



# GREAT SUMMERS START HERE!

## PROGRAM CHANGES DUE TO COVID

- Small Group Size
- Face Masks/Coverings
- Contactless Check-in & Check-out



**YMCA OF THE EAST BAY**

**Youth Summer Day Camp 2021**

**Albany / Richmond Parkway Family YMCA**

**Berkeley Teen Center / Oakland YMCA**

# WHY CHOOSE THE Y CAMP?

## **TAKING CARE OF CHILDREN IS WHAT WE ARE ALL ABOUT!**

Developing young minds and bodies into the successful, caring and responsible adults of the future is our focus.

## **HIGHLY QUALIFIED, EXPERIENCED & ENTHUSIASTIC STAFF!**

We invest heavily in recruitment and training of the best role models for children.

## **CREATIVITY, FUN & EXPLORATION!**

Our curriculum blends daily enrichment with time for the exuberance and freedom of exploring the outdoors.





# YMCA OF THE EAST BAY GENERAL INFORMATION

## YMCA CHILD CARE DISCOVERY CAMP

The YMCA will host a Discovery Camp Program for children entering grades K-6. Hours are from 9:00am–4:00pm M–F. The Summer Discovery Camp will have unique enrichment activities throughout the day. Details about weekly themes and activities will be available before each session.

Each week will start off with songs, skits, themed activities, and then culminates with a grand-finale “carnival” on Friday where campers will enjoy a variety of activities such as relay races, contests, water games, and creative games they prepare for throughout the week. All camps will engage in games and activities that center around science, mathematics, and reading to minimize summer learning loss.

## TYPICAL DAY FOR YMCA SUMMER CAMP

9:00–9:30am	Sign-In, structured free-play
9:30am	Camp opening-songs and orientation (Please be on time!)
10:00am–12:00pm	Group Activities—games, arts & science, drama
12:00–1:00pm	Lunch
1:00–3:30pm	Group Activities—games, arts & science, drama
3:30–4:00pm	Sign out, structured free-play

## HOURS

Monday–Friday 9:00am–4:00pm

## RATES

5 Day Week: \$300  
Financial Assistance available.

## WEEKLY THEMES

Themes provide a great way for children to find common ground and make friends. Each week will include dress up days and Carnival Fridays. The campers will make art projects surrounding the theme to get into the groove!

WEEK	THEME
WEEK 1	Digging for Dinosaurs
WEEK 2	Buggin’ Out
WEEK 3	YMCA Olympics
WEEK 4	Fantasy Week
WEEK 5	Winter Wonderland
WEEK 6	Silly Science
WEEK 7	To Infinity & Beyond

## PROGRAM MODIFICATIONS DUE TO COVID-19

**Our 2021 summer program has been modified to create a safe and healthy environment for our students and staff. We will conduct daily health screenings, institute frequent hand washing, and disinfect periodically throughout the day.**

## SUMMER LEARNING WITH STEM

This summer, campers will participate in unique and fun opportunities to keep them learning all summer long. Each camper will be given a summer writing journal and reading log, and will love the prizes they can earn for doing activities they will enjoy. Our goals in the summer learning program include:

- Children see learning as a fun way to grow and experience new concepts
- Children return to school having retained their learning from the previous year

## SPORTS

In line with the YMCA’s guidelines on physical activity, each child will have the opportunity daily to engage in structured and unstructured outdoor play time. Our staff are trained to facilitate games, activities and sports so kids have fun and learn a life-long love of physical activity.



# YMCA OF THE EAST BAY GENERAL INFORMATION

## SCHEDULES AND FEES

WEEK 1	\$300	drafted June 14
WEEK 2	\$300	drafted June 21
WEEK 3	\$300	drafted June 28
WEEK 4	\$240	drafted July 5
WEEK 5	\$300	drafted July 12
WEEK 6	\$300	drafted July 19
WEEK 7	\$300	drafted July 26

## REGISTRATION PROCESS

Current regulations have severely limited the number of children we will be able to serve. We will be opening registration on March 15, 2021 at 8am. Please email Kristen Martinez at [kmartinez@ymcaeastbay.org](mailto:kmartinez@ymcaeastbay.org) if you are interested in enrolling for our 2021 Summer program. We will offer spots in the order emails are received. You will receive a response email once your email is received. The process will be as follows: enrollment opens March 15, 2021, at 8:00am. Once your email is received, you will receive registration paperwork that you will have 24 hours to return via email to hold your spot.

