



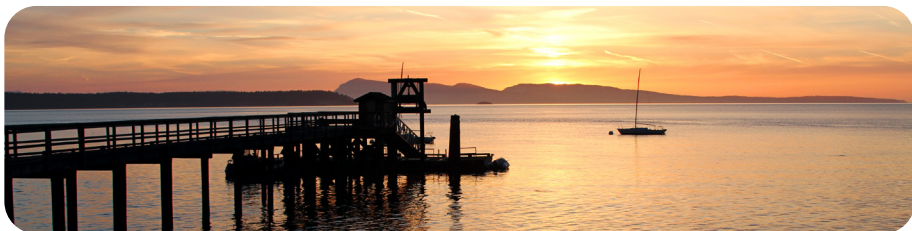
FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY



WELCOME TO CAMP ORKILA

2023 Summer Programs Handbook
YMCA CAMP ORKILA

THANK YOU FOR CHOOSING YMCA CAMP ORKILA!
WELCOME FROM THE CAMP DIRECTOR



Thank you for choosing YMCA Camp Orkila for your camper(s) this summer. You have given your camper a true gift: the opportunity to build a community of friends and role models, develop skills and passions, and create confidence and memories.

Built on the Y's values of caring, honesty, respect and responsibility and our commitment to equity and justice, at the Y we encourage learning and growing in a supportive environment. Your camper will be guided through this experience by our talented team of staff, who come from a wide variety of backgrounds and experiences, and take pride in helping kids explore, reflect, and grow.

As you prepare for your camper's summer adventure, please read through this handbook for important information, including specifics about our programs, camper drop-off and pick-up, communication with staff, and more. If you have a question you don't see answered here, give us a call at (206) 382-5009 (Seattle office) or (360) 376-2678 (Orkila office).

We are honored you have chosen the Y for your camper this summer.

In gratitude and community,

Dave Affolter
Camp Orkila Executive Director
daffolter@seattlemca.org

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WHO WE ARE

YMCA OF GREATER SEATTLE'S MISSION STATEMENT

Building a community where all people, especially the young, are encouraged to develop their fullest potential in spirit, mind and body.

EQUITY STATEMENT

The Y actively promotes a culture free from bias and injustice. We are dedicated to removing institutional and systemic barriers that result in oppression and racism. We will be accountable to marginalized communities for creating equitable and sustainable environments where social justice is woven into every facet of our programs, and by caring for our communities in a culturally versatile and respectful manner.

YMCA CORE VALUES

The YMCA of Greater Seattle has identified the values of **respect, responsibility, honesty, caring, and passion for excellence** as essential in a child's character development. YMCA Camp Orkila programs incorporate these values into the overall camp experience each day. Our approach toward values formation is designed to reinforce the lessons that families strive to teach their children every day. Through staff and camper

role modeling and living together at camp, campers depart from YMCA Camp Orkila with a better understanding and recognition of these character traits in themselves and in others:

- **Respect:** Following the golden rule by treating yourself and others with dignity
- **Responsibility:** Accepting accountability for your actions and role in the community
- **Honesty:** Being trustworthy and truthful
- **Caring:** Considering the needs and feelings of others
- **Passion for Excellence:** Striving to be and do your best

VALUES SESSIONS

Every day, generally in the evening, cabin groups will gather for a short discussion and sharing time. It's a great way to create bonds among campers and let everyone's voice be heard. Staff will choose age-appropriate topics, such as "who inspires you," to help guide the discussion.

VALUES AWARDS

Values Awards are given to campers who, through words or actions, demonstrate the core values in their camp community. At the end of their session, campers select fellow campers within their cabin who best exemplify each value, and we recognize award recipients each fall.

ESPECIALLY FOR FIRST TIME CAMPERS

Congratulations on choosing an experience that might make both you and your camper excited and maybe a little nervous!

Preparing campers for overnight camp can help them more easily cope with being away from home. It is very normal for symptoms of homesickness to occur over the first few days of camp – often during rest period and/or lights out. Most often with a few conversations with counselors and the security of new friends and activities, the homesickness dissipates. If the leadership team believes that homesickness has reached a point where the experience is no longer beneficial to the participant, or is negatively impacting the experience of others, we have the right to tell caregivers that they must pick up their camper(s).

Here are some tips to help prepare your child for camp and the possibility of homesickness:

PRIOR TO CAMP:

- “Live out of a suitcase” for a few days, and practice carrying it once it’s packed
- Practice taking a shower instead of a bath and washing one’s hair
- Mark a calendar with days until camp starts- HOORAY!!!
- Give gentle encouragement that missing home is “ok”
- Don’t make a “pick-up promise” that you’ll come get them if they are having a hard time (of course this option will be available to you if they don’t get past their homesickness, but it’s best to just offer encouragement prior to camp)
- Practice electronics-free time because there are no electronics at camp

DURING CAMP:

- When writing letters to your child, ask about camp activities, counselors, specific programs, etc. – words of encouragement go a long way
- Avoid using phrases such as “we miss you,” “wish you were here,” or detailed accounts of what the family is doing
- Pack “surprises” or notes of encouragement amongst your camper’s belongings (no food items please)
- Express your confidence in their ability to be away from home and that the counselors are there to assist them if they should need anything

IS MY CHILD READY FOR OVERNIGHT CAMP?

In order to ensure your camper is ready for such an experience, you should be able to answer “yes” to these questions:

1. Does my child consistently identify when they need to use the restroom?
2. Has my child successfully spent at least one night away from home?
3. Is my child willing to eat a variety of food?
4. Can my child take a shower by themselves?
5. Does my child effectively manage their own behavior around other children?

If the answer to any of these questions is “no,” please contact the Camping & Outdoor Leadership Office - campinfo@seattlemca.org - to discuss your child’s experience.

COMMUNICATION

VISITING CAMP ORKILA

Outside of check-in and pick-up, we ask that families DO NOT visit their camper while camp is in session at Camp Orkila.

SEND MAIL TO YOUR CAMPER

Please allow enough time for the mail to reach your camper before the end of their session. **Please do not send any food to campers.** Food in cabins invites unwelcome visitors (animals!). Additionally, we do not serve nuts at camp. Any food or candy containing nuts or processed in a facility with nuts will be disposed of by a staff member.

Ideas for things to send to your camper include: books, games, cards, address books, small drawing pads, small stuffed animals, and/or items to share with a group.

PACKAGES & MAIL MAY BE SENT TO

for USPS:

Camper's Name
Session & Program
YMCA Camp Orkila
P.O. Box 1149
Eastsound, WA 98245

for FedEx/UPS:

Camper's Name
Session & Program
YMCA Camp Orkila
484 Camp Orkila Rd.
Eastsound, WA 98245

Please be aware, the Orcas Island Post Office is closed on the weekends so there is **NO WEEKEND MAIL DELIVERY**. The last day campers receive mail will be on Thursday for Friday departures, and Tuesday for Wednesday departures.

Any packages received after your camper's session has ended will be returned at the sender's expense.

