

# Urban Outdoor Adventure Day Camp Handbook



# Welcome to Camp!

In this Handbook, you will find everything you need to know about being a YMCA Camper and a YMCA Parent or Guardian. Whether it's your first time at Day Camp, or you are an experienced YMCA camp family, we would like you to take the time to read about our programs and policies. The YMCA of Regina is committed to providing the best possible camp experience for your children. This handbook will help familiarize you with the important frameworks and policies used at the YMCA.

Setting a positive tone and clarifying expectations is an important step in helping your child make a successful transition into camp. YMCA Day Camps aim to support and encourage children to demonstrate values-based behaviour within the camp community. Your child will be encouraged to respect the YMCA, their fellow campers, counselors, and the environment; to share in the responsibility of keeping YMCA property and their personal belongings in order; to foster an environment of caring and acceptance and to behave with integrity and honesty as they work and play positively with others. As parents, you can help reinforce these values and the importance of taking a willing and cheerful attitude towards them.

YMCA Camps provide participants between the ages of 6 - 12 years a structured day (of activities that can include loads of physical activity, outdoor games, swimming, brain builders, crafts and more. YMCA Camps centre on purposeful programming with opportunities to be active, build friendships, learn new skills, engage imaginations, and have fun.

We hope this handbook will serve to answer many of your questions. If you are unsure about any aspect related to YMCA camps, please feel free to reach out.

We are looking forward to having your child join us this summer!

## **Stephanie Ramsey**

Director of School-Based Programs in Moose Jaw  
(306) 630-9720  
stephanie.ramsey@mjymca.ca

## **Front Desk/Membership Services**

(306) 757-9622  
info@regina.ymca.ca

[www.regina.ymca.ca](http://www.regina.ymca.ca)



# Day Camp the YMCA Way!

## *Our Values Based Approach*



Focusing on shared values allows us to better define the YMCA Day Camp culture and promote healthy interactions and behaviour. The values we try to instill at the YMCA, through character development are the five “Core Values”:

- **Caring**
- **Respect**
- **Responsibility**
- **Honesty**
- **Inclusion**

## *Value Bead Program*

The YMCA Value Bead Program puts the core values into action using beads as a symbol of character and personal achievement. They are an important form of recognition at camp that promotes positive behaviour and worn as a reminder of what we value as a YMCA camp community. Beads are awarded to individuals (*Campers and Counselors*) for demonstrating YMCA Core Values and achievement in special program areas. As campers and Counselors acquire beads, they give the opportunity to develop a sense of excellence, friendship, leadership, and personal mastery in a values-based, supportive environment.

**Caring** - Acting with compassion and concern for the well-being of others.

**Respect** - Recognizing and protecting the inherent worth of every person, including oneself.

**Responsibility** - Being dependable and accountable for choices, actions, and commitments.

**Honesty** - Demonstrating integrity and trustworthiness.

**Inclusion** - Appreciating diversity. Striving to be open to all. Seeking to understand differences and find common ground.

# A Day in the Life

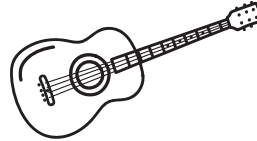


YMCA Day Camp activities are planned with certain outcomes in mind:

- To play and have fun;
- To build positive relationships and feel a sense of community;
- To promote physical activity and well-being;
- To support children's natural curiosity and interests;
- To be challenged or learn something new.



## Full-Day Camp



8:30 AM	Drop-off window opens
9:00 AM	Morning Meeting
9:30 AM	Activity 1
10:30 AM	Snack ( <i>nut-free</i> )
10:45 AM	Activity 2
12:00 PM	Lunch ( <i>nut-free</i> )
1:00 PM	Activity 3
2:15 PM	Snack and structured free time
3:00 PM	Activity 4
4:00 PM	Camp wrap-up &
4:30 PM	Camp wrap-up & departures



## Camp Locations

Urban Outdoor Adventure Day Camp will begin and end at in Empire Community School. Adventures will take place around the community of Moose Jaw.

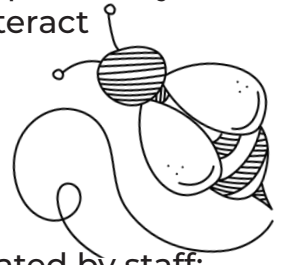


## Moose Jaw

Empire Community School  
500 Coteau Street West  
Moose Jaw, Saskatchewan

# Camper Code of Conduct

Our goal is for each camper to have a positive and memorable camp experience. To achieve this, parents/guardians and campers must recognize a personal responsibility to learn, understand, and comply with all behavioural guidelines and to interact appropriately with their fellow campers, staff, and volunteers.



## All Campers

- are responsible for their actions, choices, and words;
- will comply with safety instructions and remain in activity areas designated by staff;
- will participate in all aspects of camp programming including activities of learning, play, value sharing, and community engagement; and
- will behave in ways consistent with values-based camp culture that aids in the development of positive relationships.

## Behavioural Guidance

The safety of every camper is our highest priority. We expect all campers to follow the YMCA behaviour guidelines, and to interact in a positive and appropriate manner with their fellow campers, staff, and other members of the YMCA Day Camp community.

