

# Greater Morristown YMCA 2017

## Camp Y-Zone Parent Packet



FOR YOUTH DEVELOPMENT  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

*The following items are included in this package:*

- Parent Information & Program Policies
- Discipline Procedures
- Required history forms
- Expulsion Policy

Weekly camp registration forms and enrollment packet can be obtained at the YMCA Front Desk or downloaded from [www.greatermorristownymca.org](http://www.greatermorristownymca.org) or [www.gmyzone.org](http://www.gmyzone.org)

*The following forms from the Enrollment Packet must be returned with payment to register your child(ren) for the 2017 summer camp program. Please return all forms together. Your child's spot in camp will be reserved when all forms are complete and handed in to the Y.*

***Required documentation from the CAMPER ENROLLMENT PACKET to be completed and turned in at the time of registration:***

1. Camper Information Form
2. Parent/Guardian Agreement - *signed*
3. Authorization for Child Pick-Up - *signed*
4. Emergency Contact Information Form - *signed*
5. Universal Child Health Record *(Due the week prior to your child's first day of camp -must have doctor's signature/stamp)*
6. Photo Release Form - *signed*
7. Swim Form - *(Open Swim policy signed)*
8. T-Shirt Order Form *(Please include size!)*
9. Camper Registration Fee Form

### **Optional Forms:**

Weekly Lunch and Snack Program Form *(separate form can be obtained from YMCA or website)*

Please note.....

### **Camp T-shirts are mandatory.**

Your child must wear this camp shirt every day.

You will receive 1 free shirt with registration.

Additional t-shirts can be purchased for \$7.00 each at registration.



## PARENT INFORMATION AND PROGRAM POLICIES

*This information is important for both parents and campers, and should be read through carefully to help prepare the child for his or her summer camp experience. It is essential that children are well prepared for camp, and that they know what to expect before attendance, in order to facilitate a smooth adjustment. This copy of information and policies should be retained for guidance and future reference, and the camp staff may be contacted whenever additional help is needed.*

### **REGISTRATION:**

Registration is processed on a first-come, first-serve basis, and is subject to acceptance by the Camp Administration and Camp Registrar, with the following documents required *at the time of registration*:

- Camp Y-Zone Camper Registration Form (*fully complete, legible and signed*)
- All Camper Enrollment Forms (*from the Camper Enrollment Packet*)
- Payment of deposit amounting to 50% of total weekly camp fees if registering prior to May 1<sup>st</sup>
- Camper Registration Fee, Extra T-shirts fee, Lunch Program fee, are due in FULL upon registration
- Full payment of all camp fees is due if registering on or after May 1<sup>st</sup>

There is a \$25.00 service charge for checks returned by the bank.

### **PROGRAM AND SESSION CHANGES PRIOR TO MAY 1st (\$25.00 PROCESSING FEE)**

Requests for changes of session dates or programs following initial registration are limited by availability. A 'Change Request' form must be submitted at the YMCA Front Desk **no later than May 1**. The Processing Fee and any additional fees required must be paid when submitting the 'Change Request' Form.

**Please note that a request DOES NOT guarantee acceptance of change in session.**

### **HOURS OF OPERATION & COST:**

Camp Y-Zone (1 <sup>st</sup> – 6 <sup>th</sup> grade)	8:00 AM – 6:00 PM,	\$285.00/week for members thru April 30 <sup>th</sup> , \$295/week as of May 1 <sup>st</sup> \$290.00/week for non-members thru April 30 <sup>th</sup> , \$300/week as of May 1 <sup>st</sup>
CIT's (7 <sup>th</sup> , 8 <sup>th</sup> , 9 <sup>th</sup> grade)	8:00 AM – 6:00 PM,	\$315.00/week thru April 30 <sup>th</sup> , \$325/week as of May 1 <sup>st</sup>
Early Morning Drop off	7:15 AM	\$35/week

# 2017 Camp Y-Zone

## PARENT INFORMATION AND PROGRAM POLICIES



### **NEW** DROP-OFF AND PICK UP PROCEDURES:

**Camp Y-Zone (1<sup>st</sup>-9<sup>th</sup>):** Parents/Guardians must pull into the Y-Zone Parking lot at the end of Saddle Road. Follow the loop and pull all the way to the end where our Check-in Specialist will be waiting. You will be asked to sign-in from your car and then your child will be escorted into the Y-Zone and brought to their group. Please arrive no earlier than 8:00 AM, unless enrolled in the early drop-off option, which starts at 7:15 AM with an additional fee of \$35 per week. Parent/Guardian must sign each child in upon arrival.

