



# YMCA CAMP CHANDLER

## Leader-In-Training Parent Packet 2020

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**ALL FORMS** must be returned to the camp office by the **Monday** before your child's session starts.

Be sure to include the following items when you return your child's completed registration packet:

- Registration form and payment  
(If not already submitted)
- Parent Authorization Form
- Release & Waiver of Liability Form
- Staff Code of Conduct
- Health History Form

### Submitting Forms

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**Please return forms by mail or email.**

**Mail:** YMCA Camp Chandler  
1240 Jordan Dam Rd.  
Wetumpka, AL 36092

**Email:** [jikner@ymcamontgomery.org](mailto:jikner@ymcamontgomery.org)  
**Office:** (334) 229-0035

If you have any questions about your registration packet, please feel free to call our office at (334)229-0035. We look forward to seeing you soon at YMCA Camp Chandler! It's going to be a GREAT summer!



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### Important Information for this Summer

#### Directions

From **I-65** merge onto the Northern Blvd via Exit 173 toward US-231. Take US-231 N ramp toward Wetumpka (left). Follow US-231 N all the way into Wetumpka. This is approximately 17 miles. You will pass Tutwiler Prison which will be to your right. From Tutwiler you will drive approximately 2 miles. If the road becomes 2 lanes, then you have gone too far. You will see a sign for Swayback Bridge Trail, Jordan Dam, and for YMCA Camp Chandler directing you to take a left (Bryson Veterinary Clinic is on the right). Take this left onto Old Hwy 231. Continue straight until you come to the fork in the road. There will be signs again for the Swayback Trail and Camp Chandler directing you to veer left onto Jordan Dam Road. Take that left and follow this road straight to Camp Chandler.

If coming from **I-85 S**, take the Eastern Blvd exit, Exit 6. Turn onto US-231 North. Continue to follow US-231 N and take the US-231 N ramp toward Wetumpka. From US-231 N follow the same directions given above.

#### Expectations:

We want each LIT to get the most out of this summer. Having a good attitude and an open mind is key to having a successful time at camp. LITs can expect to learn a lot and have tons of fun. We will be teaching the LITs about becoming a camp counselor, facilitating camp activities, cleaning and maintenance duties, how to become a leader and how to be confidence in themselves while serving others.

#### Check-In

**2–3 PM on the Sunday of your child's session.**

No early arrivals, please. Please make arrangements in advance if you plan to arrive later than 3:00PM. Camp staff will be present directing you to registration which will take place on the Council House Porch at Rotary Hall. Please have any remaining paperwork and all medications necessary for your child when you enter the chapel for check-in. Remember, check-in will move smoother and faster if camper forms are turned into the camp office ahead of time.

#### **Camp Fever and Health Screening Policy**

One step that we take to keep camp healthy and safe is to screen each person that comes to overnight camp. All campers will have their temperature taken at check-in by our medical staff. Campers with a fever, designated at 100.5°F or higher, will not be allowed to begin their camp experience at that time. Campers must be fever free for 48 hours before returning to camp. This very necessary step is taken to ensure that all campers are given an opportunity to experience a healthy and safe summer camp.

#### Check-Out

**Check-Out will begin at 4:15 PM and last until the Closing Ceremony starts at 5 PM on the last Friday of your child's session.**

Campers and parents can load belongings before (time permitting) and after the ceremony.

The awards ceremony and slideshow presentation at 5:00 PM is a very special time for your campers and we strongly encourage you to attend. Parents will sign their child out and pick up any medications at the Check-out table. Don't forget to check the Lost and Found tables and turn in your completed Evaluation form!

**IMPORTANT NOTE** - A driver's license or other photo identification is required before leaving the premises with your camper.



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### Keeping In Touch

#### Mail & Packages

We all enjoy opening the mailbox to see a personal letter from a friend or family member, and your child is no different. An encouraging note from Mom or Dad or a package of goodies to share with the cabin from Grandma and Grandpa is sure to add some excitement to the day.

**To cut down on lost mail All mail must be turned in at Check-In this summer .**

If you would like your child to send letters home, it is a good idea to send pre-stamped and pre-addressed envelopes along with pencil and paper.

#### Telephone

Some parents may wish to speak with their child during the session, but we do not allow campers to receive or place phone calls while at camp. Feel free to call our office if you have any questions or concerns. Parents can call the Senior Program Director at (334)313-1922 to check on their child. Any message that needs to be given to campers will be done through our directors. **Cell phones are strictly prohibited.** Please do not send them with your child.

