



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

YMCA CAMP KIRKWOOD

Day Camp Family Packet

2015 Camp Kirkwood Rd.
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GREETINGS FROM YMCA CAMP KIRKWOOD



We are so excited you will be joining us for a fantastic summer! In this packet, you will discover important information, as well as answers to your questions. Please be sure to read through all of the material and complete your camper's profile in CampDoc.

OUR MISSION

Helping people reach their God-given potential in spirit, mind, and body.

BELONGING

YMCA Camp Kirkwood is a place for all. It is a second home that empowers campers and staff alike to be the best versions of themselves. Through inclusive programming in a compassionate and safe environment, we are building the brave leaders of tomorrow. Our staff team here at Kirkwood knows that each person engages with the world in a unique way. We love when we have the opportunity to open our arms wider in service to all. If you have any questions about what it would look like for you or your camper to belong here at YMCA Camp Kirkwood, we encourage you to call or email us to schedule a time to talk with one of our directors. We can't wait to welcome you to camp!

POLICIES

We want every camper to have a positive experience while at YMCA Camp Kirkwood. To create this environment, we expect our campers to follow our 4 rules of camp:

1. Make Safe Choices
2. Be Kind
3. Be Respectful
4. Have Fun!

Campers who do not adhere to camp behavior expectations and rules will be addressed on an individual basis. Every camper and situation is different, and we strive to find the best solution for each and every camper. We believe in teachable moments at camp, however, YMCA Camp Kirkwood will not tolerate bullying of any kind. Although very rare, severe or frequent behavior violations can result in a camper being sent home from the program at the discretion of the director. No refunds will be issued. We want our campers to understand how important it is for everyone to have a great week of camp. Understanding the importance of community is very important to us at camp. Talk to your camper about helping us achieve this goal. Let them know to ask for help and support while at camp. Our team is here to help your camper with anything they need.

CAMPDOC

We are excited to share the launch of CampDoc, our new secure web-based system for campers' health records. All families will receive an email invitation to complete their campers' health forms and profile information. 100% completion of your camper's profile is required 2 weeks prior to their first week of camp. Families may decide who is authorized for pick-up, share information regarding allergies, make group requests and so much more, all in CampDoc. Campers' profiles will stay with them year after year. No need to print or send any paperwork to camp.

TRANSPORTATION

Drivers of all YMCA vehicles are thoroughly screened and authorized by the YMCA based on experience and good driving records. Each driver has a current CDL license and participates in YMCA driver training. The YMCA ensures all of our vehicles are regularly maintained and inspected daily by our drivers before use. Upon registration, you have given the YMCA permission to transport your child to the appropriate YMCA or on fieldtrips.

BUS PICK-UP AND DROP OFF

Each day, our buses will arrive at the pick-up locations at specific times. It is important that campers are not late for pick-up, as the bus cannot wait on campers. We must leave at certain times to ensure all campers arrive at camp on time. A Y team member will be on the bus to sign campers in each morning. If your camper has medication, please provide it to the Y team member along with the specific instructions for administering the dosage. All medication must be in its original bottle with the amount needed to be administered during your camper's stay. Guardians are required to sign your camper in and out with a Y team member each day. Only those listed as the authorized pick-up are eligible to pick up. Please be prepared to show ID to verify authorized pick-up. Make sure your camper knows exactly which bus they are riding. Please be sure to review the bus behavior guidelines below with your camper before attending camp. We will call buses based on locations: Wilmington, Hampstead, and Rocky Point. Families cannot change bus locations during the week. Spots are limited. If early pick-up or late drop-off needs to happen at camp, please notify the camp at least 24 hours prior to allow for proper communication to all parties. If you have an outstanding balance or are not on the week's rosters, your child cannot ride the bus. You will need to contact the camp office to discuss options.

Topsail Presbyterian Church | Hampstead

Front Parking Lot Area

Bus Arrives 6:50 a.m. - 7:10 a.m. (bus must leave no later than 7:10 a.m.)

Bus Returns 4:40 p.m. - 5:00 p.m.