Pick-up will be a similar procedure. Parents/Guardians must pull into the Y-Zone parking lot and follow the loop all the way down. Our Pick-up Specialist will come to your car for you to sign out your camper. Your child will then be escorted to your car as quickly as possible. Pick-up is no later than 6:00 PM. **'Authorization for Child Pick-up'** card or **Driver's License** must be presented at pick-up time unless other arrangements have been made. We will not release a camper to anyone who is not on the Authorized pick-up list.

### **EARLY DISMISSAL:**

Parents picking up Camper(s) before 4:00pm should notify the Camp Director in writing, prior to the day of altered schedule. If your child is being picked up any earlier than 4:00pm, please park in the Y-Zone lot and enter the Y-Zone through the front entrance. Please be prepared with your **Authorization to Pick Up Card** or **Driver's License**.

### **LATE PICK-UP FEE:**

**After 6:00 PM, a late fee of \$25.00 for every 15 minutes per child** will be charged for those Campers not picked up. You will receive an invoice for the appropriate amount, payable by check or money order the following morning upon drop-off. If payment is not remitted at that time, your Camper(s) will not be accepted into the camp that day.

## 2017 Camp Y-Zone

### PARENT INFORMATION AND PROGRAM POLICIES



#### NON-PARENT/GUARDIAN PICK-UPS:

Adults other than legal parents or guardians of campers, who are intending to pick up, transport or take custody of children from camp must be documented with the Camp Director *prior* to its occurrence. Required in writing from the parent or guardian are the *names, telephone numbers and pick-up dates* of those adults that are authorized. All authorized persons should be given 'Pick-up Cards' by parent/guardian of child. **No campers will be released unless Pick-up Card is presented at time of pick up.** The Camp Staff regards all campers' health and safety very seriously, and camp personnel reserve the right to request proper identification before releasing any campers.

#### REGISTRATION FORMS AND PAYMENTS:

A camp registration fee of \$50 is required for each camper. This fee must be paid in full **at the time of registration.**

At registration, a non-refundable deposit of 50% of total camp fees is required to reserve the programs and sessions desired. ***All balances of camp fees are due on May 1st.*** Registration forms submitted after May 1<sup>st</sup> are subject to program and session availability, with all camp and registration fees due in full.

#### REFUNDS:

The Greater Morristown YMCA has a policy of ***no refunds.***

The Camp Administrator and Directors reserve the right to dismiss any child from camp whose needs the Greater Morristown YMCA are unable to meet, or whose conduct is not in the interest of the total camp, ***without refund.***

#### EMERGENCY PROCEDURES:

All camp staff personnel are trained in First Aid, CPR, AED and safety procedures, including fire and storm evacuations. In the event of a life-threatening emergency, the staff will assess the severity of the situation, administer necessary first aid, notify the Camp Director, and summon an ambulance, if necessary. The Cedar Knolls First Aid Squad or its designee will provide emergency transportation. Emergency medical attention will be provided by the Emergency Room at Morristown Memorial Hospital in Morristown. Parents/guardians will be notified of the situation immediately following the activation of the emergency medical service.

In the event that a child is injured or becomes ill, in a less serious nature, appropriate first aid will be administered. The parent will be apprised of the situation and included in any decisions to be made regarding further treatment. For campers suffering from heat-related disorders, nausea, and the like, a quiet indoor spot is maintained with a cot and first aid supplies. Minor injuries or health complaints will be dealt with appropriately, and staff personnel upon pickup will inform the parent.

## PARENT INFORMATION AND PROGRAM POLICIES

### RAIN / SEVERE WEATHER POLICY:

Camp Y-Zone is an **outdoor** venue. In the event of severe weather, camp will be modified for indoor activities.

### INSURANCE:

The Greater Morristown YMCA maintains camp accident and liability insurance coverage for all its campers and staff.

### MEDICATIONS:

For questions and concerns regarding your child's medication needs, please address the Camp Director.

