



FRIENDS FUN ADVENTURE

YMCA Summer Camp
PARENT HANDBOOK

2023



TAMPA METROPOLITAN AREA YMCA
tampaymca.org

WELCOME!

Dear Parent / Guardian,

On behalf of our entire team, I am thrilled to welcome you and your camper to Summer Camp 2023! Following another record-breaking summer in 2022 where we successfully and safely served over 20,000 campers here in Tampa, we are excited to provide a great program for you this summer!

As an American Camp Association accredited camp, we are excited to offer the highest quality summer camp program meeting over 300 "standards of operation" within each of our camps. As the founder of organized summer camp, the Y remains the nation's largest provider of summer programs and this accreditation ensures we continue to provide an excellent experience for our campers and families.

We are so excited about having your family with us this summer! We are enhancing our camp experiences with new and exciting adventures and diversifying some of our camp offerings for you.

Please take a few moments to review this Camp Handbook, which outlines our policies and procedures. Many of the commonly asked questions about camp are answered here. This handbook and all forms are also available at www.tampaymca.org/letscamp. Most other camp-related communications will be via email and sent to the email address you provided at registration. On Facebook, please "Like" the Y center that your child is attending, as some of our regular updates, pictures and communication about Y Camp are included there as well. Many of our camps will also have online photo pages for you to see your campers experience while attending camp.

The Y is committed to each child's personal growth in spirit, mind and body. One way in which we achieve this goal is by infusing the character values of caring, honesty, respect and responsibility into our daily camp activities as well as opening and closing ceremonies each day.

Y Camp will give your camper an experience that can last a lifetime. Their experience is based on seven objectives that characterize all Y programs:

- » To grow personally
- » To learn 4 core values: Caring, Honesty, Respect and Responsibility
- » To improve personal and family relationships
- » To appreciate diversity
- » To become better leaders and supporters
- » To develop specific skills and encourage learning
- » AND to have LOTS of FUN!

As your partner in developing youth, please share with us any information that will help make your experience the best one possible.

Looking forward to an amazing summer!



Bart Cape
Vice President of Operations
bart.cape@tampaymca.org

CAMPER CODE

It is the goal of the Tampa YMCA to provide a healthy, safe, and secure environment for all participants. The Tampa YMCA teaches the core values of caring, honesty, respect, and responsibility. Campers who attend the program are expected to follow the behavior guidelines and to interact appropriately in a group setting.

1. We will CARE for ourselves and those around us

- I will keep my hands to myself and use nice words at all times
- I will take care of all belongings sent from home and check the lost and found if I think I've lost something
- I will reapply sunscreen frequently, wear closed-toe shoes, and will wear my hat when I am outside

3. We are RESPONSIBLE for our actions

- If I make a mess, I will clean it up
- I will only touch what belongs to me
- If I break a rule, I understand that I need to accept the consequences

2. We will RESPECT each other, our leaders and the environment

- I will abide by the boundaries set by my leader
- I will leave the environment the way I found it
- I will listen to my friends and be kind
- I will stay within the leader's sight unless given explicit permission
- I will listen to my leader

4. We will be HONEST with others

- I will ask my leader to explain any rules I do not understand
- I will tell the truth to my leaders and friends
- If I am upset, I will let someone know

Our Mission

To put Judeo-Christian principles into practice through programs that build healthy spirit, mind and body for all.

Our Values

Our programs and services are infused with our four positive character values: Caring, Honesty, Respect and Responsibility. We are committed to challenging our members, staff and volunteers to demonstrate these values.

Our Commitment

The Y is committed to providing family-oriented, affordable, high quality programs that lead to: every child and youth deepening positive values, their commitment to service and their motivation to learn every family building stronger bonds, achieving greater work/life balance and becoming more engaged with their community an enhanced quality of life in the communities in which we operate.

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YMCA CAMP CRISTINA TRANSPORTATION POLICY



American Camp Association (ACA) Accreditation

We are proud to announce that the Tampa YMCA has received **ACA-Accredited® Camp status!** This means the Tampa Y camps underwent a thorough review of our operation by the American Camp Association (ACA) — from staff qualifications and training to emergency management — and complied with the highest standards in the industry. The ACA's nationally recognized standards program focuses primarily on the program quality, health and safety aspects of a camp's operation. This accreditation means the 12 Tampa YMCA camps are part of only 58 total ACA-Accredited day camps in Florida.



Visit www.tampaymca.org/LETSCAMP for more details

Y Camp Objectives

- To grow personally
- To learn 4 core values: Caring, Honesty, Respect and Responsibility
- To improve personal and family relationships
- To appreciate diversity
- To become better leaders and supporters
- To develop specific skills and encourage learning
- AND to have LOTS of FUN!

Camp Hours

Y Camp sites open at 7:00am and close at 6:00pm (6:30pm at Bob Sierra YFC and Northwest YMCA). Please be sure to select the program that best suits your camp needs as well as your camper's interests. Extended care is included for all camp programs at no additional charge.

Full Day Program Hours

9:00am – 4:00pm	Y Camp Programming
7:00am – 9:00am	FREE Morning Extended Care
4:00pm – 6:00pm	FREE Afternoon Extended Care

YMCA Camp Cristina

Transportation is available from the following YMCA Family Centers for an additional fee of \$35 per child for each week of camp:

- South Tampa Family YMCA
- New Tampa Family YMCA

Bus registration closes on the Tuesday prior to the week of camp you are attending.

Volunteer at the Y

As a cause-driven charity, The Tampa YMCA relies heavily on the support of volunteers to help coach sports teams, plan events, raise funds and handle hundreds of other key responsibilities.

