



2019
JOHNSTON YMCA
SUMMER
DAY CAMP
PARENT
HANDBOOK

PARENT HANDBOOK

PARENT TIPS:

We are committed to giving you all the information you need to be prepared and have an awesome camp experience! You'll receive a "Welcome to Camp" email with detailed camp information the Friday before your child's camp begins. Please read through it thoroughly. If you do not receive an email the Friday prior to camp starting, please email us (see staff directory below).

Online registration closes Saturday night and in-person on Sunday at 4:30 PM for the following week of camp. Registrations will not be accepted on Monday for the same week of camp.

Log on to our Y Camp Life portal to check out fun photos of your camper in action! [Visit Y Camp Life >>](#)

DROP-OFF & PICK-UP:

For all full day camps, drop-off is 7:00 AM - 9:00 AM. Curbside services will be offered to our families. We ask that parents come to the front of the Johnston YMCA Annex Building, which is on the same property as the Johnston YMCA. A counselor will record your time, and your child will be walked to their respective group.

AM camp drop-off is from 7:00 AM - 8:00 AM

PM camp drop-off is from 1:00 PM - 1:30 PM

Pick-Up

For all full day camps, pick-up is between 4:00 PM - 6:00 PM in front of the Johnston YMCA Annex Building which is on the same property as the Johnston YMCA. Curbside services will also be offered at the end of the day. Children will only be released to legal guardian or responsible adult listed on the registration form. Every authorized individual must present a photo ID at 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.

AM camp pick up is from 12:30 PM - 1:00 PM

PM camp pick up is from 5:30 PM - 6:00 PM

WHAT TO BRING/WHAT TO WEAR:

Check the weather daily and dress your camper accordingly — the camp day will continue rain or shine! Be sure to label EVERYTHING you send to camp with your camper and check the camp's lost and found at the end of the week before items are donated.

Please have your child bring a backpack or string bag to camp with the following supplies labeled with their name:

Change of clothes

Swimsuit, towel and bag for wet items

Bug spray

Hat

Refillable water bottle

Lunch and snack (Parents do not have to pack lunch or snacks if they would like to take advantage

of our free breakfast and lunch option at the Johnston YMCA.)

Sun Block SPF +15

What to Leave at Home

All electronics, cell phones and toys

LUNCH INFORMATION:

Parents are welcome to send snacks and a lunch with their child every day. No peanut products please! Breakfast and lunch are provided by the Johnston YMCA for every camper through our partnership with Freedom Within Walls. All campers are eligible to have breakfast and lunch if they choose.

CAMP SCHEDULE:

While individual camp agendas vary, here's generally what camp looks like typically for full day sessions:

7:00 AM - 8:30 AM: Drop-off (games and activities)

8:30 AM - 9:00 AM: Breakfast

9:00 AM - 10:00 AM: Assembly (ALL Camps)

10:00 AM - 11:00 AM: Camp Activities or Sports Skills

11:00 AM-12:00 PM: Camp Activities or Sports Skills

12:00 PM - 1:00 PM: Lunch (Preschool, Teen, Traditional)

1:00 PM - 2:00 PM: Lunch (Sports, Arts)

2:00 PM - 3:15 PM: Camp Activities or Sports Skills

3:15 PM - 4:00 PM: Journaling and Healthy Snack (ALL Camps)

4:00 PM - 6:00 PM: Pick-up (games and activities)

SUNSCREEN APPLICATION:

Protecting skin from the sun's damaging rays is important. If you have specific questions about sunscreen application or if you have a child with a sunscreen allergy, please contact your branch camp director.

Apply sunscreen to your child before arriving at camp — we can assist in reapplying as needed
Send your preferred sunscreen labeled with your child's name on it

PARENT FAQS:

Do you accept third-party payers for camp?

- Yes, for our Day Camp (5-12 yrs old) only. Third-party payer documentation must be brought in-person to the Johnston YMCA sales and service desk. If you have specific questions regarding a third-party payer, please contact Paulina Espin at paulina.espin@ymcacharlotte.org or by phone at 704 716 6613.

When does registration close?

- Registration will close online on Saturday at midnight and in-person on Sunday at 4:30 PM. NO registrations will be accepted after Sunday at 4:30 PM for the following week of camp.

What is the "Activity Fee?"

- Every camp session will carry an additional \$10 activity fee for each camper. This activity fee is required and covers field-trip and/or special activities that every camp will have each week.

What is required at registration?

- Completed registration packet, immunization records, and full camp payment (including activity fees) OR debit/credit card information for camp payment draft.