### LUNCHES:

The Greater Morristown YMCA Summer Camp Program has a **weekly** boxed lunch program. The cost is \$35.00 per week. A boxed lunch consists of a variety choices such as sub sandwiches, pizza, or bagel, depending on the day of the week. Lunches should be ordered at registration. Once camp starts, lunches must be ordered no later than Wednesday at 7pm prior to the week of camp. A snack from the **Zone Snack Shack** and water will also be provided for those in our lunch program.

If your child is not participating in the program, they are to bring their own lunch and snack each day. Parents should avoid sending anything that might spoil in hot weather, since the YMCA is unable to provide refrigeration or heating of lunch items.

*Please do not send spending money other than for use at our Zone Snack Shack.*

### JUAN'S WORLD FAMOUS SNACK SHACK:

The children can visit the Snack Shack in the afternoon to get a choice of several delicious snacks. For Example: Fruit Pops, Pop Corners, fruit and Go-Gurt. A Zone Snack Shack Weekly Pass can be purchased at registration or by Wednesday of the prior week. **All payments are made at the YMCA Front desk.** Only weekly passes are sold, not daily. These passes are available for \$5/week. You may also send your child with \$1 to purchase an item at the Snack Shack.

### FIELD TRIPS:

Notice of field trips will be sent in advance, and in some cases, campers will be permitted to bring small amounts of spending money for souvenirs.

# 2017 Camp Y-Zone

## PARENT INFORMATION AND PROGRAM POLICIES



### ITEMS TO BRING TO CAMP:

Backpack  
Lunch (unless ordered through the "box lunch program") *Not available for Little Owls and Kinder Camp*  
Bathing suit and towel  
Plastic bag (for wet items)  
Sunscreen  
Water bottle  
Sneakers, socks

***\*PLEASE MARK ALL ITEMS WITH CHILD'S NAME, INCLUDING LUNCHBOX, THERMOS, ALL CLOTHES, TOWELS, BATHING SUITS, SUNSCREEN, ETC.***

### ITEMS NOT TO BRING TO CAMP:

Toys or Hand held games (Nintendo DS, IPOD, iPhone)  
Pokemon cards and other similar trading cards  
Walkman  
Cell phones

- IF LOST, STOLEN OR BROKEN, THE Y IS NOT RESPONSIBLE.

### ITEMS TO WEAR AT CAMP:

Each Camper will receive a complimentary T-shirt their first day of camp. Additional T-shirts may be purchased for \$7.00 each at the time of registration. The t-shirt color is significant to what grade your child is in. These T-shirts need to be worn **every day** by the campers so the staff knows what group a camper is in.

Only sneakers or boots are appropriate for camp. Sandals, crocks, open-toed shoes or "gels" are inappropriate in the camp setting. (All clothing and belongings should be labeled with the camper's name.)

### FINANCIAL ASSISTANCE:

Funds for camp scholarships are available on a limited, first-come, first-serve basis, and are **only available** to applicants in the Greater Morristown YMCA service area listed below. Applications for financial assistance are available from the Camp Registrar and Member Service Desk at the YMCA. ***Please note: The financial assistance application DOES NOT guarantee scholarship assistance.***

***\*All financial forms and camp forms must be received by April 15 to be considered for financial assistance\****

### SERVICE AREAS FOR FINANCIAL AID:

Morristown  
Whippany

Morris Township  
Convent Station

Cedar Knolls  
East Hanover

Morris Plains  
Mendham/Chester

# 2017 Camp Y-Zone

## DISCIPLINE PROCEDURES



In order to ensure every child's full enjoyment of the program, the following **DISCIPLINE PROCEDURES** will be used to discourage negative behavior and encourage positive ones:

### **IN THE EVENT OF A DISCIPLINE PROBLEM WITH A CHILD, THE STAFF SHALL:**

1. Speak to the child to determine the nature of the problem: Identify appropriate behavior.
2. Try to eliminate the problem by setting the stage for appropriate behavior.
3. Explain why the behavior is not appropriate and intervene to diminish problem behavior.
4. If discipline problem continues, the Director will notify the parents and an appointment may be made to discuss the situation.
5. Time out is used only as an understanding period; not as a restraining period. This is used only to help children understand their behavior is unacceptable. It also makes children aware of wrongdoing.

