



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

# PRINCETON FAMILY YMCA SUMMER CAMP

PARENT/GUARDIAN HANDBOOK



## PRINCETON FAMILY YMCA MISSION STATEMENT

The Princeton Family YMCA is a charitable, not-for-profit community organization dedicated to enriching the spirit, mind and body and improving the quality of life. We create and deliver values-based programs that draw their inspiration from our Judeo-Christian heritage. We serve people of all ages, races and creeds, with an emphasis on families and youth.

## CAMP PROGRAM GOALS

The Princeton Family YMCA Camp Program is designed to allow your child the chance to become an integral part of a small group of children as they learn new skills, develop lasting friendships, and pursue the YMCA mission of healthy spirit, mind, and body. In particular, YMCA Summer Camps strive:

- To provide an emotionally and physically safe environment.
- To help children build and develop feelings of self worth and appreciation of other people, through the Christian values of Caring, Respect, Honesty, & Responsibility
- To allow children to experience activities in nature, contributing to constructive and enjoyable use of leisure time throughout life.
- To establish behavior guidelines and discipline acceptable to all campers and staff.
- To help children learn and develop physical fitness and team cooperation through exposure to various sports and games.
- To provide a forum for the exploration of creativity and imagination through participation in arts, crafts, and cultural activities.

## FINANCIAL ASSISTANCE

Our programs and services are available to everyone regardless of ability to pay. The Princeton Family YMCA financial assistance program uses a fee scale designed to meet financial needs of most families and individuals. People of all ages, backgrounds, abilities and incomes need assistance at different times in their lives; anyone can apply for Financial Assistance. If we can serve you or your family in this way please complete the Financial Assistance Application available online at [princetonymca.org](http://princetonymca.org) or visit any of our local YMCA branches. Summer Camp Financial Assistance is given out on a first come first serve basis. Once funds become unavailable, no other assistance will be awarded. We recommend you apply early for day camp assistance.

## FOUR CORE VALUES

The Four Core Values were introduced by the YMCA of the USA in the mid 1990's. These assets were put in place in order to teach children the difference between right and wrong. We stress the high importance of these values everyday in all of our camps.

**Honesty:** Being honest, dependable & loyal.

**Respect:** Living the Golden Rule, accepting others, showing courtesy and manners.

**Responsibility:** Being accountable, doing one's best.

**Caring:** Being kind, compassionate & understanding, showing love and charity to others.

## AMERICAN CAMPING ASSOCIATION (ACA) ACCREDITATION

The Princeton Family YMCA Camps are all ACA Accredited Programs. ACA-Accredited® camps meet up to 300 standards for health, safety, and program quality. The American Camping Association is a community of camp professionals who, for nearly 100 years, have joined together to share our knowledge and experience and to ensure the quality of camp programs.

As a leading authority in child development, ACA works to preserve, promote, and improve the camp experience.

Our YMCA is committed to helping our members and all camps provide:

- A commitment to a safe and nurturing environment
- Caring, competent adult role models
- Healthy, developmentally-appropriate experiences
- Service to the community and the natural world
- Opportunities for leadership and personal growth
- Discovery, experiential education, and learning
- Excellence and continuous self-improvement

For more information visit [ACAcamps.org](http://ACAcamps.org)

## CAMP LOCATIONS

All programs are based at:

Princeton Family YMCA  
59 Paul Robeson Place  
Princeton, NJ 08540  
609-497-9622

## MEMBERSHIP AT THE YMCA

The Princeton Family YMCA is a membership based organization. A membership is mandatory from the time registration is completed and throughout the duration the child attends camp. There are three different membership options you can choose from. They are listed on the registration form.

## ENROLLMENT AND REGISTRATION

Registration begins February 1, 2017. We offer a rolling registration, meaning that registration never closes and you can register even throughout the summer! Registration will close the Sunday before the camp week begins. Camp registrations received the Monday morning of the camp week, will incur a \$25 late registration fee in addition to the normal camp fees, if space allows.

