

WELCOME TO THE CLINTON FAMILY YMCA SUMMER DAY CAMP PROGRAM!

MISSION & PHILOSOPHY

This parent handbook provides valuable information about your child's activities, the program's philosophy, policies, and general information about our program. You may refer any questions regarding this handbook to the Program Director Kelsey Martin (Contact information is on page 15).

YMCA MISSION STATEMENT

We put Christian principles into practice through programs that build healthy spirit, mind, and body for all.

PHILOSOPHY YMCA

YMCA day camp programs foster each child's cognitive, social-emotional and physical development through opportunities and experiences which focus on achievement, relationships and belonging. It is our belief that each child is a unique individual with his or her own rate of development. Our goal is to introduce children to as many positive experiences as possible that will assist in the development of individuality in each child and encourage an awareness of themselves and others.

The planning of each activity is offered in a physically and emotionally safe environment consistent with evidence-based principles of youth development. Each child is encouraged to develop at his or her own unique rate by encouraging skill development and leadership opportunities. Through the Y's day camp program, campers participate in fun and educational activities that help them with:

- **ACHIEVEMENT** – Learn and master skills that help them realize their passion,

talents, and potential

- **RELATIONSHIP** – Build friendships with new friends and staff adding to their well-being
- **BELONGING** – Help them feel like they belong so they feel safe, welcome, and free to express their individuality

We are partners in your child's development. We aim to provide opportunities to strengthen the family unit and give the family and the YMCA the opportunity to work, play, learn and thrive together.

Finally, the YMCA collaborates with other organizations which are committed to serving the needs of all children and families. It's through these collaborations, a strong youth development focus and intentional program assessment that the Y delivers consistent quality programs.

ADMISSIONS

The program shall be open to children ages 5–12 who attend school during the regular school day and are toilet trained FULLY. If three toilet accidents occur, it will be determined that the child is not fully toilet trained and then he/she will be dismissed from the program.

ENROLLMENT

Applications will be accepted on a first come, first serve basis and should be accompanied by a non-refundable registration fee of \$25.00. The YMCA Summer Day Camp program will be staffed to maintain a child-staff ratio of 10:1. A waiting list will be taken after the limit is reached until a vacancy occurs.

SPECIAL NEEDS

If your child has special needs, please contact the Y so that we can set up a time to talk before the child begins attending our program. We welcome all children at the Y, however, we do not have the capacity to provide one-on-one staffing support and attention. This meeting is designed to exchange

information to make sure we can accommodate your child's needs within our staffing capabilities. We want to see that the family's needs and expectations are met. We encourage open dialogue about what works, and what doesn't, for your child.

TRAINING

All staff will receive at least 15 hours of ABC certified training annually. All year-round staff are certified in Adult & Pediatric CPR/AED/First-aid.

TUITION

There is a \$25 Non Refundable Registration Fee (\$20 per sibling)

Weekly Rate for Members: \$100

Weekly Rate for Non-Members: \$110

\$10.00 per week discount for second child

You will be responsible for paying every week of our summer session. However, your child will be allowed one week (5 consecutive days Monday-Friday) of vacation with no payment, IF you need it. This week must have been marked on your payment contract at time of registration to not be charged.

***If you are in default of your payment contract without prior arrangements, child care services will be terminated immediately. Payments should be made at the main building or set up through automatic draft. If you cannot pay on time, please contact Patti Nelson or Laura Martin at the YMCA FRONT DESK (864-833-1555) prior to your due date for possible arrangements for payment.*

*** Field Trips and special events are not included in weekly tuition; we will contact you for additional cost prior to the scheduled trip or event.*

SUMMER CAMP COMMUNICATION

If you need to get in contact with us for any reason during center hours (7:30 AM - 5:30 PM) call (864) 938-4822. During hours when the center is closed or for non-emergency issues, we use PlayerSpace as our primary method of

communication. Step by step instructions on how to set up your PlayerSpace profile will be sent to your email, and you must respond to the email within 48 hours.

