



YMCA Day Camp Kumalya

2019 Parent Handbook

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.

Contents

Registration and Forms	3
Transportation Information	4
Life at Camp	6
What to Bring	8
Health & Safety	9

This Document

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

Parent Information Night

Tuesday June 4, 5-7 p.m.

Lake Elmo Park Reserve—South Pavilion

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. This is also a great time to stop by the park office and grab your park pass!

Letter from the Summer Camp Director

Hello! I am so excited to be here at Camp Kumalya and cannot wait for the summer to start! Camping has a really special place in my heart and I cannot wait to share what I like to call "camp magic" with all our families. Camp magic is that little something you had in you that you didn't know about from being able to conquer a fear, to self-discovery, or even just allowing yourself to open up and be goofy! I can't wait to meet you all this summer, please feel free to contact me if you have any questions. See you soon!

Nick Duchow

Contact Information

YMCA Customer Service Center. 612-230-9622 or visit online at [www.ymcamn.org/contact us](http://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.

Nick Duchow, Camp Director. 651-435-6725. Call him if you have specific questions about programs, concerns about a camper, etc. During the summer, please call him at the Summer on site phone listed below.

Branch— Woodbury YMCA. 651-731-9507. Call for general questions about camp or after camp hours in the summer.

Address: 2175 Radio Drive, Woodbury, MN

Day Camp Kumalya

Summer on site phone: 612-806-3080

Email: nick.duchow@ymcamn.org

Website: www.daycampkumalya.org

Facebook: YMCA Day Camp Kumalya

Address: 1515 Keats Avenue North

Lake Elmo, MN 55042



Registration and Forms

Registration

Registration can be completed online at www.daycampkumalya.org or by downloading a registration form from https://www.ymcamn.org/camps/day_camp_kumalya/forms_publications

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 out 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 at www.ymcamn.org/camps/day_camp_kumalya/forms_publications

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 [Child 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. Day Camp scholarships can be applied toward a maximum of two weeks per child. 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 Kumalya

Transportation

Day Camp Kumalya 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. See page 5 for specific bus stop locations and schedule.

You may also drop your child off at camp between 9:00-9:15am daily.*

Before/After Care

Pro Parent Tip

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

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 \$35 per week charge. You should register for this program at the same time as registering for camp.

Day Camp Kumalya*

Lake Elmo Park Reserve—South Pavilion

1515 Keats Avenue North

Lake Elmo, MN 55042

7:00-9:00 am

3:30-6:00 pm

*Washington County Park Pass required to enter Lake Elmo Park Reserve. See page 5 for details.

Directions

FROM THE WEST & SOUTH

Merge onto I-94 E

Take exit 251 for County Hwy 19/Keats Ave/Woodbury Dr.

Turn left at Keats Ave N. Go straight into Lake Elmo Park Reserve -1515 Keats Ave N

FROM THE EAST

I-94 W

Take exit 251 for County Hwy 19/Woodbury Dr/Keats Ave.

Turn right at Keats Ave N. Go straight into Lake Elmo Park Reserve -1515 Keats Ave N

FROM THE NORTH

County Rd 5/Stillwater Blvd N

Turn South on Manning Avenue

Turn right on 10th Street North.

Turn right on Keats Ave N into Lake Elmo Park Reserve - 1515 Keats Ave N

Pick-up

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 give a hand written note to the bus captain at the beginning of the week or email camp this addition.

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

In order to stay on schedule, busses cannot wait pass 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 closest Before/After care site. After 1 hour, the authorities will be called to ensure the safety of your child.



YMCA DAY CAMP KUMALYA 2017 BUS SCHEDULE

OAKDALE

PICK-UP / DROP-OFF

Holy Cross Lutheran Church 6355 10 th Street N Oakdale, MN 55128	8:40 a.m. / 3:45 p.m.
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WOODBURY

Woodbury YMCA 2175 Radio Drive Woodbury, MN 55125	8:10 a.m. / 4:10 p.m.
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COTTAGE GROVE

Rose of Sharon Lutheran Church 6875 Jamaica Ave S. Cottage Grove, MN 55016	7:50 a.m. / 4:35 p.m.
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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.

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 at 9:00 am, Camp Pick Up is at 3:30 pm.

Park Pass Required

Washington County Park Permits are required for **all** vehicles entering the park. They can be purchased online when you register, or at the park office. If the park office is not open, permits can be purchased by depositing the permit fee into the envelope and payment box located just past the park office building.

First Annual Permit: \$30

Second Annual Permit: \$20 (for same household—must be purchased at same time as first permit)

Anyone entering the park to drop off/pick up your camper must purchase a Park Pass for their vehicle.



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 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.

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.

Cookouts

Each group will have a 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.

Lost and Found

We display our lost and found as we accumulate it for campers to see and parents to pick-up day at check in, check out, and family fun day. If you return home and realize you have left something give us a call and we'll try to find it. Items left at the end of the camp week, will be held for two 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 612-806-3080 or email nick.duchow@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 Kumalya 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*)
- 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

Pro Parent Tip

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

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

Specialty Camps

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

Pro Parent Tip

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.

Horse Camps

- Sturdy closed-toe riding shoes (boots with a heel are recommended)
- Loose fitting long pants—avoid capri pants, *no shorts for riding.*
- Bring shorts for time spent at camp if weather is appropriate
- **Note: Safety helmet—HAS-approved helmets are provided by camp**

Learn to Swim Camps

- Bring swimsuit and towel each day

Fishing Camp

- Poles, bait and life jackets 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.**

Climbing Camps

- Closed toe shoes

Archery Camps

- Equipment is provided by camp. If a camper would like to bring their own bow, please contact the Camp Director

Bike Camp

- Campers must bring their own bike & helmet (**will be stored & locked at camp M—F**)
- Buses will have trailers for transportation



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

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.