CONTACT US:

johnstondaycamp@ymcacharlotte.org

Jennifer Stadler, Family Services Coordinator
jennifer.stadler@ymcacharlotte.org | 704 716 6374

Adam Esmaeel, Family Services Director
adam.esmaeel@ymcacharlotte.org | 704 716 6314

[Find us on Facebook >>](#)

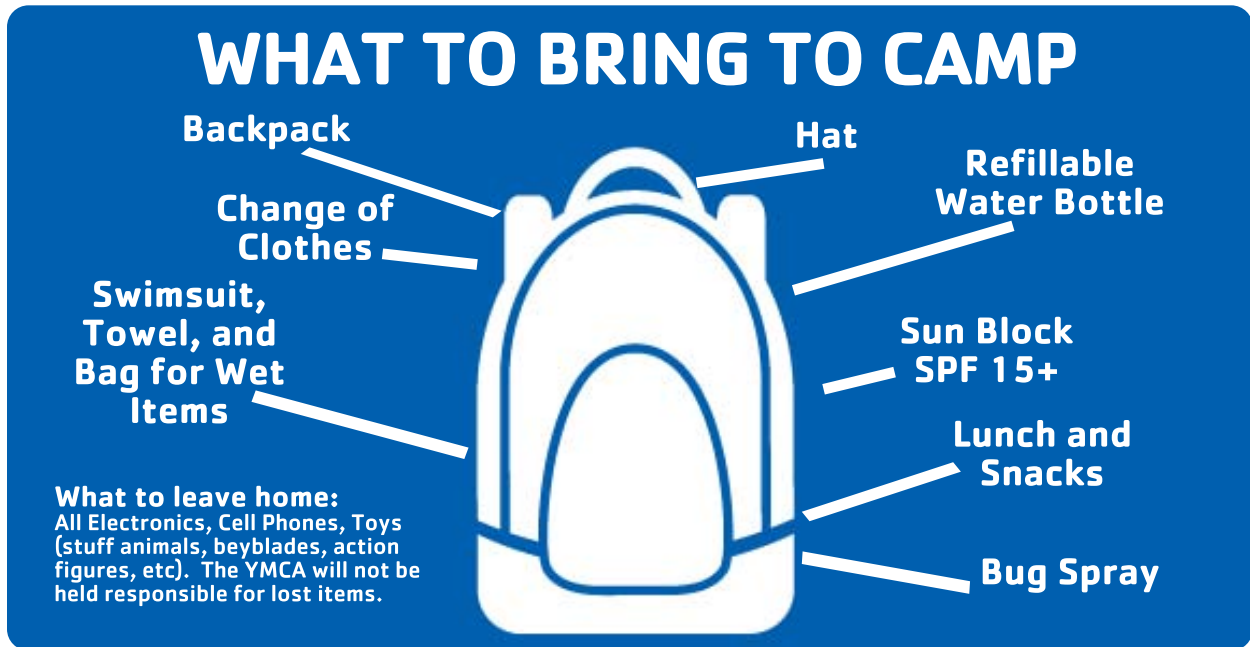
For more information, please stop by or contact:
Sales & Service Center | 704 716 6300



JOHNSTON YMCA DAY CAMP FAQ

Q. What does my child need to bring to camp?

- A. Swimsuit, towel, tennis shoes, comfortable clothing, book bag, and journal (provided). Please also apply waterproof sunscreen/bug repellent before your child comes to camp.
- B.



Q. Where do I drop off and pick up my child?

- A. Come into the parking lot, drive all the way to the right. That will pull you beside our youth program building. For all camps, drop-off is 7:00-9:00 AM, and pick-up is 4:00-6:00 PM.

Q. If I do not make the payment deadline, will my child be admitted to Camp?

- A. If payment is not received in full by 6:00 PM on the due date, the camper will be removed from the week registered and will not be admitted to camp that week.

Q. Can I drop off my child after 9:00 AM or pick up after 6:00 PM?

- A. Drop-off ends at 9:00 AM. Your child will not be allowed into camp after this time without prior approved permission from the Director.

Late fees for pick ups after 6:00 p.m. are in effect at 6:05 PM. In fairness to our staff, and because of subsequent program demands, it is very important that your child be picked up on time. A late fee will be charged for each child not picked up by 6:00 PM for all other camps. The fee will be assessed at a rate of \$1 a minute for



each minute after 5 minute grace period. The Late Fee will be added to your account and will need to be paid when you pay your next bill.

Q. What do you do for my child on a typical day at camp?

A. A normal day varies depending on your specific camp. Most camps will do the following: swim all 4 days out of the week, two of those days being swim lessons, participate in opening/closing assembly, rides in/out; breakfast, lunch and snack, and at least 3 hours of indoor/shade activity time. All camps will have curriculum for each week. We will have Friday Fun Day where each camp will perform what they learned that week; all parents are encouraged to participate.

