

Camp Torymca Parent Handbook 2007

Helpful information for parents of campers





A message from the Camp Director

Hello!

The Northwest CT YMCA welcomes you to its premier day camp – Camp Tormymca!

The camp staff is looking forward to another safe and fun summer with our day campers.

We ask that you **PLEASE READ AND SHARE WITH YOUR CHILD ALL OF THE INFORMATION IN THIS HANDBOOK** to help us provide a safe and fun summer for your child.

Our parent/child day camp orientation will be held June 4, 2006 at Camp Tormymca. You and your family are invited to come anytime between 1–4 PM to receive a guided tour of our camp. This event is a great way for new campers to become familiar with the camp facility and staff before their actual first day as a camper.

We look forward to seeing you there.

Thank you for your cooperation,

Patrick Marchand
Camp Director



CAMP LEADERSHIP

Patrick Marchand will be returning for his 4th consecutive summer as camp director. Patrick has completed extensive YMCA and American Camping Association trainings. He is a graduate from Springfield College majoring in recreation.

STAFF

They have all been carefully selected and have participated in our YMCA counselor staff training program so that we may provide your child with a safe, fun, and enjoyable summer. Eighty percent of last year's staff will be returning this summer. Certified Lifeguards/swim instructors will direct all the swimming sessions for our campers. We do criminal background checks for all YMCA employees. Our camp has a ratio of 6-10 campers to one staff member depending on age.

CAMP HOURS

Torymca day camp runs from 9:00AM - 4:00PM Monday through Friday. Before Camp Care at Torrington and Winsted YMCA starts at 6:30AM After Camp Care at Torrington and Winsted YMCA ends at 6:00PM No camp will be held on July 4th.

WHAT TO BRING TO CAMP:

Campers should bring to camp the following items everyday: Lunch in a paper bag labeled with name and unit; Sneakers (no sandals); T-shirt, towel, sun block, bathing suit, insect repellent, sweatshirt and raincoat for cool or wet days.

Please label all items with campers full name. A backpack is helpful because children travel about camp throughout the day.

WHAT TO KEEP AT HOME

We encourage campers to learn to be **responsible** for their own belongings. We believe that certain items are best left at home to maximize your camper's outdoor experience. Campers may not bring cell phones, walkmans, computer games, trading cards, personal sports equipment, animals, matches, fireworks, or knives. Any camper who brings weapons to camp will be suspended immediately. Camp Torymca is a drug/alcohol and tobacco free facility. Any camper found with tobacco, drugs, or alcohol will be immediately suspended from camp. We are also interested in keeping a clean, healthy, image at our camp. Clothing with messages referring to tobacco, drugs, alcohol, or sex are not permitted. The YMCA is not responsible for campers' lost or broken items.

TRANSPORTATION:

In order for your child to ride the bus, the bus registration portion of the camper registration form should have been filled out. If this information was not filled out, or has changed since registration, please contact our camp registrar at 860-379-0708.

All Camp rules apply while riding a bus, as well as a few others.

- Campers should remain seated at all times with hands and arms inside the vehicle.
- There should be no throwing of objects or other disruptive behavior.
- Aisles should be clear of all objects, including camper's legs and backpacks.
- Noise level should be such as to not distract the driver.
- Passengers should enter and leave the vehicle under the direction of a staff member.

Bus schedule times are estimates, so please be sure to arrive earlier than the times that are printed. Camp provides supervision on the bus, but not at the bus stops. Please stay at the stop with the camper until they board the bus. It is very important to be at the bus stop on time in the afternoon, as children are often very tired and can become upset if parents are not there to pick them up. In the event that no one is at the stop to pick up the child, the bus will wait 5 minutes, and then the child will be taken to the nearest YMCA branch. Any person picking up a child at a bus stop must be included on the pick up list on camper registration form. Please note that there are limited buses for session 5. **A photo ID will be required at the time of pickup.**



Driving your kids to CAMP TORYMCA

Please arrive at camp between 8:50-9:00AM. Parents may pick up between 3:50-4:00PM. Please park your car to the right in the lot to the right of the buses and walk to the office to sign you child in and out.

PLEASE NOTE:

In order for your child to ride the bus, the bus registration portion of the camper registration form should have been filled out. If this information was not filled out, or has changed since registration, please contact our camp registrar at 860-379-0708

LOST & FOUND:

The camp office will maintain the lost and found at camp. Every effort will be made to find the owners of the lost items. Please assist us by having your child's name on everything they bring to camp.

