



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

# SUMMER DAY CAMP FAMILY HANDBOOK

**SIMMONS FAMILY YMCA**

6824 DEMOCRACY DRIVE CHARLOTTE NC 28212  
704-716-6627 | [zaire.holmes@ymncacharlotte.org](mailto:zaire.holmes@ymncacharlotte.org)

## **YMCA OF GREATER CHARLOTTE MISSION**

The mission of the YMCA of Greater Charlotte is to put Christian principles into practice through programs that build healthy spirit, mind and body for all.

### **COVID-19 UPDATE:**

Due to the circumstances surrounding COVID-19, the Y has adjusted some of our normal operating procedures and updated them based off of guidance from the North Carolina Division of Child Development and Early Education (DCDEE), Y USA and the US Centers for Disease Control and Prevention (CDC). We are currently following COVID-19 safety precautions within our programs that include practices such as lower staff to child ratio, social distancing, and frequent handwashing and enhanced sanitation practices. Throughout this handbook you will note some changes to our operating norms. These adjustments have been made to ensure your camper has a safe summer.

In addition, the YMCA will help kids get back to the fun and adventure of childhood, with a greater emphasis on social-emotional growth and character development. We will take this adventure with safety and education in mind, enhancing our approach to cleanliness, staffing models and academic enrichment.

## **SIMMONS YMCA YOUTH SERVICES VISION**

The vision of the SIMMONS YMCA Family Services Department is to provide a positive growth experience by recognizing each child's individual abilities and needs. We work diligently to provide activities and experiences that develop and support our Christian mission, positive self-image and fun. In addition, we strive to strengthen the family unit.

## **YMCA CORE VALUES**

Faith – Honesty – Respect – Responsibility – Caring

## **SIMMONS YMCA DAY CAMP GOAL**

Our goal is to provide Campers with a safe, nurturing, engaging, and creative environment. At all times, we will strive to promote healthy lifestyles and character development in the areas of caring, respect, responsibility, honesty, and faith. We will do this through age-appropriate activities, trips, and forming community partnerships.

## **DESCRIPTION OF ACTIVITIES AND OPERATIONS**

As the goal of Summer Camp is to provide participants with a safe, nurturing, engaging, and inclusive environment, our Campers will be exposed to activities that bring out their personalities. Campers will partake in a quiet learning environment with staff to help facilitate classroom expectations.

**\*\* Please note that screen time (Cell Phones, television, computers, video games, etc.) are kept at a minimum of no more than 30 minutes per day. \*\***

## **CAMP STAFF**

YMCA Professionals supervise all of our programs. We recruit our staff through local churches, leadership organizations, and from area colleges and universities. If you have any questions about our summer camp staff, please contact a member of our camp Leadership Team.

### ***Staff Training:***

- All Staff are required to complete a minimum of 30 training hours including, but not limited to, Coronavirus Training, First Aid, CPR, AED, Social Emotional Learning, and Child Developmental Milestones prior to the first day of program. We take pride in the high expectations we set for our program staff and evaluate them on a regular basis.

### ***Staff Personal Protective Equipment and Safety Precautions:***

- Staff will be required to wear mask when indoors and when unable to maintain at least 6 feet distance outdoors.
- All staff on-site will be required to complete daily health screenings prior to entering the facility.

## **ADMISSION/ENROLLMENT PROCEDURES**

The YMCA of Greater Charlotte welcomes all children into our programs regardless of race, color, sex, national origin, creed, religion, or socioeconomic status.

At registration, you will be asked to provide the following:

- Copy of your child’s immunization records
- COMPLETED Registration Form
- Signed Discipline and Behavior Management Policy
- Signed Swim Waiver
- If you receive Child Care Resources (CCRI) funding for your child, you will need to submit the voucher NO LESS THAN two weeks before your child’s arrival in the program.

MYP information can be obtained from the Sale and Service Team. Financial Assistance acceptance needs to be completed before camp registration in order to apply the discount to camp sessions.

## **FINANCE POLICY**

The full session balance must be paid by 5 PM on the designated date below for each session. Please note that the credit card used at checkout will be used for future day camp balances. By signing, you are authorizing the YMCA of Greater Charlotte to automatically draft your credit card for future payments in this program according to the scheduled due dates. You will receive a receipt after check out that includes all future due dates. If you want to change your method of payment at a later date, please contact your branch at least fifteen days prior to the payment schedule due date. A \$25 fee will be charged to accounts for all funds that are unable to be drafted on the payment due dates. Please note a credit card will be required to be maintained on file for the duration of the camp season.

