

Camp Guy Robinson

Parent Handbook



2019 YMCA Summer Day Camps

Building Confident Kids & Constructing Community

About YMCA Day Camps

YMCA Day Camps are wonderful places for your child to experience fun, outdoor adventures in the summer! New and returning campers thrive during a week packed full of exciting, structured traditional and specialty activities. Campers participate in small, age-appropriate groups where they build self-esteem and learn new skills. Our experiences are built on the Y's Core values of caring, honesty, responsibility and respect.

Our goal is to give all kids the opportunity to discover who they are and what they can achieve. Day Camp is an enrichment program and the next step in youth development.

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This Document

This document undergoes occasional changes. You can always find the most up to date version at https://www.ymcamn.org/camps/daycampguyrobinson/forms_publications

Parent Information Night

Wednesday June 5, 6:00-8:00PM

Camp Guy Robinson

Lake George Regional Park

Is this one of your child's first experiences with YMCA day camps? Do you have questions about staff, medications, transportation, etc? Then, this night is for you! The camp director and staff will answer camp's most frequent questions and be available for any questions you have. A variety of activities will be open too!

Friday Family Fun Days

2:30pm, Camp Guy Robinson

You and your family are invited to Friday Family Fun Day, to watch your camper perform a skit/song in our variety show! Then, let your camper give you a camp tour of their favorite activities and meet their counselors. Performances will begin at 2:30pm at the Camp Guy Robinson amphitheater. Parents may start arriving at 2:15pm.

Letter from the Summer Camp Director

Thank you so much for choosing YMCA Camp Guy Robinson! Whether you have returning campers or are brand new to CGR, we have some fantastic new experiences awaiting your camper at day camp this year! You and your camper can look forward to a variety of specialty camps; age-progressive programming; and fun, traditional, all-camp activities that promote community and bring our campers together as a Camp Guy family!

Our positive, energetic, and caring staff are excited to meet your camper and see them build confidence in themselves as they explore the world around them. We can't wait to share these experiences together! Thanks, again, for choosing Camp Guy Robinson! We'll see you at camp! - Katie O'Toole

Contact Information

YMCA Customer Service Ctr. 612-230-9622 or visit online at www.ymcamn.org/contact.us. Contact them about registration, payments, financial assistance etc. Changes and/or cancellations must be completed in writing using the link above.

Katie O'Toole, Camp Director. 763-230-6529 Call her or email at katie.otoole@ymcamn.org if you have specific questions about programs, concerns about a camper, etc.

Branches – Call for general questions about camp or after camp hours in the summer.

Andover YMCA

Phone: 763-230-9622.
Address: 5200 Hanson Blvd
Andover, MN 55304

Emma B Howe Northtown YMCA

Phone: 763-230-9622.
Address: 5200 Hanson Blvd
Andover, MN 55304

Elk River YMCA

Phone: 763-230-9622.
Address: 5200 Hanson Blvd
Andover, MN 55304

Camp Guy Robinson

Program Hours: 9:00am - 4:00pm
Summer Office Hours: 7am-5pm
Cell Phone: 763-234-7054 (7am-5pm)
Office Phone: 763-230-6529

Email: GuyRobinson@ymcamn.org

Website: daycampguyrobinson.org

Address: 3100 217th Ave NW
Oak Grove, MN 55303



Registration and Forms

Registration

Registration can be completed online [here](#) or by downloading a registration form from the [Camp Guy Robinson website](#).

You will receive confirmation by email immediately if you register online or within 24 hours of your paper registration being processed.

The balance for your session is due one week prior to your child attending camp, unless you have a pre-approved payment plan established with the Customer Service Center.

Changes and Cancellations

Changes or cancellations must be made, in writing, by Monday, one week prior to your camper attending camp. Visit www.ymcamn.org/contact_us to write to customer service with your request.

There is a \$10 change fee to any changes made to registration, including camp/session changes, as well as transportation or before/after care changes.

Cancellations made less than one week prior to your session's first day will not be refunded.

The \$50 deposit is non-refundable.

Please note that camp does not offer refunds for injury, illness, weather or outdoor related ailments. We occasionally make exceptions for medical issues with a doctor's note, please contact us if that is the case.

Diversity & Inclusion

It is the YMCA of the Greater Twin Cities' vision to serve relentlessly with our community until all can thrive in each stage of life. At camp, we gladly welcome campers regardless of race, ability, creed, national origin and gender.

