



**FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

SPLASH CAMP!

**YMCA SUMMER DAY CAMP
Handbook**



RAPPAHANNOCK AREA YMCA. INC.

King George Family YMCA 540-775-9622

Massad Family YMCA /
Stafford SACC Camp

540-371-9622

Ron Rosner Family YMCA
of Spotsylvania County/
Spotsy SACC Camp

540-735-9622

www.family-ymca.org

WELCOME!

We are for Youth Development: Nurturing the potential of every child and teen. We believe all kids deserve the opportunity to discover who they are and what they can achieve. That's why, through the Y, thousands of youth today are cultivating the values, skills, and relationships that lead to positive behaviors, better health and educational achievement.

Our Mission:

To put Christian principles into practice through programs that build a healthy spirit, mind and body for all.

DAY CAMP IS PROVIDED AT EACH OF OUR BRANCHES



King George Family YMCA

10545 Kings Highway
King George, VA 22485
Phone: 540-775-9622
Fax: 540-775-1844

[facebook](#)

Hours:

Monday-Friday.....5 AM - 10 PM
Saturday.....7 AM - 7 PM
Sunday.....Noon - 5 PM

Massad Family YMCA/ Stafford SACC Camp

212 Butler Rd.
Fredericksburg VA 22405
Phone: 540-371-9622
Fax: 540-899-3694

[facebook](#)

Hours:

Monday-Friday...5 AM - 10 PM
Saturday.....5 AM - 7 PM
Sunday.....Noon - 6 PM

Ron Rosner YMCA of Spotsylvania County/ Spotsy SACC Camp

5700 Smith Station Rd.
Fredericksburg, VA 22407
Phone: 540-735-9622
Fax: 540-710-7352

[facebook](#)

Hours:

Monday-Friday....5 AM - 10 PM
Saturday.....5 AM - 7 PM
Sunday.....Noon - 6 PM

Camp Handbook

OUR PHILOSOPHY

Camp is an exciting, safe community for young people to explore the outdoors, build self esteem, develop interpersonal skills and make lasting friendships and memories. Our purpose is to present a quality, age-appropriate fun program while promoting healthy lifestyles, strengthening family relations, increasing international understanding, developing leadership qualities and social responsibility.

In keeping with the Christian principles of our Mission Statement, the Rappahannock Area YMCA Day Camp will begin each day with an inspiring devotional. These devotions may include values and Bible scriptures. We sing songs, some of which are Christian-oriented, and we say a blessing before lunch. By putting our principles into practice, we feel we help promote a healthy spirit, mind and body for each child.

OUR STAFF

Our staff are excellent role models for your children; we pride ourselves on our selection and careful screening to employ the finest camp counselors, directors, and support staff in the region. Candidates must attain strict YMCA Child Care qualifications which meet, and often exceed, licensing standards and YMCA Childcare Administration Guidelines. Candidates must also pass a background check and participate in training and certification programs including First Aid, CPR, Prevention/Recognition of Child Abuse, Curriculum Planning, Child Development and Licensing Regulations.

Camp Contacts

KG: Rebecca Miller	540-775-9622 X3041
MA: Karla Peot	540-371-9622 X1061
RR: Lisa Nicely	540-735-9622 X2041
ST: Katie Bates	540-371-9622 X1041
SP: Rachel Williamson	540-735-9622 X2040

ADMISSIONS POLICY

Our camp programs admit 5-15 years of age. We will address physically challenged and special needs children on a per request basis with the hope that we can serve all children who come to us. The Rappahannock Area YMCA does not discriminate on the basis of race, color, religion, sex, national or ethnic origin in administration of its personnel and admissions policies. It is our hope to have a culturally diverse population within our staff, participants, and programs.

PAYMENT POLICY

Program fees are due on a timely basis. Payments are made through automatic draft from your bank account or credit card. Program fees will be deducted 2 weeks before the first day of the session. Any returned payments will incur a \$25 fee. Slots that are not paid on time and left unpaid will indicate that your child will not attend camp and the spot will become available for the next child on the waiting list. All fees/deposits are non-refundable and non-transferrable.