SEND CAMPERS EMAIL & VIEW PHOTOS

Through your online account in UltraCamp, you may send one-way emails to your camper. Campers will not have access to computers to reply. In an effort to reduce our environmental impact, we will print out emails two times for each week-long

session. We will also have a mailbox available at our check-in locations if you would like to drop a standard letter, greeting card or postcard to be delivered to your camper on the first full day of their camp session.

Our Media Team will post photos throughout the week for you to view on our password protected photo site, SmugMug. This information is distributed via email a few days prior to your camper's session, and is also available at check-in locations.

CAMPER PHONE USE

The camp experience is a way to develop a greater sense of independence. Therefore, no phone is available for campers to routinely make or receive calls. However, should your child need to call home, a director will arrange a time and, together with the camper, they will make the call home. Electronics are NOT allowed and will be confiscated and returned at the end of the session (see packing list for specifics).

PARENT COMMUNICATION

Staff are trained to handle day-to-day situations that might arise during your camper's visit to Camp Orkila in a safe and caring manner. Instances when you might expect to hear from camp staff for consultations or to arrange to pick up your camper may include:

- Medical care outside basic first aid, including fractures and sprains
- Emergencies and evacuations (see above)
- Severe homesickness
- Illness, including vomiting or respiratory symptoms coupled with a fever above 100 degrees
- Behavioral issues, including bullying or verbal or physical aggression
- Nits or head lice
- If there are any signs or symptoms of COVID-19

CONTACTING YOUR CAMPER IN AN EMERGENCY

Should you need to contact your camper under emergency circumstances, please do so through the Camp Orkila office at (360) 376-2678. For after-hours emergencies, call the Director-on-Duty at (360) 317-6852. A director will contact you and offer their assistance as to the best way to be in contact with your child. Other contact numbers are on the back page of this Summer Programs Handbook.

EMERGENCY PROCEDURES

At Camp Orkila, the safety of participants is our highest concern. Programs always involve risk. The most important thing we can do to mitigate risk in our programs is to be certain our staff follow our safety policies and practices. In addition, we have communication systems that provide support for staff. Program policies have been reviewed and accepted for accreditation by the American Camp Association.

For our offsite programs, part of our safety system is our communication with staff while they are in the field. Kayaking programs contact camp by radio each morning and evening as well as when they

get on and off the water. During each session, we have a medical team on site and available by radio. In the event there is an emergency, we have developed a comprehensive response system. If a teen is injured, staff are the first to provide emergency care. Staff will provide initial medical care to the level of their training and, if necessary, contact camp, or emergency services for additional care.

EVACUATION PROCEDURES

In the unlikely event that the YMCA decides to evacuate Camp Orkila, we will attempt to contact the family starting with the lives-with parent or guardian, then the emergency contact person, in that order. At that time, the person we make contact with will be given further instructions on how the evacuation will proceed. For this reason, it is truly important that we have accurate contact information for parents and emergency contacts during your child's camp experience.

Based on the type of emergency, the YMCA will make a decision on the most prudent way to return campers safely home. Such an emergency may require parents or contacts to pick up their child at camp. If the need arises, general information regarding evacuation will be listed on the website at camporkila.org.



HEALTH & SAFETY

IMPORTANT!

The health and safety of your child is our primary concern. To ensure our camp health care providers have the information necessary in advance, the Camp Care Info Packet must be returned to the YMCA Camping & Outdoor Leadership office upon receipt, or immediately upon registration if registering after that point. **Staff cannot accept health forms at Check-In.** It is the parent or guardian's responsibility to provide accident and health insurance. The YMCA does not provide any coverage for members or participants.

CAMP HYGIENE STANDARDS

Cleanliness is a key component to keeping campers healthy. Campers will be encouraged to wash their hands prior to every meal. Your pre-camp support of this concept is appreciated.

Bathrooms are inspected and sanitized frequently by members of our facilities staff. Directors will check cabins for neatness daily. To model responsibility for the care of camp, counselors are active participants in helping with these tasks.

HEAD LICE

Head lice can become an issue anytime you gather children together at school, day care, or camp. It is not indicative of uncleanness and anyone can get them. Because lice are easily transmitted and require several steps to eliminate, we cannot keep children at overnight camp who are found to have nits or head lice.

To help ensure that all campers have a positive experience at camp, **it is your responsibility to check your camper for head lice before camp begins.** If nits or head lice are found, you must do a thorough treatment of the hair and all personal belongings to remove all nits and lice before camper arrives at check-in. Information on treatment can be found online or via the health department.

We intend to inspect each camper's hair at all of our check-in locations. If any nits or lice are found, we will be unable to allow your camper to check in. Based on session availability, we will be happy to move your camper to another session but will not issue a refund.

If nits or lice appear during your camper's week at camp they will not be able to complete their session, and you will need an authorized pick-up person available to pick them up at Camp Orkila. Again, we will move them to another session based on availability.

Thank you for helping us keep all kids healthy.

COMMUNICABLE DISEASES, FRACTURES & STITCHES

Participants with communicable diseases will not be allowed to attend camp until they are free of the disease, 24 hours without a fever without using fever reducing medication, or no longer contagious, as determined by a doctor. Campers with fractures or stitches must have written permission from their physician to attend camp.

IMMUNIZATIONS

To reduce the risk of our staff sharing germs, we strongly encourage all staff working in overnight camping programs to have MMR, Varicella, TDap, and Covid-19 vaccinations and boosters when available. We do not currently require campers to have these vaccinations, but being up to date on these will help your child stay healthy when they are at camp. To learn more about recommended vaccination schedules for youth, visit <http://www.doh.wa.gov/YouandYourFamily/Immunization/PreteensandTeens>. Washington immunization records can be accessed at www.wa.myir.net.

MENTAL, EMOTIONAL, SOCIAL HEALTH, WELLNESS & SAFETY

Staff are trained to support the mental, emotional, and social health and safety of participants, and there are some resources at camp available to participants to support their mental, emotional, and social health. If staff become concerned about a participant's mental, emotional, or social health, staff may contact parents or guardians for additional support and may request that they come early and pick up their child from camp.

MEDICATIONS

PREPARING MEDICATION

All participant medication, supplements, or vitamins, prescribed or over the counter, must be reported on the Camp Care Info packet. Please bring enough medication to last the entire length of your camp stay. **All medications, supplements, and vitamins must be in the original packaging/bottle.** Additionally, prescription medication must include labeling that identifies the prescribing physician, the name of the medication, the dosage, and the frequency of dispensation. Prescription medications must be in the participant's name. **No loose pills/vitamins in Ziploc bags.**

All medications must be turned in to staff at check-in, where it will be given to the health-care team at camp. Participants are not allowed to self-administer medicine.

The Camp Orkila health center has over the counter medication, such as Tylenol, ibuprofen, Benadryl, Dramamine, cough medicine, and decongestants. Please DO NOT send these items with your child to camp. Indicate your approval to dispense these medications (full list) in the Camp Care Info packet.