Please contact us if you have perspective on you camper that may help us better support your camper while they are at camp or complete our [Individual Camper Care Plan](#), found on our website.

Forms

All forms are available online under the '[forms and publications](#)' tab.

The [Medication Release Form](#) must be submitted if you are sending medications, prescription or non-prescription, with your camper to camp.

The [Camp Store Form](#) may be submitted if you would like your camper to be able to shop at the camp store.

The [Teen Release Waiver](#) is for campers in our teen programs, that are allowed to check themselves out from the bus.

The [Individual Camper Care Plan](#) is if you think there is anything important or specific your child's counselor should know about working with him/her. This includes, detailed allergy information, camper's fears/reservations, behavior concerns and tips etc.

Day Camp Member Discount

To receive the \$25 member discount, day campers must be part of an active family or dual membership at the time of registration and during their participation at Day Camp. **Day campers that are not members when they participate at camp will be charged the nonmember rate.** Youth and summer only memberships are excluded from the member discount.

Personal Pricing Plan

The Personal Pricing Plan is a needs-based scholarship fund. To apply for personal pricing, download an application at: ymcamn.org/summer. Enter the key words: Personal Pricing in the top right corner and follow instructions. Please submit application with, registration form to the Customer Service Center.



About Day Camp Guy Robinson

Transportation

Day Camp Guy Robinson provides free, supervised transportation to and from camp; you are responsible for signing your child in and out of the bus each day, with the bus captain.

In order to stay on schedule, busses cannot wait past their scheduled time. If you are late for pick up please call camp. If we do not hear from you, we will attempt to reach you by phone. If you are not reached, we will call persons listed as emergency contacts. Your camper will be transported to the designated Before/After care site. After 1 hour, the authorities will be called to ensure the safety of your child.

Pro Parent Bus Tip # 1

Bus schedules are subject to change weekly, due to enrollment. Usually time differs by only 5-10 minutes. Please be sure to check the website one week prior to know exact bus times.

Pro Parent Bus Tip #2

Many bus stops are at public locations. Allow yourself a few extra minutes to locate the pick up location on Monday Mornings.

Before/After Care

For your convenience, our before and after care provides your camper with extended, supervised activities prior to and following the end of the program day. There is an additional \$40 per week charge. You should register for this program at the same time as registering for camp. See locations listed on the following page.

Camp Drop Off and Pick Up

When registering, if you selected "No Bus Needed," you can drop and pick up directly at camp.

- Camp Drop Off is between 8:45-9:00am.
- Camp Pick Up is between 4:00-4:15pm.

Any Campers that are still at camp after 4:15pm, will be taken to PM Care at the main building.

Pick up—all locations

Safety of your child is our number one priority. Bus security procedures are in place for the safety of your family. It is not our intention to offend anyone when we question the person's right to pick up a child.

Campers can only be picked up by someone listed on their authorized to pick up list (emergency contacts) and carrying their photo ID.

If you need to add an authorized pick up or change a pick up location, camp needs that in writing. Please email camp about this addition.

Campers in our Teen Programs are allowed to walk home or check in to a YMCA (if they are a member) from a bus stop, *with your permission*. You must fill out, sign and return the [Child Release Waiver](#), found on our website.

2019 Camp Guy Robinson Bus Schedule

The times listed below are subject to change.

Check website 1 week prior to session for exact bus pick up/drop off times

TURTLE ROUTE

Emma B Howe YMCA Coon Rapids	7:45am/ 5:15pm
Oak Park Community Church, Blaine	8:05am/5:00pm
Horizons Church, Ham Lake	8:20am/4:40pm
Our Savior's Lutheran, East Bethel	8:35am/4:15pm

SQUIRREL ROUTE

Champlin-Brooklyn Park Academy	8:10am/4:55pm
Andover YMCA	8:40am/4:20pm

MOOSE ROUTE

Elk River YMCA	8:00am/5:00pm
Ramsey Elementary, Ramsey	8:30am/4:35pm
Cross of Hope Lutheran Church, Anoka	8:45am/4:15pm

****Please note, you are not able to register your child for a different morning and afternoon bus stop locations. Please contact camp if you need to make special arrangements.***



Life at Camp

Our Camp Community

YMCA Programs are about learning skills, developing character and making friends. But few environments are as special as camp, where kids become a community as they learn both how to be more independent and how to contribute to a group as they engage in camp activities.

