

PARENT HANDBOOK



YMCA OF THE ROCKIES ESTES PARK CENTER DAY CAMP

SUBJECT TO CHANGE; UPDATED FOR SUMMER 2025

PHILOSOPHY & GOALS

PHILOSOPHY

The Day Camp Program is designed to provide programs that meets the YMCA of the Rockies' mission and vision:

The YMCA of the Rockies puts Christian principles into practice through programs that build healthy body, mind and spirit for all. We will accomplish this by serving conferences of a religious, educational or recreational nature; provide unifying experiences for families; offer traditional summer camping experiences for boys and girls; serve our staff with leadership opportunities and productive work experiences.

The Youth Programs Leadership Staff has developed the following Mission Statement:

We will strengthen the character of campers and staff through our activities, actions, and words by living Christian values in an enriching and fun environment.

The growth and development of the children who participate in the program is our primary focus. We believe that Day Camp has the unique ability to provide children with activities that are recreational in nature, but that go beyond recreation to give children opportunities to grow in many other ways.

We believe that through trained, qualified leadership, children can have experiences that will enrich their lives. We believe that all Day Camp programs should provide opportunities for play, for learning responsibility for our natural resources, and for growth in self-esteem and social skills.

GOALS

We will promote:

- CARING for self and others.
- HONESTY in actions and words.
- RESPECT of others, ourselves, and the environment.
- RESPONSIBILITY for actions and duties.
- FAITH in self, others, and God.

**"I hear and I forget, I see and maybe I remember,
I do and I understand."**

LEAVE NO TRACE

We are proud to partner with Leave No Trace, which is a nonprofit organization focusing on preserving the outdoors and public lands for future generations. The YMCA of the Rockies – Estes Park Center is nestled right at the eastern edge of Rocky Mountain National Park, and surrounded on three sides by National Park lands. In fact, the Y actually pre-dates the founding of Rocky Mountain National Park by eight years. We want to preserve the natural beauty of these lands by being responsible stewards, and Leave No Trace provides us with resources and principles to help us do so. The seven principles of Leave No Trace are:

- Plan Ahead & Prepare
- Travel & Camp on Durable Surfaces
- Dispose of Waste Properly
- Leave What You Find
- Minimize Campfire Impacts
- Respect Wildlife
- Be Considerate of Other Visitors

Our goal is to educate campers about Leave No Trace principles so that they can grow to appreciate the outdoors and become responsible stewards of our country's vast and beautiful public lands and natural wonders.

GENERAL INFORMATION

HOURS OF OPERATION

Our Day Camp is in operation Monday—Friday from June 2—August 8, 2025. Normal camp hours are 8:00 am—3:30 pm, we do offer extended hours, please see Early Bird/ After Camp Programs.

ADMISSION & REGISTRATION

We accept children ages 3—17 in our Day Camp Programming. Parents must complete the following before the child's first day in the program:

General registration with Family and Health information/ forms

Copy of original immunization record transferred to a State of Colorado Form

Permission slips/waivers

Children will be registered on a first come, first served basis. Same-day registrations are not accepted. Note: Children's attendance must be confirmed and fees paid by the Friday prior to attendance.

BILLING/CANCELLATIONS

Your financial statement can be found on your CampInTouch account under the 'Financial Management' tab. This will indicate your camp fees, dates of enrollment, and any additional add-ons that may be on your account. You can log in at any time to pay your balance.

All payments are required to be in the camp office in accordance with the payment schedule outlined below. We will charge balances automatically if enrolled into auto-billing (you can elect this option during the application process). If payments are not received according to the schedule below then YMCA of the Rockies reserves the right to cancel your sessions. You may also elect to pay in full at the time of registration. If you opt out of auto-billing, you will be responsible for submitting payments on time on your own. **An application fee of \$10 per child is due at the time of enrollment, if this payment does not go through then your child will not be enrolled into the sessions requested until payment is received. This fee is non-refundable.**

If you are applying for camp dates after the billing cycle, then payment will be due in full at the time of registration. (ie. You submit an application for June camp dates during the month of June)

If you are unable to pay in accordance to this payment schedule, payment plans can be set up with the youth programs director.

