
YOUNG MARINER PROGRAM

HANDBOOK



WELCOME TO YMP!



The Young Mariner Program

At the Cape Cod Maritime Museum

Welcome Message

Thank you so much for signing up for Young Mariner this summer! We are excited to have your child join us. Please make sure you read this handbook carefully for important information about camp, what to bring, and other information pertinent for camp. If at any time you have any question you can reach out to the camp staff at youngmariner@capecodmaritimemuseum.org or give us a call at (508) 775-1723.

Make sure that you have completed all the necessary forms on our camp registration page and if you have any questions, please contact us.

Young Mariner Staff

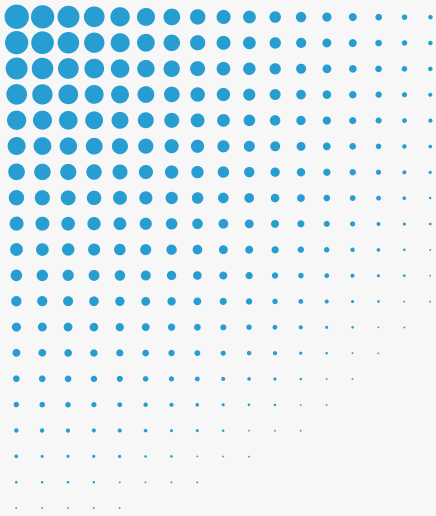
The Young Mariner staff are hired on criteria set forth by Massachusetts Department of Public Health. This means all of our camp staff pass background checks before they are hired. Additionally, the Cape Cod Maritime Museum requires staff to be trained in Adult and Pediatric First Aid and CPR. Staff are interviewed and chosen because of their education and experience in marine science education, maritime studies, youth development, natural history, and more. Our staff is either pursuing a college degree or has already earned a degree in these fields. Young Mariner staff are trained on child safety, emergency procedures, and all maritime and marine science curriculum.

Our Program Director for the Young Mariner Program is very excited and cannot wait to meet our campers. You can reach them at (508) 815-4438 (office) or 508-360-7030 (camp phone) or email at youngmariner@capecodmaritimemuseum.org*

The Young Mariner Program follows supervision ratios that are set by the Massachusetts Dept. of Public Health. Small group sizes allows us to safely provide fun, unique hands on experiences for each of our Young Mariners.

**Please note if you contact our Program Director during camp hours, they may not be able to respond right away. If it is an emergency contact the museum front desk at (508) 775-1723 and they will get the message to them.*



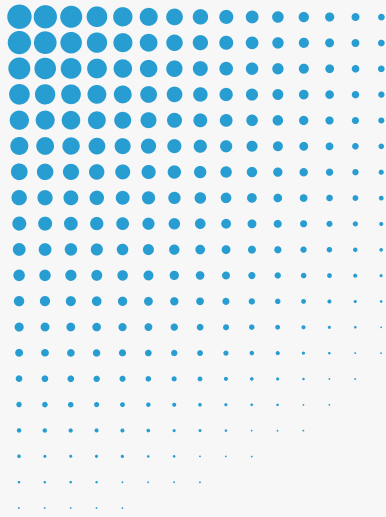


Health & Wellness



On-site Health Supervisor

Our Program Director is our on-site supervisor. All camp staff is certified in first aid and CPR. First aid kits are available in all camp areas including the boats. Our off-site healthcare consultant is Dr. Herbert Mathewson. Cape Cod Hospital is just down the street (0.3 miles) should an emergency occur. If you are bringing/leaving medicine at camp, please be sure that it is in its original containers and check it in with camp staff each morning. A complete copy of our healthcare policy is available upon request.



