



Camp Gordyland PARENT HANDBOOK 2022



404 Danbury Road * Wilton, CT 06897 * 203-762-8384

www.riverbrookymca.org

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To Our Camp Gordyland Family,

Thank you for choosing the Riverbrook Regional YMCA's Camp Gordyland. We are committed to providing a safe and fun environment that nurtures our campers' friendships, creativity, confidence and skill-building. Our camp motto is "Make Friends, Make Memories, Make a Difference". Our staff team personifies this motto in the activities we plan, how we train our staff, and in the way we communicate with our camp families. Please read the following camp policies and procedures as it relates directly to your child's camp experience. We encourage you to reach out to us regarding camp questions, concerns or feedback. With the celebration our Y's 50th Anniversary, we look forward to an exciting and memorable summer with your family!



Sincerely,

Mike Kazlauskas
Camp Director

Kimberly Fejes
Assistant Camp Director

And The Entire Director Team

GENERAL CAMP INFORMATION

Our YMCA's Mission:

The Riverbrook Regional YMCA is a charitable organization dedicated to maximizing the personal potential of all individuals in the community.

Our YMCA's Vision:

The Riverbrook Regional YMCA will broaden its leadership role in providing high quality programs and services to a significantly increase membership base through the modernization of its existing campus and the expansion of its facilities. The Y will be known as one of the leading providers of services delivered in an environment that promotes caring, honesty, respect and responsibility.

Daily Schedule for Traditional Camps:

9:00am – 9:40am	Camper Drop off
9:40am-10am	Opening Ceremonies & Group Meeting
10:03am – 10:33am	Activity Period 1
10:41am – 11:11am	Activity Period 2
11:19am – 11:51am	Activity Period 3
11:59am – 12:29pm	Activity Period 4
12:37pm – 12:57pm	Lunch
12:57pm-1:07pm	Group Meeting/ Sunscreen Application
1:15pm – 1:45pm	Activity Period 5
1:53pm – 2:23pm	Activity Period 6
2:31pm – 3:00pm	Activity Period 7
3:00pm – 3:30pm	Camper Pick-Up

Camp Groups:

To ensure the safety of our campers and quality of our program, Camp Gordyland maintains a lower maximum amount of campers per group than mandated by the State of Connecticut. Camp Gordyland has a counselor to camper ratio that ranges from 1:10 to 2:14.

Camp Gordyland Staff:

Camp Gordyland is led by a team of enthusiastic, certified Camp Directors and group leaders that have **over 100 years** of collective camp experience. Our hiring process begins in January and is extensive, as we select candidates who have childcare experience and a genuine love for working with children. To prepare our staff for a successful summer camp experience, they attend at least 13 hours of mandatory trainings. These trainings include and are not limited to Child Abuse Prevention Training, Camper Behavior Management, Waterfront Safety Procedures, Positive Discipline, Inclusion, HIPAA, Mandated Reporting, Appropriate Touch, Risk Prevention and Trauma-informed training. Our First Aid, Ropes, Archery, and Waterfront Staff have further specialized training. In addition, our Camp Directors regularly conduct "Skill of the Day" trainings that enforce the importance of communication, body language, teamwork and more.

Camp Arrival:

Each Monday, parents/guardians are required to escort campers to their group and **sign them in**. The board located by the Free-To-Be and Camp-To-Come-To Baseball Fields will specify the camp group your child has been placed in.

Camp Locations for Drop-Off and Pick Up:

Camp	Outside (Good Weather)	Inside (Poor Weather)
Camp-To-Come-To	Right Baseball Field	Activity Center
Free-To-Be	Left Baseball Field	Gymnasium
Teen Camp	Left Baseball Field, far side towards the gravel lot	Lobby
C.I.T.'s	Drop Off: Drama Tent Pick Up: Between Baseball Fields	Drop off: Drama Tent Pick Up: Gymnasium

**For All Camps, early pick-ups must be prior to
2:45pm**

Camp Pick-Up Procedures:

The following procedures have been put into place for the safety of your child:

1. **Photo ID** is required by all persons picking up.
2. Campers can only be picked up by a parent/guardian or by someone listed on their emergency contact form.
3. An authorized adult must enter the camp field and physically sign the camper out.
4. No camper will be released to an individual if they are not listed on the emergency contact form as an alternate pick up or written permission has been provided by a parent/guardian.
5. If you are picking your camper up early, please check in at the front desk. For camp security purposes, please do not roam the camp property to look for your child's group. At the front desk, you will be asked to sign the check-in book, and then a Camp Director will bring your child to the Lobby. **Again, photo ID's will be checked.**
6. We ask that you try to make all early pick-ups before 2:45 pm.
7. Failure to sign your child out may result in a "Lost Child" search until the child is located.
8. Please keep all pets at home during camp hours. Please refrain from leaving pets in the car while picking up your child as it gets very hot in the parking lot.
9. **Pets** are **not** allowed on Campgrounds due to allergies and for the safety of the campers and staff.

