



# CAMP SPEERS YMCA DAY CAMP



## Parent Handbook

Respect, Honesty, Caring, and Responsibility

143 Nichecronk Road  
Dingmans Ferry, PA 18328  
(570) 828-2329 Fax: (570) 828-2984  
[www.campspeersymca.org](http://www.campspeersymca.org)

<b><u>Table of Contents</u></b>	<b><u>Page</u></b>
<b>Welcome from our Director of Camping Services</b>	<b>3</b>
<b>Getting In Touch With Us</b>	<b>4</b>
<b>About Camp Speers YMCA</b>	<b>4</b>
<b>Registration &amp; Forms</b>	<b>4-5</b>
<b>Registering for additional weeks</b>	<b>5</b>
<b>Sick Days</b>	<b>5</b>
<b>Emergencies</b>	<b>6</b>
<b>Refund Policy</b>	<b>6</b>
<b>Camperships</b>	<b>6</b>
<b>Behavior Management</b>	<b>6-7</b>
<b>What to expect</b>	<b>7-9</b>
<b>Camp Evaluation</b>	<b>9</b>
<b>What to bring to camp</b>	<b>9</b>
<b>Dress Code</b>	<b>10</b>
<b>Directions to Camp</b>	<b>10</b>



Dear Day Camp Parent –

Welcome! Thank you for choosing Camp Speers YMCA Day Camp for your child's Summer Camp experience. Our fun, exciting weekly themed programs will provide wonderful experiences for your child.

The following is our Parent Handbook. In it you will find all the information and forms needed for your child to attend camp. Please complete the enclosed forms with detailed accurate information and **return all the forms by June 1.**

This handbook is designed to help you prepare your child for Day Camp and to answer a wide range of frequently asked questions. If you still have questions after reading the material in this pack, feel free to call us.

Once again, welcome to the Camp Speers YMCA Day Camp Program. Your encouragement will be most important in supporting our efforts to provide your child with a memorable and enjoyable day camp experience.

**OPEN HOUSE**  
**Every Sunday April - June**  
**1:00-4:00 pm**

Bring your family and friends for fun, refreshments, and drawings for valuable prizes at our open house. Take a tour of our facility, meet the staff, and register for Day Camp. If you are unable to attend our Open House, we will give you a personal tour at a more convenient time. Please call the main office @ 828-2329 and schedule a tour with the Camp Director.



# Here's how to contact camp...

Mail: Camp Speers YMCA  
143 Nicheconk Road  
Dingmans Ferry, PA 18328  
Phone: (570) 828-2329  
Fax: (570) 828-2984  
Email: [campers@campspeersymca.org](mailto:campers@campspeersymca.org)  
Website: [www.campspeersymca.org](http://www.campspeersymca.org)

## ABOUT OUR CAMP

Camp Speers YMCA is an 1,100 acre outdoor facility surrounding a beautiful mile-long spring fed lake in the Pocono Mountains of Pennsylvania. We are proud of the superior quality of our programs and facilities, especially our day camp program which has grown steadily since it was started in 1986. The Day Camp program provides a caring environment in which young children learn, grow and interact with each other. Our experienced, well-trained staff maintains a healthy balance of fun and safety with new and familiar activities.



We believe that the Camp Speers YMCA experience helps make us all better people. We gain confidence, build lasting relationships, take responsibility for our world, develop new skills, lead a healthy lifestyle and embrace our core values of caring, honesty, respect and responsibility through our everyday life. The activities and programs we provide through camping serve as “tools” to help us accomplish this.

## REGISTRATION & FORMS

### **1. Payment of Camp Fees**

Full payment is **due at least two weeks prior** to the session your child will attend. Receipts of payment will be mailed only if requested. Other required advance payments are Riding Fees and Store Money. Any payments received on Check-In Day must be made with cash, money order, certified check, MasterCard, Visa, or American Express at the Camp's main office. No personal checks will be accepted on day of arrival.

### **2. Spending Money**

Day Campers visit the camp store at least once during the week. You may deposit money in your child's camp store account to purchase bottled water, granola bars, juices, t-shirts, sweatshirts, water bottles, Frisbees, etc. Clothing prices range from \$10.00-\$35.00. The average amount normally deposited is \$5.00 per week. **Store money needs to be sent in advance with the camp fee. The camp office will set up an account for your child. DO NOT SEND MONEY with your child to camp.** If you would like to restrict your child's purchases please send in a note with your payment.