### **UNDER NO CIRCUMSTANCES SHALL A CHILD BE:**

1. Deprived of food
2. Isolated
3. Subjected to corporal punishment or verbal abuse.

In the event that the child should continue to be unable to participate according to the established Code of Behavior, the child will be suspended from the program. Re-entry is dependent upon a satisfactory interview with the Director and at least one day's suspension. If the problem continues, the child will be expelled from the program. Payment for suspended days is not refundable.



## 2017 Camp Y-Zone

### CODE OF BEHAVIOR

Our goal at the Greater Morristown YMCA is to make this a fun and rewarding summer for all involved. To do so, all Campers at the Y-Zone are expected to abide by the following guidelines:

- All children will respect and abide by all YMCA rules, regulations, and Core Values. *The YMCA Core Values are Caring, Honesty, Respect and Responsibility.*
- Foul language, verbal or physical harassment will not be tolerated. This includes: name-calling, teasing, bullying, hitting, kicking, biting, pushing etc.
- Any personal belongings, unrelated to our program or Camp, will be confiscated and returned to parent at the end of the day.
- Remember; we are to treat the grounds, equipment, staff, members, and all facilities with care and respect. All children will keep their belongings organized and in their own bag. All garbage will be properly disposed.
- Weapons of any kind are prohibited! If a child brings a weapon to the Summer Camp Program, it will be taken away and their parents will be called. The YMCA management staff will be notified and appropriate action will be taken. The child will be sent home after an incident. If the child is permitted to return to the program, their bags will be subject to inspection. If a weapon is found, the child will be expelled from the program.
- Campers must stay with their group and counselors. Wandering away from your specific group is unacceptable and will not be tolerated. NEVER should a camper be alone.
- In order to have the best summer camp at the Greater Morristown YMCA Camp Y-Zone Program, communication between staff and children (as well as their families) is essential. The only way we can solve a problem is if we know about it. Please feel free to present any comments or questions to any of the YMCA staff.
- HAVE A SAFE AND FUN SUMMER!!!

The Camp Administration reserves the right to dismiss any camper who does not meet the Greater Morristown YMCA Summer Camp Program Code of Behavior guidelines, *with no refunds.*



# EXPULSION/SUSPENSION POLICY

Unfortunately, sometimes there are reasons we have to expel a child from our program either on a short term or permanent basis. We want you to know we will do everything possible to work with the family of the child(ren) in order to prevent this policy from being enforced. The following are reasons we may have to expel or suspend a child from camp:

## IMMEDIATE CAUSES FOR EXPULSION

- The child is at risk of causing serious injury to other children or himself/herself
- Parent threatens physical or intimidating actions toward staff members
- Parent exhibits verbal or physical abuse to staff

## PARENTAL ACTIONS FOR CHILD'S EXPULSION

- Failure to pay/habitual lateness in payments
- Failure to complete required forms including the child's immunization records
- Habitual tardiness when picking up your child
- Verbal or physical abuse to staff

## CHILD'S ACTIONS FOR EXPULSION

- Failure of child to adjust after a reasonable amount of time
- Uncontrollable tantrums/angry outbursts
- Ongoing physical or verbal abuse to staff or other children
- Biting
- Bullying

## SCHEDULE OF EXPULSION

- If the directors see the child/parent's actions as cause for immediate expulsion, a parent will be required to pick the child up immediately.
- If the child's/parent's actions are not deemed to require immediate expulsion, the child's parent/guardian will be advised verbally and in writing about the child's or parent's behavior warranting an expulsion. The verbal and written warning is meant to give a period of time so that the parent/guardian may work on the child's behavior or to come to an agreement with the center. The parent/guardian will be informed regarding the length of the expulsion period.
- The parent/guardian will be informed about the expected behavioral changes required in order for the child or parent to return to the center.
- The parent/guardian will be given a specific expulsion date that allows the parent sufficient time to seek alternate child care (approximately one to two weeks' notice depending on risk to other children's welfare or safety).
- Failure of the child/parent to satisfy the terms of the plan may result in permanent expulsion from camp.
- No timeline will be given if the child's/parent's actions are considered to require immediate expulsion.

## 2017 Camp Y-Zone

### EXPULSION/SUSPENSION POLICY (continued)

#### A CHILD WILL NOT BE EXPELLED (as the primary purpose)

If a child's parent(s):

Made a complaint to the Office of Licensing regarding a center's alleged violations of the licensing requirements.