A completed Medication Information Form which will arrive with your transportation letter two weeks prior to the start of your session must accompany all medication and/or vitamins

being sent to camp. Directions on the container label must match your written directions on the medication form. Place the completed form with medications **in their original containers** in a plastic bag and turn them in at the check-in table. **No loose pills will be accepted.**

"MEDICAL HOLIDAYS"

We strongly discourage parents whose children are on medication throughout the year from putting them on "medical holiday" while they are at camp. It is not always in the child's best interest to take time off from their medication. We will be as accommodating as possible with your physician's recommendation.

TRAVEL DAY MEDICATION

If your camper will require medication during their travel to camp, please complete the En-Route Medication Form at check-in.

ILLNESS & ACCIDENTS

During each camp session, Camp Orkila has a medical team, generally consisting of nurses, Physician Assistants, Nurse Practitioners and/or Doctors living on-site that is available by phone or radio. They hold sick-call daily, and are available 24 hours a day for emergencies. They, an Orcas Island Emergency Medical Technician, or the Orcas Island Medical Clinic handle in-camp situations. Additionally, all staff are trained and certified in CPR and First Aid.

A designated emergency vehicle is on site at all times. Camp Orkila is accredited by the American Camp Association and adheres to its high quality standards. If medical treatment beyond first aid is required, staff will make every effort to contact the family starting with the lives-with parent or guardian, then the emergency contact.

Our camp's health center has a limited capacity to keep campers in extended isolation. In our experience, campers with medical illnesses feel more comfortable recuperating at home. In such situations, the camp staff may contact parents

and request that they come early and pick up their child from camp. Camp's policy is that parents are responsible for transporting sick campers home.

We will update our website with additional information regarding policies, practices and procedures aimed at preventing the spread of COVID-19.

COMMUNITY & BEHAVIOR EXPECTATIONS

At the YMCA of Greater Seattle, we are committed to becoming an anti-racist and inclusive gathering space where people of all colors, religions, genders, and backgrounds are welcomed and have the opportunity to succeed, be healthy, and thrive. That means closely examining what we do – our systems, hiring practices, partners, contracting, and programs – to ensure we are learning, adapting, and doing all that we can to build a more equitable, healthy, and just community.

The Y believes in the unique potential of every young person. We strive to provide support to ensure all youth are successful in our programs. From the moment participants arrive, staff work to build an inclusive space with clear expectations. Additionally, we partner with parents and guardians on strategies for working with participant's individual behaviors. Should behavioral support be needed, staff will make every effort to call the family starting with the primary contact, then the emergency contact.

We know that certain behaviors can cause lasting harm. We do not tolerate bullying: aggressive behavior that is intentional, is repeated over time, and involves an imbalance of power or strength, and bigotry: making derogatory comments, including making fun of the individual or individual family's national origin, religion, sexuality,

ethnicity, disabilities, sexual orientation, gender; threatening bodily harm to the individual or individual's family/friends.

Staff make every effort to ensure each participant has a positive experience. The Y strongly believes that youth programs are an exciting, safe community for youth to explore, build confidence, develop skills, and make lasting friendships and memories so they can grow as individuals and leaders. It's a place where participants can discover who they are and what they can achieve. We strive to help each person develop positive self-esteem while fostering self-direction.

Our Y staff work with each participant to support their development in self-management and self-direction. Some examples are:

- Consistent rules are clearly stated.
- Participants are expected to work and play within known limits.
- Behavior expected of participants is age appropriate and based on development level.
- An atmosphere of trust is established in order for participants to know that they will not be hurt nor allowed to hurt others.
- Participants become acquainted with themselves and their feelings to help them learn to cope with their feelings and control them responsibly.

GENERAL BEHAVIOR EXPECTATIONS

- No put-downs...no one needs them.
- Be honest with yourself and others.
- Speak for yourself...not for anyone else.
- Listen to others...they will then listen to you.
- Show respect...every person is important.
- Take responsibility for your actions, you are responsible for you.

UNACCEPTABLE BEHAVIOR

- Refusing to follow the behavior guidelines or program and safety rules.
- Using profanity, vulgarity, or obscenity.
- Stealing or damaging property (personal, Y, rental, and public property) Note:

Damage done by a participant to these properties could result in financial responsibility and invoice assessed to the participant's family.

- Refusing to participate in activities or cooperate with staff resulting in disruption of the program for others.
- Running away from the group or designated areas.
- Endangering the health and safety of participants and/or staff.
- Engaging in physical violence, bullying/teasing, or sexual misconduct or abuse toward another child or staff.
- The use of exclusionary language or slurs.
- Public or inappropriate displays of affection.

WHEN BEHAVIOR RULES ARE BROKEN

Y staff facilitates the development of self-control by using positive guidance techniques such as modeling, encouraging expected behavior, redirecting participants to a more acceptable activity, or setting clear limits. Staff respect each participant's developing capabilities.

PROGRESSIVE DISCIPLINE PROCEDURES

When a participant does not follow the behavior guidelines, Y staff take the following action steps:

- **Step 1:** The Y uses positive guidance methods including reminders, distraction, logical consequences, and redirection.
- **Step 2:** If inappropriate behavior continues, the participant is reminded of behavior guidelines and program rules. The staff member and the participant decide on action steps to correct their behavior. Staff documents the situation, the inappropriate behavior and action taken. Parent/guardian(s) are notified.
- **Step 3:** If the situation is not resolved and inappropriate behavior continues, staff will schedule time with the

participant and their family to develop an action plan for success.

- **Step 4:** If after working through steps 1–3 the participant is still struggling to meet expectations staff will work to identify different program types, a different cohort or a modified attendance schedule to support the participant, and their family. If needed, the Y reserves the right to suspend or remove the participant from the program. Parent(s) or guardian(s) may be notified to pick up their participant at their own expense. Travel arrangements will always be made in advance with the parent or guardian. Program fees will be forfeited. In the case of a serious incident, the participants involved will not be invited back for future experiences.

The Y believes in the unique potential of every young person. We strive to provide support to ensure all participants are successful in our programs. To limit instances of bias and to respond in a way which aligns with our organizational values, Camping & Outdoor Leadership is focused on implementing trauma-informed, restorative justice practices into the curriculum, daily routine, and culture. Our staff teams are trained to add social and emotional learning aspects into all programs, create community, and facilitate conflict resolution. These practices are introduced to and practiced by participants throughout their experience through intentional community building activities like teambuilding and values sessions. We are committed to building strong communities within our programs and assisting participants in dealing with conflict in a healthy and productive manner. We aim to address the root of behavioral issues and conflicts by finding solutions which use restorative practices as the foundation for overcoming conflict and addressing bias.

When the welfare of the camper, other campers, or camp property/equipment is jeopardized, the parent(s) or guardian(s) may be notified to pick up their camper at their own expense. Travel arrangements will always be made in advance with the parent or guardian. Program fees will be forfeited. In the case of a serious incident, the campers involved may not be invited back to camp for future experiences.

