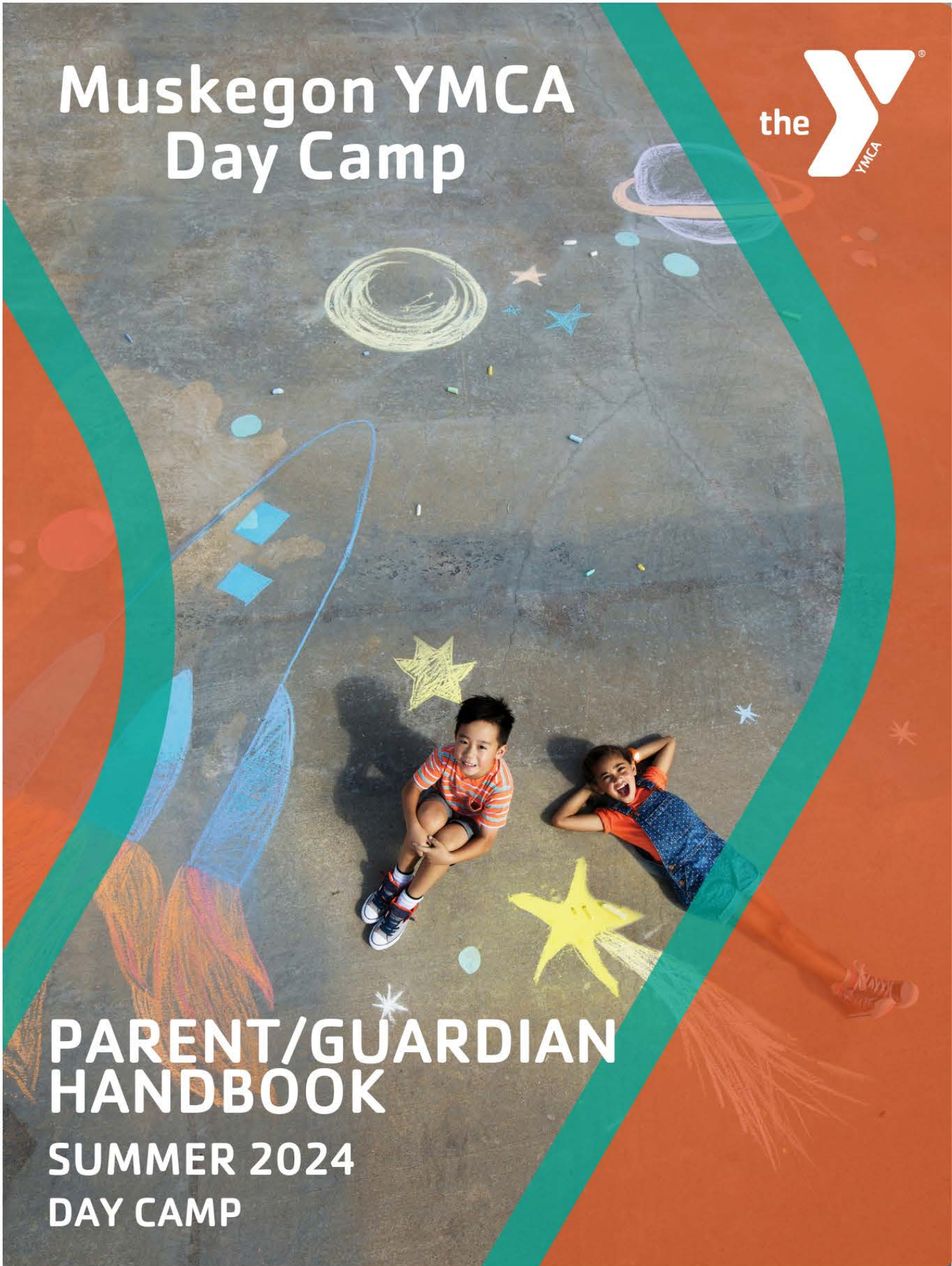


Muskegon YMCA Day Camp



**PARENT/GUARDIAN
HANDBOOK**

**SUMMER 2024
DAY CAMP**



WELCOME TO MUSKEGON YMCA DAY CAMP

Dear Parent/Guardian,

Thank you for choosing the Muskegon YMCA Day Camp! Our goal is to provide every camper with a fantastic camp experience. We strive to create opportunities to belong, for personal growth and new friendships while always keeping physical and emotional safety a priority.

