



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY



Hybrid Camp For Individuals with Developmental Disabilities Confirmation Packet

Camp Will Change Your Life If You Let It.™

YMCA CAMP CAMPBELL GARD

YMCA Camp Campbell Gard
GREAT MIAMI VALLEY YMCA

4803 Augspurgen Rd · Hamilton OH 45011
(P) 513-867-0600 · (F) 513-867-0127

campoffice@qmvyymca.org

Dear Parent or Guardian, Welcome to YMCA Camp Campbell Gard, we are so glad you have chosen to enroll your child here this summer. We are dedicated to providing your child a safe, positive, and memorable outdoor experience. Included in the following materials are our policies and some suggestions on what to expect once your child gets here, as well as suggestions of things to send to camp with your child. Most of your questions should be answered by reading this guide. **Please feel free to call us any time with questions at 513-867-0600! Your friends @ YMCA Camp Campbell Gard**

REQUIRED FORMS FOR YMCA CAMP CAMPBELL GARD

➤ **Health Information Form**

These forms enable us to best meet the needs and interests of your child.
Please be honest and thorough in completing the forms.

➤ **Parent/Camper Confidential Information Form**

➤ **May 15, 2017: All forms MUST be completed and returned on or before May 15, 2017**
(No Exceptions) in order for your Child to be able to participate in any/all activities.

Please SCAN and EMAIL the COMPLETED forms to campoffice@qmvyymca.org or FAX the COMPLETED forms to 513-867-0127 or MAIL the COMPLETED forms to PO Box 13029, Hamilton, OH 45013

PAYMENT

➤ **May 15, 2017: Payment in full MUST be received on or before May 15, 2017**
(No Exceptions) in order for your Child to be able to participate in any/all activities.

If full payment cannot be made on or before May 15, 2017, your child will not be allowed to attend camp.
There is a \$25 charge for all returned checks.

➤ Please note that all registrations received AFTER May 15, 2017 MUST be paid in full at the time of registration and ALL required forms are due immediately.

REFUND POLICY

➤ **We will accept a written refund request in reference to fees paid for Camp (excluding the deposit) for the following exceptions ONLY:**

1. Death/Serious Illness in the immediate family
2. An injury/illness, wherein your doctor advises in writing that the child should not be permitted to attend camp
3. Verified summer school attendance requirements.

Camp fills quickly so please be considerate and notify us as soon as possible if you must cancel your child's registration as this will allow us to offer that spot to another child. **Deposits are NON-REFUNDABLE/NON-TRANSFERABLE**

CANCELLATION POLICY

➤ YMCA Camp Campbell Gard reserves the right to cancel summer camp programs, at any time, for any reason. In the case of a cancellation, any fees paid for the registration will be refunded.

ABSENTEE POLICY: Please call the camp office at 513-867-0600 if your child is unable to attend a day of camp for any reason.

VISITOR POLICY

➤ When parents visit their children at camp, it usually increases feelings of homesickness. Therefore, we try to discourage Parents/Guardians from visiting during the week. If you must visit, please call the Camp Office **24 hours** prior to arrival.

LOST and FOUND 2017

➤ We cannot urge you strongly enough to mark or tag all of your camper's belongings. We try to identify and return all lost items. Please contact us about missing items here in the YMCA CCG office at 513-867-0600 or via email at: campoffice@qmvymca.org

If the items have no names on them, and no Camper/family claims ownership - those items will be donated to charity.

The last day of Summer Camp is August 04, 2017.

Any unclaimed items are scheduled to be donated to charity on: August 25, 2017.

YMCA Camp Campbell Gard is NOT responsible for any lost or damaged personal items.

HEALTH SERVICE

➤ The safety of each child is our primary concern. A registered nurse is on duty at camp 24 hours each day, and camp staff are trained in emergency procedures and certified in First Aid and CPR. Fort Hamilton Hospital is just 10 minutes from camp.

