



YMCA Camp Chandler

Christmas Camp 2023 Parent Packet

ALL FORMS must be returned to the camp office by

DECEMBER 12th

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

- ☐ Parent to Counselor Letter
- ☐ Camper to Counselor Letter
- ☐ Parent Authorization Form
- ☐ Policy and Rules Signature Form
- ☐ Release & Waiver of Liability
- ☐ Staff Staff Code of Conduct
- ☐ Health History Form

Submitting Forms

Please return forms by mail or email

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

Email: zjohnson@ymcamontgomery.org

Office: (334) 229-0035

Christmas Camp Dates

Check-in from 5-6 PM, Friday, December 15 -

Checkout from 3-4 PM, Sunday, December 17, 2023

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!



www.campchandler.org
1240 Jordan Dam Rd. Wetumpka AL 36092



YMCA Camp Chandler Christmas Camp 2023

Important Information

TELEPHONE

Feel free to call our office if you have any questions or concerns. Parents can call or text the Camp Director at (770) 910-5022 to check on their child. Any messages that need to be given to campers will be done so 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 (770) 910-5022. We will notify parents immediately if any emergency occurs with your child while at camp.

CAMP INFIRMARY

We strive to make your child's camp experience 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.



www.campchandler.org
1240 Jordan Dam Rd. Wetumpka AL 36092



YMCA Camp Chandler Christmas Camp 2023

PACKING LIST

Packing List

- Sleeping bag or warm blanket
- Sheet set (Twin size)
- Pillow with pillowcase
- Laundry bag
- 2+ outfits
- Close toed shoes
- Pajamas
- Flashlight with batteries
- Bath towel and toiletries (shampoo, body wash, toothbrush, etc.)
- Warm coat/jacket
- Water bottle

Items to leave at home

Cell phones, knives, firearms, fireworks, trading cards, animals and pets, items of sentimental or monetary value, and all forms of “tech-toys” (cell phones, iPods, PDAs, 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.



YMCA Camp Chandler

Parent to Counselor Letter

All information below will be shared with your child's counselor, but will remain confidential from all other campers. Your cooperation in providing complete information on this form will help us to more effectively meet the needs of your child.

Camper's Name: _____ Age: _____

Gender: Male Female Nickname: _____

Birth Date: _____ Grade : _____

Has your child been away from home overnight before? _____

Has your child been to Camp Chandler before? Yes No If yes, how many years? _____

How does your child feel about coming to camp? _____

What would you like your child to gain from his or her camp experience? _____

What chores does your child do at home? _____

What does your child do in his or her free time? _____

Can your child swim? " Yes " No

Is your child afraid of the dark? " Yes " No

Does your child sleepwalk? " Yes " No

Does your child ever wet the bed? " Yes " No

If yes, what are your suggestions to help avoid the bedwetting? _____

Does your child have any fears or concerns we should be aware of? _____

If so, how can we help him/her to have a good experience? _____

Does your child have any special dietary needs? _____

Things my child is allergic to: _____

Are there any special concerns that you would like our staff to be aware of? _____

Parent/Guardian's Signature: _____

YMCA Camp Chandler

Camper to Counselor Letter

Are you ready for Christmas camp? We are, and we would like to get to know you a little better before you get here! Take just a few minutes and fill out this letter; it will help us to plan many activities for you and your cabin mates. Get ready, Christmas Camp will be an experience that will last a lifetime! We are going to have the time of our lives!

My name is _____, but my friends call me _____.

Some things that I really enjoy doing are _____,
_____ and _____.

My favorite subject at school is _____.

Most of my friends say that I am _____.

If you were to ask my best friend about me, they would say that I _____
_____.

My best friends are people who _____.

I am coming to Camp Chandler because _____.

I think my favorite camp activity will be _____.

I think it would be fun if my cabin could do _____ as a camp activity.

As my counselor, I would like you to know _____
_____.

One thing I really want to accomplish while I am at camp is _____
_____.

YMCA Camp Chandler

Parent Authorization

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: _____

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

Please Print Name: _____

Emergency Contacts. (Emergency Contacts will also be allowed to pickup your camper from camp)

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 _____

Sign-Out Section: For Use at End of Camp Session (DO NOT SIGN)

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

Policies & Rules

The following are just a few highlights of our camp policies that campers and families often are curious about. Please review them with your camper. If you have any questions about these policies that are not listed below, please direct them to jikner@ymcamontgomery.org

Emergencies At camp

Your campers safety is our top priority. As such, we maintain an open and active relationship with the local authorities and

emergency services. Our camp is located to a nearby urgent care facility, fire station, and there is a hospital within 20

minutes. We also have medical personnel (EMT and/or RN) on staff, available to campers at all times for first aid and basic

illness care. All Camp Chandler staff members are trained in emergency procedures and drills, including: fire, weather

related emergencies, medical and first aid emergencies. Our emergency procedures are compliant with the American

Camp Association Standards. In the unlikely event of an emergency, Camp Chandler Directors will do our best to

communicate updates with parents/guardians as timely and detailed as possible. For this reason, please be sure all of your

contact information on our registration website is up to date. We will always follow our camp emergency procedures until

the local authorities instruct us to do otherwise. Camp Chandler reserves the right to evacuate campers if we, for any

reason, feel it is unsafe at camp or the local authorities instruct us to do so.