STATEMENT FOR PREVENTION OF ABUSE

A principal endeavor of the Y is to provide a healthy atmosphere for the growth and development of youth and children. Thus, the mistreatment or neglect of youth or children and the resulting severe effects are of primary concern to the Y. Child abuse is mistreatment or neglect of a child by parents, another child, or others, resulting in injury or harm. Abuse can lead to severe emotional, physical, and behavioral problems. Because of its concern for the welfare of children and youth, the Y has developed policies, standards, guidelines, and training to aid in the detection and prevention of child abuse. In addition, all employees are screened, and background checks are conducted upon hiring or rehiring.

Additionally, employees who have contact with children and youth receive training in recognizing, reporting, and preventing child abuse, which includes training in recognizing signs that a child is being groomed for abuse. Some of the guidelines employees are expected to follow are:

- Avoid being alone with a single child where you cannot be observed by other staff or adults
- You may not relate to children who participate in Y programs outside of approved Y activities. For example, baby-sitting weekend trips, foster care, etc. are not permitted. An exception must be approved in advance in

consultation with our Risk Management department.

- Giving personal gifts to program participants or their parents is not allowed
- Program rules and boundaries must be followed, including appropriate touch guidelines
- Children or youth should not be singled out for favored attention
- Dating a program participant under age 18 is not allowed. Some Y programs may have additional restrictions.
- Children may not be disciplined by use of physical punishment or by failing to provide the necessities of care.
- Verbally, physically, sexually, or emotionally abusing or punishing children or youth is not allowed.
- Children may be informed in a manner that is age appropriate to the group of their right to set their own "touching" limits for personal safety.
- Children should only be released to authorized persons in programs with controlled pick-up procedures.
- Any information regarding abuse or potential abuse should be documented in writing.
- At the first reasonable cause to believe that any abuse of a child by a Y employee or volunteer, even if it was not during working hours, should be reported to the Y by calling (206) 749-7590 or emailing safekids@seattlemca.org. Additionally, it is the Y's protocol to make a report to the appropriate authorities. Appropriate actions will be taken regarding the employee or volunteer, including suspension or termination from Y employment or volunteer status.
- Confidentiality of information related to child abuse is crucial and should be limited to the immediate supervisor, District Executive, and designated members of the Y Association Office.

The Y uses an online resource for families entitled [Protect Your Child From Abuse](#).

CHILD SAFETY

As a partner in your child's success, the YMCA of Greater Seattle is committed to providing a safe environment for all participants and staff. We work hard to create an environment that is both physically and emotionally safe for children. If at any time throughout the summer you are concerned about the physical or emotional health of your child, please do not hesitate to speak to a staff member.

PERSONAL SAFETY TALKS

As part of our program, staff engages in discussions designed to increase children's understanding of touching and personal space limits. Y staff will model the use of correct words for body parts and functions, and respond to conversations and questions in age appropriate ways.

CHILD ABUSE REPORTING

Y staff are required to report immediately to Child Protective Services (CPS Intake), licensor, or police any instance when there is reason to suspect the occurrence of physical, sexual, or emotional abuse, child neglect, or exploitation. We may NOT notify parents if this occurs except upon the recommendation of Child Protective Services or the police.

GENDER IDENTITY

PRONOUNS/NAMES

Everyone has the right to be addressed by the name and pronouns with which they identify. Inadvertent slips or unintentional honest mistakes in the use of names or pronouns might occur. The Y does not condone the intentional and persistent refusal to respect a person's gender identity, pronouns or name. Staff may talk to participants of all ages about pronouns using age-appropriate language to ensure that all campers, staff, and volunteers are respected.

FACILITY ACCESSIBILITY

RESTROOMS

Camp Orkila has several different configurations of restrooms. Most campers will have access to all-gender bathrooms near their cabins which contain sinks, individual stalled showers, private changing areas, and toilets. In addition to the all-gender bathrooms, camp has multiple single-user toilets.

GENDERED SPACES

Access to gendered spaces (rest rooms, overnight accommodations) are based on gender identity. Sex assigned at birth, physical genitalia or presentation should not dictate use of gendered space. In the case of gendered restrooms, individuals may select the facility that best fits their gender identity or comfortability. Whenever possible, individuals who have a need or desire for increased privacy will be provided access to an alternative restroom or area to shower or change in privacy. Cabin assignments for traditional and specialty camps will be made based on gender identity. Staff and participants will be asked to select a cabin gender in which they will feel most comfortable for that session. For teen expedition & leadership programs, participants will live in all gender accommodations. We will seek to make facility accommodations, whenever possible, to meet the given needs of individual campers. The gender identities of cabin staff and volunteers may not be the same as gender identities of participants in the cabin.

OUR STAFF

Staff are the heart of our programs. Recruiting, selecting, training, and supporting staff are essential to positive youth development. All program staff who run camp activities have individual areas of expertise to share with campers. Cabin counselors are selected for their experience working with children, judgment, maturity, and caring attitude. We hire international staff from many different countries. Having international staff facilitating our programs brings an opportunity for cultural exchange and learning for participants and staff.

We recruit staff who serve as role models for campers by demonstrating strong leadership skills that reflect the mission, commitment to equity and justice, and the core values of the YMCA of Greater Seattle. Through role modeling and by creating challenges that foster individual and group development, we provide campers with the opportunity to leave camp with a better understanding in the values of respect, responsibility, honesty, and caring. Staff must complete the application and interview process as outlined by the YMCA of Greater Seattle. Staff must have current First Aid and CPR certifications and pass a national background check. An instructor on expedition courses has a wilderness first aid certification or higher.

Interviews are conducted with at least three references. Cabin counselors generally complete eight days of training, and directors and trip leaders complete an eight-day director's training in addition to all-staff training. Training topics include: cultural humility and restorative justice, child behavior support, age-appropriate programming, emergency procedures, bullying & child abuse prevention, and health and safety management.

VOLUNTEERS

As part of the daily program, camp has volunteers or guests on-site to share their special talents and enhance the value of the campers' experiences. Examples of this might be teen summer interns, doctors and nurses, a musician or camp alumni. Volunteers must pass a background check and take child abuse prevention training.

TALK BOX

If your camper is having a problem at camp and having difficulty finding the right person for help, they can write a confidential message and place it in one of the locked talk-boxes. The message will go directly to staff who will follow up as needed.

PAYMENTS & REFUNDS

Final payment must be received in the YMCA Camping & Outdoor Leadership office no later than JUNE 1. After June 1, full payment is required at the time of registration.

Make checks payable to YMCA Camping & Outdoor Leadership and send to 909 Fourth Avenue, Seattle WA 98104. There will be a \$20 charge for returned checks. We also accept Visa, MasterCard, American Express and Discover.

REFUND POLICY

Deposits are non-refundable. If your camper is unable to attend camp, please notify Camping & Outdoor Leadership immediately. To receive a refund, you must notify us by June 1. According to how you originally paid the fees, a check or credit card refund will be issued, less the non-refundable deposit. Please allow two weeks for processing refunds. Any cancellations or refund requests received after June 1 will be at the discretion of the YMCA.

LATE ARRIVALS & NO SHOWS

If your camper will arrive late to camp or will be picked up early, please notify the Camping & Outdoor Leadership office as soon as possible. If a camper does not show up at camp by evening of the opening day, staff will call the primary contact to determine the camper's whereabouts. No refunds are given for late arrivals or no shows.

