



2019
STRATFORD
RICHARDSON YMCA

SUMMER
DAY CAMP
PARENT
HANDBOOK

OUR MISSION

The YMCA is a Christian based organization that strives to “put Christian principles into practice through programs that build a healthy spirit, mind and body for all.” Our focus at day camp is to encourage campers to demonstrate 5 key character traits that include: Caring – Honesty – Respect – Responsibility - Faith

OUR GOALS AND PHILOSOPHY

Our goal at YMCA Day Camp is to help your child learn and grow through our carefully planned, mission-centered program curriculum that teaches your child to make healthy choices, build relationships, develop new skills and become a servant leader.

NON-DISCRIMINATION POLICY

The YMCA of Greater Charlotte recognizes the individuals, families and communities are diverse. The YMCA values and respects this diversity and chooses to be inclusive through its acceptance of all individuals regardless of race, age, gender, religion, sexual orientation, ability or cultural identity.

DEVELOPMENTAL AND PHYSICAL NEEDS

The YMCA will make every reasonable accommodation possible to serve all children regardless of their developmental or physical abilities. Please contact the camp director at least two weeks in advance to discuss modifications that would be helpful in the success of your child at YMCA day camp.

CAMP COUNSELORS

The Stratford Richardson YMCA is committed first and foremost to the safety of your child. We place strong emphasis on safety standards by offering a remarkable counselor to camper ratio and requiring our counselors to complete 30 hours of pre-camp training, including CPR, First Aid and AED training. All YMCA staff go through background checks and drug screenings prior to hiring.

Counselor to Camper Ratio	
Kindergarten	1:8
1 st -5 th Grade	1:10
6 th – 10 th Grade	1:12

A full time professional staff member relates to each camp. They can be reached at the following numbers:

Family Experience Coordinator April Springs 704-716-4848 April.Springs@ymcacharlotte.org
Sr. Program Director Veronie Gamble 704716-4889 Veronie.Gamble@ymcacharlotte.org

FINANCIAL ASSISTANCE

The YMCA is committed to providing quality programs regardless of one’s ability to pay the standard fees. Our financial assistance program, MY Y Program Pricing is available for those who would otherwise be unable to enjoy the benefits of YMCA programs. Eligibility is determined based on applicant’s income and is administered on a sliding scale. The My Y Program Pricing application must be submitted and approved before registering your child(ren) for camp. Please inquire at the Sales & service desk for more information.

ADMISSIONS AND ENROLLMENT

Each Camper must submit the following for enrollment:

1. Completed Registration Form/Application
2. Immunization Record
3. Valid Bank/Credit Card on file to reserve camp weeks. Card will be drafted for scheduled payments.

PAYMENT POLICY

FEE COLLECTION PROCESS

1. Payment will be made at the Sales & Service Desk
2. Payment receipt will be issued at time of payment. Please retain your receipts for your records.

ACTIVITY FEE

Activity fee of \$10.00 per camper is required for each week of camp. Except Week 9 which will require \$43 for the all day offsite fieldtrip.

PROGRAM ADJUSTMENT RATE

As part of our My Y Pricing rate structure, an adjusted program rate is available to all who qualify. Both Members and Program Participants must provide income verification at the Sales and Service Desk in order to receive an adjusted program rate.

PAYMENT INFORMATION

I hereby authorize the YMCA to initiate debits from the BANK/CREDIT CARD information provided to the YMCA at the time of sign up. The authority is to remain in effect until YMCA has received 15 days written notification from me of the termination of this agreement, or until the YMCA or BANK/ CREDIT CARD has sent me 15 days written notice of the YMCA's or BANK/CREDIT CARD's termination of the agreement. The YMCA will send a 15- day notification of any change in the amount to be drafted. Should my program draft not be honored by my BANK/CREDIT CARD for any reason, I realize that I am still responsible for that payment and subsequent attempts to draft my account for past due balances, including a YMCA \$25 service charge. This is in addition to any service fee my BANK/CREDIT CARD may make. ***Parent Signature needed on last page of this handbook.**

PAYMENT OPTIONS

- Pay in full at time of registration.
- Payment in Person. Payments will be accepted at the Sales and Service Desk in the form of cash, debit, or credit card before the due date. Payments not made by the due date will be automatically charged on the due date using the card on file. **If payments are not made by the due date and card is not on file to draft, the space will not be reserved and the camp week will be canceled.**

LATE PAYMENT POLICY

Payments received after the balance due date will be charged \$25 per child, per session. Once the late fee has been assessed, only credit cards or cash will be accepted. If payment is not received in full, the camper will be removed from the session.

