2019 SUMMER CAMP PARENT GUIDE

Registration Opens: December 15, 2018
Standard Rate Begins: May 2, 2019
Camp Begins: June 10, 2019

2705 Techy Rd.
Northbrook, IL 60062
847-272-7250
nsymca.org
Dear NSYMCA Camp Families,

Welcome to the North Suburban YMCA 2019 Summer Camp Program! We’re so glad you’re here!

Thank you for choosing to trust us with your child’s camp experience. The Y believes that working together with you and your child, as partners, is essential to the success and quality of our program. I have an open door policy, please feel free to stop by to simply say “hi” or talk about anything that comes up throughout camp.

This Parent Guide has been developed to provide you with information on our policies and procedures. It contains most anything you may need to know about camp. If we’ve missed something, please don’t hesitate to let us know.

Please take time to read this guide and keep it for reference. It has swim times, calendars, maps, and more!

Sincerely,
Ang Schab
NSYMCA Camp Director

QUICK PARENT CHECKLIST:

- Download the NSYMCA Mobile App for camp updates/changes and weather alert
- Like us on Facebook for photos and announcements
- Subscribe to our email list for other happenings at the Y
- Mark your calendars for the Meet & Greet on June 8th from 1:00-3:00PM
- Read the back pack check list to know what to send to camp with your camper
- ENSURE YOUR CORRECT EMAIL IS ON FILE AT THE Y TO RECEIVE WEEKLY CAMP NEWSLETTERS

ARE THERE FRIENDSHIP REQUESTS?

Friendship requests may be submitted for only Traditional Y Day Camps and Sports Camps. Due to the unique structure of activities at all other camps, children are not placed into camper groupings and friendship requests are not available. The Friendship Request option is part of the registration form and must be submitted before June 1st. Request guidelines:

- Only one friend may be placed with your child, and both must be registered for the same camp for the same days/weeks.
- You may only request one friend, and that friend must also request you (you may turn in your requests separately).

WHAT ABOUT FORGOTTEN NECESSITIES?

In the event that your child has forgotten their lunch or snack, the camp staff will contact you to let you know. If you are unavailable to drop off the missing item, you can purchase a lunch from our Camp Store. We will then charge the credit card on file.

IS MONEY ALLOWED AT CAMP?

Yes. Campers can bring money to camp or parents can put a credit on the campers’ account for use at the camp store and snack shack. All field trip fees are included in admission fees. Counselors are not responsible for camper’s money.

HOW DOES LUNCH AT CAMP WORK?

We have special lunch on Friday! We will provide lunch, a drink, and dessert. All other days, your camper needs to bring his/her own lunch and drink. Please use an insulated and clearly labeled lunch box. On field trip days, full-day campers need to bring a disposable sack lunch.

CAN I PICK MY CAMPER UP EARLY?

If you know in advance that you will need to pick your child up early, please send a note in with your child, call the camp office at (847) 272-7250 ext. 1233, or email the Registrar at registrar@nsymca.org. Check in at the front desk and we will locate your child’s camp. Your child will be brought to the front desk and you must sign your child out.

WHAT HAPPENS IN EXTREME WEATHER?

In the case of extremely (heat, rain, etc.) the Camp Director determines whether or not it is safe to remain outdoors. If campers stay outside, all necessary means will be used to keep campers cool. We will participate in water play and will take many hydration breaks. We may modify activities such as offering an extra swim period and rotating activities between the outdoors and indoors.

ARE SPECIALTY CAMPS PRORATED BY DAY?

Because specialty camps are only one week long and each day builds on the other, we cannot prorate specialty camps by day. When signing up for a specialty camp, you must sign up for the entire week.
Important Dates

December 15th .................................................................Camp registration opens
January 13th ..........................................................Camp Open House 2-4 pm
March 15th ............................................................Deadline for HAWKS Camps Registration
May 2nd ..............................................................Standard rates begin
June 1st ...........................................................(Deadline for full refund ($25 fee applies)
June 6th ..........................................................Camp Meet & Greet 1-3 pm
June 10th ..........................................................Camp Week 1 begins
July 4th .............................................................YMCA closed (all camp fees prorated that week)

General Information

- Week 4 rates are prorated for the 4th of July holiday.
- Financial Aid and prorated rates do not apply to certain specialty camps - they are noted throughout the guide.
- Campers must attend a minimum of 3 days per week per camp; camp will be prorated.
- Days are not prorated equally across each day of the week.
- Campers must be registered for the full-day in order to attend the full-day field trip in a given week.
- Special lunches, spirit days, all camp events, and field trips are outlined in the camp calendar which can be found in this guide, in the 2019 Camp Guide, and online.
- Campers can purchase snacks and forgotten items at the Camp Store and Snack Shack.