Reported abuse or neglect occurring at the camp

Questioned the center regarding policies and procedures

Without giving the parent sufficient time to make other child care arrangements.

*A child may still be expelled if they or their parents violate our code of conduct, or violate our expulsion/suspension policy.*

#### PROACTIVE ACTIONS THAT CAN BE TAKEN IN ORDER TO PREVENT EXPULSION

Staff will try to redirect child from negative behavior.

Staff will reassess camp environment, appropriate activities, and supervision.

Staff will always use positive methods and language while disciplining children.

Staff will praise appropriate behaviors.

Staff will consistently apply consequences for rules.

Child will be given verbal warnings.

Child will be given time to regain control.

Child's disruptive behavior will be documented and maintained in confidentiality.

Parent/guardian will be notified verbally.

Parent/guardian will be given written copies of the disruptive behaviors that might lead to expulsion.

The director, appropriate camp staff and parent/guardian will have a conference(s) to discuss how to promote positive behaviors.

# 2017 Camp Y-Zone Enrollment Packet

(Attached forms to be completed for Camp Registration)

Camper Name: \_\_\_\_\_

## Forms due with payment when enrolling:

- \_\_\_ Camper Registration Form *(obtain from website or YMCA Front Desk)*
- \_\_\_ Camper Enrollment Packet *(obtain from website or YMCA Front Desk)*
- \_\_\_ Camper Registration Fee Form *(inside enrollment packet or obtain from YMCA Front Desk)*

## Camper enrollment papers due at the time of enrollment:

*(Please read all of the attached forms and information. All required forms are listed below and need to be turned in together. No child will be permitted to attend camp without all of these forms filled out **completely**.)*

1. Camper Information Form \_\_\_\_\_
2. Parent/ Guardian Agreement – *signed* \_\_\_\_\_
3. Authorization for Child Pick-Up – *signed* \_\_\_\_\_
4. Emergency Contact Information Form – *signed* \_\_\_\_\_
5. Universal Child Health Record *(Due week prior to your child's first day of camp)\**  
*Health Records MUST have DOCTOR's signature/stamp* \_\_\_\_\_
6. Photo Release Form – *signed* \_\_\_\_\_
7. Swim Form – *(open swim policy signed)* \_\_\_\_\_
8. T-Shirt Order Form *(Please include size!)* \_\_\_\_\_
9. Camper Registration Fee Form \_\_\_\_\_

### Optional Forms:

Lunch and Snack Form *(obtain separate form from the YMCA or the website)* \_\_\_\_\_

\*\*Swimming lessons are only available for KINDERCAMP and must be paid for at the time of registration. We suggest you sign up as soon as possible because swim lessons sell out quickly.

1. CAMPER INFORMATION FORM

Camper Name: \_\_\_\_\_

<b>Male / Female</b> <i>(circle one)</i>	<b>Birth Date:</b> _____	<b>Grade in Sept 2017</b> _____
<b>Camper lives with:</b>	<b>Relationship:</b>	
_____	_____	
_____	_____	
_____	_____	
_____	_____	
<b>Parent Relationship:</b>		
	<input type="checkbox"/> Together	<input type="checkbox"/> Separated
		<input type="checkbox"/> Divorced
<b>Custody</b> <i>(if applicable)</i> _____		

Camper speaks English:  Yes  No If NO, please list native language \_\_\_\_\_

Characteristics of Camper that staff should know: \_\_\_\_\_

**Special Needs:** *(if applicable)* \_\_\_\_\_

Can your child swim?  YES  No If YES, *please* list level/experience \_\_\_\_\_

Is your child taking medication Staff should be aware of?  Type? *(if applicable)* \_\_\_\_\_

**Does your child have allergies?**  **Please list** *(if applicable)* \_\_\_\_\_

**\*\* Will Staff need to supervise, store or administer Camper medication, i.e. EPIPEN, inhaler, etc.**  
 Yes  No

Has your child experienced recent stress or trauma? \_\_\_\_\_

What would you like your child to accomplish at Camp? \_\_\_\_\_

Is your child excited about Camp?  Why? \_\_\_\_\_

**2. PARENT/GUARDIAN/CAMPER AGREEMENT SIGNATURES**

**NAME OF CAMPER:** *(please print)* \_\_\_\_\_

**NAME OF Parent/Guardian  
COMPLETING THIS FORM** *(please print)* \_\_\_\_\_

#1

I ALLOW THE YMCA TO TRANSPORT MY CHILD, BY BUS, TO AND FROM FIELD TRIPS FOR THE SUMMER CAMP PROGRAM.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

#2

I HAVE READ AND UNDERSTAND **ALL** OF THE CAMP Y-ZONE "PARENT INFORMATION PACKET AND PROGRAM POLICIES."