MEDICATION

➤ During check-in, please bring all medications (prescription and over-the-counter) for the entire week. The medications must be given in their original containers to the Day Camp Coordinator, who will secure them with the Camp Nurse.



OVER-THE-COUNTER MEDICATIONS

➤ The Health Center is stocked with common over-the-counter medications, such as Tylenol, Benadryl, cough syrup, and topical ointments, as well as first aid supplies. These are available and will be given to the camper by the nurse, if needed, at no additional charge.

PARENT NOTIFICATION

➤ Parents/Guardians will be notified of an accident/injury/illness of their child if the situation requires significant medical attention, such as, but not limited to, a stay in the Health Center of more than three hours, possible sprain/strain/fracture/broken bone/concussion/need for stitches, a temperature of 100 degrees or more, loss of consciousness, or the need to visit a doctor.

HEALTH INSURANCE

➤ YMCA Camp Campbell Gard does not provide accident/health insurance. Medical bills incurred at camp are the responsibility of the camper's Parent/Guardian. You and your insurance company will be billed directly for doctor, pharmacy, hospital, or clinical bills.

CAMP STORE

➤ Campers are encouraged to deposit money into their Camp Store account (suggested amount of \$30-\$40 per session). The account may be used to purchase items from the Camp Store only. Campers are unable to withdraw money from this account. Any money remaining at the end of the summer will be donated to the Camp Scholarship Fund. If you would like to deposit money into your account - please call our office at 513-867-0600 and we can take your payment over the phone, or you will have an opportunity on check-in day.

CABIN MATES

➤ If your child would like to request a cabin with a friend, both campers must request each other, and they must be within two years of age. No more than two children may request a cabin together. We will try our best to accommodate, but cannot make any guarantees.

LAUNDRY FACILITIES

➤ Laundry facilities are not normally available to campers. However, we will provide laundry service in the case of emergencies or bed-wetting.

✓ **For The Safety Of Everyone, Please Drive Slowly**

CHECK-IN PROCEDURES – SIGNATURE IS REQUIRED

➤ **Arrival/Check-In at 9:00am Monday-Friday**

Please do NOT arrive earlier than 9:00am as there will not be staff available to assist you. Please park your vehicle in the Visitor Parking Lot and proceed to the “Luggage Area”, where your child’s Camp Counselors will be waiting to greet you. This step is very **IMPORTANT** as a **Signature is Required** for drop-off of your child.

CHECK-OUT PROCEDURES - Photo ID, Authorization on Health Information Form & Signature Required

➤ **Departure/Check-Out at 5:00pm Monday-Friday**

Photo ID, Authorization on Health Information Form and Signature Required

Please plan to arrive at camp no later than 5:00pm each day. Staff members will not be available to stay later with your child. Please park your vehicle in the Visitor Parking Lot and proceed to the “Luggage Area”, where your child’s Camp Counselors will be waiting to greet you – this step is very **IMPORTANT** as a **Signature Is Required** for pick-up of your child. **(Photo ID’s may also be requested at this time).**

➤ **For the safety of ALL children, in order to pick up a camper, you must either be the camper’s Parent/Guardian or Representative(s) authorized to pick up the camper on the required Health Information Form. No camper will be considered officially released until photo identification is presented and the camper is signed/checked out by an authorized YMCA Camp Campbell Gard Staff member.**

➤ **On FRIDAY (last day of camp) AFTER you have picked-up your child and their medication from the Nurse in the Dining Hall (if applicable), checked available Lost/Found (located on porch of Dining Hall) and placed ALL items in your vehicle (Whew), please join us in the Dining Hall for a FAMILY COOKOUT at 5:30pm.**

YMCA CAMP CAMPBELL GARD LEADERSHIP TEAM (P) 513-867-0600 (F) 513-867-0127

CHEF/FOOD SERVICE MANAGER - Ext# 13

SEAN BROWN - OE/Aquatics Director Ext# 15

INFIRMARY/NURSE - Ext# 16

MONICA RESNIK - Group Camping Director Ext# 11

PETE FASANO - Executive Director Ext# 22

KATIE DEPEW - Summer Camp Director Ext# 21

TOM ANDREWS - Maintenance/Equestrian Director

WENDI MOORE - Business Manager Ext# 17

(Leave a message ONLY Ext#10)

MARIE TOMACELLI - Office Assistant Ext# 10

The Y: We’re for youth development, healthy living and social responsibility.