Camp Groups. Campers are assigned to camp groups based on age and program choice (i.e. Specialty/Traditional Camp). Counselors will lead the camp group of 12 campers through a rotation of scheduled camp activities.

In addition to the group rotations, camp often gives campers the opportunity to interact with some of the other groups through large group, all camp, or camper's choice activities.

Pro Parent Tip

Check your camper's backpack for information handouts and schedules on Monday on what your camper's week will look like.

Camper Buddies. Campers will have an option to be placed in a group with friends, if they are close in age, in the same program and the request is made in advance. If the request was not made on the registration form, there is no guarantee that your camper will be placed with a buddy. Children make many new friends at camp in addition to enjoying their old ones. We limit the number of friends in the same group to help ensure that every camper has the opportunity to make new friends.

Camp Staff. Each staff member goes through an extensive hiring process including criminal history background & national sex offender check, reference checks, and interview.

They receive over 40 hours of training in camp program areas, relating to children, health and safety skills, and are First Aid and CPR certified.

Camp staff members are committed to being positive role models for campers.

Camp Store

Store order forms may be filled out and turned in with payment to your camper's counselor. Make any checks payable to: **YMCA**.

Items will also be available during our camp Family Program.

Pro Parent Tip

If your camper has an allergy, camp will work hard to provide a cookout option that works for the whole group. Please contact camp if you would like to discuss this further.

Lost and Found

We display our lost and found as we accumulate it for campers to see and parents to peruse on pick-up day. If you return home and realize you have left something give us a call and we'll try to find it. Camp will hold on to lost and found items for 2 weeks. After two weeks, items will be donated to a local charity.

Please assist us with Lost & Found by labeling everything with your camper's full name. Valuables and meaningful items should be left at home. YMCA Day Camps are not responsible for any lost, stolen, or damaged items.

Communication

While your camper is at camp, all communication should be directed to the Day Camp office. We encourage campers to learn independence while at camp; communicating with your camper through the office staff is strongly encouraged. If you have an emergency please call 763-234-7054 or email Katie.otoole@ymcamn.org, and a lead staff member will address your situation as necessary. Most of our weekly communication is done through counselor notes, that will be sent home in your camper's backpack.

Life at Camp

Camp Activities

Campers will experience a variety of activities during their camp experience. Our camp staff aim to encourage campers' creativity, skill development, understanding of the world around them. Often times, during these creative learning experiences in a camp setting, campers are exposed to the natural elements of camp. They will experience dirt, mud, bugs, plants, and various types of weather—but camp will go on. Our staff are trained to recognize and avoid unsafe situations. However, if your child has a specific reaction (*allergies, fears, etc*) to any camp elements; be sure to indicate this in their health information. Also if necessary, to help us work with your camper, please fill out the Camper Individual Care Plan, found on our website.

Pro Parent Tip

If your child is especially prone to mosquito bites, be sure to send long layers (long sleeve shirts/pants) to help prevent future discomfort.

Campers registered for Specialty Camps will spend a portion of each day in their specialty area—weather permitting. If weather makes it unsafe to run a specialty activity, camp staff will lead alternative programming. In addition, they will do their best to make up activity time lost later in the week *if the schedule allows*.

Water Activities

All swimming and watercraft activities are supervised by Certified Lifeguards.

Personal Flotation Devices are worn by campers and staff at all times during boating/watercraft activities, and are provided by camp.

Each camper's swim ability will be tested on their first day of swimming. Campers may be required to wear life jacket depending on their swimming abilities. Wee Bees always wear life jackets during swim time. Campers are not required to swim.

Camper Behavior

Caring, honesty, respect and responsibility are the YMCA's core values and the foundation of our behavior guidelines.

Camp's general behavior rules:

- Campers take **responsibility** for their actions
- Campers **respect** themselves, one another, the environment and camp equipment
- Campers should be **honest** with one another and their counselors
- Campers should **care** for themselves and one another.

Camp Staff are trained to encourage positive behavior and redirect misbehavior. We make every attempt to work with children to teach appropriate behavior. Parents will be notified if consistent behavior problems occur.

Unacceptable Camper Behaviors

- Fighting & Bullying
- Refusing to follow behavior guidelines & rules
- Use of profanity, vulgarity or obscenity
- Stealing or damaging personal or camp property
- Refusal to participate in activities or cooperate with staff
- Leaving the program area, without permission

****We reserve the right to send a camper home, without a refund, if consistent misbehavior affects the experience of other campers and/or camp programming.***



What to Bring

Traditional Camp/Wee Bees

Dress your child for a day of outdoor fun. Please do not send your child's best clothing/shoes, as camp activities are outside and rugged. **All items should be clearly labeled with your child's full name.** This will assist us with claiming lost and found. Camp Guy Robinson is not responsible for lost, stolen or damaged items. Valuables and meaningful items should be left at home.

