



Welcome to YMCA  
**SCHOOL YEAR DAY CAMP!**

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[ycamp.ca](http://ycamp.ca)



please refer to [www.ycamp.ca](http://www.ycamp.ca) for available day camps and locations

**T**hank you for choosing YMCA Day Camp for your child! Our full day camps are a great way to get a little taste of camp during the school year. Just like our traditional Summer Day Camp, programs for School Year Day Camp are designed around the principles of YMCA Canada's Healthy Child Development. This research-based approach provides our camp staff with the tools to create developmentally appropriate programming, empowering campers with choice and allowing them to grow through their experiences.

## WHAT TO BRING TO CAMP

We expect your child to be responsible for everything they bring to camp. Your child's day camp Counsellor will certainly help their campers manage their belongings, but it is important that your child knows what they are bringing to camp. Keep in mind that your child will be very active, and camp can be rough on clothes. Try not to send campers in new or expensive clothing. We suggest you label everything you bring to camp with iron-on/stick-on labels or permanent markers for all items. Proper footwear is essential and we recommend running shoes. Camp continues rain or shine; please check the weather each morning to ensure your camper is properly prepared for the day.

## DAY CAMP PACKING LIST

- A mask to wear, and a few to spare (optional)
- Appropriate clothing for weather conditions (rain gear, winter clothing, sunhat)
- Comfortable, closed-toe footwear (running shoes)  
No flip-flops, Crocs or sandals, please!
- Swim suit and towel (for locations with swimming)
- Sunscreen (waterproof minimum SPF 30)
- Refillable water bottle is **ESSENTIAL** (metal or strong plastic)
- Lunch, snacks and drinks (details below)
- Pack it all in a properly sized backpack

### Did You Know?

As a charity, all YMCA Day Camp programs are non-profit and reflect our values of caring, respect, honesty, responsibility and inclusiveness.

## LUNCHES

Your camper will be active for most of the day and may be hungrier than usual, so be sure to pack a large, nutritious lunch, 2 snacks, a drink, plus a refillable water bottle. In our ongoing efforts to respect the environment try packing your camper's food and drinks in clearly labeled, reusable containers. We recommend that you send lunches in an insulated lunch bag with an ice pack to keep them cool during the day. You can also try freezing water bottles and juice boxes the night before camp. YMCA Day Camp does not provide lunch or snacks and we strive to be nut-free. There are lots of websites that can provide you with lunch ideas. Feel free to share on our Facebook page any links to great sites that you have found.



**Please be respectful of campers with severe life-threatening allergies, and keep peanut butter and other nut products at home.**

## RECOMMENDED SNACKS

Fruit, pretzels, granola bar (peanut free), fruit bar, cheese and crackers, yogurt, vegetables, drink boxes.

## RECOMMENDED LUNCH

- Sandwiches (whole grain bread, meat, cheese)
- Vegetables (carrot, celery, cucumber)
- Fruit (apple, pear, orange, banana)
- Drink boxes / reusable water bottle

Campers will not have access to a microwave or refrigerator at camp. Please do not send items that need to be heated up with your camper.

Campers will not have access to a food court. Do not send money with them with the expectation that they will purchase their lunch at camp. You must pack a bag lunch for your camper.

## WHAT NOT TO BRING TO CAMP

Please do not bring: ipods/itouch, video games, knives, cell phones, matches, pets, personal toys, playing or trading cards, PEANUT / NUT PRODUCTS. YMCA Day Camp will not be responsible for any lost, broken, or stolen items.

## CAMP HOURS

The structured camp program operates between 9:00am and 4:00pm. Families will be able to drop off their campers between 8:30am and 9:00am and will be able to pick them up at the end of the day between 4pm and 4:30pm.

**Late Pick Up from Camp:** Families who are late picking up their child will be charged an additional \$15 per 15 minutes per late pick up occurrence.

**IMPORTANT NOTE:** Only those indicated on the registration forms as authorized pick-up will be allowed to pick-up your child from camp. For your child's safety, no exceptions will be made to this rule. Authorized pick ups must be 16 years or older. **AUTHORIZED PICK-UPS WILL BE REQUIRED TO SHOW PHOTO ID EACH AND EVERY DAY.**

## EXTENDED CARE

For the convenience of our camper families, the YMCA offers Extended Care at all day camp sites. This service provides carefully supervised free play for campers whose families require an earlier drop off and/

## TYPICAL DAY AT CAMP

### 7:30am – 8:30am

Optional Extended Care begins. Campers are supervised during free play activities.

### 8:30am – 9:30am

Parents can start to drop their campers off directly at the camp site.

### 9:00am – 9:20am

Camp Program begins with an opening circle of songs.