CANCELLATION/TRANSFER POLICY

- Cancellations and requests to transfer programs must be made in writing to your YMCA Sales and Service representative.
- Cancellations or requests for transfers must be received at least 8 days prior to the start of the requested camp week to qualify for a full refund or full transfer of money paid **to another camp week.**
- Cancellations not received by the designated day will result in a forfeiture of all deposits and fees paid towards that camp week.

DENIAL OF CAMP SERVICES

DAY CAMP PAYMENT SCHEDULE		
Week	Camp Dates	Due on or Before
1	June 10 – June 14	May31
2	June 17 – June 21	June 7
3	June 24 – June 28	June 14
4	July 1– July 5(Closed 4)	June 21
5	July 8 – July 12	June 28
6	July 15 – July 19	July 5
7	July 22 – July 26	July 12
8	July 29 – August 2	July 19
9	August 6 – August 9	July 26
10	August 12 – August 16	August 2
11	August 19 – August 21	August 9

The Stratford Richardson YMCA reserves the right to deny camp/Afterschool services if one or more of the following conditions exist:

1. The camper is not participating in or benefiting from the program.
2. The staff cannot provide adequate or safe care for the camper.
3. The staff cannot provide adequate or safe care to other enrolled campers due to the behaviors of a camper. (See Discipline Policy)

DISCIPLINE POLICY

The philosophy of our program is based on character development and the principles of caring, honesty, respect, responsibility and faith. It is expected that our staff show respect and courtesy to each participant and we expect each participant to show courtesy and respect to each staff. The staff will make every effort to relate to campers on an individual basis.

- Staff will help participants learn self-control, choose alternatives, identify feelings and develop an understanding and respect for the feelings of others.
- Every effort will be made by the staff to enlist the cooperation of the children and parents to solve problems.
- There is no financial refund or compensation for time missed due to behavioral problems.
- **Abide and Adhere to our Zero Tolerance Policy.**

***UNDER NO CIRCUMSTANCES WILL PHYSICAL ATTACKS BE ALLOWED AT CAMP. CAMPERS WHO ARE PHYSICALLY HARMING TO STAFF OR OTHER CAMPERS WILL BE DISMISSED FROM CAMP IMMEDIATELY. HARMFUL BEHAVIOR ALSO INCLUDES ANY TYPE OF SEXUAL TOUCHING OR CONVERSATION.**

PARENT UNDERSTANDING:

1. I understand that YMCA staff and volunteers are NOT allowed to transport children at any time outside of the YMCA program or in their own personal vehicles.
2. I understand that I am not to leave my child at the YMCA or program site unless a YMCA camp staff is there to receive and supervise my child.
3. I understand that state law mandates the YMCA to report any suspected cases of child abuse or neglect to the appropriate authorities for investigation.

PARENT EXPECTATIONS

Going to summer camp is a very exciting experience for campers and parents. It is natural for everyone to be anxious about the first day of camp and meeting new friends. Hopefully, the following information from "our most experienced parents" will minimize first day anxiety:

- Attend Camp Orientation listed on Page 1 of Camp Guide
- Wear "Play Clothes". Campers are very active during the camp day
- Label all of your camper's belongings
- **Abide and Adhere to our Zero Tolerance Policy. (See page 10)**

PARENT ORIENTATION

Be sure to attend one of our Parent Orientations to receive your campers t-shirt and other information. If you can not make it to any of the parent orientations, the fore mentioned information will be available at our Sales & Service Desk. Unfortunately, size and quantity of t-shirts cannot be guaranteed.

