



YMCA CAMP CARTER PARENT HANDBOOK DAY CAMP 2019

WELCOME TO YMCA CAMP CARTER

"In the heart of the Ft. Worth community, Camp Carter provides quality programs that enhance people's relationships with themselves, others, and the world around them."

YMCA CAMP CARTER
6200 Sand Springs Road
Fort Worth, Texas, 76114

www.campcarter.org

Phone:

(817) 738-9241

Fax:

(817) 731-1673

Dear Summer Camp Parents,

At Y day camp, we are here to make your kids feel welcome. To help them quickly realize this is a place where they belong and can be themselves. Try new things. Make new friends. And be a part of something great.

The Y is giving kids their *best summer ever* through a day camp experience with more activities to help them learn, master skills, make friends and feel welcome.

Through the Y's day camp program, kids participate in fun and educational activities that help them:

- Learn and master skills that help them realize their passions, talents and potential;
- Build friendships with new friends and staff role models adding to their well-being;
- Help them feel like they belong so they feel safe, welcome and free to express their individuality.

We know we have a huge role in each camper's development and we take that seriously. Thank you for allowing your camper to spend the summer with us. The YMCA understands the many benefits a quality camping experience can provide: lasting friendships, skill development, healthy physical activity and FUN to name a few. We ensure that the YMCA is for youth development, for healthy living and for social responsibility. We offer diverse programs and activities to match the interests and needs of our campers of all ages.

Children's lives are changed on a daily basis and our staff is exceptional! The summer staff is a group of experienced, talented and dedicated people who enjoy working with children. They understand that every child is unique and will strive to help each child develop at their own pace. Every staff member completes a two week-long staff training and goes through extensive reference and criminal background checks as well as a personal interview.

Our staff are also BLS certified. Camper safety, both physical and emotional, is of the utmost importance to us. Our staff truly wants the best for your child to grow, develop and have fun!

We know you have a lot to consider when choosing the right summer camp for your child and we are here to answer all of your questions. You are always welcome to contact us for an individual meeting through our office anytime during weekly business hours.

As Camp Directors, our goal is to make a difference within this community by providing a camp experience that creates an enjoyable memory for all campers. This goal is achieved through selective screening of staff and a camp atmosphere that fosters the development and strengthening of friendships.

Sincerely,

Stephanie "Captain" Williams

Program Operation Director

stephanie.williams@ymcafw.org

Registration Policies

- A non-refundable \$50 deposit *per week* is due upon registration. If registering with less than 2 weeks to start of session, then balance is due in full upon registration. Weekly balances are due as follows.
- We continue accepting registrations until camp is full. Sessions are filled by strict camper to counselor ratios. Availability is contingent on gender and age.
- Specialty camps are available to add on to make the camp experience even more personalized. These camps include Equestrian, High Adventure, Swim Lessons, Ceramics, STEM, and Cooking camps. Specialty camps will be available for sign up at camp check in on a first come, first serve basis until filled. Fees for specialty camp options must be paid in full at the time of sign up.
- **Balance Due Deadlines** (all balances due 14 days before camp session starts):

- Week 1 – Due by May 20th
- Week 2 – Due by May 27th
- Week 3 – Due by June 3th
- Week 4 – Due by June 10th
- Week 5 – Due by June 17th
- Week 6 – Due by June 24th
- Week 7 – Due by July 1st
- Week 8 – Due by July 8th
- Week 9 – Due by July 15th
- Week 10 – Due by July 22nd
- Week 11- Due by July 29th

- A \$30 charge is made for all returned checks. Funds to cover check and NSF charges will be accepted in cash, cashier check, money order, or credit card only.
- Session transfers will be granted based on availability. Any session change must be requested in writing in advance of the session start.
- Admission as a camper at YMCA Camp Carter carries many privileges and responsibilities. Campers found with tobacco, alcohol, illegal drugs or weapons will immediately be dismissed without a refund. In addition, should a behavior or discipline problem affect our work with other campers or their enjoyment of Camp Carter, we reserve the right to dismiss those campers responsible without a refund.