Payment Schedule

Payment	Due Date
Deposit (\$10 application Fee per child)	Upon Enrollment
Payment 1 All June Sessions	May 4
Payment 2 All July & August Sessions	June 9

Cancellation and Refunds

If you need to cancel your camper's registration, please contact us as soon as possible so your camper's spot can be given to another waiting camper.

- Refunds will be made if cancellations are made with at least seven days' notice, unless there is a balance due. Payments will be rolled over to other weeks the camper is registered for.
- Cancellations with less than seven days' notice will be charged a \$50 cancellation fee. There will be no refunds if a child goes home early in cases of illnesses that happen at camp, disciplinary action, bullying or homesickness.
- Missed days during a session will not be refunded or credited.
- Some activities like horseback riding or early birds require a camper to arrive at camp strictly within our drop-off timeframe. If your camper arrives late, they may not be able to participate in the activity. If this occurs, there will be no refund for the add-on. If your child is signed up for an additional option and does not attend the option, there will be no refund (horseback riding, extended care options, etc.)

PROGRAM FEES

Traditional Camp-\$52 per day

CIT Program-\$52 per day

Specialty Camps-

- Arts & Crafts Camp - \$350
- Wilderness Exploration Camp - \$350
- Science & Engineering Camp - \$350

Teen Camp (Outpost & Adventurers) – Prices vary, check registration

Early Birds(7:30am-8:00am)-\$5 per day

After Camp(3:30pm-5:30pm) -\$10 per day

Horseback riding is \$70 for Pathfinders-Mountaineers. (1 hour ride)

(Must be at least 6 years old.)

If your child decides not to ride after the day of the ride check-in, refunds are not available

Hot dog cook-out: No extra fee, included in the cost of camp

CHILD SIGN IN/OUT

Parents must sign their children in and out in order for their children to participate in the day camp programs for the day. A photo ID is required for pick up and must match a name on the authorized pick-up list (even if you are a local family that comes to camp every day).

We can only release children to the ADULTS for whom written authorization has been given. Siblings under the age of 18 CANNOT sign out other siblings. However, a school-age child (13+ years) may sign him/herself out with written permission from the parents/guardians (provided during the registration process). We will not let a child under 13 years of age leave our care without an approved individual from the authorized list.

We do REQUIRE that a parent, guardian, or authorized person sign in campers in the morning.

Sign in/out sheets, along with building checks, are used to account for all children.

INCLUSION PROGRAM

We make every effort to welcome all campers into our programs. We will evaluate whether we can do so on a case-by-case basis. We employ a number of Inclusion Counselors who work 1-on-1 with campers with special needs, and trained lead staff. They do excellent work, but are limited in numbers. If your child needs an Inclusion counselor, please reach out to us as soon as possible to ensure your camper's spot in our program. If we are able to accommodate your camper, the Inclusion Coordinator will then contact you via email or phone and begin to work closely with you and the counselors to ensure a successful summer camp experience.

Our camp employs the principles of Universal Design, which means that we do our best to design our activities and programming to be accessible by people of all abilities. This means that Campers in the Inclusion Program are INCLUDED in as much of the traditional camp experience as possible.

EARLY BIRD/AFTER CAMP PROGRAM

We provide the opportunity for your child to be cared for before and after camp through our Early Bird and After Camp programs. These programs take place in the Jellison building. You may register for these programs when doing on-site check-in if space permits. The fee is \$5 for Early Birds, 7:30 a.m. – 8:00 a.m. and \$10 for After Camp, 3:30-5:30 pm. Extended care options are not guaranteed just because you are signed up for camp. We have limited space and availability. We do not offer extended care for children under the age of 5.

LATE ARRIVAL AND/OR PICK-UP

Please make every effort to be on time in the morning in order to not disrupt the program. We will make every attempt to join a late arrival with his/her group. This may not be possible if a group is hiking, or away from the building. If a satisfactory arrangement cannot be made, the camper may not stay at camp.

If you are late to pick up your child at 5:30PM, a late charge of \$15 for minutes 1-5 will be applied. After the first five minutes, \$2 per minute will be applied to cover the cost of staff. If a parent is later than 3:30 for the full day program and their child is not signed up for after camp, a cost of \$32 will be applied to cover the cost of extra staff.

Sign-out sheets and building checks ensure that campers have departed. Parents with campers in the After Camp Program will be charged starting at 5:30p.m. We will contact those on the authorized pick-up list and if after 30 minutes are not able to contact anyone, authorities will be contacted.