## ENROLLMENT ELIGIBILITY

All camp activities are deemed age appropriate and safe for each group. We ask that each child be able to be self-sufficient. Self-sufficient is defined as: campers are able to eat on their own, use the restroom, and change independently. Assistance may be provided if needed under certain circumstances. The Princeton Family YMCA Day Camp only accepts children aged 4 and up into the camp program.

## PAYMENT POLICY

A non-refundable deposit of \$50 is required for each week of camp you wish to register. Remaining fees are to be paid in full through automatic draft via credit/debit card on file. If you wish not to participate in automatic draft, payment is due the same date as the funds schedule below. You may also pay all of your camp fees up front if you wish.

## 2017 BILLING DATES

*Camp Start Date : Credit Card Draft Date*

June 19 : June 13

June 26 : June 19

July 3 : June 26

July 10 : July 3

July 17 : July 10

July 24 : July 17

July 31 : July 24

August 7 : July 31

August 14 : August 7

August 21 : August 14

## CHANGES

Camp transfers can be made up until the Friday before that week of camp begins. We can accommodate schedule changes on a space availability basis. If no notice is received for a change, one week's camp fees will be charged.

## CREDIT, REFUNDS, NON-SUFFICIENT CHECKS

The Princeton Family YMCA will refund payment, less the \$50 deposit, if cancellation is made within 7 days of the camp week beginning. No refunds will be given after this point. In case of illness or health related incidents, refund requests should be submitted accompanied by a doctor's note. All refunds are subject to Camp Director's approval only and are never guaranteed. In the case that a child is removed from camp by the Camp Director, there will be NO refund or camp fees returned for the period in concern. The YMCA will assess a \$35 fee on all returned checks/not sufficient funds.

## SAMPLE DAILY SCHEDULES

(Subject to change at any time)

### Discovery Camp

7:30am - 9:00am: Drop off at YMCA Field

9:00am - 9:20am: Camp Community

9:30am - 11:35am: Morning Activity Rotations

Arts & Crafts / Nature Activities / Gym Games

11:35am - 12:05pm: Lunch

12:05pm - 12:35pm: Free Time on Playground

1:00pm - 1:45pm: Swimming

2:15pm - 3:00pm: Group Time

3:00pm - 4:00pm: All Camp Activity

4:00pm - 4:10pm: Announcements and Snack

4:10pm - 6:00pm: Pick Up / Free Time

### MVP Camp

7:30am - 9:00am: Drop off at YMCA Field

9:00am - 9:20am: Camp Community

9:30am - 11:35am: Morning Activity Rotations

Sport Skills / Physical Fitness / Games

11:35am - 12:15pm: Lunch

12:15pm - 1:00pm: Free Time on Playground

1:00pm - 2:00pm: Group Time!

2:00pm - 2:30pm: Change for Swimming

2:15pm - 3:00pm: Swimming

3:15pm - 4:00pm: All Camp Activity

4:00pm - 4:10pm: Announcements and Snack

4:10pm - 6:00pm: Pick up / Free Time

## **EXTENDED CARE**

Pre-Camp (7:30am-9:00am) and Post-Camp (4:00pm-6:00pm) are all included in your camp fee. You may drop off your child any time between 7:30am-9am and pick up any time between 4pm-6pm. We are flexible for the working family.

## **CAMP GROUPS AND RATIOS**

Campers will be divided into age appropriate groups as listed below.

Counselor to camper ratio is:

4-5 years old - 1:6 ratio

6-7 years old - 1:8 ratio

8-9 years old - 1:8 ratio

10-12 years old - 1:10 ratio

13-15 years old - 1:10 ratio

Campers will rotate among daily activities as small groups and participate in field trips as a whole. A minimum of two staff members are required to be present in each group at all times.

