

Day Camp Parent Packet

Welcome to Edwards YMCA Camp

Thank you for choosing Camp Edwards' Day Camp Program for your camper's summer experience. Based on the principles of the YMCA, we work to instill Caring, Honesty, Respect, and Responsibility in your camper and encourage him/her to use these values as a road map of life. We believe these four character points can help the world become a little brighter for future generations.

Edwards YMCA Camp holds a strong tradition in the East Troy area and the surrounding communities. Founded in 1929, Edwards YMCA Camp has positively influenced thousands of boys and girls throughout the United States of America, and even overseas. Our desire is to help create leaders of communities and strengthened the world through our principles.

Camp Edwards offers an outdoor day camp experience to the children in East Troy and surrounding communities. Building upon our successful resident summer camp program, in Day Camp we help your child grow through fun activities and the YMCA's four character principles.

We are excited you have chosen Camp Edwards as your child's summer camp experience. It will be remembered for a lifetime.

In the Spirit of Camping,

Jody Heimos

Executive Director
Edwards YMCA Camp

Mike Ratenbar

Day Camp Director
Edwards YMCA Camp

Camp Program

Edwards YMCA Camp is a resident summer camp and group/family retreat center serving primarily Wisconsin and Northern Illinois. Camp Edwards recognizes the importance of being involved in the local community and is committed to providing affordable programs to families in the area through Day Camp and other community events such as Howl-O-Ween and Maple Syrup Family Fun Day.

Through history and tradition, Edwards YMCA Camp has established itself as a solid summer camp, and we feel confident your child will have a worthwhile and enjoyable summer by coming to Edwards YMCA Camp.

The Camp Edwards Experience

The day camp program is divided into 2 different sections based on age. These groups are Squirrels (Ages 7-9) and Eagles (ages 10-13). Squirrels will participate in a program designed specifically for their age group by our day camp staff. The squirrel program will change each week. Eagles will join others in our summer camp program during activity periods and will have the opportunity to join skill activities.

The skill activities will be available to Eagles include:

Swimming	Archery	Land Sports	Arts and Crafts
Nature	Canoeing	Kayaking**	Fishing
Dance	Drama	Snorkeling	High Adventure*
Kayak Polo**	Disc Mania	4DG (4-Square, Dodgeball, GaGa)	
Wilderness Survival		Sailing**	

* Camper Ages must be 10

** Camper Ages must be 12

On their first day of day camp each summer every day camper will have the opportunity to undergo a swim test to judge their swim ability to allow them safely to participate in water activities.

Day Camp Schedule

7:00 - 7:45	Early Drop Off*
8:00 - 8:30	Hot Breakfast*
8:15 - 9:00	Regular Drop Off
9:00 - 9:45	Large Group Activity
9:45 - 10:00	Snack
10:00 - 11:00	Skill Activity #1
11:15 - 11:45	Hot Lunch
12:00 - 1:00	Swim Time
1:15 - 2:00	Trading Post/Group Games
2:00 - 3:00	Skill Activity #2
3:00 - 4:00	Skill Activity #3
4:00 - 4:15	Snack
4:15 - 5:00	Regular Pick Up
5:30 - 6:00	Hot Dinner**
6:00 - 6:30	Late Pick Up**

*\$15 fee for Early Drop-Off and Breakfast

**\$15 fee for Late-Pick-Up and Dinner

Day Camp Dates and Rates									
2021	June 14-18	June 21-25	June 28-July 2	July 12-16	July 19-23	July 26-30	Aug 2-6	Aug 9-13	Aug 16-20
Session:	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9
Per Week:	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200
\$20 sibling discount will be applied for each camper after the first per session									

Day Camp Activities

Swimming

Day Campers can go swimming on a daily basis, weather permitting. After their swimming abilities are tested, they will be given a swim wristband based on their performance. This wristband will determine where they can safely swim and denotes their skill level. It also serves as a security precaution. We ask that they wear the swim band every day; therefore, once they leave for the night they are to keep their swim band on until the end of their session. If a camper is coming to more than one week of Day Camp, they will be given the option to test again at the start of each new session if they would like to achieve a higher swim level. It is our intent to help develop their skills so they test into a higher swim level.