LUNCH

Pack each camper's lunch separately. All campers **MUST** bring a brown bag lunch & drink clearly marked with his/her name. Lunches will be stored in our refrigerators. Always pack a good, nutritious lunch for your child. Do not send food that needs to be heated. No glass bottles or containers, please. Remember to pack plastic forks or spoons if needed by child.

MEDICAL FORMS:

The enclosed medical forms must be returned to the Camp Director, **no later than two weeks before your Childs session**. The forms; 1. *The Health History Form*; The State or less. The form needs to be updated each year. 2. *Medication Authorization*; filled out by the physician only if medication is needed at camp. These forms are required to attend camp, ***campers without forms will be sent home until forms are received.***

MEDICATIONS:

If your child will need medication while at camp, prescription or over the counter, the following regulations apply: Medication should be given at home if possible. All medication must be delivered to a counselor or bus monitor by a parent. Children must not deliver medications. The required medical form must be completed by a physician and on file at camp before medication can be given. All medications must be delivered in the original container and labeled with: Name of child, name of drug, strength, dose, frequency, and physician's name. Medications must be picked up at camp when the order is no longer applicable. All medications not picked up by the last day of your child's session will be discarded.

ILLNESS / EMERGENCY PROCEDURE:

Parents are required to sign a medical release giving the YMCA permission to seek medical attention for their child in the event of illness or injury. If a child becomes ill during camp and is unable to participate in camp activities, parents will be notified. If a child is hurt, immediate first aid will be administered at camp. Parents will be informed of any treatments given other than the most minor of incidents. Should your child require immediate medical attention, the camp will attempt to contact Parents as soon as possible. Transportation to Charlotte Hungerford Hospital will be arranged for the camper and a staff person will remain with the child until the parents arrive. Emergency transportation from camp is by ambulance service and parents are financially responsible for any emergency medical treatment given outside camp.

ABSENCES:

Please call the camp (860) 489-5847 between 8:00 and 9:00 a.m. if your child will not be in camp that day. It is extremely important for us to have confirmed absences. The YMCA cannot deduct days missed from your fee. When registering your child for any of the weeks of camp, we reserved a space just for your child. We make a commitment to staff, space, and materials based on your registration. Therefore, if your child is absent from Camp, **NO REFUND OR TRANSFER OF FEES** will be made.

SWIMMING:

Each child will have an option to participate in daily swim lessons and to participate in free swim time. Children will be expected to participate in swim lessons unless they have a note from a parent excusing them. All children will be given a swim test on the first day of each session to determine swimming ability.



RAINY DAYS:

Camp will be in session regardless of weather and all outdoor activities will continue. Please dress campers according to weather conditions, including warm clothes and rain gear when needed.

NAP TIME:

Only the Chipmunk unit has a regularly scheduled quiet time. Please send a small mat, rug, or a blanket that your child will lay on. This will be sent home on each Friday to be cleaned.

OVERNIGHTS:

Each session (weather permitting) all campers (except Chipmunks) are invited to stay overnight. The date of the overnight will be sent home with permission slips. There will be an extra charge for food which includes dinner, breakfast, and lunch. Information will be sent home with campers on the first day of each session.

LATE ARRIVALS & EARLY DEPARTURES:

Late arrivals must report to the camp office before joining their group. Early departures must be arranged with the camp office in advance. Children leaving early must be picked up and signed out at the camp office. Expect to be asked for photo I.D. at the time of pick up.

FAMILY NIGHTS:

Campers are invited to bring their family members and friends to an evening of activities and tours. Information will be sent home with campers each session. Our annual family carnival is open to all campers and families of all sessions. Information will be mailed prior to the event.

Birthdays are very important. If you would like to send in a special treat on your child's birthday, please contact the camp office in advance. Rosters need to be checked for food allergies before any food can be shared.

YMCA CODE OF CONDUCT

PARENTS: Please cooperate with us by sharing these camp rules and procedures with your children before they come to camp. Please share with your child the importance of good behavior patterns at camp and everywhere they go. The family's participation in these efforts is crucial. We want your child to have a wonderful time while keeping the program safe and enjoyable for everyone.