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

#3

I have read the **YMCA Camp Discipline Policy**.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

#4

I HAVE READ, UNDERSTAND, AGREE AND WILL FOLLOW THE CAMP Y-ZONE SUMMER CAMP EXPULSION POLICY AND CODE OF BEHAVIOR. I understand that failure to adhere to the guidelines will result in my child's dismissal with no refund of camp fees.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

#5 We are a CELL PHONE-FREE CAMP. Please sign below to authorize us to hold any phone that we see in a camper's possession until they are picked up that day.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

3. AUTHORIZATION FOR CHILD PICK-UP

I/We authorize my/our child \_\_\_\_\_ to be picked up from the Greater Morristown YMCA's Summer Camp Program by the following adults (18 years or older).

**Please** list all persons authorized to pick up your child **other** than parents listed on the *Camper Information Sheet*. You will be given "Authorization for Child Pick-up" cards to distribute to everyone on this list below. The card **must** be presented when your child is picked up. In *emergency situations only*, parents/guardians **must** give written permission for an individual who is **not** on the list to pick up the child listed on this application. **NO** child will be released without pick up card or written/verbal permission. There are **no exceptions** to this policy; this is done for the safety of your child.

**All** campers **MUST** have at least **ONE** other authorized person listed for pick-up other than parents.

#1 Name: \_\_\_\_\_ Daytime Phone # \_\_\_\_\_

Full Address (as proof of identity) \_\_\_\_\_

#2 Name: \_\_\_\_\_ Daytime Phone # \_\_\_\_\_

Full Address (as proof of identity) \_\_\_\_\_

#3 Name: \_\_\_\_\_ Daytime Phone # \_\_\_\_\_

Full Address (as proof of identity) \_\_\_\_\_

***I understand that if my child is picked up later than 6:00 PM, by any of the above individuals, I will be subject to paying a late fee of \$25 for every 15 minutes.***

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## 4. Emergency Contact Form

Camper Name: \_\_\_\_\_ Birth date: \_\_\_\_\_ Grade Sept 2017 \_\_\_\_\_

Parent/Guardian #1: \_\_\_\_\_ Cell # \_\_\_\_\_

Employer: \_\_\_\_\_ Work # \_\_\_\_\_

Parent/Guardian #2: \_\_\_\_\_ Cell # \_\_\_\_\_

Employer: \_\_\_\_\_ Work # \_\_\_\_\_

**EMERGENCY CONTACT TO WHOM THE CHILD MAY BE RELEASED IF PARENT/GUARDIAN IS UNAVAILABLE.**

# 1 Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Home # \_\_\_\_\_ Cell # \_\_\_\_\_ Work # \_\_\_\_\_ =

#2 Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Home # \_\_\_\_\_ Cell #: \_\_\_\_\_ Work # \_\_\_\_\_

**Child's Healthcare Provider:**

Doctor Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_

**Child's Health Insurance:**

Name of Insurance: \_\_\_\_\_ ID# \_\_\_\_\_

Subscriber name on insurance: \_\_\_\_\_

*List special conditions, disabilities, allergies, or medical information for emergency situations. (use back if necessary)*

\_\_\_\_\_

***List preferences for transport arrangement in an emergency situation.***

(Parents/guardians are responsible for all emergency transportation charges):

Hospital preference: 1<sup>st</sup> choice \_\_\_\_\_ 2<sup>nd</sup> choice: \_\_\_\_\_

***Parent/Guardian Consent and agreement for Emergencies***

As a parent/guardian, I give consent to have my child, \_\_\_\_\_, receive First Aid by the YMCA staff and, if necessary, be transported to receive emergency care. I also authorize the Director or Director Designee to contact my child's health care provider to alert him/her to my child's situation. I understand that I will be responsible for all the charges not covered by insurance. I give consent for the emergency contact person listed above to act on my behalf until I am available. I agree to review and update this information whenever a change occurs and at least every 6 months. In the event of accidental poisoning, I agree that my child may receive syrup of Ipecac as directed by the Poison Control Center.