Camper swimsuits must be appropriate and well fitted. We swim in a lake that has Zebra Mussels, an invasive mollusk. Although they **do not** pose any infectious danger, they are sharp and have the potential to cut the camper's feet. We recommend that all campers wear water shoes or secure fitting sandals.

Lunch

Edwards YMCA Camp will provide a hot lunch daily for our day campers. Lunch will be served at 11:15 a.m. All meals are overseen by a ServSafe certified cook or ServSafe certified director.

Breakfast and dinner are available for early and/or late campers for a small fee.

Please advise the Camp Edwards office and the Day Camp Director of any food allergy concerns or special dietary needs and make sure these concerns are listed on the health form as well. Although we provide lunch, feel free to pack a lunch if you choose. There is no prorated tuition fee for campers that bring their own lunch.

Snacks

To ensure campers have the energy to participate in all of the great activities we have planned, snacks will be provided twice a day (*mid morning and late afternoon*). They will also have the opportunity to buy additional snacks in the trading post each day.

Bruce's Ice Cream Shop

Each camper will have the opportunity to visit Bruce's Ice Cream Shop daily. Prices for ice cream and snacks vary from \$1 to \$3. Food purchases are limited to one snack and/or one drink a day in addition to the planned daily snacks.

Trading Post

Day campers will be allowed to visit the Trading Post once during the week. The Trading Post has merchandise such as T-shirts, sweatshirts, water bottles, stuffed animals and jewelry, as well as some toiletries. T-shirts are \$10 - \$15, sweatshirts are \$20-\$40, stuffed animals, jewelry, and other souvenirs range in price from \$3 - \$13.

Please deposit the desired amount of money for your camper into their specific Trading Post account. Purchases will be deducted from the account. **Trading Post money should be added to your camper's account prior to the start of your camper's session. Money can be added online or by calling the camp office.**

Supervision

Day campers will be supervised by Camp Edwards' staff solely devoted to the Day Camp program. Our Day Campers of all ages, will always be supervised by the Day Camp counselors. All counselors and staff are trained in American Red Cross CPR and First Aid. Our waterfront staff are all certified American Red Cross Waterfront Lifeguards. Camp Edwards' staff-to-camper ratios are within the mandated ratio of the American Camp Association standards. We will always maintain a 1:8 ratio counselor to camper, however more often, we staff 1:4.

Behavior

The staff at Camp Edwards works proactively with your camper to instill the YMCA principles of Caring, Honesty, Respect, and Responsibility and expect all campers to treat each other with these principles in mind. However, if a camper makes a poor decision, we will respond appropriately with those same principles in mind. Most issues can be resolved with a few respectful words and we are off to have fun again.

The following behaviors will result in the Day Camp Director becoming involved and possible dismissal of a camper from our program without refund: ***Physical violence toward another person or one's self, aggravated threats, bullying, bringing of any type of weapon, or storming away from supervision.***

We want every camper's experience to be as wonderful and as much fun as possible and will do our best to ensure that.

Withdrawal From Camp

Edwards YMCA Camp reserves the right to withdraw a child from the program if, at their discretion, the enrollment of the child negatively affects the integrity of the program and/or the Y's legal obligations through and under the Division of Children and Family Services.

At Parent's Request

- No refunds or credits will be issued.

Camp Edwards' Request

- Notification is not required from Camp Edwards if there is cause for action.
- We reserve the option to withdraw a child for any of the following reasons:
 - Non-payment of fees as agreed upon.
 - Failure to provide program with forms or current medication information as stipulated by state licensing.
 - Hostility by parents towards staff.
 - Chronic disruptive behavior by the child.

Health and Safety

In the event that an accident or illness occurs at camp, your child will visit our health center and be treated by our medical coordinator. If the accident or illness is treated by our camp medical coordinator and does not require advanced medical help, our staff will notify you of the treatment at the end of the day. If the injury or illness is serious, the camp reserves the right to make the decision to send or take your child immediately to Lakeland Medical Center or Waukesha Memorial Hospital for treatment. We will make every attempt to contact you or the camper's emergency contact person if an ambulance is called.

