

Clinton Community YMCA CAMP OSAGE PARENT'S MANUAL

417 S. Alexander St. * Clinton, IL 61727 * (217) 935-8307
Visit our WEB Page: www.ClintonCommYMCA.org

Coordinator Contact Information

Name	Phone Number	Email
Lukah Case	217-299-3063	lukah.r.case@gmail.com
Maddie Stevens	217-619-6379	maddiejstevens@gmail.com

Mission statement: To put Christian Principles into practice through programs that build healthy Spirit, Mind, and Body for all.

CAMP CHECKLIST

Lunch
Good Attitude
Appropriate Clothing
Bug Spray, Sun Screen
Comfortable Shoes,
Extra shirt/shorts,
Swim Suit, Towel

TABLE OF CONTENTS

Welcome Letter.....pg. 2
Camp Philosophy & Goals.....pg. 3
Camp Arrival & Departure Procedures.....pg. 4
Medicine/Illness Policy.....pgs. 5-6
What to bring/Not to bring.....pgs. 6-7
Discipline procedures (see separate packet)
Camp Activities.....pgs. 8-10
Camp Theme/Payment Schedule.....pg. 10
Financial Agreement.....pg. 10

**FORMS TO BE RETURNED: HEALTH HISTORY FORM &
PICK-UP AUTHORIZATION CARD**

**PLEASE READ ENTIRE PACKET.
SAVE THIS GUIDE TO USE AS A REFERENCE THROUGHOUT CAMP**



**FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

Dear Parents,

We would like to welcome you to another fantastic summer of Camp Osage! If this is your first time with us for camp, we're glad you're here! Your child is going to have an amazing summer filled with all sorts of fun! This summer we want to stay true to what it means to be a Camp Osage camper by representing and exercising the YMCA values: CARING, HONESTY, RESPECT, & RESPONSIBILITY & FAITH.

Though we are bringing back many old activities that once made camp thrive, we are also keeping some of the newer aspects of camp from last summer. Also, like past summers, the newsletters and schedules will be handed out on Friday in the Community Room. This will keep you informed to what the schedule will entail for each week.

We have an amazing group of people lined up to work this summer. Each is committed to your children, and to making this summer even better than the last. Some staff are returning counselors, while others are completely new to camp this summer. Our new staff is very eager to get this summer started and help make lasting memories for all.

To introduce ourselves, our time with the YMCA began when we participated in youth sports. Between the two of us, we were involved in volleyball, softball, basketball, and soccer. Through participating in these sports, we learned respect, honesty, responsibility and caring traits which are all still valuable to our YMCA's programs and our current lives today. Maddie began working with Camp Osage four years ago and has been part of the staff ever since. Lukah began working at Camp Osage in the summer of 2020 and can't wait to return for another great summer. We are very excited to take on this new role and we are dedicated to make camp a safe, fun, and memorable place for all of our campers and our staff.

On behalf of camp staff, we are truly excited to see what this summer has in store, and we hope you and your child feel the same! Get your bug spray packed, find some old clothes that can get dirty, warm up your singing voices, stretch your muscles, and get ready for a summer to be remembered!

Lukah Case & Maddie Stevens, Camp Osage Coordinators

CAMP OSAGE PHILOSOPHY - The philosophy of Camp Osage 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.

CHARACTER DEVELOPMENT - The Camp Osage Staff has joined with YMCAs around the world in our emphasis on Character Development. The initiative is a recommitment that Camp Osage will promote the following core values- CARING, HONESTY, RESPECT, RESPONSIBILITY & FAITH. Our staff is trained how to teach and encourage these specific values in their work with children.

CAMP OSAGE GOALS - Our camp goals are:

- 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, and give service to others.
- 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:

- Be Responsible
 - Being responsible at camp may look like: being quiet in common places of the YMCA and other venues, keeping track of belongings from home, and making responsible choices during free-time.
- Be Safe
 - Being safe at camp may look like: using materials for their intended purpose, staying with the group, keeping hands, feet, and other objects to themselves, and using safe and appropriate language among campers and staff.
- Be Respectful
 - Being respectful at camp may look like: using respectful language towards peers and staff, respecting materials and

spaces, following directions the first time, and listening to others.

PARENTS TO DO LIST:

- Go to the YMCA courtesy desk to pick up a registration form for Camp Osage or download a form on the website. Consent and medical forms are on the registration form and both need to be filled out.
- Read the Parent Manual thoroughly
- Sign and turn in the discipline procedure information
- Complete Pick-up Authorization Form
- Complete Financial Assistance if eligible
- Help us stock up our Bug Spray & Sunscreen!
- Be on the lookout for information regarding a parent meeting on May 21st.