Please Sign-up for PlayerSpace Immediately and download the App on your phone to ensure you stay up to date on everything you need to know!

SC CHILDCARE SCHOLARSHIP PROGRAM

The Childcare Scholarship Program (formally known as the SC Voucher Program) makes childcare more affordable for families by making all or a portion of provider payments directly to childcare providers so parents can work or attend school or training.

To learn more about the SC Childcare Scholarship Program or to find out if you qualify call the SC Childcare Scholarship program at 1-800-476-0199 or visit their website scchildcare.org.

If you are a SC Childcare scholarship recipient, you are responsible for paying any difference between your weekly rates and what SC voucher pays, as well as the weekly client fee, if applicable. Daily Attendance will be recorded and reported to the SC Voucher Program. If your child is absent for any reason you must notify the Childcare Director prior to their absence or within 24 hours from the date of their absence.

DROP OFF & PICK UP

All children will be dropped off at the Childcare Center next to the YMCA at 108 YMCA Dr. You are expected to pick up your child by 5:30 pm during summer day camp. For the safety of your child, children will not be released to anyone who is not on PlayerSpace. You must add someone to PlayerSpace if they will pick up your child even for an isolated occurrence. A photo and code word can be added in PlayerSpace.

What if I am late picking up my child?

We understand unavoidable situations may arise. If you find that you are going to be late, please call immediately to let us know so neither staff nor your child will worry.

If you have not arrived by closing, staff will notify the person(s) who typically pick the child up. After waiting for 10 minutes past closing time, staff will call the child's emergency contact to pick up the child. If staff has waited an additional 30 minutes and you have made no contact, proper authorities will be called.

You will be required to pay an additional fee of \$20 for each 10-minute increment past closing time, beginning at 5:31 PM. Any late-fee charges must be paid before your child can return. If you are late three times with no phone call, your child will be terminated from the program.

CUSTODY ARRANGEMENTS

For families with specific custody arrangements- court documents must be provided to the Camp Director in order to ensure children are only picked up by authorized parents or guardians. These court documents remain confidential and ensure your child's safety. The YMCA is only able to deny access to a parent or legal guardian with proper court documents in place- it is imperative that you provide these documents before your child begins attending Summer Day Camp.

HOURS OF OPERATION, HOLIDAYS, & UNFORESEEN CIRCUMSTANCES

Day Camp Summer Sessions June 3- July 31, 2024

Monday-Friday

7:30 AM - 5:30 PM

DAY CAMP PROGRAMS WILL BE CLOSED ON THE FOLLOWING DAYS:

- Thursday, July 4

The program will make every attempt to remain open. However, it reserves the right to close based on licensing recommendations and the safety of the children in our program. Unforeseen closings will be posted via PlayerSpace.

WHAT TO BRING

- A CLEAR Backpack or bag to keep your items in
- A water bottle
- A lunch (we allow food that needs to be refrigerated and food that can be heated in the microwave. Please see Nut-safe policy on page 8)
- Tennis shoes are required (Please NO sandals or Crocs for safety reasons)
- Bathing suit, towel, and water shoes/flip flops to change into (On designated water/swim days)
- Sunscreen/Bug Spray

WHAT NOT TO BRING

- Toys
- Permanent Markers
- Pillows/blankets
- Weapons of any kind (knife, gun, lighter, tools, sharp objects)
- Vape
- Electronics of any kind!

Your child bringing any of the above item(s) can result in suspension and possible expulsion from the program. This decision is at the director's discretion.

PERSONAL BELONGINGS

Please write your child's name on EVERYTHING. Please keep valuable items at home. We will not be responsible for lost or missing valuables brought to camp. All belongings are the responsibility of the camper and should be kept in a CLEAR tote bag or backpack. Lost items will be displayed at pick-up time, check through these items periodically. Unclaimed lost and found items will be donated to local charities at the end of the summer.