## **SWIMMING**

All campers will be given the opportunity to swim in the YMCA pool everyday! Please remember to send your child to camp with their swimming gear daily! Each week, campers will be given a swim test. Regardless if it is week one or week nine, every camper must participate in a swim test administered by our certified lifeguards. Only those who successfully pass the deep end test will be allowed to swim in deep areas. All campers are allowed in the shallow end. All campers will receive a wrist band that must be worn during the entire week. Please do not cut off the band at home. A red band indicates that a camper is not a strong swimmer and must wear a flotation device. A yellow band indicates that a camper is an intermediate swimmer, does not need a flotation device, but may not enter the deep end. A green band indicates that a camper may go into the deep end. Flotation devices will be provided for campers who cannot demonstrate the ability to swim. Children will receive 40 minutes of swim time each day: 20 minutes of instructional swim lessons by our certified swimming instructors, 20 minutes of free swim. There will be a minimum of 2 guards on the pool deck as well as at least 5 swimming instructors in the water. Camp counselors are also required to be in the water with the children during the swimming time. Every ten minutes, campers will participate in a safety buddy check. If your child does not wish to swim, they will remain on the pool deck with their group until swim time is over.

## **FIELD TRIPS**

Our Summer Camp Program includes field trips that require either walking or bus transportation. The YMCA has been successfully taking children on field trips for many years. Field trips are carefully planned and at no time will any child be left unsupervised. Camp counselors are required to keep all campers emergency information with them at all times. There is no alternative child care provided for children who do not wish to participate in trips. All trips can be found on the summer camp calendars.

## **WATER PARKS, OPEN WATER & BEACHES**

We only visit water parks, open water (lakes), and beaches where lifeguards are on duty. At the beach, campers may go into the water up to their waist. Campers are not permitted to bring boogie boards, skim boards, or surf boards on beach days. Campers may only swim directly in front of the lifeguards on duty. Camp counselors will converse with the lifeguards upon arrival and yield to their expertise.

## **SUNSCREEN**

Please apply sunscreen to your child prior to sending them to camp. By requiring families to apply sunscreen prior to camp the Princeton Family YMCA can avoid the possibility of morning sunburn. The Princeton Family YMCA encourages campers to bring their own sunscreen daily. Campers will be reminded to re-apply sunscreen throughout the day and especially directly after the afternoon swimming time.

## **TRANSPORTATION FOR FIELD TRIPS**

For all field trips, we use school buses provided by Dapper Bus Inc., First Student Transportation, or Rick's Bus Company. Each company provides experienced, state licensed drivers. At no time are YMCA staff members permitted to transport children in personal vehicles. During bus field trips, counselors are required to ride on the bus. Counselors will be seated throughout the bus. Campers will be required to stay seated and use safety buckles when necessary. For walking field trips into Princeton, campers will be expected to abide by all traffic rules and stay in a straight line while in route, with counselors dispersed throughout. The Princeton Family YMCA does not provide "door to door" camper transportation to and from camp. Besides field trips, all transportation must be provided by a parent/guardian.

## BUS BEHAVIOR

All campers are expected to follow these rules:

- Always listen to the bus driver
- Campers must remain seated and facing forward
- Keep hands to yourself and feet on the floor, not in the aisles or window
- Use quiet voices on bus
- No eating or drinking on the bus
- Campers who do not follow the bus rules may be denied the privilege of attending field trips.

## LUNCH AND SNACKS

The YMCA will provide campers with a healthy afternoon snack at 4pm daily. This snack is not a meal. Our typical snacks include: granola bars, fruit, healthy chips, cheese, crackers, yogurt, etc. An occasional dessert may be served as a special treat.

Please send your child with a "brown bag" lunch each day. **Do not send food that needs to be refrigerated or heated.** Avoid sending perishable food unless precautions are taken (ice pack, frozen drinks). Please try not to send campers with milk, pudding, or yogurt, especially on hot summer days. Extra fruit and water are recommended in hot weather.