#### Emergencies

If an emergency should occur and you need to get in touch with one of our directors, please call (334) 313-1922. We will notify parents immediately if any emergency occurs with your child while at camp.

#### Camp Store

We provide a variety of snacks including granola bars, chips, crackers, candy, soda and water. Your child's store money is already included in his or her camp tuition. Each child will receive a drink and a snack daily at their store visits.

#### Email

Campers can receive email messages sent via Bunk1.com. Log into Bunk1 through the camp website by clicking on the camper email and photo banner on the main page. Parents must register for this service the first time and use the code given out at check-in. Emails are compiled at 2am and distributed at Lunch each day, **Monday through**

Thursday.

#### Photos

This is a great way to see your child having a fun time at camp! Photos can be accessed through Bunk1.com. Pictures are uploaded to Bunk1 each evening and can be viewed by parents registered with Bunk1 using the camp-distributed pre-approval code. Be sure to take home our Bunk1 info sheet from check-in. Please note: due to the nature of the LIT program, there are quite fewer pictures of the LITs posted on Bunk1 during their stay as compared to the younger campers.

#### Visitation

Because your child's safety is our utmost concern, we do not allow visitors into our camp. Please contact the Senior Program Director at (334) 313-1922 with any special circumstances.

#### Camp Infirmary

We strive to make sure your child's camp experience is accident and illness free. Should either of these occur, you can feel confident in placing your child under our care and supervision. Staff at Camp Chandler are first aid and CPR certified. All medications must be checked in at registration. We ask that you please send only the amount of medicine needed during your child's stay. All medications must be in the original container in order to be dispensed by our staff. Non-prescription drugs will require a parent, guardian, or individual physician's signature. Bring any medications and detailed instructions for our staff with you to the check-in table. Don't forget to retrieve your child's medication at check-out.



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### Packing List

- 7 pairs of underwear
- 2 pairs of long pants
- 7 t-shirts
- 7 sets of shorts
- 7 pairs of socks
- Poncho/Rain Jacket
- 1 pair of sneakers
- Shower shoes/flip flops
- Boots or closed-toed shoes (required for horseback)
- 2 pair of pajamas
- 2 swimsuits
- Sleeping bag/bedding
- Twin fitted sheet
- Pillow/pillowcase
- Laundry bag
- Flashlight with batteries
- NO Cell Phones
- 2 bathing towels
- Beach towel
- 2 washcloths
- Soap/soap dish
- Toothbrush/toothpaste
- Comb or hairbrush
- Shampoo/conditioner
- A shower caddy to carry items to bathhouse
- Sunscreen
- Insect repellent
- Sunglasses
- Hat
- Bible
- Books for rest period
- Letter writing materials and postage
- Water bottle with name
- Tacky outfit for Thursday night
  - \* Each week will feature tacky dress at the Camp Party on Thursday nights. Campers are encouraged to bring a tacky outfit for the Party, but remember that just about anything can look tacky with the right touch. FUN is the real theme each week and the Camp Chandler staff is ready to make each camper's experience the best possible.

**It is a good idea to write your child's name on all of his/her belongings.**

#### Saturday Nights:

As Saturday nights fall between camper sessions, we will take the LITs on an out-of-camp adventure. This could include a trip to the bowling alley, movie theater, skating rink, or even a Biscuits Baseball game. Cost for this event each Saturday is included in the camper fee.

**REMEMBER:** LITs will have a chance to wash clothes at the end of each week. No quarters or detergent are necessary to send with you child.

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Camp Chandler accepts no responsibility for personal property. Personal sports equipment may not be brought to camp without prior approval and consent of Camp Director in accordance to camp policy.

#### Items to leave at home:

Cell phones, knives, firearms, fireworks, trading cards, animals and pets, cell phones, items of sentimental or monetary value, and all forms of "tech-toys" (cell phones, iPods, PDAs, cell phones, CD players, etc.).

We encourage our campers to be unplugged while at camp, and hope you can honor this request. Any of these prohibited items brought to camp will be collected by our directors, and returned at the end of the session. Please note that cell phones are prohibited!

**Alcohol, Tobacco, and Illegal Drugs are not allowed on camp grounds.**



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# YMCA CAMP CHANDLER

## Parent Authorization

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The safety of your child is of the utmost importance to us. This form is designed to avoid confusion during the check-out process. **Complete only the top portion of this form**, and please return this form at least two weeks prior to your child's arrival at camp. The bottom portion will be filled out on check-out day by you and the Camp Chandler staff. The camp intends to follow your instructions.