➤ **Family Cookout & Celebration located in the Dining Hall at 5:30pm:** Family and friends of campers are encouraged to attend a special Family Cookout & Celebration at the end of camp! Join us in recognizing the accomplishments of your child at camp! The celebration will include a FREE cookout dinner and slide show. We look forward to seeing you there!

Don’t forget to check about “early” registrations for next year as spaces are limited!

YMCA Camp Campbell Gard Mail and Care Packages Policies

➤ **There is no better feeling than receiving mail and care packages at camp!** However, please do NOT send food to your child. There are several ways to contact your child at camp. **Please be sure to include your child’s full name on ALL correspondence.**

➤ **Sending Letters & Packages:** The best way to ensure that your child receives your letters and packages is bringing them with you on check-in day. You will have the opportunity to place them into bins that designate which day we will deliver them to your camper.

➤ **You may MAIL letters and packages to:** YMCA Camp Campbell Gard, Attn: Child’s Name, PO Box 13029, Hamilton, OH 45013.

➤ **Emailing Your Camper:** Parents you can now connect with your campers through one way emails. Please send your emails to: **ccgcampmail@gmail.com** *Please include your child’s name on ALL correspondence. Please note that your camper will not have the ability to respond to emails. ALL emails will be printed daily and delivered at 11:00am, any emails received after that time will be delivered the following day.

➤ **Faxing Your Camper:** You may fax letters to camp at 513-867-0127.

➤ **Calling Your Camper:** When campers talk to their parents on the phone, it usually increases feelings of homesickness. Therefore, campers are **not** permitted to bring cell phones to camp, and there are not phones available for general camper use. If there are any challenges that require parent contact, the Camp Director or Nurse will call you with your child. If you are concerned about your child, please feel free to call the Camp Office. We are happy to check on your camper and call you right back.



KEEP CONNECTED

LIKE US ON FACEBOOK/VIEW PHOTOS ON FLICKER.COM/CAMPCAMPBELLGARD VIEW VIDEOS ON YOUTUBE.COM/USER/CAMPCAMPBELLGARD
HAVE A QUESTION? CONTACT US AT (513) 867-0600 VIA PHONE OR EMAIL US AT CAMPOFFICE@GMVYMCA.ORG

YMCA Camp Campbell Gard Behavior Management Policy

➤ Campers are expected to abide by the camp rules and live by our core values: Caring, Honesty, Respect, Responsibility, and Faith. It is our policy to use a three-step process when dealing with behavior challenges:

1. Verbal Warning 2. Behavior Agreement with his or her Counselor 3. Conference with a Camp Director

Severe behavioral incidents will result in a phone call home and may require bypassing the three-step process and moving directly to a conference with the Camp Director. **Any child being verbally abusive or "bullying" another camper may be sent home. Bullying is absolutely not tolerated.** Parents/Guardians of campers who are sent home must make arrangements for their child to be picked up within three hours of being contacted.

Campers sent home because of behavioral problems will NOT be entitled to any refund of fees.

Inclement Weather

➤ If it is raining, we proceed at camp as normal unless there are heavy downpours and/or thundering and lightening. At that time, a Camp Director will make a decision on how best to proceed following all emergency protocols per YMCA Camp Campbell Gard guidelines. (Policy/procedure dictates that we wait a ½ hour after each strike of lightening and/or thunder before resuming regularly scheduled camp activities).

