



# THE

Find Your  
*Best Friend*

# PLACE

No Place Like *This Place*™

**Summer Camp Handbook 2026**

**YMCA of Coastal Georgia**  
▶ [ymcaofcoastalga.org/summerdaycamp](https://ymcaofcoastalga.org/summerdaycamp)

# **THE** Summer Camp *Family* **PLACE**

Thank you for choosing YMCA of Coastal Georgia for your child's summer camp experience this year. We know that you have a lot of high-quality choices, and we are glad that you chose us. We look forward to providing your family with an exciting summer filled with lasting friendships and fun memories.

This Family Handbook is created with you in mind. It is a reference for caregivers, children, and staff alike, containing vital information and policies for our summer programming. Your child's safety is our top priority and we take this responsibility very seriously.

Please take time to read this as a family, reviewing each section for clarity of expectations. If you have any questions or comments, please visit our Front Desk or contact your Summer Day Camp Director. A great summer is ahead.

Happy Camping,

Summer Day Camp Staff  
YMCA of Coastal Georgia

# THE Keeping Campers *Safe* PLACE

We know our YMCA day campers and families are eager to get outside and enjoy their summers. The following structures ensure a safe and fun experience for every child:

- Site-specific drop off and pick up – follow the signs! Caregivers will be asked for a photo ID, every day.
- Each camper will have their own designated space for their personal items. Campers are responsible for their own belongings no matter the age – this is in line with teaching our Core Values: Honesty, Caring, Respect, and Responsibility.
- To the extent possible, campers will remain with the same group throughout each camp session.
- Campers will have multiple hand washing opportunities and all surfaces are sanitized throughout the day. A thorough cleaning of floors and surfaces occurs at the end of each day.
- Campers will eat with their groups during lunch.
- Campers should bring their own labeled, reusable water bottle.
- Camp staff are not allowed to apply lotion sunscreen to children. Campers should arrive with applied sunscreen, and be prepared to apply their own lotion or receive help with spray throughout the day. Bug spray is also recommended. Both sunscreen and bug spray should be provided by the camper's family.
- Camp will have engaging weekly themes and activities to help curb summer learning loss in addition to teaching Core Values and getting outside!

## **Accommodations Statement**

The YMCA of Coastal Georgia values diversity and inclusion, especially when it comes to participant accessibility for success. Families are allowed up to 2 weeks to assimilate to the program culture, including but not limited to: schedules, state ratios, programming, staffing, and facilities. Families are expected to disclose all necessary accommodations for a child regarding behavior, disability, or health/medical accommodations. If an assessment determines that a camper would require dedicated staff support outside of required ratios to participate safely, the family must provide an aide with a cleared background check to continue to attend the program. According to our behavior contract and behavior report system in Parent Handbook, we do not tolerate bullying, physical aggression to self or others, racial slurs, inappropriate comments or touching and anything that disregards the safety of self or others.

## **Behavior Expectations**

Just as staff members are to treat children with courtesy, dignity and respect, children and families are also expected to obey the rules and regulations of the program. Participation in the program is a privilege, not a right, and any person who is disruptive despite staff members' best efforts to work with them may be suspended from the program. To ensure that these rules and regulations are followed, the participants and their parents will be required to sign a behavior contract that will be kept on file at the site.

## **Bullying**

Bullying is peer-to-peer abuse in all forms. Camp staff is trained to prevent, recognize, and handle bullying behaviors; however, it takes teamwork between families and staff to address bullying situations. Encourage your camper to speak up and tell staff if they are being bullied or witness bullying. Some children may wait until they get home to tell an adult. If this happens, please call or email immediately so we can investigate and resolve the situation promptly. The YMCA wants campers to have a positive experience at camp, and this unacceptable behavior will not be tolerated.

