

2021 DARIEN YMCA CAMP PARENT MANUAL



UPDATED 6/1/2021

Dear Parents,

Thank you for choosing the Darien YMCA as your child's Summer Camp. We know that choosing the right camp, especially during the current health crisis, is difficult and we are happy you will be sending your child to us this summer.

This Parent Manual is a tool to increase your awareness of the updated COVID-19 guidelines, policies and procedures, but also our general camp policies, special requirements and daily activities.

CAMP DATES & LOCATIONS

Pre-School Camp (Holly Hopper & Summer Fun Club)

Monday, June 21st – Friday, August 13th at the Darien YMCA

School Age Camp (Super, Explorer, Adventure, Pioneer)

Monday, June 21st – Friday, August 6th at Hindley Elementary School

Monday, August 9th – Friday, August 13th at the Darien YMCA

Gymnastics Camp & Afternoon Navigators

Monday, June 21st – Friday, August 13th at the Darien YMCA

All information regarding Gymnastics Camp will be provided separately by the Gymnastic Camp Coordinator.

Please feel free to call me at srichards@darien-ymca.org or April Greene, Youth Services Director/ On-Site Pre-School Camp Director at agreene@darien-ymca.org.

We hope you and your child are excited to start camp. We sure are!!!

Sincerely yours,

Suzanne M. Richards
Director of Youth Development and
Special Needs Programs

WHAT'S NEW DUE TO COVID-19

**These policies and procedures are subject to change as new information or best practices evolve and change from local health department, the OEC, CDC, and ACA. **

The Darien YMCA Summer Camp is licensed by the CT Office of Early Childhood (OEC). Working with the OEC, CDC, American Camp Association (ACA) and the Darien Health Department, we have put together a set of guidelines and procedures that must be adhered to by ALL campers, staff and parents in order to provide the safest camp experience for everyone.

Drop off & Pick Up: Parents will be asked to stay in their car during pick up and drop off. We ask the person dropping off to wear a face covering. You will be asked a series of Health Screening questions prior to child getting out of the car. The child will be required to take a 'pump' of hand sanitizer on the way to meet their group if the health screening is passed. Drop off and Pick Up procedures will be outlined and distributed to Preschool Camp, Gymnastics Camp, Afternoon Navigators and School Age Camp prior to camp. Parents must adhere to the drop off and pick up times. If you need to drop off or pick up a child during non-drop off times, please call (203) 415-0361 at Hindley or (917) 860-9315 at the YMCA. You will wait in the drop off circle at Hindley or the YMCA and someone will come get your child or will bring your child to you.

Sick Child/Staff:

- If someone begins to feel ill while at camp, they will be brought to the Camp First Aider privately to be evaluated
 - Sick person will be isolated, camper or staff will be required to leave camp if a temperature over 100.0 is recorded. If a fever is present and the ill person is sent home, they will be allowed to return **after being 48 hours fever free without the aid of medicine** so long as:
 - no other COVID related symptoms become present
 - they pass the health screening in the morning
 - Other illnesses such as cough will be evaluated on a case by case basis
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- If we are informed of a positive COVID-19 test, an email will be sent to the families of that group

- The Camp will follow CDC guidance on how to disinfect our building or facility if someone is diagnosed with COVID-19.
 - We will contact the OEC and the local health department to guide us through the risk assessment and contact tracing process
 - We will exclude the child(ren) and staff member(s) who are determined to have had close contact with the affected child/staff member for 14 days after the last day they had contact with the affected child/staff member.
 - If your child shows symptoms of COVID-19 and tests positive within one week of leaving camp, please inform us so we can help with community contact tracing.
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Reportable Cases

COVID-19 was added to the List of Reportable Diseases. Those required to report such diseases must report cases of COVID-19 infection immediately to the Connecticut Department of Public Health and to the local department of health in the town of residence of the case-patient by telephone on the day of recognition or strong suspicion of the disease. The COVID19 report form is available on the DPH website at <https://dphsubmissions.ct.gov/Covid/InitiateCovidReport>

Other Illnesses At Camp

- Campers and staff who become ill while at camp will be evaluated by the Camp First Aider.
 - If a fever is present and the ill person is sent home, they will be allowed to return **after being 48 hours fever free without the aid of medicine** so long as:
 - no other COVID related symptoms become present
 - they pass the health screening in the morning
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As is the case with any other year, we will defer to our on call camp physician consultant, Dr. Philip Negus of Stamford Medical Group in Darien, if a judgement call needs to be made on specific and immediate health related decisions.