- Our volunteer opportunities include:
- Coaching a youth or adult sports team
- Staffing a center for member party or community party
- Raising funds for the Annual Campaign
- Serving on a special event planning committee
- Participating in a community outreach project
- Assisting with administrative work at a YMCA office

For more information about volunteering at the Y, contact volunteer@tampaymca.org.



GENERAL INFORMATION

Group Assignments and Ratios

Campers are grouped according to age and grade for each week of attendance. Please be aware that camp groups and counselors can change from week to week due to a number of reasons including counselor vacations, the number of campers enrolled or a special activity happening that week. While your camper may not be grouped with the same counselor or the same campers each week, there are ample opportunities to see friends and siblings during large group games and extended care hours. Each week, camp groups will play get-to-know-you games so that every child has a chance to make new friends. Switching camp groups may be unavailable; however specific written requests, submitted to the camp director on Monday of the camp week, may be considered. Friends wishing to be in the same group must also make written requests (from both parties). Every consideration will be made to accommodate the request, but we cannot guarantee the request and can adjust/change at any time.

We will attempt to accommodate “special requests” but they are not guaranteed. We will not put campers together in groups if their age is more than 24 months apart. If special age groupings are requested and the Y is able to accommodate, this will be done by the older of the campers joining the groups of the younger campers.

The YMCA will not accommodate any special requests that disrupt the harmony of the age groups. Decisions are made at the sole discretion of the YMCA leadership and may be changed at any time deemed necessary.

Tampa YMCA Financial Assistance

The Tampa Y offers a financial assistance program called **YMCA Open Doors**. Thanks to charitable contributions, YMCA Open Doors is a sliding fee scale designed to fit each individual’s financial situation. YMCA Open Doors can be applied to membership and programs like summer camp and youth sports. Everyone who qualifies will receive assistance to the greatest extent possible based on the availability of funds.



Meals

During Sessions 1-8 of the summer, Mondays through Thursdays, we are blessed to be recipients of the Hillsborough County and Pasco County Schools Summer Feeding Program for our campers. A basic breakfast and lunch will be provided for all campers if desired during these days/weeks. This partnership allows our families the opportunity to have these meals provided at no additional cost to you. The summer menu will be sent out by each Camp Director prior to the summer via email and will also be available at our Summer Camp Information Station at tampaymca.org/letscamp. ***Campers may still bring their own lunch for dietary needs or preference.**

****Sessions 9 & 10: July 24th–August 4th, and all Fridays of camp, this service is not provided by our partners so each family will need to provide lunch (and breakfast before arriving at camp) for their campers during these days/weeks.**

All lunch boxes and containers should be labeled with your child’s name. We highly recommend an insulated soft sided cooler or hard plastic cooler. Paper or plastic bags will not keep food cool (even food that does not spoil easily). Pack lunches the night before and chill all items. Freezer packs help keep all previously chilled items cooler throughout the day. Frozen juice boxes or pouches pull double duty as freezer packs and become cool slushy drinks. Fruits and veggies provide great nutrition and cool hydrating treats.

Camper Dress Code

Campers should dress in cool, comfortable play clothing that can get dirty. Campers must wear closed toe and closed back shoes at camp. It is recommended for the health of your camper's feet that they wear socks. Flip-flops or sandals may only be worn during swim time. During swim time and water activities, we recommend campers wear a 1-piece bathing suit (females) or swim shorts (males).

Not Permitted: Cut-off jeans as swimsuits, inappropriate bathing suits, clothing with foul language or images, dangle jewelry, undershirts as clothing, heelys/roller shoes, flip-flops or sandals (except during swim time) are not permitted at camp. Campers without the proper attire will not be accepted into camp as they cannot participate safely in camp programs.

*The YMCA reserves the right to ask any camper to put on appropriate attire or they may not be allowed to participate in activities.

What To Bring To Day Camp

Please make sure your camper brings the following items to camp each day. Our days are full of outdoor adventures and campers and their items may get dirty. Be sure everything is labeled with camper's full first and last name. The Tampa Metropolitan Area YMCA is not responsible for lost or stolen items.

- **Backpack** – To store camper's items including lunch, water bottle, water play gear, rain gear and extra clothes.
- **Lunch and Snacks** – A non-perishable lunch and drink should be packed every day unless your camper plans to enjoy the provided breakfast and lunch. Camp does not provide microwaves or refrigeration.
- **Reusable Water Bottle** – Water fountains or water coolers are available throughout camp to refill water bottles. All water bottles should be labeled with your camper's full first and last name. Go green and use a reusable bottle.
- **Swim Gear** – Swimsuit and towel for water activities. Old shoes for outdoor water play.
- **Shoes and Socks** – Closed-toed shoes with a closed back (such as tennis shoes) are required every day. Campers without proper foot attire will not be accepted into camp, as they cannot safely participate in camp activities.

- **Extra Clothes** – Dress your child in cool, comfortable play clothes that can get dirty. An extra set of clothing is recommended, especially for younger campers. Also a hat for sun or rain protection.
- **Sunscreen and Bug Spray** – Please review sunscreen practices on page 13 for more info.
- **For Horseback Camp** – Campers must wear long pants and closed shoes. Please also bring a change of clothes for the rest of the day.

What To Leave At Home

The following items are not permitted at camp. Campers should not bring any item to camp that would cause their feelings to be hurt if it was lost, broken or stolen. Any prohibited items that are brought to camp will be stored in the camper's backpack for the remainder of the day with their belongings. The Tampa Metropolitan Area YMCA is not responsible for lost or stolen items.