Bring

- Lunch and 2 snacks (AM & PM) *See our *Healthy Suggestions* list for ideas of what to pack
- Layers appropriate for the weather of the day
- Swimsuit & towel
- Re-fillable water bottle
- Insect repellent and sunscreen*
- Backpack/Bag (labeled)—to tote all items

Cookouts

All campers will be a part of our camp cookout. Campers are asked to contribute an item to share for the cookout on their group's designated day.

A note with information on what item to bring will be sent home the first day of camp.

Pro Parent Tip

If your camper has an allergy, camp will work hard to provide a cookout option that works for the whole group. Please contact camp if you would like to discuss this further.

YMCA Food Philosophy

"We believe that proper nourishment helps our body and mind develop to its full potential and allows us to perform and feel our best and help us thrive."

Healthy eating, nutrition education and physical activity are all top priorities for the YMCA. Within our Day Camp programming, we strive to reinforce healthy habits and intentionally integrate these wellness priorities while kids are in our care.

Please check out our [healthy suggestions list on the next page](#) for ideas of healthy options to pack for lunch and snack.

Pro Parent Packing Tip # 1

Please apply sunscreen and bug spray before your child comes to camp.

Pro Parent Packing Tip # 2

*Send **spray** sunscreen if your child will need help re-applying throughout the day.*

Pro Parent Packing Tip #3

Don't feel the need to go buy lots of new things if you already have gear that will do. With very few exceptions, high-end gear doesn't improve your camp experience.

Specialty Camps

Please bring the items on the Traditional Camp packing list. The following are additional items specific to the specialty program.

Water Camps (*Synch & Swim, Canoe/Kayak, Paddleboard, Water Adventure, Lifeguard Leadership*)

- Bring swimsuit and towel each day
- Extra shorts/pants if boating

Fishing Camp and Fish, Frogs & Forts

- Poles, bait and life jackets are provided by camp
- Campers may bring a personal fishing pole and tackle box to be left a camp until Friday. **Please remove all hooks for bus ride.**

Do Not Bring

- Electronic Equipment, cell phones, iPods/mp3 players, cards/games, personal sports equipment *except when requested for specialty camp*
- Firearms, pocket knives or weapons
- Alcohol or drugs
- Unregistered friends/family



Helpful Ideas for Healthful Snacking

Use this list of suggestions to make up your own healthy snacks. Hang it on the fridge to help you to put together fun and nutritious snacks. Choose at least one fruit or vegetable and one grain or protein.

FRUITS!

- ⇒ Canned fruits in light syrup
- ⇒ Applesauce/Apples
- ⇒ Grapes & Berries
- ⇒ Bananas
- ⇒ Cherries
- ⇒ Pears & Plums
- ⇒ Tangerines/Clementines
- ⇒ Oranges/Mandarin Oranges
- ⇒ Apricots
- ⇒ Pineapple
- ⇒ Mangoes (try them frozen!)
- ⇒ Avocados
- ⇒ Melon Chunks (all kinds!)
- ⇒ Dried Apple rings, aprcots, raisins, berries, (no added sugar)

Avoid: fruit snacks, fruit leather, roll-us, fruit chews, or other artificial "fruit"

GRAINS!

- ⇒ Dry Cereal (whole grain, high fiber)
- ⇒ Whole-wheat crackers
- ⇒ Whole-wheat graham crackers
- ⇒ Oatmeal
- ⇒ Whole-wheat couscous or quinoa
- ⇒ Soba noodles or whole-wheat pasta
- ⇒ Granola or trail mix (keep portions small)
- ⇒ Oat bran mini muffins
- ⇒ 100% whole-wheat English muffins
- ⇒ 100% whole wheat tortillas
- ⇒ Popcorn
- ⇒ Whole grain pita chips
- ⇒ Whole grain toaster waffles

Avoid trans fats: anything with "partially hydrogenated oil" in the ingredient list

VEGGIES!