Extended Camp Care:

Extended Care is offered at an additional cost. You can register online for the camp week your child is registered to attend. You can choose morning care beginning at 8am until the beginning of camp, afternoon care beginning at the end of camp until 6pm or both. Registrations are due **the Monday prior to the week** you are registering for.

AM Care: Available 5 days a week from 8:00am to 9:00am.

PM Care: Available 5 days a week from the end of camp until 6 pm.

ARCHERY ACADEMY & ARTS CAMP: Available certain weeks and is a weeklong program from the end of camp until 6pm

For all camps, continuous lateness up to 15 minutes will be charged \$15. If a child has not been picked up by 6:15pm, the camper's parent/guardian will be contacted. If they cannot be reached, the emergency contacts will be called. At 7:00pm, if staff is unable to contact an authorized person to pick-up, the Wilton police will be contacted for assistance.

Campers with Special Needs:

The Wilton Branch of the Riverbrook YMCA is dedicated to providing a positive, supportive and welcoming experience focused on each person's individual needs. Our programs, including our summer camps are structured to accommodate and support all our participants to the best of our abilities which includes, but not limited to, as stated in the registration, camp support provided on a first come first serve basis. We feel that every person, adults and children should be given the opportunity to participate in all that the YMCA has to offer.

At Camp Gordyland, our campers are fully immersed in their camp group and participate in all the activities of the camp day. At the discretion of the Special Needs Director, campers will be assigned shared support staff. Support staff will motivate campers to be actively engaged in their group activities and provide modification when needed.

All our programs and camps are open to students who participate in summer school and we will work to accommodate each school districts schedule. The CIT program can be extended to accommodate campers beyond the age of 16 and up to age 21 provided there is availability. All campers (including CIT's) registered as an extension of a school supported program are required to attend with district support. Individuals registered for all programs may be asked to provide outside support if deemed necessary.

The Wilton YMCA reserves the right to deem if a camper requires additional support.

You must contact Christina Foley at cfoley@riverbrookymca.org or 203-762-8384 ext. 207 to discuss your child's needs, to arrange a support staff or to answer any questions. Registration is based on program availability. Once a session is full, your child will be placed on the waitlist.

What to Bring to Camp:

Item	Free-To-Be/CIT'S	Camp-To-Come-To	Teen Camp
Lunch (Nut Free) with ICE PACK	Yes	Yes	Yes
Morning Snack (Nut Free)	Optional	Yes, separately	Optional
Afternoon snack (Nut Free)	Optional	Yes, separately	Optional
Sneakers	Yes	Yes	Yes
Swimsuits	Wear to camp	Wear to camp	Yes-in backpack
Water Shoes	Yes-required	Yes-required	Yes-required
Extra set clothes	Yes	Yes	Yes
Beach Towel	Yes	Yes	Yes
Water Bottle	Yes	Yes	Yes
Climbing Helmets	Will be provided	N/A	Will be provided
Sunscreen	Yes	Yes	Yes
Label all items	Yes	Yes	Yes

What to Leave at Home:

We want our campers to make connections and foster friendships, so to best serve our mission we ask that you leave electronic devices/cell phones at home (smart phones, gaming devices, I-pods, etc). Please refrain from bringing items with significant financial and emotional value as **we are not responsible for any lost, stolen, or broken items.**

We are an alcohol, tobacco, and weapon free campus. Please leave e-cigs, vapes, juuls, or any other tobacco products at home.

If any item is lost during the camp day, please check the Lost and Found. Lost and Found items may take 24-48 hours to appear. A Lost and Found collection area can be found near the Activity Center Playground, past the Baseball Field.