GENERAL INFORMATION & POLICIES

CAMP HOURS - Camp Osage runs from 8:00-4:00 P.M. To serve the needs of working parents we are offering extended hours this summer. **Pre care** begins at 7:00 am & **Post-care** hours are 4:00 P.M. - 6:00 P.M. **There will be a \$5.00 charge for every 5 minutes your child is not picked up after 6:00 P.M.** Children cannot be dropped off before 7:00 A.M.

CAMP LOCATION - Camp starts at the Clinton Community YMCA at 7:00 A.M. with pre-care. At 9:00 A.M., we will gather together and go to our designated site for the day. A schedule of the week will be posted on the door of the South Entrance (near the bus). This will help you know our location(s) for the day.

ARRIVAL PROCEDURES - We will still offer a convenient curbside drop-off service that allows you to pull right up to the south door (by the bus) in the upper (south) parking lot and sign your child(ren) in with our staff. Drop-off is between 7:00-9:00 A.M. However, if your child's name is not on the pre-paid list or if your account is not set-up for auto-deductions, you will need to go inside to the front desk and pay for the day before signing your child

in. **Parents must escort children arriving after 9:00 A.M. to the site listed on the schedule for the day.**

DEPARTURE PROCEDURES - If you wish to pick up your child before 4:00 P.M., you must leave a note with the front desk staff or one of the camp counselors to make arrangements.

Only persons authorized in writing, by the parents, may pick up a child. 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. To pick up your child, please park in the YMCA south lot near the bus and come into the Community Room at the YMCA to sign your child out.

PAYMENT – If you need financial assistance, please see the courtesy desk for the options available. Regular fees are: YMCA Member - \$37.00/day or \$185.00/week. Program Participant (non-members) - \$53.00/day or \$265.00/week. There will be a 10% discount for 2nd child (and 3rd, 4th, 5th...) Only one type of discount applied per family.

* If you need help paying for child care, you may qualify for the State of Illinois Child Care Assistance Program (CCAP). Information and forms can be found at <https://www.ccrn.com/>

LICENSE EXEMPT STATUS:

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

ABSENTEEISM – There will be no refunds or credits given if paying ahead. However, we appreciate you letting the front desk/camp staff know if your child will not be coming. Full weeks may be transferred, but single days may not be credited.

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. A child who is unable to participate in activities (due to an injury) should not be sent 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 sheet and/or health history 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.

ITEMS FROM HOME - All games, iPods, electronic toys, etc., should be left at home. Keeping the YMCA's mission in mind, counselors will put away any items which are brought to camp and deemed inappropriate for use in the camp program. ***Cell phones are not permitted at camp.*** If parents need to reach a child, please contact the YMCA first and staff will be notified.

CLOTHING - Children should wear comfortable, appropriate clothing. Shorts, jeans, sweat pants, T-shirts, sweatshirts, raincoat or jacket if weather dictates. **We do go outside in the rain. Please bring extra clothing every day.** Shoes should be sturdy and comfortable for walking. **Please do not allow your child to wear flimsy sandals or "flip-flops" to camp.** Tennis shoes or sport sandals are recommended. Your child must be in shoes with a heel strap on back. If your child comes to camp wearing inappropriate footwear, parents will be called to bring other shoes.

LOST & FOUND - The YMCA is not responsible for lost articles. Do not allow your child to bring valuable or treasured items to camp. Any money brought to camp is the responsibility of the child. A Lost & Found area will be maintained. **Please place your child's first and last name on all personal items.** The lost & found table will be located in the Community Room. Lost & found items will be donated to a thrift store at the end of every month.

RAINY DAYS - Camp goes on rain or shine. Campers will be expected to participate in activities regardless of weather (dress accordingly). In case of severe weather warnings, campers will return to the YMCA. The Courtesy Desk at the Clinton Community YMCA will be notified of any changes in schedule. You may reach the Courtesy Desk at 217-935-8307.

SAFETY - The health and safety of each camper is a prime concern. Counselors are trained in safety, First Aid and CPR. Our counselors place an emphasis on preventative safety and supervise activities closely. The Clinton Community YMCA is a "No Firearm" facility and firearms are strictly prohibited on the premises.

Staff Background Check:

The facility's which Camp Osage uses complies with the background check and clearance procedures through Illinois Department of Human Services CCAP currently available for license exempt CCAP providers. The YMCA does not hire any staff or volunteer who does not receive a clearance following the IDHS background check.