Camper's Name: \_\_\_\_\_ Session: \_\_\_\_\_

The above named camper will be picked up at Camp Chandler by the following person(s):

Please Print Name: \_\_\_\_\_

OR, the person(s) listed below have my permission to pick up the above named camper at Camp Chandler:

Name	Relationship
_____	_____
_____	_____
_____	_____

I agree to protect Camp Chandler, the YMCA, and their employees from any liability (including attorney's fees) for following my instructions.

Signature of Parent or Guardian \_\_\_\_\_ Date \_\_\_\_\_

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### Sign-Out Section: For Use at End of Camp Session

A photo ID is required of the person picking up camper. The adult must be one of the persons listed above for authorized release of your camper.

The person named above, picked up the camper named above:

Date: \_\_\_\_\_

Authorized Release Signature: \_\_\_\_\_

Camp Chandler Staff Signature: \_\_\_\_\_

# **YMCA CAMP CHANDLER**

## **Release and Waiver of Liability and Indemnity Agreement**

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In consideration for being permitted to utilize the facilities, services and programs of The Young Men's Christian Association of Montgomery, Inc. ("YMCA"), the undersigned, on behalf of himself or herself and his or her heirs, personal representatives and next-of-kin, does hereby agree to the following:

1. THE UNDERSIGNED HEREBY RELEASES, WAIVES, DISCHARGES AND COVENANTS NOT TO SUE the YMCA, its successors and assigns, and its directors, officers, employees, and agents (collectively, the Releasees) from any and all claims, demands, damages, actions, causes of actions, or suits of whatever kind or nature arising or resulting from any loss or damage to property or injury or death to person, whether caused by the negligence of Releasees or otherwise, while he or she is in, upon, or about the premises of the YMCA or using any of its facilities, services or equipment, or participating in any program or activity offered by or affiliated with the YMCA.
2. THE UNDERSIGNED HEREBY AGREES TO INDEMNIFY AND HOLD HARMLESS the Releasees and each of them from any loss, liability, damage, or cost they may incur, whether caused by the negligence of the Releasees or otherwise, due to his or her presence in, upon, or about the premises of the YMCA or use of its facilities, services or equipment, or participation in any program or activity offered by or affiliated with the YMCA.
3. THE UNDERSIGNED HEREBY EXPRESSLY ASSUMES FULL RESPONSIBILITY FOR AND RISK OF BODILY INJURY, DEATH OR PROPERTY DAMAGE, whether caused by the negligence of Releasees or otherwise, while he or she is in, upon, or about the premises of the YMCA or using any of its facilities, services or equipment, or participating in any program or activity offered by or affiliated with the YMCA.

In the event of injury, the undersigned hereby authorizes the Releasees to provide or cause to provide such medical care and treatment to him or her as may be necessary and appropriate. The undersigned understands that he or she is solely responsible for all costs incurred for such medical care or treatment.

The undersigned hereby gives his or her permission to the YMCA to use indefinitely, without limitation or obligation, photographs, film footage, or tape recordings which may include the image or voice of the undersigned for the purpose of promoting or interpreting YMCA programs and activities.

\_\_\_\_\_  
Name of Camper

\_\_\_\_\_  
Session

### **Parent or Guardian of Minor Child or Ward**

I, as parent or guardian of the above named minor, hereby give my permission for my child or ward to participate in any program or activity offered by or associated with the YMCA and further agree, individually and on behalf of said minor or ward, to be bound by all of the terms set forth above.