For injuries unrelated to illness, our Camp First Aider will treat them according to our general "standing orders". The Camp First Aider will use appropriate PPE and follow cleaning protocols in between campers for all cases of illness and injury. Please note: The health and safety of all our families relies on the honesty and intentionality of how we treat illness and suspected illness. We will be honest with you and do our best to keep your campers safe, but it will take all of us acting responsibly with abundant caution to make it possible.

At Home Precautions

We are asking that all staff and children adhere to the following guidelines for at home precautions:

- Take your temperature before coming to camp. If over 100.3, please stay home.
- Come to camp each day with freshly laundered clothes, including outerwear if necessary
- Wash hands, shower, and clean soft surfaces immediately like towels, backpacks, lunchboxes, etc
- Monitor if symptoms develop
- Use social distancing protocols and masks, if necessary, while in public or around people

Masks: All staff and campers will wear masks while indoors. Campers and staff may remove their masks when outdoors.

Camper & Staff Hygiene: Most classrooms at the YMCA and Hindley have sinks in them. Counselors will also have plenty of hand sanitizer for their group.

Campers will wash their hands or use hand sanitizer upon entering camp, in between activities, before and after lunch, before and after using shared equipment and after sneezing, coughing or blowing their nose.

Enhanced Cleaning: We will be enhancing our cleaning and sanitizing procedures throughout the YMCA, Hindley and our camp specific areas indoors and out. These procedures will be consistent with best practice and guidelines presented by the ACA in conjunction with Environmental Health and Engineering, Inc, Y-USA, and local health. We will update cleaning procedures, as necessary.

Groups will be given a set of supplies to use throughout the week to minimize the use of shared equipment with other groups. This individual groups supplies will be cleaned as necessary and again at the end of the week. Before using any supplies, all children and staff will wash or sanitize their hands and will continue to do so throughout the day. Any activity that requires shared equipment between groups will have an appropriate and specific cleaning policy that meets the aforementioned standards.

Lunch: Campers will keep their lunches with them in their classroom/designated group area. Parents must place an ice pack in their child's lunch if they have anything perishable. We will not be able to refrigerate lunches.

Bathrooms: Our staff will clean and disinfect the bathrooms periodically throughout the day

Swimming: Campers will wear their mask to the pool area, but may remove once sitting on the side of the pool during their swim lesson. School Age

Campers: if your swim is in the morning, please have your camper dressed in their bathing suit. After swimming and/or boating, they will change out of their bathing suit before heading back to Hindley in the YMCA locker rooms. Preschool Campers will change before and after swimming in their classrooms and/or bathrooms.

Boating: One group will have boating at a time. We will have two sets of life jackets. When one group is boating and using a set, the other set will be disinfected and ready for the next group.

Parent Visitation: In an effort to minimize contact with anyone outside of the immediate camp community, parents will not be allowed to enter the YMCA or Hindley school. If you need to drop off or pick up a child during non-drop off times, please call (203) 415-0361 at Hindley or (917) 860-9315 at the YMCA. You will wait in the drop off circle at Hindley or the YMCA and we will bring your child to you. Communication between parents, camp directors, and head counselors will be very fluid. More so than ever, we will be responsive to questions and concerns. Parents and the Darien YMCA camp will partner to create a healthy, fun and instructional summer for campers and staff.

Busing: To continue to mitigate the spread of Covid-19, we will not be using a bus to bring the children to and from the Y and Hindley School for swimming and boating. Children will walk the .5 miles along the Post Road. Additional staff will accompany them. Each group will be provided a rope that children will hold onto the whole walk. In the event of a rainy day, intermittent rain or extremely hot days with poor air quality, we will cancel swimming & boating and do other activities at Hindley. If a group goes to the YMCA and it begins to rain, they will remain at the YMCA to wait out the rain. In the event it doesn't stop, we will alert parents with our new SMS texting system and email that pick up for that group will be at the YMCA.

Field Trips: A Field Trip Schedule and Permission Form will be provided to each camper prior to the start of camp.