CAMPER:COUNSELOR RATIOS

<table>
<thead>
<tr>
<th>AGES 12 - 16</th>
<th>AGES 9-11</th>
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</thead>
<tbody>
<tr>
<td>12:1</td>
<td>10:1</td>
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<tr>
<td>AGES 6-8</td>
<td>AGES 2-5</td>
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<tr>
<td>8:1</td>
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CAMP STORE ITEMS

<table>
<thead>
<tr>
<th>Lunchables $3.00</th>
<th>Water Bottles $5.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Snacks $1.00</td>
<td>Drawstring Bags $7.00</td>
</tr>
<tr>
<td>Lunch bags $5.00</td>
<td>Towels $7.00</td>
</tr>
<tr>
<td>Sun Screen $7.00</td>
<td>Goggles $5.00</td>
</tr>
<tr>
<td>Camp T-shirts $5.00 (First Shirt Free)</td>
<td>We will automatically charge the credit card on file for any purchases.</td>
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</tbody>
</table>

Will you help send a child to camp? Visit www.nsymca.org to donate to our Strong Kids Scholarship Fund.
GENERAL INFORMATION

BENEFITS OF MEMBERSHIP
• Becoming a member of the NSYMCA can save you up to $150.00 per week on your child’s camp tuition AND provide many membership options and benefits. To learn more about our membership options, call the NSYMCA Guest Services desk for promotional offers and learn more about the benefits of becoming a member.
• Members must have a consecutive membership for six months – including the duration of camp – to receive the special member’s only discount. If membership is discontinued prior to the six month time period, the non-member rate will be charged.

FINANCIAL ASSISTANCE
The NSYMCA seeks to make its services available to all, regardless of their ability to pay. Applications are available at the Guest Services desk and are accepted on a first-come, first-served basis and will be awarded based on availability. Please call the NSYMCA for details regarding the financial assistance/scholarship application procedures. Financial assistance is made possible by generous contributions to the Strong Kids Scholarship Fund.

COMMUNICATION
• Email communication is the most reliable and best form of communication regarding camp questions and comments. Please allow 24 hours for responses.
• Parent-Staff Communication: Most daily concerns will be dealt with at the time of the child’s pick-up or drop-off. Parents may ask to schedule a conference at any time to discuss their child’s camp experience.
• Weekly newsletters: Parents will receive a weekly emailed newsletter with upcoming themes and activities, highlight new procedures or policies, & recap the week.
• Parents may call the camp office anytime during the camp day to leave a message. Many times, we will be out with the campers, but will try to get back to you as soon as possible. If it’s an emergency, the Guest Services desk can get in touch with camp leadership for immediate assistance.

LOST AND FOUND
The NSYMCA is not responsible for camper possessions that are lost, stolen, misplaced, or ruined. Electronics will be confiscated and returned at the end of the day. Valuables such as watches, wallets, or jewelry that are found will be kept at the YMCA front desk. Please do not send your child with any valuables to camp.

“Please do not send valuables to camp with your child.”

Please label all of your child’s belongings. The best way to prevent the loss of property is to leave it at home! There will be a designated Lost and Found on the NSYMCA Campus. Please check for your child’s items. Lost and Found items are kept at the NSYMCA until the end of the camp day (4:00pm) on Friday, any items not claimed will be then donated to charity.

“Please label your child’s things.”

CAMP STORE & SNACK SHACK
The Camp Store will be open for purchases beginning June 10 2019, and will have various items for sale such as, lunch bags, lunches/snacks, sunscreen, and so much more. Parents are encouraged to put a credit on their account so that campers can purchase items without using cash, however, we do accept cash/coins.

STRONG KIDS SCHOLARSHIP FUND
Every year, members and program participants like you donate to the NSYMCA’s Strong Kids Scholarship Fund to ensure that every child, adult, and family in your community has access to quality child care, summer camp, and the opportunity for a healthy lifestyle, regardless of their financial ability. If you wish to make a contribution to the NSYMCA Strong Kids Scholarship Fund, please indicate your gift on the Camp Registration Form or go online to www.nsymca.org/give to donate.
IMPORTANT INFORMATION REGARDING CAMPERS

• Please write your camper’s name on EVERYTHING – swimsuit, clothes, lunch, shoes, etc.
• Absences – Please report camper absences to the Camp Registrar (847)272-7250 ext. 1233 or by emailing registrar@nsymca.org in the morning before camp so we can notify staff. No refunds/credits will be issued for camper absences and there will be no exchanges for other days.
• Put sunscreen on prior to your child arriving at camp. Your child will be reminded to reapply sunscreen throughout the day. Preschoolers and campers who require it, will be assisted. It is recommended to supply campers with sunscreen spray. If your camper is fair skinned or burns easily, they should have plenty of sunscreen with them.
• Campers must be able to eat and put on clothes themselves. Assistance will be given to younger children (or children with special needs) for tying shoes, handling buttons, and other more difficult tasks.
• Dress for the weather: closed-toed each day and camp T-shirts for field trips.
• Bring a non-perishable lunch, with a beverage and a snack for AM & PM campers. Send your child with a reusable water bottle. We have many water filling stations at camp, campers can fill their water bottles all day!
• Camp is an outdoor activity and campers are expected to participate in camp activities and field trips.
• We want each camper to have an enjoyable experience. If there is an issue, please let us know. We can only help when we are aware of an issue, and we want to help. Open dialogue between camp staff and parents is crucial to a successful program.