Each camper is covered by their permanent guardian's insurance carrier. Edwards will not be held accountable for medical expenses. Please provide camp with a copy of your valid insurance card prior to arrival.

Hydration

Camp Edwards will provide milk and juice during the lunch period. Water is always available throughout the day. All campers are ***required*** to bring their own water bottle to camp each day. If your camper needs a water bottle, Camp Edwards will supply one for the cost of one from the camp store. Please label your camper's water bottle and cover with their full name.

Registration Information

Program	Session fee	Deposit (non-refundable)
Day Camp Program	\$200 for first week	\$50 non-refundable deposit
Full Summer Program	Last Week Free	\$200 non-refundable deposit

Registration fee includes camp programs, lunch, snacks, day camp art project where applicable

Daily drop-off begins at 8:15 a.m. Staff will not be present at the day camp tent before 8:15 a.m. in order to accommodate early drop-off and staff breakfast. **Do not leave your child without signing them into camp.**

Daily pick-up is between 4:15 p.m. and 5:00 p.m.

Early Drop-off and Late Pick-up

Edwards YMCA Camp will work with parents and guardians needing early drop-off and/or late pick-up of campers. If a camper needs to be dropped off early or picked up later than the scheduled times, please make arrangements through the office. **We cannot accept drop-offs earlier than 7:00 a.m. Late pick-ups must occur before 6:30 p.m.**

Payment Procedures

Camp Edwards accepts payment by check, credit card, cash and money orders. If paying by check, please include your child's name and the session attending on the check. A \$35 fee will be charged for any returned checks.

****All fees must be paid the Friday before to any session. Failure to submit payment in a timely manner may result in the cancellation of your child's registration for a session.***

Refunds and Credits

All deposits are non-refundable and non-transferable. Session fees are not refunded after the camper's session has begun unless the absence of the camper is due to a medical condition that requires the camper to stay home from the program. A physician's note is required within a week of the camper's doctor visit to receive a refund.

Campers who leave camp due to medical reasons or injuries at the direction of the camp staff will receive a prorated refund for the time missed.

Camp Edwards does not refund fees if behavior or psychological related problems occurring at camp result in a camper's removal from the program.

Financial Assistance (*Camperships*)

Camp Edwards believes every camper deserves the opportunity to attend camp. Donations from private individuals and corporations enable us to provide Camperships to families needing the extra help.

If you would like more information on Financial Assistance, please contact the camp office at 262-642-7466. An application form, which can be downloaded and submitted for review, is also available on our website campedwards.org.

Forms

Every camper must have the following forms filled out online prior to participation in the Camp Edwards Day Camp Program.

- Health Form
- Pick Up Authorization Form
- Banana Boat Waiver
- Parent Handbook Acknowledgement / Emergency Release Form

Each of the forms can be found online using the login information you used to register your camper. They are to be filled out online. All forms must be completed two weeks prior to your camper's session. If the appropriate paperwork is not complete prior to your camper's session it may result in the cancellation of your child's registration.

Health Form, Medical Release, and Medication

Adhering to the standards set forth by the American Camp Association (ACA) and the State of Wisconsin, all Camp Edwards participants must submit a **Health Form** prior to participation in the camp program.

The Health Form must be completed and signed by the camper's parent or guardian every year.

Camp Edwards cannot accept any camper who does not have a current Health Form and insurance information on file.

All medication, including over the counter medications, must be given to the day camp director on the first day of camp. Medications will be given to the medical coordinator who will dispense meds as per the camper's medication schedule. The medical coordinator will document the camper's medication schedule and the parent must sign off that the information given is accurate.

Medication must be in the original bottle listing the type of medication, date and dosage. If at all possible, please **DO NOT** send liquid medication to camp.

Do not allow your camper to carry medication in their backpacks. Inhalers and Epi-pens are the only exception. If your camper needs to carry an inhaler, please send two, one for the camper to carry and one to be kept in the health center in case of emergency.

If your camper has a severe allergy that requires an Epi-pen, please give it to the nurse upon arrival the first day. If the allergy is time sensitive, the staff member or the camper can carry the Epi-pen.

Although sunscreen and bug spray do not require prescriptions, the State of Wisconsin requires you to **label all sunscreen and bug spray acceptable for your child with his/her name on it.** Campers will be asked to put on lotion and bug spray several times a day.