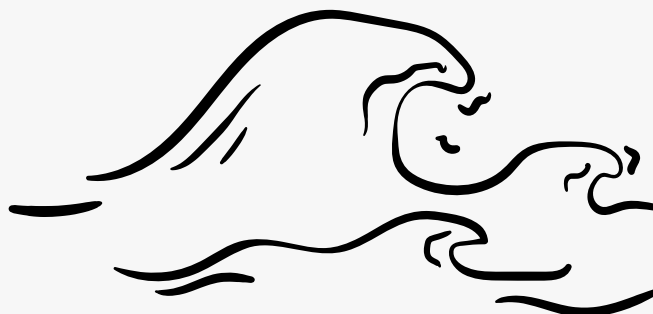
Communication



Best Way to Reach Us:

Staff at the Cape Cod Maritime Museum will be available to answer your call Monday-Friday from 9am-5pm at (508) 775-1723. Please know that if you call during camp hours, our camp staff will be working hard to make sure our campers are having a great maritime experience. Leave them a message or send an email at youngmariner@capecodmaritimemuseum.org and we will get back to you as soon as we can!

If it is urgent or there is an emergency at home, please call our main line and we will be sure to get the message to them!



Pick Up and Drop Off

Camp Activities Begin Promptly at 9 AM.

Camp drop-off/check-in starts at 8:50 AM. Please ensure your camper arrives by this time so they don't miss out on the day's activities. Late arrivals may need to join the group on land first and may miss their boat trip for the day. This group may also consist of different age groups, depending on the timing.

Running Late?

If you're running behind, please call us at (508) 360-7030 or email us at youngmariner@capecodmaritimemuseum.org so we can accommodate your camper accordingly.

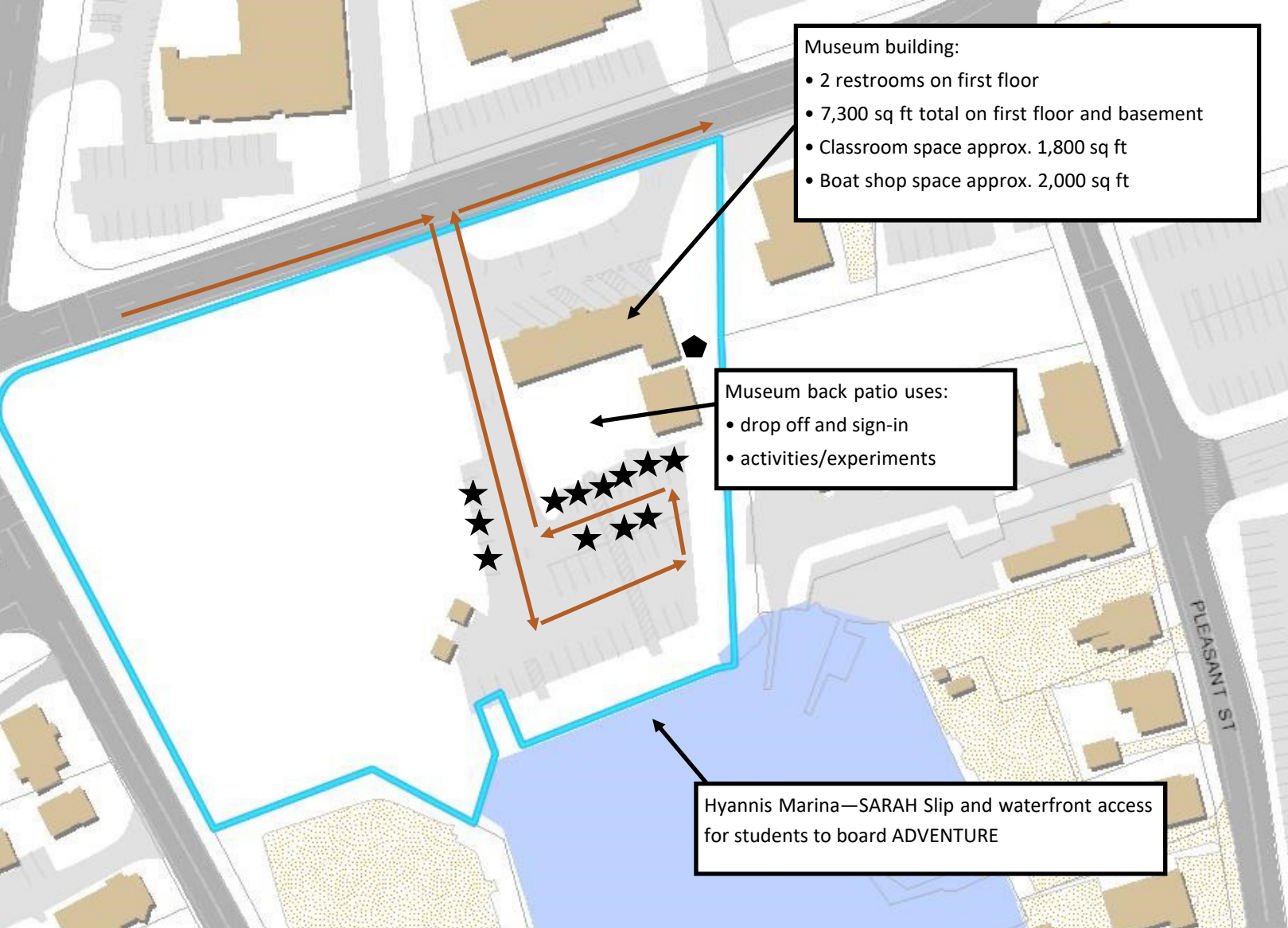
Drop-off Location:

