



**FOR YOUTH DEVELOPMENT®**  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

# SUMMER IS CALLING

**Summer 2017  
at CCAC**



**YMCA COLLIN COUNTY ADVENTURE CAMP**

# SUMMER DAY CAMP HANDBOOK

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# **WELCOME TO COLLIN COUNTY ADVENTURE CAMP!**

We are delighted that you have chosen CCAC for your camp experience and appreciate the opportunity to share the adventures of summer camp with your camper.

Since our beginning in 2006, we have strived to provide a fun and safe outdoor adventure to all who set foot on camp. This summer will be no exception.

But camp is more than just swimming and silly games. Our staff provide daily opportunities for campers to learn the Y values of honesty, responsibility, caring, and respect. Along the way, they'll create life-long memories and establish lasting friendships. Camp is a great place to achieve one's unique potential and build self-esteem, confidence, and independence in a safe environment.

This handbook is full of important information to ensure a wonderful camp experience for you and your camper. Please don't hesitate to contact us if you have any further questions!

In the spirit of camp,

**Clint Scribner**

Program Director

[cscribner@ymcadallas.org](mailto:cscribner@ymcadallas.org)

214-667-5626

# BEFORE CAMP BEGINS

## REGISTERING FOR CAMP

Registration is available online at [www.collincountyadventurecamp.org](http://www.collincountyadventurecamp.org). Please register as soon as possible to reserve your space. Should you have any issues with online registration, please contact our office at 214-667-5600 or email Clint Scribner at [cscribner@ymcadallas.org](mailto:cscribner@ymcadallas.org).

## DEPOSIT AND REGISTRATION FEE

A deposit of \$50 per session is required along with your registration form in order to reserve a space at camp. These deposits are **non-refundable**. Final balance payment must be made in full two weeks prior to each session.

All major credit cards are accepted. Checks should be made payable to Collin County Adventure Camp.

If you have any questions regarding your account balance, please contact Kathy Wilson: 214-667-5602, [kwilson@ymcadallas.org](mailto:kwilson@ymcadallas.org).

## CANCELING/CHANGING SESSIONS, REFUNDS

The registration deposit of \$50 per session is non-refundable. Remaining balances will be refunded only when a camper is unable to complete the program for medical reasons. CCAC must receive written notice from a licensed physician verifying the camper's illness or injury in order to qualify for a refund. Campers sent home for disruptive behavior will not receive a refund.

Should the need arise to make any changes to camp sessions, a \$25 fee will be applied.

## RETURNED CHECK CHARGE

Any returned checks received at the camp office will be forwarded to the Association Office of the YMCA of Metropolitan Dallas for collection. Outstanding balances resulting from returned checks must be resolved before a child may enroll or attend any YMCA program.

# HEALTH INFORMATION

## HEALTH FORMS

**The health form is the most important part of your registration.** Campers cannot attend camp without a completed health form. You may return the signed health form prior to the start of camp, or bring it with your camper on the first day of camp.

## MEDICATIONS

It is recommended that all medications be administered at home before and after camp. However, if any medication is necessary during camp hours, please bring the required dosage and instructions each day. All prescription medication must be in the **original packaging** that identifies the prescribing physician, name of medication, dosage, and frequency of administration. All medications, including over-the-counter (vitamins, creams, etc.) must be turned in to and dispensed by camp staff along with a completed medication form. **Please do not pack medication in a backpack.**

## ILLNESS

CCAC cannot provide care for sick campers. If your camper has any sign of illness or fever, please keep your camper at home and notify the camp office. If a camper becomes ill at camp, you will be notified for pick-up. In the event that you cannot be reached, the emergency contact listed on the camper's health form will be notified.

Please note that although there is not a resident nurse on staff at CCAC, each staff member is certified in CPR and First aid.

## EMERGENCIES

Routine scrapes, cuts, bee stings, etc. will be treated by our camp staff. An Ouch Report will be sent home with your camper to describe the nature of the injury and the treatment provided. In the case of a serious illness or accident involving your child, the camp office will contact you immediately. If you are not available, your authorized signature on the health form allows us to secure prompt treatment. Please note that in case of an emergency, 911 will be called first.