Any balance due for each session must be paid in full before the camper can attend the session. If payment is not received in full by the deadline, the camper will be removed from the session. Parents must have acceptable forms of payments include cash, credit cards or money orders.

**Please note:** Voucher holders with parent fees must be paid monthly. For additional information about payments, methods, and options, please feel free to contact the Simmons YMCA Business Office at 704 716 6650. In addition, if fees are not paid, voucher holders are subject to benefit termination from sponsoring party. Lastly, voucher benefits do not cover the cost of activity fees or field trip fees. These fees are the responsibility of the parent.

## **PROGRAM ADJUSTMENT RATE**

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

## **PAYMENT OPTIONS**

- Pay in full at time of registration
- Payment in person (before 5 PM on designated date below)

- 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.

## 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 [simmonsdaycamp@ymcacharlotte.org](mailto:simmonsdaycamp@ymcacharlotte.org) or 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.

Cancellations not received by the designated day will result in a forfeiture of all deposits and fees paid towards that camp week.

CAMP PAYMENT SCHEDULE		
Week	Camp Dates	Due on or before
1	June 12-June 16	6/2/2023
2	June 19-June 23	6/9/2023
3	June 26-June 30	6/16/2023
4	July 3-July 7	6/23/2023
5	July 10-July 14	6/30/2023
6	July 17-July 21	7/7/2023
7	July 24-July 28	7/14/2023
8	July 31-August 4	7/21/2023
9	August 7- August 11	7/28/2023
10	August 14-August 18	8/4/2023
11	August 21-August 23	8/9/2023

## DENIAL OF PROGRAM SERVICES

The Simmons Family YMCA reserves the right to deny program services if one or more of the following conditions exist:

- The scholar is not participating in or benefiting from the program
- The staff cannot provide adequate or safe care for the scholar
- The staff cannot provide adequate or safe care to other enrolled Campers due to the behaviors of a scholar

Refunds will **not** be granted for denial of services due to behavior concerns.

## HOURS OF OPERATION

The Simmons Family YMCA Summer Camp program operates Monday – Friday:

7:00 AM – 9:00 AM\*

Rides In (no programming with staggered starts for Campers)

9:00 AM - 4:00 PM

Active Programming

4:00 PM – 6:00 PM

Rides Out

**\*Campers will not be admitted into camp after 9:00 AM (Please inform team of late arrival)**

**\*Outside food including: packed lunches or delivery will only be accepted between the hours Of 7am-10:0am.**

## SAFE ARRIVAL AND DEPARTURE PROCEDURES

Parents are required to sign their child/ren in and out of programming. Campers are not allowed to leave programming without a parent or guardian present to sign that child out. Campers are not allowed to walk home at the end of the program day. The adult checking the child out must be 18 years old or older, have valid I.D; and be listed on the child's application. **WE WILL NOT WAIVER ON THESE REQUIREMENTS!**

## RIDES IN

Curbside services will be offered to our families. We ask that parents enter the premises entrance and turn left and following to the pavilion area next to our outdoor water park. Proceed to where a counselor will record your child's temperature to ensure they are fever-free (under 100.4 degrees) and acknowledge/answer health screening questions. Upon clearance, your scholar will be admitted into the building and escorted by a staff member to their classroom if we are indoors and to the tennis when we are outside.

## RIDES OUT

Curbside services will also be offered at the end of the day. We ask that parents enter the premises from the Capps Hill Mine Rd. entrance and turn right to enter the main parking lot. Children will only be released to legal guardians or responsible adults 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 email (including the person's name as it appears on their photo ID) is required and **a photo ID must be shown during rides out.**

In the event of lightening, Heat Index and Heavy rain Rides In/Out will take place in the front of the building in our CD Room (Character Development Room). Parents must walk their Campers to the front entrance of the building if arriving after 9AM

## **EARLY DROP-OFF**

Programming begins at 7:00 AM. Campers **MAY NOT** be dropped off prior to 7:00 AM. This allows the camp staff to properly prepare for the day without interruption. Camp staff will be ready to greet your campers promptly at 7:00 AM.