When you arrive at the museum (135 South Street, Hyannis, MA 02601), please drive around to the back parking lot and head towards the patio area. A sign will guide you to the back gate, where our camp staff will greet you at the start of each program. You can find a map with directions on the following page.

Photo ID Requirement:

For security reasons, we require a photo ID for check-out. **Campers can only leave with someone whose ID matches the authorized pick-up list on Ultracamp.** This is a State of Massachusetts requirement, and no exceptions will be made. Even if you were the one who dropped your camper off in the morning, you'll still need to provide ID at pick-up. If you have any questions or concerns, please contact the museum.





Cape Cod Maritime Museum Young Mariner Program

135 South Street, Hyannis MA 02601

The museum building will be used for classroom sessions/activities.

The museum's back patio will be used for drop-off, and pick-up and classroom sessions/activities.

The museum's two vessels (ADVENTURE and SARAH) will be used for on-the-water educational sessions.

★ = Parking spots designated for parent/guardian drop-off and pick-up

→ = Drop off traffic flow



Check-out Time:

Pick-up starts promptly at 3:00 PM. Our staff works hard to maintain a safe, clean, and fun environment, and timely pick-up allows us to sanitize and prepare for the next day's activities.

Running Late?

If you're running late to pick up your camper, a \$10 late fee will be charged for every 15 minutes after 3:00 PM (e.g., 30 minutes late = \$20 fee, 45 minutes late = \$30 fee). This fee must be paid before the start of the next camp day.

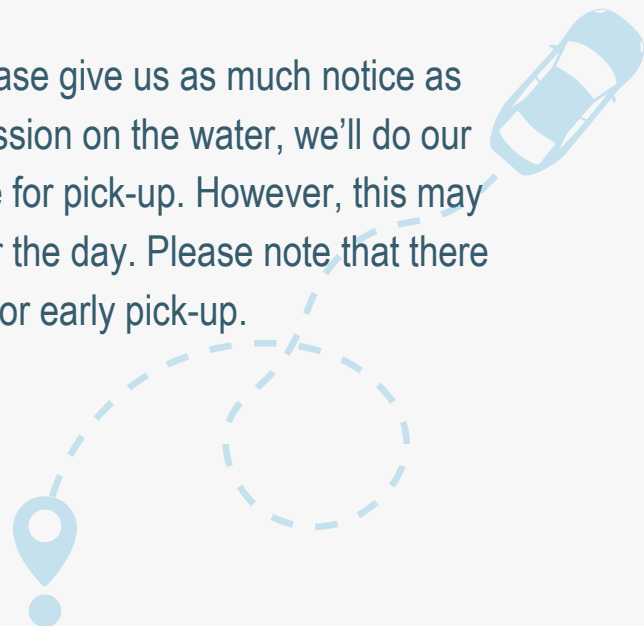
Campers will not be allowed to stay at camp the following day if there is an outstanding late fee.

