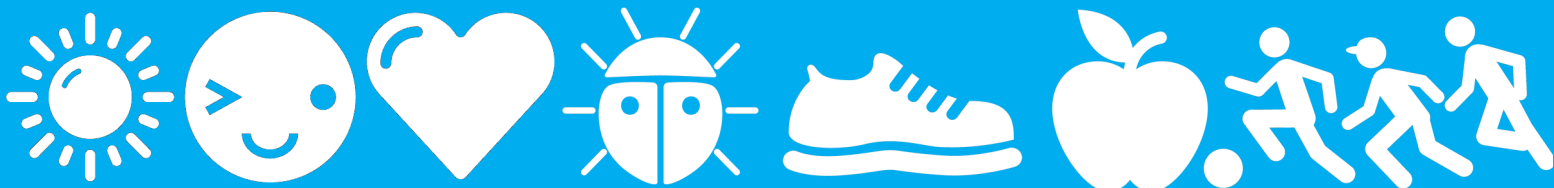


# YMCA OF GREATER NEW ORLEANS Summer Camp 2025



#BestSummerEver

## PARENT HANDBOOK





FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## OUR MISSION:

The YMCA is DEDICATED to putting Christian principles into practice through programs that BUILD A HEALTHY MIND, BODY, AND SPIRIT FOR ALL.

## WHO WE ARE:

The YMCA OF GREATER NEW ORLEANS is a NON-PROFIT community committed to SERVING our neighbors, SUPPORTING them in reaching their wellness goals, and CONNECTING them to the resources needed to live a healthy, fulfilling life.

**PEOPLE OF ALL FAITHS, ABILITIES, AND CULTURES ARE WELCOME IN OUR YMCA.**



# WELCOME TO SUMMER AT THE Y!

We are so glad to be a part of your summer! The YMCA is committed to making sure that every child has the opportunity to have a summer full of adventure with learning opportunities, fun activities and great friends! This guide is designed to help make summer great and give you information about Summer Camp at the Y: what to expect, what to bring, payment information and lots more!

## CAMP AT THE Y IS MORE THAN A PLACE TO GO

Our purpose is to offer a wonderful atmosphere that focuses on creating memories for our campers based on our four core values: caring, honesty, respect, and responsibility. Your child will spend between one and eleven weeks this summer making friends, enhancing social skills, trying new things and gaining self-confidence through positive reinforcement, safe surroundings and fun with our trained and committed staff!



## WE HAVE THE BEST STAFF FOR THE BEST SUMMER!

All staff are required to attend at least 30 hours of training before working at camp. Their training hours are spent on CPR, first aid, character development, age appropriate activities, child abuse awareness, and a variety of other topics to ensure your children have a safe and fun experience at camp.

# SO. MUCH. FUN!

Going to summer camp is a very exciting experience for campers and parents. It's very natural for everyone to be anxious about the first day of camp and meeting new friends. The YMCA has well-trained camp staff that are focused on meeting the needs of individual campers and are committed to serving as excellent role models.

## **WHAT TO BRING: PLEASE LABEL EVERYTHING WITH CAMPER'S NAME AND GRADE**

- Lunch**– Lunch options and policies differ by branch. Please check your branch insert for additional details.
- Water Bottle** – Your child must bring a water bottle EVERY DAY.
- Clothing**– Campers must wear camp shirts every day. Please label each shirt with your child's name and grade. Additional shirts may be purchased for \$10. We encourage your child to wear play clothes and bring a hat. For safety reasons, sandals, crocs, and flip-flops are not permitted at camp. **PLEASE BE SURE YOUR CHILD WEARS TENNIS SHOES TO CAMP DAILY.** If a camper does not wear a camp shirt on field trip day, one will be provided and your account will be charged a t-shirt fee. Campers have the option to dress up for the weekly theme on Fridays.
- Sunscreen**– To help prevent sunburn, it is recommended that parents send sunscreen with their child. Staff will only apply spray sunscreen to children. If you send lotion sunscreen, please make sure your child can apply it on their own.
- Backpack**– It will help campers keep their things together throughout the day. Open tote bags are not recommended.

### **COMMUNICATION**

We will send camp e-mails throughout the summer. Emails will contain important information about the week and upcoming sessions. Please make sure to have a valid e-mail on file and to check your email regularly for updates.