SCREEN-FREE CAMP

Camp is a screen free and cell phone free zone. Cell phones, iPods, etc., become disruptive to camp life and distract from camp experience. If a cell phone, iPod, gaming system, smart watch, etc., comes to camp it will be collected and placed in the supervisor's possession until pick up. If brought inside the center, it is your child's responsibility to check in and check out their electronic each day. Staff will not be responsible for reminding campers about electronics. Failure to check in an electronic could result in restrictions from camp activities. Please contact the camp supervisor in cases of an emergency or if you need to get in contact with your child. We are not responsible for lost or stolen items.

TRANSPORTATION/FIELD TRIPS

Transportation in the YMCA bus will be provided to children for field trips and other outings taking place in the YMCA summer camp program. All parents/guardians will review and sign off on approval for transportation while in YMCA care on the parent's agreement found in your child's registration packet. All transportation of children is pre-scheduled and you will be made aware in advance of all off site trips/transportation of your child. This will also include scheduled departure and arrival times. We ask that your child be at the center by 8:30am and we will do our best to get back by 4:00pm. We will notify you if the scheduled time changes for specific trips and activities.

SWIMMING

During any swimming activity a lifeguard will be present at all times and child care staff will also be actively supervising the children. Life jackets are provided for any child that is a non-swimmer. Permission slips are required for your child to take the swim test to be able to swim in the deep end of the pool. Please remember to send proper bathing suits, water shoes, and towels for your child on swimming days. Gym shorts, t-shirts, leotards, and regular clothing are not permitted in the pool.

FOOD

All children should bring a bag lunch for the noon meal daily. The YMCA summer day camp program will provide a light snack during the morning and afternoon. Microwaves are available for heating, if necessary. Our program will not serve sugar sweetened beverages. Sweet food items will be served no more than twice a week. Snacks will consist of 1% milk, fruit, vegetables, and whole grain snacks at least twice a week each. If your child has severe food allergies the YMCA childcare program may require you to provide snacks for your child that will be kept on site. This will be discussed with parent/guardian at time of registration.

*The Clinton YMCA Childcare center will implement a “Nut Safe” policy. This is a strategy to reduce the risk of exposure to life threatening foods for those with severe allergies. It is important to note that the safety of children with severe reactions requires the cooperation of the entire community. ANY products that contain peanuts/nuts will not be allowed in our childcare center. This includes lunches and snacks brought into our center. *

HEALTH AND SAFETY

Summer Camp staff will be certified in first aid and CPR. In case of a minor accident, the staff member in charge will supervise the care of the child or children involved. In the event of a serious medical emergency, the Summer Camp Director or appointed staff will telephone EMS for assistance and shall notify parents immediately thereafter. Parents are asked to keep all the information on their children’s medical forms complete and correct; and to notify the Summer Camp Site Director of any changes or special conditions that may affect their children’s participation in the Clinton YMCA Summer Day Camp Program

ACCIDENT, INJURY, INCIDENT, AND ILLNESS REPORT

Any time there is an accident involving your child, whether it is a behavioral incident or physical incident, all occurrences will be documented. These documents are confidential and are not to be discussed with other families. Our job is to protect all parties involved. When the center observes changes in a

child's health, a child experiences accidents, injuries or incidents, or is too ill to remain in the group, parents will be notified via written report or phone call based on the circumstance.

If it is a major incident, such as: head injury, broken bone, or severe lacerations, parents will be notified immediately. If it is a minor incident, such as: scratches, bruises, or bumps, parents will receive a report upon pickup at the end of the day.

MEDICAL MATTERS

Children should stay home if they:

1. Are feverish or have had a fever in the last 24 hours. Your child can return to childcare after they are fever-free for 24 hours without the use of fever-reducing medicine.
2. Have a persistent cough or sore throat
3. Have vomited or had diarrhea in the last 24 hours. There must be 1 day between when they last vomited or had diarrhea before they can return to Childcare.
4. Have pink eye or symptoms which might be pink eye
5. Have been on antibiotics for strep or other contagious infections less than 24 hours
6. Are not feeling well enough to participate in program activities

These standards apply for staff and volunteers as well

Please contact Center Director for specific questions about our programs exclusion policy regarding head lice, chicken-pox, ring-worm, rashes etc.