Extended Care: Afternoon Extended Care will be offered from 3:30 PM – 6:00 PM. Parents must sign up for a full week. We will not be able to do Drop Ins. You can register online or at the YMCA front desk.

Please note and understand that any of the above mentioned policies may change or be added to, based on guidance from the local health, state health departments, Y Alliance, Office of Early Childhood or otherwise determined by the Camp Directors of the Darien YMCA to promote and maintain the health and wellbeing of our campers, staff and members.

DARIEN YMCA MISSION

The Darien YMCA is an independent not for profit association of volunteers and professionals whose purpose is to offer opportunities for personal growth and service to others. In pursuit of this goal, the YMCA provides quality programs, which promote self-improvement and self-reliance through spiritual, mental and physical development.

CHARACTER VALUES IN CAMP

YMCAs nationwide are embracing the movement's recommitment to teaching values in our programs. The Darien YMCA Summer Camp is committed to develop character values in our campers. We recommend that parents review these values with their children and encourage its practice at home.

CHARACTER VALUES

CARING

To love others/ To be sensitive to the well being of others / To help others.

RESPONSIBILITY

To be accountable for your behavior and obligations.

HONESTY

To tell the truth/ To act in such a way that I am worthy of trust/ To have integrity.

RESPECT

To treat others as you would have them treat you/ To value the worth of every person, including yourself.

SESSION DATES

Week 1	June 21 – June 25
Week 2	June 28 – July 2
Week 3	July 5 – July 9
Week 4	July 12 – July 16
Week 5	July 19 – July 23
Week 6	July 26- July 30
Week 7	August 2 – August 6
Week 8	August 9 – August 13

*Please note School Age Camp will be at the Darien YMCA Week 8

CAMP HOURS

Holly Hopper 5 AM (M – F):	8:30 AM	11:30 AM	YMCA
Holly Hopper 3 AM (T,W,TH):	8:30 AM	11:30 AM	YMCA
Holly Hopper All Day (M – F):	8:30 AM	3:30 PM	YMCA
Lunch Bunch (Holly Hoppers only):	11:30 AM	12:30 PM	YMCA
Summer Fun Club 5 AM (M-F):	8:30 AM	12:30 PM	YMCA
Summer Fun Club 3 AM (T,W,Th):	8:30 AM	12:30 PM	YMCA
Summer Fun Club All Day:	8:30 AM	3:30 PM	YMCA
Super, Explorer, Adventure and Pioneers	8:30 AM	3:30 PM	Hindley School
Afternoon Navigators:	1:00 PM	3:30 PM	YMCA

PRE-SCHOOL TOILET TRAINING POLICY

Prior to your child starting camp they ***must*** be **fully toilet trained**. This is defined as the child needs to be able to manage, with little help, their own clothing, to wipe themselves and to wash their hands. **Pull Ups and Swimmies are not permitted in camp.** We do understand your child may have an accident while at camp. Our staff will try to handle these expediently and quietly. Please provide your child with a change of clothes including underwear daily. Your child's counselor will continually check their back pack to make sure they have a change of clothes available. We will keep extra clothes including underwear on hand. If your child has more than one bowel movement accident during the time they are attending camp, we will ask that you pick them up early as they may be experiencing a stomach condition which may be contagious to the rest of the group. Should there be any medical condition which limits a child's ability in self-regulating, please have your physician note that on your child's health form.

LUNCH BUNCH

If you are a participant of Holly Hoppers Only and need extended time for one hour you may register for the Lunch Bunch Program from 11:30 AM – 12:30 PM. Pre-registration is required and is done online beginning Monday, June 7th. Cost

is \$12.00 per day. If you are sending in a perishable food item, you must provide an ice pack in your child's lunch box. **Please note: We will not accept drop ins for lunch bunch. All participants must be registered by the night prior.**

RAINY DAYS

In the event of rain, camp remains in operation. We alter a typical day's schedule and plan indoor activities. If your child's group is supposed to have swimming or sailing, we will cancel it and do other activities at Hindley School.

SPECIAL SITUATIONS

The Camp Director should be informed of any legal or custody issues involving a camper. The YMCA staff will not release a child to any person we suspect is under the influence of alcohol/ drugs.