Daily Lunch

➤ Campers will be served lunch in our dining hall. There is no need to send a sack lunch! *If your child has food allergies, please contact the camp office at 513-867-0600 or campoffice@gmvyymca.org PRIOR to your child's scheduled week of camp.

Packing for Hybrid Camp for Individuals with DD on a Daily Basis & (1) Overnight Experience	9:00 AM 9:15 AM 10:00 AM 11:15 AM 12:30 PM 1:15 PM 2:15 PM 3:30 PM 5:00 PM	Arrival/Check-In (Orientation and Games) Morning Kick Off at Chapel Activity 1 Activity 2 Lunch Siesta/Swimming Activity 3 Activity 4 Check-Out/Departure PHOTO ID, AUTHORIZED ON HEALTH INFORMATION FORM & SIGNATURE REQUIRED
Swimming Daily	Please have your child bring a Swimsuit and a Beach Towel daily (for Girls - 1 piece/Camp Appropriate). Our campers will have the opportunity to swim each afternoon (weather permitting). They swim for approximately an hour in our camp pool. Two certified lifeguards will be on duty as well as other supervising adults. On the first day of each week, the Aquatics Director will determine which campers, based on a swimming test, will be permitted in the deep end of the pool. They will be using colored wristbands. The wristbands must be on each day in order for your child to swim. Only the campers who pass the swim test will be permitted in the deep end and allowed to use the pool slides. If you would like your child to use a flotation device when swimming, please let us know on your Parent/Camper Confidential Information Form.	
What to Wear and/or Bring to Camp on a DAILY BASIS	Because we are operating an outdoor day camp, we will be utilizing the outdoors as much as possible. We suggest the following clothing/accessories to be brought in a Backpack on a DAILY basis: <ul style="list-style-type: none"> ✓ Tennis shoes with socks (sandals are acceptable for the pool ONLY) ✓ Shorts & a Shirt/Do not pack anything of value – clothing WILL get dirty and muddy and/or may be lost. ✓ Light jacket/Raincoat/Poncho (as necessary) ✓ Water Bottle / Sunscreen / Insect Repellent ✓ Swimsuit and a Beach Towel (for Girls 1 piece/Camp Appropriate) ✓ Long pants and hard-soled, heeled shoes for Horseback riding (you will be given a designated day) Please note that our Counselors will remind children to apply Sunscreen/Insect Repellent, but may only assist them if written permission has been given on the Health Information Form.	

