

TORRINGTON YMCA

NINJA WARRIOR

CAMP



POLICY HANDBOOK

2024

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Mission Statement

To build a healthy spirit, mind and body in children and adults through programs that foster caring, honesty, respect and responsibility.

Program Philosophy

The Torrington YMCA Ninja Warrior Camp philosophy is to develop the whole child as we focus on youth development, healthy living, and social responsibility. With the values of caring, honesty, respect and responsibility as our guide, we work with you everyday to help your children have fun while realizing their potential. The Y is and always will be, dedicated to building healthy, confident, connected and secure children, adults, families, and communities. To achieve this, we offer a comprehensive program to foster the social, emotional, cognitive, physical, and creative needs and growth of the children. We recognize that each child is an individual with unique needs, abilities and experiences. All activities and are geared to the child's developmental level and we encourage individual abilities to enhance self-esteem.

At the Torrington YMCA Ninja Warrior Camp children are motivated to explore, manipulate, question, discover and express their ideas through group and individual activities.

The YMCA ensures that no child shall be excluded from participation in or discriminated against under any YMCA Program because of his or her race, creed, color, religion, national origin, or disability.

Registration

Forms must be returned to the Camp Director at the Torrington YMCA at least **one week prior to camp session start date.**

Session deposits are non-refundable.

All camp fees must be paid in full by the first Monday of each session.

Required forms

- Registration Form
- Emergency Contact Information Form
- Health History and Exam Form (requires Doctor Signature)
- Medication Administration Form (must be submitted if you are sending medication, prescription or non-prescription to camp)
- Individual Plan of Care for a Child (Required for any specialized health needs including allergies, asthma, and/or allergies. The plan shall be developed with the child's parent(s) and health care provider and updated as necessary)

Changes and Cancellations

Changes and Cancellations must be made, in writing by Monday, one week prior to your camper attending camp.

Cancellations made less than one week prior to your session's first day will not be refunded.

Camp fees are based upon weekly fee and full payment is expected regardless of camp closings, inclement weather, scheduled holidays or absences. There will be no adjustments made for these occasions.

Please note that camp does not offer refunds for injury, illness, or quarantine periods. Exceptions on a case by case basis are made pending the approval of the CEO of the NWCTY.

Camp Sessions

Session 1 June 24- June 28
Session 2 July 1-July 5 *
Session 3 July 8- July 12
Session 4 July 15- July 19
Session 5 July 22- July 26
Session 6 July 29- Aug 2
Session 7 Aug 5- Aug 9
Session 8 Aug 12- Aug 16
Session 9 Aug 19- Aug 23

Camp hours are 9:00 a.m.-4:00 p.m. Monday thru Friday except where noted.

- There is no camp on Thursday, July 4, 2023.

Sample Daily Schedule

9:00 - 9:15	Arrival/Attendance/Lunch Count
9:15 - 9:30	Warm up
9:30-9:45	Group Game
9:45-10:45	Ninja Instruction
10:45-11:30	Non-ninja camp activity
11:30-12:00	Lunch
12:00-1:15	Obstacle course/Team challenges & Ninja Games
1:15-1:45	Outdoor Play
1:45-2:30	Ninja Gym Free Choice Time
2:30-3:15	Swim
3:15-3:45	Stretching & Group Game/Cool down
3:45-4:00	Group Wrap-up, Clean-up, Dismissal

Arrivals and Departures

Camper drop off and pick up is at our Mason Street entrance. Campers must be "signed in" and "signed out" directly with camp counselor each day. If using the Brightwheel App you can use your phone to "scan" in and out.

Drop off is at 9 a.m.

Pick up is at 4p.m.

Absences and Early Dismissals

If your child is going to be absent from camp we require that you report the absence to the YMCA or directly to the Camp Director. If you wish to pick up your camper before the end of camp day, please notify us prior to arrival and they will be brought to you at designated entrance. All campers must be dismissed and signed out from a camp. All parents/guardians and authorized individuals picking children up from camp must show valid photo ID. The Y staff will check each individual's photo ID to verify that he/she is an authorized pick-up.