ABSENCE

If your child is sick or unable to attend the program, please contact the following numbers before 8:30 AM. When leaving a message, please let us know the reason for the absence.

Holly Hopper and Summer Fun Club
April Greene (203) 655-8228 ext. 1309

Super, Explorer, Adventure, Pioneer and Afternoon Navigators
Suzanne Richards (203) 655-8228 ext. 1331
Camp # at Hindley School (203) 415-0361

WHAT TO BRING

- **Lunch:** Campers will keep their lunches with them in their classroom/designated group area. Parents must place an ice pack in their child's lunch if they have anything perishable. We will not be able to refrigerate lunches.
- **Bathing suit and towel everyday.** School Age Campers swim every day. Pre-School Campers swim 2 - 3 times per week. However, they may do water activities outside, so they should bring their bathing suit every day.
- **Sneakers-** no flip flops or party shoes. Campers do a lot of running and we do not want anyone to get hurt.
- **Water Shoes-** campers can wear their water shoes when boating (eliminates wet sneakers). These are also good for outside water play.
- **Water Bottle-** to keep your child well hydrated we ask that they bring in a water bottle (please label). All water fountains at Hindley and the YMCA will be turned off, except for Water Bottle Filling. Water bottles may also be filled at sinks in the classrooms.
- **Hand Sanitizer-** although we will have plenty of hand sanitizer, we do encourage campers to bring their own if they would like. Please place their name on the bottle.

- **Sun Screen- Please apply sunscreen prior to coming to camp.** Our staff will re-apply during the day if they feel it is necessary. Please let your child's counselor or the nurse know if they are allergic to specific lotions. We will have extra sunscreen available at each site. We will have spray sunscreen only.
- **Extra Clothes-** While rare, it has been our experience that boats may capsize and children do get wet sitting on the boat or canoe. We recommend that you pack an extra change of clothes in their backpack. This is also recommended for pre-schoolers and Super Campers who may have bathroom accidents.

Please make sure child knows how to dress and undress themselves and keep track of their belongings. Any lost items will be placed our Camp Lost and Found. At Hindley and the YMCA the lost and found will be outside the nurse's office.

PLEASE LABEL EVERYTHING.

We ask campers not to bring anything of monetary or sentimental value or dangerous items to camp. We will not be responsible if such items are lost, stolen or broken. **Children should not bring Pokemon, Yugioh, or any other trading cards** unless it's a scheduled group activity that the counselors have organized.

DISCIPLINE

Discipline is handled in a positive manner, which is consistent with the developmental needs of the individual child. Clear behavior limits are set and the reasons for rules and regulations are explained. Discipline is something far more than punishment, obedience, rules and restrictions. It is a way of helping a child learn some of the things he/ she needs to know about getting along in the world and helping with their development and self-control. We try to help each child discipline him/ herself, and we encourage children to act in accordance with the four Character Development values of the YMCA: Respect, Responsibility, Honest and Caring.

The Darien YMCA will follow some basic procedures that we recommend you review with your child prior to camp.

1. If the staff experiences problems with a child, the participant's counselor will discuss the problem with the individual. A written documentation of the incident will be kept on file.
2. If the same problem re-occurs the Camp Director will speak with the child and will ask the counselors to share this information with the parent via phone.
3. If the behavior problem continues beyond this point, a conference with the Camp Director, child and parent will decide whether the child should continue to attend the summer program.

LICENSE AGENCY

The Darien YMCA summer camp receives its license to operate a children's camp, as required by law, from the Connecticut State Department. The camp is inspected once a summer. Inspection reports are sent to the Department of Public Health, Division of Community Based Regulation, Youth Camp Licensing Program, 450 Columbus Boulevard, Hartford, CT. 06103.

Under Connecticut State Regulation for Youth Camps the Darien YMCA is mandated to report any suspected cases of child abuse or neglect to the appropriate authorities.