Nir Family YMCA | Wilmington

Field Adjacent to Soccer Fields

Bus Arrives 6:50 a.m. - 7:10 a.m. (bus must leave no later than 7:10 a.m.)

Bus Returns 4:50 p.m. - 5:00 p.m.

Paul's Place | Rocky Point

Back Parking Lot

Bus Arrives 7:30 a.m. - 7:35 a.m. (bus must leave no later than 7:35 a.m.)

Bus Returns 4:25 p.m.—4:35pm

For both Hampstead and Wilmington locations, please arrive by 7:00 a.m.



BUS RULES

- All campers must remain seated and facing forward while bus is in motion.
- Hands must be kept inside the bus at all times.
- Campers must remain on the bus until a parent has signed them out. Y team members will make sure campers are signed in and out each day.
- Inappropriate language or physical violence will not be permitted on the bus. If a camper fails to follow the instructions of Y team members or driver while on the bus, the camper will not be permitted to ride for the remainder of the week.
- All trash must be thrown away. Please help us keep the bus clean.
- The bus can only pick up campers at designated stops. Please do not try to "catch the bus" if it has already left. We cannot pull over.
- During an emergency stop, all campers will follow the staff to a safe location while the driver stays with the bus.
- The bus location determined at registration cannot be changed during the week of camp. Spots are limited. If you would like to request early pick-up at YMCA Camp Kirkwood or would like to drop off directly at camp, please provide camp staff 24-hour notice.
- Electronics are not permitted at camp unless for a medical purpose, therefore no electronics should be on the bus.

CAMP DROP OFF

Families may drop off campers at YMCA Camp Kirkwood each morning if they prefer not to use the buses. There will be a counselor and a sign posted at the Day Camp pick-up area. Be sure to sign your camper in with the counselor each day.

Drop-off begins at 7:30 a.m. Please do not arrive early, as there will not be a counselor ready until 7:30 a.m. Breakfast begins at 8:15 a.m.

Car Pick-up is between 4:00 p.m. and 5:00 p.m. If you wish to pick up your camper prior to 4:00 p.m. you must park your vehicle in designated parking and come into our office for pick up please be prepared to wait as campers and staff are spread out in camp. It is helpful to call ahead to make arrangements 910.726.9789.

*If you are going to be later than 5:00 p.m., please contact us at camp. Consistent late pick-up may be subject to a late fee of \$1 per minute per child.

GROUP ASSIGNMENT

Group assignments are based on the age of the campers, and we will have group sizes of 10-12 youth per counselor. In your CampDoc account, you may request up to two other campers to be in your camper's group. We will do our best to make all reasonable accommodations to keep campers together.

CAMP STORE

Tuesday and Thursday each week, campers may bring money to purchase a treat from the camp store. Items range from \$1 to \$3 we recommend purchasing a gift card online and load with the appropriate amount. Those who purchased a gift card will be given their card on Tuesday campers are responsible for their card for remainder of camp. Additional camp store items can be purchased online by going to our website Ymcasenc.org/campkirkwood.

SWIM TEST

All swimmers ages 15 and younger are required to pass a swim test before being allowed in the pool without a Coast Guard-approved flotation device (PFD) or without direct one-on-one adult supervision. Swim tests can be administered by a YMCA certified lifeguard.

To pass the test, swimmers must:

- Jump into the deep end of the pool (10ft), submerge fully, return to the surface and immediately begin swimming without pushing off the wall.
- Swim in a horizontal position on stomach and on top of the water (approximately 25 yards).
- Exit the pool without assistance using either the wall or pool ladder.

WHAT IF I PASS THE SWIM TEST?

Swimmers who pass the test will receive a **green wristband**.

WHAT IF I HAVEN'T PASSED THE SWIM TEST YET?

Swimmers who are still working toward passing the test will receive a red wristband and are required to wear a Coast Guard-approved flotation device (PFD)



All swimmers, despite swim ability, are required to be in a PFD at all times at the waterfront. Please Note: Lifeguards have the discretion to require a swimmer to wear a PFD at any time or to require a swim test for any swimmer at any time.