What to Bring to Camp

Dress your camper for a day of indoor and outdoor fun:

- Play clothes/athletic wear
- Clean sneakers that have not been worn outside
- Backpack/Bag
- Water bottle (labeled with name)
- Swim suit and towel
- Change of clothes
- Closed-toed shoes
- Lunch (if not ordering from program)

Do Not Bring

- Cell phones
- Tablets
- Toys- including playing cards
- Sandals/Flip Flops except for bringing to pool
- Water toys/floaties
- Jewelry (including rings)
- Peanuts/peanut products
- Juice/sport drinks/soda/flavored water

Northwest CT YMCA is not responsible for lost, stolen or damaged items. Valuables and meaningful items should be left at home.

Clothing

Children should wear play clothes/athletic wear and sneakers. Please label all clothing and other items that are brought to camp camper's name. This includes towels, bathing suits, backpacks, extra clothing, and footwear. Sunscreen and

water bottles should also be labeled with your child's name and brought to camp. These items should be packed into a backpack or gym bag. Appropriate swim attire is required, one piece bathing suits for females and swim shorts for males.

Swimming

Free swim will take place Monday-Friday in the pool unless pool is closed. Water safety is critical. There is a trained lifeguard that supervises the pool as well as camp staff. The first day of camp every camper completes a swim test and is assigned a swim level. We utilize a bracelet system that helps us determine campers swim ability while in the water.

Breakfast/Lunch

Torrington YMCA Ninja Warrior Camp offers lunch, through a collaboration with Ed Advance, to campers free of charge during dates the summer lunch program operates. Lunch will consist of a sandwich, fruit or vegetable on the side, a healthy snack, and milk or water to drink. A schedule of options will be sent home weekly. If you choose to send your child with a lunch please send healthy options with your camper's lunch in a small lunch bag (coolers) clearly marked with his/her name. All lunches are kept refrigerated. Food sharing is not permitted.

Please do not send peanuts or peanut butter as we do have children with serious allergies who use the facility.

Health and safety

Health Forms

State of Connecticut regulations require that a fully completed and signed health form must be on file in the Camp Office before the first day of camp. No camper will be allowed to attend camp without a current, complete form. A physical within the past two years is required with this year's date and signature from the physician. Health forms can be requested from the school nurse prior to the end of the school year. Families must submit a health form annually at the time of registration. A signed CT Dept of Public Health Medical Exemption Certification Statement is required for children without proof of immunization.

Records

Torrington YMCA Ninja Warrior Camp must have the most up to date information on each camper. Changes in information indicated on the forms must be reported to the Camp immediately. In addition, emergency numbers must be kept up to date to ensure that we can contact you at any time there is an emergency.

Medication Administration at Camp

The YMCA will provide staff trained in the administration of medications, including the use of automatic prefilled cartridge injectors with a written order form a physician and signed by the parent or guardian. A parent/guardian has the option and is welcome to come to camp to administer medication personally.

We request however, that whenever possible, medication be administered to your child outside the hours your child attends camp. Only those prescription medications that are critical for your child's well being should be administered during program hours.

Medication must have the original bottle or packaging and prescription label including:

- Child's name
- Dosage/ route of administration (mouth, inhalation)
- Specific time/intervals to be given
- Current date of order
- Physician's name and telephone number
- Individual measuring spoon if required with medication.

No controlled medication is allowed to be sent in with a camper. Medication may be dropped off before child attends camp. All medication needs to be picked up at end of camp session. Any medication not picked up within one week of last day of camp session will be properly disposed of.

A camp doctor is located offsite, who reviews all protocols and procedures we have at camp. No doctor or nurse is on site.