AUTHORIZED TO PICK UP

For the safety of your child, participants will only be released to the legal guardian or responsible adult **at least 18 years of age** listed on the camper's registration form. Every adult must present a photo ID during rides out. In the event that a child will be picked up by an adult not listed on the registration form, a parent note (including the person's name as it appears on their photo ID) is required and a photo ID must be shown during rides out. Thank you for helping to expedite this process by having your ID ready

CUSTODY ISSUES

In cases of separated or divorced parents where visitation rights are denied to one parent, we cannot deny releasing the child to such parent unless a court decree or separation document is in our file expressly forbidding such parent from picking up the child from our program, or from picking up at times not allowed by the court decree. The court decree must also be specific to the rights of visitation on the YMCA/Camp property during camp hours. The court document must specify in writing that visitation is permitted by the non- custodial parent. Otherwise, visitation will **NOT BE PERMITTED.**

INTOXICATION

- Your child's safety is our priority. At times we are called to make judgements concerning their safety. If a YMCA staff member believes that a parent is intoxicated when they arrive to pick up their child, the staff may have no choice but to contact the police. Inform the parent that the child's safety is our number one priority and we are concerned with the parent's ability to drive at the present time.
- We CAN NOT PREVENT THE CHILD FROM LEAVING WITH THEIR PARENT.
- Be prepared to call the police to report the car description and license plate number in the event that the parent decides to drive with the child despite our concerns.
- Complete and incident report and call Kim Conroy(Risk department) ASAP if and when 911 is contacted

RIDES-IN & RIDES-OUT/RELEASING CAMPERS

During camp season, Stratford Richardson YMCA provides a rides-in and rides-out car door service in our rides-in/out lane to our campers. Parents should come to a complete stop and let the camp staff person open and close the door for the children. Parents must also sign the children IN on the given sheet. If a parent wishes to communicate with camp, they can either and the counselor a note or park and speak to the morning lead counselor. Seat belts must be worn at all times.

EARLY PICK-UP AND LATE ARRIVALS

We encourage you to leave your child at camp until the camp day ends so they will not miss out on any activities that day. We understand that there will be exceptions and when these occur, please send a note to your child's counselor. Early pickups done prior to 4:00 pm; Parents must come inside to the Membership Desk. The Membership Rep will then check the ID for authorize Pick- up for the requested child. The parent will sign the child out and the Membership Rep will then walkie – talkie camp staff to bring the child for dismissal. If you bring your child after 9:15am you must sign the child in at the Membership Desk and walk your child to the gym to join their group.

LATE PICK-UP AND LATE FEE

In fairness to our staff and because of subsequent program demands, it is very important that your child is picked up on time at 6:00pm. We understand that emergencies come up causing parents to be late; in this instance please contact our Membership Desk at 704-716-4800 to notify the Summer Camp program. A late fee of \$1 per minute will be charged if a child is not picked up by closing time. This fee must be paid by Monday morning of the up coming week in order for the student to return to the YMCA Summer Camp program. Repeated or habitual Late pick-ups will result in the termination of your child from our program.

ARRIVING EARLY

All camps begin with supervision of programs at 7:00 am. Camper's MAY NOT be dropped off at camp prior to 7:00 am. This allows the camp staff to properly prepare for the day without interruption from camper's arriving early. Camp Staff will be ready to greet your camper promptly at

7:00 am. **Please do not let your camper out until a YMCA Day Camp staff member greets you.**

PARENT INVOLVEMENT

We welcome parents to come and be apart of special events at our camp program. See our weekly camp newsletter for more information about specific times and events. If you are interested in giving back by volunteering with us, please visit www.ymcacharlotte.org/stratfordrichardson for more information about these opportunities.

EVALUATIONS

We need your comments, input and ideas on how to make our day camp programs better to serve you and your child (ren). Net Promoter Surveys will be delivered three (3) times during the summer. Please take time to take and respond to these surveys. These surveys will be delivered either by email or a phone call from a third party company. Your feedback is very important to us as we strive to better serve you. This allows us to make necessary changes in the program and to recognize staff that is providing outstanding service to you and your family through the summer camp programs. .

