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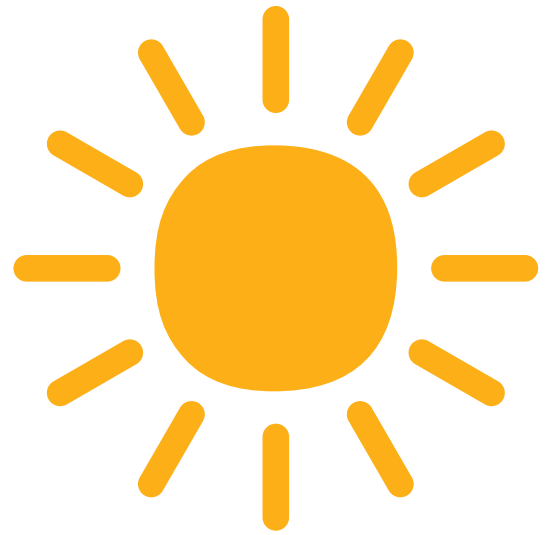


MEMORIES THAT LAST A LIFETIME

Overnight Camp Parent Guide
YMCA CAMP CAMPBELL



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SUMMER CAMP PREPARATION

Preparation & Forms Checklist

- Schedule and complete a health examination for your child if he or she has not completed one in the past 12 months.
- **Complete all required forms on Campspace.**

Follow the instructions emailed to you from "YMCA of Silicon Valley <noreply@playerspace.com>" to access the Parent Center.

Forms must be completed at least two weeks prior to the start date of your child's session. Please ensure you update with current year.

 - Health History Form with current immunization history
 - Health Examination and Doctor's Signature
 - Release and Liability Waiver
 - Climbing Tower and High Ropes Challenge Course Waiver
 - All About Me - Prepare your camper's leader for the week by completing the two-page form with your camper.
 - Special Needs Inclusion Form (Optional)
 - Camper Code of Conduct
- Prepare camper for time at camp; discuss behavior expectations.
- Mark all packed clothing and equipment with camper's name.
- Bring medications (in original container and following the guidelines outlined under the "Medications" section on page 6) separately. Please do not pack in camper's luggage.

Packing List

Bring clothing you don't mind getting dirty.

- Sleeping bag/bedding
- Pillow
- Sweatshirt and/or jacket (nights can be chilly)
- T-shirts
- Long pants
- Shorts
- Underwear
- Socks
- One pair of hiking boots or one pair of tennis shoes
- Flip flops (shower and pool only)
- Pajamas
- Swim gear
- Sun hat
- Towels (for shower and pool)
- Toiletries - Toothbrush, toothpaste, soap, shampoo, and other personal care items
- Lip balm (SPF preferred)
- Face covering
- Sun block
- Bug repellent (no aerosol nor DEET)
- Hand sanitizer
- Water bottle
- Backpack
- Flashlight
- Camera (disposable is best)
- Journal
- Formal wear for end of camp dinner (Last Thursday of camp)
- Positive attitude!

***Campers are not permitted to bring the following:**

Electronics including cell phones, food or candy, knives/firearms, weapons, fireworks, personal sports equipment, pets or animals, aerosol sprays, hair dryers, curling irons, money, alcohol/drugs, cigarettes, vape pens, or vehicles.

Lost and Found

YMCA Camp Campbell and its staff are not responsible for lost/stolen/damaged possessions. **Please label all of your child's belongings.** We will hold items in storage for two weeks after the session ends; at that time, items will be donated to a local charity. The Camp Director may be contacted to search through stored items for you. You may do so by sending an email to redwoods@ymcasv.org with a description of the lost item(s). Please avoid bringing anything to camp that is overly expensive or irreplaceable.

GETTING TO CAMP

Driving to Camp

All campers must be dropped off and picked up at YMCA Camp Campbell. We will not be providing bus transportation as an option this year.

Directions

Camp is located on Highway 9, three miles north of Boulder Creek. Highway 9 can be accessed from Saratoga via Saratoga Avenue or in Felton off of Highway 17.

Take Highway 17 south from San Jose or north from Santa Cruz to the Mount Hermon Road exit and follow Mount Hermon Road to Felton.

In Felton, take a right onto Graham Hill Road, then after that an immediate right onto Highway 9, which will take you to the town of Boulder Creek.

Continue through Boulder Creek on Highway 9.

