



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

ROSE E. SCHNEIDER FAMILY YMCA Camp Rose Summer Day Camp

2018 Parent Handbook



Program located at:
Rose E. Schneider Family YMCA, 2001 Ehrman Road, Cranberry Twp., PA 16066
P 724 452 9122 F 724 452 8561
www.bcfymca.org

Dear Parents,

Welcome! As part of the Rose E. Schneider Family YMCA, Camp Rose offers a variety of activities for children who have completed Kindergarten through 8th grade.

Camp Rose is designed to provide challenging activities in both large and small group settings under the guidance of caring, well-trained staff members. We hope that the time your child spends with us will be a positive experience and that your child will grow in mind, body and spirit.

Please read your Parent Handbook carefully. If at any time you have any questions, suggestions or concerns, please let us know by calling 724-452-9122 ext. 230. A parent's input is always valued! We are looking forward to meeting you and your child and spending the summer together! Our parent orientation will be on Wednesday, May 30, 2018, 6:30-7:30pm.

Sincerely,

Karen Guise,
Senior Program Director

PURPOSE:

The Rose E. Schneider Family YMCA Camp Rose seeks to provide a safe, fun-filled, creative and educational day camp experience in which children can forge friendships while challenging themselves to experience personal growth.

STAFF QUALIFICATIONS

We pride ourselves on our thorough selection of camp staff to insure safety and fun during your child's formative years. All camp counselors are currently involved in educational program fields including childhood development and education. Each staff member has Act 33/34 clearances, FBI fingerprint clearances, current CPR and First Aid certifications, and has completed camp training regarding the children's activities.

HOURS OF OPERATION

Day Camp: 7:00am – 6:00pm

PICK-UP/DROP-OFF PROCEDURES

Camp will be held at the Rose E. Schneider Family YMCA located at 2001 Ehrman Road in Cranberry Township. Children should be dropped off and picked up each day at the YMCA. Children must be signed in and out of camp each day.

Between 7:00am-9:00am, drop off for children in 4th-8th grade will take place in the Youth and Family Center and children in K-3rd grade will take place in the Gymnasium, Court B.

ONLY AUTHORIZED INDIVIDUALS MAY PICK UP CHILDREN:

For your protection, only persons authorized in writing by the parents may pick up your child. The staff will question anyone who is unfamiliar to them and ask for identification to check their authorization. Anyone without proper authorization will be stopped from taking the child. If someone other than those persons authorized on the Emergency Consent form is to pick up your child, notify Karen Guise, Senior Program Director, in writing. In an emergency, you may call her at 724-452-9122, x230 to authorize an oral release designation. *Must bring photo ID to pick up. Only authorized adults may pick up.

LATE PICK-UP:

Anyone picking up their child after 6:00pm will be charged **\$10.00** for every 5 minutes they are late.

DELAY RELEASE OF CHILDREN

The Child Care staff reserve the right to delay the release of a child to a parent or other adult, if they have reasonable cause to believe the adult is impaired by alcohol and drugs, or is in any way incapable of assuming responsibility for the child. Staff shall confer with the Director, contact additional YMCA representatives or contact emergency names listed in the child's file in order to make an appropriate determination regarding the release of the child.

ILLNESSES

If a child has any of the signs or symptoms of illness (listed below), he/she shall be immediately isolated and discharged to their parent or guardian. ***The child is required to be out of the program for a full 24 hours with out any medication and/or symptoms of any of the following conditions:***

- ❖ Temperature of 101 degrees, when in combination with any other signs of illness
- ❖ Diarrhea
- ❖ Untreated infected skin patches (rash)
- ❖ Vomiting
- ❖ Sore throat or difficulty swallowing
- ❖ Evidence of lice, scabies or other parasitic infestation
- ❖ Communicable and contagious diseases such as chicken pox, measles, mumps, pink eye, etc.

Please be considerate to the other children in the program by keeping a sick child at home. **Please report all contagious diseases to the Director immediately.** The Director will post any highly contagious diseases so that parents can be alerted.

ADMINISTRATION OF MEDICATION

Prescription and non-prescription medication will only be administered with daily written consent from the parents. **MEDICATION MUST BE IN THE ORIGINAL CONTAINER!** Parents need to complete and sign the medicine log before staff will administer any medication. Prescription and non-prescription medication must be labeled with child's name. **DO NOT** send medications with the child, it must be given to a staff member by the parent.

EMERGENCY PROCEDURES

In case of a severe emergency or accident, we will:

1. Administer first aid
2. Call emergency medical transportation (911)
3. Contact parents
4. Contact YMCA administration

PAYMENT POLICIES

Fee Agreement:

The required financial agreement (one for each child) stipulates fees, payment due schedule, attendance and enrollment. Appropriate billing procedures will be enacted. It is essential that the arrangements of the financial agreement be followed and payments made on time.

