

# YOU'RE INVITED!

- What:** Camp Kick-Off and Orientation
- When:** Sunday, June 7<sup>th</sup>, 2008  
5:00- 5:40pm Orientation for New Families  
5:40- 6:15pm Hot Dog Dinner with Camp Staff for  
New and Returning Families  
6:15- 7:00pm Camp Kickoff Assembly  
7:00- 7:30pm Camp Information Fair
- Why:** This is a great opportunity for your entire family to experience camp, meet camp staff, and ask as many questions as you would like! We have re-structured the way we are doing Orientation this year to better meet the needs of new families as well as to allow new and returning families an opportunity to really experience what camp will be like and to meet the leadership staff from your camp! There is no cost and your entire family is invited!
- Questions:** If you have any questions, please contact your child's Camp Director.

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Dear Upward Bound Parents

This is going to be an exciting summer! Camp Upward Bound is a highly active, outdoor traveling Day Camp for teens from rising grades 6 – 10. It is based out of the A.E. Finley YMCA. Leadership, service, and fun are the main goals of camp. Activities include service projects, intramural sports, swimming, and field trips. Field trips can include laser tag, rock climbing, movies, museums, parks, kayaking, local colleges, restaurants, and other attractions around the area. Since we are a highly active, out door camp, please make sure your teen dresses accordingly. Tennis shoes are required, and sun block is recommended. Also we swim every day, swimsuits (one-piece suits for the ladies) should be brought to camp daily. Energetic, college-aged counselors serve as positive role models all summer.

Get excited! This is going to be a summer that your teen will never forget!

If you have any questions or concerns, please feel free to call or email.

In the “Y” Spirit,

Chris Octetree  
Camp Upward Bound Director  
919-845-3860  
Chris.Octetree@ymcatriangle.org

# Daily Logistics

## **Pick-Up Cards:**

All parents/guardians will be issued a pick-up card either at registration, orientation or on the first day your child attends a YMCA program. This card acts like a photo i.d.; cards will only be issued to those on the pick-up list. You must present a picture i.d. in order to receive your pick-up card. All returning campers will be issued new cards as the cards change colors each year.

## **Late Fees:**

Parents who arrive late to pick up their children will be charged a late fee of \$5 for the first 10 minutes and an additional \$1 for every minute there after. Late fees are to be paid at the time of pick-up. Cash or checks made payable to the YMCA are acceptable forms of payment.

## **Absences:**

If your child is sick or unable to attend summer camp, please contact your program's office prior to the start of the program on that day.

## **Parent Visits:**

Please feel free to stop by any time during program hours. Parents and other visitors are always welcome at any of our YMCA programs. For the safety of our campers, a visitor's pass must be obtained from the program's office before being allowed to tour the program.

## **Inclement Weather:**

Camp will run rain or shine unless Wake County Year Round Schools are **closed**, because of inclement weather. Please note that if there is inclement weather during the camp day (i.e. thunder or lightning) there will be no swimming. On days that there is inclement weather during Rides In or Out, we ask that parents please park and walk their children inside to drop off or park and walk inside to pick their children up.

**Note:** If schools are closed for an extended period of time the YMCA will make every effort to re-open our camps as weather and facilities permit. This will be determined on a daily basis and will only occur if the facility can be opened and the staff can safely get to work. It is the parent's responsibility to check the YMCA website to determine if camps will operate. We may run on an abbreviated schedule.

If schools are **delayed**, all YMCA programs are delayed by the same amount of time (i.e. if year round schools starts 2 hours late, summer camp will start two hours late).

### **Swim Band Policy:**

To ensure water safety, campers will take a swim test on the first day of the session or on his/her first day attending the program. Color-coded swim bands will be used to enable life guards to differentiate swimmers of different abilities. Even if your child has attended a YMCA program prior to this summer, he/she will still be required to take a swim test on his/her first day of camp.

If your child has already taken a swim test at the Finley YMCA, we have recorded the color swim band he/she received in our computer system. As campers take swim tests this summer, we will update our computer system. Each camper who does not already have a swim band will be issued a new band on his/her first day of camp. If your camper already has a swim band, we ask that you send that band to camp with the child. If a camper misplaces a swim band at any time during the summer, he/she must purchase a new swim band for \$3.00. The camper will not need to re-test at this point because we will have each child's swim band color recorded in our computer system. We will not allow campers to borrow swim bands if they forget or misplace their bands. If a camper does not have a band on swim day, he/she will either need to pay \$3.00 to purchase a new one or he/she will be required to swim in the shallow area of the pool.

There are two different swim band colors that your child can test for. A yellow band can be earned by freestyle (face in water and arms out of water) swimming half of the length of the pool and treading water for 30 seconds. Earning a yellow band allows a child to swim in the shallow area or the middle area (4-5feet) of the pool. Each area is clearly marked.

A black swim band can be earned by freestyle swimming the entire length of the pool and treading water for 30 seconds. Earning a black band allows a child to swim anywhere in the pool.

The life guards will administer all swim tests. If a life guard does not feel like a child is a strong enough swimmer to receive a swim band, then the life guard will encourage the child to keep practicing and try again at a later date.