OPEN DOORS

The YMCA does not turn anyone away based on inability to pay for membership or services. Please contact Member Services at each of our branches about our Open Doors Financial Assistance Program.

www.family-ymca.org

ALL DAY CAMP EXPERIENCE FOR 2012

KINDER KAMP

-Ages 3-4

Our preschool camp is an exciting time filled with a variety of activities for children. Our activities provide a developmentally appropriate, hands-on learning environment that is implemented through the use of centers. In addition, the program is enriched with water play, sports and movements. This program starts the first week in June and continues through the end of July.

DAY CAMP

- Finished Kindergarten through 4th Grade

School is out! It's time for fun, sunshine, friendships and tradition. Each two-week session is an action-packed, full day experience for children. YMCA Summer Camp reveals a fascinating world of field trips, swimming, storytelling, nature study, singing, arts & crafts, games, sports, play and more! We incorporate our core values of Caring, Honesty, Respect, Responsibility and Faith into all YMCA programs and activities.

EXPLORERS

-Finished 5th and 6th Grade

Tween years- a time of exploring life at every angle. This camp combines large and small group activities along with traditional camp activities. Field trips may include ropes course, rock-climbing wall, and Kings Dominion. We will incorporate character building games that will encourage tweens to reach new goals.



TEEN EXPLORERS

-Ages 13-15

Teens need to have a safe environment that can offer challenging experiences. Teen Explorers is a unique camp that offers fun, teen appropriate activities that include field trips, sports, arts & crafts - all with a teen flair!

LEADERS IN TRAINING

-Ages 13-15

Full-day program designed to teach enthusiastic young adults leadership skills while learning the fundamentals of working with children. Candidates must submit an application. Once selected, your teen will spend part of the day learning skills such as First Aid and child development, and part of the day with their mentoring counselor in a group.

CAMP CALENDARS & NEWSLETTERS

The Y is going green! All calendars and newsletters will be available on our website (www.family-ymca.org). If you need hard copies of anything please contact your Camp Director.



YMCA CAMP REGISTRATION FORM

Date Received _____ Staff Initials _____ School Attending _____

ANY INFORMATION LEFT BLANK ON THIS PAGE MUST BE FILLED IN WITH "N/A"

CHILD INFORMATION

FIRST CHILD _____

Name of Child _____ Nickname _____ D.O.B. ____ - ____ - ____

Grade Completed as of 6/11 _____ T-Shirt Size (circle one): Youth Sm Y-Med Y-Lg Y-XLg Adult Sm A-Med A-Lg A-XLg

Allergies/Intolerance to food or medication _____

Medications/Vitamins Taken on Doctor's Orders _____

If allergic reaction occurs, please list steps to take to relieve reaction: _____

SECOND CHILD _____

Name of Child _____ Nickname _____ D.O.B. ____ - ____ - ____

Grade Completed as of 6/11 _____ T-Shirt Size (circle one): Youth Sm Y-Med Y-Lg Y-XLg Adult Sm A-Med A-Lg A-XLg

Allergies/Intolerance to food or medication _____

Medications/Vitamins Taken on Doctor's Orders _____

If allergic reaction occurs, please list steps to take to relieve reaction: _____

THIRD CHILD _____

Name of Child _____ Nickname _____ D.O.B. ____ - ____ - ____

Grade Completed as of 6/11 _____ T-Shirt Size (circle one): Youth Sm Y-Med Y-Lg Y-XLg Adult Sm A-Med A-Lg A-XLg

Allergies/Intolerance to food or medication _____

Medications/Vitamins Taken on Doctor's Orders _____

If allergic reaction occurs, please list steps to take to relieve reaction: _____

PARENT/GUARDIAN INFORMATION

Name of Father _____ Home Phone _____

Address _____ City/State _____ Zip Code _____

Employer _____ Work Phone _____ Work Hours _____

Cell Phone _____ Email Address _____

Name of Mother _____ Home Phone _____

Address _____ City/State _____ Zip Code _____

Employer _____ Work Phone _____ Work Hours _____

Cell Phone _____ Email Address _____

EMERGENCY CONTACT/PICK-UP INFORMATION

**Names, addresses, and phone numbers needed in case of emergency - must be completed. May not live in same residence and can live out of state.*