What NOT to Bring	Please DO NOT bring cash, candy, food, gum, pets, fireworks, explosives, knives, weapons, cell phones , radios, CD players, MP3 players, electronic games, good jewelry, expensive or irreplaceable items, drugs, alcohol, or cigarettes. Campers who bring tobacco, alcohol, drugs, fireworks/explosives, or weapons will be immediately dismissed from camp without a refund. Other prohibited items will be sent home or held in the Camp Office until the end of the day.		
Search and Seizure Policy	For the safety of all campers, we reserve the right to search and seize any items that are illegal or prohibited at camp.		
PLEASE READ THE ENTIRE "BED BUG LETTER"	<p>Do not pack anything that you value – clothing WILL get dirty and muddy and/or may be lost.</p> <p>Packing Suggestions for the THURSDAY Overnight Experience</p> <p>Please label ALL items brought to camp in permanent marker with your Child's first AND last name.</p> <p>On Thursday morning, please plan to check-in at camp at the regularly scheduled time. Instead of picking up your child on Thursday afternoon, your child will have the opportunity to spend the night at camp with their counselors. Your child will stay Thursday night in an air-conditioned cabin with electricity & indoor bathroom facilities. Your child will receive Thursday lunch & dinner, Friday breakfast & lunch in the camp dining hall.</p>		
<p>Please plan to bring the items noted on the right</p> <p>⇒</p> <p>THURSDAY MORNING for the OVERNIGHT EXPERIENCE</p>	<input type="checkbox"/> Pillow <input type="checkbox"/> Sleeping Bag or 2 Blankets <input type="checkbox"/> Toiletries <input type="checkbox"/> Bath Towel and Wash Cloth <input type="checkbox"/> Beach Towel <input type="checkbox"/> Swim Suit (for Girls - 1 piece/Camp Appropriate) <input type="checkbox"/> Pajamas (Camp Appropriate)	<input type="checkbox"/> Underwear <input type="checkbox"/> Socks <input type="checkbox"/> Shirt <input type="checkbox"/> Pants <input type="checkbox"/> Insect Repellent (non-aerosol) <input type="checkbox"/> Prescription Medications (in their original containers, packages, etc.)	<input type="checkbox"/> Gym Shoes/Closed Toed Outdoor Shoes (2 old pairs total) <input type="checkbox"/> Sunscreen <input type="checkbox"/> Rain Gear or Poncho <input type="checkbox"/> Water Bottle <input type="checkbox"/> Sweatshirt or Jacket
What Your Child Will Get Out Of Camp	Camp presents a tremendous opportunity for children to widen horizons, make new and lasting friends, and discover new strengths. At the heart of camp is our mission of "building healthy spirit, mind, and body for all." We live out this mission through our values of Caring, Honesty, Respect, Responsibility, and Faith. United by our mission and values, our caring and nurturing camp staff will support your child in developing: (1) Self-Respect and Self-Confidence (2) Independence and Responsibility (3) Friendships and Social Skills (4) Teamwork and Community Living Skills		

Directions to YMCA Camp Campbell Gard 4803 Augspurger Rd., Hamilton OH 45011

If using GPS, please type in the following words only: Camp Campbell Gard

From Cincinnati (approximately 35 minutes)

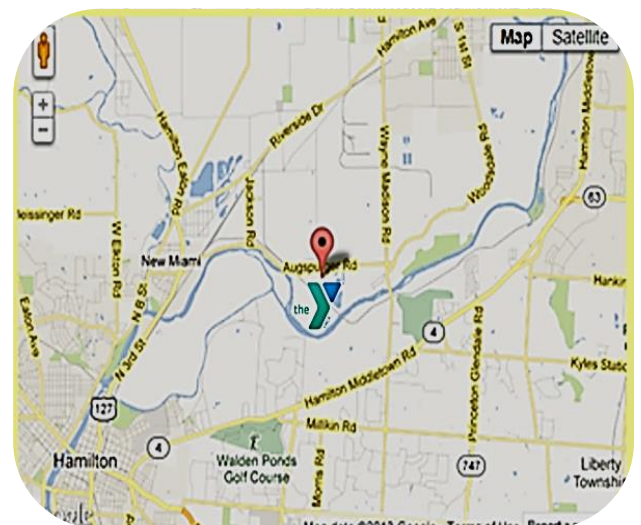
Take 75 N to OH - 129 W, Take OH - 129 W to OH - 747 N (right)
 Take OH - 747 N to OH - 4 S (left) Turn right on Liberty-Fairfield Rd.
 Turn left on Augspurger Rd., Turn left into camp (1 mile)

From Dayton (approximately 35 minutes)

Take 75 S to OH - 63 W (right), Continue onto OH - 4 S (left lane)
 Turn right on Liberty-Fairfield Rd., Turn left on Augspurger Rd.
 Turn left into camp (1 mile)

From Columbus (approximately 1 hour and 45 minutes)

Take 71 S to OH - 123 W (right), Continue onto OH - 63 W
 Continue onto OH - 4 S (left lane), Turn right on Liberty-Fairfield Rd.
 Turn left on Augspurger Rd., Turn left into camp (1 mile)



HONESTY · FAITH · CARING · RESPONSIBILITY · RESPECT

Thank you for allowing us to be a part of your Child's SUMMER ADVENTURE!