If your child exhibits obvious signs of being sick or unable to participate in program activities, we will call you or a listed emergency contact to pick them up from the center immediately.

Medicines

Prescription medication must be in the original container with the original label and current date attached. If you wish for us to administer prescription or over-the-counter medicine, we must have a doctor's order or medication form on file that indicates the dosage, the frequency, the name of the medicine and the symptom. These orders are valid for one full year. Medications must be signed in by the parent and the Director/appointed staff will complete the form upon administering the medication. We must have a signed parent's note if a child should be kept indoors or not allowed to participate in program activities.

FIRE/TORNADO/INTRUDER DRILLS

Fire drills will be conducted periodically to familiarize children with procedures and exits to be used in the event of a real fire. Tornado and intruder drills will also be held to familiarize students with the procedures to be followed.

SOCIAL RESPONSIBILITY DEVELOPMENT & DISCIPLINE

Just as Summer Day Camp staff members shall treat children with courtesy, dignity, and respect, so shall children be expected to obey the program's rules and regulations. Participation in Summer Day Camp is a privilege, not a right, and any child who is chronically disruptive despite staff members best efforts to work with him/her will be expelled from the program.

There will be no corporal punishment.

1. Verbal warning
2. Time out - 1 minute per age of child
3. Consult Director
4. 3 days suspension
5. Permanent expulsion

Praise and positive reinforcement are effective methods of behavior management of children. When children receive positive, nonviolent, and understanding interactions from adults and others, they develop good self-concepts, problem solving abilities, and self-discipline. Based on this belief, the YMCA Summer Day Camp uses a positive approach to discipline and practices the following discipline and behavior management techniques.

WE DO

- . Communicate to children using positive statements
- . Communicate with children on their level.
- . Talk with children in a calm quiet manner.
- . Explain unacceptable behavior to children.
- . Give attention to children for positive behavior.
- . Praise and encourage the children.
- . Reason with and set limits for the children.
- . Apply rules consistently.
- . Model appropriate behavior.
- . Set up the classroom environment to prevent problems.
- . Provide alternatives and redirect children to acceptable activity.
- . Give children opportunities to make choices and solve problems.
- . Help children talk out problems and think of solutions.
- . Listen to children and respect the children's needs, desires and feelings.
- . Provide appropriate words to help solve conflicts.
- . Use storybooks and discussion to work through common conflicts.

WE DO NOT

- . Inflict corporal punishment in any manner upon a child. (Corporal punishment is defined as the use of physical force to the body as a discipline measure. Physical force to the body includes, but not limited to, spanking, hitting, shaking, biting, pinching, pushing, pulling, or slapping.)
- . Use any strategy that hurts, shames, or belittles a child.
- . Use any strategy that threatens, intimidates, or forces a child.
- . Use food as a form of reward or punishment.
- . Use or withhold physical activity as a punishment.
- . Shame or punish a child if a bathroom accident occurs.
- . Embarrass any child in front of others.

- . Compare children.
- . Place children in a locked and/or dark room.
- . Leave any child alone, unattended or without supervision.
- . Allow discipline of a child by other children.
- . Criticize, make fun of, or otherwise belittle a child's parents, family, or ethnic groups.

Conferences will be scheduled with parents if disciplinary problems occur.

If a child's behavior consistently endangers the safety of the children around him/her or depending on the severity of the situation the Director has the right, after meeting with the parents and documenting behavior problems and interventions, to terminate childcare services for that child. The Director has the right to skip any disciplinary steps listed above and suspend or terminate enrollment in the program at their discretion.