Children in grades K-2 who do not pass a swim test or who do not wish to take a swim test will be required to wear a YMCA life vest and will swim in the shallow area of the pool only. Children in grades 3-8 who do not pass a swim test or who do not wish to take a swim test will be required to swim in the shallow end of the pool only.

## **Contacting Us:**

If you have any questions, concerns, or suggestions regarding your child's day or the operations of our programs in general, we would be happy to speak with you. Please do not hesitate to call us. Our contact numbers is listed on the Camp Fact Sheet towards the end of this packet.

## **Medical/ Emergency Information**

If medications need to be given during program hours, please review the policies below. **Our staff cannot administer medicine to any camper without the following:**

- A completed and signed "Medication Form" which is available at the program office.
- A written and dated note from your physician for ANY over the counter medicine.

All prescription medication must be kept in the original container in which it was received from the pharmacy. The container should include the prescribing doctor's name, name of medication, procedures for use, and the child's name. Any medication sent to camp must be checked in at the program office by the parent/guardian.

If your child has an epi-pen or an inhaler, these items must also be checked in at the program office and a medication form must be filled out.

Please note that if your child attends multiple YMCA programs (i.e. Summer Camp, SOS, After School, Tracking Out), we ask that you please provide a signed medication form and your child's medicine to each program that your child attends. We are not able to move medications between programs/sites nor are we able to allow campers to transport medications between programs/sites.

## **Illness and Emergency Procedures:**

If a camper becomes ill during the program day and is unable to participate in activities, the parent/guardian will be notified. If a camper is hurt, a member of the staff or an authorized person will administer immediate first aid. If the situation should require immediate medical attention, the program director or a member of the staff will attempt to contact and inform the parent/guardian as soon as possible. In the event that the parent/guardian cannot be reached, the emergency contacts will be called. The program director or another staff member will call the designated physician and/or local emergency unit for treatment

and/or transportation to a hospital. A staff member will accompany the camper to the hospital and stay until the parent/guardian arrives and signs the camper into his/her custody.

## **Behavioral Guidelines and Policies**

### **YMCA Rules:**

To ensure that our programs are safe, pleasant, and fun-filled for all children and staff, our basic YMCA rules are clearly communicated and consistently enforced. They include:

- Safety First
- Listen and Follow Directions
- Try Everything and Give Your Best
- Do What is Right
- Have Fun

### **An Emphasis on the Positive:**

We realize that the single most effective behavior management tool at our disposal is an emphasis on positive behavior. Our counselors are trained to constantly look for opportunities to praise or otherwise reinforce positive behavior. Common reinforcers include (but are not limited to): verbal praise, a high-five or hug, and/or program wide recognition (for example, being named “Camper of the Day” and “Honor Camper”). As often as possible counselors will share incidents or positive behavior with parents.

### **YMCA-Home Partnership:**

Sometimes families have specific concerns regarding their child’s behavior or are working in the home and school to modify certain behaviors. Our staff welcomes the opportunity to support these efforts. Please do not hesitate to speak with the Program Director if you have concerns or if you would like for us to support any work that you are doing at home or at school with your child. We will be happy to include your child’s counselor(s) in a discussion regarding specific approaches or concerns.

### **Suspension/Expulsion:**

While it is our hope that these procedures and a strong YMCA-home partnership will promote positive behavior (and minimize behavioral problems), serious and/or chronic disciplinary problems can occur. In these cases, suspension or expulsion may be necessary.

The YMCA maintains a zero-tolerance policy with respect to sexual misconduct, alcohol/tobacco/drug use, and weapons possession. Campers found in violation of this rule will be sent home immediately.

If your child is suspended from one YMCA program, he/she will not be allowed to attend any YMCA program for the duration of the suspension.

## **What Makes YMCA Camps Special?**

### **Character Traits:**

The YMCA believes strongly in character development and in teaching our campers the importance of our four core character traits: respect, responsibility, caring, and honesty. We spend time reinforcing these traits at camp by pointing out campers who display these traits throughout the day and by rewarding campers with beads.

### **Beads:**

Each elementary age camper who attends a YMCA camp will receive a bead necklace on his or her first day at camp. These necklaces are very important to your children so please help them take care of their bead necklaces. Throughout each day at camp your child will have the opportunity to earn beads for his or her necklace by displaying a YMCA character trait, by participating in clinics, by showing spirit in assemblies, and by being a good friend. Each camp has different beads with different meanings but ALL camps will give out beads to recognize campers who display our character traits.

If your child loses his or her bead necklace, there is a \$2.00 charge to replace it. You may also want to keep a list of the beads that your child earns so that the beads can be replaced with the necklace. We do not keep a record of beads earned for each child.

Campers in middle school or high school attending Camp Upward Bound will receive a Carabiner instead of a bead necklace. Campers can earn character trait rings to display on their Carabiners.

Campers who attend our Kindercamp program will each receive a special YMCA hat instead of a bead necklace. Campers can earn beads and pom poms to display on their hats.