\_\_\_\_\_  
Signature of Parent or Guardian

\_\_\_\_\_  
Date

## Montgomery YMCA Staff Code of Conduct

1. 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 such a way that other staff can see them.
2. Staff shall never leave a child unsupervised.
3. 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 of the restroom while children are using the restroom. This policy allows privacy for the children and protection for the staff (not being alone with a 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. Always send children in pairs, and whenever possible, with staff.
4. Staff should conduct or supervise private activities in pairs—diapering, putting on bathing suits, taking showers, etc. When this is not feasible, staff should be positioned so that they are visible to others.
5. Staff shall not abuse any YMCA participant, child, volunteer or staff member including: physical abuse (to strike, spank, shake, or slap); verbal abuse (to humiliate, degrade, or threaten); sexual abuse (to inappropriately touch or speak); mental abuse (to shame, withhold kindness, or be cruel); neglect (to withhold food, water, basic care, etc.). Any type of abuse will not be tolerated and may be cause for immediate dismissal.
6. 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 pre-determined situations (necessary to protect the child or other children from harm), is only administered in a prescribed manner, and must be documented in writing.
7. Staff will observe and report to immediate supervisor any fever, bumps, bruises, burns, etc. Questions or comments will be addressed to the parent or child in a non-threatening way. Any questionable marks or responses will be documented. ALL REPORTS ARE TO BE CONFIDENTIAL.
8. Staff will respond to children with respect and consideration and treat all children equally regardless of sex, race, religion or culture.
9. 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 on areas of their bodies that would be covered by a bathing suit.
10. Staff will refrain from intimate displays of affection towards others in the presence of children, parents and staff.
11. 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.
12. Staff must appear clean, neat and appropriately attired.
13. Using, possessing or being under the influence of alcohol or illegal drugs during working hours is prohibited. Using illegal drugs at any time is prohibited.
14. Smoking or use of tobacco in the presence of children or parents on YMCA property or while participating in a YMCA program is prohibited.
15. Profanity, inappropriate jokes, sharing intimate details of one's personal life, and any kind of harassment in the presence of children, parents, or any other staff is prohibited.
16. Staff must be free of physical and psychological conditions that might adversely affect the children's physical or mental health. If in doubt, an expert should be consulted.
17. Staff will portray a positive role model for youth by maintaining an attitude of respect, loyalty, patience, courtesy, tact and maturity.
18. Staff may not be alone with children they meet in YMCA programs outside of the YMCA. This includes babysitting, sleep overs, and inviting children to your home. Any exceptions require a written explanation before the fact and are subject to administrator approval.
19. Staff are not to transport children in their own vehicles.
20. 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 on file with the YMCA).
21. Staff are required to read and sign all policies related to identifying, documenting, and reporting child abuse and attend training on the subject as instructed by a supervisor.
22. Staff will act in a caring, honest, respectful, and responsible manner.
23. Any and all infractions and violations of this policy should be reported to the Branch Director or the General Director.

I understand that it is my responsibility as a parent to monitor the actions of the staff and will bring any behavior that is inconsistent with the staff code of conduct to the attention of someone in authority at the YMCA.

Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_

# YMCA CAMP CHANDLER

## Health History Form

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Camper Name: \_\_\_\_\_  
First Middle Initial Last

Date of Birth: \_\_\_\_\_  Male  Female Camp Session: \_\_\_\_\_  
Month Day Year

Parent/Guardian: \_\_\_\_\_ Preferred Phone #: (\_\_\_\_) \_\_\_\_\_

**About health care for short-term camper stays:**

- All Camp staff are certified in First Aid and CPR.
- Campers should arrive ready to participate in the program. Should your camper be unable to participate please contact our office at (334)229-0035
- Campers should bring – and use – insect repellent (minimum 30% DEET) and sun screen (minimum 30 SPF).
- **Please bring all medicines in original labeled container. All medicines must be checked-in to our Medical staff. Please only bring the quantity needed during your child's stay.**

1. Date (month & year) of your child's most recent tetanus immunization \_\_\_\_\_

2. Is this child allergic to any food or medication? .....  Yes  No  
If YES, name the item and indicate the reaction. \_\_\_\_\_  Intolerance  Anaphylaxis  
\_\_\_\_\_  Intolerance  Anaphylaxis

3. Does this child have asthma? .....  Yes  No  
If YES, will your child carry a rescue inhaler during the camp session? .....  Yes  No  
If YES, does your child need staff help to use that rescue inhaler? .....  Yes  No  
If YES, what triggers your child's asthma? \_\_\_\_\_

4. We will call when there is a question about your child's health and/or in an emergency. Provide contact information for a custodial parent who will be available via phone while your child is attending our program.

Name of Parent: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

5. List the medications that your camper takes on a routine basis:

This camper takes no routine medication.

Med: \_\_\_\_\_ Reason for taking this: \_\_\_\_\_

Med: \_\_\_\_\_ Reason for taking this: \_\_\_\_\_

6. What else should we know about your child? Please write additional information about your child's health that may impact your child's participation in our program:

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**Parent/Guardian Authorization**

This information is correct and the child described has permission to participate in all camp activities except as noted on this form. I understand that the camp has limited healthcare on site and that staff will call the indicated parent/guardian (a) in an emergency, (b) if questions about my child's health may arise, and/or (c) when my child is unable to continue because of injury or illness. I acknowledge that the program will handle medication as described and that information on this form will be shared with staff on a need-to-know basis.

Signature of Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_