CAMPER SAFETY

Healthy Child/Communicable Illnesses:

Campers must be healthy, injury-free and well enough to participate fully at activities. Please keep sick campers home to avoid germs and illnesses being spread to other campers and staff. If a camper shows signs of illness, the First Aid Staff will contact the parents/guardian to pick them up.

Campers must be fever/symptom free for **24 hours** without the use of fever reducing medication, no longer contagious and healthy enough to participate in all camp activities before returning to camp. If it is deemed that a child cannot participate in that camp day, then we will re-evaluate whether or not a child is able to remain at camp. (This includes swimming and other water or outdoor activities.) If your child shows any of these signs, they will not be able to remain at camp that day:

- Runny nose (due to allergies or a cold) that produces thick, green or yellow discharge, indicating infection. If your child's runny nose is due to an allergy, you must have a doctor's note indicating the child may be permitted to return to camp. In the case of a cold, keep your child at home until the discharge is clear
- Deep congestion in the chest, labored breathing or cough.
- Loose bowels that are noticeably more odorous, indicating internal disorder. Also some medications may result in non-contagious diarrhea. Check with your physician.
- Temperature above 99.9 degrees oral or temporal.
- Eyes that are pink, watery, and possibly oozy, as with conjunctivitis.
- Suspicious rash.
- Vomiting.
- Head Lice.

If any of these conditions become apparent during the daily session, the parent, or authorized alternate adult, will be contacted to pick up the child immediately. The child will then remain out of the camp for the next camp day and may return on the following day. (Example: If sent home Tuesday can return to school on Thursday)

If your child is diagnosed with an illness by a pediatrician (i.e. Pink eye, strep throat, coxsackie etc.) the parent must notify the Camp Directors within 24 hours so that the rest of the parents can be informed of this illness.

COVID-19

If your child is experiencing any symptoms relating to Covid-19, included, but not limited to the following:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- Sneezing
- New loss of taste or smell
- Sore throat

- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- Please remain at home if someone in your household is awaiting test results, even if symptoms are mild or generally asymptomatic.

Please keep your child home and test them. If your child receives a Positive test result, Rapid and or PCR, please report it to our Camp First Aider at campnurse@riverbrookymca.org immediately. COVID-19 is a reportable disease per the State of Connecticut.

- **Our Covid Policy:**

- A person exhibiting new [symptoms](#) must stay out of camp until the symptoms are resolved and they complete a negative Covid test (taken at the onset of symptoms). Home tests are accepted.
- Absolutely do not send a child with a runny nose, coughing, etc. We will isolate any child who has symptoms and will ask parents to pick up the child.
- An unvaccinated person who is a [close contact](#) of a person who tested positive must stay out of camp for 10 days from last contact.
- A vaccinated person who is a close contact may continue to attend, provided they have no symptoms. The exception to this rule is that if this close contact has extended, close exposure (e.g. household member, nanny) the vaccinated person must stay out of camp until isolating from the positive person and completing a negative Covid test. Home tests are accepted.
- Any person who tests positive for Covid must quarantine for 10 days from the date of the test or the onset of symptoms.

First Aid:

Our Camp First Aiders adhere to state requirements for the administration of medication, oxygen and insulin. The Camp First Aid Staff are stationed in the Camp Office located in the building to the right of the Y Main Building, known as the Outside Studio. In the event of an emergency or illness, the Camp First Aider will notify parents/guardians after appropriate medical steps have been taken, which may include calling 911. Unless otherwise notified, any camper that requires further medical attention will be transported to Norwalk Hospital. In addition, a doctor is on call and supervises our medical and emergency procedures. The Camp First Aid Staff will notify parents of all serious injuries that occur at camp and will use their professional discretion for mild injuries.

Waterfront:

Our aquatics staff holds current Lifeguard, First Aid and CPR for the Professional Rescuer Certifications.

- Daily Swimming

Campers must participate in water activities to learn water safety and develop stamina/skills. This essential activity helps with the camper's overall health as the water cools them down in the hot summer temperatures. Camp-To-Come-To and Free-To-Be campers are provided with a combination of general instruction and recreational

free swim times throughout the week. At the beginning of each camp week, campers will be tested for their abilities and comfortability in the water. This procedure allows us to place campers into a "swimming group" appropriate to their abilities. In addition to the pool, the pond or "beach" is scheduled for Free-to-Be and Camp To-Come-To every day. Teen Camp is scheduled to enjoy recreational swim most days. When swimming in the 25 yard or 50-meter pool, all campers must wear color arm bands based on their swimming level, similar to picture at right. Swim level will be determined by the weekly swim test. Children must keep the bands on at all times or they cannot participate in the swim activity.