YMCA Camp counsellors are trained in positive discipline and will work with your child to help make their camp experience the best that it can be. Our staff will work to ensure issues are dealt with efficiently and respectfully. Ideally, behaviour management is straightforward between campers and staff. Behaviour (*including, but not limited to: physical/verbal abuse, bullying, self-harm, etc.*) that negatively affects one's physical or emotional state will result in immediate dismissal or removal from camp at the sole discretion of the YMCA of Regina.

In any instance where a camper is being sent home from camp (for behavioural or health reasons), YMCA staff will work with parents/guardians to develop a plan for when or if your child returns to camp. Fees associated with a camper's removal from camp for behavioural reasons are not refundable. We appreciate your understanding and cooperation.



# What to Bring to Camp

Camp is full of activity. To ensure your child is prepared for each day, please send the following items:

	<b>Nut-Free lunch and snack</b> ( <i>campers will not have access to a microwave</i> )
	Refillable water bottle
	Indoor running shoes
	Socks
	Swimsuit and swim towel ( <i>in water-resistant/plastic bag</i> )
	Weather appropriate clothing ( <i>hat, jacket, shoes or athletic-style sandals</i> )
	Sunscreen and insect repellent
	A book to read or other quiet time activity

## Lunches and Snacks

Due to the potential of serious allergies in children attending YMCA programs, the YMCA of Regina adheres to a strict **nut-free** policy in all of our facilities in Regina and Moose Jaw. We respectfully ask that parents and guardians **do not send nut products** to camp.



## What NOT to Bring to Camp

Despite best efforts, personal belongings can go missing during camp. Please refrain from sending the following items to camp:

- Electronics (tablets, gaming systems, etc.)
- Trading cards
- Money/valuables

*\*If campers are found with these items, they will be asked to secure the item within their backpack. Repeat requests will result in the confiscation of the item until the end of day.*

# Frequently Asked Questions



You have come to the right place for quick access to answers for commonly asked YMCA Day Camp questions. For more information, refer to our Camp Communication section for contact details.



## About Camp Fees

● *My child attends YMCA Before and After School Programs. Am I eligible to pay the discounted member rate on summer camps?*

Member rates are reserved for Campers who hold an active YMCA Family or Youth membership. Registrants of school-based programs are not provided complimentary YMCA memberships and therefore are not eligible for discounted rates.

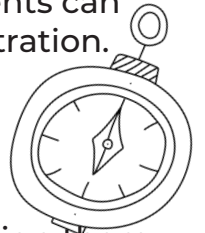
● *Our summer plans have changed. Can I transfer my child's registration from one week to another?*

Yes, if registration space is available in the alternative week and if the transfer is requested prior to the "cancel by" date. Fees are transferable between weeks, and any net difference between weekly fees will be applied. YMCA Day Camp refund/cancellation policy applied to all transfers submitted after the "cancel by" date.

● *Can I get a receipt for camp?*

Receipts for camp fees can be obtained from your YMCA Member Portal. Parents can also request a receipt printout from Membership Services at the time of registration.

## About arrivals and departures



● *How do I sign my child in and out?*

Parents escort campers to and from a YMCA Camp designated location, and sign them in and out on a camp roster. It is important for your child(ren)'s safety that staff are aware of when campers are arriving and departing from camp. Our responsibility begins and ends when you sign the camp roster.

**\*\*Parents, guardians, or other authorized individuals will be asked to present valid government issued photo identification upon sign in and out This is for the safety of your child(ren).\*\***

● *When can I drop off my child?*

The drop-off window opens at 8:30am - 9:00am and pick-up between 4:00pm - 4:30pm.

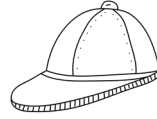
If parents/guardians need to drop off their child(ren) later in the camp day, or pick-up early, we ask that you inform camp staff in advance.

When parents are late in picking-up their child(ren), the YMCA of Regina is required to pay staff for the extra time worked. Staff members will be required to stay until all children are picked-up. Any parent picking-up their child(ren) after 5:30 PM, must pay a **Late Pick-Up fee** of \$15.00 per 1/2 hour or an portion thereof.

# Frequently Asked Questions Continued



## About Camper Health and Wellness



### ● *When should I keep my child home from camp?*

Parents and guardians must assess their child(ren) daily for symptoms of the common cold, influenza, COVID-19, or other communicable diseases before sending them to day camp. Children who are ill are NOT permitted to attend.

### ● *What if my child gets sick at camp?*

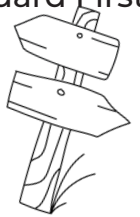
If a camper falls ill while at camp, and their illness prevents them from participating or being comfortable in normal activities, or if staff cannot provide the care required, the camper will be considered too ill to attend camp. Parents will be contacted immediately to pick up the camper. If the parent cannot be reached, emergency contacts will be notified.

### ● *My child needs medication during camp hours. Is it okay to send medication to camp?*

Camp staff are authorized to help administer prescription medications to campers. For safety reasons, a medication form must be completed by parents, which authorizes staff to administer medication to your child. Medication must be sent to camp in the original container, clearly labeled with the camper's name, date, name of drug, instructions for storage and administration.