ORKILA STORE

BUYING ITEMS AT THE STORE

All store purchases are made through your camper's prepaid store account. Please include store money with your final payment check or credit card total. Specify on your invoice stub the amount to be allocated to the store account. Please discuss with your camper the amount in their store account. For more information on items and pricing, visit Parent Corner on camporkila.org

STORE MONEY REFUNDS

Upon adding store money to your account, you may choose to have unspent money donated to our campership fund for the following summer, or refunded to your account at the end of your camper's session. If you are unsure what you have selected, or want to change your refund method, please contact our office. A detailed report of your camper's store expenses can also be viewed from your online account. If you have any questions, contact the Camping & Outdoor Leadership Office at (206) 382-5009 or campinfo@seattleyymca.org.

ACCOMMODATIONS & MEALS

CABINS

Our youngest campers generally stay in the Wally Fisher Lodge, which is enclosed, heated, and has electricity and in-house bathroom facilities.

Older campers stay in cabins or platform tents, which feature doors and screened windows but no electricity. Single-gender bathrooms and showers are in separate buildings a short walk away.

Typical Cabin Interior



Bathrooms/Showerhouses



Individual Toilet & Shower Stalls



CABIN GROUPS

Campers are placed in cabins of campers within the same program and similar age or developmental stage. Campers live in cabins based on gender identity, or, the cabin in which they are most comfortable. Counselors live in the cabin with campers and manage daily living. They act as a guide, role model and mentor. We work hard to make sure there is a variety of camp experience, talents and geography represented in each cabin group. The gender identities of cabin staff and volunteers may not be the same as gender identities of campers in the cabin.

FRIEND REQUESTS

If your camper has a friend attending the same session, we ask that you limit the number of cabin mate requests to 1 to help ensure that camp is a welcoming place where every camper feels included and can make new friends. Please note: this must be a mutual request to be honored, and campers must be within one grade level or 18 months in age. If a request is made to place campers of greater age spans together in a cabin, the older camper will be placed in the younger cabin.

MEALS

Camp serves nutritious, well-balanced meals, and can accommodate most dietary needs and restrictions, which we ask you to notate on the Camp Care Info packet. A vegetarian, vegan, gluten-free, and dairy-free option is available at every meal for participants. Healthy snacks consisting of fruit and another item are served in the afternoon. Water consumption is encouraged throughout the day.

A TYPICAL DAY AT CAMP

TIME	YOUNGER TRADITIONAL	TIME	OLDER TRADITIONAL & SPECIALTY
7:00	Wake Up	7:45	Wake up
7:45	Breakfast,	8:45	Breakfast
9:00	Activity #1	10:00	Activity #1 / Specialty #1
10:00	Activity #2	11:15	Activity #2 / Specialty #2
11:45	Lunch	12:45	Lunch
1:00	Siesta	2:00	Activity #3 / Activity 1
2:00	Activity #3	3:15	Snack
3:15	Snack	3:30	Activity #4 / Activity 2
3:30	Activity #4	5:00	Siesta, Cabin time
5:15	Dinner	6:15	Dinner
6:30	Evening Activity / Values Session	7:30	Evening Activity / Values Session
9:30	Lights Out, Bedtime	10:30	Lights Out, Bedtime

ACTIVITIES & SCHEDULES

The YMCA of Greater Seattle is committed to providing developmentally and culturally appropriate programming that respect, reflect, and support children and families and cultivate an understanding among children and staff.

At the Y, we're for youth development, healthy living, and social responsibility. Y youth programs stimulate a child's physical, social, intellectual, and emotional development. Using small group experiences that are developmentally appropriate, children will:

- Develop physically, emotionally, and socially through a variety of safe, developmentally appropriate, and challenging experiences
- Expand awareness and appreciation for the world around them
- Learn and display the four core values of the Y: Caring, Honesty, Respect, and Responsibility,
- Increase appreciation for their own family, friends and surrounding community

Within each group's schedule we offer a variety of age-appropriate activities, corresponding to each individual program. For

example, younger campers often participate in the Giant Swing, while our older campers may participate in the Zipline. Due to the size of camp, and the number of activities we offer, campers will not have the opportunity to participate in all programs at camp. Additionally, programming may change each week due to a variety of circumstances. Below are some examples of activities common at camp:

Arts and Science: Marine Center Activities, Arts and Crafts, Beach Walk, Campfires and Talent Shows.

Aquatic and Sports: Pool Time, Dock Jump, Boating, Archery, Field Games and Basketball.

Challenge Course and Teambuilding: Including Zipline, Climbing Wall, Giants Swing, High Ropes Courses, Low Ropes Courses.

Offsite Exploration: Overnight Trips to Satellite Island, hiking our backpacking to Twin Lakes or "Enchanted Forest."

Reflection and Choice: Cabin Time, Values Sessions, Group Discussions, Open Recreation (Choice Time).

TRADITIONAL & SPECIALTY CAMP PACKING LIST

SUGGESTED ITEMS FOR A 1-WEEK SESSION

- 40 degree or warmer sleeping bags with pillow/pillow case
- 1 bath towel & washcloth
- 1 beach towel
- 1-2 pairs of pants
- 2-4 pairs of shorts
- 5-6 shirts
- Sweatshirt or jacket
- Raincoat or poncho with hood
- Pajamas or sleepwear
- Sunhat or baseball cap
- Swimsuit
- 7 pairs underwear & socks
- 2 pairs comfortable walking shoes – closed toe
- Comb/Hairbrush & Shampoo
- Toothbrush & Toothpaste
- Soap or Bodywash
- Deodorant
- Sunscreen – SPF 15 or higher
- Flashlight
- Water bottle
- Backpack/CinchSack to carry belongings

HELPFUL EXTRAS

- Sunglasses
- Swim Goggles
- Shower shoes (flip flops ok)
- Laundry Bag
- Book or playing cards
- Writing paper, pens, self-addressed/stamped envelopes for letters home
- Disposable camera with name on it
- Insect repellent
- Lip Balm
- Fancy and/or silly clothes for special events

***NOTE: Please label all belongings with your camper's first and last name.**

PACKING TIPS

KEEP IN MIND

- Campers should be able to carry their own luggage to their cabins. Avoid overpacking.
- Label all belongings with your camper's first and last name, including bedding.
- Clothing should be tolerant of water, mud and fun – nothing new or expensive!
- All items on the clothing list are important at camp, especially the rain gear and warm layers.
- Closed-toe shoes are required to use some activities, including the challenge course.