### 9:20am – 12:15pm

Campers break off into the age-based activity groups for all kinds of fun.

### 12:15pm – 12:45pm

Lunch! All campers come together to refuel for the rest of the day.

### 12:45pm – 3:30pm

More age-based activities, all camp activities, camper choice activities; these vary from day-to-day.

### 3:30pm – 4:00pm

The day ends as it began with closing circle of songs or sharing of favourite moments of the day.

### 4:00pm – 4:30pm

Parents can pick up their campers at camp.

### 4:30pm – 5:30pm

Optional Extended Care with more supervised free play time.



or a later pick up. You must register for extended care.

Extended Care opens at 7:30am, and closes promptly at 5:30pm each day. Once registered for this service, you may drop off your child any time after 7:30am, at your designated camp site. Pick-up is any time after 4:00pm until close at 5:30pm. Families who are late picking up their child will be charged a \$15 fee per 15 minutes for the extended period of care.

**Extra Value for YMCA Members:** Extended care is complimentary for YMCA members. Please indicate at time of registration if you intend to take advantage of this service. If you are not a YMCA member and are interested in becoming a member, please contact the membership desk at your local YMCA branch. The registered camper must be a YMCA member while the camp program is in session to be eligible for this benefit. Should you cancel your membership prior to camp starting you will be charged the extended care fee as well as the difference in price between the Y member and non-member rate.

**IMPORTANT NOTE:** Only those indicated on the registration forms as an authorized pick-up will be allowed to pick-up your child from camp. For your child's safety, no exceptions will be made to this rule. Authorized pick ups must be 16 years or older. **AUTHORIZED PICK-UPS WILL BE REQUIRED TO SHOW PHOTO ID EACH AND EVERY DAY.**

#### Sample Drop-Off and Pick-Up Schedule

	DROP-OFF TIME	PICK-UP TIME
Extended Care	7:30 - 8:30am	4:30 - 5:30pm
Regular Drop Off & Pick Up	8:30 - 9:00am	4:00 - 4:30pm

## PICK-UP AND SIGN-OUT PROCEDURE

- Pick-up schedule will begin as per the drop-off and pick-up schedule.
- The Camp Leader will greet each family and they will ask the parent/guardian to produce identification.
- The Camp Leader will verify that the parent/guardian is authorized to pick up the camper as per the information on their form and a "Runner" will bring each camper to the pick-up location.

## SIGN IN AND SIGN OUT

In order to ensure the safety of campers, we require all campers to be signed in and out each day by a parent or guardian 16 years of age or older. At sign in you will indicate who will be picking up your camper at the end of the day. Your child will only be released to those indicated as authorized to do so. **Photo ID will be checked each and every day.** Please make sure to notify the YMCA Camping Branch office of any changes to those authorized to pick up your child.

## PROTECTING OUR COMMUNITY

The safety and well-being of our campers, their families, and our staff team is our number one priority. In order to protect our community, our YMCA Day Camps have implemented a number of new practices to help prevent the spread of COVID-19 that all day campers and their families will be required to follow. If you have any questions or concerns about these additional protective practices please get in touch with us at 519-453-8858.

## CAMPER BEHAVIOUR

Please take a moment and review our behaviour expectations with your child. At YMCA Day Camp, safety is of the utmost importance and our goal is to provide a caring, respectful and supportive environment for every



### Did You Know?

Over 3,000 campers attended summer camp with the YMCA of Southwestern Ontario during the summer of 2023



### Did You Know?

The YMCA of Southwestern Ontario incorporates physical literacy and activity into all our camps to build healthy habits for life.

individual, campers and staff alike. Our staff are trained and experienced in providing high quality care for our campers. If a situation arises in which a camper threatens the safety or well-being of another person or themselves, or diminishes the camp experience for others, we will make every effort to correct the behaviour. Parents/guardians will be notified and if the behaviour continues the YMCA reserves the right to remove the camper from camp on a one day suspension. Should the behaviour continue upon the camper's return to camp, the YMCA reserves the right to remove the camper for the remainder of the camp session and/or future camp sessions. Should removal be required no refund will be granted.

In certain circumstances, a camper may be removed from the camp environment without warning if their behaviour jeopardizes the safety of campers or staff or where the camper is engaged in illegal activities. The YMCA will not be held responsible for any costs associated with a camper's dismissal and no refunds will be provided.

## CAMPER HEALTH AND WELLBEING

Your child's safety is our first priority. All day camp staff are fully trained and certified in First Aid and CPR. In the event of a minor incident, YMCA staff will provide immediate appropriate care. All day camp Counsellors carry a basic First Aid Kit with them at all times during the camp day. Each day camp site has a quiet rest area where your child can rest if they become ill.