1. Name _____ Home Phone _____ Cell Phone _____

Address _____ City/State _____ Zip Code _____

2. Name _____ Home Phone _____ Cell Phone _____

Address _____ City/State _____ Zip Code _____

Persons authorized to pick up child (MUST BE AT LEAST 18 YEARS OF AGE) _____

Persons NOT authorized to pick up child* _____

EMERGENCY MEDICAL AUTHORIZATION

The parent(s)/guardian(s) authorize the YMCA to obtain immediate care and consents to the hospitalization of, the performance of necessary diagnostic tests upon, the use of surgery on, and/or the administration of drugs to his/her child or ward if an emergency occurs when he/she cannot be located immediately. It is also understood that this agreement covers only those situations which are true emergencies and only when he/she cannot be reached. The parent(s)/ guardian(s) understand the provider will make every effort to contact them and/or their designated Emergency Contacts. I/we will be responsible for payment of medical expenses.

Medical costs are covered by (Insurance Company) _____ Policy Number _____

Child's Physician/Clinic _____ Phone _____

Parent/Guardian Signature _____ Date _____

Name of Child(ren) _____

PERMISSION SLIPS AND PARENT STATEMENT OF UNDERSTANDING

ANY INFORMATION LEFT BLANK MUST BE FILLED IN WITH "N/A"

Sunscreen Policy:

Ultraviolet rays (UVA and UVB) are known to cause sun tan, sun burn, and skin damage. There is no "safe" UV light. Protecting young people from the sun is especially important, as most of our lifetime sun exposure comes before the age of 20. YMCA Camp participants spend a great deal of time outdoors, thus being exposed to the sun's harmful rays. Since it is our policy to promote healthy spirits, minds, and bodies, we have made the following policies with this in mind.

- All campers and staff will wear sunscreen with an SPF of at least 15 on all exposed skin (including lips) daily, even on cloudy days.
- Parents/guardians will be responsible for application of first layer of sunscreen/bug spray prior to AM drop-off.
- Parents/guardians will be responsible for providing enough sunscreen/bug spray (clearly labeled with child's name) for several applications throughout the day.
- YMCA staff will be responsible for ensuring follow-up applications after 1 hour in the water, two hours in outdoor activity, and any time as needed.
- Campers with fair skin, freckles, numerous moles, blond/red/light brown hair, and blue/grey/green eyes tend to burn easily, tan little or not at all, and have a family history of skin cancer. We recommend an extra shirt be brought to wear in the water for extra protection.

Please note that YMCA staff will aide children as needed in application of sunscreen and bug spray. Please explain this to your child(ren) prior to attendance.

The YMCA reserves the right to disallow participation in any YMCA program at any time for failure to comply with this policy. Please note these policies were made to protect your child. Furthermore, our staff have been trained on these policies and understand their responsibilities and the consequences for failure to observe these policies.

Photo and Video:

I hereby give my permission for the YMCA to take photos and/or videos of my child(ren) and use them for publicity if they so desire.

(circle one) yes no

Vehicle Conduct Rules (All children must follow these basic safety rules. With a first infraction, parent(s) will be notified and asked to discuss proper behavior with their children. With the second infraction, transportation services may be denied for a minimum of two days. Parent(s) will be notified.):

1. No fighting, swearing, or abusive behavior.
2. Remain properly seated (facing forward) with seatbelt on at all times.
3. Keep all body parts inside the vehicle.
4. No eating or drinking.
5. No littering or throwing objects out of the windows.
6. Potentially dangerous actions will not be tolerated.

I hereby give my permission for my child to be transported by a YMCA vehicle and participate in all program activities and field trips

(circle one) yes no

Please circle your child's swimming level: **Beginner** **Intermediate** **Advanced**

Swimming Pool Rules:

1. No running, pushing, dunking, or rough play.
2. No abusive language.
3. No diving in shallow water.
4. No food or drinks in pool area.
5. No unauthorized floatation devices.
6. No two-piece bathing suit
7. Lifeguard has the right to dismiss anyone who is careless or a danger to others.