### **3. Forms:**

The following items must be completed and received by our office by **June 1<sup>st</sup>**:

#### **A. Health History Form**

A current health history form (supplied by the camp) including immunizations records and medical information must be completed annually. **The Health form must be notarized.** For the health and safety of your child, it is absolutely necessary that we have a complete medical history and all the information pertaining

to allergies, medications, etc. This provides our nurses with clear moral and legal authority for administering medications and treating the camper.

- **NO child will be admitted to camp without a completed health history.**
- **The camp staff will administer only those medications prescribed by a physician for a specific child.**
- **All medications sent to camp must be in their original container and labeled clearly with the child's name, directions for administering, and a written doctor's order for the medication.**
- **Medication must be handed to the Camp Nurse or Camp Director when checking in.**

#### **B. Permission for Emergency Treatment**

Camper health and safety are very important to us. All campers are checked daily for any signs of illness. Should your camper require medical treatment by a physician you will be notified. Medical expenses incurred (doctor, hospital, prescriptions, etc) are your responsibility. Hospitals generally bill insurance companies directly. **Make**

**sure the boxes on the Health History forms are signed and notarized. This gives camp permission to treat your child.**



#### **C. Activity/Photo Release Form**

Please complete this release form as permission for your child to participate in camp activities. The release form also gives you an opportunity to state which activities you do not want your child to participate in.

#### **D. Camper Information Form**

Use this form to provide important information about your child. The more detailed, the easier it is for your child's counselor to understand your child's needs.

#### **E. Pick-Up and Drop-Off Form**

Only individuals on the authorized Pick-Up and Drop-Off form will be allowed to take your child from the site. Anyone picking up your child **MUST** report to the staff and may need to show some form of identification. The staff will not allow any child to be picked up by anyone who has not been authorized by a parent or guardian. Please note – In the case of separation and/or divorce, a copy of the court order is required to prohibit the "other" parent or guardian from visiting or picking up their child.

### **REGISTERING FOR ADDITIONAL WEEKS**

Space permitting, we are happy to register campers for additional weeks. However, you must do so **by the Wednesday prior to the additional week your camper wants to attend.** No camper will be permitted to sign up the same week of camp. Remember that week's do fill, so plan in advance if at all possible. Payment must be made in full when adding additional weeks. Please visit our office for this additional registration or simply call the camp office at 570-828-2329 to extend your child's stay.

## **SICK DAYS–ABSENTEEISM**

If your child is ill or will not be attending camp for the day, please notify camp no later than 8:00 a.m. that day at 570-828-2329. **There is no reimbursement for missed days.**

## **EMERGENCIES**

If you need to reach your child during the day or if your camper needs to leave early, you must notify the camp office at 570-828-2329. Please report first to the Camp Office if you need to pick up your child prior to the regularly scheduled pick-up. Specify that your child is a Day Camper.

## **REFUND POLICY**

Except for the deposit, all other advance payments are refundable if written notice of cancellation is received in the camp office two weeks prior to the start of the session. No fee reduction will be made for late arrivals or early departures. It is understood that in the case of homesickness, dismissal, or voluntary withdrawal, there is no refund of fees. If it is deemed advisable to send a camper home for medical reasons, one half of the un-expired portion of the session will be refunded upon written verification from a physician stating that the child can not participate in the camp program.

## **CAMPERSHIPS**

Camperships are grants that provide assistance in meeting the tuition fees and are awarded on the basis of need using a sliding scale. The funding for Camperships comes from the generous donation of individuals, United Way of Pike County, local community businesses and Camp employees. Families with limited financial resources who wish to participate in our program may apply for a Campership through Camp Speers Eljabar YMCA. Call 828-2329 for an application packet.

## **BEHAVIOR MANAGEMENT**

All staff members participate in an intensive training program that prepares them to deal with the aspects of camp life. We emphasize positive, age appropriate behavior management techniques that guide and encourage children, and at the same time establish clear behavior guidelines and expectations.