- Toys or games including trading cards (magic cards, baseball cards, Pokémon cards)
- Electronics of any kind (cell phones, iPads/tablets, iPods/mp3 players, eReaders, Nintendo, gaming devices, etc.)
- Cut-off jeans as swimsuits, short shorts, clothing with foul language or undershirts worn as clothing
- Jewelry
- Animals
- Fireworks
- Weapons or anything that looks like a weapon
- Alcohol, drugs, or other related paraphernalia
- Personal sports equipment
- Sandals, Crocs and flip-flops are not allowed unless on the pool deck

Camp Add-Ons

Each center will have location appropriate "add-on" program options. These add-ons could include things such as swim (lessons and/or open swim time), high ropes, gymnastics, sports, education corner and others.

GENERAL INFORMATION (continued)

General Camp Activities

Campers will participate in different fun-filled stations centered around Y Camp curriculum that is geared towards developing the full body, mind and spirit of each camper. Campers will have an opportunity to access their creative side by completing art projects, discovering the love of learning with science projects, discussing topics important to the group, promoting a healthy & active lifestyle through field games, sports, and other fun camp activities. Activities vary by location. Please contact the Camp Director at your center if you have additional questions concerning camp activities.

Progression of Learning

Y Camp focuses on enriching each camper's experience by helping recognize their talents, make lifelong friends, learn new skills, and understand the importance of living a healthy, active life. As campers grow and progress through the Y Camp program, they explore new aspects of camp.

Extended Care

During extended care, a selection of primarily low-key, supervised activities are provided allowing campers to engage in games, free play and reading; either in small groups or individually. Extended care provides opportunities for campers of different age groups to interact in activities together, allowing for friends and siblings to see each other.

Opening/Closing Ceremonies

Every day at the opening and closing of the camp program, campers gather for a short camp song/cheer, a brief talk about the day, the character value for the day, stretch time, skits performances, reminders of a few rules/regulations, and any special announcements.



Swim Activities

Each camper will have the opportunity to swim each day. Other water activities may be available during the summer at specific locations. Activities vary by location; please check the weekly camp newsletter for your camp location's water activity plan. Please pack a bathing suit and towel for your child every day. Please label all personal items with your camper's full first and last name.

Swimming

All campers have the opportunity to swim daily. Swimmers under the age of 14 are required to take a swim test. Tampa YMCA summer camps will provide time blocks leading up to each week of camp to allow campers to take the swim test prior to their first day of camp.

Campers 7 years and younger will take the swim test each week they participate in camp. Their swim test will be documented each week of camp they attend. Campers 8 years and older will take the swim test on their first day of camp if they did not attend a pre-camp swim test option. Their swim test information will be documented and may be used for the remainder of the summer.

Swim Camp and Swim Team campers will have to pass the swim test at minimum 2 weeks prior to their week of camp.

*Please contact your local center for details on swim test availability.

Any camper who is unable to pass the swim test must stay in defined areas within each pool. Those campers who are not able to stand and have water below their armpits in the specific pool will wear a Coast Guard approved/Y provided flotation device. All campers will be supervised by Y Camp Counselors and certified lifeguards at all times while swimming. Counselors are stationed in the water and on the pool deck while campers are swimming.

All campers are required to go to the pool with their group during assigned swim times unless a parent/guardian makes other arrangements with the Camp Director. Campers who choose not to swim will be required to remain with their group in the pool area to assure their safety until their group finishes swimming.

Contacting Camp

Contacting Camp Prior to the Start of Summer

Welcome Center Representatives in each Y Center are able to assist you in answering general camp inquiries and registration/billing information questions. You can also contact the center Camp Director at each of our YMCAs.

Contacting Camp During Camp Season (June – August)

During the camp season, please contact your camper's site directly for the most up-to-date information.

Camp Help email

Have a question regarding your YMCA summer camp registration? Email our Camp Helpdesk at camphelp@tampaymca.org, and we will get back to you with an answer within 48 hours. For general questions regarding the YMCA summer camp experience, please reach out to your preferred location.

Communications From Camp

Weekly Newsletters

Each camp site creates and sends a parent newsletter in the weekend prior to your registered camp week. Newsletters are posted onsite in the parent information area and emailed to the email address associated with the primary adult on your online Y Account.

Email Communications

Y Camp's primary means of communication is through the email address you provided during online registration. Please be sure to check your email on a regular basis and add the Y (@tampaymca.org) to the preferred email address list to prevent our emails ending up in your spam folder.

Social Media

Y Camps are included in our YMCA center Facebook and Instagram pages. Follow your camper's YMCA social media page to share in the fun!