Someone Else Picking Up Your Camper?

If someone other than you will be picking up your camper, please ensure they are added to the list of authorized pickups in our registration software, UltraCamp. Additionally, it's helpful to notify the camp director in advance, either at drop-off or by emailing youngmariner@capecodmaritimemuseum.org. The designated person will need to present a valid ID at pickup for your child to be released to them.

Early Pick-up?

If your camper needs to be picked up early, please give us as much notice as possible. As campers spend about half their session on the water, we'll do our best to ensure your child is back on land in time for pick-up. However, this may result in your camper missing their boat time for the day. Please note that there are no prorated fees for missing a day of camp or early pick-up.



What to Wear/Pack



- **Packed Lunch** (please note, we do not have a microwave)
- Snacks (one snack will be provided, but feel free to bring extras)
- Comfortable Clothes that can get wet and dirty (play clothes)
- Closed-Toed Shoes or Closed-Toed Sandals (e.g., Keens, Crocs)
- Hat (preferably one with a strap for the boat)
- Small Day Pack/Backpack
- Sunscreen (SPF 25 or higher)
- Refillable Water Bottle
- Poncho/Rain Jacket
- Extra Layer for Windy Days (windbreaker, sweatshirt, long sleeve shirt, etc.)

Please leave these items at home:

- Cellphones and other electronics including Apple watches / smart watches
Toys / collectibles (cards, stuffed animals, etc.)
- Any item of personal value
- Potentially dangerous items, pocketknives, matches, firearms,
ammunition, drugs, alcohol, etc.

**The Cape Cod Maritime Museum and the Young Mariner Program are not responsible for any lost or damaged items. The possession or use of tobacco, alcohol, drugs, weapons, or other potentially dangerous items is prohibited and may be grounds for dismissal from the program.*

Behavioral Expectations

Campers who are disrupting a group or activity should the following line of discipline:

1. **Warning (direct and indirect):** This can be done by a look or an overall verbal warning to the group
2. **One to One:** This is when you pull the camper aside and discuss the problem. This avoids embarrassing the camper in front of the whole group.
3. **Brought to Director:** Camper should be brought to the Camp Director when it has been determined that the campers will not cooperate with other camp staff.
4. **Parents Contacted:** This is the next to last step. Parents are contacted and discussions are made on whether the child should go home.
5. **Dismissal:** Occurs either by the parent wanting the child to come home, or when the camp director calls for an incident review with the Executive Director of the Cape Cod Maritime Museum. They may deem dismissal necessary under the Cape Cod Maritime Museum Discipline Policy.

The Young Mariner Program has a **zero-tolerance bullying policy**. A bully that is sent home will not be asked back to the program. No refund will be given in the event of bullying. This policy also applies to parents/guardians.

Each incident is different, which may warrant that certain steps may be skipped. **The key: No camper will jeopardize the importance of the camp experience for the majority of campers.** We want all kids to have a great time, but will send a camper home if necessary.

The following is prohibited at the Young Mariner Program: Corporal punishment, including spanking, cruel or severe punishment, humiliation, or verbal abuse, depriving a child of food, water, or shelter, punishment of a child for soiling, wetting or not using the toilet.



Sample Daily Schedule

*** This is a sample schedule, activities and the order in which they occur may change due to weather, staffing, and other unpredictable events.*

9-9:30 - Drop-off and daily overview

9:30-11:45 - Group 1 land lesson, Group 2 water lesson

11:45-12:45 - Lunch & Free time

12:45-2:45 - Group 1 water lesson, Group 2 land lesson

2:45-3:00 Daily wrap-up and pickup



Frequently Asked Questions

What is your refund policy?

For Scholarship Campers: A non-refundable \$50 placeholder deposit is required. Cancellations: 4+ weeks prior to the session start date: Full refund (minus placeholder deposit). Within 4 weeks prior to the session start date: 50% refund. Within 72 hours prior to the session start date: No refund.