Q. Does my child go swimming? How often?

A. All campers receive free swim lessons twice a week and free swim twice a week; each day being an hour long. They will not swim on days they have their field trip.

Q. What items are not allowed at camp?

A. Money (unless given to the Director or lead staff for field trips) animals, weapons, valuables, any electronics (Cell Phones, games, iPods/MP3 Players, etc), toys, and anything that you wouldn't want to lose. The Johnston Y is not responsible for the loss or damage to items that are brought to camp.

Q. Who is my contact person for camp?

A. For most questions, you can contact our Camp Hotline at 704 716 6323 or johnstondaycamp@ymcacharlotte.org we will have a cell phone that the Director will have on them the entire day of camp, that phone number will be given out at Parent Orientation and on the first day of each camp week.

Q. Do I need to pack a lunch?

A. No. Every camper receives breakfast, hot lunch, and snack every day of camp. If there are specific foods that your child can not eat, or is required to eat, and we do not provide it; then, yes, please pack their lunch. We will have a calendar of all food items for the summer that will be given out at Parent Orientation.

Q. Can I purchase lunch for my child?

A. We will have Subway available on Tuesdays only. You may purchase at the time of camp registration; the cost is \$5. This option is only available on Tuesdays.

Q. Who is watching my child during camp?

A. The YMCA hires professionals who have worked with children in the past, or aspiring for a career with children. More than 40 percent of our staff are returning counselors. We hire counselors with excellent character, strong values, enthusiasm and experience working with kids. Before camp starts, we add to their skills with more than 30 hours of instruction in training such as child development, first aid and conflict resolution.

Q. Can I register for other YMCA programs?



A. Yes! Campers can participate in any other programs that are registering. However, camp staff will not be responsible for ensuring your child is transported from camp to other programs. For more information about what's registering and to sign up, please visit the Sales and Service Center.

Q. Do you give out medication? Where is it stored?

All medication is stored in a locked box in the day camp office.

If medication must be administered, parents should:

- > Bring any medication directly to the Camp Director when they arrive on the property. No camper is permitted to walk around with medication in their possession.
- > Provide written instructions as to quantity, time to be administered, and your name and phone number.
- > THE BOTTLE WITH THE PRESCRIPTION DIRECTIONS MUST BE TURNED IN. NO EXCEPTIONS.
- > Written clearance from parent/guardian must be given to the YMCA to administer the medication. We will provide you with the appropriate form when we receive the medication.

These guidelines are for your child's safety. Should you have any questions, please call the Day Camp Office.

Q. What is your policy on cell phones?

A. Campers are not allowed to have cell phones at camp, including teen camps. We understand there are times when you need to get in touch with your child; you may contact your child through the camp hotline. YMCA staff will have cell phones when offsite. The YMCA is not responsible for items that are lost or broken at camp.

Q. Is my child outside all day?

A. Campers spend a large part of the day doing outdoor activities, but we schedule at least 3 hours of indoor or shade time to help prevent heat related injuries. Shaded areas are provided. During excessively hot days or weather related issues, all camps operate using our indoor plan which provides activities to be done while inside the building.

Q. What are the camp ratios?

A. We follow the State Licensing guidelines for staff-to-child ratio. We maintain a staff-to-child ratio of:

- > 1:6 for campers, preschool
- > 1:8 for campers, rising k
- > 1:10 for campers, 1st-5th grade
- > 1:12 for campers, 6th-11th grade

Q. Can I come during camp to see or participate with my child during camp?



A. Yes, we encourage our parents to get involved in camp. Parents are welcome to have lunch with your child on Tuesdays. If any parent wants to visit the program, please sign-in at the day camp office.

Q. Can the counselors help with sunscreen and with bathroom time?

Yes, staff can help with spray sunscreen. Lotion will need to be applied by the camper. If a child requires assistance in the bathroom, two staff members will be present.

Q. Where is lost/found? How do I get back lost items?

A. Label everything! All labeled items found will be returned to campers. Any unlabeled items will be kept in Lost & Found for two weeks and then donated to charity. You can check for missing items at the day camp office.

Q. Should my child wear their swim suit to camp?

A. We would prefer the camper to pack a separate plastic bag in their book bag that contains the following: Swim suit and towel. You may also pack goggles, swim cap, and flip flops if you prefer.

Q. How do I register my child for camp?

A. Visit us online at ymcacharlotte.org/johnston

Q. How old does my child need to be to attend camp?

A. For Preschool Camp, the ages are 3-5; Sports, Traditional, and Arts Camp are ages 5-12; Teen Camp ages are 13-17.

Q. When should my child wear the camp t-shirt?

A. T-shirts should be worn on the field trip days.

Q. Our summer plans have changed. How do I cancel a session of camp?

A. If you need to cancel a camp session, it must be submitted, in writing, two weeks (14 days) prior to the start of the session. Advance notice is required to receive a refund, less the non-refundable deposit.