### **Devotion:**

The YMCA believes strongly in our mission: To put Christian principles into practice through programs that build healthy spirit, mind, and body for all. We incorporate our mission into our daily programs in many ways... one of the most important means of sharing our mission is by holding daily devotions with our campers. Devotions are a time of sharing our YMCA character traits as well as

sharing Bible stories and verses with campers. If you have further questions about this part of our day, please talk with your child's Camp Director.

**Parent Communication:**

The YMCA will make every effort to communicate with you about camp activities and special events as well as about your individual child. We communicate through session newsletters, e-mails, signs posted in Rides In and Rides Out, phone calls, and face to face during Rides In and Rides Out. If there is ever a time when you feel that you need more information about your child or about your child's camp, please let your Camp Director know.

**Staff:**

Many of you are probably wondering who will be working with your child while he or she attends YMCA summer camp. Our counselors at the YMCA are mostly high school and college students. In our preschool programs, there are also many preschool teachers. These staff are selected through a comprehensive application and interview process. Each counselor undergoes three reference checks and all counselors over the age of 18 undergo a background check as well. Each staff member completes a minimum of 30 hours of staff training that emphasizes the importance of safety, fun, and acting as a good role model. The YMCA strives to maintain a 1:7 ratio for preschool programs and a 1:10 ratio for all elementary/teen programs.

Children that are transported for field trips and swimming are transported on YMCA vehicles driven by YMCA drivers. All YMCA drivers are required to attend a driver's training class and must be 21 years of age or 20 years of age with three years driving experience. They must pass both a written and driving test before being allowed to transport children. In addition, each driver must pass a DMV background check and a drug test. All bus drivers must hold a current CDL license with a passenger endorsement.



# Camp Upward Bound

## Where is Camp Upward Bound held?

A.E. Finley YMCA

9216 Baileywick Rd.

Raleigh, NC 27615

## What are the program hours and dates?

Camp Upward Bound runs from 7:00AM – 6:00PM. Camp runs from June 15<sup>th</sup> – August 21<sup>st</sup>.

## Who is the director of Camp Upward Bound?

Chris Octetree, Director

[Chris.Octetree@ymcatriangle.org](mailto:Chris.Octetree@ymcatriangle.org) or 845-3860

## What are the drop off and pick up times for camp?

Rides in takes place at the thunderdome between 7:30am-9:00am. Rides out takes place at the thunderdome between 4:30pm-6:00pm. The thunderdome is the picnic shelter next to the outdoor pool near the back of the A.E. Finley YMCA. You should have a pick up card or photo ID ready when picking up your child. Pick up cards are cards given out by Camp Upward Bound staff with your child's name on it that can be given to family members, baby sitters, etc. who you wish to pick up your child.

## What if I pick up my child late?

Rides out ends at 6:00pm. Beginning at 6:10pm, a late fee of \$5.00 will apply. Each minute thereafter will result in an additional \$1.00 fee.

## What will my child need to bring/wear to camp?

- Tennis Shoes for field trips and activities
- Flip flops for the pool, no other types of shoes are needed
- Lunch and two snacks in an insulated lunchbox, no refrigeration or microwave available
- A towel and a bathing suit (we'll swim everyday)
- Sunscreen and bug spray
- Water bottle
- MP3 Players, cell phones, and other expensive items are not needed and should be left at home.

Please label all items with first & last name. A bag or backpack to hold these items is also helpful.

## What kinds of activities are planned for my child?

Camp Upward Bound is based out of the A.E. Finley YMCA but goes on different field trips every day! We will be ice

skating, rock climbing, visiting water parks, and playing in local parks in the area. We will also be visiting colleges such as N.C. State and Duke as well as participating in service project days. Campers at Camp Upward Bound go swimming in the outdoor pool everyday!

## What does a typical day look like?

7:30am – 9:00am	Rides In
8:45am - 9:30am	Morning Assembly and Devotion
9:30am - 12:00pm	Field Trip
12:00pm – 12:30pm	Lunch
12:30pm – 2:30pm	Field Trip
2:30pm – 4:00pm	Swimming Outdoor Pool
4:00pm – 4:30pm	Awards Time
4:30pm – 6:00pm	Rides Out

## What is the inclement weather policy?

Camp Upward Bound runs each day, rain or shine! In the event of thunder or lightning, the pool will close, slightly altering our daily activities. For the safety of the children, parents will have to come inside to drop off or pick up their children during these times.

## What is the medication policy?

A medication form must be on file for the camp director to administer medication. Medication must be brought in its original container and will be kept in the office at all times. Medication forms can be picked up at orientation or from the camp office at any time.

## How do I contact Camp Upward Bound during the day?

You can reach Camp Upward Bound during the day on the camp cell phone at (919)-815-1230.

## How can parents get involved?

We love to have an energetic group of parent volunteers for our TEEN “We Build People” team! If you are interested please contact Chris Octetree 845-3860

Camp Kickoff and Orientation will be on Sunday, June 7<sup>th</sup>. Please see the front page of this packet for more information. Our camp staff will be here to get you excited for the summer and answer further questions or concerns.