



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

BEST SUMMER EVER™



Participant Handbook for
Tri-Town YMCA Summer Camp at Calvary Church
105 W. Maple Street, Lombard, IL 60148
630.629.9622 | tritownymca.org





Tri-Town YMCA at Calvary Church

105 W. Maple Street, Lombard, IL

tritownymca.org | 630.629.9622

Tri-Town YMCA Mission Statement

Tri-Town YMCA has three areas of focus supportive of its mission to unite and serve persons of any religious faith or none, in order to strengthen the community and the individual through growth in body, mind and spirit, by way of living Christian principles.

These three areas of focus are: Youth Development, Healthy Living, and Social Responsibility.

Information in this handbook is subject to change at the discretion of management.

Camp Contact Information

Tri-Town YMCA's Administration Offices are open M-F, 8:30am-4:30pm. The following are the telephone numbers that you can reach us at during the day and before and after office hours:

Administration Offices

Monday - Friday, 8:30am-4:30pm

630.629.9622

Camp Cellphone (for emergency or late pick-up calls only)

Monday - Friday, 7:00am-6:00pm

224.531.1985

Camp Email

calvary@tritownymca.org



Dear 2019 Tri-Town YMCA Summer Camp Families,

Prepare yourself for the Best! Summer! Ever!® at Tri-Town YMCA's Summer Day Camp program! We are honored to have your child(ren) spending their summer season moving, exploring, and learning with us. And, what will make this the best summer ever, is the feeling of achievement, boost in confidence, and the sense of belonging camp participants will receive! Our dedicated staff will help your child(ren) discover their potential and send them back to school with plenty of camp stories to share!

Following this letter is our summer camp handbook. In this handbook, you will find the camp routines, policies, and procedures. Please go over this information with your child(ren) so they are aware of what to expect when they attend camp this summer.

Should you have any questions, please do not hesitate to reach out to us. We look forward to seeing you this summer and thank you for your continued support of Tri-Town YMCA.

Sincerely,

Holly

Holly Zielinski

Program Director

development@tritownymca.org

630.629.9622

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***Please note, all information in this handbook is subject to change.
For general registration information, please contact our Administration Office
or visit tritownymca.org.***

Tri-Town YMCA Employees

Tri-Town YMCA employees are professional people ready to provide your child with the Best. Summer. Ever.® Our employees are all CPR, First Aid, and AED certified in addition to having education and/or experience working in child development. Employees are required to complete comprehensive background checks as part of their employment with Tri-Town YMCA. Our camper to staff ratios are 8 campers to 1 staff member.



Yolanda Black
Curriculum & Camp
Coordinator



Greg
Camp Coordinator



Brian
Young Explorers
Head Counselor



Faeda
Young Explorers
Counselor



Shantel
Young Explorers
Counselor

No Photo
Available at
Time of Printing

Laura
Adventure Trails
Head Counselor



Anna
Adventure Trails
Counselor



Emran
Adventure Trails
Inclusion Aide



Ashley
Champions
Head Counselor



Diana
Champions
Counselor



Dawn
Counselor



Kim
Counselor



Linda
Counselor



Maureen
Counselor



Nadia
Counselor



Brian
Bus Driver



Dick
Bus Driver

Camp Arrival & Dismissal

Camp participants are to be dropped off between 8:45am and 9:15am and are to be picked up between 3:45pm and 4:00pm by a parent/guardian or a designated adult 18 years or older inside of Calvary Church's Fellowship Hall. A parent sign-in/out procedure is in place at camp and must be followed each day. If a parent/guardian wishes to add additional designated adults to pick-up their child(ren), they may do so by completing a paper form at Tri-Town YMCA Administration Office or through their family account online.

Camp participants will not be released if this procedure is not followed. Staff may ask for a photo ID until they become comfortable and familiar with the child(ren)'s pick-up person. If a camp participant will be arriving to camp late or departing early, please inform the Camp Coordinator in writing or by calling the Tri-Town Administration Office as soon as possible. The phone number that can be called M-F, 8:30am-4:30pm is 630.629.9622

Before & After Camp Care

Camp participants who are registered for Before Camp Care may be dropped off as early as 7:00am and those registered for After Camp Care may be picked up between 3:45pm-6:00pm. If a camp participant is picked up after 6:00pm, a \$10 fee will be charged for every 15 minutes late. For families with multiple children, the fee will be assessed for each participant. For any camp participants who are not picked up within one hour, every attempt will be made to contact the parent/guardian. If no contact is made, every available phone number on the child's emergency contact list will be called. If no contact is made, the local police will be contacted. Late fees will be automatically charged to your credit card on-file or an invoice will be issued. Invoices must be paid within 15 business days.