Arrival and Departure Procedures

Drop Off

1. Drop Off will happen in front of the day camp tent each day. You are welcome to drive up and stay in your car and we will come and check them in or you can park in the parking lot and walk them over to the day camp tent.
2. You will need to sign them in physically each day.

Pick Up

Daily pick up will occur in the same location as the drop off. An approved guardian must sign out the camper before he/she is released from Camp Edwards' supervision. If anyone other than the parent or legal guardian is authorized to pick up the camper, the person making the pick-up must be listed on the Release Form.

Camp Edwards will not release any child into the custody of an individual not approved by the registering parent or guardian. Due to custody disputes, Camp Edwards also will not release a child into the custody of a parent not listed as authorized on the Release Form. We take your camper's safety very seriously and will do everything in our power to keep them safe. Please be sure to list everyone authorized to pick up your camper on the release form, **including yourself.**

In case of an emergency where authorized individuals cannot pick up the child, the parent must call the camp office to advise the staff as to who will pick up the camper(s).

During pick up, the counselors will share any accomplishments, cool stories, problems, or concerns regarding their camper's activities during the day with the parents or guardians.

Inclement Weather

In case of inclement weather, all drop off and pick up of campers will occur at the Cooper Recreation Center. The CRC is located on the right side of the main road just before you arrive at the main lower parking lot.

Camper Absence

If a camper is unable to attend for the day, please call the office as soon as possible so we can inform the counselors of the absence. There is no refund or prorated discount for unapproved absences.

Personal Information

Photographs and Video Production

Photos of campers and activities will be taken throughout the day by our Media Coordinator and/or the Day Camp Director.

Your signature on the registration form gives Edwards YMCA Camp permission to use your child's picture or video image for future marketing projects and website development. Full names or other personal information will not be included in the production. If you do not want your child's image to be used, YOU must contact the office to make us aware of your desires.

Release of Personal Information

Camp Edwards will not release any information to the general public regarding your camper without written consent from the parent or legal guardian. However, we reserve the right to release confidential information to medical personnel in the procurement of treatment for your camper or to DHHS in the rare case that abuse is suspected. Edwards YMCA Camp is a Mandatory Reporter, and any suspected abuse of a camper must be reported to DHHS. Our commitment is to the safety and well-being of your children.

Personal Belongings

Please do not allow your camper to bring personal items not required by Camp Edwards. A list of such items can be found on page 11. Please label all personal items such as beach towels, clothing, cameras, etc. with your child's name.

Lost and Found items are placed on the porch of Micklewright Lodge as well as in the day camp tent. Please ask the Day Camp staff about any lost articles or come to the office before checking the lost and found on the porch.

Edwards YMCA Camp is not responsible for lost or stolen items.

Camp Clothes

Camp is a place where kids get DIRTY!!!! Please send your camper in clothing that is inexpensive but comfortable.

Please send a daily change of clothes including shorts or pants, an extra t-shirt, socks, shoes and underwear. Be prepared for cool days by sending a jacket or fleece. We recommend sending these items in a backpack with your camper's name on it.

Swimsuits can be worn under clothing, however all campers who participate in swimming must change after being in the water to prevent chafing.

In an effort to foster values and appropriateness, Edwards YMCA Camp reserves the right to make campers change their clothes if they are deemed inappropriate, including extremely tiny shorts, baggy pants that are worn below the hip, vulgar or rude shirts, etc.

Packing for Day Camp

PLEASE LABEL ALL BELONGINGS!

What to Bring

- Extra change of clothes (each day)
- Backpack
- Sunscreen (labeled with camper name)
- Non-aerosol bug spray (labeled with camper name)
- A good attitude
- Swim suit
- Beach towel
- Water shoes or sandals
- Water bottle
- A Smile
- Disposable Camera (optional)

Do Not Bring

- Video Games or Electronics
- Headphones
- Weapons
- A bad attitude
- Aerosol cans
- Matches or lighters
- Drugs
- Alcohol
- Cell phones
- Collector Card Games

All items of clothing and other things brought to camp should be labeled with the camper's full name. This makes it much easier to get lost and found items back to a camper.