

YMCA CAMP ABNAKI

2020 OVERNIGHT CAMP PARENT HANDBOOK

Before Camp Begins

In order to adequately process camper information, all forms must be completed and received in the camp office three weeks prior to attending camp. The single-page pink health form must be filled out by the parent and signed by a *physician* for the camper to attend. **All campers must have an exam from a licensed medical professional within 24 months prior to camp attendance.** We recommend keeping a copy of this form for your records. Even if your camper has completed this one page health form within the last 24 months, they have to have a new form completed each year. They don't have to necessarily have a new exam, but the form needs to be filled out annually by the doctor. Visit the Document Center, via your UltraCamp account, to access all forms. You can upload all forms in the Ultra Camp Document Center.

The balance of the camp fee must be received before May 1, 2020 if registered prior to this date. There is a \$25 fee for returned checks.

UltraCamp

Our easy to use online registration is facilitated by Ultra Camp. Each family will need to create a free account with UltraCamp. The information and account will stay with the family during their entire length of involvement with Camp Abnaki. If you have any questions about UltraCamp, your account, or the multitude of services provided, please contact the camp office at 802-652-8180.

Check-In and Check-Out (ACA standard TR.5.1.A)

Check-In on Opening Day (**Sunday**) is from 2:00 – 4:00 pm. *Please do not arrive prior to 2:00 pm*, as our staff are not prepared to accept campers beforehand. You will receive an email a few days prior to the start of your son's session which details the check-in procedure. Check-in typically takes 45 minutes to an hour. Please notify camp if you will be arriving after 4:00 pm.

One essential part of the check in process is the health screening, it is important to have all medical information up-to-date prior to this screening. Health Forms should be in to our Camp Office 3 weeks prior to attending camp so the Health Center Staff have time to review all information prior to your son(s) arrival.

During the screening, a lice check will be conducted. Any evidence of lice could lead to the camper being sent home before camp starts. This decision will be made by the nurse and camp director. Campers sent home for this reason, may re-enter camp if it is found that all evidence of lice is removed to the satisfaction of the camp healthcare team.

Camper Pick-Up is from 9:00 - 11:30 am on Closing Day (**Saturday**). You must check out with your son's counselor, Village Leader, and the Camp Director before departure, starting in your son's village and then finishing at the Admin Building. You will receive an e-mail a few days prior to the end of your camper's session which details the check-out procedure. Campers will not be released to anyone other than the authorized pick up people listed in your UltraCamp account (ACA standard OM.13.1).

Animals are not allowed on camp for Opening & Closing Days. Pets can be considered a part of many families but should be left at home when coming to camp. People can have allergies and fears of animals that even the friendliest animal can bring to the forefront. We ask that you be respectful of our Abnaki community members in these situations. Please do not leave your animal in your car either, as some Opening/Closing Days can be hot and that environment can be dangerous for your animal. The best place is at home, waiting for your arrival back from camp.

For those families requesting pick-up/drop-off at either the bus station or Burlington International Airport, arrangements should be made in writing through our Travel Arrangements form. The fee is \$60.00 each way for Burlington pick-ups and drop-offs. We may also be able to accommodate airport pick-ups from Montreal's Trudeau/Dorval International Airport. There is a higher fee for this service. Contact the camp office for details on price and drop off and pick up times.

Camp Tour / Open House

Our scheduled Open Houses for summer 2020 are Sunday, June 7, for overnight camp only, and Sunday June 14, for overnight and day camps. Specific hours will be promoted in May for each Open House. Families will have the opportunity to meet staff, explore camp on a guided tour, and play games while on site.

We always welcome the opportunity to give a tour of camp. If you want to take a walk around with your son and/or family please contact the camp office at (802) 652-8180 or info@campabnaki.org.

Cabin Assignments / Cabin Mate Requests

Cabin assignments are made a few days prior to the start of each session. Campers are assigned to cabins within villages according to age and other factors. We do our best to honor all normal requests for friends to bunk together. *All requests must be made by both campers' parents, and the requested camper's birthdays must be within 18 months of each other.* **Only one mutual cabin mate request will be honored. We do not allow "triples" or larger groups of friends to be placed in the same cabin.** We believe that meeting new people and making new friends is an important part of the camp experience. We do not encourage siblings to be in the same cabin while at camp.

Clothing

We encourage you to send old clothes to camp as your son will be taking part in rugged sports and activities in all sorts of weather. A "What to Bring to Camp" list is available. We encourage you to **label all items with either a permanent laundry marker or nametags.** We will make every effort to return lost and found items while your son is at camp, however, some items always turn up after the campers return home. Articles left behind with no identification are given to a local charity after camp has ended. Make sure to check Lost & Found on Closing Day at the Admin Building.

Parent Contact / Visitors / Phone Calls

We strive for campers to develop independence. An integral part of the growth process is the extended period away from home. We highly discourage phone calls and visits to camp unless there is a family emergency.