# **ARRIVAL AND DEPARTURE**

## **SIGN-IN/SIGN-OUT**

Camp begins at 8:30 every day and ends at 4:30. If you are dropping your camper off at CCAC, you may check in starting at 7:00 at the bus shelter. There will be signs directing you to the check-in area and staff waiting for you. After 9:00, please check in at the camp office. Pick-up is in the same area from 4:30 to 6:00.

Included with this handbook is a Sign-Out Authorization Form. Please list individuals that have permission to pick up your child (including yourself). Your child will only be released to individuals on the form. A photo ID is required to pick up a child from camp.

## **LATE PICK-UP**

We understand that the location and timing of camp can create a challenge for working parents to pick up during the allotted period of time. If you will be unable to pick up your child by 6:00, please call the camp office as soon as possible. A late fee of \$1 per minute will be charged after 6:00.

## **EARLY PICK-UP**

If you need to pick up your camper before the end of the camp day, please notify staff at morning drop-off. Your camper must be signed out with staff before they leave camp property.

## **BUS TRANSPORTATION**

Transportation is available to camp from the McKinney YMCA, the Frisco YMCA, the Plano YMCA, and in Princeton at the community park for an additional fee of \$50 per week (Due upon registration). You may drop your camper off as early as 7:00– the bus will depart from McKinney and Plano at 7:30, from Princeton and Frisco at 7:45. Campers will leave CCAC at 4:30. You may pick up your camper in McKinney and Plano between 5:30 and 6:00, in Princeton and Frisco from 5:15–6:00. Camp staff will be present for check-in/check-out and to ride with your campers on the bus. Please note that times may vary daily due to traffic. We will do our best to notify you of major delays.

## **BUS GUIDELINES**

Campers are expected to be respectful of the driver, camp staff, and each other while on the bus, following all regular camp rules. Camp staff members will have an emergency cell phone on board the bus. If for any reason you will not be on time for drop-off/pick-up, please call the camp office.

# GETTING READY FOR THE FIRST DAY

Going to summer camp is a very exciting time for campers and their parents. It's natural for both to be a bit anxious about adopting new daily routines, trying new activities, and meeting new friends. Our hope is to familiarize you and your camper with camp and help you be prepared before camp starts to minimize this anxiety.

## HELPFUL HINTS

- Don't send any valuable clothing or items to camp.
- Even though it's summer, flip-flops are not the best choice for footwear at camp. Tennis or sandals with a tight back strap are the perfect camp shoes.
- Some activities may be messy– be sure to wear clothes that are ok to get dirty.
- Your camper will probably come home tired and may need additional rest after a day of high-energy activities.

## WHAT TO BRING TO CAMP

**Backpack**– to keep all of your camper's belongings together.

**Water bottle**– Campers will be outside all day so a water bottle is a must! There will be several opportunities to refill bottles, and staff will remind campers to stay hydrated throughout the day.

**Clothing**– Swimming is an every day activity, so campers will need to bring a swimsuit and fresh towel with them. Camp activities continue rain or shine, so on rainy days, campers may need a poncho or raincoat. A hat can be helpful on sunny days.

**Sunscreen/Bug spray**– For maximum protection, a waterproof sunscreen should be applied before the camper arrives at camp. However, we recommend campers bring it with them, as counselors will remind campers to reapply throughout the day. Campers will be required to reapply before and after swimming. Bug spray may be helpful on days when campers are go hiking (non-aerosol only).

## WHAT TO LEAVE AT HOME

Camp is a natural setting and a fun time to get away from technology and explore the outdoors. Phones, iPods, Gameboys, etc. are not encouraged and should be left at home. CCAC has a zero-tolerance policy for firearms, knives, fireworks, matches, lighters, tobacco products, and illegal drugs. If your child is found with these items, they will be asked to leave camp. Canned insect repellent is not allowed at camp. It must be in the form of lotion, pump spray, or wipes.

# **DURING CAMP**

## **ATTENDANCE**

Attendance is taken daily as campers arrive at camp. If you know your child will not be at camp or will be late, please contact the camp office. Parents will be called if a camper is not at camp.

## **DAILY PROGRAM**

The YMCA is a non-denominational Christian organization and activities are planned with this in mind. All programs will emphasize the YMCA character values of caring, respect, responsibility, and honesty.