At the Muskegon YMCA we build relationships through camp activities while teaching and practicing the YMCA core values of Honesty, Respect, Responsibility and Caring. Each of our programs are tailored to promote these values as well as combat summer learning loss through educational activities. With a focus on inclusion and belonging, we have built a truly fantastic staff team whose goal is to make your camper feel at home within the YMCA.

On the following pages you will find information about your camper's summer adventure. Call or email our office if you have any questions or concerns about your camper's session at the Muskegon YMCA Day Camp. Contact us Monday-Friday, 9 am-5 pm at (231) 722-9622 ext: 206 or email mspeed@muskegonymca.org.

Thank you for your attention to these important details. We look forward to seeing you and your camper this summer!

Sincerely,


McKenna Speed
Day Camp Director

Muskegon YMCA
1115 Third St, Muskegon, MI 49441
(231) 722-9622
muskegonymca.org

OUR VALUES

The Muskegon YMCA emphasizes the values of HONESTY, CARING, RESPECT and RESPONSIBILITY. We work to imbue these values into everything that we do from Morning Inspiration to our carefully tailored camp activities.

Inclusion and belonging at the Muskegon YMCA is extremely important. We recognize that some campers may need certain accommodations to have a successful camp experience. Our Administrative staff will work closely with families to make those accommodations.



Inclusion **Caring**
Responsibility
Honesty Equity
Diversity **Respect**

SAMPLE DAILY DAY CAMP SCHEDULE

Activities- Each week Day Camp follows a different theme with activities designed to fit that theme in addition to the traditional camp activities!

9:00: Group Gather
9:15: Morning Inspiration
9:45: SNACK
10:00: Variety Activities
11:00: Variety Activity
12:00: LUNCH
12:30: Rest and Reflect
1:30: Forte
2:30: Forte
3:30: SNACK
3:45: All Camp Game
5:00: Camper Pick Up



Summer 2024 Themes

Session 1: Once Upon a Time
Session 2: I Woke Up In A Video Game
Session 3: Party In The USA
Session 4: Outer Space: The Final Frontier
Session 5: Pirates of Muskegon
Session 6: Welcome To The Jungle
Session 7: Olympics
Session 8: Avatar The Last Airbender
Session 9: MineGraft: Our Epic World
Session 10: Trip Through A Time Machine

Variety Activities

Arts & Crafts	Horseshoes
Fishing	Card Games
Basketball	Bracelets
Disc Golf	4 square
Tennis	Nature Walk
Pickleball	Playground
Shuffleboard	Hammock
Gaga Ball	And More!



FORTE

In our effort to combat Summer learning loss, we have designed 5 different Fortes for your Camper to choose from.

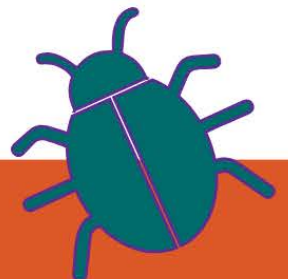
At the beginning of the week, your camper will select two “Fortes” that they will partake in for 1 hour every day. Our goal is that your camper will build on their skill set in their Forte areas by the end of session.

In their Fortes, each camper will participate in a variety of activities that have been developed using academic lesson plans.



Fortes:

- Health and Wellness
- Arts and Crafts
- STEM
- Dramatics Arts
- Junction (Socio-Emotional Learning)



HOURS OF OPERATION

Day Camp Hours: 9:00 a.m. to 5:00 p.m.