COME VISIT

You are always welcome to visit camp. We also encourage you to talk with our camp staff or the Camp Coordinators about the program and any needs or special successes your child is experiencing. You can request to do so with the Coordinators and a scheduled time and provisions will be made for this meeting.

FAMILY INVOLVEMENT

One of our goals is to strengthen families-whether single parent, two parents, or other legal guardian. During the summer we will offer special family activities that will start after normal program hours. We encourage you to participate.

VOLUNTEERING

Opportunities for parents to volunteer may arise. You must first complete a volunteer application at our branch along with its screening process. Then you must wait for the appropriate approvals stating that you are cleared to be a volunteer. Once you are "cleared" you will be scheduled to attend our volunteer orientation. After we receive confirmation of orientation, the Coordinators will delegate and schedule times for you to come in and volunteer with us. * Volunteers MUST follow the guidelines given in the Volunteer Application.

PARENT COMMUNICATION

Our primary form of communication about your campers experience prior to camp and during the summer months will be via email. Please make sure we have the current email address for the primary account holder. You will be receiving a reminder email the Friday before each camp session begins directing you to information on our Camp Central pages with additional details about your child's schedule camp activities, what to pack, where to drop-off, etc. These camp web pages are updated every Friday by 12:00pm.

LOST ARTICLES- LABEL EVERYTHING!!

Labeling will minimize the opportunity for your child to lose an item at camp. We do provide lost and found. As always, we are making special efforts to return lost and found items to campers. All labeled items found will be returned to campers. Any unlabeled items will be kept for two weeks and then donated to charity. You are welcomed and encouraged to come in and check lost and found for your child's items.

TRANSPORTATION

Stratford Richardson YMCA will transport children in 15 passenger mini buses or any other authorized vehicles. Driver's of YMCA vehicles have been trained and certified to operate these vehicles. These vehicles are used to transport children periodically between program activities. Children are made aware of the following rules when being transported in YMCA Vehicles.

- o Children must remain seated at all times
- o Children must talk quietly and do not disturb the driver
- o No body parts or objects are allowed to be outside the bus windows
- o Children must clean up all trash before leaving the bus
- o Children are not allowed to eat in the bus

*All transportation in inclement weather will be suspended on our authorized vehicles until it is deemed safe to transport. If transportation is suspended for a significant amount of time parents are responsible for and must make arrangements for alternate transportation/pick-up for their child.

MEDICATIONS

Please administer all medications at home before arriving at camp. If medications are required during the camp day, a "Medication Authorization Form" must be filled out and provided to the camp office staff in the original container. All medication including over the counter items must be dispensed by the camp office personnel. Please contact the camp director if your child's allergy requires special consideration.

*These guidelines are for your child's safety. Should you have any questions, please April Springs at 704-716-4848.

EMERGENCIES/First Aid

Routine scrapes and cuts will be treated by our staff. In the case of serious accident or illness, camp staff will contact you directly. In the event that you cannot be reached, the authorization signed on your health form allows the staff to provide prompt treatment. Please note that in the event of serious injury, 911 will be called first.

INSURANCE

The YMCA of Greater Charlotte provides liability insurance on all its programs. It is the program participant's responsibility to provide their own accident insurance coverage. Parents/guardians include their personal health insurance information in the space provided on the camper health history/release form provided for registration. This information will only be used to facilitate outside medical treatment if required. In the event of serious illness or accident, the parents will be notified at once. Parents/guardians are responsible for prescriptions and charges incurred for outside medical treatment of their child, should services be required while attending camp.

ILLNESS

Stratford Richardson YMCA cannot provide care for sick campers/children. A child who is sick before camp begins should be kept home for his/her safety and the safety of others. If a camper has any sign of illness or fever, the parent will be called to pick up the camper. If a camper has no overt symptoms of illness, but displays significant behavior changes and is clearly uncomfortable and not able to participate in activities, a parent will be called to pick up the camper. If a parent cannot be reached, the staff will call the emergency number listed on the camper's registration form. There are not refunds for days missed due to illness.* Remember appropriate vitals will be taken prior to the contact of the parents.

