

PROGRAM INFORMATION

Parent Handbook Addendum

Bear-Glasgow Family YMCA Camp Cassey – Summer Day Camp



Camp Cassey

This program serves children who have completed Kindergarten through 5th grade. Our program is accredited by the American Camp Association. We are located at 351 George Williams Way, Newark, DE 19702

General Information

Hours of Operation

The typical camp day is 9:00 AM to 4:00 PM. All campers enrolled in the program are expected to attend for the entire camp day unless prior arrangements have been made with the camp director. This allows YMCA staff to properly account for all campers and their whereabouts prior to the start of the camp day and ensures campers can participate in all activities. *Therefore, all campers must be dropped off by 9:00am unless approved by the Camp Director. Any camper arriving after 9:00am will be turned away by the camp staff and will not be able to attend camp that day.* Exceptions will be made for doctor's appointments accompanied by a doctor's note.

Extended camp hours are available. Our AM/PM Care is open for campers from 7:00 AM to 9:00 AM and 4:00 PM to 6:00 PM. Our extended camp is supervised by the camp staff and campers have a choice of centers and other activities to participate in while in care.

Parent Communication

Camp parents are required to register in our parent communication system – ProCare. ProCare is an app that can be downloaded on to your phone for convenience. This application allows you to see your child's activities throughout that day as well as receive program updates, alerts, messages, reports, newsletters, pictures, and videos. This application also allows parents to send messages to Camp staff. Staff members can respond to any questions, comments or concerns through the app.

For quick questions for staff, the contact information for our site is listed below:

Contact	Phone Number	Email
Camp Cassey	302-932-7671	childcare@ymcade.org
Justin Roberts – Youth Dev Director	302-510-1230	jroberts@ymcade.org
Erin Neurohr – Sr Child Dev Director	302-257-5856	eneurohr@ymcade.org

Program Activities

Camp is designed for all campers to explore their interests, try new activities, make lasting friendships, and lifelong memories. This is achieved with the daily schedule for each camp group that is age appropriate. The schedules include a variety of activities including physical activities, arts, science, nature, character development, literacy, swimming and more to meet the recreational, physical, social, emotional, and educational needs of the campers. Campers will explore the city and surrounding areas by using our contracted buses for all field trips. All campers will either attend an off-site field trip or experience an on-site performance each week they are with us. We encourage all campers to participate in the activities, please encourage your camper to do so as well. Campers participate in weekly special events which may be a field trip or special event at camp. We strive for all our campers to have fun each day they are at camp!

To ensure the greatest development and enjoyment for your child while they are with us, the children are placed into age groups so all activities may be age-appropriate during the program hours. All activities are supervised by trained staff and designed to meet the recreational, physical, and educational needs of your child.

Special Events & Themes

Specially scheduled activities and events will be announced prior to the event. Your involvement, encouraging your child to prepare for these events, is important to the success of these days. Please see the newsletter for details.

Field Trips & Special Activities

Throughout the summer age-appropriate off-site and on-site field trips and special events are scheduled. Details about all trips and events will be given out in advance. *All campers are required to wear the Y camp shirt on trip days, as well as closed toed shoes, a water bottle, and swimsuit.* All trips are subject to change. These activities are supervised and run by YMCA staff and/or outside vendors.

Summer Literacy

Our camp staff believe that learning should not end when school does. Campers use their literacy skills throughout the summer with a variety of age-appropriate activities. A sample of activities include: our Explorers and Adventurers will enjoy story time, drama activities and quiet reading time. Our Voyagers and Pioneers will put on their acting skills as they act out stories they create around the weekly themes as well as other activities.

Extending the Summer Camp Experience-

There are several ways to extend the summer camp experience for your child. During the summer, your child may experience a sampling of YMCA programs that might peak his/her interest. These programs may include swimming, sports, dance, art, and other special interest activities. For children who enjoy a particular activity, parents can enroll them in the activity at the YMCA during the school year. In addition, the YMCA runs a before and after school enrichment program. Many of the staff members your child will spend time with also work for this program. Finally, if none of these options are what you are looking for, the YMCA also offers School is Out, a structured, activity-filled day on many scheduled school closing days.