I hereby give my permission for my child to participate in YMCA swimming activities

(circle one) yes no

Parent/Guardian Signature _____ Date _____

Parent Statement of Understanding

The following information is important for the safety and protection of your child. Please read this information and sign below.

- I understand that all fees are due two weeks prior to the beginning of the session my child(ren) are enrolled in for the summer.
- I understand that any fees that are declined or not paid by the due date will be assessed a \$25 late fee.
- I understand cancellations must be made in writing at least two weeks in advance of session start date. Otherwise, the camp session fee will be due and no refunds for tuition will be given.
- I understand that registration fees and deposits are non refundable and nontransferable.
- I understand that my child must be picked up when the program is over. I will be charged \$20 for each 15 minute interval past the closing of the program for each child.
- I and my child understand the sunscreen, bug spray, disciplinary and behavior management policy, vehicle and swimming pool rules and agree to abide by these policies.
- I understand that I am to inform the YMCA Camp staff within 24 hours if their child or any other immediate household member has developed any reportable communicable disease, as defined by the State Board of Health, except for life-threatening diseases which must be reported immediately.
- I understand that I may not leave my child at the YMCA or program site unless a YMCA Camp staff member or volunteer is there to receive my child.
- I understand that it is my responsibility to sign my child in upon arrival in the morning and sign my child out before leaving in the afternoon. Sign-in/Sign-out sheets available as you enter the program. There must be an exchange of responsibility from one adult to another, not from a child to staff. All persons signing children in/out must be at least 18 years of age. The YMCA cannot release minors to minors. (See other pick-up provisions in Parent Handbook).
- I understand that my child will not be allowed to leave the program with an unauthorized person. Any person authorized to pick up my child must be listed on this form. Authorization by telephone will not be accepted.
- I understand that YMCA staff and volunteers are not allowed to babysit or transport children at any time outside the YMCA facilities and program.
- I understand that by state law, the YMCA is mandated to report any suspected cases of child abuse or neglect to the appropriate authorities for investigation.
- I understand that the YMCA will notify me of any illness my child has and I am to pick up my child as soon as possible.
- I am an adult over 18 years and wish my child(ren) to participate in the Rappahannock Area YMCA Summer Camp Programs. I understand that even when every reasonable precaution is taken, accidents can sometimes happen. Therefore in exchange for allowing my child to participate in YMCA Summer Camp, I understand and expressly acknowledge that I, for myself and for anyone entitled to act on my behalf, waive and release the YMCA, sponsors, representatives, and successors from all claims or liabilities of any kind arising out of my participation in activities at or sponsored by the YMCA. I further agree to indemnify and save harmless the YMCA from any claims or demands arising out of any such injuries or losses. I understand that this release includes any claims based on negligence, action or inaction of the Rappahannock Area YMCA, its staff, directors, members, and guests. I have read, understand and am voluntarily signing this authorization and release.
- I have read and understand the statements above regarding YMCA policies and procedures

Parent/Guardian Signature _____ Date _____

I have received a copy of the YMCA Parent Handbook

Parent/Guardian Signature _____ Date _____

I have provided a copy of my child's physical and immunization records along with this form.

Parent/Guardian Signature _____ Date _____

Site attending _____

Camp Attending – Ycamp Explorers Teen Explorers LIT's

Sessions Attending – 1 2 3 4 5 6 All camps are closed on July 4th

Extended Care - 1 2 3 4 5 All camps are closed on July 4th

Camp Sites Massad YMCA North Stafford @ Winding Creek North Stafford @ Hampton Oaks
 King George YMCA Ron Rosner YMCA Spotsylvania School TBD

Camps KinderKamp (3-5 years old - separate registration form)
 Y-Camp (completed K-4th grades)
 Explorer (completed 5th-7th grade)
 Teen Explorer (13-15 years old)
 Leaders In Training (13-15 years old - separate registration form)

AUTHORIZATION TO DRAFT ACCOUNT FOR PROGRAMING FEES

By signing below, the member acknowledges that s/he has received a copy of the Rappahannock Area YMCA, Inc.'s Electronic Fund Transfer policy, and agrees to abide by it for all Electronic Fund Transfers requested from their account on behalf of the Rappahannock Area YMCA, Inc. Payment for program fees by Electronic Fund Transfer is subject to approval by the Department Head in charge of the program and the Finance Department.