What to Wear to Camp

Camp participants will be active throughout the days and there is an excellent possibility that they will get dirty. Camp participants should wear clothing that is comfortable and appropriate for the weather. **Open-toed shoes are not allowed** as they offer little protection against sticks and other objects that are out in nature. Sandals will be permitted at the swimming pool.

On field trip days, camp participants are to wear their camp t-shirt and on swimming days, campers should bring their swimsuit, towel, and goggles with them. Please be sure to mark clothes, goggles, towels, bags, etc. with the camp participant's name.

Camp T-Shirts

Camp t-shirts will be distributed to camp participants on their first day of camp. Each camp participant will receive one (1) t-shirt. The fee for the camp participant's t-shirt is included as part of your camp registration fee. **Participants must wear their camp t-shirt on field trip days.** Should a camp participant forget to wear their t-shirt on a field trip day, Tri-Town YMCA will lend them a shirt for the day. Please write the camp participant's name inside the t-shirt. Additional camp t-shirts are \$10 and can be purchased at the Administration Office.



What to Bring to Camp

Each day, camp participants should bring the following items marked with their name:

Backpack	Water Bottle	Sunglasses
Hat	Sunscreen Spray, if applicable	Medication, if applicable
Sandals*	Swimsuit*	Towel*
Goggles (optional)*	Shampoo and Conditioner (optional)*	

**Only to be brought on swim days.*

Unless otherwise arranged, please do not bring toys or electronic devices.

Snacks, Meals & Water

Tri-Town YMCA in collaboration with the Northern Illinois Food Bank provides all campers with a healthy lunch and snacks each day at camp. Should a camp participant have special dietary needs or would prefer to bring their own food to camp, they are welcome to do so. Tri-Town YMCA endorses a healthy eating environment. We ask that sodas, sugary beverages, candies/desserts, and fried foods are not brought to camp. Campers should bring a water bottle with them to camp each day so that they can stay hydrated throughout the day. **Each Thursday, camp participants will participate in a camp cookout. See Camp Cookout section for more information.**

Camp Cookouts

Each Thursday, camp participants will participate in a camp cookout. The older campers will help with the preparation, serving, and clean-up of the food that is served. Traditionally, on camp cookout days, campers will be served turkey hot dogs, burgers, fresh fruit, and baked chips/crackers. Camp participants are welcome to contribute items for camp cookout days. To learn more about what can be contributed, please see your Camp Coordinator.

Curriculum & Themes

All Tri-Town YMCA Camps will incorporate a fun weekly theme and daily activities that provide enriching opportunities for personal growth and learning. Curriculum areas include science, technology, engineering, arts, mathematics (STEAM) as well as reading and writing activities. To help prevent summer learning loss, each day, camp participants will spend some time journaling about their day or a specific topics. The following are the themes for camp:

Week 1 6/3-6/7	Summer Fun	Week 7 7/15-7/19	Sportsmanship
Week 2 6/10-6/14	Superhero's	Week 8 7/22-7/26	Ocean Creatures
Week 3 6/17-6/21	A Day at the Beach	Week 9 7/29-8/2	My Family
Week 4 6/24-6/28	Plants & Flowers	Week 10 8/5-8/9	Going Global
Week 5 7/1-7/5	Red, White & Blue	Week 11 8/12-8/16	Back to School
Week 6 7/8-7/12	Bugs		

Nature Trips

Each week, camp participants in Adventure & Champions Camps will go on off-site nature trips. Tri-Town YMCA will use its own buses or may contract with a local bus company to transport the camp participants to their destinations. In general, camp participants will be away from camp beginning at 10:00am and returning at 12:00pm. If a camp participant needs to be picked up early and it is during a time when they are away for a nature trip, please be sure to make arrangements with the Camp Coordinator as soon as possible so they can develop a pick up plan and notify camp and office staff.

Sample Daily Schedules

These schedules are a sample of what camp days look like and are subject to change based upon the daily program needs. Each Monday, campers' parent(s) /guardian(s) will receive a detailed calendar of what your child's schedule will be for the week along with their meal and snack menu.