Call 847.272.7250 ext. 1233 or email registrar@nsymca.org to report an absence.

Send your child with a reusable water bottle.

Camp Backpack Checklist

WHAT TO BRING TO CAMP (LABEL EVERYTHING)

✔ Swimsuit and towel (ALL AM/PM/Full-day Campers)
✔ Sunscreen
✔ Closed-toed shoes (no flip flops or open-toed shoes)
✔ Lunch and snack(s) that don’t require cooling or heating
✔ Reusable water bottle
✔ Extra pair of clothes (ALL AM/PM/Full-day Campers)
✔ Extra Diaper (Little Pioneers)
✔ Backpack
✔ Clothes appropriate for weather forecast
✔ Money for Snack Shack/Camp Store if no credit on account

WHAT NOT TO BRING TO CAMP

🚫 Glass containers or bottles
🚫 Any electronic devices - tablets, iPad, iPod, Gameboy, DS, Apple Watch, etc.
🚫 Personal toys or sports equipment
🚫 Cellular or smart phones
🚫 Weapons of ANY kind, including toys, ie: guns, knives
🚫 Cards/Games (Pokemon, Magic, etc)

ADDITIONAL INFORMATION

• Each child will receive a camp T-shirt prior to their first scheduled field trip. All children are expected to wear their camp shirt on all field trip days. If we need to provide a shirt on field trip day, there will be a $5 fee.
• All campers need one or two snacks daily.
• Campers will not have access to any vending machines.
• Every Friday we will have “Special Lunch” and supply the children with lunch. See calendar online for scheduled special lunches.

CAMPER DRESS CODE

Campers must be in appropriate clothing. Shorts must be of an appropriate length. Closed-toed shoes can either be slip ons, tie, or Velcro. No sandals. If your camper is not in appropriate clothing, we will call parents/guardians to bring appropriate camp clothing.

The YMCA is not responsible for any items lost, stolen, misplaced, or ruined. Any electronic toys or items will be confiscated and returned to the parent at the end of the day. If the item returns to camp again, it will be permanently confiscated.
DROP OFF/PICK UP POLICIES

DROP OFF & PICKUP
For the safety of our campers, a parent/guardian or other authorized adult must sign their child out of camp daily. During drop off, the coordinators will sign campers in in order to provide an opportunity for communication.

CAMP DROP OFF & SIGN IN
Morning Drop Off begins at 8:45. If you drop off earlier than 8:45 am, your child will go to Extended AM Camp – charges will apply. STAY IN YOUR CARS - Staff will come to your car and help your camper(s) out. If you need to talk to a counselor or director in length, this is not the time. Please set up a meeting time, we’re happy to chat with you at a better time. We MUST keep cars moving in the parking lot! Note the Rainy Day Drop Off section outlines the drop off/pick up procedures in inclement weather.

NEW LOCATIONS FOR 2019
SPECIFIC CAMPS DROP OFF IN DIFFERENT LOCATIONS
• Trailblazers & Adventurers – back field gate
• Earth Trekkers & Voyagers – by the lil’ free library, just north of the front entrance
• Specialty, Gymnastics, Sports, and Navs & - by the black top
• Little Pioneers & Pathfinders – For the safety and ease of separation, parents should park in the parking lot and walk into the building to sign children in at their designated drop-off location.
• HAWKS – Drop off in the front of building.
• CITS – Drop off at the front of building, at 8:45am.
• AM Extendend Camp – Either valet in circle drive (prior registration required) or park and walk camper to the playground or inside in case of rain.

CAMP PICK UP & SIGN OUT
• Please park your car in the parking lot and walk to the fields/playground to your camper’s assigned area to sign out and pick up your child – see map on page 13 for exact locations.
• Campers not picked up by 4:10pm will be transfered to PM Extended Camp – charges will apply.

EXTENDED CARE
• If your child is not picked up at 6:00pm a fee of $1 per minute per camper will be charged.
• Any AM only campers not picked up at 12:00 will be put into Lunch Bunch – charges will apply.

FOR THE SAFETY OF YOUR CHILDREN, WE ASK THAT YOU
• DO NOT park your car in front of the building. This is a fire lane and you will be ticketed and towed.
• DO NOT leave your car engine running or your child or other children unattended in the car when picking up or dropping off your camper. We will call 911 if we see this.

SIGNING OUT
All campers MUST BE SIGNED OUT every day that they attend camp. Any authorized adult picking up a camper must be on the authorized pick up list. Allow extra time the first week of camp, IDs may be checked at pick-up.

It is the responsibility of the parent/guardian to keep the information on the confidential form current and up-to-date, including who is permitted to pick up your child.

RAINY DAY PROCEDURES

RAIN DAY DROP OFF ONLY
• Check Facebook and ‘Y’ app for updates.
• There will be a Rain Day Banner at entrance declaring “Rain Day drop off.”
• All cars will drive around the outside of the parking lot and line up to drop off by the side of the building. Please pull as far up as you can and wait for a staff to come to your car.
• You will see camp staff directing traffic, be kind to them.