For All Other Campers: Cancellations: 4+ weeks prior to the session start date: Full refund. Within 4 weeks prior to the session start date: 50% refund. Within 72 hours prior to the session start date: No refund.

Medical Emergencies Refund requests due to medical emergencies will be considered on a case-by-case basis and require documentation from a medical professional.

Processing Times: please allow 2-5 business days for bank processing of refunds.

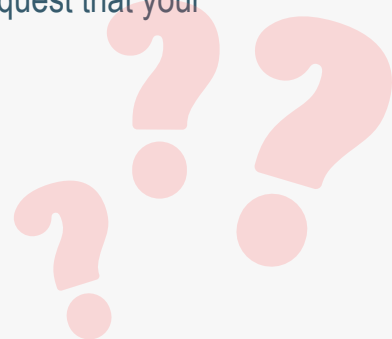
Minimum Enrollment Requirements: If a camp session does not meet the required minimum number of campers, you will receive a full refund or the option to rebook a different session, subject to availability.

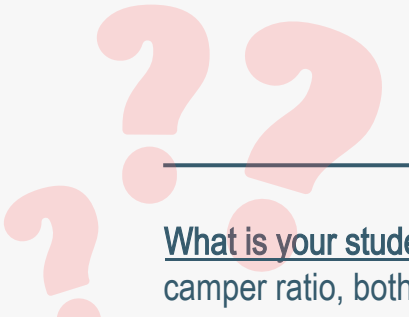
Extenuating Circumstances: In the event of a session cancellation due to unforeseen circumstances (e.g., extreme weather), we will offer a full refund or work with you to rebook a different session, subject to availability.

Can I transfer my camper into another session? You may transfer your camper to another session if space is available. To rebook, please call us directly. Rebooking must be completed at least 72 hours prior to the start of the desired session.

What do you do during inclement weather? In the event of inclement weather, we will move activities indoors as needed. However, please pack a rain jacket or poncho for your child, as we aim to continue outdoor activities during light rain or stray showers. Our priority is to ensure that every camper has the opportunity to get on a boat each day. The Program Director and our boat captains will closely monitor weather conditions throughout the day and week to ensure safety.

If a session is full, is there a wait-list I can sign up for? Yes, you may call and request that your child be added to a wait-list.





What is your student to teacher ratio? Each session is designed to maintain an 2:8 instructor-to-camper ratio, both on water and on land, ensuring personalized attention and a quality experience for every child.

Can my camper request to be put in a group with a friend or sibling? Making new friends is one of the best parts of a summer camp program, but we understand that having a friend or sibling in a new setting can help children feel more comfortable. Please notify us of your request during registration, and ensure that the buddy you request is no more than two years apart in age from your child. We will do our best to accommodate these requests, but cannot guarantee them due to our small session sizes and distinct age groups. If your child falls into one age group but wishes to be placed in the other, please contact us at (508) 815-4438 to discuss options.

If my camper can only attend camper for part of the week, can I receive a pro-rated price? We require full payment for the entire 4-day session, as we assume your child will attend all scheduled days. Sessions cannot be paid for on a day-to-day basis, and unfortunately, we are unable to issue refunds if your child misses any days during the session.

Will my camper need sunscreen? YYes! We will be spending as much time outside as we possibly can. We recommend packing sunscreen with an SPF rating of 25 or higher. Forgot to pack it? Don't worry, we have some on hand at the museum!

Where can I find pictures of my camper? Pictures of camp activities and campers experiencing fun under the sun at camp will be posted to the Young Mariner Facebook page at the end of the session. At the end of the summer they will be posted to the website: youngmariner.org.

When does my campers paperwork need to be in by? Camper paperwork, including immunizations, must be submitted at least one (1) week (7 days) before the start of the camp session they are registered for. Your camper cannot attend camp without having all the proper paperwork turned in. If you have any questions or issues while registering for your session please contact us.