## CANCELLATION POLICY

You must cancel 2 weeks prior to session start date. Please email Kristen Martinez at [kmartinez@ymcaeastbay.org](mailto:kmartinez@ymcaeastbay.org) to request a cancellation.

## DEPOSIT

A \$25 non-refundable deposit is due for each week of summer camp at time of registration. Payments must be scheduled during registration for all sessions you are registering for. Payments will be scheduled to process each Monday (see chart). If your payment is declined, a service charge of \$15 will be applied. An unpaid balance will result in a loss of deposit and loss of enrollment. If you lose your spot, you will be able to re-enroll only if there is space. A new deposit will be required. Your scheduled payments will require a credit card or bank account number that is entered by you into our online billing system.



# YMCA OF THE EAST BAY CAMP POLICIES & PROCEDURES

## SUN BLOCK AUTHORIZATION

Please bring a bottle of sun block with your child's name on it. Your child is responsible for applying the sun block to themselves, but the staff is available to help apply sun block to their face. Please complete the Sun Block Authorization Form and return to your Site Director. On swim days we recommend using a swim shirt on top of a bathing suit for the best level of protection.

## HEALTHY EATING

Our approach to snacks is to provide a healthy and nutritious morning and afternoon snack following the YMCA of the USA's HEPA (Healthy Eating Physical Activity) Standards. We will serve whole grain products whenever possible, fruits or vegetables each day, and foods that are in season and fresh. We also use snack time as an opportunity to teach healthy portion sizes, awareness of one's hunger levels, and to introduce new foods. Snack time is a time when the children can socialize and enjoy nourishing food together with their friends. Please be sure to inform us if your child has allergies or dietary restrictions. We ask that you provide lunch, and a water bottle daily for your child. Please provide a lunch free of candy, gum, or other "treats."

## MEDICATIONS & OTHER MEDICAL NEEDS

If your child has special medical needs, please complete a medication administration form (included within the camp registration form) and submit it to the camp staff at sign-in to ensure proper dosage and administration. All medication must be in original containers and have an actual prescription included (even for over the counter medications).

## SPECIAL NEEDS

If your child has any special needs, please inform the Site Director at the time of registration. If your child requires an aide in their school classroom, the YMCA will also require an aide. On occasion, the Regional Center of the East Bay can reimburse the cost of a summer program aide. If you are interested in trying to arrange this, please contact us by May 1. If the YMCA cannot serve your child due to a lack of expertise or resources, we will try to recommend an alternate summer program.

## YOUTH PROTECTION STATEMENT

The YMCA is committed to the development, health and well-being of children and youth in our care. Any form of physical, emotional, mental or sexual abuse will not be tolerated. We have instituted policies, procedures, training and supervision requirements to create an organizational culture focused on the protection of all children and youth involved in YMCA programs and activities. For more information about our Child Abuse Prevention Policy please contact the Site Director.

## CHILD ABUSE PREVENTION AND REPORTING

The state requires that any suspected incidents of child abuse be immediately reported to the Department of Social Services for further investigation. All employees are mandated child abuse reporters. Parents are invited to visit programs at any times. We have an open door policy. We offer positive assistance and resources regarding the prevention of child abuse through workshops, printed materials and referrals to local agencies offering assistance.

## STAFF

We hire an experienced and enthusiastic staff team to help us provide a safe, active and enjoyable program for all involved. All staff are trained to work with children in a summer-specific environment, as well as trained in CPR/First Aid & Child Abuse Prevention. Criminal background checks and reference checks have been conducted on all staff. To ensure each child is supervised and cared for appropriately, the YMCA upholds a staff to child ratio for all programs.