I would like to pay the following program fees by Electronic Fund Transfer (EFT):

Program Name: Camp _____

Drafts will be completed two weeks prior to the start of each session of camp enrolled in for the summer.

Draft will only be taken out for signed up session. Draft comes out every two weeks and is drafted two weeks prior to session starting.

Name of Bank: _____ *(Voided Check must be attached)*

Routing/Transit Number: _____

Please circle Visa Mastercard

Credit Card Account Number: _____

Exp. Date _____

Name of Account Holder: _____

I authorize the Rappahannock Area YMCA, Inc. to request an Electronic Fund Transfer to cover the programming fees for the above program. I understand that this agreement will be in effect for the duration of the program, and can be cancelled by sending a written notice to the Rappahannock Area YMCA, Inc. at least 15 days before the date the EFT is due to be requested from my banking institution.

Member's Name: _____

Parent/Guardian Name

Parent/Guardian Signature

Date



SUMMER CAMP POLICIES

SIGN IN / SIGN OUT

You must sign your child "In" and "Out" EVERY day. You MUST bring your photo I.D. EVERY day!

We want to keep your child safe! Children cannot sign themselves in or out. We cannot be held responsible for your child if we are uncertain of his/her presence. All persons signing children in/out must be 18 years of age.

DRESS POLICY

Campers should wear comfortable and appropriate clothing for indoor and outdoor activities. Camp activities can be messy. Please send your child in servicable clothes, not "party" best. We do not reimburse for clothing rips, stains or normal wear and tear. Campers are not allowed to wear shirts that show their mid-drifts or have spaghetti straps. Short shorts are not allowed and pants must be able to stay up on their own or the camper must wear a belt. Closed-toed shoes must be worn at tall times for safety reasons. Only one-piece swim wear is permitted. Please note: if you send your child in appropriate clothing, you will be called and asked to bring different clothes and/or shoes for your camper.

FOOD POLICY

Please send your camper with a nutritionally-balanced lunch and snacks labeled with their name on them. The YMCA is a peanut-free zone. **We do not have facilities for refrigerating or microwaving lunches, please pack the lunch with this in mind.** Forgotten lunch fees: \$5 first time, \$10 second time, and \$15 third time.



SICK CHILD POLICY

The health and safety of your child is a major importance to all of us. In order to protect the children in the program who are well, we have very strict rules about sick children. These rules are in compliance with all Virginia Commonwealth licensing regulations. Parents must contact the YMCA within 24 hours of their child, or any member of their household, being diagnosed with a communicable disease. If your child becomes ill in our program, we will call you; you must then make immediate arrangements to pick up your child. Sick children cannot be with well children. If we send your child home with a fever, they may not return until they have been without a fever for 24 hours. This means if we send your child home on Tuesday, he/she may not return until Thursday. Please keep your child home if he/she has:

- * had a fever in the previous 24 hour period
- * a cold that is less than two days old
- * a heavy nasal discharge
- * a constant cough
- * re-occurring vomitting or diarrhea (2 or more times)
- * temperature of 100
- * symptoms of communicable disease: sniffles,reddened eyes,sore throat, headache, and abdominal pain plus fever.

MEDICATION POLICY

If your child requires medication while at camp, we must have a signed authorization to give medication. The medication must be subscribed by a doctor and be in the original bottle with your child's name on it. No over-the-counter drugs unless prescribed by a doctor; written verification is required. We are not required by law to administer medication, and only do so as a service to parents; additionally, we are not responsible for missed doses. Please understand, that it may not always be possible to administer medications as requested. Only YMCA staff certified as "Medication Administrators" may dispense medications. All medications will be kept in a locked box.