Those that are on the authorized pick-up list will be allowed to pick-up campers, if a person is not on the authorized pick-up list, we will need written authorization from the parent or legal guardian to pick up that camper. Give our office a call or write in pick up names on the sheet in the morning, after informing your child's counselor of this information.

LEAVING CAMP EARLY

All school programs are full-day. We take great pride in providing your child with a cohesive, growing Day Camp experience from start to finish. A child leaving our program will hurt not only that child's experience, but the experience of the children that are in his/her group. Safety is another concern brought up when parents request that children be taken out of a program early. We want to be sure that we only let your child leave with the right person, and so we must follow our typical "procedure" to ensure your child's safety. Please only ask to pick up early if it is really important!

LOST & FOUND

It is very helpful for you to clearly mark all of your child's belongings. When items have names, we can generally track down the owners. Please talk to your child about being RESPONSIBLE for their belongings. Counselors try to make sure campers have all their items, but ultimately campers are responsible.

If your child is missing something after camp, please check with the staff at the appropriate building Monday through Thursday. On Friday, Saturday, and Sunday check with the Housekeeping Department.

SPECIAL RESPONSIBILITIES OF PARENTS

We have a common goal, the safety and well-being of your children. In order for us to better serve your needs, please comply with the following guidelines:

Inform Youth Program staff of changes in your child's life you feel we need to know. Call in advance of any changes in your child's schedules.

Share any information with us that we need to know, including address or phone number changes, or additions to your authorized pick-up persons.

Pick up a schedule of activities.

Complaints or suggestions may be made at any time, should be in writing or verbal, and turned into the director.

IMPORTANT NOTES

EXCURSIONS AWAY FROM DESIGNATED BUILDINGS

Children will be transported in a YMCA vehicle only in cases of emergency, except for off-site field trips. On a daily basis, the children will go exploring on the YMCA grounds, and will not need to utilize transportation. Adventurers programs such as climbing may utilize the use of a YMCA vehicle at certain points throughout the summer. Campers in Rocky Mountain National Park may use the shuttle system within the national park with their counselors.

FOOD ALLERGIES

Children with food allergies should have this noted in their registration information. Life-threatening allergies must have a Treatment Plan completed. This plan must be completed and signed by the child's physician. We are NOT a peanut free environment.

HEALTH INFORMATION & IMMUNIZATIONS

Health information is required for every child attending YMCA of the Rockies Day Camp programs. This information is completed during the online registration process. All waivers and information must be completed by the Parent or Legal Guardian. Colorado State law requires a complete record of immunizations be on file with the camp in order for a child to attend. Proof of Immunization must be submitted and signed by your Doctor on the State of Colorado Immunization form. We cannot accept other states Immunization forms.

MEALS AND SNACKS

For children attending a full day, we recommend that you bring a non-perishable lunch. Lunches CANNOT be refrigerated. Inform children that they are not to share their food with others, as this could be an allergy issue as well as a child could not get all the nutrients that they need throughout the day. We also ask that you include plenty of snacks for your camper to eat throughout the day. We have two designated snack times a day. Each traditional day camp group has a designated day during the week where they will participate in a hot dog cook-out. This typically includes a hotdog, orange slices, and chips. If your child cannot eat these items provided, please send them with their own lunch for the day.

MEDICATIONS

For all PRESCRIPTION and NON-PRESCRIPTION medication, by law you must bring to camp only the dose needed for the camp day in its original container, and complete a Medication form so that it can be administered to your child.

Please note: a doctor's signature is required for both prescription and non-prescription medications. CAMPERS CANNOT MEDICATE THEMSELVES. CAMPERS CANNOT CARRY MEDICATIONS EXCEPT FOR EPI-PENS AND INHALERS.

All medication must be turned in to the camp nurse, who will keep it under lock and dispense medication to the child or to staff qualified to dispense medication.

If this is not followed, your child may be prohibited from attending camp.

In accordance with Colorado State Law, only staff who have been trained in Medication Administration are allowed to dispense medication.

Epi-pens and inhalers are allowed to be carried with the camper, Treatment Plans with a doctor's signature must be completed for epi-pens and inhalers. Both the camp Nurse and the counselors will have a copy of this plan during your camper's time with us.