RAIN DAY PICK UP ONLY
• Check Facebook and ‘Y’ app for updates.
• There will be a Rain Day Banner at the entrance declaring “Rain Day pick up.”
• ALL must park & walk to the main gym to pick up campers.
• All campers must be signed out.
• Each camp will have an assigned spot in the gym designated by signs on walls.
FIELD TRIPS
- Field trips are scheduled on Thursdays and during camp hours. Our "Welcome to Camp" newsletter will be emailed out and provide specific details about each trip and what preparations need to be made. Some trips require waivers, so please take the time to review the newsletters.
- Full-day Traditional, PM Traditional, HAWKS HS and Sports Camps will go on field trips – Specialty, Art, Preschool, Gymnastics & AM campers DO NOT go on field trips.
- During weeks 1 – 9, ONLY campers attending full day camps will go on all-day trips; Weeks 1 – 9, PM only campers will go on half-day field trips. Week 10, all full-day and PM only campers will go on a half-day PM field trip.
- Campers must go on the assigned field trip for the respective week of camp for which they are registered. They may NOT switch field trips or stay behind.
- Campers are not allowed to be dropped off and/or picked up at the field trip location by parents/guardians.

GUIDELINES:
- Arrive at camp on time: 9am for full day trips & 1pm for ½-day trips.
- If the bus for the field trip has left before you get to camp we cannot accept your child in another camp for staffing and safety reasons. You will be asked to take your camper home.
- Children will return by 4:00 pm from the field trips unless otherwise notified. Buses are late at times, we do our best to communicate any delays with parents/guardians.
- Campers must wear their camp T-shirt on all field trips. If they do not have their T-shirt, we will provide another shirt – $5 charge for the additional shirt will apply.
- The NSYMCA is not responsible for items lost on field trips.
- A disposable "brown bag" lunch is required for all trips.
- Waivers are required for some field trips. Some waivers will be sent home with campers while others will have to be completed on-line by parent/guardian. If your camper’s waiver is incomplete or not submitted, your camper will not be allowed to participate in the scheduled field trip that day.
- Money is not allowed to be brought on the field trips, unless otherwise noted.
- If a field trip needs to be canceled, we will notify parents/guardians as soon as we know, and alternate activities will be provided for the campers.

"Parents cannot pick up or drop off campers from field trip locations."

FIELD TRIPS: SWIM SAFETY
- We bring our NSYMCA lifeguard staff to supplement the lifeguards at water parks/beaches.
- We always bring additional staff to ensure safety procedures are being followed and for additional supervision.
- We use the buddy system at the water parks and do buddy checks for safety of campers.
- Campers wear our colored wristbands at water parks to visually identify our non-swimmers/beginners.
- We bring our own life vests to water parks/beaches for our non-swimmers/beginners as determined by NSYMCA Life-guard Staff.
- Our staff are stationed in designated areas around the water park/beach and perform constant visual checks in those areas.
- Staff are wearing staff shirts to be easily identified.

"All campers must be in their camp shirts on field trip days!"

For a list of camp field trips—check the camp calendar or the back of this handbook!
For over 120 years the YMCA has been a leader in providing summer camp and aquatic programs to the nation’s youth and is considered “the gold standard” in aquatic safety. The Y is the largest operator of swimming pools in the United States, with more than 2,000 pools, and is one of the largest providers of camp programs with over 1,920 day camps across the country. Ys nationwide serve 800,000 participants through YMCA summer camp, aquatics, and safe swimming programs.

SWIMMING INFORMATION

- Traditional PM, Sports PM, HAWKS HS, and Full-Day camps will swim 3 times a week: two days of recreational swim, one swim lesson and one swim safety class.
- Pathfinders will swim 3 times a week.
- A swimming test is required to swim in the deep end of the pool. The test will assess the campers ability to swim one length of the pool. Once the test has been accomplished, each swimmer will be issued a wristband indicating their swim level.
- Specialty, Gymnastics & Lil’ Pioneers camps do not swim.

WHAT TO BRING FOR SWIMMING
- Please send a swimsuit and towel in a separate plastic bag so that other things do not get wet.
- Please write your camper’s name on their suits, towels, and goggles.
- Counselors will swim with the campers and supervise the campers in locker rooms.

SWIMMING SAFETY
To ensure safety first, the NSYMCA has put in place multiple procedures to ensure campers’ safety.
- Campers are tested during their first visit to the pool at the start of each week.
- Any swimmer who does not pass this test must wear a life jacket and wear a red wristband during any free swim in the pool to identify that they are a non-swimmer/beginner.
- This list is shared with all aquatic and camp staff.
- We use a “buddy” system during all free swim times where two or three campers “buddy up.”
- Every 10 minutes we perform a “buddy check” where all swimmers exit the pool with their “buddy/buddies.”
- All NSYMCA staff ensures that all campers are accounted for before allowing kids to re-enter the water.
- Wristbands:
  - Red – Needs life vest and cannot go in deep end.
  - Purple – Can swim in shallow end without a life jacket. Can go in deep end WITH life vest.
  - Blue – Can swim anywhere in pool without life vest.