ABSENTEE POLICY

If a child does not attend camp two or more days in a row a parent and/or guardian listed on the paperwork will be contacted to check on the child and to make sure no miscommunication of registered weeks has taken place during registration or parent orientation. If for some reason you know in advance days your child will not be attending camp please inform Camp staff as soon as possible.

INCLEMENT WEATHER

In the event that light rain is falling, we may still hold outdoor scheduled camp activities outdoors. If thunderstorms and/or bad or heavy rain do exist we will not participate in any outdoor activities until it is safe to return outdoors. If rain or thunderstorms occur during ride in or out, the process will still occur in the same fashion. Please have your campers wait for the staff to escort your child safely inside the building or to your car. Please exercise patience. We will go as fast as possible during these conditions. Please understand we will not risk the safety of our campers or staff no matter how long the traffic line. The YMCA reserves the right to cancel, delay or reschedule programs and field trips requiring the use of YMCA transportation based on inclement weather that could affect your child's safety and program quality.

WHAT TO BRING TO CAMP

Check the weather daily and dress your camper accordingly — the camp day will continue rain or shine!

- Lunch (optional)
 - Lunch will be provided during camp weeks 1 – 8, if you choose to participate. Please use ice packs or frozen water bottles for packing lunches as we cannot provide refrigeration.
- Afternoon snack (optional)
 - Healthy snacks are provided daily, but parents may send healthy snacks if they prefer.
- Water bottle (optional)
- Swimsuit and towel (**goggles** and aqua shoes are optional)
- Send your preferred sunscreen labeled with your child's name on it.
 - Apply sunscreen to your child before arriving at camp
- Appropriate clothing for the weather:
 - Shorts
 - Lightweight top (camp t-shirt on field trip days!)
 - Hat
 - Tennis shoes/sneakers or closed toe shoes
- Please do not wear revealing clothing, offensive messages/logos, dark clothing that will get hot, overly expensive clothing or dressy outfits, or open-toed shoes. Wearing this may restrict the camper from participating in some activities for their safety.

WHAT "NOT" TO BRING TO CAMP

Camp is a natural setting to retreat from electronic technology and to discover low tech activities, friendships and nature. The YMCA is not responsible for lost, stolen, or damaged items or valuables. Objects that may be dangerous are also prohibited. Items to leave at home include:

- | | |
|---|----------------------------------|
| • Toys, balls, playing card, etc. | • Fireworks, matches or lighters |
| • iPods/MP3 players, Radios, DVD players | • Wheelie shoes |
| • Electronic games (Nintendo/PSP/Gameboys) | • Money or valuables |
| • Cell phones, iPads/tablets or other electronics | • Alcohol or drugs |
| • Kindles/Nooks/e-Readers | • Aerosol products |
| • Firearms, Knives and any kind of weapon | • Vehicles |
| | • Animals |

PARENTS PLEASE HELP US WITH THESE REQUESTS. WE DO NOT WANT SOMETHING PRECIOUS TO YOUR CHILD TO BE LOST OR BROKEN and are NOT held responsible. THANK YOU VERY MUCH!

HOURS OF OPERATION/SCHEDULE

7:00 AM - 9:00 AM: Arrival (Drop Off)
9:00 AM - Opening Ceremony
9:30 AM - 11:15 AM: Group Activities
12:00 PM: Lunch
12:30 PM - 3:15 PM: Group Activities
3:45 PM: Closing Ceremony
4:00 PM - 6:00 PM: Departure (Pick Up)

GROUP ACTIVITIES

**Swimming	Academics	Arts and Crafts	Sports	Meditation
Outdoor Time	Open Assembly	Devotions		Character Development
Health and Wellness	Literacy			

****SWIMMING: Campers Must Dress Out to Swim**

- Campers are all swim tested to assess their swimming capabilities.