## **EARLY PICK-UP**

We encourage you to leave your child at in programming until the day ends so they will not miss out on activities and recognition of awards earned that day. We understand that there will be exceptions and when these occur, please notify the Director in writing and as early as possible. Please note:

**We will not release campers between the hours of 3:30 PM – 4:00 PM.**

## **LATE FEE**

In fairness to our staff and because of subsequent program demands, it is very important that your child is picked up each program day on time. Pick up after the designated pick up time of 6:00 PM will result in a late fee charge to be paid **the following day**. This fee is \$5 if the child is picked up between 6:01 PM-6:05pm. Each minute after 6:05pm will result in a \$1 charge. This fee must be paid by the Friday of the respective week. This secures accountability in the care of the children. Failure to pay the late fee will result in a cessation of services until the fee is paid. Payment may not be left with the staff and/or leadership staff. All payments must be made at the front desk.

## **ATTENDANCE**

The Simmons YMCA takes attendance daily of all participants in its programs. This is an accountability and safety precaution by our staff for the wellbeing of our Campers. Each morning, attendance will be taken in all groups. Attendance will also be taken throughout the day.

CCRI allows for ten absences each month for children receiving subsidies. The YMCA is accountable for submitting all attendance records to CCRI. If a child misses more than the allotted ten days, we are mandated to report these absences to CCRI.

In the event that your child will be absent from programming, counselors will notify the Camp Admin, and someone from the leadership team will make contact with you. In addition, if your child will be absent please contact the office at 704 716 6650 before 9:00 AM.

## **BEHAVIOR MANAGEMENT**

Praise and positive reinforcements are effective methods of the 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 of how children learn and develop values, this facility will practice the following discipline and behavior management policies.

## **WE DO:**

- Praise, reward, and encourage the children
- Reason with and set limits for the children
- Model appropriate behavior for the children
- Modify the classroom environment to attempt to prevent problems before they occur
- Listen to the children
- Provide alternatives for inappropriate behavior to the children
- Provide the children with natural and logical consequences of the behaviors
- Treat the children as people and respect their needs, desires, and feelings
- Ignore minor misbehaviors
- Explain things to children on their levels
- Use short supervised periods of "time out"
- Stay consistent in our behavior management program



## **WE DO NOT:**

- Spank, shake, bite, pinch, push, pull, slap, or otherwise physically punish the children
- Make fun of, yell at, threaten, make sarcastic remarks about, use profanity, or otherwise verbally abuse the children
- Shame or punish the children when bathroom incidents occur
- Deny food or rest as punishment
- Relate discipline to eating, resting, or sleeping
- Leave the children alone, unattended, or without supervision
- Place the children in locked rooms, closets, or boxes as punishment
- Allow discipline of children by children
- Criticize, make fun of, or otherwise belittle children's parents, families, or ethnic groups

## **BEHAVIOR MODIFICATION SYSTEM:**

- 1st Offense- Positive Redirection
- 2nd Offense- Conference with leadership
- 3rd Offense- Parent Conference with Camp Coordinator
- 4th Offense- Behavior Modification Contract
- 5th Offense- Exclusion from Program

**What are grounds for immediate suspension for campers?** Offenses included but are not limited to fighting, when the child and other children are in danger, violent behaviors in the pool, bus or toward staff.

**What are grounds for immediate suspension for Family members and guardians?** Open use of foul language, violent or physical behavior, and unprofessional conduct.

## **TRANSPORTATION POLICY**

*PLEASE ALSO SEE FIELD TRIPS\**

- Riding the YMCA bus is a privilege, not a right. While on the bus, campers are expected to abide by all the rules
- Only campers that have a signed waiver on file will be allowed to ride the YMCA bus
- Respect the driver and follow all rules at all times
- Remain seated in your assigned seat at all times unless you are instructed otherwise by the driver
- Keep your arms, hands, and possessions inside the bus
- Keep doors and aisle clear at all times
- Do not throw anything on or off the bus
- Absolutely no profane or obscene language or gestures
- Do not eat, drink, or chew gum while on the bus

- No illegal substances are allowed on the bus at any time (i.e. tobacco products, alcohol, drugs, etc.)
- Make room for those that need a place to sit
- Seat belts must be buckled while the bus is on and/or in motion □ Keep your hands to yourself; No horseplay, fighting, etc.
- In the event of severe weather (i.e. storms, flooding, etc.) field trips will be cancelled to ensure the safety of our campers.
- In the event that field trips become approved and transportation is utilized, social distancing will be exercised. In addition, the mode of transportation will be sanitized before and after use.