CAMP SWIM SCHEDULE

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<thead>
<tr>
<th>Camp</th>
<th>Days</th>
<th>Time</th>
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<tbody>
<tr>
<td>Pathfinders AM</td>
<td>T, TH, F</td>
<td>11:10-11:50am</td>
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<tr>
<td>Pathfinders PM</td>
<td>T, W, F</td>
<td>3:00-3:40pm</td>
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<tr>
<td>Sports PM &amp; Full Day</td>
<td>M, T, W, F</td>
<td>1:00pm - 1:40pm</td>
</tr>
<tr>
<td>Earth Trekkers AM</td>
<td>T, TH, F</td>
<td>10:20-11:00am</td>
</tr>
<tr>
<td>Earth Trekkers PM &amp; Full Day</td>
<td>M, T, W, F</td>
<td>1:40-2:25pm</td>
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<tr>
<td>Voyagers PM &amp; Full Day</td>
<td>M, T, W, F</td>
<td>1:40pm - 2:20pm</td>
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<tr>
<td>Trailblazers PM &amp; Full Day</td>
<td>M, T, W, F</td>
<td>2:25pm - 3:05pm</td>
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<tr>
<td>Adventurers PM &amp; Full Day</td>
<td>M, T, W, F</td>
<td>3:05pm - 3:45pm</td>
</tr>
<tr>
<td>Navigators PM &amp; Full Day</td>
<td>M, T, W, F</td>
<td>3:05pm - 3:45pm</td>
</tr>
<tr>
<td>HAWKS High School</td>
<td>M, T, W, F</td>
<td>3:05pm - 3:45pm</td>
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POOL STAFF
- The NSYMCA is committed to water safety and uses a comprehensive, rigorous training program to prepare lifeguards.
- All lifeguards are American Red Cross certified, and many of them hold multiple certificates.
- We have a 1:25 ratio of guards to swimmers during all free swim times, and always have at least 3 lifeguards on duty even if the group is smaller.
REGISTRATION/LATE FEE
• All registrations are due by May 1, 2019 to guarantee early rates. To guarantee your camper’s spot, register early. Please contact our Registrar for payment options.
• Registrations after May 1st deadline - are first-come, first-served upon availability of space & standard rates will apply.
• Camp registrations for any given week are due by 12 pm on the Wednesday prior to that week. Any registrations after this time will not be accepted. Parents can come in-person on the Monday at 9:15am to see if there is space in camp, but space is not guaranteed. A $35 late fee will apply if there is space.
• A 10% deposit is required to initiate a payment plan (for members only)
• The NSYMCA has the right to deny entrance to a camper if fees are not paid & up-to-date.

CHANGE POLICY (Including Transfers)
• A new registration form must be submitted for any change requests.
• Any camp change request will accrue a $15.00 processing fee per change per camper after May 1st.

ABSENCE POLICY
When you enroll for a camp each week, you are reserving the time, space, staff, and provisions (which are purchased in advance) for your child, whether he/she attends or not. Refunds will not be given for absences.

ALONE CHILD POLICY/WALKING & BIKING TO CAMP
The NSYMCA allows children 10 years and older to be in the building without a parent, however, a parent or guardian must still sign that camper in and out. If a parent/guardian wants their camper, who is 10 years old or older, to sign themselves in and out that parent/guardian must submit a Walker Permission Form, available online.

PERSONAL INFORMATION
The NSYMCA will not release any personal information on the child or family, unless the parent requests such release, and then only if the parent has signed a release of information form. By signing the camp registration form, however, you have given the Y permission to use photos/videos of your child for marketing purposes.

CANCELLATION/WITHDRAWAL POLICY
• Refunds may be considered in unique circumstances and are granted by the director, at their discretion.
• The following are examples of circumstances that may warrant a refund: medical illness/injury with doctors’ note that results in inability to attend camp for 2 or more days; family emergency that necessitates removal of camper from camp.
• If you need to request a refund, you must do so in writing and submit your request to the Registrar.
• If your refund request is prior to June 1st and approved, a refund of all fees (minus a nonrefundable service fee of $25.00 per child per week) will be given.
• Any cancellations made on/after May 15th, will forfeit any and all fees paid to date.
• Should your request be approved, refunds will be provided either by check or NSYMCA voucher to be used within one calendar year. Check refunds can take 6-8 weeks to process. Refunds are non-transferable and not redeemable toward membership.