- A high quality program can only take place in an orderly, mutually respectful, and caring environment. Child guidance is a process where children take increasing responsibility for their own actions. At the YMCA, we take the happiness and safety of our participants seriously. Therefore, we work very hard at creating a safe and fun environment. Along with our efforts, we need the children to help us by following some simple rules. Below is our behavior agreement.

Please read our behavior contract with your child and ensure they understand all the behavior policies. Thank you for assisting us to help your child have a great Day Camp experience!

- I will **listen to the staff** and follow directions.
- I will **respect other people's belongings** by not touching/ using their stuff without permission.
- I will **respect all property** and help clean personal messes and assist in leaving areas better than I found it.
- I will **respect other people's** personal space by keeping my hands and feet to myself.
- I will **respect other people's feelings** by having a positive attitude when talking to them.
- I will **act in a caring way, and I will not hit, fight, bite, tease, harass or bully others.**
- I will **use my indoor voice when speaking** inside.
- I will **use appropriate language**, which does not include swear words or negative remarks (i.e. "shut up", "stupid", "dumb").
- Before leaving the room or program space, **I will ask a staff member for permission.** I will never leave an area without adult acknowledgement.

Not abiding by these rules may result in suspension and/or termination from the program.

YMCA staff and management reserve the right to dismiss/dis-enroll a child from the program if the child's behavior is disruptive to the program and/or compromises the safety of themselves, other children and/or staff. Children suspended/terminated from the program will not qualify for a refund.

- NO REFUNDS will be issued if a camper leaves camp for any reason other than a medical emergency. Medical emergencies apply only to campers and their immediate family. Proof of medical emergency will be required for refund. Refunds are made on a pro-rated basis and less the \$50 non-refundable deposit.

Illness and Exclusion Criteria

All immunizations must be current. Children must be healthy enough to participate in the program's daily routine. We do not have the facilities to care for sick children and therefore do not allow them to attend the program. For the safety and comfort of your child, please keep them home until they feel better and no longer present the danger of passing on their illness.

If you are keeping your child home due to illness, please contact the camp by 9:30am and let the staff know of your child's absence. When your child has a fever (fever of 101) or vomiting/diarrhea, please make sure they remain at home 24 hours after their temperature and symptoms returns to normal. We may require a physician's release for any medical or health condition. If your child becomes ill while at camp, you will be asked to pick up your child as soon as possible.

Exclusion from camp may include, but not limited to the following illness/communicable health problems:

- Conjunctivitis (pink eye)
- A chronic runny nose with colored discharge
- A chronic cough
- A fever
- Vomiting or upset stomach
- Signs of general fatigue or discomfort
- An open rash
- Head lice
- Knowledge that the child has had a fever within the past 24 hours

Please notify the YMCA if your child or any member of your immediate household develops a communicable condition (as defined by the local health department), such as pink eye, chicken pox or lice. Parents are responsible to notify the YMCA within 24 hours or the next business day. In the case of a life-threatening illness, please notify the YMCA immediately. It is important for us to post a notice to other parents as soon as possible.

In the case that your child becomes ill during the program, you will be contacted as soon as possible. If the parent or guardian is unable to be reached, the child's emergency contact will be notified. It is the responsibility of the parents to arrange for the child to be picked up from camp as soon as possible.

Day Camp's Cancellation Policy

- There is a \$50 per week non-refundable deposit due upon registration.
- All cancellations must be made **in writing** and sent to our office: YMCA Camp Carter, 6200 Sand Springs Rd., Fort Worth, TX 76114 or emailed to camper@ymcafw.org . We must receive this request no later than 5 business days prior to the start of your camper's session (all start on Monday). The \$50 deposit is forfeited for all cancellations prior to 5 business days before the session starts; cancellations after 5 business days prior or "no shows" **will forfeit the entire cost of the session**. A medical emergency to the camper or immediate family member OR a contagious illness of a camper (doctor's note required for both) are the exceptions. Summer school is not an exception. However, we will work with you to change sessions if space is available.