## **AQUATICS POLICY**

Summer Camp participants will swim Monday-Friday exact days are dependent upon camp group scheduling. The YMCA of Greater Charlotte has very strict guidelines on appropriate and safe pool procedures. For the sake of safety, this is one area where any type of horseplay or non-compliance will not be tolerated.

Children are expected to have swimsuits and towels with them in order to swim. A swim suit is defined as an article of clothing made with supportive lining for the purpose of swimming. Basketball shorts will not be permitted. If a child does not have those two things, he/she will not swim. Moreover, we will not make calls home asking for someone to bring either of these two items.

All children will be evaluated for swimming ability on or before the first day of camp, or the participants first swim day. Children will be assigned a colored band based on their ability and height. Children who are do not pass a YMCA swim test will be required to wear flotation vest and be within reach of an adult. Children classified as yellow or green band swimmers based on the YMCA swim test will not be required to have a flotation device if they are over four feet tall, and they may swim in designated areas of the pool.

The YMCA prides itself on equipping children with the tools to become excellent swimmers. To ensure the quality of our program, please see our aquatics policy below:

- Safety Hazards:
  - The YMCA pool contains the following items, Calcium Hypochlorite (60-80%), Sodium Chloride (10-20%), Calcium Chlorate (0-5%), Calcium Chloride (0-5%), Calcium Hydroxide (0-4%), Calcium Carbonate (0-5%), Water (5.5-10%). These chemicals could cause potential hazard if swallowed. If children are allergic to these items, skin and eye irritations may occur.
- Supervision:
  - Locker Room: All Youth Services participants are supervised in the locker rooms by two certified YMCA counselors at all times.
  - Pool: For every twenty-five (25) children there will be one lifeguard on duty along with two certified YMCA counselors. All YMCA certified counselors must accompany the children in the pool.
- Discipline: To ensure the safety of our children, our students are expected to follow the pool rules. However, when rules are not followed, discipline will go as follows:
  - Strike 1- Verbal Warning
  - Strike 2- Pool Break (3-5 minutes)
  - Strike 3- Pool Break for remainder of session.
- In the event that a field trip is planned to another aquatics facility, our staff and students will be expected to comply with both YMCA regulations as well as regulations set forth by that accompanying aquatics facility.
- In the event of an emergency, Lifeguards will blow the whistle and children and staff will exit the pool. Upon exiting the pool, staff will count children and move to a safe place until clearance is given to re-enter.



## **HEALTH AND SAFETY STANDARDS**

### **STAFF TO CHILD RATIO:**

- We will follow a minimum staff to child ratio of 1:12 at all times.

### **PROGRAM SANITATION:**

- Toilets are cleaned
- Floors are swept and mopped
- Tables, door handles and surfaces are wiped and sanitized
- Hands are washed when the children enter the room, after bathroom usage, after playing with toys, before eating, before taking medications, etc.
- Toys, equipment, and furniture will be washed and disinfected after use using the state approved soap/water and bleach solutions.
  - Bleach Water: Sanitizing food areas (spray bottle)
    - 2 parts bleach to 8oz of water; Between 50-200 ppm
  - Bleach Water: Disinfectant for changing areas and bathrooms (spray bottle)
    - 4 parts bleach to 8 oz. of water; Between 500-800ppm
- The Y has added additional staff to disinfect during the day and at the end of each day to ensure proper sanitation.

### **SOCIAL DISTANCING:**

- Our camp will operate activities in spaces large enough to allow 6 feet of space between Campers, ensuring eating and desk are at least 6 feet apart.
- Large group gatherings will not be permitted.
- In addition to practicing social distancing within a group, we are also practicing social distancing between groups.

### **FACE COVERINGS:**

- Participants are required for entry into programming each day, unless a medical condition prevents the use of wearing. Face coverings will not be provided for program participants or guardians.

## **MEDICATION POLICY**

Only prescription medicine is allowed at camp. If a scholar is found with any type of medicine, it will immediately be confiscated. If medication must be administered, you should:

- Complete a Medication Authorization Form
- Parents or Guardians must bring the medication directly to the leadership team on the Monday morning of that session. Medicine will NOT be accepted from campers.
- Medication will be returned to the parent at the end of the program day.
- All medicine must be labeled and in their original bottles. We will only be permitted to follow the bottle instructions regardless of what the parent may say.

## **WELLNESS POLICY**

It is our sincere desire to provide quality care for your children while you take advantage of various services at the Simmons YMCA. It is absolutely imperative that we work together to make this happen. The Simmons YMCA cannot provide care for sick campers. A child who is sick before programming begins should be kept home for his or her safety and the safety of others. Please be advised that staff will not exclude your child from care unless one or more of the following conditions exist:

- Child did not pass the daily health screening.