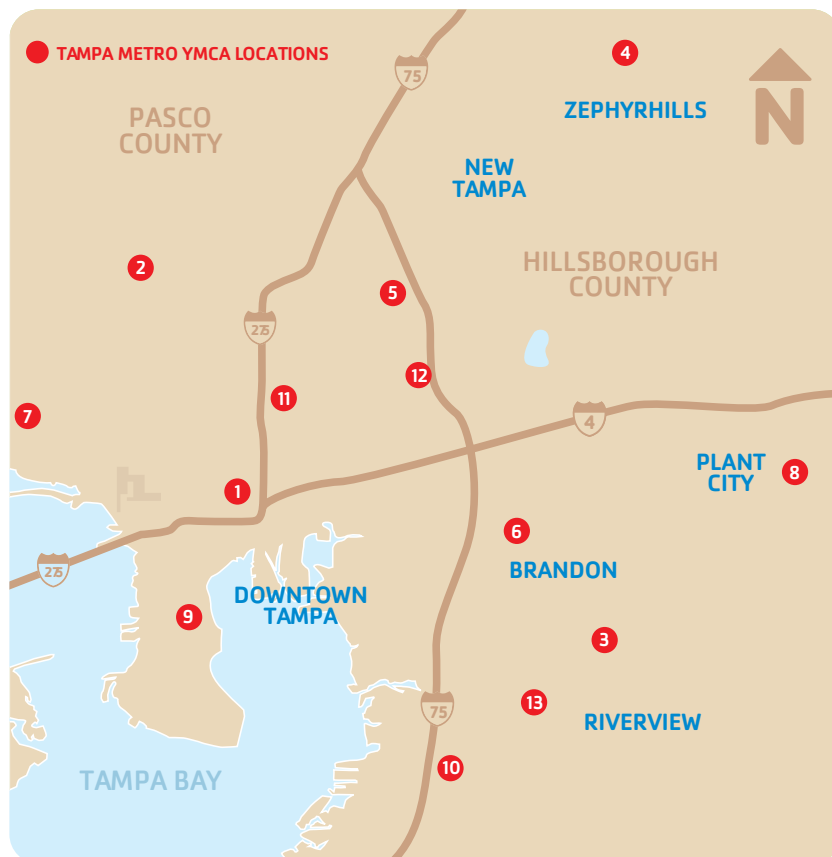
Parent Information Area

Every camp site has an area especially designed for parents, generally located near the camp office or parent sign-out area. There you will find information on activity schedules, weekly newsletter, calendar of events, permission slips, and messages that are important to you and your camper. Please take some time to browse this area so you are up to date on camp information.

GENERAL INFORMATION (continued)

Center Leadership

- 1. BOB GILBERTSON CENTRAL CITY FAMILY YMCA**
813.229.9622
Executive Director: Lauren Reyes
- 2. BOB SIERRA NORTH TAMPA FAMILY YMCA**
813.684.1371 ext. 1600
Executive Director: Bart Cape
- 3. CAMPO FAMILY YMCA**
813.684.1371
Executive Director: Mario Gallegos
- 4. EAST PASCO FAMILY YMCA**
813.780.9622
Executive Director: Paul Conley
- 5. NEW TAMPA FAMILY YMCA**
813.866.9622
Interim Executive Director: Ryan Pratt
- 6. NORTH BRANDON FAMILY YMCA**
813.685.5402
Executive Director: Jody Thorson
- 7. NORTHWEST HILLSBOROUGH FAMILY YMCA**
813.249.8510
Executive Director: Michael Cosentino
- 8. PLANT CITY FAMILY YMCA**
813.757.6677
Executive Director: Paul Conley
- 9. SOUTH TAMPA FAMILY YMCA**
813.839.0210
Executive Director: Scott Wickert
- 10. SPURLINO FAMILY YMCA AT BIG BEND ROAD**
813.228.9622
Executive Director: Jarrod Williams
- 11. SULPHUR SPRINGS YMCA**
813.924.4207
Community School Director: Meagan Smithyman
- 12. THE FIRST TEE OF TAMPA BAY**
813.238.7320
Executive Director: Ian Baxter
- 13. YMCA CAMP CRISTINA**
813.677.8400
Executive Director: Dave Boyle



HIGHLY-TRAINED LEADERS

Our Team

The Tampa Metropolitan Area YMCA has hundreds of trained associates and volunteers working with children and youth in the many programs we provide. The protection and safety of children is our first concern. We also work closely with the Department of Health along with the Florida Department of Children and Family Services.

Our Screening

We have a multi-layered approach to reviewing, interviewing, and screening all candidates for camp positions. Prior to a hiring offer, all candidates undergo a background check through an independent search company, a review on the National Sex Offender's registry, fingerprinting, and reference checks.

Our Training

We are strongly committed to providing quality camp programs. The Y offers staff the opportunity to grow both personally and professionally through ongoing development and training. All staff participate in a minimum of 30 hours of training (or more) prior to working at Y Camp. Training includes recognizing and/or identifying potential signs and concerns of child abuse and neglect, First Aid, CPR, Y Character Development, and curriculum implementation. Supervisors and camp directors also complete additional training to promote a child-safe environment.

Child Abuse/Neglect Reporting

All Y associates are professionally mandated reporters in the state of Florida. We are required to report all suspected cases of child abuse or neglect to the Florida Department of Children and Families. Y associates receive training that provides guidance to help make an informed decision regarding situations of potential concerns regarding child abuse or neglect.

Policy on Associates Working with Campers Outside of Y Time

Employees are often asked by Y families to provide childcare (babysitting) and other services on their own time to Y members and their families. **The Tampa Metropolitan Area YMCA does NOT permit employees to provide babysitting or other services to families or children they meet through Y programs.** In addition, associates should not provide transportation in a personal vehicle or be in personal contact with your camper outside of Y programs. This includes personal communications not related to Y programs through email, texting, phone calls, letters, or contact over the internet. Such policies are designed to protect children and associates from child abuse and/or false allegations. Parents are asked to report any violation of this policy to Y Leadership.



HEALTH & SAFETY

Allergies

It is the parent's responsibility to inform the YMCA of any allergies your child might have. Please list any allergies in the camper Registration Section completed during online registration. Should any changes need to be made, contact your center Camp Director to update your registration information. When necessary, you will need to provide additional information on signs, symptoms and treatment of allergies using our medication and allergy form.