- Dock Test

A dock test must be passed at the beach in order to swim out to the dock (passed the lane line), roughly in the center of the pond. In order to pass the dock test, campers need to be able to swim out to the dock in the deep-water area (10 feet deep) face in the water, tread water for two minutes without holding onto a lifeguard and swim back to the shallow end. If a child does not pass the dock test, they are welcome to try again. Campers that pass the dock test will wear a bracelet to be easily identified. A camper may be asked to retest at any time at any Aquatic Director's discretion.

- Buddy Checks

Swim "buddy checks" are conducted every 7 minutes to ensure all swimmers are accounted for. An air horn will sound in the event a camper is not accounted for at the swimming area or vicinity. The land and water will be searched until the child is located. All emergency procedures will go into effect with coordination of the Camp and Aquatic Staff. Camp Gordyland practices these drills during camp hours. They are better known as "Pond Drills".

Emergencies:

We devote significant time and attention to emergency procedures during our staff development and training in June. We have specific procedures for lost campers or members at the waterfront or on land, as well as for fire, severe weather, and medical emergencies. We practice these procedures during staff training and throughout the summer so that campers and staff will be prepared in the event of an emergency. The Wilton Y has also implemented a Lockdown Procedure, and it is also a part of the staff training.

Medical / Emergency Contact Forms:

Medical Forms are available on the website and are emailed prior to the start of camp. A physician must complete the medical form. Campers must have had a physical **within the**

Medical and Emergency Contact Forms are due no later than JUNE 1st

If you register after June 1st, Medicals and Emergency Contacts must be submitted no less than 1 week prior to their 1st day of Camp. **Failure to adhere to these policies will result in a \$25 Processing Fee.**

The Camp First Aid Staff will need this time to review all forms to make sure all questions are answered. **No child will be admitted into camp or on field trips without completed forms.**

past 24 months. A copy of a previous form, including a school medical, can be submitted as long as it meets the two-year requirement. Parents are required to update the camp office with any changes in health status or medications between the time the forms are submitted and the end of camp. **Emergency Contact Forms MUST** be filled out each year by the parent/guardian.

Our YMCA follows HIPAA. HIPAA stands for The Health Insurance Portability and Accountability Act. This means we are responsible and accountable for keeping your family's health information confidential. If an injury or medically relevant event happens at camp regarding your child, you may be called by our Director of First Aid or be pulled aside by a counselor or director. Please be patient and understanding if a staff member needs a moment of your time privately at pick up.

Medication Policy & Forms:

All medications, including inhalers, must be given to the Director of First Aid for approval either before or on the campers first day of camp. Medications cannot remain with a child at camp; they will be kept in the Camp Office in a locked box. If your camper needs to take medication, either over the counter or prescription, during the camp day, our Camp First Aid Staff can dispense medication if the following requirements are met:

1. The medication is in its original, sealed bottle/box with the camper's name printed on the prescription.
2. A physician has filled out and signed the Authorization for the Administration of Medications Form and it is on file in the camp office. Forms are available on the website or in the Welcome Email.
3. The medication has not expired.
4. Any remaining medication must be picked up by the parent on the last day of camp. All remaining medications will be destroyed **one week** after camp ends.

Ticks & Lice Prevention

- **Lice:** If lice are suspected in your child's camp group, your child may be checked for lice. If the camp has any concerns over the appearance of Lice or nits in your child's hair, you will be contacted to pick up your child that day. We ask all campers to be free of nits before returning to camp to ensure containment of exposure. Before your child may be permitted to return to camp, they will be checked by the Camp First Aid Director or designated staff member.
- **Ticks:** Wear repellent, check your child for ticks daily, and have them shower soon after being outdoors. Call your doctor if your child gets a fever or rash.

Sunscreen:

Campers should apply sunscreen and bug repellent before coming to camp each morning. There is also scheduled time for sunscreen to be reapplied in the afternoon. Campers are reminded throughout the day to reapply sunscreen as well. Under camp guidelines, staff cannot apply sunscreen unless it is the spray. If campers need sunscreen reapplied during the day, please show them how and counselors will remind them to do so. If your child's

physician strongly recommends that they need more sunscreen application, the Authorization for the Administration of Medications form must be completed by the physician. The camper will be taken to the Camp First Aider at the appropriate times for it to be reapplied.

