



# 2016 Day Camp @ Reynoldswood May 23 - August 12



*Extended Grades / Extended Hours*  
Grades K - 6 / 6:00 a.m. - 6:00 p.m.

*Dedicated, Air-Conditioned Building*



Archery  
Arts & Crafts  
Bible Studies  
Challenge Course  
Nature Hikes  
Swimming



***WEEKLY Field Trips each Thursday!***

### Weekly Rates

**Register Before April 11 . . . . . \$ 95 - \$140**  
**Register After April 10 . . . . . \$115 - \$170**

### Registration Packets

**Online:** [www.reynoldswood.org/daycamp.pdf](http://www.reynoldswood.org/daycamp.pdf)  
**@ Camp Reynoldswood:** 621 Reynoldswood Road, Dixon, IL  
**@ Dixon YMCA:** 110 North Galena, Dixon, IL

**Questions? Call Rachel Cawkins, 815-288-1124**

## Dixon Family YMCA 2016 Summer Day Camp Program Information

### Program Hours:

The 2016 Summer Day Camp consists of twelve themed weeks. Each week the camp is open Monday through Friday from 6:00 AM-6:00 PM (Camp will be closed May 30<sup>th</sup> in observance of Memorial Day and July 4<sup>th</sup> for Independence Day).

### Attendance:

All Campers should arrive at camp no later than 8:45 AM. If a child will not be attending for the day please notify the YMCA at (815) 288-1124 no later than 8:30 AM.

### Tuition Policy

1. 2016 tuition rates are as follows

A Full-time camper is defined as a camper who attends Summer Day Camp four (4) or more days per week. Part-time campers will be defined as campers attending 3 or less days of Summer Day Camp per week.

### Early Bird Rates (Registered April 10, 2016 or before)

	<u>YMCA Member</u>	<u>Program Member</u>
Full-Time	\$110.00/week	\$140.00/week
Part-Time	\$95.00/week	\$120.00/week

### Summer Rates (Registered after April 10, 2016)

	<u>YMCA Member</u>	<u>Program Member</u>
Full-Time	\$135.00/week	\$170.00/week
Part-Time	\$115.00/week	\$145.00/week

2. A \$25.00 non-refundable enrollment fee is due at the start of attendance for all new campers. A family with multiple children starting will pay \$25.00 for the first and \$15 for each additional child. For those returning to the Summer Day Camp program or have attended another Dixon Family YMCA day care program the enrollment fee is \$5.
3. Families have two options to cover the weekly deposit to reserve their child's spot for each week.
  - a. Pay a minimum of \$15 per week they wish their child to be enrolled- this is a non-refundable payment.
  - b. Setup an electronic transfer schedule to have the weekly tuition fee automatically debited from a checking or savings account or credit card- 2 weeks must be given to the LCDC Director to cancel the transaction, a \$15 deposit will still be debited to cover the initial deposit (see attached from)

4. Payment of all fees is due in advance. Fees should be paid at the Lovett Child Development office by Friday of the week preceding attendance.
5. Make checks payable to: Dixon Family YMCA. Please indicate week payment is for and child's name on the check.
6. No refunds will be given for absences.
7. Regular weekly fees will be due when the center is closed because of a holiday falling on a weekday.
8. Parents must notify the center two weeks in advance of the children's withdrawal, otherwise full payment will be charged for that time. Withdrawal forms are located outside the Youth & Child Care Director's office.
9. Delinquent tuition payments may result in a child being removed from the program.
10. Arrangements must be made with the Youth and Child Care Director if a different payment schedule is needed.

**Sign in/out:**

**ALL** campers must be signed in and out DAILY by a parent, adult guardian or another authorized adult. Authorized adults are limited to those on registration information. If anyone needs to be added written consent must be given to a Summer Day Camp counselor. When anyone is picking up a child please have a photo ID ready to present to staff.

Summer Day Camp counselors reserve the right to not release a child to anyone they believe to be under the influence of drugs or alcohol or believe the child to be in danger.

**Behavior:**

Please read over the camper Code of Conduct with your child. The Dixon Family YMCA expects all children to behave according to these policies. In case of extreme behavior, your child will be dismissed from camp at the discretion of the Summer Day Camp staff and the Dixon Family YMCA Youth and Child Care Director. The YMCA has a zero tolerance policy for violent or unacceptable behavior of Summer Day Camp campers.