- ⇒ Raw broccoli or cauliflower
- ⇒ Cucumber Slices
- ⇒ Carrot coins or sticks
- ⇒ Sugar snap peas
- ⇒ Green peas
- ⇒ Corn
- ⇒ Green or yellow string beans
- ⇒ Lettuce leaf wraps
- ⇒ Jicama sticks
- ⇒ Sweet potatoes
- ⇒ Okra
- ⇒ Zucchini & Yellow squash spears

Avoid French fries and fried vegetables

PROTEIN!

- ⇒ Cheese
- ⇒ Hard boiled eggs
- ⇒ Yogurt
- ⇒ Canned tuna
- ⇒ Canned Chicken
- ⇒ Hummus
- ⇒ Cottage Cheese
- ⇒ Beans (black, kidney, garbanzo)
- ⇒ Soymilk
- ⇒ Peanut butter and other nut butters
- ⇒ Nuts: almonds, walnuts, cashews, peanuts (keep portions small)
- ⇒ Seeds: sunflower, pumpkin

For more on building a healthy home, visit www.ymca.net/healthy-family-home



Health & Safety

Inclement Weather. Camp is held rain or shine. Please make sure your camper dresses for the weather, with appropriate rain gear. On rainy days, many time fun filled activities are held inside our rain shelters. Your child may return home wet and muddy!

In extreme heat situations, certain activities may be cancelled to keep campers safe. Campers will be encouraged to drink more water, will play more water games and enjoy activities in the shade.

In the case of severe weather, campers will be taken directly to the Tornado Shelter. The camp director will notify the YMCA as soon as possible about camper safety and any bussing delays. Updates will also be posted on our Facebook page and by email and text, when available.

Illness Procedures & Guidelines. For the health & safety of all campers, please do not send your child to camp if they are ill. If your child is ill and must miss camp, please notify camp by phone or email. Camps only provide a refund for sick days, with a doctor's note.

If your camper contracts a communicable disease, parents must notify the Camp Director as soon as possible. The camp director will inform other participants in writing about the communicable disease. Please follow the below guidelines before sending your camper back to camp:

- Fever over 100F: please keep your camper home until he/she is fever free without fever reducing medication for 24 hours
- Influenza like illness: Keep your camper home until fever free for 24 hours, without medication.
- Vomiting or Diarrhea: please keep camper home for 24 hours after last episode of vomiting or diarrhea.
- Bacterial Pink-Eye/Conjunctivitis: please keep camper home until he/she has been on antibiotics for 24 hours or until doctor has determined they are no longer contagious. This includes no more mattering or drainage from the eyes.
- Strep Throat: please keep camper home until he/she has been on antibiotics for 24 hours and is feeling well.
- Possible Impetigo/Other Rash: keep camper home until doctor determines whether or not rash is contagious. If treatment is started, student should be on medication 24 hours before returning.
- Head Lice: Keep camper home until first completed treatment and no lice and/or nits are visible.

Pro Parent Tip

Don't be alarmed if you get a call from camp. We like to get parent input on even minor health, homesickness, and behavioral issues.

Injury & Illness at Camp. Campers are well looked after. All camp staff are First Aid & CPR certified.

We will treat bumps, bruises, and scrapes. For an injury that requires more attention than our staff are trained to do, Y Staff will:

- Call 911, perform immediate first aid and contact you or emergency contacts, if you cannot be reached.
- If emergency transport is required, a staff member will accompany the child to the hospital and remain until the parent/guardian arrives.

In the case of illness, parents or emergency contacts are called to make arrangements for treatment or pick-up. If your child is ill and must miss camp, please notify camp by phone or email.

Medications. Medication will be turned into the director upon arrival. Medication must be in the original container and marked clearly with dosage, frequency and camper's name. This includes over-the-counter drugs. Please only send medication that will be needed for your child's week at camp. Additionally, a [Medication Release Form](#) will need to be completed upon arrival and turned in with medications. The form can be found on our website.

Child Protection Policy. Your child's safety is our top priority. If you witness or feel that your child is in danger of any type of verbal, physical, sexual or emotional abuse, please report it to our Human Resource Department at 612-465-0551. Parents may observe the program at any time.

Risks at Camp. YMCA Day Camps are members of the American Camp Association, meaning we are rigorously held accountable on over 300 standards regarding health & wellness, transportation safety, aquatic and program safety and more. These standards guide us to use the best practices regarding camper safety & behavior, staff training and much more.

Nonetheless, like all other experiences, camp is not risk-free. Please refer to our waiver on our website if you would like to review our indemnification policies.