THINGS TO KEEP AT HOME

DO NOT bring the following items to camp! Prohibited items will be returned, if appropriate, on the last day of the camp session:

- Electronics: cell phones, smart watches, laptop computers, e-readers, tablets, music players, etc. (anything with a screen). We maintain an unplugged, non-screen environment.
- Food of any kind, including candy or chewing gum (all snacks are provided)
- Money, jewelry, or expensive items
- Any item considered dangerous (knives, guns, weapons, fireworks, matches, lighters, etc.)
- Alcohol or illegal drugs of any kind
- Tobacco products, in any form (including e-cigarettes & vapes)
- Animals or pets of any kind
- Skateboards, bicycles, scooters, rollerblades, roller skates, and other personal sports equipment
- Vehicles (teen campers are not allowed to drive themselves to/from camp, and must be checked-in by a parent or guardian)

TEEN LEADERSHIP & KAYAKING PROGRAMS

GENERAL INFORMATION

CAMPSITES

While on expedition trips, groups stay at developed campsites using advance reservations whenever possible. Most camp sites that kayaking trips stay at can only be accessed by foot or boat.

MEALS

On trips, teens prepare healthy, well-balanced and nutritious meals over camp stoves. Staff teach each teen to use the stove safely and to assist with cooking meals for the group.

SLEEPING ARRANGEMENTS

While at Camp Orkila, teens sleep in all gender cabins in Tracy Strong Village. Participants in the LDI and HAL 2.0 programs will sleep in the Tracy Strong Village or Camp Orkila's campground while on site at Orkila. While on expedition, teens sleep under A-frame tarps, and staff sleep under a separate tarp close by.

SHOWERS

When out on trips, showers are not available. Teens will have an opportunity to rinse via dipping in the Salish Sea, and can shower on-site at camp before and after the experience.

LAUNDRY FACILITIES

Laundry service is not available to teens on expedition trips (including single or multi-week courses and/or consecutive trips) due to the remote nature of the campsites.

STORAGE

While on trips, teens can leave some personal items stored in a locked storage area at camp. Space is limited, so please bring only necessary items.

SWIM CHECK & SEA KAYAK WET EXITS

All teens who participate in an overnight kayaking experience are required to complete a basic swim check (swimming one length of the pool without stopping and treading water for 30 seconds), and a wet exit that requires a team of two to flip, exit and re-enter a double kayak. Teens receive full training prior to the drill to ensure success. It is required of all participants before teens can participate in overnight kayak trips.

REST DAYS

Teens on longer courses are able to rest up from the rigorous adventure activities, prepare for the next leg of the trip, or wait out inclement weather conditions. These days are spent taking day hikes, visiting local museums, playing organized games, or learning to cook over camp stoves.

PERMITS

The YMCA of Greater Seattle and Camp Orkila are permit holders for the areas in which we will travel. All groups operate within the rules of the permits.



TEEN LEADERSHIP & KAYAKING PROGRAMS

GENERAL PACKING LIST

All participants are responsible for bringing the items on the following list with them to camp. Please take time to confirm that every item is actually going into their pack before leaving home. The quality of equipment can have an enormous impact on the health and happiness of participants. When selecting equipment, size and weight can be important.*

*Orkila can provide many of these items; please call with any questions.

PACKING

Since participants will be carrying their own equipment as well as a portion of the group's food and gear, choose personal gear that is lightweight, warm and easily packed. All items should be packed in a duffel bag or backpack.

CLOTHING

Synthetics and wool are warmer, more comfortable, and **highly recommended**. Cotton clothing holds water, dries slowly, and **will not** provide insulation when wet.

FOOTWEAR

Participants should bring shoes or sports sandals (Tevas, sandals, Crocs, water shoes, Chacos, or lightweight sneakers). These shoes will be worn while swimming and in boats, so they need to be securely fastened with a heel strap. **NO FLIP FLOPS!**

SLEEPING BAGS

A quality sleeping bag is extremely important for comfort on trips. Small, warm, lightweight bags are essential because participants will carry their bags for the duration of the trip. A nylon-shelled synthetic sleeping bag, with a stuff sack, is preferred. **Do not bring cotton or down sleeping bags.** Once wet, they tend to stay wet.

GROUP GEAR & EQUIPMENT

Camp Orkila provides kayaks (primarily Northwest SeaScape 2 double kayaks), paddles, tarps, stoves, cooking and eating utensils, and dry bags.

GEAR CHECK

Our instructors will help check all participant gear. They may ask participants not to bring something that they've packed or provide an alternative to what was brought. This is done for efficiency, to minimize pack weight, and to ensure that everyone has the appropriate gear. Anything we ask to be left behind will be stored securely.



TEEN LEADERSHIP & KAYAKING PROGRAMS

TEEN TRIPS PACKING LIST:

REQUIRED ITEMS:

- 1 pair of comfortable shoes (such as tennis shoes) to wear at camp sites
- Baselayer: 1 pair of long underwear, top and bottom, (wool, capilene or polypropylene)
- Midlayer: 2 pairs of long pants (1 pair non-cotton, synthetic, quick-drying)
- Midlayer: 1 long-sleeved synthetic/wool top
- Top layer: 1 warm fleece, sweater or jacket (wool or synthetic)
- Rain jacket and rain pants (no ponchos)
- 4 pairs of socks (wool or synthetic preferred)
- Underwear (enough to last through the length of the program)
- 2 pair of shorts
- 4 T-shirts (at least 1-2 non-cotton, synthetic)
- 1 swimsuit
- 1 brimmed hat
- 1 warm hat
- 1 pair of warm, lightweight gloves
- Personal toiletries (in small containers)
- 1 towel for showering
- Sunscreen
- Sunglasses with a retainer strap (Chums, Croakies)
- Flashlight or head lamp
- Personal water bottle
- Watch
- Sleeping pad (foam or inflatable)
- Sleeping bag (an easily packable, synthetic bag is preferred)

OPTIONAL ITEMS:

- Camera (labeled with camper's name)
- Windbreaker
- Insect Repellent
- Books, cards, journals, art supplies
- Small hand towel
- Bandanas
- Crazy Creek chair
- Binoculars
- Postcards

DO NOT BRING:

- Cell phones/electronic devices
- iPods/MP3 players/radios
- E-Readers/handheld gaming devices
- Matches/lighters
- Alcohol/drugs/tobacco products/e-cigarettes/vaping devices
- Candy/food
- Valuable clothing or make-up
- Animals
- Personal sports equipment
- Fireworks
- Weapons
- Vehicles

ADDITIONAL PACKING ITEMS FOR LEADERSHIP PROGRAMS**:

All required items listed, as well as additional clothing and shoes for time in camp. Please refer to the traditional camp packing list for one week on page 16, and adjust as needed for your total time at camp.



TEEN LEADERSHIP & KAYAKING PROGRAMS

SAMPLE ITINERARIES

The itineraries given are intended to be a sample schedule of each trip. These may change due to circumstances such as weather and the skill level of participants.