In the event of serious illness, accident, prolonged homesickness (two or more days) or other situations warranting discussion with the parents, the Village Leader, Assistant Camp Director, Camp

Director, or Nurse will notify parents (*ACA standard HW.10.1*). If this is your son's first time at camp, you will receive a phone call from his Village Leader or cabin counselor early in your son's stay to update you on how he is doing. These first time camper phone calls can be schedule with the Village Leader on Opening Day.

Camper Mail

Campers are encouraged to write home at least once a week. Parents should include self-addressed stamped letters or cards. Campers enjoy hearing from you too! Make your letters friendly, newsy, and joyful. Avoid telling them how much you or others miss them; this tends to be more harmful than helpful. Address your mail as follows:

Camper's Name
YMCA Camp Abnaki
_____ Village
1252 Abnaki Road
North Hero, VT 05474

We highly recommend that you provide your son's address to relatives and friends. Campers look forward to their mail. Campers also love to receive care packages. Some items we suggest are:

- Baked goods (enough for 6-10 boys, and 2 counselors to share)
- Paperback books / comic books / magazines
- A deck of cards
- Anything else you think he'd really enjoy!
- *Please be aware and label items that are made or processed with peanuts including: cookies, candy, trail mix, etc. No gum, candy, or soda in care packages, please.*

Peanut & Tree-Nut Policy

Camp is a "Nut Aware" facility. Peanuts and tree nuts are allowed on camp except for the Dining Hall. We ask that you please be aware of potential nut allergies when bringing/sending products with nuts to camp. The Dining Hall will not produce food made with nuts and is a nut free area. Some foods in the dining hall may be produced in a setting that processes nuts (IE... Hershey's bars for s'mores, etc). Items containing nuts may be sold in the camp store (pre-packaged).

E-Mail Communication / Online Photo Viewing

Modern technology makes it easier than ever to stay connected to your camper during camp. We offer a few ways for parents to utilize online tools to stay in touch. During the summer, parents can view photos electronically and send their campers e-mail. There is no charge to view any of the photos or to send an e-mail through your UltraCamp account.

To send a camper an e-mail, log in to your UltraCamp account, select additional options and e-mail a camper. E-mails sent to campers are printed on a daily and delivered like letters. These e-mails are printed at 8:30 am each day. E-mails received after 8:30 am will be delivered the following day.

Photos will continue to be posted daily on Facebook. In addition to these social media programs, we will post a larger batch of photos through the UltraCamp system. You can find them under additional options and photo gallery.

Have a friend who you would like to access the photos or send an e-mail to your son? You can invite them to sign up as a "friend account." This account gives them permission to see the same photos you can see and send e-mails without giving away any of your confidential information.

Please contact camp if you have any questions about UltraCamp, e-mails, photo viewing, or friend accounts.

YMCA Camp Abnaki Social Media Platforms

YMCA Camp Abnaki encourages parents and campers to stay connected to camp via our Facebook page at www.facebook.com/CampAbnaki. We post updates and photos on a frequent basis during the summer, and regularly throughout the rest of the year.

We also have an Instagram account that you can follow at [ymcacampabnaki](https://www.instagram.com/ymcacampabnaki). Instagram is updated on a semi-regular, not daily basis.

Cell Phones

Campers are **not permitted** to have cell phones while at camp. A sense of independence and a chance to 'unplug' are two of the primary benefits of camp. Phone contact with friends or parents can often make a homesick camper's condition worse. Any devices that can connect to the internet are not permitted at camp; this includes I-pods, kindles, and other electronic devices).

Campers who are discovered to have a cell phone at camp will hand the phone to staff to have it placed in the camp safe. It will be returned to the parents during check-out.

Camp Store

All campers have money for the camp store built into their tuition. Campers will have \$25 (one week sessions) or \$45 (two week sessions). The camp store is open during free time twice a day. The camp store limits purchases of snacks and juice; other items such as T-shirts, souvenirs, stamps, stationary, and postcards are also available. Parents may add additional money to their son's account by calling the camp office or by logging into your UltraCamp account. Any unused balance is nonrefundable. The camp store is also open during check-in and check-out times. Every camper will receive a complimentary gift from the camp store during checkout.

Behavior Management / Dismissal From Camp

Camp Abnaki views behavior management through the lens of fostering growth within our campers. We believe in ensuring a safe, welcoming community in which all of our campers can thrive. Behavior issues are handled on a case-by-case basis. Campers whose behaviors do not adhere to camp philosophy may be asked to leave camp at the discretion of the Camp Director or Assistant Camp Director. Campers dismissed from camp for behavior issues are not eligible to receive a refund.