Keeping Hydrated at Camp:

We ask that you provide a full water bottle for your child each camp day. We will have water coolers positioned around our campgrounds so children can refill their water bottles. Counselors will remind campers to re-hydrate often and we have scheduled water breaks at all the activities. **Don't forget to label your water bottle!**

Potty Training Policy:

All campers at Camp Gordyland **must** be potty trained. If a child soils their underwear/ has a bowel movement accident, you or your emergency contact (in the event we cannot reach you) will be called to come to camp to pick up your child. If a child has **two** or more such accidents, Camp Gordyland reserves the right to refuse to allow the child to attend camp until such time as Camp Gordyland is reasonably certain that a further accident is unlikely. The camper may return the next day unless the child's accident was induced by an illness.

Allergy Protocol:

Campers with peanut/tree nut allergies range in severity. For this reason, we are "peanut/treenuts aware" and ask that camp families refrain from bringing peanut/treenuts products as well as "made in a facility that processes peanut/treenuts". **If you are interested in bringing in a special treat to celebrate a birthday, we encourage Popsicles/Ice Pops/Italian Ice.** All products need to be preapproved by a Camp Director before being served to campers to account for any other food allergies in the group.

Camp Gordyland's Protocol for a "Peanut-Aware" Camp

1. All lunches will be inspected by your child's Counselor before distributing lunch bags to the group.
2. Any foods that contain peanut/tree nut products or are processed in a plant with peanut products will be discarded. Please inspect your child's food ingredients for possible traces of peanuts/treenuts. Other examples may include Lo Mein or Chinese Food, or food containing Pesto.

Calories:		2,000	2,500
Total Fat	Less than	65g	80g
Sat Fat	Less than	20g	25g
Cholesterol	Less than	300mg	300mg
Sodium	Less than	2,400mg	2,400mg
Total Carbohydrate		300g	375g
Dietary Fiber		25g	30g

Calories per gram:
Fat 9 • Carbohydrate 4 • Protein 4

INGREDIENTS: RICE, RICE BRAN OIL, CANE SUGAR, SALT, CHILI, SOY SAUCE POWDER (SOYBEAN, CORN, SALT, MALTODEXTRIN, SOYBEAN OIL), GARLIC, CITRIC ACID, TOCOPHEROL (VITAMIN E). **CONTAINS: SOY.**
MANUFACTURED IN A FACILITY THAT PROCESSES PEANUTS.
GLUTEN-FREE • VEGAN

a. Example:

3. If your child's lunch or snacks contain nut processed products, parents will be called first and it will be discarded. We will provide a substitute lunch of a jelly or cheese sandwich. There may be a fee for continual disregard for this policy.
4. Campers are not permitted to share food.
5. Please send in box labels for food that is not sold in individual packages for quick review by Camp Staff.

HEPA Standards:

Driven by commitment and cause, Y-USA and the Riverbrook YMCA pledges to educate kids about healthy lifestyles, model healthy behaviors and cultivate environments that make it easier for kids to make healthier choices. The HEPA standards are based, in part, on years of research done in collaboration with the **Harvard School of Public Health, the University of Massachusetts at Boston, the Healthy Out-of-School Time Coalition (HOST)** and the **National Institute on Out-of-School Time (NIOST)**. This nationwide initiative is prevalent in our camp's physical-based activities and Outdoor Cooking where children prepare healthy, portion-controlled treats over the campfire.

REGISTRATION

Financial Assistance:

The Riverbrook Regional YMCA offers camp scholarships to qualifying families. We encourage families in need of assistance to submit applications as soon as camp registration opens to secure a spot in first choice of weeks. Should you be offered assistance, payment plan arrangements can be made through the business office at the time of award acceptance. All camp policies apply to financial assistance awards. Applications are available on the Riverbrook Regional YMCA web page or at the front desk. Applications must be completed in full and submitted with the required supporting documentation to Molly Blosser. **Please do not register before hearing about an offered award** as prices will not be discounted on registered weeks. All registrations will be made via the business office. Applications for camp assistance will not be accepted after May 1, 2022.