YMCA Camp Campbell (16275 Highway 9, Boulder Creek, CA) will be on the left, three miles past the center of town.

Maps and additional directions are on our website.

Check-In Information

Additional detailed directions for check in and out, including specific times, will be sent out prior to camp. All campers will have a health screen that will include a temperature scan and a set of screening questions, as well as a lice check. If your camper is found to have a temperature of 100.4°F or higher, they will not be accepted into the program. If your camper is found to have lice, they will not be allowed to move into their cabin until they are verified to be lice free by a licensed physician.

See addendum for additional Health Screening and Safety Check procedures.

Check-Out Information

Check-out begins at 10:00 am and we ask that all campers be picked up at camp by 11:00 am. Please bring a photo ID to check out (at camp or at the bus stop). Campers are only released to authorized individuals. Please note that if your child is to be picked up by someone other than the parent, that person will need to be on the pick-up authorization form in CampSpace. If court orders concerning child custody are in effect, please notify us with a written note prior to arrival at camp.

We are not able to host a parent closing ceremony this year.

YOUR CHILD'S STAY AT YMCA CAMP CAMPBELL

Leadership

Our camp program is supervised by a professional YMCA Director. Cabin groups of up to 12 are supervised by two experienced camp leaders, while maintaining all American Camp Association standards. We pride ourselves in finding the finest people to lead and inspire our campers including year round program specialists, teachers, and seasonal counselors. Our staff are selected for their desire to work with children and each one undergoes a training program prior to the beginning of summer camp. Character reference and background checks are conducted for all positions and all camp staff have experience in youth development.

Please see addendum for additional program information and changes.

Outdoor Science School vs. Summer Camp

We have found that many of the campers we have in the summer have also had a great experience at an outdoor science school (aka science camp), and would like to build on those great memories. There is no debate that science camp provides a wonderful opportunity for campers, but it is important to prepare them for the different experience summer camp will offer.

While summer camp does provide the opportunity to meet and make new friends, it does not come with the potential comfort of having familiar classmates and teachers around. This may be uncomfortable at first, but it provides an amazing opportunity to make new connections and relationships. Additionally, most science camps last for three to four nights, where our summer camp programs can last for up to 11 nights. Lastly, the content of our summer program will be vastly different from science camp. Our program focuses on progression in recreational activities as opposed to science curriculum.

Homesickness

Going away to camp for a week or more can be a challenging experience for many children and parents. Short-term separation from parents and learning independence are both important parts of growing up even though it may not always be easy. Many children have some difficulty coping with the changes that come with spending a week away from home. This anxiety is perfectly normal and happens on occasion.

You can help by counseling your children prior to camp in order to make the transition easier. Let them know that you have confidence in their ability to be away from family and how exciting it will be to meet new friends. If they are unsure of themselves, let them know how proud you will be of them if they try their best to succeed. While your child is at camp, we will notify you if any concerns arise.

Once at camp, we do not allow campers to call home directly. Often, when a homesick child speaks to someone from home, their homesickness is only made worse. Instead, we encourage letter-writing both to and from the family. You may even wish to mail a letter a few days prior to the session to make sure it arrives while your child is at camp. We train our staff to be caring and empathetic, while at the same time keeping the campers so busy having fun that hopefully they will forget about their homesickness entirely.



Communication

Friends and family may send mail and emails to their campers which will be delivered every day after lunch during rest hour. Please do not send any food, drinks, gum, or any consumable items, phones, iPods, tablets, etc, as these will be confiscated by staff. Campers will not have the ability to view any video attachments included in emails.

If you would like to RECEIVE mail from your camper, please send pre-addressed and stamped envelopes with them. The YMCA of the Redwoods will not send mail that does not have postage included.

Send **mail** to your camper to:

Camper's Name, Session #
YMCA Camp Campbell
16275 Hwy 9
Boulder Creek, CA 95006



The last call for mail is 12pm on the campers last full day of camp (Thursday), any posted letters or packages received after last call will be available for return at checkout.

Or **email** your camper at: **redwoods@ymcasv.org**

- Include camper's name and cabin in the subject line.
- Campers are unable to respond via email, but we deliver emails daily at dinner time.

This summer's photos of campers will be limited. Prior to your arrival, we will share more information on accessing photos.