- The illness prevents the child from participating comfortably in childcare activities.
- The illness results in a greater care need than the staff can provide without compromising the health and safety of other children.
- The child has any of the following conditions:
  - Temperature: Children must be fever-free for at least 48 hours without fever-reducing medication before they can return to camp programs. If fever is a result of COVID-19, children cannot return to program for 14 days.
  - Signs of Possible Severe Illness: Examples include lethargy, uncontrolled coughing, irritability, persistent crying, difficult breathing, wheezing, or other unusual signs-until medical evaluation allows inclusion.
  - Uncontrolled Diarrhea: Examples include one or more watery stools which cannot be contained by a diaper or more than two loose stools in a 24-hour period.
  - Vomiting: If the child has had two or more episodes of vomiting in the previous 12 hours he or she will be excluded. If the child vomits once in care, he or she will be closely monitored to determine if there are any signs of illness.
  - Communicable diseases. Examples include, but are not limited to, pink eye, head lice, skin rash, and strep throat.



If any of the previous symptoms appear while at camp, we will notify a parent or emergency contact designee immediately. Moreover, the Simmons YMCA Staff may require you to present a note from a healthcare professional certifying that it is safe for the child to return to programming. All parents of non-ill children will be notified in case of contagious disease exposure. If a child exhibits indicators of illness or general tiredness that present discomfort with the classroom environment, we may remove the child to the office for rest and monitoring.

Our staff members are not health care professionals, so they must make the best call for the greatest outcome for the most people. Please give them your support as they attempt to provide a healthy place for your child to receive care and instruction. There are no refunds for days missed due to illness.

In the event that a scholar is hurt in programming, our staff have been trained in CPR/First Aid to provide care. Parents will be notified of an injury and an incident report will be completed. Our Incident Reports are for internal use only, but may be given to the parent with permission from the Risk Management team.

## **CELL PHONE USAGE**

**CAMPERS WILL NOT BE ALLOWED TO USE THEIR CELL PHONES DURING PROGRAMMING.**

If a scholar is found with their cell phone, we will confiscate it. NO EXCEPTIONS. We will only return the cell phone to the parent or guardian. We strongly encourage leaving cellphones and all other electronics at home.

If you need to contact your child during the program day, please feel free to contact the Office at 704 716 6627. Our Campers have very busy days and need fuel for their bodies to keep from getting dehydrated, sick, agitated and so on. We will provide breakfast, lunch, and an evening snack for your child every day. The lunch calendar is posted in the hallway and in each room. If your child has any specific food allergies, we will do everything we can to provide an alternative. If a child refuses to eat because he/she does not like a particular food, we will not provide an alternative.

## **FOOD AND SNACKS**

Breakfast, lunch, and snack will be provided for Campers. Campers also have the option of bringing their own breakfast, lunch, and snack. Please be mindful to provide healthy, balanced meals that are not heavily sugared or high in caffeine. A complete meal should include a meat or meat alternate, fruit or vegetable, and bread. Sodas and fast food will not be permitted in the program. There may be occasional

sweets served at special events, but servings will be limited. CMS will provide breakfast and lunch June 12<sup>th</sup> – August 23<sup>th</sup>.

**Please Note: The Simmons YMCA is a Peanut Free facility.**

## **ACTIVITY FEES**

Our leaders have planned a rewarding and exciting camp experience focused on friendships, accomplishment and belonging. The activity fee is \$10.00 per week, per child and must be paid with camp tuition fees. The activity fee will cover the cost of the field trip as well as any special activities that take place that respective week. There will be 2 Specialty Fieldtrips a summer priced at a higher rate but it is not required that the child attend.

## **FIELD TRIPS**

We are working hard to plan field trips for summer camp 2023. We will have more on campus experiences to ensure we are mitigating the risk of Covid 19 spread to our campers. Parents will be made aware of field trips ahead of time. A field trip roster will be available for parents on the first day of camp.

## **SWIMMING**

Campers will have an opportunity to swim weekly at camp. Individual swim days/ times for campers are notated on the camp schedules. The YMCA of Greater Charlotte has very strict guidelines on appropriate and safe pool procedures. For the sake of safety, this is one area where any type of horseplay or non-compliance will not be tolerated.