Camp Balance Payments:

- All camp balances are due by **May 4th**.
- If you register online, the balance will automatically be set to charge on May 4th. If you do not want an automatic charge and would prefer a bill be sent, please email Molly Blosser at mblosser@riverbrookymca.org after registration to remove the automatic charge. Any registrations not set to automatically charge will have bills mailed in April.
- Payment can be made via your online account or sending payment in. A \$50 per week late fee will be applied each week payment is late after May 4th.

Camp Change or Drop Policy:

Refund Policy: Changing Weeks:

- For weeks purchased during "Early Bird Registration": **October 15th - January 20th**, there is NO change fee if you would like to change before **March 15, 2022**. After March 15th, you will be charged a \$25 change fee.
- For weeks purchased **January 21st -August 8th**, there is a \$25 change fee if you would like to change weeks.
- Please be advised that change requests for weeks are NOT guaranteed and are based on availability.

Refund Policy: Dropping Weeks:

- For weeks purchased during "Early Bird Registration": **October 15th - January 20th**, we offer a refund with the exception of the Enhancement Fee before **March 15th, 2022**. From **March 15th -June 1st**, the Enhancement Fee and \$100 per week will be kept and additional money paid will be put on as a Y credit.

- For weeks purchased from **January 21st - June 1st**, the enhancement fee and the \$100 deposit fee per week will be kept. Additional money paid will be put on as a Y credit.
- ****Beginning June 1st**, no money will be refunded or credited. ******

Camp Week Wait List:

While registering, if there are no spaces available in the week you request, you will automatically have the option of being put on a waitlist for that week. If a space should open up, you will be contacted via phone and email by a camp director. You will have 2 business days to respond. If we do not hear from you in that time, we will assume you are not interested in registering for that week and will move onto the next camper on list.

Camp Enhancement Fee:

This is a one-time fee per child, per year. The choice is \$15, 20, or \$25. 100% of the monies will go towards enhancing your child's camp experience through updating existing activities or adding new ones. If you are adding camp weeks, following your initial registration, and do not want to be charged the camp enhancement fee again, please contact Mike Kazlauskas at mkazlauskas@riverbrookymca.org.

Child and Staff Behavior Management

Camper Rights:

As a summer camp participant, you have the right to:

- (1) Be free from teasing and put-downs
- (2) Have a safe, calm, clean and orderly environment
- (3) Be free from fear of physical harm
- (4) Have a fair turn in any group activity
- (5) Make mistakes without being ridiculed by others
- (6) Seek help from adults who are here to help you
- (7) Be treated with dignity and respect by everyone

Camper Responsibilities:

As a summer camp participant, you are expected to:

- (1) Avoid fights or verbal abuse of other children
- (2) Be fair and accepting of others eager to join any activity
- (3) Work and play safely
- (4) Use appropriate, acceptable language
- (5) Be kind, considerate, helpful and respectful toward others
- (6) Share equipment and materials fairly and use them properly
- (7) Respect property, especially things that do not belong to you
- (8) Cooperate with others, and with adults who are here to help you
- (9) Speak out when you witness unfairness or offensive language or behavior of others
- (10) Be a good sport whether you win or lose
- (11) Be honest and truthful with everyone
- (12) Leave valuable property and money at home.
- (13) Respect all Camp Staff

Camper Discipline:

Discipline is based upon the Positive Discipline model created by Jane Nelson, Ed. D., Lynn Lott, M.A., and H. Stephen Glenn, Ph.D. Positive Discipline methods "provide a safe climate in which students can examine their behavior, discover how it affects others, and engage in effective problem solving to create change."

*Nelsen, Jane, Lynn Lott, and H. Stephen. Glenn. Positive Discipline in the Classroom: Developing Mutual Respect, Cooperation, and Responsibility in Your Classroom. New York: Three Rivers, 2000. Print.

- First Offense** – Verbal warning and sitting out at activities until ready to return.
- Second Offense** – Counselor contacts Director, and the Director dispenses disciplinary action.
- Third Offense** – Phone call home by Director, and child to be picked up if deemed necessary.
- Fourth Offense** – Possible expulsion from camp.

***To ensure we offer a progressive camp environment to everyone, campers must comply with the camp's rules and code of conduct. If a positive outcome cannot be achieved, the camp reserves the right to suspend or remove a child from the program if he/she does not comply with our standards. If a child is suspended or expelled from camp, no money is refunded. ***

Employee Code of Conduct:

We recognize that our employees are role models to your children. The Riverbrook YMCA's system of rules and regulations is designed to promote and enhance the quality care of our members and participants as well as organizations efficiency and safety. As a condition of continued employment, all employees are required to abide by the rules and regulations that are generally applicable within the Y as those that are effective within specified departments.