TRANSPORTATION & VAN SAFETY

The YMCA uses mini-vans/ mini-buses to transport participants. In order to provide a safe experience please review these rules with your child:

Stay quiet when the van driver is speaking.

Always have a seat belt buckled while the van is on.

Keep hands and feet and personal items to oneself.

Never hang anything outside the windows.

Use quiet, inside voices while in the van.

No food or drink allowed in van with the exception of water. Radio and CD use will be determined by staff.

In case of emergency on the road, the staff member who accompanies the trip is trained in providing and securing help for injured campers and staff, supervising the uninjured, identifying witnesses and obtaining appropriate accident and emergency information.

Injured campers and staff will be cared for using standard first aid procedures.

Help will be solicited by a nearby phone, calling 911 first, and then calling the Camp 970 586-3341, x1282 or x1280.

Uninjured campers and staff will be cared for away from the scene. Witnesses of the accident will be asked to write down their report of the incident.

VISITORS

All visitors must check-in at the Registrar's Office to complete the Visitor Log and get a visitor tag. A Day Camp staff member will be assigned to show the visitor our programs and answer any questions. The Visitor must stay in the company of a Day Camp staff member.

WAIVERS

In addition to registration and health information, some activities require specific waivers. If your child is participating in horseback riding, Water Rafting or Rock climbing be sure you have completed the appropriate waivers. We cannot allow a child to participate in the activity without the correct waiver.

POLICIES & PROCEDURES

CHILDREN'S ILLNESS OR INJURY

If a child becomes ill during camp time, they will be made comfortable, and the child's parents will be contacted. Children who vomit or have a fever must not return to our program unless completely clear of systems for at least 24 hours.

If a child is injured during camp time, the child will be treated according to standards of one of the nationally recognized providers of First Aid/CPR. Incident reports are completed on all injuries and parents should be notified at pick up time.

If emergency transport is needed, the parents will be called if time permits; if the need is urgent, an ambulance from town will be called. Medical Emergencies will be taken to the Estes Park Medical Center. Medical emergencies cannot be transported in a YMCA of the Rockies vehicle.

COUNSELOR TO CHILD RATIO

Traditional Camp- Our ratio is 1:6 for five-year-old's; 1:7 for six- nine, and Mountaineers group is 1:10.

Explorers: Group size of 12 with two counselors

Pathfinders-Buckaroos: Group size of 14 with two counselors

Rangers-Mountaineers: Group size of 26 with two counselors

Outpost: Group size of 12-20 with two counselors

Adventurers: Group size of 12 with two counselors

COMPLAINT

Please contact the Youth Programs Director at (970) 586-3341 ext. 1282 to see any of the following:

Fire Inspection

Health Inspection

Licensing Inspection

If you have a complaint concerning suspected licensing violations, please contact the Youth Programs Director. If you are not satisfied with the response, you may contact the Colorado Department of Human Services, Division of Early Care and Learning at 1575 Sherman Street, 1st Floor, Denver, CO 80203 Phone: (303) 866-5958.

DISCIPLINE POLICY/BEHAVIOR MANAGEMENT

It is the policy of the YMCA to manage the behavior of children in such a way to encourage the child to learn self-control and responsibility for one's actions. Coercive and corporal punishment are not permitted. We encourage counselors to establish clear, well-defined boundaries of behavior, as well as allowing the campers input into their boundaries. Please make sure to review the behavior agreement in your forms and documents tab.

We encourage counselors to use 4 tools in managing the behavior of children:

Encouragement and Acknowledgement

Giving Choices

Asking What and How Questions

Using Core Values and Safety Rules.

We will keep parents informed of their child's behavior and encourage parental suggestions in working with their child

When a severe discipline problem becomes evident, staff will set up a meeting with the parent(s) to discuss the situation.

If a child's behavior jeopardizes the safety and well-being of the children, the staff, or the continuation of the program, it may be necessary to remove the child from the program.

The Camp Director reserves the right at any point to evaluate and terminate a child from programming at any point.

If a child is struggling with behaviors in a given day, an incident report will be sent home. It is encouraged that the parent goes over the information with the child so that changes can be made moving forward.

CAMPER – COUNSELOR CONTACT OUTSIDE OF CAMP

YMCA Staff members may not have contact with campers, program participants, members or guests under the age of 18 when "off-duty" and during the "off-season" until the individual is at least 18 years of age, e.g. non-summer months for camp participants.