Children are expected to have swimsuits and towels with them in order to swim. A swim suit is defined as an article of clothing made with supportive lining for the purpose of swimming. If a child does not have those two things, he/she will not swim. Modesty is preferred. We encourage a one-piece swim suits.

Moreover, we will not make calls home asking for someone to bring either of these two items. All children will be evaluated for swimming ability on the first swim day. Children will be assigned a colored band based on their ability and height. Children who are classified as one color will be required to wear flotation vest and be within reach of an adult. Children classified as another color will not be required to have a flotation device if they are over four feet tall, and they may swim in designated areas of the pool.

The Simmons YMCA prides itself on equipping children with the tools to become excellent swimmers. To ensure the quality of our program, please see our aquatics policy below. Please make sure that all of your camper's items are labeled. Items not labeled will be discarded the following Monday.

## **SAFETY HAZARDS**

The YMCA pool contains the following items, Calcium Hypochlorite 60-80%), Sodium Chloride (10-20%), Calcium Chlorate (0-5%), Calcium Chloride (0- 5%), Calcium Hydroxide (0-4%), Calcium Carbonate (0-5%), Water (5.5-10%). These chemicals could cause potential hazard if swallowed. If children are allergic to these items, skin and eye irritations may occur.

## **SUPERVISION**

**Locker Room:** All Youth Services participants are supervised in the locker rooms by two certified YMCA counselors at all times.

**Pool:** For every twenty-five (25) children there will be one lifeguard on duty along with two certified YMCA counselors. All YMCA certified counselors must accompany the children in the pool.

**Discipline:** To ensure the safety of our children, our students are expected to follow the pool rules. However, when rules are not followed, discipline will go as follows:

- Strike 1 - Verbal Warning
- Strike 2 - Pool Break (5 - 10 minutes)
- Strike 3 - Pool Break for remainder of session

In the event that a field trip is planned to another aquatics facility, our staff and students will be expected to comply with both YMCA regulations as well as regulations set forth by that accompanying aquatics facility.

In the event of lightening, the pool will be closed. Alternate activities will be provided for campers during this time.

Swimming is a privilege. The summer camp staff reserves the right to deny your child their swimming privileges.

**INCLEMENT WEATHER**

In the event of inclement weather, we will move all outdoor activities indoors until it is safe to return outdoors. If lightening persists during rides in/out, parents will be asked to drop off and pick up at the Sales and Service Desk in the front of the branch.

In addition, we will monitor the heat index, and make the necessary adjustments to our schedule as needed. Please see weather table below.

# Child Care Weather Watch

**Wind-Chill Factor Chart (in Fahrenheit)**

		Wind Speed in mph								
		CALM	5	10	15	20	25	30	35	40
Air Temperature	50	50	48	40	36	32	30	28	27	26
	40	40	37	28	22	18	16	13	11	10
	30	30	27	16	9	4	0	-2	-4	-6
	20	20	16	4	-5	-10	-15	-18	-20	-21
	10	10	6	-9	-18	-25	-29	-33	-35	-37
	0	0	-5	-21	-36	-39	-44	-48	-49	-53
	-10	-10	-15	-33	-45	-53	-59	-63	-67	-69
	-20	-20	-26	-46	-58	-67	-74	-79	-82	-85
	-30	-30	-36	-58	-72	-82	-87	-94	-98	-102

■ Comfortable for out door play     
 ■ Caution     
 ■ Danger

**Heat Index Chart (in Fahrenheit)**

		Relative Humidity (Percent)															
		15	20	25	30	35	40	45	50	55	60	65	70	75	80	85	90
Temperature (°F)	110	108	112	117	123	130	137	143	150								
	105	102	105	109	113	118	123	129	135	142	149						
	100	97	99	101	104	107	110	115	120	126	132	138	144				
	95	91	93	94	96	98	101	104	107	110	114	119	124	130	136		
	90	86	87	88	90	91	93	95	96	98	100	102	106	109	113	117	122
	85	81	82	83	84	85	86	87	88	89	90	91	93	95	97	99	102
	80	76	77	77	78	79	79	80	81	81	82	83	85	86	86	87	88
	75	71	72	72	73	73	74	74	75	75	76	76	77	77	78	78	79