Injury at the Program Site

In the event that a child is injured at camp, the following steps will be taken:

1. The child will be made comfortable and a staff member certified in first aid will treat, if the injury is minor.
2. If injury is of a serious nature and emergency medical care may be/is needed, parents will be contacted immediately, as well as Camp Director and/or Alternative Director, the CEO or other YMCA personnel if appropriate.
3. In the event that a parent/guardian cannot be reached, other emergency contact individuals will be called. The YMCA will take the necessary steps to obtain an ambulance and emergency treatment at a hospital, if required. YMCA staff will accompany the child in the ambulance and remain with child until authorized parent or individual arrives.
4. The YMCA will require a doctor's note as a result of any child injury (occurring on or off site) requiring medical attention, before the child can return to camp. The doctor's note should contain the diagnosis and any activity limitations the child may require while in our care.

Health

It is very important that parents conform to the Health Policy for the benefit of the sick child as well as for the protection of other children and staff in the program.

Sick Child

If a child is ill with a temperature, diarrhea or vomiting during camp hours, the following steps will be taken:

1. The child will be immediately removed from the group and brought to the Director's office.

2. A staff member will make the child comfortable.
3. A staff member will call a parent/guardian. If a parent/guardian cannot be reached, the staff will call people on the emergency list to pick up the child. The child must be picked up from the camp within one half hour of the parent notification.

Symptoms or conditions that justify keeping a child home or sending a child home are:

Temperature over 100 degrees.....	one full day with no fever (un-medicated)
Vomiting.....	no vomiting for one full day
Diarrhea.....	child returns to normal
Off color nasal secretions.....	nasal drainage is gone
Rash of unknown origin	Rash is gone, or diagnosed and treated
Strep Throat.....	24 hours of antibiotic treatment and no fever for 24 hours
Purulent Conjunctivitis (Pink eye).....	No drainage from eye. Eye & lid no longer inflamed & on medication for 24 hours.
Head Lice.....	Treated and nit free
Chicken Pox.....	6 days after onset of rash, or all lesions are dried and crusted

Children with symptoms are isolated under the care of the Camp Staff and in an area of the camp within view of others. Parents or emergency contacts are notified and the child must be picked up within one half hour.

If your child is not feeling well enough to fully participate in the daily program, please keep your child at home.

The Northwest CT YMCA requires a doctor's note as a result of any child illness or concern before the child can return to our camp. Note should contain the diagnosis, recommended treatments and any activity limitations the child may require while in our care.

Abuse/Neglect – Legal Requirements

All camp staff providers are considered mandated reporters by the State of Connecticut and shall make a report to the Department of Children and Families when a situation arises where there is reasonable cause to suspect that a child is being abused, neglected or in imminent risk of abuse. We are not required to inform parents or guardians if such a report is made.

Legal Custody and Injunctions

A copy of any court ordered custody decree or injunction must be kept on file at camp

Emergency Action Plan

Emergency contact numbers are kept with camp staff that is responsible for supervising the campers.

Emergency evacuation map is located in the Ninja Training Center with two evacuation routes. If the first route is inaccessible, then the second route will be

used. In the event of a fire, evacuation from the building will be through the closest fire exit of current location in the building. Camp staff is responsible for taking attendance before and after any evacuation. They are also responsible for taking along the attendance roster and first aid kit.

In the event of a civil emergency evacuation YMCA officials will be responsible for informing the appropriate authorities. YMCA staff will make every effort to contact parents by telephone as soon as they are physically able to do so, if possible. If the time permits, this will be done prior to the evacuation. As the safety of the children and staff are paramount, notification may occur after any evacuation via cell phone.

Behavior Management and Positive Guidance

The YMCA believes in character development and hold our campers to a standard of respect, responsibility, honesty and caring toward themselves, staff, peers and the Camp.

Guidance

The goal of discipline is to help the child develop self-control and move toward appropriate social behavior.

Examples of developmentally appropriate methods utilized for resolving conflict are:

Positive guidance: The YMCA policy is that only positive guidance techniques are used when disciplining the children in our care. The staff will help children develop self-discipline.

When disputes arise among children or between a child and staff, the staff will encourage a communication process where the goal is to acknowledge feelings and find solutions using the children's ideas wherever possible.

Setting clear limits: Staff will encourage and model positive behavior, positive reinforcement, the use of peer support and clearly defined rules.

Redirection: A child who may be aggressive or who is disruptive or destructive of other children's work may be asked to make an activity choice in another area.