## **Cell Phones and Technology**

The YMCA is not responsible for toys brought from home including electronic devices, games, and cell phones. These items should not be brought to camp and will not be replaced by the YMCA. Failure to comply with the electronic device and toys agreement will result in a disciplinary action. YMCA staff are prohibited from disclosing the names of other children who may have been involved in an item becoming damaged.

## **Child Abuse Policy**

YMCA staff are mandated reporters of child abuse and neglect. Each are trained to recognize the signs and are given explicit instructions to follow if they suspect the maltreatment of a child, including making an immediate report to DFCS and/or police. Staff are informed of the penalties for false reporting and failure to report. Should anyone in our facilities suspect or witness child abuse, Directors will be immediately notified, followed by authorities.

## **Physical/Verbal Punishment of Children on YMCA Property**

The YMCA does not condemn or condone corporal punishment; such acts are not allowable, by staff or caregivers, on YMCA property. Behavior concerns can and should be addressed with your child's teacher, but teachers cannot suggest forms of punishment or behavior modification strategies with caregivers informally. Caregiver meetings can be scheduled at the convenience of the caregiver and administrators to discuss behavior plans and corrective action steps for negative behaviors. Caregivers are prohibited from discussing behavior concerns about other children with administrators or classroom teachers. This is a breach of confidentiality. In addition, it is inappropriate for a caregiver to seek out another caregiver to discuss behavioral concerns or incidents involving their child.

## **Removal From Programs**

Any act that is considered dangerous to the participant or staff is grounds for immediate suspension or expulsion. The steps for offenses may be skipped depending upon the severity of the rule violations. Tuition is charged based on slots being held: if your child is suspended but returning, tuition will be charged during their suspension. If your child is expelled, their slot will be released to the next child on the waiting list and no more tuition will be collected. Participants that are expelled cannot return to any YMCA programs for 1 full calendar year.

Just as students and staff are expected to treat one another and their peers with dignity and respect, we expect parents to treat students and staff accordingly. Any parent or guardian who shows disrespect to our staff will be asked to remove their children from the program.

## **Staff Interactions**

Caregivers are welcome to have informal meetings with classroom teachers when it is convenient for both parties. The YMCA maintains strict ratios and staff cannot be pulled away at certain times. Caregivers who wish to have a formal conference with a YMCA employee or director should request them through the Branch or Program Director. Inappropriate confrontations between caregivers and staff will not be tolerated. It is expected that all disagreements or differences in opinion be handled in a calm and respectful manner, out of the presence of children. Caregivers who are aggressive, harassing, or otherwise acting in ways that make staff uncomfortable in doing their job may be asked to disenroll from the program and find alternative care.

## **Threats by Children or Adults**

Threats of any kind will not be tolerated. All threats towards employees, children, or caregivers will be reported to the appropriate authorities. The adult making the threat may be prohibited from entering the facility in the future or their child(ren) may be un-enrolled from our program. Employees will follow the Behavior Report System for chain of action for children making threats. Caregivers must always be in control of their behavior.

## **Violations to the Conduct Policy**

Should a Caregiver behave in a manner that is inconsistent with the agreed upon code of conduct, they will be asked to leave the premises immediately and the situation and events will be investigated. Once the investigation is complete, the caregivers and adults involved will meet to discuss further action. Inappropriate behavior among adults on childcare property will not be tolerated.

# **THE** Easy to Understand *Payments* **PLACE**

Day Camp fees per camper, per week, are as follows:

	<b>YMCA Member</b>	<b>Non-Member</b>
<b>Registration Fee</b>	<b>\$45 once per summer</b>	<b>\$45 once per summer</b>
<b>Traditional Camp</b>	<b>\$180/week</b>	<b>\$245/week</b>
<b>Specialty Camp</b>	<b>\$235/week</b>	<b>\$295/week</b>
<b>Leader-In-Training (LIT) Camp</b>	<b>\$100/week</b>	<b>\$150/week</b>

This tuition includes field trips and additional treats during the week.