*NOTE: It is common for your child to connect with a favored staff person throughout the summer. While the YMCA encourages mentoring relationships, it is YMCA policy that employees are not permitted to baby-sit for families enrolled in child care or camp. Please do not jeopardize the employment of the staff by asking them to baby-sit for your family.*

## CAMPER BEHAVIOR

All camp staff are trained in positive discipline techniques based on our YMCA character values. In the event of a behavioral problem, written reports will be completed and conversations will be held with the parents to try to resolve the issue. The camp philosophy is that the child will best be served in these situations by the camp staff and the family working together as a team to solve problems. The YMCA reserves the right to contact a parent/guardian at any time for immediate pick-up from camp if necessary. The YMCA may remove any camper from the program at the Director's discretion if problematic behavior continues. If your child has had problems with behavior at Y camp in the past, you will be notified before camp to set up a meeting. Behaviors that may result in disciplinary action include but are not limited to:

- Fighting
- Swearing
- Bullying Behaviors (verbal, physical or written intimidation or threats, including "Cyber-bullying")
- Shoving, pushing and/or other aggressive acts
- Disrespect for another person and/or property
- Harassment (verbal, physical, sexual)
- Throwing of objects (e.g., rocks)
- Violation of site rules and boundaries
- Vandalism





# YMCA OF THE EAST BAY CAMP POLICIES & PROCEDURES

## WHAT TO BRING EACH DAY TO CAMP

Please bring a backpack that includes:

1. Children will need to bring a prepared meal and utensils from home
2. No lunches will be heated or refrigerated
3. Children will need to bring their own water bottle, Water is provided
4. Children should bring a backpack with a change of clothing and sun block
5. No outside toys please

**\*\*Label All Belongings\*\***

## CAMPERS SHOULD NOT BRING TO CAMP

1. Valuables: video games, iPods, cell phones, money
2. Expensive clothing or jewelry
3. Clothing you cannot get wet, dirty, or play in
4. Trading cards, personal toys or games
5. Sandals or heels — closed-toed athletic shoes required

## LATE PICK-UP

If you are late to pick up your child, there will be a fee of \$25 per every 15 minutes per family. You will be requested to initial a payment record form to draft your primary form of payment for your late fee. If you are not the person picking up your child, you have until closing of the next business day to sign the form. Repeated instances of late pick-ups may result in termination of the camp agreement.

## CHECK-IN AND OUT PROCEDURES:

Upon arrival each child will have their temperature taken. Anyone with a temperature 100.4 or higher will not be allowed to stay in the program.

All parents will be asked a series of health questions each time they drop off their child. If they answer yes to any of the questions, the child will not be allowed to stay.

**The following protocols will be in place at all times during check in:**

- Curbside pickup and drop off
- Parents and children must have their mask on at all times.
- Staff will give the sign in sheet to the parents through the passenger side window
- Child care staff will open car doors to let children in and out. Staff must wear gloves mask and eye shield.
- Child care staff will escort child to bathroom to wash hands as soon as they arrive

## Pick-up:

- Upon arrival parents can call the center and a staff member will meet parents at their car or designated area with their child/children.
- Parents will stay in their car with a mask on. They will show us their ID through the passenger side with the window rolled up. (if needed)
- Once ID is verified, staff will give the sign in sheet to the parents through the passenger side window.
- Parents will be asked to use hand sanitizer on their hands before receiving the clipboard.
- Pen and clipboard should be wiped down after each use.

## Sick child:

- If a child develops symptoms or a fever of 100.4 while in the program, the following will take place:
- Child will be isolated immediately away from other children and staff. *(But with supervision)*
- **CHILDREN MUST BE PICKED UP WITHIN 1 HOUR**
- Parent will be called to be picked up immediately.

## LOCATIONS & CONTACT INFORMATION

### Albany

1216 Solano ave Albany 94706

### Richmond Parkway Family YMCA

4300 Lakeside Dr. Richmond

### Berkeley Teen Center

2111 MLK Jr. Way Berkeley 94704

### Oakland YMCA

2350 Broadway, CA 94612

For more information, please contact Kristen Martinez, [kmartinez@ymcaeastbay.org](mailto:kmartinez@ymcaeastbay.org)