HEALTHY EATING AND PHYSICAL ACTIVITY (HEPA) STANDARDS

In response to a call by First Lady Michelle Obama and the Partnership for a Healthier America, the Y has expanded its longtime commitment to supporting healthy living by adopting a set of Healthy Eating and Physical Activity (HEPA) standards. Based, in part, on years of research with key partners, the HEPA standards will build a healthier future for our nation's children by creating environments rich in opportunities for healthy eating and physical activity. We strive to meet the following standards:

Water is accessible and available to children at all times, including at the table during snacks and meals.

Y staff will model healthy eating behaviors at all times. This includes consuming the same foods and beverages as children during meals and snacks (if possible) and avoiding consumption of foods or beverages that are inconsistent with the HEPA standards during program time.

Provide children with opportunities for moderate and vigorous physical activity for at least 60 minutes per day during a full-day program or 30 minutes per day for a half-day morning or afternoon program. The time can be broken down into smaller increments. Include a mixture of moderate and vigorous activity (activity that increases the heart rate and breathing rate), as well as bone- and muscle-strengthening activities. Take active play outdoors whenever possible.

Y staff will model active living by participating in physical activities with children.

Eliminate screen time (television, movies, cell phone, video games, computer, and other digital devices) for children under 2 years old. For children over 2, limit screen time to less than 30 minutes per day for children in half-day programs and to less than 1 hour per day for those in full-day programs. During screen time, seek to minimize children's exposure to commercials and ads marketing unhealthy foods.

CHILD AND ADULT CARE FOOD PROGRAM(CACFP)

Our Childcare Center also participates in the Child and Adult Care Food Program (CACFP) a Federal program that provides healthy meals and snacks to children receiving childcare during the school year.

Congress established the Child Care Food Program in 1968 to improve the health of children in child care centers both by improving the nutritional quality of meals and by promoting healthy eating. The program is run nationally by the Food and Nutrition Service, an agency of the United States Department of Agriculture (USDA).

Based on CACFP Meal Requirements, meals must include the following components to qualify:

- Breakfast: Milk, fruit or vegetable or 100% juice, bread or cereal.
- Lunch or supper: Milk, meat or meat alternate, fruit or vegetable (2 servings), bread or alternate.
- Snack: Serve at least 2 of the 4 components: Milk, meat or alternate, fruit or vegetable, bread or alternate.

CHILD NUTRITION SUMMER FOOD SERVICE PROGRAM

Our Camp participates in the summer feeding program through Charlotte-Mecklenburg Child Nutrition Services during the summer months, using the same Meal Requirements in accordance with the Federal Law and U.S. Department of Agriculture policy.

YMCA of Greater Charlotte

Code of Conduct

The YMCA of Greater Charlotte is committed to providing a safe, comfortable, and welcoming environment for all and we ask all persons to act maturely, behave responsibly, and to respect the rights and dignity of others at all times when in our facilities, on our property or participating in our programs.

Our Code of Conduct below outlines prohibited actions. This list is not all-inclusive, and the YMCA reserves the right to deny, suspend or revoke membership/access privileges to any person if, in the YMCA's sole discretion, the actions/inactions of a person are detrimental to the health, safety, or enjoyment of its employees, volunteers, members, or participants.

- Card sharing, presenting false identification, or and intentional abuse/non-compliance of YMCA policies
- Using or possessing alcohol or illegal drugs on YMCA property, in YMCA vehicles or facilities, or at YMCA-sponsored programs is prohibited
- Smoking on YMCA property – all of our YMCA buildings and grounds are smoke-free environments
- Carrying or concealing a weapon of any kind
- Harassment, verbal abuse or intimidation by words, gestures, body language, or any type of menacing behavior
- Physical contact with another person in an angry, aggressive, or threatening way
- Inappropriate sexual conduct including explicit conversations or any sexual contact with another person
- Theft or behavior that results in the destruction or loss of property
- Loitering within facilities or on the grounds of a YMCA
- Use of cell phones in locker room or bathrooms
- Wearing inappropriate (i.e. contains profanity or illegal product marketing), immodest, or revealing attire
- Use of social networking websites in a manner that is contrary to the YMCA's mission, is detrimental to the community or is in violation of the law
- Any behavior or activity that is against the law

In addition, the YMCA reserves the right to deny access or membership to any person who is a registered sex offender, has been arrested for or convicted of any crime involving weapons, violence, sexual abuse, or the sale, possession and/or transportation of illegal drugs.