Monday Sample Schedule		
	Young Explorers	Adventure & Champions
7:00am-8:45am	Table Activities & Breakfast for Before Camp Participants	
8:45am-9:15am	Check-in for Camp Participants	
9:00am-10:00am	Circle Time & Journaling	
10:00am-1:00pm	Sunscreen Reminders, Small Group Activities or Off-Site Playground Visits, & Lunch	
1:00pm-2:00pm	Quiet Reading Time & Table Activities	
2:00pm-3:00pm	Sunscreen Reminder & Arts & Crafts Activities	
3:00pm-4:00pm	Snack Time & Outside Play	
3:45pm-4:00pm	Check-out for Camp Participants	
4:00pm-6:00pm	Table Activities for After Camp Participants	

Tuesday Sample Schedule

	Young Explorers	Adventure & Champions
7:00am-8:45am	Table Activities & Breakfast for Before Camp Participants	
8:45am-9:15am	Check-in for Camp Participants	
9:00am-10:00am	Circle Time & Journaling	
10:00am-1:00pm	Swimming Lessons, Lunch, Sunscreen Reminders &	Nature Field Trip, Lunch & Sunscreen Reminders &
1:00pm-2:00pm	Quiet Reading Time & Table Activities	
2:00pm-3:00pm	Sunscreen Reminder & Arts & Crafts Activities	
3:00pm-4:00pm	Snack Time & Outside Play	
3:45pm-4:00pm	Check-out for Camp Participants	
4:00pm-6:00pm	Table Activities for After Camp Participants	

Wednesday Sample Schedule

	Young Explorers	Adventure & Champions
7:00am-8:45am	Table Activities & Breakfast for Before Camp Participants	
8:45am-9:15am	Check-in for Camp Participants	
9:00am-10:00am	Circle Time & Journaling	
11:00am-2:00pm	Field Trip, Lunch & Sunscreen Reminders	
2:00pm-3:00pm	Sunscreen Reminder & Arts & Crafts Activities	
3:00pm-4:00pm	Snack Time & Outside Play	
3:45pm-4:00pm	Check-out for Camp Participants	
4:00pm-6:00pm	Table Activities for After Camp Participants	

Thursday Sample Schedule

	Young Explorers	Adventure & Champions
7:00am-8:45am	Table Activities & Breakfast for Before Camp Participants	
8:45am-9:15am	Check-in for Camp Participants	
9:00am-10:00am	Circle Time & Journaling	
10:00am-11:00am	Swimming Lessons & Sunscreen Reminders	Sunscreen Reminder & Small Group Activities
11:00am-12:00pm		Prep for Camp Cookout
12:00pm-1:00pm	All Camp Cookout Lunch	All Camp Cookout Lunch & Sunscreen Reminders
1:00pm-2:00pm	Small Group Activities or Off-Site Playground Visits & Sunscreen Reminders	
2:00pm-3:00pm		
3:00pm-4:00pm	Snack Time & Outside Play	
3:45pm-4:00pm	Check-out for Camp Participants	
4:00pm-6:00pm	Table Activities for After Camp Participants	

Sample Daily Schedules Cont.

Friday Sample Schedule		
	Young Explorers	Adventure & Champions
7:00am-8:45am	Table Activities for Before Camp Participants	Table Activities for Before Camp Participants
8:45am-9:15am	Check-in for Camp Participants	Check-in for Camp Participants
9:00am-10:00am	Circle Time & Journaling	Circle Time & Journaling
10:00am-11:00am	Sunscreen Reminder	Sunscreen Reminder & Small Group Activities
11:00am-12:00pm	Small Group Activities	Small Group Activities
12:00pm-1:00pm	Lunch	Waterpark Field Trip, Lunch & Sunscreen Reminder
1:00pm-2:00pm	Arts & Crafts Activities	
2:00pm-3:00pm	Sunscreen Reminder	
3:00pm-4:00pm	Snack Time & Outside Play	Snack Time & Outside Play
3:45pm-4:00pm	Check-out for Camp Participants	Check-out for Camp Participants
4:00pm-6:00pm	Table Activities for After Camp Participants	Table Activities for After Camp Participants

Field Trips

Each week, camp participants will travel off-site to explore the community on Wednesdays. Please note, there are a few weeks where there are two field trips and/or the field trip day may have been altered due to scheduling needs.

On field trip days, all camp participants are to wear their camp t-shirt. Tri-Town YMCA will lend a t-shirt to camp participants who forget to wear their shirts on field trip days. Tri-Town YMCA will use its own buses or may contract with a local bus company to transport the camp participants to their destinations. In general, camp participants will leave around 10:30am and return around 2:00pm. If a camp participant needs to be picked up early and it is during a time when they are away for a field trip, please be sure to make arrangements with the Camp Coordinator as soon as possible so they can develop a pick up plan and notify camp and office staff.