Pre-care/post-care is not available

WHAT PARENTS NEED TO KNOW.

MEALS- Lunch, morning & afternoon snacks will be provided by camp.

CHECK IN/ CHECK OUT- Parents/Guardians must sign the sign in/out sheet when picking up or dropping off their children. Campers can only be released to the adults listed on the Camper Form.

MEDICAL INFORMATION- See required forms on page 4.

CANCELLATIONS AND REFUNDS- Registration deposits hold a place for your child at camp and are not refundable.

TRIP TO CAMP PENDALOUAN- Each Thursday, campers will be transported to YMCA Camp Pandalouan where they will partake in additional camp activities such as High Ropes, Boating, Archery, and more!

YMCA CAMP PENDALOUAN



Address: 1243 E Fruitvale Rd
Montague, MI 49437

Contact:
ycamp@pendalouan.org
(P) 231-894-4538

REQUIRED FORMS

Please fill out the following forms and return to Camp two weeks prior to your child's session. Forms are available online on your CampInTouch Account

CAMPER CONFIDENTIAL FORM-This will help our counselors prepare for your child's arrival.

HEALTH HISTORY FORM-The Health History Form must be updated and signed annually by the parents and/or guardian. Any prescribed medication must be in the camper's name and in the original bottle in order for the Muskegon YMCA Day Camp Health Officer to administer at camp. Any medical expenses incurred are the camper's family's responsibility.

PACKING LIST

Kids need to dress according to the weather and for a variety of outdoor activities. Tennis shoes, outdoor wear, rain gear for rainy days, bathing suit and a towel. A letter explaining any additional or special items to bring (e.g. items for tie dye and camp store) will be sent home on Monday of your session.

PLEASE DO NOT BRING valuables or electronics such as hand-held video games, cell phones, and iPods.

Please label your camper's gear and pack a backpack containing:

1. Closed-toed shoes for outdoor activities and rough terrain.
2. Swim suit and towel
3. Sunscreen
4. Water bottle
5. Light Jacket and/or rain gear
6. Mask (not required)

CAMP RULES TO SHARE WITH YOUR CHILD

Bullying, fighting, swearing, vulgar language and hate speech are not tolerated.

Campers should never leave the park premises alone.

Foot protection with heel straps is required except when traveling to and from the waterfront, when other sandals could be appropriate.

Please leave cell phones home.

No form of tobacco, alcohol or drug is allowed and will be cause for dis- missal without refund.

The Muskegon YMCA is a smoke and vape free environment. Parents are liable for damage to camp property.

CHECK IN & CHECK OUT



Parking

There is a designated parking lot near Drop-off and Pick-up. Please see the map of McGraft Park located at the end of the handbook.

Check In: 8:30am-9:00am

Staff will be on site starting at 8:30am to welcome your camper! We will provide a wristband and one T-shirt upon arrival on Monday. Please have your camper wear the wristband to camp for the remainder of the week.

Check Out: 5:00pm-5:30pm

Sign-out will take place in front of the Activity Center. Once you have provided your ID and signed your camper out, a staff member will escort your camper to Pick-Up.

Campers will only be released to those people that are listed in Campminder as approved guardians. If campers are not picked up at the designated pick up time, an additional late pick-up fee may be applied.

CAMPER SAFETY

The physical and emotional safety of our campers is the Muskegon YMCA's number one priority. To that end, our professional and seasonal staff are trained and attend periodic in-services on Child Abuse Prevention, Consent, Social Emotional Learning, Diversity Equity Inclusion and Belonging and Self Care. Camp staff are mandated reporters and have a legal and ethical obligation to report any suspected abuse or neglect.

Muskegon YMCA employs restorative justice practices when it comes to disciplinary issues and works to find equitable solutions to camper behaviors. This means that each camper and issue is handled on a case by case basis, within the bounds of licensing and best practices. Often, if needed, camper families will be called to discuss the issue and strategies to best serve your campers and the community as a whole. Certain behaviors such as physical violence, hate speech, sexual violence and others may result in dismissal from the Muskegon YMCA Day Camp.