Meals / Special Dietary Needs

Campers and staff eat together by cabin in the dining hall. Meals are varied and well-balanced. Meals are served family-style so campers may help themselves. We can accommodate special needs diets on a limited basis. *Please contact us in advance to determine if your child's special needs can be met by our food service.*

Medication at Camp

All prescription medications brought into camp *must* be accompanied by written orders, signed by a physician, packaged in the original container, and include the camper's name, dosage, and time. **All medications, including over-the-counter creams, lotions, natural remedies, aspirin, vitamins, etc., must be turned in and dispensed by the camp nurse.** The only exceptions may include rescue inhalers and epi pens, which may be kept in the camper's cabin with the nurse's permission. These restrictions do not include sunscreen or bug spray. All campers with medication will be required to meet with the camp nurse during check-in, and medications will be given back to the parents by the nurse at check out. All campers will also have a short health screening on check-in day with parents present. This health screening will check for head lice, any infections, anything contagious, communicable illness, or any changes in health status since the health form was completed.

Insurance / Illness

YMCA Camp Abnaki does not carry accident / sickness insurance for summer campers. Families must include their own health insurance information on the health form and include a copy of a health insurance card. This information will only be used for outside medical treatment if required. In the event of serious and/or prolonged illness or accident, parents will be notified at once. *Families are responsible for charges incurred for outside medical treatment of their child, including prescriptions.*

Inclusion

The Greater Burlington YMCA strives to meet the needs of all children in all of our youth programs. In order for some children to achieve success, a variety of resources or interventions may be necessary. If you believe your child will have a more successful experience at camp with additional resources and support, please indicate that information on the Camper Information form and reach out to the Camp Director. We will make every effort to serve campers who experience challenges of any capacity to ensure a positive experience at camp.

Equal Opportunity

Camp Abnaki is committed to providing an equal camping opportunity for individuals with disabilities. Please contact the Camp Director if there are any accommodations and/or specific requests you may have. When appropriate we reserve the right to request an applicant's permission to obtain additional information from a medical provider. It is our goal to provide reasonable accommodations where appropriate in order for qualified individuals to experience all the joy and magic that camp has to offer. All medical information received in connection with the request will be treated as confidential.

Personal Property at Camp (ACA standard OM.4.1.B, .D, .E)

Living at camp for any length of time can be hard on one's clothes and sports equipment. We strongly recommend that nothing of high monetary or sentimental value be brought to camp, as things can get lost or damaged. **We recommend any items brought to camp be labeled with your son's first and last name.**

Campers are allowed to bring personal sports equipment to camp. Any equipment that would typically be used at the archery range or other areas with safety concerns will be stored by camp staff. Other sports equipment may be stored in the camper's cabin. Items of higher value (musical instruments,

etc.) may be stored by camp staff, but Camp Abnaki is not liable for any damage or loss to such equipment.

Camp Abnaki reserves the right to remove items from campers for health, safety and philosophical purposes. Items removed from campers will be stored by the camp staff, and returned to parents during check-out. Items which may be confiscated include (but are not limited to): cell phones, pocket knives, firearms, fireworks, lighters, portable video game systems, e-readers, and mp3 players. Campers may not bring vehicles, bikes, any type of weapon, pets or other animals to camp.

Laundry

All campers should to pack enough clothing for their entire stay. Laundry facilities are only available for campers staying *longer than* one session.

Bikes / Personal Vehicles (ACA standard OM.4.1.C)

Campers are not allowed to bring their bicycles or other personal vehicles, including motorized scooters, motorcycles, personal watercraft, or automobiles to camp.

Social Media Contact Between Campers and Staff

Greater Burlington YMCA guidelines prohibit camp staff from “friending” campers via social media. If your camper has a social media account, please ask them not to seek out their counselors or other camp staff following their session. Campers can stay connected to camp through our Facebook (www.facebook.com/CampAbnaki) or Instagram pages (ymcacampabnaki).

Tobacco / Alcohol / Drugs (ACA standard OM.4.1.A)

YMCA Camp Abnaki’s program is designed to encourage healthy personal habits. Tobacco, alcohol, vaping, marijuana or any illegal drugs are not permitted on camp property. Any campers found with such items are subject to disciplinary action, which may include, but is not limited to, dismissal from camp. Campers found to be in possession of illegal substances may be reported to the Grand Isle Sheriff’s Department. It is against state law to smoke tobacco products on camp.

Cancellation / Refunds

Please notify the camp office immediately if you need to cancel your child’s enrollment. Fees paid before May 1, 2020, minus the \$150 non-refundable deposit will be refunded to you. After May 1, all money paid is nonrefundable. On a case by case basis, refunds may be made at the discretion of the Camp Director. Cancellations must be submitted to the camp office in writing. Conditions for refunds include prolonged illness or accidents which preclude camp participation. In such event, refunds will be made on a pro-rated basis for the remaining portion of the session. Homesickness / head lice are not conditions for refund.

Contacting the Camp Office

Camp Phone: (802) 652-8180

Fax: (802) 713-1005

E-mail: Jon Kuypers, Camp Director

jkuypers@gbymca.org

E-mail: Adam Van Vught, Assistant Camp Director

avanvught@gbymca.org

Scholarship / Payment / Account Questions? Please contact our Business Office:

Phone: (802) 652-8190

E-Mail: BOffice@gbymca.org