

# TORRINGTON YMCA

## NINJA WARRIOR CAMP



**YOU CAN BE A  
NINJA WARRIOR**

## POLICY HANDBOOK

## 2026

|                                              |           |
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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 Nina 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 the start date of the camp session.**

Session deposits are non-refundable.

All camp fees must be paid in full by the Monday before the start 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's scheduled attendance.

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

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

Please note that the 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 26 * |
| Session 2 | June 29- July 3    |
| Session 3 | July 6- July 10    |
| Session 4 | July 13- July 17   |
| Session 5 | July 20- July 24   |
| Session 6 | July 27- July 31   |
| Session 7 | Aug 3- Aug 7       |
| Session 8 | Aug 10- Aug 14     |
| Session 9 | Aug 17- Aug 21     |

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

- Session one is a 3-day camp week, from Wednesday to Friday.

### **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 | Swim                                          |
| 11:30-12:00 | Lunch                                         |
| 12:00-1:15  | Obstacle course/Team challenges & Ninja Games |
| 1:15-1:45   | Physical Activity in the Gym                  |
| 1:45-2:30   | Non-Ninja Activity                            |
| 2:30-3:15   | Ninja Gym Free Choice Time                    |
| 3:15-3:45   | Stretching & Group Game/Cool down             |
| 3:45-4:00   | Group Wrap-up, Clean-up, Dismissal            |

\*This schedule is a sample and is subject to change

## **Arrivals and Departures**

Camper drop-off and pick-up are at our Mason Street entrance. Campers must be signed in and out directly with the camp counselor each day.

Drop-off is at 9 a.m.

Pick up is at 4 p.m.

## **Absences and Early Dismissals**

If your child will be absent from camp, please notify the YMCA or the Camp Director directly. If you wish to pick up your camper before the end of camp day, please notify us before arrival, and we will notify you of the location for pick up. All campers must be dismissed and signed out by a parent or guardian from the camp. All parents, guardians, and authorized individuals picking up children from camp must present a valid photo ID. The Y staff will verify each individual's photo ID to confirm that they are 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/sports 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 with the camper's name. This includes towels, bathing suits, backpacks, extra clothing, and footwear. 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 through Friday in the pool unless the pool is closed. Water safety is critical. A trained lifeguard supervises the pool in addition to the camp staff. On 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. Campers also wear safety headbands that alert us if someone is underwater for too long.

### **Breakfast/Lunch**

Torrington YMCA Ninja Warrior Camp offers lunch, courtesy of a collaboration with Ed Advance, to campers free of charge during the summer lunch program's operating dates. Lunch will consist of a sandwich, accompanied by a side of fruit or vegetables, 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 lunch, please send healthy options in a small lunch bag (or cooler) clearly marked with their 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. We also only permit milk or water during the camp day.

### **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 before the end of the school year. Families must submit a health form, including immunization records, annually at the time of registration.

#### **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. Additionally, it is essential to keep your emergency contact numbers up to date to ensure we can reach you promptly in the event of 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, provided a written order from a physician is obtained 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 or cup, if required, for medication.

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

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

### **Injury at the Program Site**

If 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 the injury if it is minor.
2. If the injury is of a serious nature and emergency medical care may be/is needed, parents will be contacted immediately, as well as the Camp Director and/or Alternative Director, the CEO, or other YMCA personnel if appropriate.
3. If a parent or 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 the child until the authorized parent or individual arrives.
4. The YMCA will require a doctor's note for any child injury (occurring on or off-site) that requires 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**

Parents must adhere 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 the 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 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: The 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 the camp staff 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 the 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 possible, if feasible. If time permits, this will be done before the evacuation. As the safety of the children and staff are paramount, notification may occur after any evacuation via cell phone.

### **Emergency Preparedness Policy**

The Camp Director shall maintain a written Emergency Management Plan developed in consultation with the local emergency management director. All staff shall receive training on emergency procedures before assuming responsibility for campers. The plan shall address fire, medical emergencies, severe weather, natural disasters, hazardous incidents, lockdowns, shelter-in-place events, evacuations, transportation emergencies, and reunification procedures. Emergency contact information, evacuation maps, and staff assignments shall be maintained on site and reviewed annually. Drills and training shall be documented and available for inspection.

#### **William Baldwin**

Emergency Management Director / Police Chief

Phone: 860-626-7537 (Emergency Management Office)

Office: Emergency Management Office, 111 Water Street, 2nd Floor, Torrington, CT 06790.

The Deputy Emergency Management Director:

#### **David Tripp**

Fire Chief / Deputy Emergency Management Director

Phone: 860-489-2257.

### **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 children develop self-control and exhibit 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 that aims 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 always maintained.

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

Staff must supervise children while using the bathroom and reinforce good personal hygiene measures by encouraging them 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 ensure that all children are accounted for.

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

### **Parental Communication and Concerns**

If your child is having a problem at camp, please inform us as soon as possible so that we may provide a more effective solution. If the situation 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 the signed copy out of the Handbook and submit to the Camp Director before the child's first day.

Thank you.