



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Norwalk YMCA Camp
Sunrise
Parent Handbook
2014

Dear Families,

Welcome to Camp Sunrise! Camp Sunrise is licensed by the Connecticut Department of Health and we uphold their licensing standards. Our Mission is to provide high quality care for your children while engaging them in an active, educational, and enjoyable camp experience. This summer we will work to create a comfortable environment which allows the campers to build relationships, expand their knowledge, learn new skills and most importantly, have fun! We challenge our campers and staff to actively engage in all aspects of camp and hope they learn through participation and quality activities.

This summer, campers will be immersed in beach days, Zumba, music, art, plenty of outdoor activities, exciting themed activities, field trips, and trips to the Wilton Ymca as well as hands on academics during learning lab.

Please review the handbook and keep it as a guide for your children's summer at camp.

Happy Summer! Thank you for choosing Camp Sunrise of Norwalk YMCA.

Desiree Corella

SACC Childcare Coordinator/Camp Sunrise Director

Sessions and Field Trips:

- June 30 – July 3 Wilton Family Y
- July 7 – July 11 Bronx Zoo
- July 14 – July 18 Wilton Family Y
- July 21 - July 25 My Three Sons
- July 28 - Aug 1 Wilton Family Y
- Aug 4 – Aug 8 Museum of Natural History
- Aug 11 – Aug 15 Wilton Family Y
- Aug 18 – Aug 22 Quassy

General Field trips take place on Wednesday of the camp week. Wilton Family Y trips will take place on Thursdays of the camp week. Every Friday we go to Calf Pasture Beach (only day pick up will be at the beach)

Camp Hours:

Regular Camp Day: 8:30-3:30pm

Extended Camp Day: 7:30-6pm

Groups:

Campers are grouped based on the grade they most recently completed. You must have had completed Kindergarten to enter Camp Sunrise

Explorers: Grades K and 1

Pioneers: Grades 2 and 3

Adventurers: Grades 4 and 5

Trailblazers: Grades 6, 7 and 8

CIT's : Ages 13 to 15

Registration and Payments:

Registration at the YMCA must be completed before the child may attend camp. This includes all necessary documents, health forms, payment of registration fees and weekly fees, and credit card/banking information on file for drafts if applicable at the time of registration.

Arrival Drop Off:

Arrival begins at 7:30am for extended day campers and 8:30am for regular day campers. All campers must be signed in to camp by the person dropping them off. Camp will be running on a structured schedule, so timely drop off is appreciated. If you are greatly delayed for any reason please call the site director (203)943-2561 so we can plan accordingly. Please wait with your child until the program is open for sign-in. Please note that cell phones will not be tolerated. If a child brings a cell phone o camp it will be confiscated and returned at pick up.

Dismissal Pick Up:

Campers must be signed out at their designated pick-up time, no later than 3:30pm for regular day campers and 6pm for extended day campers. Campers will only be released to **parents and guardians or people listed on the child's authorized pick-up** list which is in the camp registration packet. Identification will be checked by staff. If your child needs to leave camp early please let site director know so that the child will be on site and prepared for pick-up. Campers may be picked up by persons not listed on the pick-up authorization form only if the camp is provided with written notice from their parent or guardian.

Transportation:

Parents may decide to carpool to and from camp. For safety reasons, we will need written **authorization from a parent/guardian approving that their child's** release to another family. We are only able to release children into the care of an adult.

Absences:

If your child is going to be absent from camp due to an illness or any other reason, please call camp office cell (203)981-7328, and site director (203)943-2561. Refunds or make-up days are not issued for days of camp missed during the week.

Medications:

All medications must be checked in with the Camp Director or Site Director. No Medications can be kept in campers backpacks, including over the counter medications. Please speak with the Camp Director or Site Director if your child has medication that must be kept near them throughout the day. You must have a completed medication authorization form for EACH medication. The form must be completed and signed by a parent/guardian and the authorized prescriber.

Camp Attire:

Please send your child to camp in comfortable, weather appropriate clothing including closed toe shoes, preferably sneakers. Please no flip-flops or crocs as they are not safe for camp activities. Please label any loose items you feel could be misplaced, such as a hat or sweatshirt. Campers should come to camp wearing sunscreen upon arrival. Camp staff will not administer sunscreen.

What to bring:

- Lunch (Nut free please, we are a nut free camp) Packed in a labeled paper bag. (We will refrigerate the lunches, but will not microwave lunches.)
- Sunscreen
- Water bottle
- Bathing suit, towel, and water shoes beach days (Water shoes are HIGHLY recommended for the beach. The terrain at Calf Pasture can be hazardous at times)
- Change of clothes and plastic bag for wet clothing

Please be sure that all of your children's belongings are clearly labeled with their first and last name. Please have all your child's belongings packed in their backpack or another bag labeled somewhere with their name.