Signature: \_\_\_\_\_

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

## 5. Universal Health Record

SECTION I - TO BE COMPLETED BY PARENT(S)					
Child's Name (Last) _____ (First) _____		Gender <input type="checkbox"/> Male <input type="checkbox"/> Female		Date of Birth ____ / ____ / ____	
Does Child Have Health Insurance? <input type="checkbox"/> Yes <input type="checkbox"/> No		If Yes, Name of Child's Health Insurance Carrier _____			
Parent/Guardian Name _____		Home Telephone Number _____		Work Telephone/Cell Phone Number _____	
Parent/Guardian Name _____		Home Telephone Number _____		Work Telephone/Cell Phone Number _____	
<i>I give my consent for my child's Health Care Provider and Child Care Provider/School Nurse to discuss the information on this form.</i>					
Signature/Date _____				This form may be released to WIC. <input type="checkbox"/> Yes <input type="checkbox"/> No	
SECTION II - TO BE COMPLETED BY HEALTH CARE PROVIDER					
Date of Physical Examination: _____		Results of physical examination normal? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Abnormalities Noted: _____		Weight (must be taken within 30 days for WIC)		_____	
		Height (must be taken within 30 days for WIC)		_____	
		Head Circumference (if <2 Years)		_____	
		Blood Pressure (if >3 Years)		_____	
<b>IMMUNIZATIONS</b>		<input type="checkbox"/> Immunization Record Attached <input type="checkbox"/> Date Next Immunization Due: _____			
MEDICAL CONDITIONS					
Chronic Medical Conditions/Related Surgeries • List medical conditions/ongoing surgical concerns:		<input type="checkbox"/> None <input type="checkbox"/> Special Care Plan Attached		Comments _____	
Medications/Treatments • List medications/treatments:		<input type="checkbox"/> None <input type="checkbox"/> Special Care Plan Attached		Comments _____	
Limitations to Physical Activity • List limitations/special considerations:		<input type="checkbox"/> None <input type="checkbox"/> Special Care Plan Attached		Comments _____	
Special Equipment Needs • List items necessary for daily activities		<input type="checkbox"/> None <input type="checkbox"/> Special Care Plan Attached		Comments _____	
Allergies/Sensitivities • List allergies:		<input type="checkbox"/> None <input type="checkbox"/> Special Care Plan Attached		Comments _____	
Special Diet/Vitamin & Mineral Supplements • List dietary specifications:		<input type="checkbox"/> None <input type="checkbox"/> Special Care Plan Attached		Comments _____	
Behavioral Issues/Mental Health Diagnosis • List behavioral/mental health issues/concerns:		<input type="checkbox"/> None <input type="checkbox"/> Special Care Plan Attached		Comments _____	
Emergency Plans • List emergency plan that might be needed and the sign/symptoms to watch for:		<input type="checkbox"/> None <input type="checkbox"/> Special Care Plan Attached		Comments _____	
PREVENTIVE HEALTH SCREENINGS					
Type Screening	Date Performed	Record Value	Type Screening	Date Performed	Note if Abnormal
Hgb/Hct			Hearing		
Lead: <input type="checkbox"/> Capillary <input type="checkbox"/> Venous			Vision		
TB (mm of Induration)			Dental		
Other:			Developmental		
Other:			Scoliosis		
<input type="checkbox"/> I have examined the above student and reviewed his/her health history. It is my opinion that he/she is medically cleared to participate fully in all child care/school activities, including physical education and competitive contact sports, unless noted above.					
Name of Health Care Provider (Print) _____			Health Care Provider Stamp: _____		
Signature/Date _____					



### 6. Photo Release Form

Camper's Name

Grade in September 2017

\_\_\_\_\_

\_\_\_\_\_

The staff will take pictures of the Campers. These pictures can be used for inside marketing (bulletin boards etc.) or outside marketing (brochures, website, print ads, etc.) for official Greater Morristown YMCA business.

Children's names are never used. In the event we are in a position that requires the children's names included with the photo – usually for press releases to the local papers, we will notify you and will require additional consent from you. This release is for 'no name included' photos.

*This form must be signed with either a Yes or a No.*

   **YES** by signing below, I agree to the consent and use of any picture of my child for public relations and advertising by the Greater Morristown YMCA. I waive all claims for any compensation for such use.