Emergency Parent/Guardian Contact Info

It is very important that you provide us with complete emergency contact information on the Health History Form. If you are traveling, please list an itinerary and phone numbers where you can be reached. For campers coming from outside of the United States, YMCA Camp Campbell requires that families provide an emergency contact with a U.S. phone number.

Emergency Contact Info

In case of emergency, please contact our office at (831) 338-2128 during business hours. If it is during non-business hours, please call our health center at (831) 338-2128 x1408.

Health Care at Camp

Our camp has a well-equipped health center with resident health care staff. In case of illness, campers will be housed in the health care facility for a reasonable period of time. If deemed necessary, parents will be contacted to pick up their camper. If your child is ill, please do not send him or her to camp. In case of injury, the health care staff will take the necessary measures to ensure proper emergency care which may include: treatment for minor injuries, calling the parents for instructions, or calling local emergency care providers. See addendum for other health information.

YMCA Camp Campbell is a place for campers from a variety of cultures, languages and backgrounds, and has a long history of success with campers whose first language is not English. With that in mind, some safety concerns must be taken in to account, as we cannot guarantee translators for any specific language. We recommend that all campers have at least basic communication skills in English to make sure they can express any health, comfort, or safety concerns to our Staff.

Communicable Diseases

Here at camp, we have taken numerous precautions under the direction of the County Health Department to prohibit the entry and spread of virus(s) and prevent campers from exposure:

- Any Camper with flu like or COVID-19 symptoms is immediately isolated in the health office, and arrangements are made for the camper to be sent home.
- Affected areas are disinfected with a bleach solution per Centers for Disease Control protocol.
- Between meals, the dining tables and common surfaces are sanitized.
- All campers sanitize their hands before meal times and throughout the day.
- A professional cleaning company is contracted to clean and sanitize cabins between groups.
- Sanitizing all food service and program equipment between uses.

In addition to the precautions our staff are taking, we ask that you help us in limiting the spread of virus(s) by following these preventative measures.

- Have your child stay home for 24 hours AFTER symptoms of any illness have ended (symptoms include nausea, vomiting, abdominal pain or cramps, watery or loose diarrhea, dry cough, difficulty breathing, a fever and muscle pain). If you experience any of these symptoms prior to arrival, please stay home for the full 48 hour period prior to joining our program.
- Please monitor health and temperature every day for 14 days prior to coming to camp.

Medication

Please do not pack any medications (including over-the-counter drugs) in your child's luggage. All medications must be submitted to health care staff either at YMCA Camp Campbell or during bus pick-up. Prescription drugs must be in the original container with a licensed physician's instructions. Please place your packaged medications in a clearly labeled zip-lock bag along with dosage and directions for administering. Please put the camper's name on the outside of the bag—permanent marker works well for labeling. All medications are administered by the camp health staff under doctor's or parents' written orders. Unused medications will be returned at the close of the camp session. Medications for which we do not receive written authorization to administer will not be provided by the health staff, including Tylenol or Ibuprofen.

When Camp Staff Will Contact Parents

Typically, there is no need to contact parents while a camper is at YMCA Camp Campbell. Not hearing from our staff is an indication that everything is going according to plan. We will contact parents and or the emergency contact in cases of emergency as deemed necessary by the health supervisor and/or Camp Director. For routine illnesses such as vomiting, and nausea we do not call parents from 10:00 p.m. to 7:00 a.m. The camper's medical needs will be cared for by the Health Supervisor and camp staff. Parents will be contacted the next day.

In the event that the Health Supervisor deems it necessary for campers to be seen by a licensed physician, parents are responsible to pick up the camper and return only after they are seen, and have procured a doctor's note releasing them to return to camp.

Visitors During Camp

For the safety of your camper we do not have an open visitation policy at YMCA Camp Campbell. Camp is an immersion experience and we want campers busy in activities, cultivating independence, establishing routines and allowing themselves to embrace their community. Campers who were not feeling homesickness may start to after seeing family. If you would like any updates on how your child is adjusting, our staff is more than happy to give you a call during their camp session. We also kindly request you do not tell your child you will visit or pick them up early from camp if they are feeling homesick. This does not allow your child to fully engage in the camp experience.