We view our campers' safety as a partnership between camp staff and camper families. Please report any concerns to our Day Camp Director at mspeed@muskegonymca.org. Concerns can be reported anonymously through our website.

Health Policy

The YMCA Day Camp programs are equipped to care only for children who are in good health. Children may NOT attend the program if they exhibit any of the following symptoms:

- Fever of 100.4 degrees or more (must be fever free without medication for 24 hours before returning to camp)
- Vomiting or diarrhea within the last 24 hours
- Severe nasal or eye discharge
- An unidentified rash or open sore
- A contagious disease (COVID-19, chicken pox, measles, lice, strep throat, etc.)

If a child is prescribed antibiotics, the child must be on the medication for at least 24 hours before returning to the camp program. If your child has a communicable disease, please notify the YMCA Camp Director as soon as possible. If a camper becomes ill while at camp and/or displays the above symptoms, parents and/or emergency contacts will be contacted to make necessary arrangements to pick up the child. All incidents of camper illness while in attendance at camp will be documented by camp staff.

Your child can return to camp when:

- They are symptom and fever free, without medication.
- An infection has been diagnosed and the child has been on antibiotics for 24 hours.
- It has been 24 hours since the last episode of vomiting or diarrhea.
- Nasal discharge is not thick, yellow or green.
 - A rash has subsided, or a physician has determined that it is not contagious.
- Head lice/nits have been treated and there is no sign of nits.



Behavior Expectations and Policies

The YMCA embraces the core values of caring, honesty, respect and responsibility to promote a healthy, safe and secure environment for all camp participants. The YMCA will not tolerate campers who are fighting, using obscenities, and/or intimidating other campers. Stealing is a violation of Michigan law. A camper who becomes involved in a theft of camp property, another camper's belongings, or a staff member's belongings is subject to disciplinary action and possible police involvement. Failure to meet behavior expectations may result in a suspension or removal from camp.

Campers and YMCA camp staff are not allowed to have communication outside of the YMCA. The campers and YMCA camp staff may not exchange emails, phone numbers, or be affiliated with each other on any social-networking sites.

The YMCA does not allow the use of punitive or physical punishment. The YMCA recognizes that positive discipline teaches and encourages the healthy development of a child's self-esteem. YMCA camp staff employ positive discipline techniques; which include encouragement, acknowledgment of appropriate behavior and positive role models to influence and reinforce positive behavior. YMCA camp staff sets limits that are developmentally appropriate and are consistently enforced. YCMA camp staff will encourage and assist all children in following the camp rules. All campers will be given an orientation of camp rules on the first day of camp. All questions will be answered and the rules will be explained during this orientation.

The YMCA camp staff will work cooperatively with families of campers to develop the best plan of care for your camper. A collaborative approach is the only way to correct repeated inappropriate behavior. Family patience, support and follow through are not only appreciated, but also necessary. Expulsion from the program will be considered in extreme situations. The YMCA reserves the right to remove a child from our program for any of the following reasons:

- Failure of parent/guardian to pay weekly fees as outlined in the handbook.
- The child's needs are not being met in our small or large group camp setting.
- Any additional behavior deemed by the YMCA which disrupts the day-to-day operations of camp.
- Unable to manage toileting needs independently.

