

VACATION CAMP PROGRAM ESSENTIAL INFORMATION

This PDF contains all the crucial information parents need to ensure a smooth and enjoyable camp experience for their children. Inside, you'll find details on payment options, medical forms, bathrooms, changing, food, clothing, swim, drop off, pick up, belongings and additional fees. We are committed to providing a safe, fun, and enriching environment for all campers!

PAYMENT

All fees are due at time of registration. Refunds must be requested in writing at least 48 hours before any vacation camp start date and only 50% of any paid fees are eligible for refund. No refunds of any amount are granted after this time period. Electronic check, AMEX, MasterCard, Discover and Visa accepted. Make electronic checks payable to the YMCA of Greenwich. No cash accepted.

Registration is only available online. Registration is not available at the Front Desk, for any registration questions please email Jborges@gwymca.org.

MEDICAL FORMS

Registration will not be confirmed until ALL enrollment, financial and medical documents are submitted.

- Returning campers must submit updated physical forms (see guidelines below).
- EVERY line on page 1 of the Health Assessment Record MUST be completed and a current form must be submitted upon every new program enrollment. Please double check this form before submitting medical records as it is the most common registration mistake.
- Full Immunizations Records MUST be attached.
- Last physical must be dated within 12 months of program enrollment.
- Medications will NOT be accepted without a completed Authorization for the Administration of Medication Form and IPC Form, BOTH must be submitted.
- Any camper with a medical, dietary and/or behavioral conditions or concerns MUST also submit an IPC Form. This form's purpose is to identify any additional or particular support your child needs and inform their counselors to ensure they have the best camp experience. Any camper is welcome to submit an IPC Form, please reach out if you have any questions.
- ONLY PDF files accepted via email. All medical forms must be emailed to Jborges@gwymca.org.

BATHROOMS & CHANGING

Campers must be able to independently change their clothes and clean themselves during each bathroom use. Campers always use the toilet and change in separate stalls with a staff member close by for emergencies and at least 2 buddies. Showers and swimsuit dryers are NOT available after pool swims/water activities. Staff always use a separate bathroom than campers for the duration of each camp day.

All campers MUST be toilet trained to attend camp. In the event of two fecal accidents or three urine accidents during camp attendance, that camper will be required to wear disposable pull ups during all camp activities, including swim, for the duration of their camp enrollment. In such cases, parents must provide additional disposable pull ups for the full camp day.

FOOD

Campers must bring their own packed lunch and at least two snacks every day, three snacks are recommended for late stay campers. Dropping off lunch during the camp day is only permitted in emergency situations. NO refrigerator, microwave or utensils available during camp hours. Campers MUST bring their own water bottles. Water will be provided throughout the day. Campers are not permitted to share food or drinks. Campers are not permitted to use the building vending machines during camp hours.

\$15.00 will be charged to your original billing method every day your child arrives at camp with no packed lunch or an incomplete lunch (i.e. snacks only). Lunch will be provided for them each time.

CLOTHING

All camper belongings must fit in a SINGLE bag every day. Campers will need a swimsuit, towel, change of clothes, flip flops/sandals and plastic “wet” bag. We highly recommend 2-piece swim wear that campers can easily change in and out of, especially during bathroom breaks. Goggles and additional toiletries are optional.

Sneakers are required. Campers must be able to independently apply sunscreen and are not permitted to share sunscreen, bug spray and/or any lotion/bath products. All camper belongings must be labeled with their full name, in particular: backpacks, clothes, towels, goggles and water bottles.

PERSONAL ITEMS

Personal electronic devices, toys, books, balls, stuffed animals and/or art supplies are NOT permitted at camp, even if they remain in a campers’ backpack. We highly discourage campers from bringing items of high monetary and/or sentimental value to camp. The YMCA of Greenwich is not responsible for any lost and/or stolen belongings.

All camper belongings must be labeled with their full name, in particular: backpacks, clothes, towels, goggles and water bottles. It is significantly more difficult for us to locate lost belongings if they are not labeled. In the event a belonging is lost, please email Jborges@gwymca.org with a description, and photo if possible, and we will do our best to locate it.