- 1.** In order to protect the Wilton Family Y staff, volunteers and program participants, at no time during a Y program may a staff person be alone with a single child where they cannot be observed by others. As staff supervises children, they should place themselves in a way that others can see them.
- 2.** Camp staff will use appropriate language and maintain themselves in an appropriate manner. Swearing is never acceptable: either by staff members or in music lyrics being played on campgrounds.
- 3.** Staff shall not leave a child unsupervised at any time.
- 4.** Restrooms Supervision: Staff will make sure that the restroom is not occupied by suspicious or unknown individuals before allowing children to use the facilities. Staff will stand in the doorway while children are using the restroom. The policy allows for privacy for the children and protection for the staff (not being alone with a child). If staff is assisting the younger children, doors to the facility must remain open. No child, regardless of age, should ever enter a bathroom alone on a field trip.
- 5.** Staff should conduct or supervise private activities in pairs, especially when campers are changing clothes. When this is not possible, staff should be positioned so that they are visible to others.
- 6.** Staff will respect children's rights not to be touched in ways that make them feel uncomfortable. Other than diapering, children are not allowed to be touched in areas of their bodies that would be covered by a bathing suit.
- 7.** Staff and volunteers may not be alone with children they meet in YMCA programs outside of the YMCA. Providing any form of childcare services outside of the work you perform at the YMCA, for children who are members or participants in any YMCA programs is prohibited. This includes babysitting, private lessons, lifeguarding, sleepovers, inviting children to your home etc.

8. Adult staff may not date program participants, members, or other staff under the age of 18 years.

***Do not approach any camp staff or any other Y staff member or volunteer to arrange for childcare "Babysitting" outside of the Y. This practice is prohibited as it violates our staff code of conduct. ***

We understand the enormous trust you have instilled in us by choosing Camp Gordyland. Before our first day of camp, we read this "letter" aloud to all our counselors to reiterate how important our jobs at Camp Gordyland are.

To: My Child's Counselor...
From: A Camp Parent on the First Day of Camp

Dear Staff Person,

How strange it is that I've never met you and today you will become the most important person in my child's life. I suppose you've been told that already: "These are other people's children-their most cherished loved ones; they'd actually give up their own life before they would let anything terrible happen to them." (This is not an exaggeration!) Whenever I hire someone to look after my child, I interview them. I have a chance to meet with them, ask them things, and watch how they interact and play with my child and how my child responds to them. But when a parent sends their child to camp, odds are they've never met the people who will stand in their parent's place. I just wanted to tell you that this can be very scary for me.

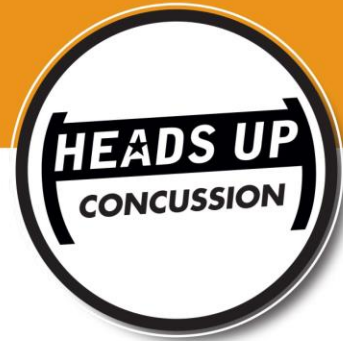
Please don't be insulted. I trust the director who hired you and would never think of sending my child unless I did. If the director trusts you, then I trust you. But I know that the director is not going to take care of my child personally. You are. And I just wanted you to know what an extraordinary act of faith it is for me to put my child into your care.

It just occurred to me: If you care for my child with love and patience and skill, then you're no stranger. You've suddenly become MY most important friend in the world.

Sincerely,

A CHILD'S GRATEFUL PARENT

CONCUSSION FACT SHEET FOR PARENTS



WHAT IS A CONCUSSION?

A concussion is a type of traumatic brain injury. Concussions are caused by a bump or blow to the head. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious.

You can’t see a concussion. Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days or weeks after the injury. If your child reports any symptoms of concussion, or if you notice the symptoms yourself, seek medical attention right away.

WHAT ARE THE SIGNS AND SYMPTOMS OF CONCUSSION?

If your child has experienced a bump or blow to the head during a game or practice, look for any of the following signs of a concussion:

SYMPTOMS REPORTED BY ATHLETE:

- Headache or “pressure” in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Just not “feeling right” or is “feeling down”

SIGNS OBSERVED BY PARENTS/ GUARDIANS:

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavior, or personality changes