Please notify a YMCA staff person immediately if there is an accident, injury, unusual incident or you believe that that this Code of Conduct is being violated.

Suspension or termination of YMCA membership may result from a violation of this Code of Conduct. While an incident is being investigated, the membership of the person(s) accused of violating this Code of Conduct may be temporarily suspended pending a final decision.

Zero Tolerance Policy

We are excited to have you and your children participate in the Summer Camp program at the Stratford Richardson YMCA. We take great pride in providing an avenue for our young people to extend and reinforce their overall development.

During the time that we spend with the youth in our program, it is our desire to demonstrate the core values of the YMCA: respect, honesty, caring, responsibility, and faith. As we continue to grow and enhance the quality and safety of our program, we are implementing a **"Zero Tolerance" policy** for inappropriate behavior. This policy will include interaction amongst other parents in the program, all YMCA staff, and youth.

Throughout the year, we will be working very hard to ensure that your children are immersed in an environment that is safe and nurturing for their development. The Zero Tolerance Policy assures that violation of the attached YMCA of Greater Charlotte **Code of Conduct will NO LONGER BE PERMITTED to occur.**

Policy Enforcement will include:

1. Individual may be given a warning for inappropriate behavior **(youth only)**. Suspension and/or termination of services will follow if the behavior continues.
2. For Parents, an immediate internal investigation will occur and the leadership staff will determine if immediate termination of enrollment in the program and/or the individual may be asked not to return for other YMCA activities.
3. For Staff, an immediate internal investigation will occur and the YMCA Human Resource Department will work with leadership staff to determine if disciplinary action is necessary.
4. Other sanctions as deemed necessary may be enforced.

If you have any questions regarding this policy, please feel free to contact me directly at 704.716.4889. We are anticipating a great 2018 Camp Season and we thank you for choosing the Stratford Richardson YMCA!

Veronie Gamble
Sr. Program Director

Acknowledgement Form

I, _____ (Parent Printed Name), the parent of

_____ (Child Printed Name), acknowledge that I have received a copy of the Stratford Richardson YMCA Parent Handbook and the Summary of the North Carolina Child Care Law and Rules. I have also read, understand, and accept all policies and procedures, which includes the **YMCA of Greater Charlotte Code of Conduct**, the **Zero Tolerance policy** and the **Healthy Kids and Physical Activity (HEPA)** standards stated in this handbook governed by the Stratford Richardson YMCA.

(Parent Signature)

(Date)

***I hereby authorize the YMCA to initiate debits from the BANK/CREDIT CARD information provided to the YMCA at the time of sign up. The authority is to remain in effect until YMCA has received 15 days written notification from me of the termination of this agreement, or until the YMCA or BANK/ CREDIT CARD has sent me 15 days written notice of the YMCA's or BANK/CREDIT CARD's termination of the agreement. The YMCA will send a 15- day notification of any change in the amount to be drafted. Should my program draft not be honored by my BANK/CREDIT CARD for any reason, I realize that I am still responsible for that payment and subsequent attempts to draft my account for past due balances, including a YMCA \$25 service charge. This is in addition to any service fee my BANK/CREDIT CARD may make.**

(Print Parent First , Last Name)

(Date)

(Parent Signature)

(Date)



Stratford Richardson YMCA
1946 West Boulevard
Charlotte, NC 28208
704 716 4800



Carolina Golf Club

Stratford Richardson
YMCA

West Blvd
West Blvd

Walton Rd

KEY

 Camp Entrance

 Drop-Off/Pick-Up