PARENT POLICY
• Any custodial parent, or guardian of a child enrolled in our program, shall be permitted access to the camp during its hours of operation for the purposes of contacting their children.
• Separated Parents: If the parents are separated and there is no court order limiting visitation for either parent, the YMCA cannot deny access to a child by either parent. If such a court order exists, please submit it to the Camp Office and it will be kept on file to protect the child(ren) in the order.
• Divorced Parents: In cases of divorce, either parent may pick up a child unless a court order indicates limited visitation or no visitation. Custody and or Parental Rights and Responsibilities agreements must be submitted to the Camp Office and will be kept on file.
• Guardianship: If a legal guardian enrolls a child, a copy of all appropriate legal paperwork must be submitted and kept on file at the NYMCA. This is especially crucial if biological parents have no custodial or visitation rights.

" Cancellations after June 1st forfeit all fees paid to date. Refunds may be considered in unique circumstances."
ILLNESSES
• For the benefit of all campers and staff, please keep sick campers at home.
• A child who has symptoms of a communicable disease should be kept at home. The child should be fever-free and vomit-free for 24 hours without medication before they are able to return to camp.
• Children exhibiting symptoms of head lice or nits (eggs) will be excluded from camp until all nits have been removed from the hair. Upon returning to camp after treatment for head lice, the camper will be reexamined before starting the camp day.
• When a child is suspected of having conjunctivitis (pink-eye) or having impetigo, the camper needs to be on medication for at least 24 hours before returning to camp AND no redness or discharge can be present in the eye or outside the eye. A child with impetigo needs to be on oral medication for at least 24 hours or topical ointments for at least 48 hours.
• If your camper shows any sign of lice or illness, rash, high temperature, diarrhea, infection, or any contagious disease, the parent/guardian or other authorized person will be called and required to pick up the camper within one hour. If your camper is exposed to any contagious illness we will notify you via email.
• If your child becomes sick at camp or has an accident, you will be notified. Please make sure all contact information is up-to-date.

INJURED OR SICK CAMPERS
We will do everything possible to comfort your child. We will assess the situation and take necessary first aid measure (i.e. Band-Aids, ice packs, etc.). In the event of a serious injury, we will immediately call the camper’s parents and if they are unavailable, we will call the emergency contacts. All questionnaires/additional forms must be turned into the camp office by June 1st to ensure the safety of your children.

EMERGENCY MEDICAL TREATMENT
YMCA Camp Staff are trained in both CPR, First Aid, and AED. In the event a camper needs further medical attention, the local paramedics will be called, and then the parent/guardian will be called. If the parent/guardian cannot be reached, a YMCA leadership staff will accompany your camper to the hospital for treatment. If an injury or illness does not appear serious, but needs immediate attention, the parent/guardian will notified and provided the option of picking up or calling the paramedics.

MEDICATIONS
The NSYMCA has a policy against dispensing medication to a child in camp. Medication will only be dispensed in lifesaving situations. Other medications such as antibiotics should be dosed before and after camp hours. Parents are allowed to come to camp in order to give their child(ren) medication. NSYMCA staff will only administer medications related to allergies and life-threatening illnesses if a Medication Authorization/Allergy Consent form is filled out and submitted.

FOOD ALLERGIES
If your child has a food allergy, please let us know! Filling out the allergy form and turning it in promptly will keep staff aware of any allergies and the procedure for dealing with them. If it is necessary, you will need to provide an Epi-pen and list of all allergies. We suggest you only pack things your child can safely to eat and remind him/her not to share food. Please contact the Camp Registrar at registrar@nsymca.org for any questions concerning special lunches or allergies.

PEANUT-ALLOWED CAMP
We are not peanut free. Campers with peanut or treenut allergies should have a Medication Authorization/Allergy Consent form on file with the NSYMCA Camp Office. We will have special accommodations for meal-times to reduce the risk of exposure.

INSURANCE
The NSYMCA takes every precaution to ensure a safe and fun experience for all campers. If an accident should occur while your child is in the NSYMCA Camp Program, please note that the NSYMCA does not provide accident insurance. All medical bills are the responsibility of the child’s parent or guardian.
DISCIPLINE/BEHAVIOR POLICY AT A GLANCE

The NSYMCA teaches the core values of caring, honesty, leadership, respect, and responsibility to promote a healthy, safe, and secure environment for all Day Camp participants. Campers are expected to follow the behavior guidelines set by our core values and to interact appropriately in a group setting. Ground rules are built around respect for self, others, and NSYMCA property. Time away from activities is a method often effective in discouraging inappropriate behavior. If unacceptable behavior continues, a conference will be requested with the parents and a behavior contract will be drawn up between the camper, parent and NSYMCA. If the inappropriate behavior continues, the Y reserves the right to suspend/and or expel the child from the program – fees paid to date will be forfeited.

Behavior Management:
• Encouraging positive behaviors through positive reinforcement
• Being sensitive to child’s feelings and listening to them
• Discussing an alternative, more positive behavior with child
• Reassuring the child that we care about them and want to help them have a positive experience at camp

Situations will be documented by staff with a completed Behavior Incident Report.

Behavior Management – Consequences for consistent behavior not in line with core values if above behavior management tools are ineffective:
• Taking away privileges for the day
• Assisting with site clean-up
• Suspension of field trip privileges
• Time away from camp activities to reflect on poor behavior choices
• Written apologies

Behavior Management – Behavior Contract
• If the above behavior management tools are not effective and the child continues to make poor choices, repeating the undesirable behavior, the child will enter into a behavior contract with the NSYMCA and their parent/guardian.