LUNCH & SNACK – You will need to supply a lunch for your camper **EVERY** day. If a lunch is not supplied, staff will call and work with you to arrange a plan for their lunch for the day. We **will not** be doing Wednesday lunches this year as in past summers, but we will be periodically "cooking" some snacks with the campers. Along with lunch, please pack healthy

snacks and plenty of fluids. A snack time is built into the daily schedule, parents are responsible for packing both a morning and afternoon snack. Water and sports drinks are the best to drink. Soft drinks (pop/soda) are not permitted at Camp Osage. **A refillable water bottle must be brought daily!** We are very active at Camp Osage. Children will eat more and drink more during the summer. 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.

BUG REPELLANT AND SUN SCREEN - We request that parents donate two containers of bug repellent (aerosol spray) and sun screen (spf 50 or more) 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 counselors to administer sunscreen and bug spray. Let us know if your camper has special allergies to any sunscreens or bug sprays. We lather the campers up first thing each morning and periodically throughout the day. We believe there is no such thing as too much sunscreen!

CAMP ACTIVITIES

GAMES, SONGS, AND OTHER COOL CAMP STUFF - 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! Your job will be to clean 'em up, feed 'em, and put 'em to bed! One more thing, please listen to the stories your child will want to share with you. Camp is where memories are made. Let them share these memories with you.

SWIMMING - We will swim on scheduled days at the YMCA and during other times at outdoor pools. Swim lessons will no longer be provided at camp, however we will still work on improving your child's swimming skills during open swim. **Campers should bring swimsuits and towels every day.** Goggles are not provided, so campers will need to bring their own.

FIELD TRIPS & SPECIAL EVENTS - Special activities and trips are planned each week. Registration in the Camp Osage program will automatically grant permission for attendance on field trips. Weekly schedules will be provided to inform families of upcoming activities and any additional fees.

Field trips will typically be scheduled two weeks in advance. Parents may be asked to cover cost of field trips. If you need assistance, let us know. Please see weekly newsletters for more information concerning field trips and events. Campers can also bring concession money for **some** of the field trips, we are limiting this to \$5. Information for field trip requirements can be found in the discipline handbook.

ARTS, CRAFTS, COOKING, MUSIC, & READING - These activities will be included several times each week. They will include small group work as well as whole camp projects. The fine arts will be more represented this summer!

JR HIGH CAMPERS/LEADERS IN TRAINING –

The Y Mission statement is to put Christian principals into practice through programming that builds spirit, mind, and body. The Leaders in Training have a similar mission statement. The LIT program is to **EXPOSE** young teens of the value of leadership, **EQUIP** them to lead with Christian principles, and let them **EXPERIENCE** leadership through active roles at camp.

The L.I.T.'s will enjoy fun bonding experiences with other young teens through games and activities. They will have the opportunities to learn about leadership and meet leaders in their own community. We look forward to having a fun filled summer learning and growing together.

The goals for the L.I.T. Campers are to:

- **Discover:** the basics of leadership
- **Grow:** in the understanding of the 5 Y character values and how they apply to leadership.
- **Lead:** by putting leadership skills into action



KEEP THIS SCHEDULE FOR REFERENCE ALL SUMMER!

Clinton Community YMCA Camp Osage

Payment Schedule for Camp Osage 2022

Dates of camp:	
Week 1	June 6 – June 10
Week 2	June 13 – June 17
Week 3	June 20 – June 24
Week 4	June 27 – July 1
Week 5	July 5 – July 8 **No Camp on July 4 th **
Week 6	July 11 – July 15
Week 7	July 18 – July 22
Week 8	July 25 – July 29
Week 9	August 1 – August 5
Week 10	August 8 – August 12

Only children who are registered and paid will be allowed to participate in camp.

If you have a monthly parent co-pay (through Child Care Resources or Public Aid) divide the monthly amount by 4 (the number of weeks in a month) and pay weekly – i.e. Monthly Parent Co-pay of \$40.00 should pay \$10.00 per week on the dates scheduled above.

If payments are not in by the date listed, your child will lose his or her spot for that week and will not be allowed to participate in camp.

In the event that you wish to have your child attend camp and the **pay date for that week has passed, a \$5 late fee per child will be charged along with the regular camp fee** only on the following conditions – You are not carrying an outstanding balance, there is room for your child, and permission is granted from the Camp Director.

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. Children will **not** be allowed to attend Camp Osage without payment.

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.

There will be a \$5.00 charge for every 5 minutes a child is not picked up by 6:00 p.m. (the close of camp).

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. Child may not be able to attend the field trip if activity fees are not paid.