A water bottle is also required daily. Water will always be available to campers. To cut down on our carbon foot print, the YMCA will not provide cups. **Please send your camper with a LABELED WATER BOTTLE daily.**

If you would like to purchase a lunch, this summer, we will have a relationship with a new vendor, **SMART LUNCHES®**. Log on to [www.smartlunches.com](http://www.smartlunches.com) and create a profile to order lunch through them. **NOTE: All orders must be placed two days in advance.** We will not be able to provide any last minute food service. All orders are at the responsibility of each family.

The Princeton Family YMCA is **NOT** a Nut-Free Camp. We are a **Nut Aware** camp. Please make sure you speak with camp staff as well as indicate it on your child's registration form if your child has special dietary concerns.

## RELEASE OF CHILDREN

Our camp must have a policy concerning the release of children to authorized individuals. Please **CLEARLY** indicate and discuss with us if you have any concerns or needs, and have in writing in the enrollment packets, your plans for your child's departure from the YMCA.

Children are allowed to be signed out only by individuals authorized by the children's guardian on the registration forms who are 18 years or older. If there are any additions or changes to these names, please inform the Camp Director in writing or via email. By law, we cannot release any child unless we have authorization from a parent/guardian.

If a non-custodial parent/guardian has been denied access, or granted limited access, to a child by a court order, the center shall secure documentation to that effect, maintain a copy on file, and comply with terms of the court order.

No child will be released to any person(s) who appears to be physically or emotionally impaired, to the extent that in the judgment of the Camp Director, the child would be placed at risk of harm if released to such an individual. This includes individuals who may seem to be intoxicated or under the influence of narcotics. In such a situation, the Camp Director will attempt to contact the child's other parent/guardian or authorized pick-up person. It is important to always list two backups other than the parent/guardians. If we are unable to make an alternate arrangement within one hour of the center closing, the Camp Director will call the New Jersey 24 hour Child Abuse Hotline (1-800-792-8610) to seek assistance in caring for the child.

Late pick-up fees will be charged for each child picked up after 6:00pm. Payment must be received upon pick up or will be charged to their account that afternoon. Late fees are charged at a rate of \$15 per 5 minutes beginning at 6:01pm. Chronic late pick-ups will be grounds for dismissal.

In the event a child is left one hour past 6:00pm with no contact from a parent/guardian, the following procedure will be followed:

- The child will remain supervised at all times
- With no success at the above, the YMCA counselor will contact the Camp Director.
- The Camp Director will call the appropriate local Police Department to have someone go to the child's home.
- If no contact has been made from parents/guardians or emergency contacts, the police will take the child to the appropriate police station. If the police are unable to provide appropriate care, the camp shall call the 24-hour State Central Registry Hotline to seek assistance in caring for the child.

## ABSENTEEISM

Campers are to be signed in to camp by 9:30am each morning. If your child will be absent from camp please email the Camp Director to inform them of the absence by 9:00 am. Since camper attendance relies on parents/guardians dropping children off at camp, camp personnel will not attempt to contact parents/guardians or emergency contacts if a child is not signed in as expected.

## DROP-OFF/PICK-UP AND PARKING

Please make sure you abide by all traffic signs at the Princeton Family YMCA. At drop-off/pick-up times, the parking lot can be highly concentrated as many others are making use of our facility as well. Please park in designated spots. Vehicles that do not park in appropriate spots are subject to towing and will be responsible for any fees incurred. Remember to set a good example for our children. More information on parking and maps of drop off/pick-up are available on our website.

In the event of unfavorable weather, camp drop-off & pick-up will be located at the back of the YMCA. Please look for the pop-up tent near the back doors of the YMCA to indicate where campers will be. Campers will be inside the YMCA Gymnasium. Please park in a parking spot and come into the YMCA back doors to sign in/out your camper(s).

## PARENT/GUARDIAN RESPONSIBILITIES

The Princeton Family YMCA recognizes that parents/guardians are the most important people in a child's life. We believe parents/guardians are #1 in importance; they are also #1 in the ability to influence and motivate their children. We welcome your advice, participation and support. If you have an issue, concern or question please speak with the Camp Director.