- ❖ Payment will not be refunded for the time a child is not in attendance because of illness, personal reasons or last minute changes of schedules.
- ❖ Schedule changes must be made with Karen Guise, Senior Program Director and deposits will not be refunded or transferred to alternate weeks of camp. Any schedule changes must be made a week ahead of time.
- ❖ Any questions about payment and/or necessary variances from this contract should be brought to the Director's attention before payment is due.

- ❖ We require a weekly \$25.00 non-refundable deposit at the time of registration. The remaining balance is due the Wednesday of attendance in camp.
- ❖ **There is a \$25 change fee for any changes made to the camp schedule or when a week is dropped.**
- ❖ **All payments are made through an automatic payment system and will incur a \$10 fee if payment is declined for any reason.**

Payment:

Payments are automatically drafted on the Wednesday of each week of camp. If your payment is declined for any reason, you will be charged a \$10 late fee for the NSF and payment must be paid immediately, as well as billing updated. Late payments may result in discontinued service for campers.

Non-Sufficient Funds:

A \$10.00 charge will be required for any auto draft payments declined due to non-sufficient funds or any other reason.

T-SHIRTS

Every child attending at least one summer day camp program will receive a complimentary T-shirt as a gift from the YMCA. Camp T-shirt should be worn on field trip days. (Children registered for more than one camp will receive only one T-shirt). Please label your child's shirt.

PERSONAL BELONGINGS

Each child should have his/her own carrying bag clearly identified with their name for personal belongings. Required daily items are:

- ❖ lunch in a cooler (or bag lunch for field trip days)
- ❖ sneakers
- ❖ extra set of clothing for emergency purposes
- ❖ rain gear for rainy days
- ❖ swimsuit and towel
- ❖ sunscreen (**suggested SPF30 waterproof or higher**)
- ❖ individual and labeled water bottles **are required**

For the welfare of your child, please be sure your child is dressed according to the weather and **always** dressed for active play! Please label your child's items as we have many similar items. For your child's safety we ask that you send your child to camp in tennis shoes. Flip flops can be used in the pool area only. If a child is sent to camp in flip-flops, they will not be able to participate in many activities.

Please note: Toys, CD players, all gaming systems, Cell phones and MP3 Players are not allowed at camp. If these items come to camp, a counselor will take them and return them to an adult at the end of the day. Cameras may come on field trip days at the parent's discretion. The YMCA is not responsible for lost, stolen or damaged items.

EMAIL

Please provide a valid email address that you have access to during the camp day. This email address will help our staff communicate any changes to our schedule; solve any billing issues and alert families of any emergency situation.

LUNCHES

A lunch should be sent daily in a bag or insulated lunch cooler marked with your child's name. We do not have the ability to refrigerate or heat up lunch items. On field trip day, please send a disposable brown bag lunch so the children can throw away items. The YMCA is not responsible for lost lunch containers.

SNACKS

Children in care prior to 8:30am and after 3:00pm will be offered morning breakfast item and afternoon snack. Unless your child has an allergy and has communicated this to our staff, **please do not bring outside snacks for the safety of all the camp participants.**

AQUATICS

All campers MUST participate in the Swimming Aspect of the Daily Schedule. They must have a swimsuit and towel each day. If there is an illness that prevents them from swimming, we must have a signed note stating the reason they are unable to participate. There will be NO ELECTRONICS allowed on the pool deck for any reason.

Test, Mark and Protect- each child will be given the opportunity to be swim tested each Monday during their swim time. Red Band - they are limited to the Family Fun Pool. Yellow Band - they may use the slide and the Family Fun Pool. Green Band - they may use the slide, Family Fun Pool and Warm Water Pool.

FIELD TRIPS

All campers participate in a weekly field trip. On such days, all children must report to the YMCA by 8:00am unless otherwise notified. Camp shirts must be worn on field trip days. Please send a disposable lunch and apply sunscreen heavily before coming to camp. Please do **NOT** send extra spending money, unless noted. **Alternative care is NOT provided on field trip days.**

SUNSCREEN

We recommend that campers wear sunscreen every day. Campers should apply sunscreen before coming to camp each morning. Campers will be encouraged and monitored by staff to re-apply sunscreen a minimum of two times during our camp day. These designated times are: before morning activities, before outdoor swim time & after outdoor swim time. We encourage the use of hats or other sun protective gear. Campers can have another camper help with sunscreen application. **Counselors are NOT permitted to apply sunscreen to campers.**

DISCIPLINE POLICY

Explanation and re-direction are the standard methods of discipline. In severe cases, "time-out" from something or someone may be necessary. Parents are contacted when serious discipline problems occur with their child. If problems continue, children may be asked to leave the program.

