymca.org

LICENSE EXEMPT STATUS:

The Clinton Community YMCA's Summer Camp program is not licensed or regulated by the State of Illinois Department of Children and Family Services.

Monticello Y-Zone Summer Camp Schedule

Week 1	July 6 – July 10
Week 2	July 13 – July 17
Week 3	July 20 – July 24
Week 4	July 27 – July 31
Week 5	August 3 – August 7
Week 6	August 10 – August 14
Week 7	August 17 – August 21

Summer Camp Schedule is subject to change