### ● *What qualification do camp staff have?*

YMCA Day Camps are developed, administered, and supervised by full-time YMCA staff. Staff are recruited from educational and health studies fields and are selected for their maturity, experience, and skills with children. Staff selection includes a thorough background check and current Police Information Check. YMCA staff receive a comprehensive, multi-day training that includes YMCA Child Protection, Standard First AID & CPR, YMCA Healthy Child Development and emergency procedures.



## About Programming and Schedules

### ● *What's planned for camp activities?*

Camp activities are planned around weekly themes where each child's interests and individuality can be celebrated. Campers can expect themes infused into creative arts and sciences, games, activities, and outings into the community. To maximize the fun, campers will also have the opportunity for sports, swimming, and outdoor play. Staff consistently monitor camper activity and remain flexible to extend, reorder, or revisit planned activities whenever appropriate.

### ● *Who swims with my child?*

Camp staff will facilitate activities in the pool, and swim with campers while YMCA Lifeguards supervise the aquatic environment. Campers able to demonstrate comfort in the water and complete the facility swim test (*Jump \*foot first\* into deep water, recover and tread water for 30 seconds, followed by swimming 1 pool length, uninterrupted*), may swim independently. Life jackets will be provided to all campers who are not able to successfully complete the swim test, are five years of age, and to those who would feel more comfortable in the water wearing a PFD.



# Frequently Asked Questions Continued



## About Programming and Schedules Continued

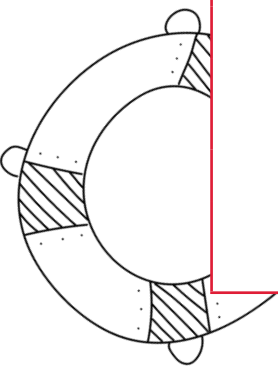
● *I have registered my child for Swim Camp. Do they swim all day?*

Although an all-day swim session sounds amazing to some, campers will be in the water for 45 to 60 minutes for swim instruction during Swim Camp. In addition to structured skill development, aquatic instructors will plan games and activities that reinforce swim skills and provide time for free swim upon the completion of lessons. **Ultimate Swim Campers** will be scheduled in the water for an additional free swim session each day.

● *How do I know my child's current swim level?*

If your child has recently participated in YMCA Swim Lessons, please refer to their most recent report card and register accordingly. If your child has recently participated in Red Cross or Lifesaving Society swim lessons, refer to the conversion chart below.

	<b>Red Cross</b>	<b>Lifesaving Society</b>	<b>YMCA</b>
<b>6+ Years</b>	Swim Kids 1	Swimmer 1	Otter
	Swim Kids 1	Swimmer 1	Seal
	Swim Kids 2/3	Swimmer 2	Dolphin
	Swim Kids 4/5	Swimmer 3	Swimmer
	Swim Kids 6/7	Swimmer 4	STAR 1
	Swim Kids 8	Swimmer 5	STAR 2
	Swim Kids 9	Swimmer 6	STAR 3
	Swim Kids 9 (400m swim)	Rookie	STAR 4
	Swim Kids 10	Ranger	STAR 5
	Swim Kids 10 (500m swim)	Star	STAR 6



● *Can my 5-year old attend a Swim Camp?*

To ensure compliance with the YMCA Aquatic Safety Standards, campers must be six years old at the start of the program to attend Swim Camp and Ultimate Swim Camp.

● *What happens to outdoor activities if the weather is too hot or rainy?*

We try to spend as much time as possible interacting with nature and many of our activities are planned to occur outdoors. In less-than-ideal weather conditions, outdoor activities will proceed as planned, staff will run modified activities, or move activities indoors. We recommend your child(ren) has the appropriate clothing and protection needed for rain or shine!



# Frequently Asked Questions Continued

## About Programming and Schedules Continued

### How do campers travel when outings are planned?

During the week, campers will go on “out trips” to community parks and centres, Campers will travel on foot to any destination one kilometer from the YMCA facility. Any distance deemed unreasonable for campers to walk will be traveled via bus or City transit.

### My children are attending camp together. Will they be in the same group?

Each day offers the opportunity for campers to participate in full-group and small-group activities. Full-group activities include outings to the park, games in the gym, and free swim. Smaller groups occur during instructional and discovery-learning activities where campers can select work groups and focus on building friendships.

## About Camp Communications

### Whom can I talk to if I have any questions?

At drop-off or pick-up, please feel free to ask your child’s counselor any questions you may have. If you have a concern about your child’s camp experience, we ask that you share it with us immediately so we can work towards a better experience for you and your child(ren).

### How can I share supplemental information about my child with camp staff?

A great time to share additional information about your child(ren) is at drop-off or pick-up. Supplemental information can also be shared at the time of registration, by email or phone. Contact information is included in the **Welcome to Camp** section on page one.

### Will I receive updates from staff?

Prior to your child’s week at camp, you will receive an email confirming registration details and specific information about the camp week ahead. Parent notifications will continue throughout the week as needed.