Cabinmate Requests

Friends requesting to be in the same cabin for their session at camp is something we love to see. Getting to experience camp with a friend can enhance the experience and make it so much better. While we try our absolute hardest to accommodate requests, not all cabinmate requests are possible, and never guaranteed. It is important to prepare your camper for the possibility that they may not be in the same cabin as the person they requested so they are not surprised with that information on the first day of camp. Here are the most common reasons why requests are not able to be accommodated:

- Age – The most common reason for a cabinmate request to not be accommodated is age. The age groups we have in our traditional resident camp and mini-camp programs are 7-10 (Trailblazers), 11-12 (Trekkers), and 13+ (Travellers). Even within these age groups, we try to keep campers in cabins with similarly aged cabinmates. The maturity and social needs between a 7 year old and a 9 year old is very different, and we take that into consideration with cabinmate requests. With other factors taken into consideration, including cabin size as well as all other cabinmate requests, a few months age difference can be the deciding factor in whether or not a request can be accommodated. This includes requests for siblings.
- Large Group Size – When looking at cabin placements overall, we have found that large friend groups placed in the same cabin, can often negatively affect the campers in the cabin (Including campers in the friend group, as well as outside the friend group). When groups of four or more request to be together, we often look to place campers in smaller groups so that they are still with someone they requested, but not in a group that large.

Camp is a wonderful place to make new friends. Most campers come without a cabinmate request, and our counselors are trained to help campers establish friendships.

Due to the strict number of campers per group, changes to cabins on the day of check in will not be possible.

Behavior at Camp

Attending Y camp is a privilege that you as a parent/guardian have chosen for your child.

Our staff will make every attempt to provide positive, realistic expectations and guidelines for your children. All campers and parents must agree to the rules and expectations outlined on the health history form before attending camp. This is a good opportunity for you and your child to discuss the positive nature of good behavior not only at camp but also in other aspects of his or her life. In addition, participating in one of our camp programs implies consent for YMCA staff to search camper's belongings when there is reasonable suspicion that the camper has possession of illegal, dangerous, or stolen items.

Campers who cannot follow the camp rules or are adversely affecting the experience of other campers will be dismissed without a refund. In these instances it is the responsibility of the parents or guardians to pick up their child from camp immediately. Camp administration reserves the right to determine what constitutes a violation of these rules and will enforce them as necessary.

Summer Payment and Refund Information

Deposit: A deposit of \$150 must accompany your registration for each session and is applied to the total camp fee. Deposits are not refundable and not transferable under any circumstances. In case of homesickness, dismissal for behavior, or voluntary withdrawal, there is no refund of any fees. We will refund program fees, minus the deposit, for cancellations made at least 30 days prior to the start of the session or in the event of illness or injury verified by a physician's statement.

Full refunds will be given on a case by case basis with inclusion of a licensed physician's note. Fees cannot be transferred to future years or to campers outside of the immediate family. All cancellations must be made in writing.

Insurance

The parents/guardians are responsible for any medical costs incurred as a result of injury or illness while your child is at camp. Be sure to provide accurate information (carrier and policy number) regarding your health insurance on the Health History Form.

Licensing and Accreditation

Our camp is inspected annually by the Santa Cruz County Health Services Agency. Additionally, we are a member of the American Camp Association and undergo a thorough accreditation process in which we successfully meet nationally recognized standards of quality in the field of youth camping.



ADDENDUM TO THE YMCA PARENT GUIDE

YMCA Camp Campbell Contact Information

Summer Camp Director

Trevor Baier
trevor.baier@ymcasv.org
831.338.2128 ext. 1424

Registration Questions

Camp Office
redwoods@ymcasv.org
831.338.2128 ext. 1401

Our YMCA has updated procedures to include considerations for the COVID-19 virus. Our procedures are informed by Public Health, CDC and the American Camp Association.

Health and Safety Check Procedures

Health Check Expectations Before Arriving to Program

Parents please check your child's temperature before you leave for the program. If your child has a fever above 100.3, please do not bring your child to the program. If your child has a fever above 100.3, we cannot accept your child into camp.

Staff will not work in program if they have a fever or are feeling ill.

Health Check Protocol Upon Arrival at Program

A health check will be performed with every staff member and child before entering the program. Temperatures will be confidentially recorded before entry to the program. (Each staff member and parent will be asked these questions prior to starting the camp session).