Immunizations

In order to safeguard the YMCA community from the spread of certain communicable diseases and in recognition that prevention is a means of combating the spread of disease, the Tampa Metropolitan Area YMCA requires all children in their programs to be immunized against poliomyelitis, measles, diphtheria, rubella (German measles), pertussis, tetanus, mumps and others legally designated in accordance with State statutes, unless specifically exempt for medical or other reasons. The Tampa Y also requires children be immunized against Varicella (chicken pox) or show proof that the child had chicken pox.

The health department may exempt a child from being immunized if the child presents a signed statement from a parent indicating that the parent chooses not to have their child immunized. The child will be allowed to attend Y programs only if a health care provider's statement indicates there is no danger of contagion. In case of an outbreak of the disease for which the child has not been immunized or an epidemic, the Y shall not allow the child to attend Y programming.

The health department may also exempt a child from immunization if a physician certifies in writing that immunization from a particular disease is medically contraindicated.

A child may also be exempted from immunization if a parent or legal guardian objects for good cause, including religious conviction. This exemption is available only at the Hillsborough County Department of Health.

A child who has not completed immunization may not be admitted to Y programming, except as is consistent with the law.



Illness/Sick Camper Policy

The YMCA cannot provide care for sick children. A child who is sick before camp begins should be kept home for his/her sake and that of others. Y Camp is able to make your camper comfortable should your camper suddenly become ill while at camp but we are not equipped to care for an ongoing illness. Parents will be contacted for immediate pick-up should a camper become suddenly ill.

Ill/Sick campers will be separated from the other campers and must be picked up immediately. Parents must create an emergency plan to pick up the child in the event of illness or care for your child once they are home recuperating. The emergency contacts you list in your camper's registration information should be readily available in the event of an emergency, within the area of the camp and have phone numbers that are kept up to date. Only individuals listed on your campers authorized pick up list may pick up your camper from camp.

Campers displaying symptoms of communicable disease such as vomiting, diarrhea, or fever must be clear of such symptoms for 24 hours to be re-admitted to camp. Depending on the nature of the illness, a doctor's note may be required before the camper may be re-admitted to camp.

There are no refunds for days missed due to illness. If your child has a contagious condition (i.e. pinkeye, lice, fever, rash, etc.) they will not be admitted to the program and if discovered during the program day, you will be required to pick up the child immediately.

Medication and Emergencies

Medication Policy

The YMCA will only administer medication prescribed by a doctor and in its original labeled and dated packaging. If your child requires medication during program hours, then the following will be required:

The person registering the child for the program should supply all necessary medication along with written instructions on the Medication Form provided by the YMCA as to the quantity of dosage, time/frequency of administration, how administered, name and phone number of the doctor, reason for medication and any other considerations related to the medication or illness.

Prescription medication should be in the original container with the name of the child, directions, amount of dosage, frequency of dosage, date, and the name of the medication, doctor's name and telephone number. Over the Counter medications will only be accepted with written orders from a doctor and they must arrive at the YMCA in an unopened bottle.

A record will be kept for the program session that will include the following information recorded in ink:

- Date, time, and name of the person receiving the medication
- Dosage given
- Initials of the person administering the medication

A record of the medication administered will be sent home with any remaining medication in the original container with the authorized person signing the child out at the end of the week's session. All medications and forms should be brought directly to the Summer Program Director or Assistant Director when dropping off your child on the first day of the session. Unused medication will be returned to parents at the end of each session.

Emergencies

YMCA staff will treat routine cuts, scrapes, and bumps. If the injury is more serious, we will take immediate steps to secure medical treatment while making every effort to contact you or the contacts listed on the program registration. Your signed authorization on the program registration allows us to secure prompt treatment. Should there be any changes in the emergency contact names or phone numbers, please notify us immediately and update the registration at the program office.

Sunscreen

The YMCA does not provide sunscreen. Parents should apply sunscreen on the child before sending the child in the morning. Sunscreen breaks will be taken periodically. Children will apply sunscreen to themselves using their own sunscreen and to each other under staff supervision where necessary using the "bathing suit rule" to areas the child cannot reach on their own. As a last resort, staff may apply sunscreen, using the "bathing suit rule" which means that they will apply only to areas that would not be covered by a one-piece swim suit. **Only spray sunscreen is allowed.**



PARENT & CAMPER RESPONSIBILITIES

Camp Registration

Standard Waivers

During registration, you will sign a waiver giving your camper permission to participate in all camp activities including swimming, horseback, ropes course, canoeing and archery. This form also includes Tampa YMCA photo-release information. Please read all sections before signing.

Emergency Contacts and Authorized Pick-Up

During registration, you will list the adults authorized to pick up your child from Y Camp. Your child may be released at any time to any adult on this list. You **MUST** list a minimum of 2 separate emergency contacts with daytime numbers. **Make sure you as the parent/guardian are listed first.**

Sign-in and Sign-out Policy

For the safety of our campers, parents (or another authorized individual) must accompany each camper into camp and sign them out of Y Camp daily, or drop off at our rides-in/rides out service. Campers will be released only to listed authorized adults. Adults will be required to show photo ID every day, every time they pick up a camper.

Identification Required for Camper Pick Up

The safety of your child is of the utmost importance, therefore your child will not be released to any individual including a parent or guardian without proper photo identification each and every day. A YMCA membership card will **NOT** be considered an acceptable form of I.D. There are no exceptions.

Pick-Up Backup Plan

Because the unexpected sometimes happens, we strongly recommend that you establish a backup plan should you be unable to pick up your camper. Remember that all adults who may need to pick up your camper must be listed on the authorized pick up list.