MEDICATION

Medical prescriptions can be administered when the following guidelines are met:

1. **All medication must be given to the Site First Aider** (not camp director or counselors).
2. A **Medication Authorization Form** from the doctor stating medication dosage and times to be given must accompany the medication. This includes prescription **and** over the counter medication. **Form must be signed and dated by a dr.**
3. Medication must be contained in the **original**, childproof prescription container.
4. The prescription bottle must include the name of the child, medication type, dosage, current date, and the physician's name and telephone number.
5. Over the counter medication can be administered with the same doctor's form and authorization as prescription medicine. The doctor must be specific about the name of medication (i.e. Ibuprofen= Advil). **No over the counter medication can be given without the Authorization of Medication form.**
6. **A consent form must be filled out by the parents or legal guardian** giving authorization for the site nurse to administer the prescription medication. Forms can be picked up at the YMCA Front Desk.
7. **School Age Campers must supply us with two sets of medication. One set will stay at Hindley and the other set at the YMCA.**

MEDICAL POLICIES

The YMCA has a mandatory contagious disease policy. After a child contracts a contagious disease, the child will be required to remain out of the program until a doctor's note states that the child is no longer contagious. This note must be sent or brought to the Camp Director or Site First Aider to be kept on file. We strongly encourage parents to use good judgment and make alternate arrangements when their child is sick. If your child becomes ill at camp, we will call you to pick him/her up. Children are quite apt to catch diseases and this

measure has been taken to protect all the children in the program. Should your child become injured or sick, they need to follow the following procedures.

1. We will contact the daytime telephone number of the parent, indicated on the emergency form. The parent will be requested to come to camp and pick up their child if the injury is non-life threatening.
2. If the parent is not available, any other individual listed on the camp medical form will be contacted to come to the YMCA.
3. If no parent or other individual listed on the medical form can be contacted, and the injury requires timely medical treatment, your child will be transported by Post 53 to a local hospital that Post 53 believes to be in the best interest of your child.
4. In case of a serious medical emergency, Post 53 will be contacted immediately and the child will be transported to a local hospital. The YMCA will contact the parents immediately to advise them of the situation.

SPECIAL SITUATIONS

The Camp Director should be notified in writing if a parent will be out of town while the child is attending day camp. A note should indicate whom to contact should any emergency situation develop.

CAMP ACTIVITIES

Activities are scheduled for the camper's enjoyment and with the intention of introducing a variety of new and fun experiences to the children. Throughout the week, all campers will participate in camp crafts, sports and arts & STEM. They will also participate in swimming, sailing, boating, and other fun activities.

SWIMMING

The children will receive a 30- minute lesson, which include water safety, becoming comfortable in the water, and when they are ready, more advanced swimming skills.

It is a requirement that pre-schoolers be toilet trained before attending camp. Swim diapers are not allowed during camp swim.

A note from the parent/ guardian is required if your child is not able to participate in the swim program. If you have any questions please call Suzanne Richards, Camp Director.

SAILING AND CANOEING

Campers (not Holly Hoppers) will participate in an age appropriate sailing and canoeing program. Classes will meet for 45 minutes. In this program they will learn the basics of sailing, canoeing and waterfront safety procedures. There will be a certified boating staff accompanying the children at all times. All campers and staff wear life jackets at all times during boating.

While rare, it has been our experience that boats may capsize and children do get wet sitting on the boat or canoe. We recommend that you pack an extra change of clothes.

FIELD TRIPS

We will provide a Field Trip Calendar once trips are finalized. Parents are required to sign a Field Trip Permission Slip, which will be emailed out to all parents.

All campers must wear camp t-shirts on the day of the field trip. If your child doesn't come to camp with a t-shirt the YMCA will give him/ her one and you will be charged \$10.00 per shirt.

Please give special attention to the departure and arrival times since they may be different than the regular camp schedule

DIRECTIONS TO HINDLEY SCHOOL 10 NEARWATER LANE, DARIEN

From the Darien YMCA

Exit the YMCA and make a right. At the 1st light, make a right onto Nearwater Lane. Hindley School will be on your right.

Traveling 95 North

Take Exit 11. At the light make a right at the light. At the 5th light make a left onto Nearwater Lane. Hindley School will be on your left.

Traveling 95 South

Take Exit 11. At light make a left onto the Post Road. At the 6th light make a left onto Nearwater Lane. Hindley School will be on your left.

Traveling Merrit Parkway North or South

Take Exit 37. At light make a right onto Mansfield Avenue. Follow Mansfield to the very end. (Fire station will be directly ahead). Make a right onto the Post Road. At the 11th light make a left onto Nearwater Lane. Hindley School will be on your left.