PHYSICAL ACTIVITY

We have a Ready to Play Policy! Please send your child ready to play and have fun each day. Your child will participate in indoor play, outdoor play, and swimming activities. Therefore, wearing clothes and shoes which can get dirty and allow for free and safe movement are most appropriate. We expect parents to provide children with appropriate clothing for safe and active outdoor play during all seasons. An old pair of shoes may be brought and left in the child's cubby. A swimsuit, towel, flip flops, and goggles (optional) are needed on days we swim. In the event of inclement weather, we offer indoor physical activity using the time standards required of ABC and HEPA. We have a large area in our childcare building that can accommodate a wide variety of physical play.

DAILY SCHEDULE

7:30-8:30: Arrival

8:30-9:00: Devotion

9:00-9:30: Breakfast snack

9:30-11:30:

- Monday-Friday: Weekly Theme Planned Activity 1

11:30-1:00: Lunch and Free Time

1:00-2:00: Centers

2:00–3:15:

- Monday: Organized Physical Activities
- Tuesday: [Swimming](#)
- Wednesday: Organized Physical Activities
- Thursday: [Swimming](#)
- Friday: Organized Physical Activities

3:15–4:00: Snack

4:00–5:00:

- Monday–Friday: Weekly Theme Planned Activity 2

5:00–5:30: Departure

Information will be sent home prior to all scheduled field trips

SUMMER CAMP CALENDAR AND WEEKLY THEMES

Week 1: June 3–7

Theme:	Activities
"Summer Camping at the YMCA"	Campers will participate in fun games and activities that focus on getting to know each other, teamwork, and making new friends at summer camp! On-Site Event: YMCA COOKOUT

Week 2: June 10–14

Theme:	Activities
"Around the World in 5 Days"	Campers will be globe-trotters, exploring the beauty and wonder of different countries without leaving camp. Join us for a week filled with cultural diversity, camaraderie, and the magic of the world's wonders. Bon Voyage! Off-Site Event: Greenville Children's Museum

Week 3: June 17-21

Theme:	Activities
<p>"Disney World: YMCA VERSION"</p>	<p>Wish upon a star, travel under the sea, or take a magic carpet ride during Disney Week. Campers will explore the magical world of Disney through exciting activities, and special guests throughout the week. Monday-Thursday Dress like you are visiting the parks and on Friday Dress like your favorite Disney character.</p> <p>On-Site Event: Pelicans Sno Cones</p>

Week 4: June 24-28

Theme:	Activities
<p>"YMCA Summer Camp is Trending..."</p>	<p>Lets face it kids are online and utilizing technology more than we could have ever imagined! We will have fun and participate in viral trends while educating children about internet safety and the importance of not participating in dangerous activities we see online.</p> <p>Off-Site Event: Restaurants</p>

Week 5: July 1-5 *CLOSED JULY 4TH*

Theme:	Activities
<p>"Party in the USA"</p>	<p>We will celebrate the birth of our great country with patriotic themed events.</p> <p>On-Site Event: All American Popsicle Party</p>

Week 6: July 15-19

Theme:	Activities
<p>"Superheros & Sidekicks"</p>	<p>Calling all superheroes! Grab your capes, shields, and masks and get ready to save camp from evil villains. And we might just get to create a few superheroes of our own.</p> <p>Field Trip/On-Site Event: Be a town hero/kindness rocks delivery</p>

Week 7: July 22-26

Theme:	Activities
"H2Oasis"	Campers will end summer camp with a big splash! We will take. Our final summer field trip to Discovery Island Water Park to enjoy the water fun for all ages! At the center campers will participate in water activities and competitions all week! Off-Site Event: Discovery Island Water Park

Week 8: July 29-31

Theme:	
"Summer Rewind"	Campers will rediscover the magic of summers past with classic activities and cherished traditions. Joins us for a week filled with classic fun and the nostalgia of summers past. Let's relive those cherished moments!

The dates for field trips and planned onsite events may change. Parents will be updated of any changes that may occur

YMCA CHILDCARE CENTER COMMUNICATION

PlayerSpace: Message Childcare Director Kelsey Martin

Childcare Center (864) 938-4822

Main Office (864) 833-1555

Email:

Kelsey Martin (Childcare Director) kmartin@clintonymca.org