THINGS TO BRING TO CAMP

Label all products with your child's first and last name: towel, bathing suit, change of clothes (in a labeled tote bag) and lunch (no glass). **Children are not permitted to use vending machines during camp hours.** Please note the YMCA's policy on over-the-counter skin products: YMCA camp staff will administer sunscreen and/or insect repellent provided we receive written parental authorization noting any adverse reactions. All products must be in their original containers labeled with your child's first and last name.

THINGS NOT TO BRING TO CAMP

Any electronics, including cell phones, Game Boy/ Game Gear, mp3 players, iPods, iPads, toys (or similar items), water guns (only on assigned days), or money. These items will be confiscated and held by the Camp Director if brought to camp.

TELEPHONE CALLS

Children may not receive personal phone calls at the YMCA, except in emergency situations.

CELL PHONES

There are no cell phones permitted during camp hours. If your child has a cell phone for contacting you before and after camp, the cell phone must be off and put away during camp hours. **Please remember: The YMCA is not responsible for lost or stolen items.**

LOST ARTICLES

The lost and found for each session will be stored separately. Labeled items will be returned. Unlabeled items will be held for two weeks after which they will be donated to Goodwill. Unlabeled socks and underwear will be thrown away at the close of each camp day. We are not financially responsible for children's losses, but will make every effort to locate the lost items. Please clearly label all items with your child's first and last name.

EMERGENCY POLICY

In case of an emergency, parents will be contacted first at work/home. If necessary the Day Camp Director will call 911. If unable to contact parents, emergency contacts will be called.

PHYSICALS, BIRTH CERTIFICATES & IMMUNIZATIONS

A current and complete copy of your child's physical, birth certificate and immunization record is due at registration. **THIS INFORMATION MUST BE ON FILE BY June 1st OR CHILD MAY NOT ATTEND.** IF YOUR CHILD IS A CURRENT YEAR FUN CLUB MEMBER WE WILL COPY YOUR PHYSICAL AND IMMUNIZATION FROM YOUR CHILD'S FUN CLUB FILE. Information must be within the last year.

APPLICATION AND IMMUNIZATION

All parents must fill out the child application form provided and return it to us by June 1st. These information sheets must be accompanied by a copy of the Commonwealth of Virginia's blue physical form and birth certificate.

Immunizations - Section 22.1-271.2 of the Code of Virginia requires that: all documentation of all immunizations received be obtained prior to each child's admission to a child care center required to be licensed by the Commonwealth.

HOURS OF OPERATION

Y-Camp and Teen Camp - Will operate from 8:30am - 4:30pm. Our structured program time is 9am - 4pm. Extended care is available 6am - 8:30am and 4:30pm - 6:30pm for an extra fee.

YOU MUST SIGN YOUR CHILD IN AND OUT EVERY DAY AND PLEASE HAVE IDENTIFICATION READY.

PARENT RESPONSIBILITIES

1. Keep proper registration information and current phone numbers in the child's permanent record. Emergency services may be withheld if the information is not provided.
2. An "Authorization to Give Medication" form must be completed by the parent if a child requires Emergency medication while in the program. Medicines must be in the original containers. Please give specific instructions. Medication is stored in a locked area away from the children.
3. If your child has the following, within 24 hours you must keep him/her at home or will be required to pick him/her up:
 - a. Temperature of 100 F or more
 - b. Contagious illness
 - c. Vomiting or diarrhea
4. Evaluations: Most importantly we need your comments and ideas for this program. Periodically, we will hand out evaluations, please fill them out and return them to camp. Evaluations are used to inform staff of strengths and weaknesses.
5. You are always welcome to visit camp. We also encourage you to talk with our leaders or Day Camp Directors about the program and any needs or special successes your child is experiencing.
6. Children's actions in camp often reflect problems they are experiencing at home (i.e. pet's death, parent's divorce, sibling disagreement, ect.). If any such disruptive or traumatic experience should occur, please inform the Camp Director or Counselor. This will enable us to better meet the needs of your child.

The YMCA is responsible for reporting all abuse and neglect to the Department of Social Services.