ALL KAYAKING TRIPS

SAN JUAN KAYAKING

DAILY TRAVEL TIME

Kayak 1 to 6 hours

***SAMPLE ITINERARY**

- Day 1: Arrive at Camp Orkila, swim check
- Day 2: Day paddle and skills instruction at Orkila, camp at Pt. Doughty
- Day 3: Paddle to Jones Island
- Day 4: Paddle to Turn Island
- Day 5: Paddle to Shaw Island
- Day 6: Paddle to Orcas Island for a shuttle back to camp
- Day 7: Closing and return home

SAN JUAN KAYAKING 2.0

DAILY TRAVEL TIME

Kayak 1 to 6 hours

***SAMPLE ITINERARY**

- Day 1: Arrive at Camp Orkila, swim check
- Day 2: Day paddle & skills instruction at Camp Orkila
- Day 3: Paddle to Jones Island
- Day 4: Paddle to Blind Island
- Day 5: Paddle to Shaw or Lopez Island
- Day 6: Day Paddles
- Day 7: Paddle to Obstruction Pass - resupply
- Day 8: Paddle to Lopez Island
- Day 9: Paddle to Pelican Beach
- Day 10: Rest day on Pelican Beach
- Day 11: Paddle to Clark Island
- Day 12: Paddle to Matia Island
- Day 13: Paddle to Sucia Island
- Day 14: Paddle to Camp Orkila
- Day 15: Closing and return home

LEADERSHIP DEVELOPMENT INSTITUTE (LDI)**

Teens spend 2 weeks learning to develop their leadership and communication styles, working with youth and exploring the San Juan Islands on a multi-day sea kayaking adventure. Participants generally spend 4-5 nights on expedition and the rest of their session at Camp Orkila.

DAILY TRAVEL TIME

1 to 6 hours

***SAMPLE ITINERARY**

- Day 1: Camp Orkila to Jones Island
- Day 2: Stay on Jones Island, day paddle in Wasp Islands
- Day 3: Jones Island to Turn Island
- Day 4: Turn Island to Orcas Island
- Day 5: Paddle to pick up area, return to Orkila

LEADERSHIP DEVELOPMENT INSTITUTE (LDI 2.0)**

Over the course of 3 weeks, teens build on their leadership skills learning facilitation techniques, exploring the importance of storytelling, community building, service and taking on more youth work challenges. They will also embark on a seven-day sea kayak expedition with the goal of circumnavigating Orcas Island.

DAILY TRAVEL TIME

1 to 7 hours

***KAYAKING**

- Day 1: Camp Orkila to Jones Island
- Day 2: Jones Island to Blind Island
- Day 3: Blind Island to Doe Island
- Day 4: Doe Island to Clark Island
- Day 5: Clark Island to Matia Island
- Day 6: Matia Island to Sucia Island
- Day 7: Sucia Island back to camp

TEEN LEADERSHIP & KAYAKING PROGRAMS

ISLANDERS

DAILY TRAVEL TIME

Kayak 1 to 10 hours

LAUNDRY

No

SHOWER AVAILABILITY

Available only when on-site at Camp Orkila

SWIM CHECK

Yes

WET EXIT

Yes

*SAMPLE ITINERARY

Day 1: Arrive at Camp Orkila, swim check

Day 2: Day paddle and skills instruction at Orkila

Day 3: Paddle to Jones Island

Day 4: Paddle to Turn Island

Day 5: Paddle to Blind Island

Day 6: Paddle to Orcas Island, stay at Obstruction Campground (resupply)

Day 7: Paddle to Lopez Island, stay at Spencer Spit Campground

Day 8: Paddle to James Island

Day 9: Skills day at James Island

Day 10: Paddle to Washington Park

Day 11: Paddle to Cypress Island

Day 12: Rest Day and service project on Cypress Island

Day 13: Paddle to Clark Island (resupply)

Day 14: Paddle to Matia Island

Day 15: Paddle to Sucia Island

Day 16: Paddle to Patos Island

Day 17: Paddle to Jones Island

Day 18: Skills day at Jones Island

Day 19: Paddle to Posey Island

Day 20: Paddle to San Juan Island

Day 21: Rest day, resupply and watch for whales!

Day 22: Paddle to Stuart Island

Day 23: Paddle to Satellite Island

Day 24: Service project and celebration on Satellite Island

Day 25-26: Leading day paddles on Satellite Island

Day 27: Paddle to Camp Orkila

Day 28: Closing and return home



GETTING TO CAMP

THREE WAYS TO GET TO CAMP

For your convenience, Camp Orkila provides three transportation options to and from camp (you may mix and match to meet your personal transportation needs):

1. CHARTER BUS FROM SHORELINE

Transportation to/from Shoreline on tour buses that are equipped with air conditioning and bathrooms. *This is the only Seattle-based transportation.* (\$50 charge each way)

2. ANACORTES CHECK-IN

You may check in your camper at the Anacortes ferry landing. Accompanied by staff, the group will walk-on to the ferry and be met by the Camp Orkila bus at the Orcas ferry landing. Campers must be able to manage their own luggage on and off the ferry. (\$25 charge arrival only)

3. CAMP CHECK-IN*

Parents may choose to drive their camper directly to Camp Orkila. Refer to the Washington State Ferry website for drive-on fees and schedules.

*Some families may choose to arrive to camp by boat, plane, or seaplane. If your travel plans extend beyond the 3 ways of getting to camp as mentioned above, please contact campinfo@seattleymca.org to make arrangements, and ensure that you have any necessary additional paperwork completed.

Based on your choice, we assign your camper to a bus or expect you to drive your camper directly to Camp Orkila or the Anacortes ferry landing.

PERSONAL VEHICLE RESERVATIONS

Personal vehicle reservations for travel to and from the San Juan Islands are available online at www.wsdot.com/ferries or by calling (888) 808-7977. If you are planning to drive your camper to camp **we strongly encourage you to make reservations.**

We know that travel plans can change as you plan for your trip. If you need to change your transportation, you can fill out our WebForm on our website at www.camporkila.org - **please note, last minute changes may not be able to be accommodated.**

A NOTE ABOUT FERRIES

On the Anacortes/San Juan Islands routes reservations are released on a timed roll-out as outlined below:

2 MONTHS before the season start date at 7:00 a.m. PST:

- 1/3 of all standard vehicle reservation space is released
- All tall, non-standard vehicle space is released

2 WEEKS before each sailing date at 7:00 a.m. PST:

- 1/3 of all standard vehicle space is released

2 DAYS before each sailing date at 7:00 a.m. PST

- Final 1/3 of standard vehicle space is released

10% of the vehicle deck space is always held open for emergency and stand-by vehicles. Additional stand-by space may be available due to no shows.

PLEASE BRING A LUNCH!

Campers taking the bus to camp, or being dropped off at the Anacortes ferry landing, will need to have a sack lunch to eat on the ferry. **PLEASE NO glass OR nut products.** Campers will not be allowed to purchase food on the ferry. Lunches will be provided by camp for the return trip.

CHECK-IN & PICK-UP LOCATIONS

SHORELINE BUS

Meridian Park Elementary School
17077 Meridian Ave N.
Shoreline, WA 98133

Driving Directions: From I-5, take exit 176 and proceed west on NE 175th Street. At Meridian Avenue North, turn left to head south. Proceed approx. 200 yards to the school parking lot entrance on the right.

Bus Check-In Time: 7:00am

Do not arrive late to check-in. Buses will leave as soon as campers are on board. It's very important buses make their scheduled ferry.