**Bus Rules:**

Summer Day Camp campers must follow the guidelines of good character and the code of conduct while riding the bus. Campers are to remain seated at **ALL** times. No food, drink, or candy is to be consumed while riding the bus. Water will be permitted when necessary. The bus will leave each morning promptly at 9:00 AM. Due to time restraints we are unable to wait for any child.

**Camp Counselors:**

Each Summer Day Camp counselor is certified in CPR and First Aid. They will participate in our hands on camp training in May and many are returning from the 2015 season.

**Camp T-shirts:**

Each Summer Day Camp camper will receive one t-shirt. This shirt is to be worn on **ALL** field trips. This allows Summer Day Camp campers to be easily visible by Summer Day Camp counselors. Each camper will receive their camp shirt on the first day they attend Summer Day Camp. If a shirt is lost, campers will be charged an additional \$5 for a replacement shirt.

**Clothing:**

Campers should wear simple, non-restrictive clothing that is acceptable to getting dirty and stained. Each child should bring a pair of water approved shoes (i.e. flip flops, water socks) and tennis shoes each day. An extra pair of clothes is also necessary in case of dirty, wet clothes, or accidents. **Children may be sent home if they continually wear unacceptable clothing.**

Unacceptable clothing includes but is not limited to...

- T-shirts with inappropriate slogans or sayings
- Clothing that advertises alcohol or tobacco
- Any item that contains symbols that are drug, tobacco, alcohol or gang related.
- Clothing items that do not appropriately cover the body and may cause distractions
- All swimwear must be in good taste.

**Rule of thumb if it is not acceptable to wear to school it is not acceptable to wear to camp.**

**Summer Day Camp counselors have the right to use their own discretion on what clothing is acceptable for Summer Day Camp.**

**Field Trips:**

Summer Day Camp will attend field trips each Thursday. All trips are included in camp prices. Children are allowed to bring extra spending money for gift shop purchases, snack bar treats or other extras. All spending money will be put in a camp "bank". Counselors will be the only ones that may retrieve money from the bank. Please note, that unless a counselor is specifically told by a parent, counselors will not be able to limit campers spending. Field trips are subject to change at any time due to weather or other unforeseen events.

**Lunches:**

There will be two options for Summer Camp lunches this year. A) The child is responsible for bringing his/her own lunch each day. The lunch should be nutritious and packed in an insulated lunch box or cooler that he/she can manage on his/her own. B) The YMCA will provide a nutritious lunch on M/W/F at no additional charge for the camper. T/Th lunches will still be the responsibility of the child's family due to travel and field trips. Drinks will not be included.

**Either lunch choice needs to bring plenty of water, keeping hydrated is a key component for a safe summer.**

**Allergies:**

The YMCA provides a snack each afternoon because of this it is important that we are aware of all allergies. Be specific when filling out this information. If an epi-pen is required for your child's allergies please provide one for the YMCA Day Camp Counselors to keep in our first aid kit.

**Medication:**

If your child requires medication while in attendance of the Summer Day Camp it is necessary to fill out a medication release form. The Summer Day Camp counselors will not administer any medication without the written consent from a parent or guardian.

**Lost and found:**

Each child is responsible for their own belongings. Summer Day Camp counselors will keep any found belongings in the classroom until the end of the summer. Once summer is over all items in the lost and found will be donated to charity.

**Sunscreen and Insect Repellant**

Summer Day Camp counselors will apply sunscreen and insect repellent each day, once when arriving at the park and again after lunch. Extra applications may be done on days when the sun is very strong or when skin is exposed for longer periods. A child with sensitive skin and needing specific products must provide their own sunscreen and insect repellent.

**Swimming:**

Summer Day Camp campers will swim two or three days a week (specific schedule to be released on March 15<sup>th</sup>), however please send swim attire with your child each day as schedules may change due to weather. Please send a book for your child to read on the pool bleachers if they are not swimming that day. Campers are required to pass a swim skill test administered by YMCA lifeguards before being allowed to swim without a float belt or to swim in the deep end- NO EXCEPTIONS! Test will be done on Mondays only.