We ask that you help us and uphold these basic responsibilities:

- You are responsible for your child upon arrival to camp until he/she has been signed in and acknowledged by a staff member. Your child may not be signed in before 7:30am.
- All campers must be signed in/out each day from an adult (at least 18 years of age). Campers will only be released to persons listed on the registration form. To ensure safety, all adults must show valid photo I.D. when picking up children.
- Review the camp "Code of Conduct" and transportation rules with your child.

- Updated personal information: Providing updated information to the Y is the responsibility of the parent/guardian and must be made immediately at the time of any change.
- Daily conversation with your camper regarding their day goes a long way!

## WHAT TO SEND WITH YOUR CHILD

Campers should wear comfortable, closed-toe athletic shoes (no crocs) to camp each day. Sandals are permitted only in the pool area or on beach/water trips. Also dress your camper(s) in appropriate summer "play clothes." Daily arts and crafts and outdoor activities may cause children to get messy! On field trips, campers must wear their current YMCA Camp t-shirt. Campers will receive one shirt for the summer.

Send your child with the following labeled items daily:

- Backpack
- Lunch (we do not offer refrigeration)
- Sunscreen
- Swimsuit and towel
- Hat
- Reusable water bottle

The following items are NOT permitted at camp:

- Alcohol and Drugs
- Fast Food or Soda
- Candy (including chocolate) or gum
- Toys/Electronics (iPod, cellphone, PSP, etc.)
- Personal Sports Equipment
- Trading cards (i.e. Pokémon)
- Personal Animals and Pets
- Weapons of any kind

If found, these items will be kept in the possession of the Camp Director until a parent/guardian picks them up.

## SUMMER CAMP STAFF

The Summer Camp Program operates under direct supervision of the Senior Program Director and/or the YMCA School Age Childcare Director. These professional staff members are responsible for the entire camp operation, including but not limited to the supervision of children and counselors, program planning and implementation, communication and parent/guardian relations.

Most of our staff are college students with sports, recreation, or education backgrounds. Many junior counselors are local high school juniors or seniors. All Head Counselors (group leaders) must be over the age of 18. All counselors have cleared mandatory

background checks as well as national sex offender checks and are certified in CPR, AED, First-Aid, and Child Abuse Prevention, Sexual Harassment, and Blood borne Pathogens. They have had a successful experience working with children, have been trained by YMCA Directors and are looking forward to getting to know your family.

### **BABYSITTING**

YMCA staff shall not socialize with children enrolled in YMCA programs outside of approved YMCA activities, including babysitting or transporting children. Immediate disciplinary action will be taken by the YMCA toward YMCA staff if a violation is discovered. PLEASE DO NOT ASK STAFF TO BABYSIT!

### **HEALTH AND SAFETY**

A Registration Packet must be completed in full for each camper in order to participate in any camp program. Copies of immunizations are required. (If for religious reasons, you cannot provide this information, contact the camp for a waiver. This must be signed before attending camp). All pages of the Registration Packet will need to be completed in full.

Safety is our primary concern. We strongly enforce safety rules for all campers. We believe in the positive reinforcement approach and work very hard with campers to teach safety at all times. All Camp staff members are CPR, AED, and First-Aid Certified and asked to only give care within the scope of their training. If your child is injured or ill at camp, we will take whatever steps are necessary to provide appropriate care. These steps may include but are not limited to:

- Attempting to contact parents/guardians.
- Attempting to contact persons named as emergency contacts.
- Summoning 911/emergency care
- Assigning a counselor or a designated person to go with the child to the hospital or medical facilities, if a child is sent.

Please remember that children will never be transported by any Princeton Family YMCA employee. Special needs, allergies, or behavioral concerns should be reported to the Camp Director prior to the start date at camp so that adequate and appropriate preparation and care can be provided for each camper.