Bus Pick-Up Time: 4:45pm*

*Due to the nature of ferry delays, this is the time campers should return on the bus; thank you for your patience if delays take place;

PLEASE BE ON TIME FOR PICK UP.

ANACORTES FERRY

The Anacortes ferry terminal is approximately a 1.5 hour drive north of Seattle. Take I-5 North or South to Highway 20. Head west and follow signs to the Anacortes ferry landing. Park your car and proceed to the ferry terminal building. Camp staff will meet you and your camper at the picnic table outside the terminal. Campers will walk on to the ferry carrying their luggage. For pick-up, you will meet your camper at the picnic tables outside the ferry terminal.

Anacortes Check-In Time: 9:00am

Anacortes Pick-up Time: 3:10pm*

*Due to the nature of ferry delays, this is the time campers should return to Anacortes; thank you for your patience if delays take place;

PLEASE BE ON TIME FOR PICK UP.

CAMP ORKILA

Follow the directions to the Anacortes ferry landing and board the ferry to Orcas Island. Ferry schedules can be obtained from the Washington State Ferries. Camp Orkila is approximately a 20 minute drive away once you arrive on Orcas. Driving directions can be obtained by calling the Camping & Outdoor Leadership office at (206) 382-5009 or at camporkila.org under the Parent Corner section.

Camp Check-In Time: 11:45am*

Camp Pick-Up Time: 12:15pm*

*Due to the nature of ferry delays, this is the time campers should check-in/be picked-up; thank you for your patience if delays take place, and know that we will be watching the ferries so there's no need to notify us of delays.

TRANSPORTATION EMAIL

Two weeks prior to your session start date you will receive a **welcome letter via email** confirming the transportation choices you selected, and will also include the following information:

- Check-in and pick-up locations & times
- Travel Day Medication Form
- Brief Health Screening Form

So we can ensure a smooth check-in, please call the Camping & Outdoor Leadership Office immediately at (206) 382-5009 if the information in your transportation letter is not how you are planning to check-in and/or pick-up your camper.

Luggage tags will be distributed at your check-in locations, and are color coordinated with your camper's "bus" assignment/departure location

CLAIM CHECKS & AUTHORIZED PICK-UPS

For the safety of your camper, you will receive a claim check when your camper checks in. On pick-up day, you must present this claim check before we can release your camper. Without the claim check, you or your authorized pick-up person will be asked to present a photo ID to the staff in charge to receive a replacement claim check before your camper will be released. Individuals authorized to pick-up your camper must be listed on the transportation page of your Camp Care Info Packet or in your UltraCamp account. Your camper will not be released to anyone who does not have a claim check or is not on the authorized pick-up list.

CHECK-IN PROCEDURES

In your transportation letter we will provide additional detail on check-in and check-out Procedures. Check-in procedures will include at least the following:

- Complete a brief health screening form.
- Turn in all medications (do not pack medications in your camper's luggage)
- Undergo lice check
- Upon your camper completing the lice check, you will receive a camper claim check with your child's name on it. You need this claim check for pick-up.



PICK-UP PROCEDURES

CHECKING TO SEE IF WE ARE ON TIME

AFTER 3:30PM there are two ways you can check to see whether we will arrive at Anacortes and Shoreline on schedule:

- Check camporkila.org for updates
- Call our check-in/pick-up day number to speak with a staff member: (206) 255-3517

The office at Camp Orkila is also available at (360) 376-2678 if you have questions about picking your camper up at Orkila. For the safety of your camper and the smooth operation of camp, **PLEASE BE ON TIME FOR PICK-UPS!**

BUS SAFETY

- Buses will travel in convoy to and from camp, remaining together at all times.
- Campers must remain seated.
- No eating on the bus.
- Campers should use inside voices while traveling on the bus.
- Head counts are required each time the group boards and disembarks the bus. If campers must disembark buses in emergency situations, campers will remain on the safest side of the bus as determined by the supervisor.



TRANSPORTATION SAFETY

- Check-in areas are blocked off and secure from vehicle traffic.
- All camper medications are left with staff at the check-in table.
- First aid kits are available at check-in and on all buses that transport campers.
- Parents or guardians should accompany campers to the check-in area and remain with them until they board the bus to camp.
- Parents release their camper to camp staff when they board the bus for camp.
- At check-in, each parent is given a claim check which they will present at pick-up to identify themselves as an authorized pick-up person. Without the claim-check, the pick-up person must present a photo ID and be listed on the camper's authorized pick-up list to receive a replacement claim check.
- Each bus group will be supervised by a minimum of two adults, not including the bus driver.
- Each bus will have a cell phone and emergency numbers.
- All accidents/incidents will be documented and phoned in to the transportation director as soon as possible during transit or immediately upon arrival at the destination.

LOST & FOUND

ITEMS LEFT AT CAMP

Please remember to label each piece of your child's camp gear and clothing with their first and last name. Items with no identification are kept at Camp Orkila and donated two weeks after their session end. Call (360) 376-2678 for inquiries. After September 15, all items will be donated to charity. YMCA Camping & Outdoor Leadership & Camp Orkila are not responsible for lost, damaged, or stolen items. We will attempt to reunite lost items with owners if they are labeled.

ITEMS LEFT IN TRANSIT

Please remember to check that your camper has picked up their luggage, sleeping bag and pillow when you pick them up.



CONTACT INFORMATION

CAMPING & OUTDOOR LEADERSHIP OFFICE – SEATTLE

ADMISSIONS & BILLING

Phone: (206) 382-5009

Hours: Mon-Fri, 8am-5pm

campinfo@seattlemca.org

CAMP ORKILA

Office: (360) 376-2678

Hours: M-Sun, 8am-6pm, (June-Aug)

Hours: M-Fri, 9am-5pm, (Sept-May)

Fax: (360) 376-2267

NEED TO REACH OUR TRANSPORTATION FOLKS ON TRAVEL DAYS?

June 28-August 30

(206) 255-3517

SUMMER PROGRAM DIRECTORS

Taylor Ladd

(206) 749-7587

tladd@seattlemca.org

Emily Schechtman

(206) 839-8903

eschechtman@seattlemca.org

FOOD SERVICE DIRECTOR

Celia Nesor

(425) 496-8100

cneser@seattlemca.org

EXECUTIVE DIRECTOR

Dave Affolter

(360) 376-2678

daffolter@seattlemca.org

YOUTH DEVELOPMENT OFFICER

Gwen Inchinose Bagly

gbagly@seattlemca.org

CHILD ABUSE PREVENTION CONTACT

safekids@seattlemca.org

(206) 749-7590

DIRECTOR-ON-DUTY CELL: (360) 317-6852

For emergencies only, call this cell phone to reach the Director-on-Duty. If you do not get an answer, please leave a detailed message with your name, area code and phone number. We will call you back as soon as possible.



YMCA Camp Orkila is accredited by the American Camp Association (ACA). For more information on their safety standards, please refer to acacamps.org.

Everyone is welcome. The **YMCA of Greater Seattle** strengthens communities in King and south Snohomish counties through youth development, healthy living and social responsibility. **Financial assistance is available.**