## **HUDDLES**

Campers are assigned to "huddles" by gender and age level. Campers will participate in certain activities with their adventure group, but all groups will join together for morning/closing assembly, lunch, and themed activities. Please contact Clint Scribner if you have a buddy request.

## **MORNING/CLOSING ASSEMBLY**

Camp will start and end each day with assembly. In the mornings, campers will be welcomed with an energizer (usually a silly song) and then hear a thought for the day. Before going home, campers will have a time for reflection.

## **ACTIVITIES**

Campers will have the opportunity to participate in new activities every day, including canoeing, the climbing wall, archery, BB guns, swimming, and the zipline. There will also be special games and competitions based on the theme of the week.

## **WATER ACTIVITIES**

All campers must take a swimming test on the first day of camp to demonstrate their swimming ability. Campers will be given a colored band based on their ability and may be required to wear a life-jacket at the pool. Life-jackets are required at all lake-front activities, regardless of swimming ability. Campers not satisfied with their performance may retake the swimming test.

## **DURING CAMP**

### **LUNCH**

Campers will be served a hot lunch and afternoon snack each day. This is included in your camp fee. In addition to the daily menu selection, a salad bar is available. Campers may also have a soy butter and jelly sandwich. If your camper has any food allergies or other dietary concerns, please note them on your medical form. Any special needs will be communicated to the food service staff.

### **OVERNIGHTS**

Overnights are available on select weeks of camp and open to campers age 7-12 **at no extra charge**. This is a great introduction to overnight camp for those who may be getting ready to go away for a week or more. In the evening, campers will have dinner and a special evening activity before campfire and s'mores. Counselors spend the night in the cabin with the campers. The Campers should pack a sleeping bag, pillow, and change of clothes.

### **FAMILY DAY**

Parents and other family members are invited to join us on Friday afternoons for a celebration of your camper's week at camp!

\*Please note that bus transportation will still be available after Family Day.

### **T-SHIRTS**

Each camper will receive one t-shirt for their session. The cost is included in their camp fee. However, campers will receive only one t-shirt for the summer, regardless of the number of sessions they attend. Additional t-shirts (along with other souvenir items) may be purchased at the camp store on Fridays.

### **SHARED RESPONSIBILITIES**

Personal responsibility and group cooperation are essential elements of the camp experience. Mature, caring counselors work with campers on the importance of caring for one's personal belongings, assisting in daily camp clean-up, and pitching in on general camp tasks known as shared responsibilities.

# **OTHER IMPORTANT INFORMATION**

## **CAMPER DISCIPLINE**

Our staff is trained in and practices positive reinforcement. "Renewal time" and/or loss of privileges may be used in the case of unacceptable behavior. When these methods fail, or the behavior becomes more severe, staff will make parent contact.

CCAC reserves the right to warn, suspend, or dismiss any participant from our programs and facilities in the following circumstances:

- Their behavior poses a threat to themselves or others.
- They require an inordinate amount attention from the staff, thereby causing inadequate levels of supervision for the other participants.
- Their behavior is determined to be inappropriate within the scope and spirit of YMCA values.

## **PROPERTY AND EQUIPMENT DAMAGE**

Parents are financially responsible for intentional damage to equipment and facilities caused by their camper.

## **BIRTHDAYS**

If a campers birthday occurs while at camp, he/she will be recognized at Morning Assembly and be treated to a cupcake at lunch. Parents are welcome to bring or send a special treat to share with the group if they wish.

## **LOST AND FOUND**

Lost items are returned to campers whenever possible and a Lost and Found area is available for parents to look through at any time. Please make sure that all of your camper's items are clearly marked with first and last name. CCAC is not responsible for lost items.

## **INCLEMENT WEATHER**

CCAC is blessed to have such a magnificent natural setting to implement our programs. Unfortunately, inclement weather does occur at times. Camp proceeds as usual in the case of rain, and campers may come home wet or muddy. When lightning and thunder are present, all water and climbing activities are suspended and campers are moved to a covered area. If the weather becomes more severe, all campers will be moved to an indoor facility. Our staff is well trained in bad weather procedures and your camper's safety is of the utmost importance at CCAC.