**\*Supply List:**

All children are responsible for a small supply list. The supply list was developed to help keep weekly tuition fees down due to rising costs of supplies and overhead expenditures.

- 1 can of deet free bug spray
- 1 spray bottle of SPF 30 or higher sunscreen
- 1 bag of coffee filters
- 1 package paper dinner plates (grades K-3)
- 1 package paper desert plates (grades 4 and up)

Dixon Family YMCA  
Summer Day Camp  
**Behavior Management Policy**

The YMCA believes that positive reinforcement, praise, rewards, and encouragement are the most effective methods of behavior management with children. When children are in a positive environment with good role models, it is easier for them to develop good self-esteem and self-control. The YMCA staff will assist each child to assume responsibility for their own actions.

Discipline shall be developmentally related to the child's act and shall not be out proportioned to the inappropriate behavior. No child, under any circumstances, will be subjected to physical or verbal abuse as a means of discipline. The program will use a Positive Reinforcement Program to expose children to caring, honesty, respect, and responsibility.

**Consequences of inappropriate behavior:**

- Step 1: Warning, redirect if inappropriate behavior continues
- Step 2: Time Out
- Step 3: No swimming for one day
- Step 4: Unable to attend the next field trip (child suspended from Summer Day Camp)
- Step 5: Formal meeting with Youth and Child Care Director, parents and camper
- Step 6: Removal from Summer Day Camp

**Extreme Violent or inappropriate behavior**

The Dixon Family YMCA holds a no tolerance policy for children who become violent, destructive or threaten other children or staff members. If this occurs the following steps will be followed

1. The first offense the child will be removed from camp for the remainder of the day. The parent(s)/guardian(s) have one hour to pick up the child from the day camp site
2. After the second offense the parent(s)/guardian(s) will have one hour to pick up the child from the day camp site. The child is then removed for the day and the entire next day the YMCA Summer Day Camp is open.
3. The third offense will result in the child being permanently removed from the Dixon Family YMCA Summer Day Camp.

*\*Violent behavior shall be defined as, but not limited to the following; hitting, kicking, biting, pushing. Destructive behavior shall be classified as throwing items, turning over furniture or vandalizing of YMCA, YMCA staff, or YMCA members property.*

By signing below you are indicating that you are in support an in agreement of the YMCA Behavior Management Policy.

\_\_\_ I have read, understand and discussed the above policy with my child.

Child's Name \_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

**Dixon Family YMCA  
Summer Day Camp  
2016 Registration**

Child's Name \_\_\_\_\_ Sex \_\_\_\_\_ Age \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

2016-2017 School \_\_\_\_\_ 2016-2017 Grade \_\_\_\_\_ D/O/B \_\_\_/\_\_\_/\_\_\_

Mother's Name \_\_\_\_\_ Daytime number \_\_\_\_\_

Father's Name \_\_\_\_\_ Daytime number \_\_\_\_\_

Initial Emergency Contact Name \_\_\_\_\_

Phone number \_\_\_\_\_

Please indicate below the time your child will be enrolled from the earliest to latest.

\_\_\_\_\_ AM to \_\_\_\_\_ PM

T-shirt Size (please circle one)      YS      YM      YL      AS      AM      AL      AXL

**RELEASE AND WAIVER OF LIABILITY PARENT AGREEMENT**

I hereby certify that my child is in normal health and capable of safe participation in the LCDC. I assume all risks and hazards incidental to the conduct of this program and for the transportation from the program. I hereby authorize the Dixon Family YMCA to obtain medical treatment for my child in the event that the parent(s) and emergency contact cannot be reached. I also agree to pay the balance in full no later than the Monday of each week. I understand that by not paying my balance promptly I am at risk of losing my spot on the roster. I assume the risk, and release and hold the Dixon Family YMCA and/or any other entity, harmless from, any liability for any physical or other injury or harm suffered by my child(ren) during, or as a consequence of, participating in the physical activities required from this program. The facility at which this program is being conducted, nor any person involved in the organization/leadership of this program, shall have any liability or responsibility for any such injury or harm. I support and agree to abide by the YMCA philosophy and program guidelines.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

**TUITION POLICY AGREEMENT**

I agree to follow the tuition policy set forth by the YMCA and listed in the Summer Day Camp program information. I understand that all deposits are nonrefundable and cancelations must be made one week prior and discussed with the Youth and Child Care Director or full payment is due for that week. Failure to follow the tuition policy will result in my child(ren) being removed from Summer Day Camp.