### **MEDICATION**

A Medication Authorization Form must be completed and signed by the parent/guardian in order for any medication to be administered. Medication must be brought to staff in its original prescription labeled container. The label must clearly identify the child's name, doctor, date, prescription name and dosage. Children are NOT allowed to dose medication themselves - all medicine (prescriptions or nonprescription drugs) must be given to the Camp Director. Children requiring EPIPENS must turn in all medication to the appropriate Head Counselor and inform them of any special instructions. Please note: The Princeton Family YMCA does not provide medical or hospital insurance for medical costs incurred by the individual or immediate family as a member of the YMCA or a participant of any of its activities. Therefore, any costs incurred for such treatment will be the responsibility of the individual family.

### **ILLNESS**

If your child is ill and will not attend the Summer Camp Program, please contact the Camp Director via email by 9:00am to inform us of the absence. If your child becomes ill while at camp, a parent/guardian will be contacted and asked to pick up their child immediately. The child will be isolated, within sight and hearing of staff, until the parent/guardian arrives. If the parent/guardian cannot be reached, the staff will phone the emergency contact person(s) listed on the child's enrollment form.

Camp Staff has the authority to ask a parent/guardian to remove their child from the program, if that child appears ill or their health is judged to be detrimental to the other children and staff. Parents/guardians or emergency contacts are required to pick up the ill child within one hour of being contacted.

Children exhibiting the following symptoms may not attend the program:

- Severe pain
- Temperature over 99 degrees
- Diarrhea or blood in urine
- Swollen joints
- Jaundiced skin, yellow eyes or red eyes with discharge
- Visibly enlarged lymph nodes
- 2 or more episodes of vomiting in 24 hours
- Infected/untreated skin patches or rash lasting more than one day
- Evidence of head lice or nits

If your child develops any of the above at home or while at camp, he or she cannot attend or return to camp until 24 hours later. If your child is being treated with an antibiotic, they must be on the medication for a full 24 hours before returning to the camp. A written doctor's note must be submitted in order to receive any appropriate refunds.

## **INJURIES**

Injuries will be treated as needed: washing, applying bandage(s) or ice packs. Parents/guardians will be notified upon pick up, and given a report explaining the details. Parents/guardians will be contacted immediately in the case of more serious injuries, in which further medical attention is required/needed.

## **CHILDREN WITH SPECIAL NEEDS**

The Princeton Family YMCA will make every attempt to accept children with special needs into our programs and make a reasonable effort to accommodate the child without fundamentally altering the program. The Princeton Family YMCA provides group care and is not able to provide personal assistants for children with special needs. Please speak with the Camp Director upon registration to discuss the needs of your child. If your child requires a one on one aid as part of their IEP during the school year, we will ask that you provide an aid for your child to be eligible to participate in our summer camp program.

## **BEHAVIOR AND DISCIPLINE**

It is the goal of our YMCA to provide a healthy, safe and secure environment for all Summer Camp participants. Children attending Summer Camp are expected to exhibit Character Counts values, follow basic behavior guidelines and to interact appropriately in a group setting. Please remember that you are your child's biggest role model. Discipline is viewed by our staff as a teaching opportunity. Our goal is to teach children the kind of self-control that results in appropriate, cooperative behavior. Redirection is the first logical step to behavior management. Should a problem persist, natural consequences and removal from an activity will be used as a form of discipline. In the event that chronic behavior problems develop, incidents will be documented and communicated to the parent/guardian.

The following behaviors are unacceptable and may result in the immediate suspension of a child for the remainder of the current day, an extend time period or expulsion from camp:

- Endangering or threatening to endanger the health and safety of others, self, children, staff or volunteers.
- Stealing or damaging YMCA, host site, or personal property.
- Leaving the program or boundaries as set by staff without permission.
- Continuous disruption of the program
- Refusal to follow the behavior guidelines of the program.
- Using profanity, vulgarity or obscenities
- Acting in a lewd manner

While the fore mentioned is the general outline of our behavior procedures, the YMCA reserves the right to ask parents/guardians to find alternative arrangements for their child without prior notification, as deemed necessary for the safety of staff and/or program participants, not limited to the fore mentioned behaviors.