CELL PHONES & ELECTRONICS

Cell phones & Electronic devices (i.e. iPads, iPods, Nintendo Switch, etc.) are not allowed during camp hours. Not only can they be easily damaged in our camp setting, but they also distract the campers from fully participating in our programming. If these items come with a camper to camp, they will be taken and be in the Youth Programs Director's Office to be picked up by a parent or guardian.

CHILD ABUSE REPORTING

Counselors are mandated reporters and are trained to recognize and prevent child abuse. We will report any suspected child abuse to the Department of Human Services. If you suspect that abuse is present in our program, you may call 970-498-6990. Any other concerns about our program should be reported to the Office of Child Care Services at 303-866-5958.

DIVORCE & SEPARATION

It is the mission of the YMCA Program to be a support to families and to promote positive development for children. We recognize that many families are in transition and have experienced divorce or separation. In order to provide the best possible care for your child, we feel that it is vitally important that we be able to maintain good relations with all the significant adults in his/her life. We need to be very clear in regard to the following:

- What the custody arrangements are;
- Which parent to contact first for general questions and in an emergency;
- Whether duplicate program information needs to be given to both parents;
- Who is responsible for payments to the program;
- Who will or will not be authorized to pick up the children;
- Which parent will pick up the child on which days;
- Who the other significant adults are in the child's life.

NOTIFYING PARENTS

If the Day Camp is no longer able to serve children in programming for whatever reason all parents or guardians will be notified via email of these changes.

PARENT CONFERENCES

A need for a conference concerning your child may be directed to the Youth Programs Director.

Ashley Heelein

(970) 586-3341 X1282

aheelein@ymcarockies.org

WITHDRAWAL FROM CAMP

The YMCA Program reserves the right to remove a child from the program for reasons of delinquency in payment of fees, or an inability of child or parent to adjust to the activity program or discipline policies/behavior management. Such removals are to be determined by the Youth Programs Director. The Youth Programs Director Reserves the right to withdrawal a camper from programming at any time without prior notice.

If a parent withdraws their child from the program, they must follow the cancellation policy.

If you have a complaint concerning suspected licensing violations, please contact the Youth Programs Director at ext. 1122. If you are not satisfied with the response, you may contact the Colorado Department of Human Services, Division of Child Care at 1575 Sherman St, Denver, CO 80203-1714, or call 303-8665958.

YMCA of the USA's Child Abuse Prevention Code of Conduct

In order to protect YMCA staff, volunteers and program participants, at no time during a YMCA program may a staff person be alone with a single child where they cannot be observed by others. As staff supervise children, they should space themselves in a way that other staff can see them. Do not allow children into private staff areas.

Staff shall never leave a child unsupervised.

Restroom supervision: Staff will make sure the restroom is not occupied by suspicious or unknown individuals before allowing children to use the facilities. Staff will stand in the doorway while children are using the restroom. This policy allows privacy for the children and protection for the staff (not being alone with the child). If staff are assisting younger children, doors to the facility must remain open. No child regardless of age should ever enter a bathroom alone on a field trip or in public restrooms of the YMCA of the Rockies. Always send children with staff. Be sure there is only one child per stall.

Staff should conduct or supervise private activities in pairs-diapering, putting on bathing suites, taking showers, etc. When this is not feasible, staff should be positioned so that they are visible to others. Younger children should be encouraged to change their own as much as possible.

Staff shall not abuse children or allow children to abuse each other including:

Physical abuse-strike, spank, shake, slap;

Verbal abuse-humiliate, degrade, threaten, haze;

Sexual abuse-inappropriate touch or verbal exchange;

Mental abuse-shaming, withholding love, cruelty, hazing;

Neglect-withholding food, water, basic care, etc.

Any type of abuse will not be tolerated and may be cause for immediate dismissal.

Staff must use positive techniques of guidance, including redirection, positive reinforcement and encouragement rather than competition, comparison and criticism. Staff will have age-appropriate expectations and set up guidelines and environments that minimize the need for discipline. Physical restraint is used only in predetermined situations (necessary to protect the child or other children from harm), is only administered in a prescribed manner and must be documented in writing.