Daily Photos

Camp has a photographer who takes daily photos of campers, and uploads them to Facebook. This is a good way to see a snapshot of what your camper is doing, and share the moments with your network. You can find that sampling at: www.Facebook.com/ymcacampcarter. Be sure to like our page so you receive updates when new photos are posted!

We do our best to get pictures of every child, but some children avoid the camera and some activities cannot be photographed safely.

Consent and Health Forms

YMCA Camp Carter has gone green with the ability for parents to fill out and electronically sign their campers consent and health history forms online. The Day Camp Health Form can be found at <http://campcarter.org/resources> .

If you do not have access to the internet, you may stop by Camp Carter during regular business hours and complete the forms there. Camp Carter will also have a limited number of tablets at check-in for form completion. Please allow 15 minutes to complete forms for each camper. Each child **MUST** have their own paperwork. **New forms are required EACH YEAR.**

The following forms need to be completed online:

Day Camp Medical History Form

Camper Confidential Form (Shared with your Child's counselor)

Drop Off

Camper drop-off occurs each Monday* morning from 7:00 – 8:30 AM at the Office. Tuesday – Friday, you will drop off your child at the Pavilion from 7:00 AM – 8:25 AM (the Pavilion is the large structure next to the Office.) No camper will be admitted prior to 7:00 AM! Please contact the Day Camp Director if your child needs to arrive **after** drop-off hours. Children dropped off after 8:25 AM should be taken to the camp office where they will wait to be united with their camp group. At drop-off each morning a parent/guardian is required to sign their child in at the check-in desk.

*The following will occur on Monday morning check-in (Monday's can be hectic so please be patient):

1. Parents must fill out any forms that have not been received by the office prior to camp.
2. Parents and campers will receive their group and counselor assignment.
3. Store money is turned in. (Although store money may be received at any check-in, we recommend that this money is turned in during check-in on Monday because store schedule is always subject to change.)
4. Any medications are turned in.

Camp Carter may only accept/administer medication in its original packaging with the doctor's current prescription printed clearly on the bottle.

5. Your child will receive the 2018 YMCA Camp Carter t-shirt

(Only 1 t-shirt per camper per summer as a special gift from Camp Carter)

The Monday morning check-in process may take longer than most mornings; please allow extra time. Filling out forms online prior to check-in day will make your check-in faster and more efficient.

Pick-Up

Camper pick-up occurs each day at from 4:30 – 6:00 PM at the Recreation Hall.

Parents/Guardians and authorized people will be asked for a signature and a picture ID and the license number will be recorded per state guidelines. A list of people authorized to pick-up your child will be located at the check-in desk. Only authorized adults may pick up your child. Please inform anyone, including parents, authorized to pick-up your child that ID's will be checked for the child's protection. A child will NOT be released to:

- 1) any person that is not on the list (including parents)
- 2) a person on the list who does not show proper identification

There will be a \$20/hour late fee for children picked up after 6:00 pm. Early pick-up, prior to 4:30 PM, will happen at the office and requires prior written notification and must be given to the Day Camp Director. Campers will be dropped off at the office as close to an activity change time as possible.

Camp Store

Each day, campers will have the opportunity to visit the camp store. The camp store carries items such as beverages and snacks, t-shirts, hats, water bottles, souvenirs, etc. Items in the store range in prices from \$1.00 to \$25.00. A good rule of thumb is \$4 per day (*this will allow your child to get 1 drink and 1 snack item*) plus any additional for souvenirs. At check-in parents may deposit money into a personal account for their camper. When campers make purchases at

the store, their account is debited for that amount. **Cash is not accepted from campers at the camp store. Campers should not keep money with them at camp.** Refunds will be processed at the end of Camp in August. Parents will be given options on how to receive their refund (YMCA Credit, check, refund to credit card) If a camper has less than \$5 in their store account at the end of all sessions, the remainder will be donated to our annual scholarship campaign. If you have any questions about this, or how these funds are used do not hesitate to contact us!

Program Information

There will be eleven one-week sessions of Day Camp during the summer of 2018. The first day of camp is Monday, June 3 and sessions will run Monday through Friday until August 17.