Field Trip & Nature Trip Schedule

	Young Explorers	Adventure & Champions
Week 1 6/3-6/7	On-Site Science Program	On-Site Science Program
Week 2 6/10-6/14	Cosley Zoo	Funway
Week 3 6/17-6/21	Legoland	Sky Zone
Week 4 6/24-6/28	Movies	Movies
Week 5 7/1-7/5	Fermilab	Fermilab
Week 6 7/8-7/12	Entrée Kitchen & Cantigny Park	Starved Rock & Cantigny Park
Week 7 7/15-7/19	Wild West Town	Cyberspace Laser Tag
Week 8 7/22-7/26	Blackberry Farm & Kane County Cougars	Kane County Cougars
Week 9 7/29-8/2	Enchanted Castle	Enchanted Castle
Week 10 8/5-8/9	Bears Training Camp	Bears Training Camp
Week 11 8/12-8/16	Turtle Splash Waterpark & On-Site Party	Turtle Splash Waterpark & On-Site Party

Swimming Lessons for Young Explorers

Camp participants in the Young Explorers program will typically go two times per week to Elmhurst YMCA for indoor swimming lessons. It is recommended that camp participants come dressed with their swimsuit on under their play clothes on swim lesson days. After lessons are complete, camp participants will have the option to rinse off before changing into their play clothes.

During swimming lessons, camp staff will supervise the camp participants from the pool deck while a designated swim lesson instructor teaches. A lifeguard will also be on duty. Swim lessons are 30-minutes and there will be additional free swim time after lessons are complete. Children will be placed into a level that is most appropriate to their swimming abilities and challenged with skill building activities to improve their water safety and swimming. On swimming lesson days, camp participants are to bring their swimsuit and/or underwear to change into, a towel, goggles (optional), and shampoo/conditioner (optional). For camp participants who bring sunscreen with them to camp, it will be reapplied after lessons.



Waterpark Fridays for Adventure & Champions Camp Participants

On days when camp participants go to aquatic facilities, a swim evaluation will be conducted to determine each camper's swimming endurance and abilities. Based upon this evaluation, the swimmer will be permitted into appropriate areas of the swimming facility. Campers will be supervised by Tri-Town employees and the pool will be monitored by facility lifeguards.

On swimming days, camp participants are to wear their swimsuits under their play clothes and bring a towel, goggles (optional), and shampoo/conditioner (optional). Swimmers will have the option to rinse off before changing into their play clothes. For camp participants who bring sunscreen with them to camp, the sunscreen will be reapplied halfway during their swim time and again after leaving the swimming facility.



Do you have a friend or a family member visiting this summer and want to bring them to camp for a few days?

Now you can!

Call us at 630.629.9622 to learn more about single day registration options.

Camp & Bus Behavior Expectations

All Tri-Town YMCA participants and if appropriate, parent(s)/guardian(s) are to review and agree to the following Code of Conduct:

- Demonstrate positive, respectful, and inclusive behavior.
- Listen and follow directions.
- Profanity and/or vulgar language is prohibited.
- No pushing/shoving.
- Physical fighting and/or threats are prohibited and will result in immediate suspension.
- All garbage/recycling is to be placed in appropriate containers.
- Be conscious of acceptable volume level, especially when riding in Tri-Town YMCA vehicles/school buses.
- While riding in Tri-Town YMCA vehicles/school buses, riders are to remain seated forward and keep the aisle clear.



Participants who do not follow the Code of Conduct may be given a warning, a thinking time-out, or may be suspended. Three suspensions will result in the dismissal from current and future programming. No refunds will be issued for participants dismissed from Tri-Town YMCA programming.

Medication Administration & Sunscreen Application During Camp

If a participant has prescribed medication that needs to be administered during a program/course/activity/event, a Medication Authorization Form is to be completed. All medications must be in the original packaging and include the name of the participant and the prescribing doctor's name. For everyone's safety, medication will be stored with the program leader and will be returned to the participant's parents at the end of camp each day. Participants who are diabetic will be asked to complete a diabetes care plan prior to the first day of camp.

Sun safety is exercised and endorsed at Tri-Town YMCA's Summer Camp. Camp participants are encouraged to bring with them spray sunscreen labeled with their name on the bottle. Throughout the day, camp participants will be reminded to reapply their sunscreen.

Sick Child

Camp participants must be free of fever and contagious illnesses to attend Tri-Town YMCA summer camp. If a participant becomes sick during camp, Tri-Town YMCA will contact the parent/guardian to pick-up their child/ward. A child/ward may return to camp after being free of fever or contagious illness for 24 consecutive hours. Per State of Illinois law, in some cases, a doctor's note may be required to return to camp.

Restroom Breaks

All camp participants must be able to use the restroom and be toilet trained. Throughout the day, camp participants are provided breaks to utilize the restrooms together as a group. In the event that a camp participant needs to use the washroom outside of the designated break time, the camp staff will bring the participant to the nearest washroom and also bring a third person so that no one is left alone.