Staff will conduct a health check of each child, each day, as they enter the program, noting any fever, bumps, bruises, burns, etc. Questions or comments will be addressed to the parent or child in a nonthreatening way. Any questionable marks or responses will be documented.

Staff will respond to children with respect and consideration and treat all children equally regardless of sex, race, religion and culture.

Staff will respect children's rights to not be touched in ways that make them feel uncomfortable, and their right to say no. Other than diapering, children are not to be touched in areas of their bodies that would be covered by a bathing suit. Give children side hugs and ask before you give them. If a child runs up to you and initiates a front hug, hug the child, and initiate the release soon after. Counselors will not give backrubs to children or other YMCA staff, and they will not receive backrubs from children or YMCA staff. Counselors are not to kiss children.

Watch your interaction with the children so as not to over stimulate them. For example, tickling, pillow fights and wrestling matches are unacceptable because they can cause a child to become over stimulated and or hurt.

YMCA Code of Conduct

Staff will refrain from intimate displays of affection towards others in the presence of children, parents and staff. Counselors sleeping together on camper overnights is prohibited and grounds for dismissal.

While the YMCA does not discriminate against an individual's lifestyle, it does require that in the performance of their job they will abide by the standards of conduct set forth by the YMCA. Staff must appear clean, neat and appropriately attired.

Using, possessing or being under the influence of alcohol or illegal drugs during working hours is prohibited.

Smoking or use of tobacco in the presence of children or parents during working hours is prohibited.

Profanity, inappropriate jokes, sharing intimate details of one's personal life, and any kind of harassment is prohibited. It is prohibited to ask children about their dating relationships and other intimate things in their lives. Staff will be aware that children can develop crushes. Be aware of your words and actions; teasing can be construed as flirtatious. You want to discourage crushes.

Staff must be free of physical or psychological conditions that might adversely affect children's physical or mental health. If in doubt, an expert should be consulted.

Staff may not be alone with children they meet in YMCA programs outside of the YMCA. This includes babysitting, sleepovers and inviting children to your home. Any exceptions require a written explanation before the fact and are subject to administrator approval.

Staff are not to transport children in their own vehicles.

Staff may not date program participants under the age of 18 years of age.

Under no circumstances should staff release children to anyone other than the authorized parent, guardian, or other adult authorized by the parent or guardian. Written parent authorization must be on file with the YMCA.

Staff are required to read and sign all policies related to identifying, documenting and reporting child abuse and attend trainings on the subject as instructed by the YMCA of the Rockies

DAY-TO-DAY

DAILY PROGRAM & IDENTIFYING WHERE CHILDREN ARE DURING PROGRAM TIME

Counselors plan a weekly schedule, and we make every effort to "stick to the plan" of programming. However, sometimes because of weather or other circumstances, we are unable to do so. Counselors will then notify the camp of any change. Feel free to ask the counselors at check-in on Mondays to see what activities they have planned for the week. If your child is struggling with drop off time in the morning, song time is a great way to prepare the child for the day and help them meet their counselors and group members. At times it is best for parents to not be present during this time, to help the child get immersed in the group instead of them thinking about missing the parent. It is important that families are not late on a campers designated hike day, as groups leave promptly.

INCLEMENT WEATHER

Our programs spend most times outdoors. When lightning storms or hailstorms approach groups take cover at the nearest shelter. If there is a light rainstorm with no lightning, groups may explore outside in the rain. Groups on hikes take shelter when possible and use raingear for cover. If lightning is near and groups are in the open, counselors are trained to teach children to spread out, squat with feet together on the ground and cover their heads with their hands. Counselors are also trained to teach children to cover their heads with their backpacks in hailstorms and to take shelter behind large rocks in windstorms. Groups will take shelter inside on extremely hot or cold days for which children are not prepared.

SUNSCREEN

We ask that you apply sunscreen to your child before camp. If you send sunscreen with your child, it must be labeled with his/her name. The camp carries a limited supply of sunscreen to be used with signed permission. Please provide sunscreen for your child or make sure to check yes on the sunscreen permission box. Campers are not allowed to share sunscreen with other campers, and we must have your permission to give your child sunscreen. It is important to think about teaching your child how to apply their own sunscreen, as counselors are not supposed to be the main source or person doing the application process.

SUPERVISION

Children must be actively supervised at all times. Children are never to be left alone or left one-on-one with a counselor without being in view of others. Our counselors expected to follow the Rule of three at all times.