For your child's summer camp spot to be reserved, registration forms must be filled out completely and registration fee paid.

All camp payments are required to be scheduled for automatic draft. This will be processed 7 days prior to the week of camp services in order to calculate camper to staff ratios. Late registrations will be assessed a \$25 fee, drafted at registration.

Refunds will not be issued for unplanned absences. Full payment must be made or your child will not be allowed to attend camp, and you will not be able to drop them off.

A camp week runs Monday through Friday of the same week. Your camp tuition covers consecutive camp days – your camper will not be allowed to come 2 days of one week and 3 days of the next without paying for 2 full weeks, rather than 1 week of 5 days.

The full rate will be charged when camp is in operation for 3 or more days. This is only a concern when natural disasters strike or holidays fall within a week of camp. No refunds or prorated fees will be available for campers who do not attend.

Cash payments are never accepted.

## **INCOME-BASED ASSISTANCE**

Income-based assistance applications must be completed and submitted at least 3 weeks prior to camp starting to allow time for processing. The application can be found on our website at [ymcaofcoastalga.org](http://ymcaofcoastalga.org).

Assistance does not cover registration fees or any late fees. Caregivers are wholly responsible for these.

If you applied to and received a Georgia CAPS scholarship, you must provide adequate certification from the State to the Camp Director. You must pay up front until CAPS approves your subsidy to be applied to your profile. CAPS coverage is wholly dependent on State guidelines; the YMCA has no say in coverage or pricing from Georgia CAPS.

# THE Clear Procedures PLACE

## **Drop Off**

Campers must be signed in by a caregiver on their Registration Form. You may not drop off a camper or leave without an official check in with a staff member. Please note, you will not be able to leave your child unless proper payment has been made. If an unregistered/unpaid child is left, necessary services (DCFS, police) will be contacted to report abandonment.

Drop offs after 9am require a doctor's note. Staff and campers are fully engaged in activities after 9am.

## **Pick Up**

Caregivers are able to pick up a camper any time during or before the close of camp. Should you be late to pick up, there is a late charge of \$1.00 per minute per camper, beginning at closing time. You should follow the signs at your camp location for information about pick up; however, no camper will be released into the care of a child under 18 years old or someone who does not have a photo ID and matches the Registration Form pickup list. The pickup list cannot be altered except by the caregiver who enrolled the child.

For the safety of our campers and staff, no additional visitors will be allowed in the spaces our campers occupy.

## **Contact Information**

It is the caregiver's responsibility to make sure that all provided phone and email contacts are working and correct in our system during registration. If at any time the phone number changes or is not working, the caregiver is responsible for providing new numbers. If they do not and it continually becomes difficult to reach someone due to insufficient information, it can result in dismissal from the program.

## **Illness and Health**

When your camper has a fever of over 100.4, is vomiting, has diarrhea, or any contagious or communicable disease, they should stay home for the day and until they are symptom-free for 24 hours as a preventative measure to protect both campers and staff. If campers become ill during program hours, caregivers will be notified to pick up. Pick-up is requested within 1 hour, to eliminate spread of illness. Children with communicable diseases such as, but not limited to, strep throat, flu, COVID-19, chicken pox, ringworm, etc., must be kept home and caregivers are asked to notify the YMCA immediately so that other parents can be notified of possible exposure. A doctor's note is required to clear a camper to return after treatment of such.

## **Lice**

If a child within our program has lice or nits in their hair, a caregiver will be immediately contacted for pickup. The camper cannot return for at least 48 hours while being treated, and a doctor's note is required to confirm treatment and absence of lice or nits.

## **Lost & Found and Valuables**

The YMCA is not responsible for the loss of personal property. Lost and Found will be updated daily, and donated bi-weekly. It is each camper's responsibility to keep up with their belongings, regardless of age. Do not bring any items of value such as technology, toys, cards, games, etc. These items will be taken by staff and returned at the end of the camp day to a caregiver.