Sign-in and Out Area

The location of sign in and sign out varies by camp location. Please follow posted signage as you enter the camp property. You will begin receiving newsletters by email the week prior to the week you have registered for camp that will contain information on specific procedures and maps (as necessary) to help guide you on your first day. These newsletters will clarify if the camp location uses a walk-in or drive-up sign-in/sign-out process.

Custody Changes

If necessary, it is imperative that official, current court documents be submitted to your camper's file if custody or visitation is a concern. Please communicate directly with your center Camp Director if there are names of people who are never authorized to pick up your camper. Without court orders, we cannot withhold a parent from their camper. The parent who registers for enrollment is responsible for the camp fees. We cannot subdivide fees and establish multiple accounts. Should there be any question of custodial rights, the authorities will be contacted.

Late Pick-up Policy and Fee

All campers must be picked up by the close of the camp day, 6pm or 6:30pm for Camp Sierra and Northwest YMCA. Parents are considered late if the camper is not picked up by the close of camp. Any parent arriving after closing time will receive a late slip and charged a late fee of \$15.00 per camper for every 15 minute increment or fraction thereof (i.e. a late pick-up at 6:16 would cost \$30.00) This fee may be paid at the time of pick-up or at the latest, the next morning during sign-in.

If payment is not received by sign-in the next morning, your child will not be permitted to attend camp until the fee is paid. There is no cut off time for this fee and the authorities will be notified for any children left at camp one hour past camp end time. Habitual lateness can jeopardize your campers future attendance at camp for the summer.



Behavior Expectations

There are clear and appropriate behavioral expectations for the children in our care. We instruct our staff to try to set limits, help children understand rules and give clear definitions of acceptable and unacceptable behavior at the start of every program. We also focus on redirecting any inappropriate behavior, as well as using positive narration to help encourage appropriate behavior. A very important part of our program is giving children the opportunity to learn how to get along in the world, enjoy being with other children, and follow the direction of an adult other than their parent. A caring and positive approach will be taken regarding behavior management and discipline. The staff will focus on the positive behaviors of the children and reinforce those behaviors as often as possible. Our goal is to help the children develop self-control and responsibility for their actions. **Our behavior management procedures will consist of the following strategies:**

- Staff will redirect the child to more appropriate behavior.
- The child is reminded of the behavioral guidelines and rules, and a discussion will take place.
- If the behavior persists, a parent is notified of the problem, and staff notifies their program supervisor.
- The staff documents the situation. This written documentation includes: what the behavior problem is and the corrective action taken.
- If the problem still persists, staff schedules a conference that includes the parent, child, and program staff.
- If a child's behavior at any time threatens the immediate safety of themselves, other children, or staff, the parent is notified and instructed to pick up the child immediately.
- If a problem persists and a child continues to disrupt the program, the Tampa YMCA reserves the right to suspend the child from the program. Expulsion from the program will be considered as needed.

The following behaviors by a camper or parent/guardian are not acceptable and may result in the immediate suspension of a participant for the remainder of the current program day, week or possibly the entire summer:

- Endangering the health and safety of children and/or staff, members, or volunteers.
- Stealing or damaging Tampa YMCA or the personal property of others.
- Leaving the group/program without permission.
- Continuing to disrupt the program.
- Refusing to follow the behavior guidelines or rules.

- Using profanity, vulgarity, or obscenity frequently.
- Acting in a lewd manner.
- Biting or spitting on others.

Program Removal

To ensure a safe and inclusive environment for all campers any intentional participant behavior that puts the Tampa YMCA, staff, or others at physical or emotional risk or impacts the harmony of the camp environment may result in immediate dismissal from the program. All situations are evaluated independently as there are many variables and decisions are made at the sole discretion of YMCA leadership. Should your child be removed from the program for any of the above reasons the YMCA will not provide a refund.

Special Note: Our camps are not set up to provide care for campers that require 1-1 care. If a personal 1-1 aide is needed for the camper's success, we will make every attempt to work with the family once the family has secured an aide through the appropriate channels (outside source) and followed our YMCA processes for approval. The aide must be fully approved one week prior to the camp week beginning.

Parent Expectations

At every opportunity, we hope to promote the mission and core values of the YMCA. Parents/guardians not displaying these core values to their children, other children, our staff, or other stakeholders could result in the participant being removed from the program.



PARENT & CAMPER RESPONSIBILITIES (continued)

Character Values

The YMCA believes strongly in character development and in teaching our students the importance of our **four core character values**. We spend time reinforcing these values at summer camp by pointing out students who display these values throughout the day. Each of the four character values have a color associated with it and campers may be recognized in various ways throughout the week for displaying these values. We encourage you to talk with your child(ren) about these values as well. These character values are:

- » RESPONSIBILITY
- » CARING
- » RESPECT
- » HONESTY

Bullying Policy

We define “bullying” as aggressive behavior manifested by the use of force or coercion to affect others, particularly when the behavior is habitual and involves an imbalance of power. It can include verbal harassment, physical assault or coercion and may be directed repeatedly towards particular victims. Bullying is not an isolated incident. All Summer Camp and B.A.S.E. programs will cover rules explained by youth leadership at the beginning of program. They will discuss children expectations, our behavior policy and the zero tolerance policy against bullying. Children should report any bullying concerns to their counselors. Associates receive training around bullying and appropriate methods of response. Parents will be notified by an incident report, a phone call or an email if their child is involved in a reported incident. To be successful with this aspect of our youth community, we will deliver age-appropriate activities that encourage and develop listening skills, working together and understanding others. We are committed to incorporating this into our existing program to ensure our children have the opportunity to learn and explore in an emotionally safe environment designed to build self-confidence and teach responsibility. Each child is expected to follow these rules to maintain a safe, well-organized program. If a child cannot adjust to these rules and expectations, we reserve the right to not allow the child to return to the program. If this determination is made, a refund will not be issued. The Tampa YMCA is committed to a safe and enriching experience for all children!