WHAT TO BRING

Be prepared for changing weather; clothes that will layer - T-shirt, sweatshirt, jacket, shorts under sweatpants - are great. Long pants **MUST** be worn for horseback riding, as well as sturdy shoes. Closed toed shoes are also required for all adventure programs such as: Archery, Axe throwing, mountain biking, and climbing. A swimsuit is needed on your camper's swim day; towels are provided. An important FYI to save your child from having to carry excess items throughout the day- the swimming pool provides life jackets and puddle jumpers if needed. It is also important for undergarments to be packed for swim days so that wet suits are not sat in all day. If your child wishes to have their own goggles, that is a great item to have

because sometimes the pool does not have enough for everyone. Your child will also need a backpack, water bottle, rain gear, sunscreen, tennis shoes or hiking boots - NO SANDALS. It tends to rain every afternoon, so a rain jacket is heavily recommended. A hat and sunglasses are also useful. Don't forget your campers' lunch and snacks. It is suggested that all camper's items be labeled and carried in their backpack. Please label items with your child's name!

WHAT NOT TO BRING

Pets are prohibited at camp. Personal property, such as hand-held electronic games, walkie talkies, cell phones, toys, knives, other weapons, money, etc. is also prohibited. It is important to also leave items that can be traded- such as Pokemon Cards- at home. It is best not to share at home items with other campers. Costumes/ capes are not allowed at camp as they are difficult to keep clean throughout the day, and they also cause tripping hazards. The YMCA is not held liable for any items lost, broken, or stolen items when at Day Camp.

INTERNET AND SOCIAL NETWORKING

The Internet can be a very useful tool when used wisely. We strongly recommend that you monitor your children on the web and with other technological devices. Cyberbullying is a reality. Cyberbullying involves the use of information and communication technologies such as e-mail, cell phone and pager text messages, instant messaging, defamatory personal Web sites, and defamatory online personal polling Web sites, to support deliberate, repeated, and hostile behavior by an individual or group, that is intended to harm others. Please monitor your children's technology use and communication for their safety.

YMCA Staff members may not have contact with campers, program participants, members or guests under the age of 18 when "off-duty" and during the "off-season" until the individual is at least 18 years of age, e.g. non-summer months for camp participants.

Cellphone service may be limited near camp based off of certain phone carriers. It is important to keep this in mind when trying to coordinate pick up times with other adults.

EMERGENCY INFORMATION

EMERGENCY MANAGEMENT

Shelter in Place, Lockdown, Active Shooter—The YMCA of the Rockies is dedicated to a culture of response. We recognize emergency situations are fluid and require adaptations in order to maintain the safety of our participants and guests. The YMCA of the Rockies has adopted the A.L.I.C.E. program. This program stands for ALERT, LOCKDOWN, INFORM, COUNTER, AND EVACUATE. We commit to training all of our staff and volunteers in this program in order to give them the resources to react to unfortunate and unforeseen situations.

Evacuation—In the event of an evacuation, the homepage of ymcarockies.org will be updated periodically with information specific to the Estes Park Center.

Lost Child—If a child cannot be found, a complete description of the lost child will be called into the YMCA of the Rockies Security and the Program Director, and a search will be conducted. If the child is not found within 10 minutes, the child's parents will be called. If the child is not found within 30 minutes law enforcement will be called.

NATURAL DISASTERS

In the case of hail, flood, tornado or other severe weather, teachers will keep children protected until help can be summoned. If necessary, children will be evacuated to another building. Parents can call the switchboard at 970-586-3341 for information on their child.

Tornado—In the event of a tornado we will evacuate children and staff to the tornado shelter. **Fire**—Fire extinguishers and smoke alarms are located in all Day Camp Buildings; they are checked and charged on a regular basis. A record of this is available upon request. If a small fire occurs a staff member will attempt to put it out. The fire will be reported to the Estes Park Center Emergency number 911. Campers will be evacuated and accounted for from the Attendance Sheet. In case of forest fire, all camper groups will meet at the Administration Field of the YMCA and evacuation will take place according to the YMCA of the Rockies Evacuation Plan. In the case that there is a forest fire that requires the YMCA to evacuate, we will go to the Administration Field and be directed by the YMCA of the Rockies Incident Commander. Children will be evacuated in the emergency vehicles made available to us and brought to a designated area.