NSYMCA staff works as a team with the parents and/or guardians to create the best care plan for a child. A team-work approach is the most effective way to help a child modify poor behavior. Parent’s/guardian’s patience, support, and follow-through are not only appreciated, but necessary to the success of these methods.

Expulsion from the program is the last resort, and will be considered in situations that merit this consequence.

The NSYMCA reserves the right to remove a child from our program for any of the following reasons:
• The child’s needs are not being met in our small or large group camp settings.
• The child is a safety threat to themselves, other children, NSYMCA staff, members, or volunteers. This includes behavior such as fighting, striking others, biting, bullying, and wandering away from the program.

CORE VALUES: CARING, HONESTY, LEADERSHIP, RESPECT, RESPONSIBILITY

BULLYING POLICY

The NSYMCA does not tolerate bullying. Any incidents or reports of bullying will be treated very seriously and fully investigated. Bullying behavior is against the core values at the NSYMCA and will be addressed with sensitivity and abrupt action. A child who bullies another child will face consequences up to dismissal from camp.
## 2019 Camp Calendar

### Legend:
- **ACE=All Camp Event (AM)**
- **FT=Full Day Field Trip, PM FT=PM Only Field Trip for ALL PM Campers, Nav FT= Navigators Full Day Field Trip**
- **Spirit Day=Dress Up Day**

#### Friday
- **14**
  - Spirit Day: Crazy Hair
  - Camper’s Choice
  - Lunch: Noodles & Co.
  - CIT Overnight in Camp Duncan

- **21**
  - Spirit Day: Team Jersey
  - Navigators Full Day Field Trip
  - Lunch: Noodles & Co.
  - CIT Overnight in Camp Duncan

- **28**
  - Spirit Day: Rainbows
  - Navigators Full Day Field Trip
  - Lunch: Rosati’s

- **5**
  - Spirit Day: Red, White, & Blue
  - Navigators Full Day Field Trip
  - Lunch: McDonald’s

- **12**
  - Spirit Day: Twisting
  - Navigators Full Day Field Trip
  - Lunch: BWW Chicken Nuggets

- **19**
  - Spirit Day: Super Heroes and Fair Tales
  - Navigators Full Day Field Trip
  - Lunch: BWW

- **26**
  - Spirit Day: History is Cool
  - Navigators Full Day Field Trip
  - Lunch: BWW

#### Saturday
- **29**
  - Spirit Day: Pajamas
  - Navigators Full Day Field Trip
  - Lunch: BWW

#### Sunday
- **31**
  - Spirit Day: Independence
  - Navigators Full Day Field Trip
  - Lunch: BWW

### Week 1: Mad Science
- **Legend**

#### Week 1:
- **Mad Science**
- **Nav Leadership Training**
- **Spirit Day: Crazy Hair**
- **Nav Service Project**
- **Camper’s Choice**
- **FT: MSI**
- **PM FT: Gameworks**
- **ACE: Kick Off Party**
- **Lunch: Rosati’s**

#### Week 2:
- **Sweet Home Chicago**
- **Nav Leadership Training**
- **Spirit Day: Team Jersey**
- **Nav Service Project**
- **Camper’s Choice**
- **FT: Lincoln Park Zoo**
- **PM FT: Kohl’s Children’s Museum**
- **HAWKS FT: Bowling**
- **ACE: Y Idol**
- **Lunch: Noodles & Co.**

#### Week 3:
- **Olympics**
- **Nav Leadership Training**
- **Spirit Day: Rainbows**
- **Nav Service Project**
- **Camper’s Choice**
- **FT: Diamond Lake Beach**
- **PM FT: Diamond Lake Beach**
- **ACE: Olympics Lunch: Rosati’s**

#### Week 4:
- **USA**
- **Nav Leadership Training**
- **Spirit Day: Red, White, & Blue**
- **Nav Service Project**
- **FT: Wheeling Water Park**
- **Nav FT: Rainbow Falls**
- **PM FT: Rainbow Falls**
- **Join us for the 4th of July Parade!! No Camp today.**
- **ACE: Carnival**
- **Lunch: McDonald’s**

#### Week 5:
- **Fun & Games & Color Wars**
- **Nav Leadership Training**
- **Spirit Day: Show Your Color’s Pride**
- **Nav Service Project**
- **Camper’s Choice**
- **FT: Action Territory**
- **PM FT: Rockin’ Jump**
- **ACE: Amazing Race**
- **Lunch: Rosati’s**

#### Week 6:
- **Paradise**
- **Nav Leadership Training**
- **Spirit Day: Hawaiian Shirt**
- **Nav Service Project**
- **Camper’s Choice**
- **FT: Silver Lake Beach**
- **PM FT: Northbrook Pool**
- **HAWKS FT: Mystic Waters**
- **ACE: Luau**
- **Lunch: BWW**