\_\_\_\_\_  
Signature of parent/guardian

\_\_\_\_\_  
Date

### Emergency/Medical Information

Child's Name \_\_\_\_\_ Place of Birth \_\_\_\_\_

Physician's Name \_\_\_\_\_ Physician's Phone Number \_\_\_\_\_

Physician's Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Dentist's Name \_\_\_\_\_ Dentists Phone Number \_\_\_\_\_

Dentist's Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Allergies \_\_\_\_\_

How does allergy manifest? \_\_\_\_\_

Please indicate if your child has had, and if so at what age, the following illnesses.

Chicken Pox \_\_\_\_\_ Scarlet Fever \_\_\_\_\_ Diabetes \_\_\_\_\_ Mumps \_\_\_\_\_ Measles \_\_\_\_\_

Hepatitis \_\_\_\_\_ Tonsillitis \_\_\_\_\_ Other \_\_\_\_\_

Does your child ...

have tubes in ears? \_\_\_\_\_ wear corrective lenses? \_\_\_\_\_ wear corrective shoes? \_\_\_\_\_

Does your child frequently get...

Colds? \_\_\_\_\_ Ear aches? \_\_\_\_\_ Stomach aches? \_\_\_\_\_ high fevers? \_\_\_\_\_ other? \_\_\_\_\_

Has your child had their vision tested? \_\_\_\_\_ Hearing tested? \_\_\_\_\_

Please list any serious accidents or medical conditions that we may need to be aware of \_\_\_\_\_

Emergency Contacts (please list at least three other than parents)

Name	Address	Phone	Relation to child
1.			
2.			
3.			
4.			

Authorized Persons to pick up child

Name	Address	Phone	Relation to child
1.			
2.			
3.			
4.			



Please indicate the weeks your child will be in attendance

*Field trips subject to change at any time.*

<b>Dates &amp; Theme</b>	<b>Field Trip</b>	<b>Days attending</b> M, T, W, TH, F
5/23-5/27		
5/30-6/3		
6/6-6/10		
6/13-6/17		
6/20-6/24		
6/27-7/1		
7/4-7/8		
7/11-7/15		
7/18-7/22		
7/25-7/29		
8/1-8/5		
8/8-8/12		
Will your child be participating in the free lunch program?	YES	NO

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### OFFICE USE ONLY

**Full-Time** = 4 or more days/week    **Part-Time** = 3 or less days/week

<b>Dates</b>	<b>Part/Full Time</b>	<b>Weekly Fee</b>
5/23- 5/27		
5/30-6/3		
6/6-6/10		
6/13-6/17		
6/20-6/24		
6/27-7/1		
7/4-7/8		
7/11-7/15		
7/18-7/22		
7/25-7/29		
8/1-8/5		
8/8-8/12		

### Check off Items Received

\_\_\_ Completed Registration Form

\_\_\_ Enrollment Fee

\_\_\_ Completed EFT Form

Or

\_\_\_ Weekly Deposit

Date \_\_\_\_\_ Staff Initials \_\_\_\_\_

Dixon Family YMCA  
Lovett Child Development Center  
Electronic Fund Transfer

Today's Date \_\_\_\_\_

**Child(ren) enrolled in Dixon Family YMCA Day Camp**

1. Child's First and Last Name \_\_\_\_\_ Child's D/O/B \_\_\_/\_\_\_/\_\_\_  
 \_\_\_ Full-time or \_\_\_ Part-time \_\_\_\_\_ YMCA Member or \_\_\_ Program Member

Tuition payment family is responsible for \$ \_\_\_\_\_/week

(space provided on the back for additional children)

**Authorization Agreement  
Dixon Family YMCA  
Day Camp Payment**

I hereby authorize the Dixon Family YMCA to initiate the Electronic Fund Transfer payment option for my child(ren)'s child care tuition. I acknowledge the following:  
 (please initial each line)