REMOVAL FROM PROGRAM

The YMCA reserves the right to remove a child from our program for the following reasons:

- ❖ The child's needs are not being met in our small/large group settings.
- ❖ The child is a safety threat to themselves, other children or the staff. (This includes behaviors such as fighting, striking others and wandering away from the program).

In the event of repeated inappropriate behavior by a child, the following actions will be taken:

- ❖ Immediately notify the parents in writing at the end of the day so that the incident can be discussed.
- ❖ Conference with the parent/guardian.
- ❖ Removal from the program.

Our intent is to work as a team with the parents or guardian for the best care for each child. A teamwork approach is the only way to correct repeated inappropriate behavior.

PARENTAL CONCERNS

If you have any questions or concerns involving the Rose E. Schneider Family YMCA Camp, please do not hesitate to inform the Camp Counselors. If you feel your questions have not been answered or problem has not been resolved, please contact Karen Guise, Senior Program Director, at 724-452-9122 ext. 230.

ABSENT CHILD

Please call or email Karen Guise, Senior Program Director, at 724-452-9122 ext. 230 or kguise@bcfymca.org to notify the staff if your child will not be attending as scheduled.

PHOTOGRAPHY

Photographs of the children participating in our program may be taken from time-to-time and may appear in newspapers, magazines, brochures, online or other publicity material. Your permission for photographs including your child(ren) to be used without compensation is a part of this agreement unless otherwise stated.

MANDATED REPORTERS

The YMCA designated authority is legally required to contact the PA State hotline if there is reasonable cause to suspect physical, sexual, or emotional abuse, neglect, or maltreatment of any child enrolled in the center. Staff will report to the Senior Program Director, Karen Guise.

EXTREMELY HOT DAYS

Even if the temperatures are high we may still go outside. On such occasions, please send extra water and remember to apply sunscreen. We will conduct activities in the pavilion to provide shade. If your child has asthma, please remember to give the appropriate medications to your child's counselor. Please refer to our section "administration of medication" (pg. 4) for further details.

EQUAL ACCESS

The Rose E. Schneider Family YMCA, in keeping with its mission to help all people realize their fullest potential, encourages and supports the participation of all children in YMCA programs. We serve all children regardless of gender, race, color, nationality, religion, ethnicity, or disability. Whether a child is non-disabled or has special needs, consideration is given to the individual needs of every child and the ability of the program to meet those needs.

YMCA MISSION

To put Christian principles into practice through programs that build healthy spirit, mind, and body for all. The YMCA is a community service organization which promotes positive values and welcomes all people. The Rose E. Schneider Family YMCA is a nationally affiliated character-building social service agency focusing on program services for individuals and families. Christian in its heritage, it is nondenominational in its delivery of services and membership. The YMCA offers programs and services to individuals and families regardless of age, sex, religion or national origin.

CAMP WEEKLY DESCRIPTIONS

Day Camps for Grades K-8th:

These camps have traditional outdoor experiences with new and exciting adventures! There will be games, environmental activities, arts & crafts, sports, swimming and much more! Our camps will focus on adventures, personal development, leadership skills, and building creativity. **Drop Off will be at the YMCA from 7:00am-9:00am. Pick up will be from 4:30pm-6:00pm.**

Week 1: June 4th – 8th Theme: Zoo Friends

During this first week of camp, we will ease into camp life. Since Seneca Valley School District will still have school this week, we will combine grades and begin our Camp Routine with our campers and counselors. We will be heading to the Pittsburgh Zoo on Thursday (6/7/18). On Friday, come to camp dressed in your favorite animal print.

Week 2: June 11th - 15th Theme: Blast off to Summer!!!

****Thursday Evening: Night Under the Stars Movie / Overnighter**

Now that all schools are out for the summer this is the week "to get to know your campers". Be sure to wear your camp shirt on Thursday (6/14/18) for our annual trip to Family Bowlaway Fun Center in Butler.

**On Thursday evening, we invite everyone to join us for an outdoor movie in our Sports Field (additional \$5 fee).

5th - 8th grades ONLY!! OPTIONAL Overnighter at the YMCA

Thurs., June 14, 2018 Cost: \$10.00 per child Registration required!

Children will need to provide their own tents and sleeping bags. Everyone should bring a snack to share. The YMCA will provide pizza and drinks for dinner, breakfast on Friday morning, and lunch on Friday (Hot Dogs).

On Friday, be sure to wear your favorite out of this universe costume - alien attire, Star Wars, Star Trek, or Guardians of the Galaxy!!

Week 3: June 18th - 22nd Theme: Take Me Out to the Ballgame

This week's fieldtrip is a tour of PNC Park. On Thursday (6/21/18) wear your camp shirt for our trip to the Park. We will be eating our lunch around the corner by the watering steps. Dress up Friday will be "wear your favorite Pittsburgh gear".