DISCIPLINARY & BEHAVIOR MANAGEMENT POLICY

A child's participation in day camp depends upon his or her behavior. We certainly want each child to enjoy the activities planned and benefit from his or her experience with the Rappahannock Area YMCA.

Basic rules of safety and conduct are reviewed below. Please make certain that your child is aware of these rules. Parents will be informed by phone, in writing and through parent conferences if their child continues to display bad behavior. General discipline techniques involve positive reinforcement for good behavior and careful explanation of behavior that is unacceptable. An activity will be denied for repeated poor behavior and the child will be directed to alternative activity.

Failure to comply with following rules may lead to disciplinary action, possible suspension and/or termination from the program.

1. Repeatedly engaging in fighting as a way to solve an issue.
2. Stealing or defacing the site or other children's property.
3. Refusing to follow basic safety rules.
4. Repeated disrespect for staff or rude and discourteous behavior toward other children.
5. Repeatedly displaying an inability to follow established guidelines.

The parent will be given written notification of termination with a one-week period of obtaining new services. Immediate termination could occur if the YMCA staff feels it cannot maintain the safety and welfare of the child and/or other children.

CONCLUSION

We have planned a program for the children with their growth and development in mind. We are flexible! We have a basic plan, but can and do change when needed! If we do not finish something on the day we plan to, THERE IS ALWAYS TOMORROW!! We hope the children have fun and learn at the same time!

Camps

- KinderKamp (3-5 years old)
- Y-Camp (completed K-4th grades)
- Explorer (completed 5th-7th grades)
- Teen Explorer (13-15 years old)
- Leaders in Training (13-15 years old)

Schedule of Fees:

- Registration Per Child
- Before 3/20/12: \$35
- 3/30/12 - 5/25/12: \$45
- After 5/25/12: \$50

Session Payment: Payment for each session is due two weeks prior to the start of each session.

Deposit: All sessions require a \$25 deposit per child per session at the time of registration. The deposit is subtracted from the session fee.

Camp Shirts: All children receive a free camp t-shirt. Parents may buy extra t-shirts, as long as supplies are available.

Extended Care: Camp hours are from 8:30am until 4:30pm. Extended care provides care before camp, starting at 6am, and after camp until 6:30pm. Please indicate during registration if you would like to utilize this service.

****All fees are paid by draft. You can either use a credit card or checking account. There is a \$25 late payment fee and a \$20 Non-Sufficient Funds fee.**

LICENSING INFORMATION FOR PARENTS ABOUT CHILD DAY PROGRAMS

The Commonwealth of Virginia helps assure parents that child day programs assume responsibility for the supervision, protection, and well being of a child for any part of a 24 hour day. Title 63.1, Chapter 10 of the Code of Virginia gives the Department of Social Services authority to license these programs. While there are some legislative exemptions to licenser, licensed programs include child day care centers, family day homes and child & family day center systems.

Standards for licensed child day centers address certain health precautions; adequate play space, a ratio of children per staff member, equipment, program and record keeping. Criminal record checks and specific qualifications for staff and most volunteers working directly with children are also required. Standards require the facility to meet applicable fire, health, and building codes.

Compliance with standards is determined by announced and unannounced visits to the program by licensing staff within the Department of Social Services. In addition, parents or other individuals may register a complaint about a program, which will be investigated if it violates a standard.

Three types of licenses may be issued to programs. Conditional licenses may be issued to a new program to allow up to six months for the program to demonstrate compliance with the standards. A regular license is issued when the program substantially meets the standards of licenser. A provisional license, which cannot exceed six months, is issued when the program is temporarily unable to comply with the standards. Operating without a license when required constitutes a misdemeanor, which, upon conviction, can be punishable by a fine of up to \$100 or imprisonment of up to 12 months or both for each day's violation.

If you would like additional information about the licensing of a child day program or would like to register a complaint, please contact the Regional Office of Social Services closest to you.

- Fairfax Licensing Office = (703) 934-1505
- Verona Licensing Office = (703) 248-9345
- Northern VA Regional Office = (540) 347-6396
- Piedmont Regional Office = (703) 857-7971
- Central Regional Office = (804) 662-9743
- Eastern Regional Office = (804) 473-2116