- \_\_\_ I am responsible for child care fees for my child(ren) at the Dixon Family YMCA  
 \_\_\_ Should my account not have sufficient funds available for fees due to the YMCA, I am responsible for any bank overdraft charges placed on my account  
 \_\_\_ Should an overdraft occur, I am still responsible for any fees due to the YMCA and that subsequent attempts will be made to collect fees due and I will be responsible for any added service charge per each attempt.  
 \_\_\_ Child care fees will continue to be collected until the program is over or family has provided documentation to the LCDC director two weeks prior that the child will not be attending  
 \_\_\_ \$15 deposit will still be debited from the account even if the child is not attending a week previously registered for regardless of notification to LCDC director  
 \_\_\_ The YMCA Board of Directors may, at their discretion, adjust the child care program fees. If this does occur I will receive 30 days' notice  
 \_\_\_ Should my account information change, it is my responsibility to notify the YMCA within 10 business days of my next scheduled payment deduction.

**Deduction Schedule and Authorization**

\$ \_\_\_\_\_ shall be deducted using the information provided below on \_\_\_\_\_ of  
 (amount to be deducted) (day of the week)

each week or on the \_\_\_\_\_ of each month, beginning the week of \_\_\_\_\_.  
 (date of the month) (the date you wish first payment to be deducted)

**Checking Account Information**

Name on Account \_\_\_\_\_  
 Routing # \_\_\_\_\_ Account # \_\_\_\_\_  
 Bank Name \_\_\_\_\_

\* Please attach a voided

**Credit/Debit Card Information**

Name on Card \_\_\_\_\_  
 Card Type \_\_\_\_\_ Exp. Date \_\_\_/\_\_\_  
 Account Number \_\_\_\_\_

\* If card is already on file with the YMCA please confirm card by listing card type and the last 4 digits of the card number

Parent/Guardian name \_\_\_\_\_ Parent/Guardian Signature \_\_\_\_\_

2. Child's First and Last Name \_\_\_\_\_ Child's D/O/B \_\_\_\_/\_\_\_\_/\_\_\_\_  
Child Care Program \_\_\_\_\_ Full-time or \_\_\_ Part-time  
\_\_\_\_ YMCA Member or \_\_\_\_ Program Member  
Tuition payment family is responsible for \$ \_\_\_\_\_/week or month (circle one)
3. Child's First and Last Name \_\_\_\_\_ Child's D/O/B \_\_\_\_/\_\_\_\_/\_\_\_\_  
Child Care Program \_\_\_\_\_ Full-time or \_\_\_ Part-time  
\_\_\_\_ YMCA Member or \_\_\_\_ Program Member  
Tuition payment family is responsible for \$ \_\_\_\_\_/week or month (circle one)
4. Child's First and Last Name \_\_\_\_\_ Child's D/O/B \_\_\_\_/\_\_\_\_/\_\_\_\_  
Child Care Program \_\_\_\_\_ Full-time or \_\_\_ Part-time  
\_\_\_\_ YMCA Member or \_\_\_\_ Program Member  
Tuition payment family is responsible for \$ \_\_\_\_\_/week or month (circle one)
5. Child's First and Last Name \_\_\_\_\_ Child's D/O/B \_\_\_\_/\_\_\_\_/\_\_\_\_  
Child Care Program \_\_\_\_\_ Full-time or \_\_\_ Part-time  
\_\_\_\_ YMCA Member or \_\_\_\_ Program Member  
Tuition payment family is responsible for \$ \_\_\_\_\_/week or month (circle one)
6. Child's First and Last Name \_\_\_\_\_ Child's D/O/B \_\_\_\_/\_\_\_\_/\_\_\_\_  
Child Care Program \_\_\_\_\_ Full-time or \_\_\_ Part-time  
\_\_\_\_ YMCA Member or \_\_\_\_ Program Member  
Tuition payment family is responsible for \$ \_\_\_\_\_/week or month (circle one)
7. Child's First and Last Name \_\_\_\_\_ Child's D/O/B \_\_\_\_/\_\_\_\_/\_\_\_\_  
Child Care Program \_\_\_\_\_ Full-time or \_\_\_ Part-time  
\_\_\_\_ YMCA Member or \_\_\_\_ Program Member  
Tuition payment family is responsible for \$ \_\_\_\_\_/week or month (circle one)