Camp Safety

At YMCA summer camp, our first concern is the safety of your children while they are in our care. We have the following prevention tools to assure our effectiveness:

- Early dismissal: Parents or guardians are required to sign out their children from camp and may be asked to present identification. Advance notice is expected. Please be aware, anyone picking up a camper early may have to wait for their child.
- Late arrivals: Parents or guardians must provide advance notice and receive approval by Camp Director.
- Signing In and Out: Parents or guardians are required to sign their children in and out from camp through our ProCare App and may be asked to present identification. Adults must be escorted by YMCA staff to enter camp areas.
- Every camp has staff trained in CPR, First Aid, and emergency procedures.
- All staff have participated in child protection training and must adhere to strict guidelines regarding their interactions with campers.
- Ellis licensed lifeguards are on duty during all free swims. Campers are evaluated on their individual swimming ability on the first day of each session and then given a bracelet identifying their level of swimming ability. This bracelet must be worn daily during camp attendance. During free swims, non-swimmers who cannot recover to a standing position will be required to wear a floatation device provided by the YMCA on the pool deck at all times.

Your Child's Day

Drop Off Times

Our drop off time is 7:00 – 9:00 am and drop off is located to the left of our campus. Camp staff will be onsite to assist parents in signing in and out through our ProCare App, as well as to help find your child's group. Late arrivals are not permitted without advance notice and approval by Camp Director.

Continuity of Care

Children that enter our program are enrolled into a specific group with assigned camp counselors. Children will remain in this group for much of the summer. In the absence of the lead counselor for the group, a qualified staff member will be a substitute for that day. If a lead counselor is out for an extended period, a qualified staff member will be assigned to that group for the duration of the absence.

Each group has an attendance sheet & sign in/sign out clipboard that always remain with the staff. This ensures that all children are accounted for throughout the entire day.

Pick-Up Times

Our pick-up time is 4:00 – 6:00 PM. You must *sign your child out* each day through the ProCare app. Camp staff will help your child gather their belongings and bring them to you. Please bring identification with you every day when picking up your camper. While our regular pick-up staff may know you, emergencies or illness may require other staff (who are not familiar with you) to ensure the person picking up children is authorized to do so.

What to Wear

- CLOSED toe and heel shoes. We recommend sneakers are the best choice.
- NO flip flops, sport sandals, or any other kind of sandals. This is for the safety of your camper as well as to ensure they will be able to participate in the activities.
- Comfortable clothing that is appropriate for the weather and able to get dirty.

What to Bring

- LABELED bathing suit & towel for swim
- LABELED water bottle
- LABELED sunscreen and/or bug spray
- If a camper is bringing their own lunch, please do not include peanuts/ peanut butter. YMCA cannot refrigerate or heat meals sent from home.
- Campers must bring a LABELED bag to keep their belongings in.

What to Leave at Home

The YMCA is not responsible for lost, damaged, or stolen items. As such, we strongly recommend that campers bring only items necessary for the specific camp day or activity. The following items are not permitted at camp at any time.

- Cell phones
- Weapons of any kind
- Personal Property: We are not responsible for the safety of valuable items brought to camp. DO NOT bring Gameboys, PSPs, DSs, iPods, MP3 players, electronics of any kind.

Meals & Snacks

Campers may eat breakfast, lunch, and snack at the Y each day if they are in care at the time of the meal. Our program provides lunch and snack through the Summer Food Service Program (SFSP) and a small breakfast. Parents may choose to supplement or replace these meals/snacks with items from home. If packing a meal from home, please remember we do not allow peanut products and cannot refrigerate or heat food.

Breakfast is served from 7:00 am – 7:30 am. Your child must arrive by 7:30 am to be served breakfast. Each breakfast includes a serving of fruit, grain, and milk. Children who arrive after 7:30 am will need to have eaten breakfast prior to their arrival.

Lunch is served between 11:30 am and 1:00 pm. Please refer to your child's daily class or group schedule for their lunch time. Should your child miss camp lunch time for a pre-approved reason, please ensure they eat lunch before arrival/returning. Each lunch includes a serving of meat, grain, milk, and two fruits/vegetables. Campers may bring in their own lunch. Such lunches must contain full servings of dairy, meat/protein, grain- and 2 servings of fruit and/ vegetable.

Afternoon snack is served each day after 3:30 pm. Each snack includes water and healthy food choices from at least two food groups. Campers may bring in their own healthy snack.

Typical Daily Schedule

Schedules for each group are established by the staff based upon the developmental needs and abilities of the group. These schedules are updated regularly and are available from your Camp Director.

Parent Communication

Weekly Update

Weekly newsletters are sent through our ProCare application to keep parents current on information regarding our program. Please take a moment each week to review the camp newsletter. This will keep you up to date regarding your child's participation and involvement in the program, learn about upcoming events and plan for the next week.

Camper Information Changes

Please ensure that any changes related to your child's attendance, medication or other needs are given to the camp director in writing.