Immediate expulsion may occur if a child is in possession of and/or using tobacco, alcohol, illegal drugs, firearms, knives, explosives or any other weapon.

At no time will swearing, abusive language or physical violence be allowed by children, staff, volunteers or parents/guardians.

## **BULLYING POLICY**

As defined by the New Jersey Coalition for Bullying Awareness and Prevention, "Bullying is an act or threat that is unprovoked, repeated, aggressive, intended to cause fear, distress, harm, may be physical, verbal, or psychological in nature or combination, and may be bias/prejudice. Acts of bullying may include name calling, slurs, epithets, put-downs, taunts, teasing, bodily harm, hitting, kicking, tripping, shoving, taking or damaging personal property, saying/writing inappropriate things, starting rumors, public humiliation, deliberate exclusion and coerced actions." (New Jersey Coalition for Bullying Awareness & Prevention)

Any camper observed bullying another camper or campers will have their parents/guardians notified along with the camper or campers being bullied. If the problem persists, the YMCA may remove the camper



who has committed the act or acts of bullying from camp.

### **EMERGENCY/NATURAL DISASTER PLAN**

In the event a natural disaster occurs, our goal is to keep children safe and calm. The Camp Director will determine the safest plan of action. Camp staff will always keep the camper's emergency information with them at all times. Our designated area of safety for Camp in the event we need to evacuate a facility is the grass fields (both YMCA). Our designated area of safety for Camps in the event we need to take cover indoors is the YMCA gymnasium. In the event we need to evacuate the YMCA area, campers will be housed at either the Princeton Baptist Church or the Pannell Learning Center.

You may want to consider making arrangements with a friend or relative who works or lives close to the YMCA to pick up your child in case of a disaster. Their names must be included on the emergency contact list on your Emergency/Health Information Form. They must have a Photo ID and they must be at least 18 years old. Remember, making plans prior to emergencies can expedite the safe release of your child. Camp closure due to a natural disaster is at the discretion of the Camp Director, or the Chief Executive Director. If questionable situations arise, please call the Princeton Family YMCA at 609-497-9622. If an immediate closure of Camp is deemed appropriate, the Princeton Family YMCA will contact parents/guardians immediately via phone, email, as well as post further information on our website at [princetonymca.org](http://princetonymca.org).

### **REFUNDS/CREDITS**

Please remember no refunds or credits will be given for absences due to family trips, holidays, vacations, disasters, family emergencies, last minute changes etc. Weeks will only be prorated if camp is going to be closed or your child attends a school that is still in session during the very first week of camp.

### **LOST AND FOUND**

The Princeton Family YMCA assumes no responsibility for lost or stolen items. Please label all belongings with permanent marker. If something is misplaced, check the camps lost and found area. Please leave all toys and games at home. Unclaimed items will be discarded at the end of the camp season.

### **PHOTO RELEASE**

The Princeton Family YMCA may take photos, videos or sound recordings of your children in our child care programs. We often use them for crafts, projects, or posted online. The Princeton Family YMCA reserves the right, and if granted permission by the parent/guardian as indicated in the registration packet, to photograph or film all campers while they are participating in any camp activity. The Princeton YMCA may also use said pictures and video files for any form of advertising or promotion, at no compensation to the family, as deemed appropriate as well as publish them on the YMCA website for publicity purposes.

### **PROGRAM CONCERNS OR QUESTIONS**

The YMCA encourages constant communication between parents/guardians, staff and children to assure everyone's needs are being met. If you should ever have a problem, concern or question, we encourage you to speak to the Summer Camp staff. Should they not be able to meet your needs, please contact the Camp Director. It is through your input that we are better able to meet the needs of the community and enhance the quality of our programs.

### **THANK YOU!**

We are happy that you have selected the Princeton Family YMCA Summer Camp Program for your child. We offer days filled with happiness, wonderful activities and educational fun. We thank you for sharing your family with us.