In the event that your camper becomes ill while at camp and can not participate in regular programming, the YMCA will contact the family to arrange for immediate pick-up from camp.

In the event that your child needs medical attention apart from minor injuries, we will ensure immediate, staff-accompanied transportation to the nearest hospital. If the situation warrants, we will call an ambulance. We will make every effort to contact you or your designated authorized/emergency contact(s), and will stay with your child until you arrive. Please note you will be billed for any additional costs.

Please monitor the health of your camper leading up to and throughout their camp experience. Day camp is a very social setting and campers who attend camp with illness have the potential to spread it to other campers. Do not send your child to camp if they are ill.

We also expect that all campers are toilet trained prior to attending day camp.

## COVID-19 SAFETY PROTOCOLS

- If someone begins exhibiting symptoms, they will be removed from their camper group and given a mask to wear. Families will be contacted to pick-up immediately.
- Campers showing symptoms of COVID -19 will be sent home with two rapid tests.
- Campers who do not wish to take a rapid test will need to remain at home for 5 days and possibly longer if symptoms are still present.
- Campers who produce two negative rapid tests can return to camp after 24 hours with improved symptoms or 48 hours if symptoms are gastrointestinal (i.e. vomiting or diarrhea).
- YMCA Day Camps will adhere to enhanced cleaning and strict disinfecting guidelines while operating programs.

## MEDICATIONS

If you are sending medications to camp with your child, they must be in their original package, clearly labeled with both the child's name and the instructions for use. YMCA staff will collect any medication from campers each morning and hand them in to the office for secure storage and distribution to your child. Medications that require immediate use, such as an asthma inhaler or Epi-pen, will remain with the child or the day camp Counsellor.

## ABSENCE

If your child is going to be absent from camp, please call your child's camp site directly and report the absence to the Assistant Director Administrator or the Site Director in advance (see contact numbers below). If it is an unforeseen absence, please call your child's camp site first thing that morning to again report the absence. If you are leaving a voice message to report the absence



### Did You Know?

There are only three overnight camps in Canada that are located in National Parks. The YMCA of Southwestern Ontario operates two of them, Camp Henry in Point Pelee National Park and Camp Queen Elizabeth in Georgian Bay Islands National Park.

please be sure to give the full name of your camper and the specific camp program they are attending, as well as the details of the absence. If a camper is not present at morning attendance and no absence has been called in, YMCA staff will begin calling the contacts listed on your camper's registration to ensure you are aware of this absence.

Families receiving financial assistance through their municipality should confirm with their case worker the number of eligible absent days available to you. Should you exceed those number of absent days, you will be responsible for full cost of the non-assisted rate for the days in which your child is registered but not present nor cancelled prior to the regular registration closure deadline. In order to avoid being charged for the exceeded absent days, you must give the YMCA Camp Branch notification of withdrawal from any day camp program by email before the regular registration closure deadline of noon on the Thursday prior to the program start date.

Please review your agreement with your city or municipality to ensure your understand their policies regarding total number of absent days allowed for registered programming.

### SITE ATTENDANCE LINES

<b>Bob Hayward YMCA Day Camp</b>	519-451-2395 ext. 357
<b>Centre Branch YMCA Day Camp</b>	519-667-3300
<b>Startech.com YMCA Day Camp</b>	519-907-3300
<b>Stoney Creek YMCA Day Camp</b>	519-667-4400
<b>Jerry McCaw Family Centre Day Camp</b>	519-336-9622, option 0, x 245
<b>Chatham YMCA Day Camp</b>	519-360-9622 x 111
<b>North Middlesex Day Camp</b>	519-459-9622
<b>Petrolia YMCA Day Camp</b>	519-882-2232
<b>St. Thomas YMCA Day Camp</b>	519-631-2418
<b>Middlesex Centre YMCA Day Camp</b>	519-601-7033

If at any time you are unsure who to contact at the above numbers please contact the Camping Branch Administration at [daycamp@swo.ymca.ca](mailto:daycamp@swo.ymca.ca) or 519-453-8858.



## CAMPER MATE REQUESTS

If you're sending your child to camp with a friend or sibling you can request that they are at the same day camp site. We will also make allowances for campers who may be different ages but are in the same grade at school. Also, we ask that you limit your requests to 1 friend. All requests must be made prior to the weekly registration closure on Thursday at noon prior to the upcoming week of camp. Please indicate your child's request on the registration form or contact the Camping Branch office directly at 519-453-8858.

## PHOTOGRAPHS

Photographs are taken continually throughout the camp season. Your child's photo may appear in publications produced by the YMCA of Southwestern Ontario. Should you wish your child's photo NOT be used, please contact the Camping Branch office prior to the start of your child's camp.