Week 4: June 25th – 29th Theme: What an Incredible Week!

****Friday: Optional Field trip to Sand Castle (additional Fee required)**

On Thursday (6/28/18), we will head to Cranberry Cinemas to catch "The Incredibles 2" (subject to change). Come dressed like your favorite Disney character on Friday.

6th - 8th grades ONLY!! OPTIONAL Field Trip to Sandcastle:

Friday, June 29, 2018 Depart: 9:30am Return: 6:00pm

Cost: \$45.00 per child Registration required

This includes a meal ticket for lunch.

Week 5: July 2nd - 6th Theme: Party in the USA

****We are closed Wednesday the 4th**

On Thursday (7/5/18), we will head to St. John's United Church of Christ for a VBS Themed day. Be sure to show off your 4th of July Spirit by wearing Red, White and Blue on Friday for our dress up day. **Signed waiver required for Grades 5th and up.

Week 6: July 9th -13th Theme: Where the Wild Things Are

On Thursday, (7/12/18), we will all be going to Moraine State Park. We will have field day activities throughout the day.

5th - 8th grades ONLY!! OPTIONAL Overnighter at Moraine State Park

Will remain at Moraine after Fieldtrip; will return to the YMCA on Friday around noon. Cost: \$20.00 per child Registration required!

Children will need to provide their own tents, sleeping bags, and bring a snack to share with the campers. The YMCA will provide hot dogs for dinner, s'mores, water and breakfast on Friday morning.

Week 7: July 16th - 20th Theme: Camp Rose Got Talent

We will be going to the Strand Theater in Zelienople to watch a movie (Title to TBD). At the movies, the children will enjoy popcorn and a bottle of water. *Please note that the popcorn is made in peanut oil. The counselors will also be performing a counselor talent show at the Strand Theater before the movie.

This year, each grade will perform a group act instead of individual acts during our Annual Talent Show on Friday, July 20, 2018. Parents are welcome to attend to see the performance. We will also be having our Hot Dog Cookout following the Talent Show, please sign up to bring something to share. Dress up Friday will be to dress up as your favorite movie star.

Week 8: July 23rd - 27th Theme: Christmas in July

On Thursday (7/26/18), we will be heading over to Baierl Ice Complex for ice skating. Dress Up Friday (7/27/18) will be Christmas Attire.

6th - 8th grades ONLY!! OPTIONAL Day Field Trip to Escape Room

Friday, July 27, 2018

Depart: 11:00am

Return: Approximately 3:30pm

Cost: \$40.00 per child

Registration required!

****Waivers signed! ****

Children will need to provide their own brown bagged lunch.

Week 9: July 30th - August 3rd Theme: Let the Games Begin

On Thursday, August 2, 2018 we will head to the Pittsburgh National Aviary. On Friday (8/3/18), we will host Camp Olympics at Rose YMCA, please wear your camp shirt on both Thursday and Friday.

Week 10: August 6th – 10th Theme: Fun and Fitness

Thursday, (8/9/18), Grades K/1/2/3 will head to Bounce U in its new location close to the YMCA. Waiver is required for all campers. Grades 4/5/6/7/8 will be visiting Urban Air. Friday dress up is Fitness Wear.

5th - 8th grades ONLY!! OPTIONAL Overnighter at ARMCO Park

Will head to Armco Park following the Urban Air Fieldtrip

Return: Fri., Aug. 10th around 12:00pm

Cost: \$20.00 per child Registration required!

Children will need to provide their own tents, sleeping bags, swim apparel and a packed dinner in a lunch bag. The YMCA will provide s'mores, water and breakfast on Friday morning. We will be night swimming at YMCA Camp/ARMCO Park pool from 7:30pm-9:30pm.

Week 11: August 13th – 17th Theme: It's Been a Storybook Summer

This week will focus on water activities. K, 1st, 2nd, and 3rd grade will be going to Edco Park Pool on Tuesday (8/14/18). Grades 4th, 5th, 6th, 7th, and 8th will be going To Edco Park Pool on Wednesday (8/15/18), Each Camper may bring \$5 in a plastic baggie for food at the concession stand.

This will be our Spirit Week- dress up for the whole week. Then dress up Friday will be wear your camp shirt.

Friday (8/17/18) evening, we will host our "Say Goodbye to Camp" ceremony from 4:00pm-6:00pm with a picture slide show.

Week 12: August 20th – 24th Theme: Back to School

We have added this week since Seneca Valley will not return to school until August 29th. On Tuesday, we will have a visit from the Fire Truck and Thursday, we will have LabRatz join us again for another fabulous experience.