Family and Parent Involvement

Family Events and Spirit Day Activities

Each summer, camp hosts several events and spirit days that are open for parents and families to attend. Please see your camp’s newsletter for a dates and times so you can join us for some old fashioned camp fun for the whole family.

“Send a Kid to Camp” Fundraising Efforts

As an organization that promotes social responsibility and community togetherness, all camp locations partake in different fundraisers throughout the summer. While monetary donations are not mandatory, we do design each fundraiser for campers to have fun while raising awareness for our cause and ask that every camper participate in some way. All money raised benefits the Y’s Annual Giving Campaign.

Explanation of Fees

Annual Enrollment Fee: A one-time fee paid for the camp season per child. It is non-refundable.

- If members register prior to May 17th no annual enrollment fee will be charged. Starting on May 17th the fee will be \$15 for members when registering for camp.
- If non-members register prior to March 1st no annual enrollment fee will be charged. Starting on March 1st the annual enrollment fee will be \$40 for non-members when registering for camp.

Down payments: Down payments are required for each week of camp at the time of registration and are non-refundable but can be transferable. Down payments are \$10 per session per camper for members and non-members. The remaining balance of the camp fee will be setup as auto-draft using credit card/ECP on Monday, 2 weeks prior to each week of camp. Extended payment plans are available upon request.

Supply Fee: Art and sports camps will have a \$10 supply fee. Art camps will be \$10 per session of camp per camper. Sports camps will be a \$10 fee for each different "type" of camp (Sports Mix, Basketball, Soccer, Volleyball, etc.) per camper. (Example: if a camper registers for 3 weeks of basketball camp, they will have one \$10 fee. If the same camper registers for 2 additional weeks of volleyball camp, they will have one additional \$10 fee.)

Administrative Change Fee: There is a \$50 administrative fee per household should a non-member register and then convert to a member at later date. This is a one-time fee, not per session.

Financial Agreement

Auto Draft Payments

It is your responsibility to keep your account and payment information up to date. All payments will be processed automatically on the Monday, 2 weeks prior to each camp week, through your online account using the credit card/EFT you set up during registration. You can change your credit card/EFT information through your online account at any time. You can make additional payments through your online account before the auto draft date. Should a payment be returned for any reason, you must log into your account and make a payment in full by debit or credit card only. If you do not bring your account up to date, your camper's space will be reassigned and he/she will not be admitted to camp without full payment. Any fees previously paid, such as the down payment or partial payment for the week, are forfeited. Spring Payment Plans available upon request.

Cancellation Policy

We totally understand that sometimes plans change, and your child(ren) may not be able to attend the camp enrolled. If this happens, please let us know per the following procedure, so we are able to open up the spot to waiting campers and can adjust our camp plans in time to provide the best experience for everyone.

The last day to submit a cancellation is at least 14 days prior to the start of each day camp week. Cancellations must be submitted in writing and can be emailed to camphelp@tampaymca.org. Changes and cancellations can also be accepted at a Y center or camp location. Verbal cancellations will not be accepted. If requests to cancel camp session are not cancelled in writing within the appropriate timeframe, credit/refunds will not be issued. The initial Enrollment Fee and \$10 down payment for each camp cancelled is non-refundable.

If a parent/member cancels AT LEAST 14 days PRIOR to the start of the camp week:

- Enrollment Fee and Down Payment fees are non-refundable.
- Any prior payments if applicable, may be refunded

If a parent/member cancels LESS than 14 days to the start of the camp week:

- Enrollment Fee and Down Payment fees are non-refundable.
- There are no refund for all fees and camp week payments

Transfer/Change Policy

Request to transfer to another week of camp must be received at least 14 days prior to the start of each day camp week. The \$10 down payment is transferable per week/per camper when changing one camp week for another if at least 14 days prior to the start of camp week. Changes must be made at the one of the Tampa Y centers.

If a parent/member transfers AT LEAST 14 days PRIOR to the start of the camp week:

- Down Payment fee: may be transferred to new camp week/program
- Any prior payments may be transferred to new camp week

If a parent/member transfers LESS THAN 14 days to the start of the camp week:

- Enrollment Fee and Down Payment fees are non-refundable.
- There are no refund for fees and camp week payments

PARENT & CAMPER RESPONSIBILITIES (continued)

Camp Payment Schedule

2023 Camp Sessions	Last day to change/cancel and Auto draft/payment due date (14 days prior)
(Week 1) May 30–June 2	Monday, May 15
(Week 2) June 5–9	Monday, May 22
(Week 3) June 12–16	Monday, May 29
(Week 4) June 19–23	Monday, June 5
(Week 5) June 26–June 30	Monday, June 12
(Week 6) July 3–7 (no camp July 4th)	Monday, June 19
(Week 7) July 10–14	Monday, June 26
(Week 8) July 17–21	Monday, July 3
(Week 9) July 24–28	Monday, July 10
(Week 10) July 31–Aug. 4	Monday, July 17

Credits and Refunds

Please refer to page 17 in reference to credits/refunds based on customer requests for camp cancellations, changes or transfers.