Daily Schedule

A Typical Day will look something like this:

Time	Activity
7:00 AM	Day Camp Drop Off (thru 8:25 AM)
8:30 AM	Morning Message (Ice Breakers Day 1)
8:40 AM	Water / Sunscreen / Restrooms
9:00 AM	Core Activity Time (Canoeing, Archery, Etc.)
10:00 AM	Swim Group 1 / Theme Activity
11:00 AM	Swim Group 2 / Theme Activity
11:45 AM	Line Up / Hoppers (11:40 AM)
12:00 PM	Lunch
1:00 PM	Camp Store Open
1:00 PM	Water / Sunscreen / Restrooms
1:45 PM	All Camp Gather At Pavilion
2:00 PM	Clinic Time (Progressive Activities)
4:00 PM	Snack
4:00 PM	Water / Restrooms
4:30 PM	Day Camp Pick Up (Thru 6:00 PM)

Activities

Activities may include, but are not limited to:

Canoeing (ages 8+)	Archery
Hiking	Team Sports
Outdoor Living Skills	Arts & Crafts
Swimming	Gaga Ball

Activity availability will vary each session and is also dependent on the week's theme. There are many individual week activities based on themes!

MINI DAY CAMP (for ages 5-6). These campers will move together as a group with their counselors and do activities as a group instead of completely following the above schedule designed with older campers in mind. These campers will do some traditional camp activities as well as age appropriate games and activities. Each day will include a rest period.

Themes

Each week of camp has a special theme. Our daily activities are then designed around the theme of the week to keep them fun and interesting, to all campers. We will give advance notice of any special events your child may want to participate in, such as a costume day. This summer's themes are as follows:

- Week 1 – DISCOVER (June 3 - 7)
- Week 2 – CONNECT (June 10 - 14)
- Week 3 – BELONG (June 17 - 21)
- Week 4 – ACHIEVE (June 24 - 28)
- Week 5 – CHALLENGE (July 1 – 5)(OPEN July 4th)
- Week 6 – IMAGINE (July 8 - 12)
- Week 7 – CELEBRATE (July 15 - 19)
- Week 8 – MOTIVATE (July 22 - 26)
- Week 9 – GROW (July 29 – Aug 2)
- Week 10 – ENCOURAGE (Aug 5 - 9)
- Week 11 – INSPIRE (August 13 - 17)

Horseback Riding

Horseback riding programs can be combined with Day Camp at YMCA Camp Carter. The best way to take advantage of camp's horseback riding facilities is to register for this summer's "Ready To Ride" (ages 8-16 & under 180 lbs) program. For more information check out the horse tab at www.campcarter.org, or contact Chris Jacobs at cjacobs@ymcafw.org. Please note these programs are for ages 8+.

Fishing

Campers may have the opportunity to fish during drop-off and pick-up times throughout the camp session. Fishing time is supervised by a Camp Carter staff member. Staff is present solely to oversee the well-being of all campers at this waterfront activity.

Campers must supply their own fishing equipment.

Lunch

A cooked lunch is provided every day at camp's dining hall. This is included in the price of camp. We also provide an afternoon snack, which usually consists of fruit, or a healthy snack. If you'd like to find out more about the weekly menu please contact the Day Camp leadership team closer to the start of a session.

Preparing Your Camper

What to wear to camp:

- Shorts or pants
- T-shirts
- Socks
- Tennis Shoes (sandals or flip-flops are only allowed during swim time)
- A Good Attitude

What to bring to camp... Please mark all items with camper's name.

- Backpack
- Towel
- Swimsuit
- Sandals or Flip Flops
- Water Bottle
- Sunscreen
- Insect Repellant
- Hat
- Sunglasses
- Rain Gear
- Fishing Pole & Gear (optional)
- If participating in Ready to Ride, bring long pants and 1 pair of hard soled boots

What to leave at home:

- **Cell Phones**
- Knives
- Firearms
- Fireworks
- Trading Cards
- Animals and pets
- **Cell phones**
- Items of sentimental or monetary value
- All forms of "tech-toys" (**cell phones**)
- iPods
- PDA's
- **Cell Phones**
- CD /DVD Players
- Matches
- Alcohol
- Illegal Drugs
- OTC Drugs
- Cash or Credit Cards
- Computers

We encourage our campers to be unplugged while at camp and hope you can honor this request. Any of these prohibited items brought to camp will be collected by our directors, and returned at the end of the session. Please note that **cell phones** are prohibited!