## TAX RECEIPTS

For eligibility criteria, please check your tax return information package. Receipts are issued at the time of registration. Please keep the original receipts.

## CHANGE OF CONTACT INFORMATION

Please inform the Camping Branch office at [daycamp@swo.ymca.ca](mailto:daycamp@swo.ymca.ca) if any of your contact information changes. It is important to us to maintain current phone, email, mailing address and emergency/authorized pickup information.

## FINANCIAL ASSISTANCE

**FINANCIAL ASSISTANCE** is available for all YMCA Day Camp programs. Please email your financial assistance and camp application to [daycamp@swo.ymca.ca](mailto:daycamp@swo.ymca.ca) or drop it off at any of our branch locations. Questions about the application process can be directed to our Camping Branch by email at [daycamp@swo.ymca.ca](mailto:daycamp@swo.ymca.ca). Applications can take up to 2 weeks to process.

**MUNICIPAL SUBSIDY** is available for YMCA Day Camp for children 4 to 12 years old. For families already on the Municipal case load, your site specific letter must be submitted to the YMCA for processing. You can email your application to [daycamp@swo.ymca.ca](mailto:daycamp@swo.ymca.ca). Applications can take up to 2 weeks to process.

**FOR NEW APPLICATIONS** to the Municipality Child Care Subsidy program, please contact your local Child Care Subsidy office to determine your eligibility.

## CAMPERS WITH SPECIAL NEEDS

If your child requires one-to-one support due to special needs, please contact the Camping Branch at [daycamp@swo.ymca.ca](mailto:daycamp@swo.ymca.ca) to discuss needs and availability of YMCA assisted support. Assessment can take up to 2 weeks.

## CANCELLATIONS/WITHDRAWAL POLICY

All cancellation requests must be submitted by email directly to the Camping Branch Office at [daycamp@swo.ymca.ca](mailto:daycamp@swo.ymca.ca) with subject line "Withdrawal Request". Cancellation requests received prior to 6 business days before start of the affected camp session will receive a refund less the non-refundable deposit of \$10.00 per day or \$50.00 per week. Any refund requests received less than 6 business days prior to the affected camp session or during a camp session will not qualify for a refund. A doctor's note is required for cancellations due to medical reasons. Refunds may take 3 to 4 weeks to process. For further information, please contact the Camping Branch Office at [daycamp@swo.ymca.ca](mailto:daycamp@swo.ymca.ca).

The YMCA reserves the right to cancel any program where registration numbers are not adequate to run an effective program. Families will be notified at the weekly registration close. Options for a refund or transfer to another site will be discussed at that time.

## COVID-19 SCREENING POLICY

Campers will be screened for symptoms of COVID-19. If any camper does not pass the COVID-19 screening, they will not be allowed to participate.

## MISSION STATEMENT

The YMCA of Southwestern Ontario is a multi-service charity that provides opportunities for growth in spirit, mind and body for people of all backgrounds, beliefs and abilities.

## I'M READY TO REGISTER

**Online:** Visit [www.ycamp.ca](http://www.ycamp.ca) to process your registration and payment automatically and then download or print your receipt.

**By Phone:** Call any YMCA of Southwestern Ontario branch or our Camping Branch Office at 519-453-8858 to register and pay by phone.

**Email:** Completed registration forms can be emailed to [daycamp@swo.ymca.ca](mailto:daycamp@swo.ymca.ca).

### REGISTRATION AND PARENT INFORMATION

Confirmation receipts can be obtained once your registration has been processed. Please visit our website to view the Parent Info Guide or request a copy by email.

### REGISTRATION CLOSURE

Registration closes at noon on the Thursday prior to the start of camp program.

All registrations must be received prior to noon in order to be processed. In weeks where there is a PA day on the Fridays, registration will close on the Monday prior to the camp.

## PAYMENT INFORMATION

### PAYMENT IN FULL

Fees are due in full upon registration.

### NSF PAYMENTS

All NSF payments will be subject to a \$30 service charge.

## FEEDBACK

We welcome your feedback on all aspects of our YMCA Day Camps. We participate in the national YMCA Canada parent satisfaction survey which will be given to you during the camp session. This survey is an important component of our quality assurance measurement and we encourage all families to participate for as many weeks as your camper is registered.

We welcome your feedback at anytime. Please direct your feedback about our day camps to [daycamp@swo.ymca.ca](mailto:daycamp@swo.ymca.ca).





## Contact us

**519-453-8858**

165 Elmwood Ave E., London Ont, N6C0A8

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visit us online at  
[www.ycamp.ca](http://www.ycamp.ca)