Air Quality Index	Guidelines to protect your health	Care for the air
Good 0-50 Code Green	No health effects expected.	<ul style="list-style-type: none"> <li>Conserve energy: drive less and use less electricity.</li> </ul>
Moderate 51-100 Code Yellow	Unusually sensitive people: consider limiting prolonged or heavy exertion.	<ul style="list-style-type: none"> <li>Carpool, use public transportation, bike or walk whenever possible.</li> </ul>
Unhealthy for Sensitive Groups 101-150 Code Orange	Children, active people, older adults, and those with heart or lung disease (like asthma): limit prolonged or heavy exertion.	<ul style="list-style-type: none"> <li>Keep your car, boat, lawnmower and other engines tuned and maintained.</li> </ul>
Unhealthy 151-200 Code Red	Children, active people, older adults, and those with heart or lung disease (like asthma): avoid prolonged or heavy exertion. Everyone else: limit prolonged or heavy exertion.	<ul style="list-style-type: none"> <li>Keep tires properly inflated and wheels aligned.</li> </ul>
Very Unhealthy 201-300 Code Purple	Everyone: avoid all exertion.	<ul style="list-style-type: none"> <li>Never burn your trash. This is illegal and releases toxic chemicals.</li> <li>Avoid burning leaves and brush, which is sometimes legal but always pollutes the air.</li> </ul>

The daily air quality forecast covers two common air pollutants:

## LOST ARTICLES OF CLOTHING

Labeling will minimize the opportunity for your child to lose an item in programming. Lost items will be collected and placed into a gallon sized zip lock bag for easy identification. Lost and Found items will be displayed at Rides Out on Wednesdays and Fridays of each week. We do empty our lost and found the following Monday at 9:00 AM and all items will be donated to charity. As always, we make special efforts to return lost and found items to campers.

## WHAT TO BRING TO SUMMER CAMP

- Close-toed, rubber soled shoes (tennis shoes are perfect)
- An extra set of clothes
- Swimsuit/swim trunks and towel on swimming days
- **Labeled water bottles**
- Labeled sunscreen (Sunscreen will not be administered for your child.)
- A light jacket (if needed)
- GOOD ATTITUDES! 😊

## WHAT NOT TO BRING TO CAMP

- Alcohol
- Drugs
- Weapons
- Animals
- Electronics (cell phones, iPods, video games, etc.)
- Toys
- Money

\*These items will be immediately confiscated and some may result in suspension.

## DRESS CODE

Campers are encouraged to wear loose fitting and comfortable clothing. Due to the amount of physical activity, sneakers should be worn to camp daily. Open toed shoes, sandals, and heels are prohibited.

Campers are not permitted to wear any article of clothing or possess items that depict illegal activity, violence, profanity, sexual activity, or nudity. Bandannas and head items (i.e. scarves, wave caps, doo rags, combs, etc.) are strictly prohibited. Undergarments must be concealed at all times. No "see through" clothing can be worn. Swimsuits and Swim Trunks must be "Y Appropriate". Males must wear swim trunks when swimming. Due to the high volume of physical activity, all campers must practice good hygiene.

## **CUSTODY ISSUES**

In case 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 your child's file with us. The documents must clearly forbid such parent from picking up the child from our program. The court decree must also be specific to the rights of visitation on the YMCA property during camp hours.

The document must specify that visitation is permitted by the non- custodial parent. Otherwise, visitation will not be permitted. The parent/guardian who registers the child for the program has sole responsibility for the child and his/her information.

## **INTOXICATION**

Your child's safety in our priority! At times we are called to make judgments concerning their safety. If a YMCA staff member believes that an adult is under the influence of drugs or alcohol when they arrive to pick up the child, we will detain the camper until an alternate plan can be arranged for the transportation of the child and adult. We will first try to contact another family member or spouse, particularly one of the emergency contacts on the child's registration form. If those means are unsuccessful, a cab will be called at the adult's expense. If the adult who is under the influence becomes unruly, uncooperative, or physically out of control, the staff may have no other choice but to contact the police.

**In Addition:** Any demonstration of the following behaviors by a parent or guardian will be grounds for IMMEDIATE TERMINATION of your child care services. **We take this very seriously and will take measures to remove the abusive individual from the premises.**

## **SPECIAL EVENTS AND PARENT PARTICIPATION**

Special event opportunities come in many shapes and sizes. Some examples may be family nights, pool parties, cook-outs, community service events, storytellers, entertainers, etc. These are almost totally free of charge and parent volunteers are welcome to sign up for a chance to serve.

Parents may request a meeting with their counselor and the program director at any time. Such request must be made 24 hours in advance.