#### Week 7:
- **Through the Decades**
- **Nav Leadership Training**
- **Spirit Day: Retro**
- **Nav Service Project**
- **Camper’s Choice**
- **FT: Rainbow Falls**
- **Nav FT: Medieval Times**
- **PM FT: Independence Grove**
- **PM FT: Wheeling Water Park**
- **ACE: State Fair**
- **Lunch: Noodles & Co.**

#### Week 8:
- **Nature is Awesome**
- **Nav Leadership Training**
- **Spirit Day: Twinning**
- **Nav Overnight to Camp Duncan**
- **Camper’s Choice**
- **CIT Overnight to Camp Duncan**
- **Camper’s Choice**
- **FT: Enchanted Castle**
- **PM FT: Play & Spin**
- **ACE: Infomercials**
- **Lunch: Josh’s Hot Dogs**

#### Week 9:
- **Heroes Among Us**
- **Nav Leadership Training**
- **Spirit Day: Super Heros and Fairy Tales**
- **Nav Service Project**
- **Week 10 R&R**
- **Nav Leadership Training**
- **Spirit Day: Pajamas**
- **Nav Service Project**
- **ACE: Glow-in-the-Dark Party**
- **Lunch: Rosati’s**

### Note
- *Check website for updates as details subject to change without warning*
KEY

Drop Off:
Follow the appropriate arrows and drop off your camper at the designated drive up drop off.

Pick Up:
Park and proceed to your child's camp area indicated on this map and with signs.

Earth Trekker & Voyager Drop Off Path
Trailbazer, Adventurer, Specialty, Sports, Gymnastics, Navs Drop Off Path
Passing Lane

Drop Off & Pick Up Map

1. Drive Up Drop Off
   - Trailblazers Adventures

2. Drive Up Drop Off
   - Specialty Gymnastics Navs & Sports

3. Drive Up Drop Off
   - Earth Trekkers Voyagers

4. Walk In Drop Off
   - Lil’ Pioneers Pathfinders

Parking Lot
NSYMCA Building
Camp Entrance
Front Entrance
Front Circle Drive
Parking Lot
Pre-School Camp
Parents Park Here
Techny Road

Playground
Walk In Drop Off
- Lil’ Pioneers Pathfinders

Pick Up
- Trailblazers
- Sports Camp
- Navs Adventurers
- Specialty
- Navs
- Earth Trekkers Voyagers
- Lil’ Pioneers Pathfinders
- Earth Trekkers Voyagers

Pathfinder
- Voyager
- Lil’ Pioneers
- Speciality
# AT-A-GLANCE INFORMATION

## CAMP STAFF CONTACT SHEET

### LEADERSHIP STAFF

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Email</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Howard Schultz</td>
<td>Executive Director/CEO</td>
<td><a href="mailto:hschultz@nsymca.org">hschultz@nsymca.org</a></td>
<td><a href="mailto:kfielding@nsymca.org">kfielding@nsymca.org</a></td>
</tr>
<tr>
<td>Angelica Schab</td>
<td>VP Membership &amp; Programs</td>
<td><a href="mailto:aschab@nsymca.org">aschab@nsymca.org</a></td>
<td><a href="mailto:scartier@nsymca.org">scartier@nsymca.org</a></td>
</tr>
<tr>
<td>Nicole Hatfield</td>
<td>Camp Registrar</td>
<td><a href="mailto:registrar@nsymca.org">registrar@nsymca.org</a></td>
<td><a href="mailto:aalmdale@nsymca.org">aalmdale@nsymca.org</a></td>
</tr>
<tr>
<td>Ellen Mirochnick</td>
<td>Special Services Coordinator</td>
<td><a href="mailto:emirochnick@nsymca.org">emirochnick@nsymca.org</a></td>
<td><a href="mailto:ktyner@nsymca.org">ktyner@nsymca.org</a></td>
</tr>
<tr>
<td>Lizzie Schack</td>
<td>AD Programs</td>
<td><a href="mailto:eschack@nsymca.org">eschack@nsymca.org</a></td>
<td><a href="mailto:abrodell@nsymca.org">abrodell@nsymca.org</a></td>
</tr>
</tbody>
</table>

### Important Dates and Times

- **AM Camp Drop Off**: Begins at 8:45am
- **AM Camp Pick Up**: Begins at 12:45pm
- **PM Camp Drop Off**: Begins at 12:45pm
- **PM Camp Pick Up**: Begins at 4:00pm
- **Field Trips on Thursdays**
- **Spirit Days on Tuesdays**
- **All Camp Events on Friday Mornings**
- **Camper’s Choice on Wednesday Mornings**

### Contact Information

- **NSYMCA Phone**: 847.727.7250
- **Fax**: 847.272.7801
- **Camp Director**: ext. 1235
- **Registrar**: ext. 1233
- **2705 Techny Road, Northbrook, IL 60062**
- **www.nsymca.org**

### Office Hours

- **Camp Office Hours**: 8:30 am – 4:30 pm Monday–Friday. Phone calls and emails received after 4:30 pm will be returned the next working day.