What NOT to bring:

- Toys or games from home
- Video games
- Trading cards/card games
- Candy
- Weapons or toy weapons
- Personal sporting equipment
- Any personal items
- Money
- Cell Phones

The YMCA is not responsible for any lost, stolen, or damaged items. If your child brings an item to camp that a director or counselor deems inappropriate it will be secured in the **camp office until the end of the child's day.**

Camp Conduct:

Camp Sunrise subscribes to the YMCA's core values of healthy living, social responsibility, and youth development. We expect all campers and counselors to treat each other with respect and kindness. We ask campers to:

- **Respect each other's feelings,** body, and property
- Listen to and cooperate with directors, counselors, and fellow campers
- Stay with their assigned group at all times
- Use appropriate language at all times
- Keep the camp site clean
- Be responsible of their belongings

Physical contact of any kind between campers at will not be tolerated. We ask that all campers keep their hands and feet to themselves at all times.

Medical Policy:

The state of Connecticut requires that every child have a physical completed and on file that is no more that two years old. A completed medical form **MUST** be submitted before a child attends camp. If your child needs to take medication during camp hours please contact the camp director for the proper forms and procedures. The camp site will have a **designated "First Aid" area where minor injuries and sick campers will be cared for until a parent or alternate authorized pick up person can arrive to bring the child home.**

Refund Policy:

Camp fees (excluding the registration fee and deposit) can be refunded if the withdrawal is done in writing no later than 30 days prior to your child's first day of camp. Registration fees and deposits are non-refundable. If a child must withdraw due to a medical reason a **refund can be issued if the YMCA is provided with a Doctor's note.**

In certain extreme situations there may be a camper who will not be able to continue camp for disciplinary reasons. In this case no refund will be issued for the remainder of the summer. Our goal is for the parents and the camp to set clear expectations for campers regarding behavior. Should a child choose not to behave in a responsible, kind, honest, and respectful manner we will:

1. Inform the family of the incident(s)
2. Have the child removed from camp for the balance of the day (if necessary)
3. Have the child removed from camp for the balance of the week (if necessary)
4. If conduct does not improve, the child will no longer be allowed to participate in Camp.

*the child may be sent home after extensive counsel between the parents/guardians and camp staff.

Financial Assistance:

The Norwalk YMCA accepts Care 4 Kids. Applications are available at the 394 West Ave office or online at norwalkymca.org. In addition the YMCA also offers financial assistance. To apply, submit a completed application including your camp registration form. Camp applications will not be processed until any financial assistance is reviewed.

Inclement Weather:

In the case of inclement weather camp will be held indoors at the school site. Trips to Calf Pasture may be cancelled due to inclement weather.

Swimming Information:

The children will have an opportunity to swim at the beach on Fridays. If your child cannot swim on their own they will be required to wear a U.S. Coast Guard Certified Personal Flotation Device (PFD) at the beach.

Field Trips

Field trips will take place every Wednesday and will vary in length. Each week a signed permission slip will be necessary for your child to attend the trip. These permission slips will be available every Monday and must be returned by drop-off on Wednesday. If your child does not have a signed permission slip they will not be permitted to attend the trip and alternate plans must be made for your child. The whole camp will be attending the trips including staff members. No one will be permitted to stay behind at Silvermine on a scheduled trip day. Occasionally the scheduled return time for a trip will be past the 3:30 pick-up time for our Regular Day Campers.

Daily Schedule

Daily schedules vary depending on the activities that are taking place that day. Below is

an example of how the daily schedule will flow. Remember schedules are always subject to change so please speak with the Site Director if you have questions about a specific day or time.

Time	Activity
7:30- 8:30	AM Recreation Activities
8:30- 9:00	Attendance/Morning Meeting Game
10:30- 12:00	Group theme games
12:00- 12:30	Lunch
12:30- 1:00	Whole Camp Craft/Project/ or Quiet Activities
1:00- 4:00	Arts and Crafts Periods/Outdoor Play/ Snack
4:00- 6:00	PM Recreation Activities
	*Schedule subject to change on Wednesdays & Thursdays due to Field Trips/Fridays Calf Pasture Beach

Camp Contact Information:

Desiree Corella, Childcare Coordinator / Camp Director

YMCA Office: (203)866-4425 X308

YMCA Cell Phone: (203)981-7328

dcorella@norwalkymca.org

Jesse Glaude, Site Director

On-Site Camp Office (Urban Hall): (203)899-2950 X137

Director Personal Cell (203)233-7558

Camp Cell:(203)943-2561

Assistant Camp Directors

Vanessa Castillo (203)981-3694

Tsholo Mokubung (203)520-5593