## **WHAT NOT TO BRING**

Please leave the following items at home:

- Cell phones
- Cash/coins
- Toys
- Music streaming devices
- Electronic games
- Video cameras
- Makeup
- Pokémon or other trading cards
- Tablets/electronics
- Firearms
- Fireworks
- Matches/lighters
- Tobacco products
- Sports equipment
- Balls
- Any expensive items that could get lost or broken

Any of these items brought to camp will be confiscated and turned in to the office. They can be picked up by the parent at the end of the camp day.

## **LOST AND FOUND**

THE YMCA IS NOT RESPONSIBLE FOR LOST, STOLEN, TRADED, OR DAMAGED PERSONAL ITEMS.

Items in the lost and found will be emptied weekly on Fridays. Please be sure to check this area daily to ensure return of any lost items.



## GENERAL RULES

- ♥ **CARING:** Keep your hands and feet to yourself. Take care of equipment, property, the environment, and each other.
- ♥ **HONESTY:** Tell the truth; do not steal.
- ♥ **RESPECT:** Use appropriate language. Respect the counselors and fellow campers. Treat others like you would want to be treated.
- ♥ **RESPONSIBILITY:** Stay with your group at all times. Keep up with your belongings.

## CONDUCT POLICY

Please make sure that both you and your child are completely familiar with these policies as they apply to campers and family members. The Camp Director may suspend or terminate a child's participation in the program for the following reasons:

- Refusing to follow the basic rules of the program.
- Using foul language or being rude or discourteous to another camper, staff or member.
- Intentionally injuring or threatening another camper, staff or member.
- Engaging in fighting, either physical or verbal.
- Any physical or verbal sexual harassment of another camper, staff or member.
- Defacing YMCA property, vehicles, or field trip facilities.
- Stealing or defacing another camper's property.
- Leaving YMCA program premises without permission or entering posted unauthorized areas.
- Refusing to remain with assigned group on the property or during outings.
- Refusing to follow check in and out procedures.
- Bringing or using illegal substances.
- Refusing to stay seated or wear a seat belt in vehicle.

## DISCIPLINE

Behavioral incidents will result in parent notification. All incidents will be documented and require guardian signature before child is permitted to return to camp. Depending on severity of incident a meeting with parent or guardian may be required. Consistent concerning behavior will result in temporary or permanent suspension from camp without refund.

**CAMPERS WHO DO NOT DEMONSTRATE APPROPRIATE BEHAVIOR MAY BE SUSPENDED OR TERMINATED AT THE CAMP DIRECTOR'S DISCRETION.**

**NO REFUNDS WILL BE ISSUED FOR DISCIPLINARY DISMISSALS.**

## FINANCIAL OBLIGATIONS

- Payments will be made by automatic withdrawal from the account on file at the YMCA or a separate bank account or credit card. Cash, Check, VISA, MasterCard, and American Express are all accepted. Checks will be processed as EFT.
- Deposits are non-refundable and non-transferable within the 2025 Summer Camp program.
- Weekly balances must be satisfied the Thursday prior to the intended week of participation. If not paid by Thursday, a late fee will be assessed.
  - If balance is not paid by Monday of the registered week, registration is void and your child will be unable to attend until payment is received.
  - No refunds or credits will be issued to anyone withdrawing once the first day of the session has begun.
- Sessions must be added or cancelled in writing by Monday of week prior to the first day of registered session start date.
- No adjustments in the weekly fee will be made for partially attended weeks. Tuition will not be prorated or refunded for any days missed due to camper non-attendance, illness, or removal from camp.
- Refunds are given at the discretion of the Youth Program or Camp Director.
- In the event of a natural disaster, no refunds will be given for missed days of camp.
- You must be a member at the time of registration in order to receive member price. If you cancel your membership before or during the summer, you may be subject to pay non-member price for camp sessions.