MEALS

Meal times are crucial moments in our day. Breakfast will be a continental, grab-and-go style with a variety of choices each morning. At YMCA Camp Kirkwood, we eat lunch family-style and provide a tray of food for each table. The food is passed around the table, encouraging conversation and relationship building. The food platters are refillable for seconds throughout the meal. All food allergies and dietary restrictions should be noted in your camper's CampDoc profile. A fun, healthy snack option is provided each afternoon before dismissal. You may send a lunch for your camper if you choose.

COMMUNITY HEALTH PLANS

*All campers are required to complete their online CampDoc profile and include a signed physical. Please help us keep a healthy environment for all our campers. If a child cannot participate in the program due to illness, the child must be kept at home. Please do not send a sick camper to camp. All campers must be fever free, lice free, and symptom free without the use of fever reducers for at least 48 hours prior to the start of camp. Should your child become ill while at camp, our Camp Nurse will reach out to you, and pick-up arrangements may need to be made. In the event of no response, we will continue to contact others on the emergency contact list for pick-up. Small cuts and scrapes will be treated by our CPR/First Aid-certified staff using standard first aid procedures. In cases of serious illness or injury, the Camp Director or Camp Nurse will contact parents immediately. Our licensed Camp Nurse will support the overall health of all our campers and will be on-site throughout the entire week. We continue to take the health of our campers and staff very seriously and will follow all CDC, ACA, and Pender County Health Department recommendations as it pertains to all community health aspects. Refunds will not be issued if your child is required to return home due to illness or injury.

FORMS/MEDICATIONS

We do require a physical signed by a medical professional be uploaded into each camper's CampDoc profile. As an ACA accredited camp, this is a requirement. If your child requires medication, please provide those items directly to the Camp Nurse at your drop-off. All medications will be kept and handled by the Camp Nurse during the duration of the camper's stay. Medication must come in its original container. Unmarked medication will not be dispensed. Please make sure you have only provided enough medication for the stay of camp. On your CampDoc account, you will see a list of over-the-counter (OTC) meds that may be administered by our Camp Nurse if necessary. No need to send OTC meds unless needed daily.

REFUND POLICY

The YMCA of Southeastern NC's refund and system credit policy is intended to maintain the overall fiscal health of the organization and YMCA community and is part of our efforts to be good stewards of our organization's resources. To receive a refund, the participant must cancel 14 days prior to the program start date. Non-refundable deposits/registration fees will not be refunded. A \$10 administrative fee will apply for processing. Our full refund policy and refund request form are available online at ymcasenc.org/refund.