***YMCA Camp Carter is not responsible for any lost or stolen articles!
If any of these items are found, they may be taken up by the camp directors.
Parents may request them at check out, Lost and Found is located by the Camp Store.**

Phone Calls:

Camp is a time for children to develop independence and escape from distractions such as TV, the internet, and cell phones.

- Campers are NOT allowed to bring **cell phones** to camp. If a camper brings a cell phone to camp, it will be taken up and kept in the office until the child is picked up.
- Our camp office is open from 7:00 am – 6:00 pm Mondays and 8:30 am – 6:00 pm, Tuesday – Friday. The office phone number is (817) 738 – 9241.
- Campers will NOT have access to camp phones except in the event of an emergency. If persistent homesickness or illness occurs, camp staff will contact parent/guardian(s) to discuss the situation.
- If you need to reach us for any reason during non-office hours please call our 24 hour Emergency Line at (817) 825-4322.

Staff

The Camp Carter staff is carefully selected to ensure that your child has an enjoyable camp experience. We strive to recruit responsible, caring, quality staff members to serve as role models for campers.

- ⇒ Each group is supervised by a Senior Counselor who is at least 18 years old.
- ⇒ Day camp leadership staff is comprised of upper level college students and graduates.
- ⇒ All staff members undergo extensive screening and training (including CPR/First Aid certification and criminal background checks) prior to being placed on the job.
- ⇒ Certified lifeguards supervise all pool and waterfront activities.
- ⇒ Equestrian instructors are CHA certified.
- ⇒ Camp health care providers hold certifications that meet standards set by the Texas Department of Health. Camp has an on call doctor and is just minutes from Cook's Children's Hospital.
- ⇒ Our program and staff/camper ratios comply with Texas Department of Health standards, and are licensed and inspected by the State of Texas.

Christian Emphasis

Developing spiritually through Christian programs is an important part of life at YMCA Camp Carter. Each session, campers have the opportunity to share in non-denominational fellowship through daily devotionals and singing graces at mealtimes. These gatherings are attended by everyone at camp and emphasize morals, values and friendship. YMCA Camp Carter welcomes all persons without regard to religion, race, color, national origin, or political belief.

Goals for Day Camp

We believe that the power of camp lies in:

RELATIONSHIPS

- Campers will establish meaningful relationships with camp mates.
- Campers will find a positive role model in counselors and camp staff.
- Campers will learn to effectively communicate with others.
- Campers will learn positive technique for problem solving.

How does this happen?

- Campers are placed in cabin/groups with peers.
- Counselors and staff are trained to meet the developmental needs of campers.
- Campers are encouraged to express their feelings constructively.
- Campers are encouraged to solve problems through mediation of camp staff.

CHARACTER

- Respect: Campers will develop a respect for their peers, camp staff and the environment.
- Honesty: Campers will be responsible for their own actions and attitudes.
- Responsibility: Campers will learn to take care of the camp and their personal environment.
- Caring: Campers will learn to balance individual needs with those of their group or community.

How does this happen?

- Campers are encouraged to appreciate the differences in others and accept others for who they are.
- Campers are encouraged to own up to their mistakes and apologize to others when they have done wrong.
- Campers participate in day-camp area clean-up, dining hall clean-up and litter hikes.
- Campers are encouraged to recognize the needs of others and act with a spirit of generosity.

SKILLS

- Campers will learn new skills.
- Campers will follow proper skill area procedures.
- Campers will increase self-esteem through excellence in skill areas.

How does this happen?