At all times, staff members are guided by the principle that all children and adults deserve to be treated in a respectful and caring manner. Campers are expected to treat fellow campers and staff with respect and to abide by all camp rules. These rules and the consequences for not following them are reviewed each Monday. At that time campers are encouraged to ask questions to ensure clear understanding of the rules. Individuals are held accountable for their actions. Staff members support campers by clearly defining and enforcing expectations and responsibilities. Campers take responsibility for their experience and may participate in duties such as setting their table, picking up litter, and keeping their personal belongings in their backpacks.

If behavior problems arise, parents will be consulted and a plan for behavior management will be developed. In the event the camper's behavior does not improve after all avenues of intervention have been explored or when one camper's actions are detracting from the experiences of others, the camper will be sent home.

Some actions result in immediate dismissal from camp. These actions include but are not limited to: smoking or use of tobacco products, consumption or possession of alcohol and or illegal drugs, possession of weapons, or fireworks, endangerment of self or others, or threats of endangerment to self or others. Campers sent home because of their behavior will not be entitled to any refund of fees. The staff of Camp Speers YMCA is not trained to handle campers who have severe emotional disturbances, demonstrate violent behavior or routinely violate rules and policies.

## **WHAT TO EXPECT AT DAY CAMP**

### **Arrival and Check in Procedures**

- Day Camp drop off is 8:45 – 9:00 a.m. The Discovery Camp Program starts at 9:00 a.m.
- Parents of Campers must check in and sign out at the Day Camp parking lot. Parents are encouraged to DRIVE SLOWLY through camp upon arrival and departure each day!!!
- All Day Camp fees for the week must be paid in full two weeks prior to each week that your child has signed up for camp. No camper will be allowed to attend until fees are paid.
- During Monday check in, parents need to deposit any medications for their child with the Camp Director or Nurse. If you need to discuss any special instructions regarding your camper with the camp nurse, please inform the Day Camp Director so the nurse can be notified.
- Each Monday morning, campers will have a health screening. The screening includes a head check for lice. Camp has a strict lice policy and any child with active lice or nits will not be admitted to camp until they are nit free.



### **Late Drop Off**

- If you must bring in your child after 9am, please stop at the camp office upon arrival. If you need to reach us simply call the camp office at (570) 828-2329. This way we can arrange for our Day Camp Director and your child's counselors to meet you in the Day Camp parking lot upon arrival. Please make every effort to drop your child off prior to 9am each day. This provides continuity for your child's activities and prevents disruption of the Day Camp program.

### **Early Arrival- Late Pick Up**

- If your child is enrolled for Early Arrival, or Late Pick Up you will sign in and out at the Day Camp site. Park your car at the Day Camp parking lot and sign your child in/out at the appropriate tent.
- The Early Arrival program is offered each morning from 7:00-8:45. Breakfast is available each morning in our dining room.
- Late Pick Up is from 5:00-6:00 and does not include a meal.
- Both Early Arrival and Late Pick Up require additional fees. Please contact our office at 570-828-2329 for additional information.

## **Typical Day Schedule**

8:45-9:00- Camper Drop Off  
9:00- Opening Circle  
9:15-11:15- Activities 1, 2  
11:30-12:30- Lunch  
12:30-3:15- Activities 3, 4  
3:30-4:30- Discovery Hour  
4:30- Closing Circle  
4:45-5:00- Camper Pick up

## **Activities**

Each camper is given the opportunity to have input into their daily schedule and they may choose some of the activities they participate in throughout the week. Campers will experience a variety of activities while at camp. All activities here at CAMP are age appropriate. The daily schedule will remain consistent with Coaching Periods, Discovery Hours, and daily swims in beautiful Lake Nichecronk. On Friday we will have a special event during the day and all parents are invited to attend our weekly campfire on Friday afternoon. The theme of the week will be integrated all week long whenever possible. Parents will receive information regarding themes and special days well in advance. Discovery hour allows children to choose an activity to enhance their skills, have fun and perhaps learn a new skill. Discovery hour will be run by the counselors and the topics will be anything from a specific sport to cooking to science, you name it and it is likely to be offered sometime during the summer.



Examples of activities which are suitable for children up to eight – row boating, confidence course, climbing tower, arts & crafts, hikes, group games, swimming, pond study, archery and theme days.

Examples of activities which are suitable for children over eight- riflery, climbing tower, confidence course, ropes course, teambuilding, swimming, sports, nature hike, canoeing, arts & crafts and so much more.