BEHAVIOR POLICY

At Camp Tormyca we believe that the best way to deal with behavior issues is to provide a quality camp program. By keeping activities moving and well organized, we believe that many potential problems can be avoided.

Disrespect toward staff or property, injuring other children or staff, disruptive behavior, bullying, stealing, leaving camp property, and profanity will not be tolerated. If such a problem arises, the following steps will be taken.

1. Verbal discussion with the child
2. If inappropriate behavior continues, the child will be removed from the group for a specified time frame or privileges may be taken away.
3. When there is a serious concern about a behavior or discipline problem, the directors will share their concerns with the parents and will make an effort to work with the parents to resolve the problem.
4. If the problem persists, or a serious infraction has been made, the camper will be put on suspension or asked to leave the program per the camp directors discretion.

RULES of CHARACTER

- Speak for yourself...not for everybody else.
- Show respect...every person is important.
- Listen to others...then they will listen to you.
- Avoid putting others down...who likes to be picked on?
- Take charge of yourself...you are responsible for you.

SPECIFIC RULES

- Stay with your group at all times. Do not leave the group without permission.
- Respect and obey all staff. (Counselors, Aquatic Staff, and Camp Directors)
- Take pride in the YMCA and the equipment. Take good care of them.
- Be mindful of what words you use. There are a lot of small ears that may hear.
- Keep your hands to yourself. *No fighting.*
- Follow all aquatic rules. They are there to keep you safe.
- Follow the GOLDEN RULE: "Do for others what you would want them to do for you."
- Have FUN!



FREQUENTLY ASKED QUESTIONS:

What if my child misses the Bus or is Late? Parents are welcome to bring their child up to camp on their own. You must stop in the Camp office and sign in upon arrival.

Can my child be picked up at one place and dropped off at another? YES, you may specify requests on the registration form.

Can I sign up for half a session? No, Sessions cannot be pro rated.

How does my child qualify for member rates? The camper must have a membership under his or her name or be included in a Family membership to receive member rates. A parent with an adult membership does not qualify their child to receive member rates.

Does my child have to have a medical form filled out before the start of camp? YES! If your child has had a physical within the past three years, all you are required to do is have your doctor fill out the form if more than three years have passed, he/ she is required to have a new physical. Medical forms are included in the Parent packet that you receive after registration. The form must be returned and completed two weeks prior to the start of a session. In accordance to state law the child can not be in camp with out the proper medical forms on file.

BEFORE & AFTER CAMP CARE:

If our schedule does not meet your needs, childcare is available both before and after camp at the Torrington & Winsted YMCA. Information is included in the Registration form.

COMMUNICATION:

The camp office is open from 8:45am to 5:00pm each day while camp is in session. The phone number at camp is 489-5847. Messages may be left for camp when camp is not in session at 379-0708.

IMPORTANT PHONE NUMBERS:

Camp Torymca	489-5847
Camp Torymca Fax	626-7172
Winsted YMCA	379-0708
Winsted Fax	379-1328
Torrington YMCA	489-3133
Torrington Fax	482-4853
Camp Director	379-0708

DIRECTIONS TO CAMP:

From Torrington: Follow the signs to Rt. 4. After the intersection of Rt. 4 and Rt. 272 turn right on to University Drive at the signs for the Uconn campus. Take the second left on to Brandy Hill Road. At the fork bear right. Torymca is at the top of the hill on the left at the sign for Camp TORYMCA.

From Winsted: From Rt. 8 south take exit 44 for Rt. 4. Take a right at the end of the exit. Follow signs to Rt. 4. Continue on Rt. 4 and 272, and then follow the Torrington directions above.

WEBSITE: Visit Camp TORYMCA's web site at www.northwestctymca.org for blank medical forms, bus schedules, special events, pictures, and more!

Area map to Camp Tormyca





Torrington

259 Prospect Street,
Torrington, CT 06790
860-489-3133

Winsted

480 Main Street,
Winsted, CT 06098
860-379-0708

Canaan Family YMCA

77 S. Canaan Road
North Canaan, CT
860-824-2790

www.northwestymca.org

Non-Profit Org.
U.S. Postage
PAID
Torrington, CT 06790
Permit No. 37



**United Way
Agency**

YMCA Goal: to develop a healthy spirit, mind and body
in children and adults through programs that foster
caring, honesty, respect and responsibility.