- **Weather-related Closing:** No credit/refund will be issued should weather cause camp closings including closings of pools and other water activities during thunderstorms.
- **Absent and/or Sick Camper:** Please see ill/sick camper policy on page 12. There is no reduction of fees if a child is absent from camp, including illness.
- **Damaged Property:** Replacement costs for damaged or broken Tampa Metropolitan Area YMCA property, either accidentally or deliberately, is the responsibility of the parent/guardian; this includes any property associated with camp operations, locations and vehicles.
- **Behavioral Issues and Suspensions:** If a camper is suspended from camp, a refund will not be issued. Campers may be dismissed from the program without notice if their behavior is consistently disruptive or if their behavior threatens the health and safety of themselves or the safety of other campers or associates. Behavior guidelines apply to parents/guardians or caregiver and a camper may be dismissed from camp due to their actions. Please see the behavior policy on page 15 for reference.
- **Program Concerns:** Any concerns with camp operations, activities or events should be brought to the attention of the Camp Director/Camp Coordinator immediately in an attempt to correct the situation.





YMCA CAMP CRISTINA TRANSPORTATION POLICY

Participants can be dropped off or picked up on site at Camp Cristina. Transportation is also available at several Y center locations in the surrounding areas for an additional fee. Campers needing transportation should be at their pick up Y center location by their scheduled time to make the bus run. The bus will not be able to make unscheduled stops or return to the Y center to pick up latecomers. After a fun-filled day of adventure, campers will return to the Y center at their scheduled time listed below. Please be patient if your child is not back at their scheduled time, as weather and traffic may cause delays. Please check with the director at your Y center or call Camp Cristina at **(813) 677-8400** with questions.

Camp Cristina provides transportation to and from the following locations:

LOCATION	WEEKS OFFERED	COST	PICK UP	DROP OFF
South Tampa Family YMCA	1-10	\$35/week	7:45am	5:15pm
New Tampa Family YMCA	2-5, 7-9	\$35/week	7:45am	5:15pm
Spurlino Family YMCA	1,6,10	\$35/week	8:00am	5:30pm

Times listed are approximate.

Bus transportation registration is not available once late registration has begun which is Tuesday prior to the week for which you are registering.



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

TAMPA METROPOLITAN AREA YMCA

ASSOCIATION OFFICE

110 E. Oak Ave., Tampa FL 33602
P 813.224.9622

BOB GILBERTSON

CENTRAL CITY FAMILY YMCA

110 E. Palm Ave., Tampa FL 33602
P 813.229.9622

Executive Director: Lauren Reyes

BOB SIERRA NORTH TAMPA YMCA

4029 Northdale Blvd., Tampa FL 33624
P 813.962.3220

Executive Director: Bart Cape

BOB SIERRA NORTH TAMPA YMCA YOUTH & FAMILY CENTER

4015 Ragg Rd., Tampa FL 33624
P 813.962.3220

Executive Director: Bart Cape

CAMPO FAMILY YMCA

3414 Culbreath Road, Valrico FL 33596
P 813.684.1371 ext. 1600

Executive Director: Mario Gallegos

DADE CITY FAMILY YMCA

38035 Meridian Ave., Dade City FL 33525
P 352.521.0484

Executive Director: Paul Conley

DOWNTOWN YMCA

104 South Franklin St., Tampa FL 33602
P 813.229.1305

Executive Director: Lauren Reyes

EARLY HEAD START

110 E. Oak Ave., Tampa FL 33602
P 813.275.9622 ext. 288

Senior Program Director:
Tonina Rodriguez

EAST PASCO FAMILY YMCA

37301 Chapel Hill Ln., Zephyrhills FL 33542
P 813.780.9622

Executive Director: Paul Conley

NEW TAMPA FAMILY YMCA

16221 Compton Drive, Tampa FL 33647
P 813.866.9622

Interim Executive Director: Ryan Pratt

NORTH BRANDON FAMILY YMCA

3097 S. Kingsway Rd., Seffner FL 33584
P 813.685.5402

Executive Director: Jody Thorson

NORTHWEST HILLSBOROUGH FAMILY YMCA

8950 W. Waters Ave., Tampa FL 33615
P 813.249.8510

Executive Director: Michael Cosentino

PLANT CITY FAMILY YMCA

1507 YMCA Place, Plant City FL 33563
P 813.757.6677

Executive Director: Paul Conley

SOUTH TAMPA FAMILY YMCA

4411 S. Himes Ave., Tampa FL 33611
P 813.839.0210

Executive Director: Scott Wickert

SPURLINO FAMILY YMCA

AT BIG BEND ROAD

9650 Old Big Bend Rd.,
Gibsonton, FL 33534

P 813.436.5890

Executive Director: Jarrod Williams

SULPHUR SPRINGS YMCA

8412 N. 13th St., Tampa FL 33604
P 813.924.4207

Community School Director:
Meagan Smithyman

THE FIRST TEE OF TAMPA BAY

7910 N. 30th St., Tampa FL 33610
P 813.238.7320

7746 Temple Terrace Hwy.,
Temple Terrace FL 33637

P 813.984.8655

Executive Director: Ian Baxter

WESTPARK VILLAGE YMCA EXPRESS

9878 W. Linebaugh Ave., Tampa FL 33626
P 813.792.7838

Executive Director: Michael Cosentino

YMCA CAMP CRISTINA

9840 Balm Riverview Rd.,
Riverview FL 33569

P 813.677.8400

Executive Director: Dave Boyle

YMCA YOUTH DEVELOPMENT

110 East Oak Ave., Tampa FL 33602
P 813.223.2895

Executive Director: Sarah Hays