You can expect the following questions to be asked by our director:

- Do you live with anyone or have you had close contact (prolonged contact or been coughed on, for example) with anyone who has been diagnosed with COVID-19 within the last 14 days?
- Do you have a fever, cough and/or shortness of breath? For children, fever is 100.4 degrees for forehead thermometer, 99 degrees or higher with armpit thermometer or 99.5 with oral thermometer.
- Any other signs of communicable illness such as a cold, flu, cough, tight chest, or shortness of breath?
- Signs and symptoms of illness will exclude campers from attending the program

Health Check Monitoring Over the Course of the Day

Monitoring children for signs of illness:

- Illness - unable to participate in routine activities or need more care than staff can provide.
- Fever with behavior changes, difficulty breathing, uncontrolled coughing, unusually tired, persistent crying, etc.
- Diarrhea (within 24 hours after)
- Vomiting (within 24 hours after)
- Open sores, rash, signs of infection, etc.
- Runny nose with colored mucous.

Parent guardian agrees to pick up their child if any symptoms are exhibited at program.

We have a medical sick area, in the health cottage, in case a child needs to wait for a parent or guardian to pick up.

The following handwashing protocols will remain in place:

- Upon Wake up
- Before meals
- After meals
- Between program activities
- End of Day-along with daily showers

Sanitizing and Cleaning

All hard surfaces will be cleaned at last four times per day. Tables will be wiped down before and after use.

Janitorial Service will continue through the full duration of the program.

Face coverings are required of staff and parents during check in and out. Campers will not be required to wear a mask while with their cabin group.

What We Will Do If COVID-19 Case is Confirmed On-site

Communication Procedure

If we have a confirmed case of COVID 19 in our camp program, we will take the following steps:

- Notify families and staff of a confirmed/potential COVID-19 infection in the facility
- Protect personal identifiers of who had the confirmed case – we will not share names.
- We will share with you if your child has had close interaction with someone in his/her group who has displayed symptoms.

Infection Control Activities

- If the individual infected with COVID-19 spent time was in program and had close contact with others while ill, we will follow the guidance of the public health department. This may mean we will need to close the program for 14 days.
- If there is a confirmed case, we will initiate a deep cleaning of the facility.
- We need to ensure staff and families understand ill people should remain home until well and those with COVID-19-like symptoms should self-isolate until 7 days after symptom onset OR 72 hours after their fever is gone and initial symptoms have improved, whichever is longer.

Program

Program Structure and Cabin Living

- Our ratio of staff to children will be two (2) staff to groups of up to twelve (12) children. We will attempt to keep groups of children based on ages but if there are several children in a family, we may need to group all children in the same family together.
- Each group will be assigned to their own spaces, cabins, tables, and specific restrooms.
- Program materials will be sanitized between use and shared materials will be minimal.
- We will practice social distancing during activities and groups will not be mixed while outside or in a room. Staff will remain with their cabin group and will not switch between cabin groups.
- While social distancing is not a requirement to implement within established stable groups of children under current health orders, staff will practice social distancing techniques to the extent possible.

- Campers will not share a bunk with other campers.
- Campers will not be required to wear face covering while in bunk/sleeping.
- Cabins and bathrooms will be cleaned daily.

Dining Hall and Meals

Campers will eat meals with their cabin group and meals will be enjoyed outside.

Cleaning/Sanitizing:

1. At the conclusion of each meal, the room will be cleared and the tables and seats will be sanitized.
2. All plates, cups, silverware, trays and serving utensils will be used by the same person or single serving disposable and will then be cleaned and sanitized in the dish room.
3. After the areas are cleaned, campers will sanitize their hands as they exit the dining areas.

Program Options

Program will be different this summer and campers will rotate through all available program areas throughout the week. Wacky Tacky Tuesday, campfires, archery, hikes are just a few of the highlights to look forward to this summer.

Sign In and Out

All parents/guardians will be asked to sign their child in and out of program. Our goal is to limit outside adult to youth interaction beyond the site staff and participating children. We greatly appreciate your support in helping our staff team implement an efficient check-in and check-out system. Each group will have different procedures and will be communicated prior to the first day of camp. Parents/guardians or others designated to pick up your child must present a valid photo ID at check-out.

Remember CDC's Health Etiquette

- Teach and remind children to cover coughs or sneezes with a tissue, then throw the tissue in the trash.
- Wash hands frequently for a minimum of 20 seconds with soap and water or hand sanitizer (if soap and water are not readily available).