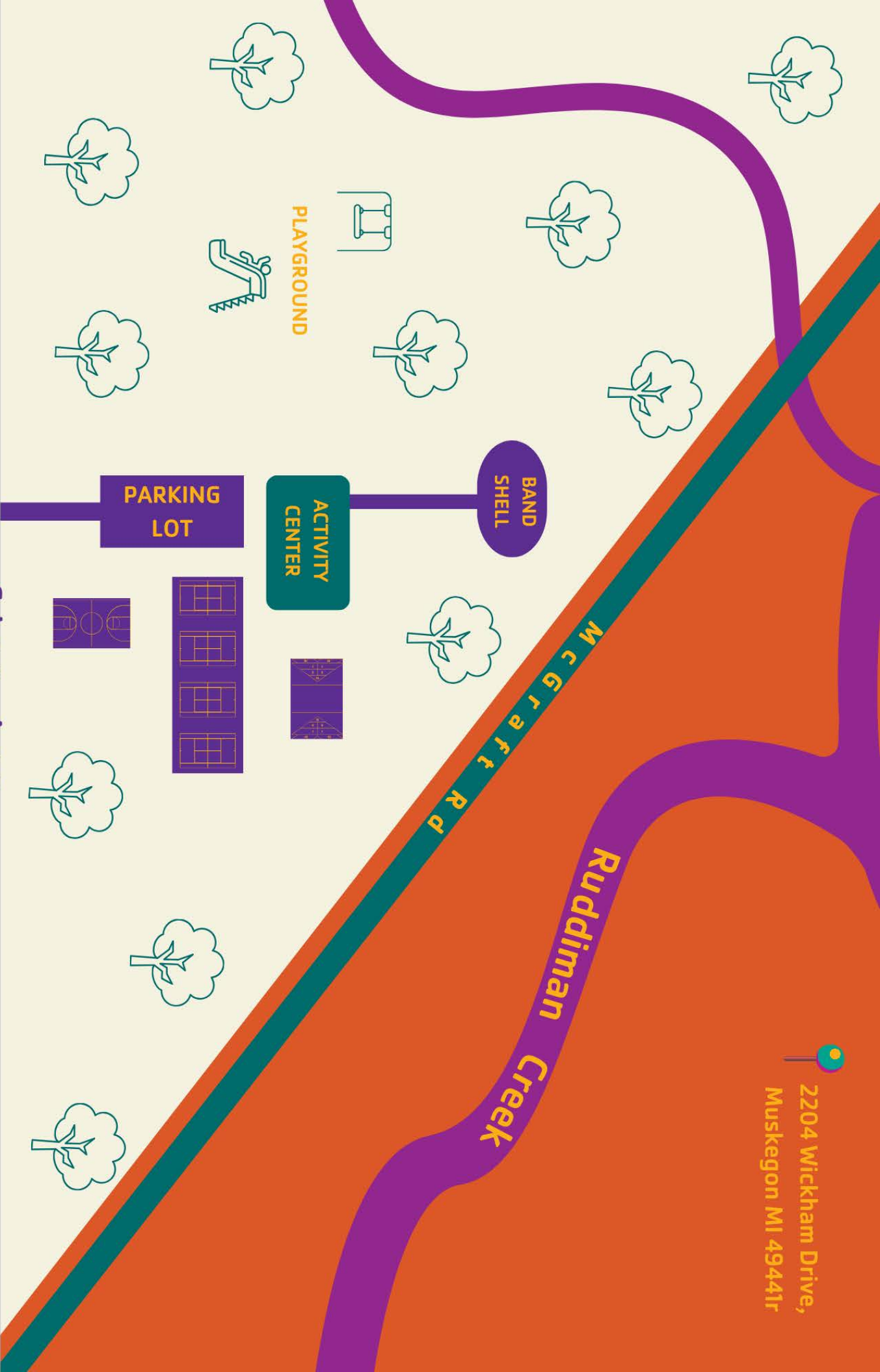
Immediate removal from the program will occur if the camper displays any of the following behaviors:

- Is a safety threat to him/herself, other children, or YMCA staff, members, or volunteers.
- Participates in any form of fighting, striking others, biting or physical aggression of any kind.
- Wandering away from the program.
- Any use of profanity, vulgarity, obscenity, and/or acting in a lewd manner.

Any behaviors that result in the immediate removal from the program will require a parent/guardian to pick up immediately.

MCCGRAFT PARK

Glen Ave



2204 Wickham Drive,
Muskegon MI 49441r