OUR STAFF

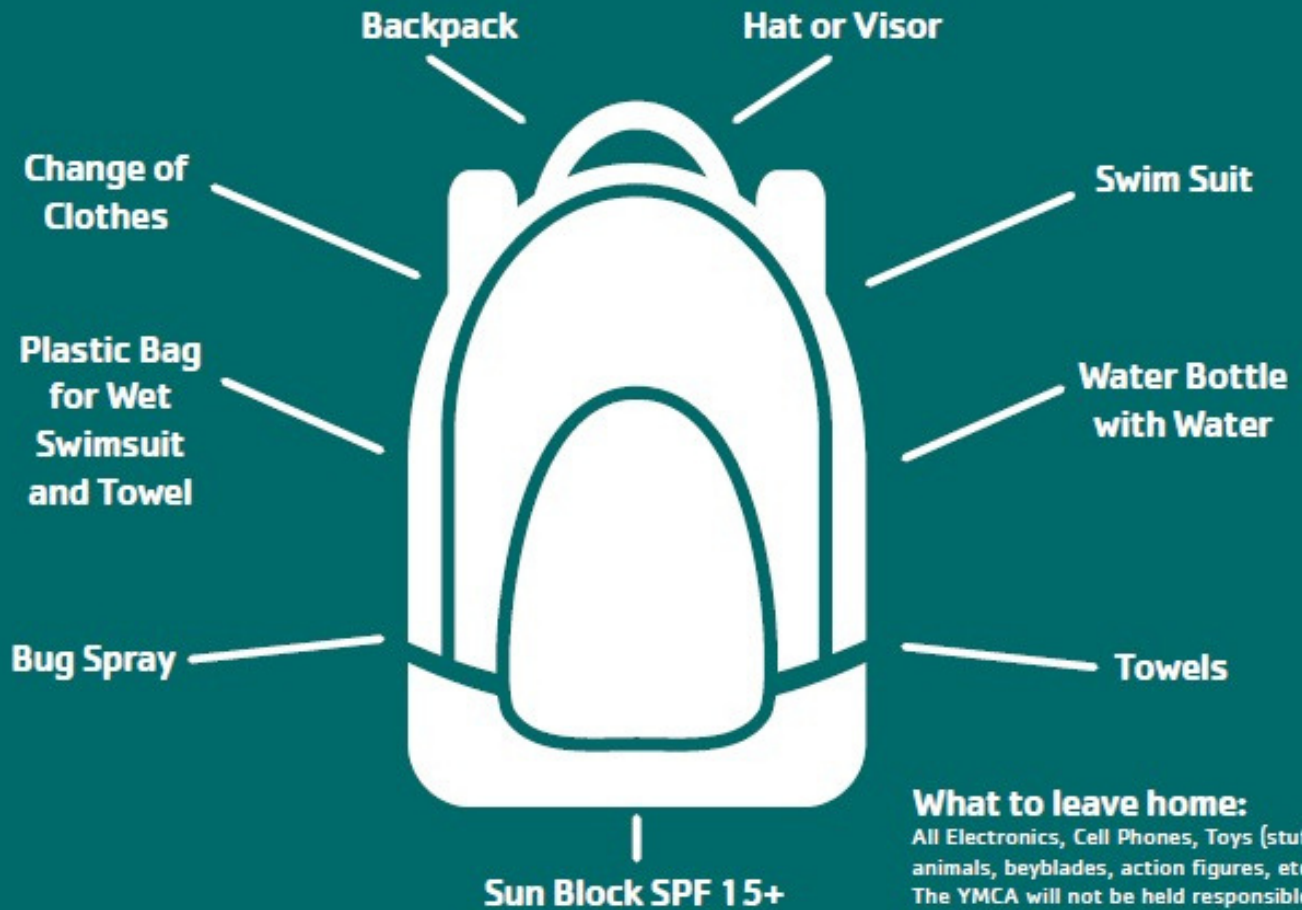
YMCA Camp Kirkwood team members are carefully selected and screened to ensure the highest quality of safety, supervision, and engagement. All team members complete 80 hours of training, including, but not limited to, Child Abuse Prevention, CPR First Aid AED, Mental Health First Aid, Lifeguarding, Challenge Course, Principles of Youth Development, and Cultural Awareness. They also learn all the games, songs and activities you can imagine! In addition to our counselors, we will have our licensed Camp Nurse, camp leadership, and wonderful facilities and kitchen teams on-site each week. Many of our team members have been a part of YMCA Camp Kirkwood for several years through our Leaders In Training or Junior Counselor programs. We love pouring into our campers, helping them become confident, strong leaders for many years to come. We hope to see you soon.

Happy Camping!

Savanah Standifer
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Suggested Supplies for Camp

Please add your child's name on everything they bring to camp.



What to leave home:

All Electronics, Cell Phones, Toys (stuffed animals, beyblades, action figures, etc.)
The YMCA will not be held responsible for lost items.

CHECKLIST FOR CAMP

We are looking forward to a great week. Below is the checklist of steps we ask for you to complete. These can be done on our website and in CampDoc.

- Registration complete for session
- Balance paid in full (all payments are scheduled to draft your account on file the Thursday before the start of camp)
- 100% Completion for your CampDoc camper profile
- Look over packing list (what to bring and not bring, label all items)
- Select Drop off Location
- Go over behavior expectations with camper

All electronic devices must be left at home, if your camper requires a device for medical purpose please reach out to our camp team to share your campers medical requirements.