Q. How do I switch to a different session of camp?

A. If you need to transfer a camp session, it must be submitted, in writing, two weeks (14 days) prior to the start of the session. Change forms are available at the Sales & Service Center. We regret we are unable to accept changes via phone, fax or email.

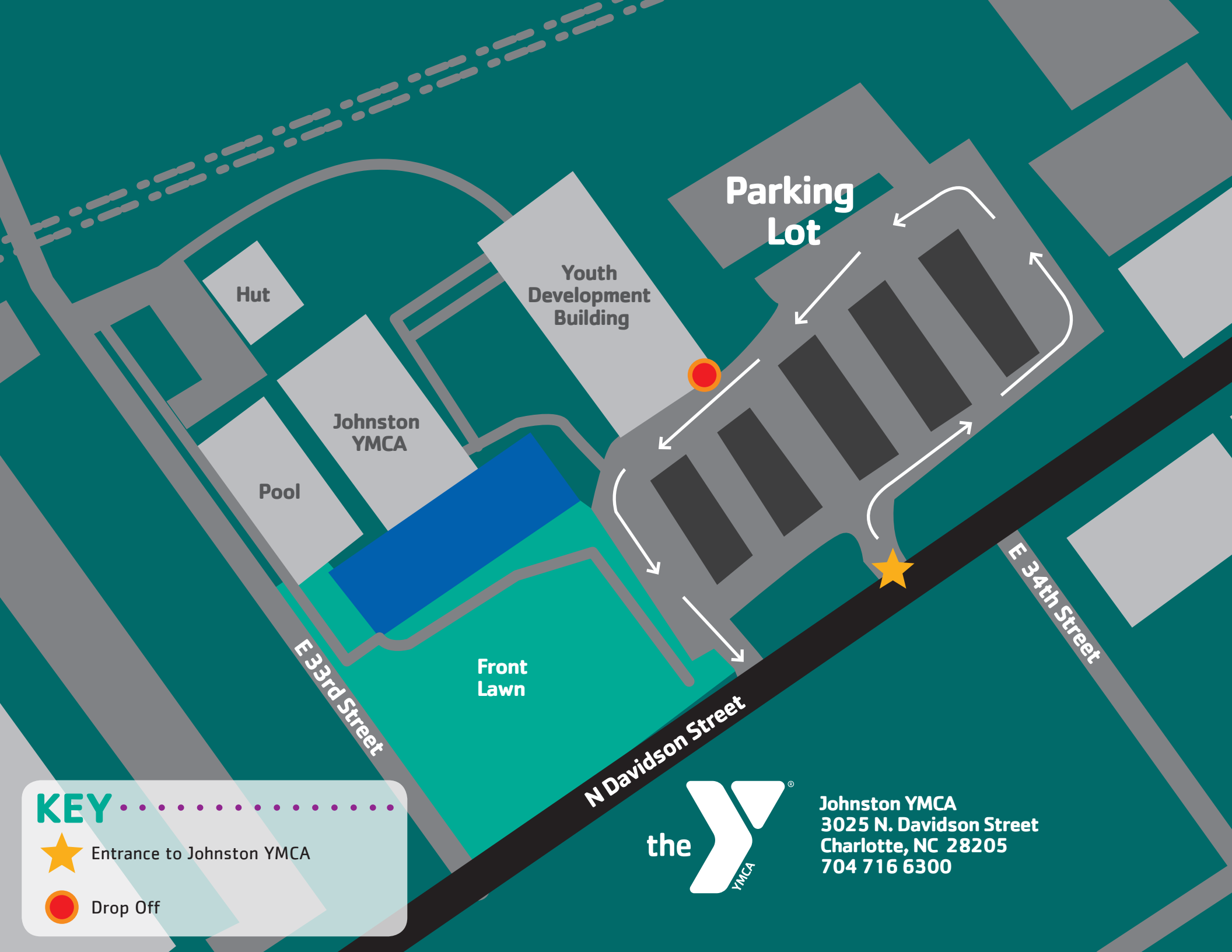
Q. What is the payment and refund policy?

A. 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.




Q. What is the pick up/release policy?

An authorized adult (18 years of age or older) must sign the child in and out each day. It is required by state law to sign your child/ren out when you pick him/her up. Anyone picking up a camper from camp must be listed as an authorized pick-up and will be required to show a valid photo ID at the time of pick-up.



KEY

 Entrance to Johnston YMCA

 Drop Off



Johnston YMCA
3025 N. Davidson Street
Charlotte, NC 28205
704 716 6300