Flood—In the event of a flood we will evacuate the campers to the Administration Field and follow directions of the YMCA of the Rockies Incident Commander. Children will be evacuated in the emergency vehicles made available to us and brought to a designated area.

Plan for Children with Disabilities and Those with Access and Functional Needs—It is important to know and understand the needs of each child in our program. Please schedule a meeting with the Youth Programs Director or Preschool Director in order for us to know how to accommodate certain special needs and/or disabilities. This will help us adapt our emergency response plan.

Wildlife—Due to the location of our Day Camp wildlife is seen daily. We have deer, elk, bears, bobcats, and mountain lions on our property. Very rarely do we see bears, bobcats, or mountain lions, but in the event these animals are in sight the children remain indoors. In the event we are outside walking around and these animals are spotted we follow the wildlife rules and avoid the path and find a safe building to enter. Often times, we do see deer and elk while outdoors either while playing on the playground or walking around property. Again, the campers and counselors follow a different path away from the deer and elk to respect the animal's space and to stay safe. Deer and elk are calm passive animals and rarely pose a threat to humans except during mating season when provoked. The Camp Staff all carry a hand-held radio on their person when away from Bennett. When threatening wildlife such as bears, bobcats, or mountain lions are in sight a radio call is made making all staff aware and respond appropriately.

Reuniting Families after an Emergency or Disaster—The YMCA Youth Programs Director or Preschool

SUMMER 2025		
WEEK	DATES	SPECIALTY CAMP
WEEK 1	6/2-6/6	Arts and Crafts
WEEK 2	6/9-6/13	Wilderness Exploration

WEEK 3	6/16-6/20	
WEEK 4	6/23-6/27	Science and Engineering
WEEK 5	6/30-7/4	
WEEK 6	7/7-7/11	
WEEK 7	7/14-7/18	
WEEK 8	7/21-7/25	
WEEK 9	7/28-8/1	
WEEK 10	8/4-8/8	

Director will follow the directive of the appropriate Incident Command member to determine a reunification point. Parents will be notified of this location by the Youth Programs Staff. Life safety is our primary objective in every adverse situation, and we will communicate with the families of the children as soon as possible.

DAY CAMP PROGRAMS

PHONE NUMBERS

Estes Park Center: 970-586-3341

Jellison Building: x1138

Legett: x1281

All other inquiries: x1280 (Registrar)

Day Camp Nurse: x1131

Youth Programs Director x1282

Traditional Camp Groups (Based on the grade your camper is entering)

Specialty Camp	3 rd -6 th Grade	
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Explorers	Kindergarten	Minimum Age of 5
Pathfinders	1 st Grade	
Buckaroos	2 nd Grade	
Rangers	3 rd Grade	
Trailblazers	4 th Grade	
Pioneers	5 th Grade	
Mountaineers	6 th , 7 th , & 8 th Grade	Under 13
Outpost	-----	Ages 13-17
Adventurers	-----	Ages 13-17

AGES OF CHILDREN ACCEPTED

Children who will be at least 3 years old (must be 3 yrs. old when in camp) through 12th grade entering the Fall of school year, may attend the Traditional Camp Programming. We are a 3-17 yrs. old program. We cannot take any campers younger than 3 or older than 17.

DATES OF OPERATION

The Day Camp Program operates Monday-Friday, June 2- August 8, 2025. Normal camp hours are 8am - 3:30PM. Early Bird drop of begins at 7:30am and the After Camp Program runs from 3:30-5:30pm.

June 2-August 8, 2025.

HOURS OF OPERATION

TRADITIONAL CAMP:

8:00 a.m. - 3:30 p.m.

Camp Arrival: between 8:00 and 8:30 a.m.

Camp Pick-up: between 3:00 and 3:30 p.m.

Teen camp hours vary.

Preschool hours (Beavers):

8:00 a.m - 3:30 PM

Camp Arrival: between 8:00 and 8:30 a.m.

Camp Pick-up: between 3:00 and 3:30 p.m.

PARENT ACKNOWLEDGEMENT

I have read and understand everything outlined in the parent handbook and agree to all of the policies and procedures in place at YMCA of the Rockies Day Camp and I understand that YMCA of the Rockies Day Camp is for all.

Parent Signature: _____ Date: _____