

# Monticello Y-Zone Summer Camp 2023 Parent's Manual

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## **CAMP CHECKLIST**

Lunch

Refillable Water Bottle

Appropriate Clothing / Comfortable Shoes

Bug Spray / Sunscreen

Extra Set of Clothing

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***PLEASE READ ENTIRE PACKET.***

***SAVE THIS GUIDE TO USE AS A REFERENCE THROUGHOUT CAMP.***

Dear Parents,

We would like to welcome you to another fantastic summer of Y-Zone Summer Camp! If this is your first time with us for camp, we are 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 Y-Zone Summer camper by representing and exercising the YMCA values: CARING, HONESTY, RESPECT, & RESPONSIBILITY & FAITH.

We are bringing back many old activities from the previous summers, along with many new. Weekly schedules will be made available to 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. Our counselors are all current or former staff of our before and after school program and/or Summer Camp. Our 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 the Y Zone program started up in Monticello at the beginning of the 2018/2019 school year. We have both been involved with the program since it began. Once again we are thrilled Josi is returning as a co-coordinator for the Y-zone summer camp. Josi has been working with kids since she was 13 and is currently working towards a degree in Early Childhood Education. I have a 15 year old daughter who is a sophomore in high school and have also been working with kids since I was a teenager. In addition to Y-zone I have been working at White Heath Elementary for 7 years as a cook. I've also been involved with girl scouts, coaching, and other various activities. Josi and I love working together as co-coordinators and we are dedicated to making 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 sunscreen 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!

Katlyn Myers & Josi Miller, Monticello Y-Zone Camp Coordinators

## **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 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 = 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 Lincoln Elementary School. Morning drop-off and evening pick-up will *always* be at Lincoln School. Lincoln School has “No Firearms” signs on located on the school entrance doors and we ask all parents / guardians to abide by the Illinois State of Police posting.

## **Arrival Procedures:**

Morning drop-off is between 7:00 – 8:15 am. The south gym door at the school will be used for morning drop-off. Every child must be signed in with our staff.

## **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.

## **Doorbell/ Locked Door Policy:**

The doors will remain locked at ALL times. There is a doorbell located to the right of the main doors. If nobody answers the door please call our on-site cell number at 217-308-2713.

## **Payment Information:**

The cost is \$37 per day OR \$185 per week. Field trips, pool days, transportation, etc. may require additional costs. Parents will be notified ahead of time when additional money is necessary.

## **Transportation:**

On field trip and pool days we maybe using Piattran, Clinton Community YMCA vans, or Monticello bus / vans 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 Piattran by completing the Rider Intake Form included in the Summer Camp Registration Packet.

## **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. Each camper will be assigned a cubbie, so they will be able to leave extra clothes/ shoes at camp.

### **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). We have plenty of left over bug spray, so we are not requesting it at this time. 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 will lather the campers up first thing each morning and periodically throughout the day. 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.

## **Camp Activities**

### **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!

### **Crafts and Cooking**

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

### **Swimming**

We will swim on scheduled days (2 times a week) at the Monticello Family Aquatic Center. Campers should bring swimsuits, towels, goggles, and swim vests on those days.

### **Field Trips**

Special field trips are planned each or every other week. 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.

## **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](mailto: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.

**Staff Background Check:**

The facility which Y-zone 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 18 or older who do not receive a clearance following the IDHS background check.



## Monticello Y-Zone Summer Camp Schedule

Week 1	May 30 <sup>th</sup> – June 2 <sup>nd</sup> (Y-Zone Extreme Days)
Week 2	June 5 – June 9 (Official Camp starts)
Week 3	June 12 – June 16
Week 4	June 19 – June 23
Week 5	June 26 – June 30
Week 6	July 3 – July 7 (Closed July 4)
Week 7	July 10 – July 14
Week 8	July 17 – July 21
Week 9	July 24 – July 28
Week 10	July 31 – August 4
Week 11	August 7 – August 11