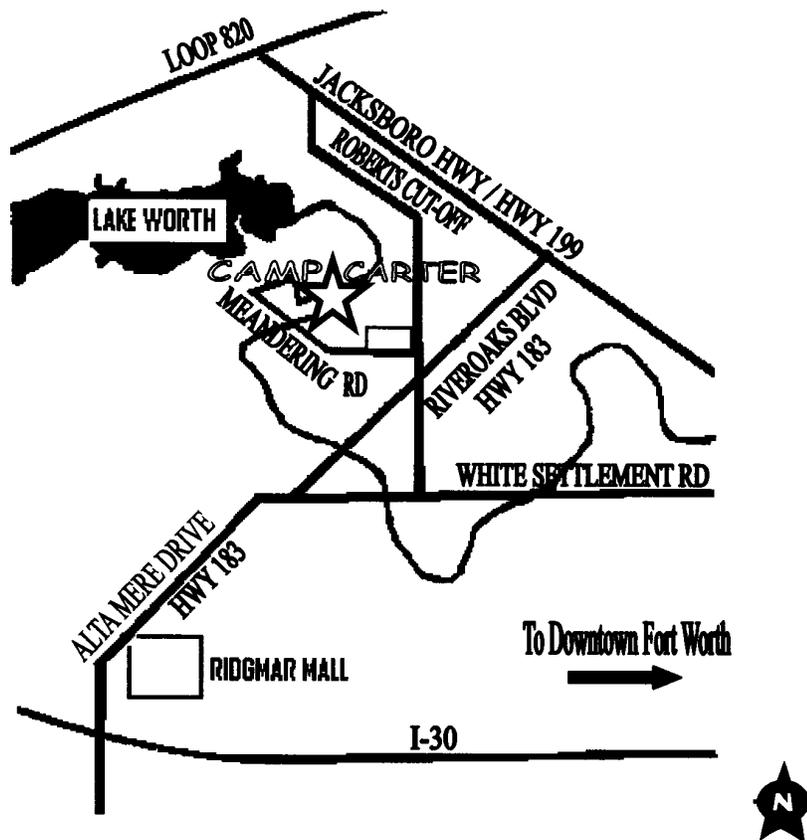
- Campers attend skill areas daily and are encouraged to try something new.
- Campers are oriented to the safety rules and supervised by staff at each skill area.
- Campers will receive awards in certain skill areas to recognize achievement.

Having Fun!

- Campers will develop a sense of self-confidence.
- Campers will learn to express emotions.
- Campers will develop a deeper sense of personal satisfaction.

How does this happen?

- Campers are encouraged to participate in games, songs, skits and camp silliness.
- Camp staff role model positive behavior through hugs, high fives and positive words, laughter and smiles.
- Campers are awarded through Boy & Girl Camper of the week, and Character Awards (Honesty, Caring, Respect and Responsibility).



**6200 Sand Springs Road
Fort Worth, Texas 76114
817-738-9241**

From South IH-35: Take I-30 West. Take 183 North (exit 7B). Sign says 183/341 NAS FW JRB/Green Oaks. Follow signs to 183 north. Ridgmar Mall will be on your right. Go 3.5 miles to Robert's Cut-off. (Note: road changes to 183 **East**). Look for CVS on Right, Taco Bell on left. Turn **left** on Robert's Cut-off (sign is very small). Turn **left** on Meandering Road, Qwik-way shop is at corner. Travel approx. 1 mile, road forks. Take fork to **right**. Go across river, past Burger's Lake, follow road around to end. Turn **right** into Camp Carter.

From IH 30: Follow directions above.

From North IH-35: Exit 820 West. Take Jacksboro Hwy / 199 East exit (exit 10A). Follow signs to 199 **east**. Home Depot is on right. Turn **right** on Robert's Cut-off, first light. Continue 2.5 miles on Robert's Cut-off through neighborhood. Pass elementary school on left. Turn **right** on Meandering Road (Qwik-Way shop on right). Continue 1.5 miles, road forks. Take fork to **right**. Go across river, past Burger's Lake, follow road around to end. Turn **right** into Camp Carter.

From 820 East or West: Follow directions above.