Staff will continuously supervise children during disciplinary actions. Staff shall not be abusive, neglectful, or use corporal, humiliating or frightening punishment under any circumstances. No child will be physically restrained unless it is necessary to protect the safety or health of the child or others, using least restrictive methods, as appropriate.

Disrespect toward staff or property or repeatedly injuring other children or staff will not be tolerated. If a child is out of control and is unable to listen to staff, this creates an unsafe environment for all the children including the misbehaving child. The staff must inform the Director or in-charge person of this behavior, and if deemed unsafe behavior, a parent or guardian will be called to remove the child from the center. To ensure safety the parents must remove the child from the center within one half hour of notification. The staff and parents together will develop a plan to prevent future harmful behavior. If the behavior continues the child may be suspended from the center for a determined amount of time or expelled entirely.

1. The child will be given a verbal warning and **redirected** to another activity.

2. If inappropriate behavior continues, the child will be removed from the group for a determined period of time.
3. Whenever there is a serious concern about a behavior or discipline problem, the staff verbally, and in writing, informs the parents. The staff and family will meet to develop plans to resolve the problem and daily reports will be given to the family.
4. If the above actions have not resulted in improved behavior from the child, written notice will be given to the parent/guardian to remove the child from the program for a determined period of time. During this time period, the YMCA staff will continue to work with the parent/guardian and child on behavior modifications.
5. Upon parental notification and after repeated warnings, the childcare center reserves the right to remove any child who may pose a danger to themselves or other children in our setting.

Refunds are not given for suspensions or expulsions.

Parents must advise staff of any physical or emotional conditions for which their child is being treated. Any changes in a child's normal behavior (sudden aggressiveness or withdrawal) noted by the staff will be brought to the attention of the parents. Parents should make the staff aware of any problems that their child may be experiencing, in order that the staff may better understand and assist the child. No staff member may physically or verbally abuse a child, nor may a child be physically restrained except when it might be necessary to protect the safety and health of the child or others. Staff members are prohibited to use abusive, neglectful, corporal, humiliating, or frightening punishment.

Supervision

Children are under staff supervision at all times. Camp staff will supervise the safe arrival and departure of all children. No child is allowed to be without camp staff supervision. Staff-child ratios of a maximum of 1-12 are maintained at all times.

NO CHILD/CHILDREN SHOULD BE LEFT ALONE FOR ANY PERIOD OF TIME.

Staff must supervise children while they are using the bathroom and will reinforce good personal hygiene measures by encouraging the children to wash their hands thoroughly.

Camp staff will also inspect all program facility space including outdoor play areas for hazardous surroundings, including playscapes, furniture, and equipment to ensure that all program space is in good, safe, and operable condition.

Any area that a class is exiting will be inspected for children and attendance will be taken to insure all children are accounted for.

Any classroom or area that is being closed for the day will also be inspected for children.

Parental Communication and Concerns

If your child is having a problem at camp, we ask that you inform us of the situation as soon as possible so that we may be more effective in providing a solution. If something is unsatisfactory, please speak with the Camp Director.

Northwest CT YMCA

Torrington YMCA Ninja Warrior Camp Policy Handbook Acknowledgement

This policy handbook describes important information about the Torrington YMCA Ninja Warrior Camp Policy Handbook. I understand that I should review it carefully and consult with the Camp's Director if I have any questions about the manual or anything not covered in it.

Since the information, policies, and benefits described here are necessarily subject to change, I acknowledge, understand, and agree that revisions to the manual may occur which may supersede, modify, or eliminate existing policies.

My signature below signifies that I have received a copy of the Torrington YMCA Ninja Warrior Camp Handbook and understand it is my responsibility to read and conform to its provisions or any revisions to it.

I understand that session deposits are non-refundable, and session fees must be paid in full prior to attendance.

Parent/ Guardian Name: _____

Signature: _____

Date: _____

Child's Name: _____

Note: Once signed, please tear signed copy out of the Handbook and submit to the Camp Director prior to the child's first day.

Thank you.