## **Medication and Medical Concerns**

The YMCA staff cannot and will not dispense any over the counter medications to campers such as, but not limited to, Tylenol or Benadryl, even if provided by a caregiver.

The YMCA staff will assist campers who have prescription medications, when properly logged by a caregiver at the beginning of camp through the Medication Authorization Form. Medication must be in the original container with the prescription label and directions on the container intact. YMCA staff is required to follow the directions on the container in all cases, even if conflicting with verbal directions.

Please notify staff of any medical problems or if the camper is on any medication – even if not taking at camp. This information is vital to provide campers with appropriate care.

If a camper has known allergies that require use of an Epi-Pen, prescribed Benadryl, or an inhaler, a doctor's note is required to be on file with the medication. These items must stay with YMCA staff during the camp day and should be removed from a camper's bag.

Please do not discontinue or change a child's medication during the summer as much as possible. When medications are discontinued or changed, it often heavily affects the child and they are not always able to properly communicate important symptoms.

**The YMCA of Coastal Georgia is committed to providing your child with a safe and healthy camp experience. Our staff is CPR and First Aid Certified. We will contact a caregiver or emergency contact immediately should care be given and/or the services of physicians are required.**

# THE Best Day *Ever* PLACE

**What to Pack** – Please label everything with your camper’s name!

- Athletic, closed-toe shoes
- Water bottle
- Sunscreen (spray preferred)
- Bug spray
- Athletic swimsuit and towel
- Bookbag or other bag to hold personal items
- Plastic bag for wet clothing
- Change of clothes and hat
- Snacks

## **Lunchtime**

Campers may bring their own lunch and drink, though our partnership with Second Harvest provides daily breakfast and lunch (certain days excluded). Please check with your Camp Director for clarification if your camp partners with Second Harvest and what days are provided.

Food from home cannot be refrigerated or reheated at the YMCA due to staffing and facilities restrictions.

Campers are encouraged to continuously drink water to stay hydrated. Please refrain from sending sugary drinks for lunch or snack. Feel free to refer to [choosemyplate.gov](http://choosemyplate.gov) for examples of a healthy lunch!

## Daily Schedule Outline – Locations vary by branch

We will be outside every day, weather permitting. Please take into consideration for dressing and footwear. Campers are required to stay with their groups and go outside as appropriate.

TIME	ACTIVITY	LOCATION
7:00 AM	Begin Sign-In, Activities in Camp Area	Varies by Branch
7:30-9:00 AM	Breakfast Available	Varies by Branch
8:30 AM	Group Games	Camp Home Base
9:15 AM	Morning Campfire	Campfire Area
9:30 AM	Activity Block 1	Around Camp
10:45 AM	Activity Block 2	Around Camp
12:00 PM	Lunch	Camp Home Base
12:45 PM	Activity Block 3	Around Camp
2:00 PM	Activity Block 4	Around Camp
3:15 PM	Roundup and Reflection	Campfire Area
3:45 PM	Cleanup and Pickup	Camp Home Base
6:00 PM	Pick Up Ends	Have a Great Night!

## **Swimming**

YMCA Lifeguards will swim test all campers during the first pool day of each week. Certified Lifeguards as well as camp counselors will supervise campers at the pool at all times. The swim test includes:

- Swim above water for 25 yards without touching the bottom
- Tread water for 1 minute without touching the pool sides
- Jump into the deep end and exit without help at the side

Swimmers will receive either a green, yellow, or red band within the following guidelines, and based on the swim test results:

### **RED BAND**

- Campers under 48 inches tall, under 7 years old, or those who fail to complete the swim test
  - May utilize the Splash Pad and Kiddie Pool freely or the Main Pool with a life vest, if available

### **YELLOW BAND**

- Campers who partially complete the swim test, but do not pass
  - May swim in the shallow end or use a life jacket

### **GREEN BAND**

- Campers who complete the swim test proficiently
  - Open swim