## **Groups / Staff Ratios**

- **Kinder Kampers** Children ages 4-5 who have not attended kindergarten / 1:8
- **Youth Camp** 1:8 Ratio
- **Teen Camp** 1:10 Ratio

Camper groups provide opportunities to make lasting bonds with children of similar age and interests. Camper groups are assigned randomly. If you have concerns or suggestions about your child's group assignment, please contact the Day Camp Director.

## **Meals**

- Breakfast is served only to campers participating in our early arrival program. This will be a hot meal with a cereal and fruit bar as well. All other campers should have breakfast before coming to camp. Day camp takes a lot of energy.



- Lunch is served at 11:30am. We provide a healthy, nutritious meal. A hot lunch is served each day with an option of a vegetarian dish. We prepare foods in the healthiest way possible. All meals are prepared low in sugar, fats and sodium and high in fiber and other nutritional ingredients.
- Beverages are limited to 100% juice, water or low fat milk. An afternoon snack is provided.

### **Horseback Riding**

- Horseback riding lessons are available to campers ages 8 and older and at least 52" tall at an extra fee.
- Five 50 minute lessons focus on developing a greater understanding of horses, learning positive horsemanship skills in the saddle and on the ground. We cater for the beginner to advanced, where lessons, horses, and campers are matched based on ability and experience.
- Long pants are required and shoes with a 1 inch heel and a sole with little or no tread is preferred.
- CAMP provides helmets. Campers may bring their own if they have them.
- Riding lessons take place during regularly scheduled programs. This means riding campers will miss some of the scheduled camp activities and programs.
- In the event of inclement weather, lessons will be held as scheduled; however, barn and ground horsemanship lessons will take the place of riding lessons. We can not offer make up classes for any reason.



### **Birthdays**

We will gladly recognize your child's birthday if it occurs while he or she is in Camp. Please inform the Day Camp Director in advance so campers can celebrate together.

## **CAMP EVALUATION**

You will receive an evaluation form asking you and your camper to rate various aspects of the Day Camp experience. Please complete this form with your child and mail it to the camp within the two weeks immediately following his or her attendance.

## **WHAT TO BRING TO CAMP**

- Campers should arrive wearing their bathing suit under their clothes to help with changing procedures.
- In their backpack your child should have:
  - underclothes
  - extra set of clothes
  - towel
  - water bottle
  - Sunscreen
  - On rainy days, a rain coat will be necessary
  - A hat
- All clothing as well as possessions need to be clearly marked with your child's name.
- Children participating in Horseback Riding will need to bring long pants and shoes or boots with a one-inch heel and little or no tread.

- **Do not allow your child to bring in trading cards, Gameboys, iPods, or other valuables. Camp is not responsible for lost or stolen items bought from home.**
- **CELL PHONES ARE NOT NEEDED AT CAMP. Therefore, campers are urged to leave them at home while at Day Camp.**

### **DRESS CODE**

All campers are expected to dress themselves in clothes that are sensible and suitable for camp activities. A camper is responsible to dress in such a way that his or her appearance or dress does not endanger the health or safety of others, damage property or disrupt others in participating in activities. Revealing bikinis, halter tops, short-shorts ( shorts should reach the bottom middle finger when standing up), cut off t-shirt tops, bare feet, sandals or flip flops, and tank tops are not suitable for camp. Clothing that reveals underwear, bras, and midriffs, are also not suitable for camp. Clothing with designs, emblems, or logos depicting violence or the use of drugs, tobacco, or alcohol can not be worn. Unless at the waterfront, closed shoes (sneakers, not sandals) should be worn at camp.

### **Directions to Camp**

Camp Speers YMCA is located off Route 739 on Nichecronk Road, just one mile south of the Dingman- Delaware School Complex.

**From Route 209:** Turn north onto Route 739 at the traffic light at the intersection of Routes 209 and 739. Continue 6 miles and you will turn left onto Nichecronk Road at the signs for Camp. Please continue down the main road and follow signs for Day Camp to check in.

**From the North:** Take the Lords Valley exit off Route 1-84 and turn south onto Route 739. Continue 9 miles and you will turn right at signs for Camp onto Nichecronk Road. Please continue down the main road and follow signs for Day Camp to check in.