SWIM

Lifeguards are on duty at all times and there are always camp staff in the water and on deck. Buddy checks are conducted every 10-15 minutes.

ALL campers wear life jackets, which can be removed if they pass the swim test. NO child is ever forced to swim, we leave the decision up to them. All campers wear wristbands to easily identify as swimmers or non-swimmers. If there is anything you feel we should know about your child’s feelings and/or experiences with water, please email Jborges@gwymca.org.

The swim test is administered every vacation camp. To pass a camper must demonstrate ALL of the following skills: 1 full pool length of freestyle, 1 full pool length of backstroke AND 30 seconds of treading. Campers may only take the swim test once each vacation camp, but are welcome to re-take it every time. We highly recommend explaining the swim test to your child in advance, especially if they are a nervous swimmer or will be distressed with not passing. The swim test is completely optional. Campers do not need to re-take the swim test if they passed at after school or the previous vacation camp.

DROP OFF & PICK UP

Early Drop Off: 8:00–8:45AM, Regular Drop Off: 8:45–9:00AM

Early and regular drop off are located in the Tumble Room on the Basement Level (across from the Front Desk). Parents **MUST** park and walk campers to the Tumble Room. **DO NOT** leave until a counselor has checked your child in. Early drop off must be registered for online, but can be added at any time.

Campers head straight to activities following drop off, throughout the building and even off site. For late drop offs, we understand it is not always possible in emergencies, but prefer they are scheduled in advance whenever possible by emailing Jborges@gwymca.org. Late morning drop offs will most likely miss snack and post 12:30PM drop offs will most likely miss lunch. Please plan accordingly to ensure your child eats before returning to camp. Late drop offs must always **PARK** and check in with the Front Desk. You may need to wait 10–20 mins until a counselor is available to meet you in the Lobby. **DO NOT** walk your child directly to their homeroom or activity area without prior approval.

Regular Pick Up: 3:45–4:00PM, Late Pick Up: 4:00–6:30PM

Regular and late pick up are located in both the Tumble Room and M1/M2 on the 2nd floor (across from the elevator). Parents must **PARK** and check in with the Front Desk (they will always have our exact location).

Early pick ups must be scheduled in advance by emailing Jborges@gwymca.org. Early pick ups are not permitted after 3:00PM in non-emergency situations. Early pick ups must always **PARK** and check in with the Front Desk. You may need to wait until a counselor is available to meet you in the Lobby. **DO NOT** retrieve your child directly from their homeroom or activity area without prior approval. Please schedule an early pick up at least 30 mins before you need to leave the building with your child.

Late stay must be registered for online, but can be added at any time. A late pick up is considered past 4:10PM for a regular camper and past 6:40PM for a late stay camper. \$15.00 will be charged to your original billing method for every 10 minutes your child is picked up past their registered dismissal time per day.

Drop off and pick up times can be hectic and are not the best time for longer conversations or inquiries. Please email Jborges@gwymca.org regarding any concerns or questions and we will be happy to schedule a call during or after camp hours. We appreciate your patience during these times.

Parents and legal guardians listed on enrollment forms are automatically authorized to pick up campers unless the program is given a copy of a current court ordered custody agreement or restraining order. Authorized pick ups must be at least 18 years of age. Government or photo identification must be shown at pick up. Any changes to authorized picks ups must be made in writing to Jborges@gwymca.org.

Should an authorized pick up appear to be under the influence of drugs or alcohol, staff may have no recourse but to refuse dismissal and contact the police. This is for the child's safety.

ADDITIONAL FEES

Lunch Fee: \$15.00 will be charged to your original billing method every day your child arrives at camp with no packed lunch or an incomplete lunch. Lunch will be provided for them each time.

Late Pick Up Fee: \$15.00 will be charged to your original billing method for every 10 minutes your child is picked up past their registered dismissal time per day.