## HEALTH AND SAFETY

- We require anyone who is sick to stay home. When someone experiences any of the symptoms commonly linked to coronavirus infection (fever, dry cough, shortness of breath, and difficulty breathing) they must stay home.
- Children with symptoms of or a diagnosis of colds, lice, skin rashes or experiencing illness will not be permitted to attend camp.
- YMCA Staff are mandated child abuse reporters – this includes physical, sexual, emotional, mental abuse and neglect.
- The YMCA will document all bumps and bruises and make the parent aware each time an incident or accident occurs. In extreme cases, we will call right away based on the information provided on the campers registration form. In less extreme cases, we will communicate to the person picking the camper up and they will sign a “bump and bruise” report. If an accident/incident occurs that requires IMMEDIATE medical attention, the YMCA will call 911. The parents will assume fees for the emergency transportation.

## MEDICAL AUTHORIZATION & EMERGENCY PROCEDURES

Please discuss special circumstances with the Camp Director prior to your child attending camp.

**No medications will be allowed in your child’s lunch box or backpack.**

Routine scrapes and cuts will be treated by our staff. In the case of serious illness or accident involving your child, the camp will contact you directly. In the event you cannot be reached, your signed authorization on your child’s registration form allows us to secure prompt treatment; outside medical costs will be billed to the camper’s parents.

## ALLERGIES & SPECIAL ACCOMODATIONS

All allergies should be brought to the attention of the camp staff.

Campers with special emotional or physical needs should be called to the attention of the Youth Program or Camp Director by fully describing any unique requirements of the camper at least two weeks prior to the start of your selected camp session. We will make every reasonable accommodation possible to serve your child.

## SWIMMING

- Swim schedules vary by branch.
- Campers must bring the proper swimming wear and a labeled towel.
- Please remember to respect others and send campers with swim suits that are appropriate for a family environment. One piece bathing suits, tankinis or 2 piece bathing suits that do not tie in the back and provide full coverage are allowed. No string bikinis are permitted. Approved swim shirts may be worn over a swimsuit.
- A lifeguard or camp counselor will announce general swimming rules before each swimming period.
- For the safety of your child, we will use the test, mark, and protect procedures to appropriately assign swim bands. At the beginning of each week, your child will get a red or green band according to their swim abilities at that time. We reserve the right to change your child’s swim band at anytime.
- Campers must abide by the YMCA of Greater New Orleans Swim Test Policy.
- Our day camp counselors are required to swim with the campers.



## ARRIVALS AND DEPARTURES

- You must sign your child in daily with signature and time. No child is allowed to be dropped off without a signature!
- **An authorized person (on your written list of authorized pick ups) must sign your child out daily with signature and time, as well as show their photo ID to match your child's registration form. Your child will not be released to anyone that is not on the authorized pick up list.**
- Anyone under the influence of drugs, alcohol or altered emotional state which could cause injury to the camper will not be allowed to pick the child up. The next available authorized pick up will be called.

## AUTHORIZED RELEASE

The list of persons authorized to pick up your child must be current and accurate. Changes in persons authorized to pick up your child **must be made in writing** and submitted to the Youth Program or Camp Director.

- Changes in custody agreements will be accepted only with a copy of the court order that specifies the change and designates the person named as having legal custody of the child.
- Photo identification is required for any person picking up a child.
- No child in our care will be released to persons not authorized by the enrolling parent. In case of an emergency, please contact the site coordinator to make arrangements.
- It is essential that the proper release form and complete enrollment information be on file at the child's program facility at all times.

## FIELD TRIPS\*

**Check your summer camp location for specific information regarding field trips.**

- On field trip days, your child **MUST** wear their YMCA camp shirt. If they do not wear it, one will be provided and your account will be charged \$10.

**Your child must arrive to the Y on time to board the bus to the field trip. If they miss the bus, they will not be able to attend camp for the day. You may not drop your camper off at the field trip locations.**



# YMCA OF GREATER NEW ORLEANS

## **BELLE CHASSE YMCA**

8101 Highway 23  
Belle Chasse, LA 70037  
(504) 392-9622

## **EAST JEFFERSON YMCA**

6691 Riverside Drive  
Metairie, LA 70003  
(504) 888-9622

## **WEST ST. TAMMANY YMCA**

71256 Francis Rd.  
Covington, LA 70433  
(985) 893-9622

## **BURAS YMCA**

36342 Highway 11  
Buras, LA 70041  
(504) 934-3775

## **PORT SULPHUR YMCA**

278 Civic Dr.  
Port Sulphur, LA 70083  
(504) 934-3690

[www.ymcaneworleans.org](http://www.ymcaneworleans.org)



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