Lost & Found

Camp Chandler will not assume responsibility for the loss or damage of any items. Campers are strongly encouraged to

only bring things to camp that you don't mind losing, breaking, and getting dirty. During the camp season, all items

misplaced around camp will be brought to the lost & found room. After camp, we will keep the lost & found items for one

week. It is the responsibility of the family to reach out to us if your camper has lost an item and pay for the cost of

shipping them to you, if you cannot pickup the item(s), a week after the last day of the session, all lost items will be

donated to another charitable organization.

YMCA Camp Chandler

Policies & Rules

Discipline Policy

Our first goal as a staff is to prevent behavioral issues before they become a larger issue. Counselors take time to help campers get to know each other. Together they discuss expectations and appropriate behavior while developing cabin rules and consequences.

When campers exhibit behaviors which are not acceptable at camp, our staff are trained to execute steps in addressing mild, medium, high level, and zero tolerance behaviors. We do our best to execute restorative justice techniques when possible and take written reports to document, follow-up, and support all parties involved in the incident.

In more drastic cases, if it is not safe or logical to keep a camper at camp any longer, we will call the campers parent/guardian to let them know that their camper's behavior prohibits them from remaining at camp. In this situation, the parent/guardian will have to pickup the camper from camp within 2 hours. We will not provide refunds of any kind if your camper leaves camp early for not following camp rules.

While dismissal from camp is rare, it can and has happened. It is a very difficult situation for the camper, the family, and our camp staff.

Some Examples of High Level Behaviors or Conflicts and Zero Tolerance Behaviors, Which Could Lead to Removal From Camp:

- Persistently exhibiting misbehaviors of any level with no positive behavior change.
- Breaking the terms of the behavior contract.
- Bullying or making the space unsafe for other campers/staff in any way.
- High level of disrespectful behavior, such as cursing out a camper/staff or making fun of someone for their personality, possessions, race, gender, body, ability, economic status, etc.
- Touching others without consent on purpose or repeatedly.
- Emotionally or mentally hysterical/inconsolable beyond what camp staff are equipped to address.
- Suicidal or a danger to themselves or others.

YMCA CAMP CHANDLER

Policies & Rules

Zero Tolerance Behaviors- (Will lead to immediate dismissal from camp):

- Stealing
- Purposeful property damage
- Bringing/doing drugs, alcohol, illegal or illicit substances or items at camp.
- Physical fighting or the threat of physical harm to others.
- Harassment of any kind!
- Other instances as determined by the director.

Search and Seizure

In the event that staff members suspect a camper has a prohibited, unsafe, or stolen item in their possession,

a Director shall have the right to perform a search and seizure. The search will be performed in the presence of

a Director and at least one other staff witness. If a camper refuses the search, it is grounds for dismissal from

camp.

Please read over our Rules with your Camper and sign and date below stating that you understand these rules and the consequences if any of these rules are broken.

Parent Signature: _____ Date: _____

Camper Signature: _____ Date: _____

Camper Pickup Authorization

In order to be authorized to pickup your camper from camp, the authorized person MUST:

- Be listed as a parent/guardian or listed as an emergency contact on the camper's emergency contact list.
- Have a valid ID with them at time of pickup.

We will NOT, under any circumstances, release a camper to anyone who does not meet the above requirements. Even if we receive a call or email. In order for anyone else to be authorized to pick up a minor camper, we must have a written letter on file from the parent/guardian stating the person's name, relationship to the camper, and authorizing permission to pickup.

YMCA CAMP CHANDLER

Release and Waiver of Liability and Indemnity Agreement

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 _____ Date _____

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

YMCA of Greater Montgomery 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

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 foods or medications? Yes or No

If YES, name the item and indicate the reaction _____ Intolerance or Anaphylaxis

3. Does this child have asthma?

If YES, will your child carry a rescue inhaler during the camp session? Yes or No

If YES, does your child need staff help to use the rescue inhaler? Yes or No

If YES, what triggers your child's asthma? _____

4. Does your camper take any medications on a routine basis: Yes or No

Medication Name: _____ Reason for taking: _____

Medication Name: _____ Reason for taking: _____

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

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 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 or Parent/Guardian: _____ Date: _____

YMCA Camp Chandler Health History Form

Camper Name: _____
First Middle Initial Last

Date of Birth: _____ " Male " Female _____
Month Day Year

Camper Home Address: _____
Street Address City State Zip Code

Parent/guardian with legal custody to be contacted in case of illness or injury:

Parent/Guardian 1: _____ Cell Phone: _____

Parent/Guardian 2: _____ Cell Phone: _____

Emergency Contact (other than above): _____ Phone: _____

Health Care Physician: _____ Phone: _____

This camper is covered by family medical/hospital insurance " Yes " No

Insurance Company _____ Policy Number: _____

Group #: _____ Name of Cardholder: _____

Insurance Company Phone Number: _____ Date of Birth of Cardholder: ____/____/____

Parent/Guardian Authorization for Health Care:

This health history is correct and accurately reflects the health status of the camper to whom it pertains. The person described has permission to participate in all camp activities except as noted by me and/or an examining physician. I give permission to the physician selected by the camp to order x-rays, routine tests, and treatment related to the health of my child for both routine health care and in emergency situations. If I cannot be reached in an emergency, I give my permission to the physician to hospitalize, secure proper treatment for, and order injection, anesthesia, or surgery for this child. I understand the information on this form will be shared on a "need to know" basis with camp staff. I give permission to photocopy this form. In addition, the camp has permission to obtain a copy of my child's health record from providers who treat my child and these providers may talk with the program's staff about my child's health status.

Signature of Parent/Guardian _____

Date: _____

If for religious or other reasons you cannot sign this, contact the camp for a legal waiver which must be signed for attendance.