## **EMERGENCIES**

Our staff will treat routine cuts, scrapes, and bumps. In case of emergency, every effort will be made to reach you or the emergency contacts listed on your application. If no one can be reached, we will take the necessary actions for the health of your child. In the event you cannot be reached, your signed authorization on your child's application allows us to secure prompt treatment. Should there be any changes in the emergency contact phone numbers, please notify the Family Director immediately.

## **OUTSIDE AGENCIES**

In an effort to provide a safe and orderly experience for our Campers and visitors, we will follow the following protocol:

- Agencies/staff will only be permitted to visit Campers in programming if no other options are available for visits outside of the camp day.
- Agencies/Staff will only be allowed to visit camp between the hours of 9:00 AM – 10:00 AM or 3:30 PM - 4:30 PM
- Outdoor space, within view of others, for these meetings should be explored as a best option for meeting.
- Parents must provide written permission in order for the camp to allow access to any agency/staff.
- Once permitted to enter, agency staff must go through health screening, wash their hands and wear a mask while in the facility.

- If meeting space is provided in the facility, the agency/staff must follow social distancing guidelines.

## **PARENT RESPONSIBILITY**

Our staff team is trained to support the mission of the YMCA of Greater Charlotte through safe and fun activities for the children. They recognize this as an opportunity to serve you, your children and our community. This is a big job that requires understanding, trust and commitment from everyone involved.

### ***EVALUATIONS***

We need your comments, input, and ideas on how our camp can better serve you and your child. Evaluations and Surveys will be conducted during the summer. We will also have a comment box at the front desk. You may receive periodic phone calls from a survey company that to get your input on a broader area of concern.

Please take advantage of these opportunities and feel free to share any suggestions you might have to make the camping experience more positive for all campers.

### ***WHAT'S GOING ON AT HOME?***

Camper's actions in camp often reflect situations that are occurring at home (i.e. death, divorce, fights with siblings, etc.) If any such disruptive or traumatic experience should occur, please inform the Camp Director immediately. This will enable us to better meet the needs of your child.

### ***CAMP STAFF AS BABYSITTERS OR OUTSIDE MENTORS***

YMCA STAFF BABYSITTING FOR PARTICIPANTS THEY MEET IN THE PROGRAM IS STRICTLY PROHIBITED. The camp staff works diligently with campers throughout the day and need time to renew their energy in the evenings and on weekends.

### ***PARENT UNDERSTANDING***

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

Please remember to thank your child's counselor from time to time. They make a huge impact on the experience your child has at camp and would appreciate your smile and kinds words.

Furthermore, please note, disorderly conduct from parents will not be tolerated. We reserve the right to terminate services in the event a parent/ guardian or family representative becomes disorderly to our staff.

To ensure a safe program experience for counselors and campers, all campers must be potty-trained before the first day of camp.

The Simmons YMCA Traditional Day Camp program is a licensed Child Care Program in North Carolina. As a parent/guardian, if you feel the program may be in violation of state standards, you may address your concerns through the Child Care Licensing Parent Report Hotline at 1-800-829-0859.

**If you have any concerns that you want to address "in house" or you would like to schedule a time to speak with your child's counselor, please feel free to contact the camp office at [Simmonsymcacamp@ymcacharlotte.org](mailto:Simmonsymcacamp@ymcacharlotte.org).**

## **DAY CAMP LEADERSHIP DIRECTORY**

### **GENERAL CAMP INQUIRIES**

[Simmonsdaycamp@ymcacharlotte.org](mailto:Simmonsdaycamp@ymcacharlotte.org)

### **DAY CAMP**

Zaire Holmes

704 716 6627 | [zaire.holmes@ymcacharlotte.org](mailto:zaire.holmes@ymcacharlotte.org)

### **MORNING LEAD/SPECIALITY CAMP**

Ruby Red

704 716 6627 | [simmonsdaycamp@ymcacharlotte.org](mailto:simmonsdaycamp@ymcacharlotte.org)

### **CAMP ADMIN**

Shorti

704 765 6146 | [Daijah.johnson@ymcacharlotte.org](mailto:Daijah.johnson@ymcacharlotte.org)

### **SPORTS & Teen CAMP**

Space Jam

704 716 6606 | [simmonsdaycamp@ymcacharlotte.org](mailto:simmonsdaycamp@ymcacharlotte.org)

### **SWIM CAMP**

Sandra McPhaul

704 716 6614 | [simmonsdaycamp@ymcacharlotte.org](mailto:simmonsdaycamp@ymcacharlotte.org)