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

**OR**

   **NO** my child cannot be used in any picture for public relations and advertising by the Greater Morristown YMCA.

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

# 2017 Camp Y-Zone Open Swim Rules

***Please read carefully.....***

This form **must** be returned with camp enrollment forms. Your child **cannot** swim in the pool unless we have this form.

**Your child's safety is our first priority. The following procedures will be strictly enforced.**

- All swimmers will be evaluated on endurance as well as skill.
- Any child who **does not pass** OR **does not want** to take the swim test, will be considered a beginner.
- Swimmers can only take the test once per week.
- Swimmers K, 1, & 2 will be required to wear a color-coded swim cap.
- Swimmers grades 3 and up will be given a color-coded wristband to wear determined by their swim ability.
- All swimmers (no matter what age/grade) who do not pass the beginner level swim test must wear a red swim cap to be allowed in the pool. This is for obvious safety reasons.

**The swim test:**

- Swimmer must be able to jump into deep end of the pool.
- Tread water for 30 seconds.
- Swim freestyle from deep end of the pool to shallow end.
- Swim backstroke from shallow end to deep end of the pool.

< Parent/Guardian Initials (in box) confirming you have read the swim test.

**Beginner level-** Does not pass the swim test **or** does not want to take the swim test:

- A red swim cap and a flotation device (grades K, 1 & 2)
- Red wristband, a red swim cap, and a flotation device (grades 3 & Up)
- Will be restricted to the shallow end of the pool

**Intermediate Level** – Passes a portion of test.

- K, 1 & 2 yellow swim caps. Grades 3 & up: yellow wristband
- Will be restricted to the shallow and middle of the pool.

**Advance Level** – Passes the complete test.

- K, 1 & 2 green swim caps. Grades 3 & up: green wristband
- No depth restrictions in the pool

We will be providing the wristbands and the first swim cap. They must be worn!  
Counselors will distribute and collect the wristbands and caps each day.

**The following rules will also apply:**

- Regardless of age or gender, all swimmers with shoulder length hair or longer must have their hair securely tied up or wear a swim cap.
- Swimmers must follow all safety rules. This includes buddy checks (done every 10 minutes). If a swimmer does not follow the rules or listen to the lifeguard, that child will not be allowed to swim for the remainder of their swim time.
- If a child has a serious offense (holding a child under water, pushing another child in the water, etc) they will not be allowed to swim in the pool.
- All swimmers must wear bathing suits. **Shorts, gym shorts, t-shirts, etc. are not permitted.**
- Girls – One piece swimsuit ***is highly recommended.***
- Parent/guardian will be responsible for any damages to equipment used in the pool area that their child destroys. This includes biting the noodles.

**\*\* I understand all the procedures my child must follow in order to participate in Open Swim during Camp.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Child Name:** *(please print)* \_\_\_\_\_

**Grade in Sept 2017** \_\_\_\_\_

**Please** circle all weeks child is enrolled in camp:    1    2    3    4    5    6    7    8    9

# Additional T-Shirt

**T-Shirts must be worn every day. T-shirt orders take 10 days to complete and can only be ordered at the time of registration.**

Please mark child's grade AND size:

Size >	Youth Small	Youth Medium	Youth Large	Adult Small	Adult Medium	Adult Large	Adult X-Large
Kindergarten				N/A	N/A	N/A	N/A
1 <sup>st</sup> Grade				N/A	N/A	N/A	N/A
2 <sup>nd</sup> Grade						N/A	N/A
3 <sup>rd</sup> Grade						N/A	N/A
4 <sup>th</sup> Grade	N/A						N/A
5 <sup>th</sup> Grade	N/A						
6 <sup>th</sup> Grade	N/A						
C.I.T.'s (7 <sup>th</sup> , 8 <sup>th</sup> , 9 <sup>th</sup> Grade)	N/A	N/A					

**CAMPER NAME:** \_\_\_\_\_

**Grade in Sept 2017** \_\_\_\_\_

Number of Extra T-Shirts ordered \_\_\_\_\_ x \$7.00 each = \$ \_\_\_\_\_  
 Plus one **free** T-Shirt \_\_\_\_\_ x \$0.00 = 0.00

Total \_\_\_\_\_ \$ \_\_\_\_\_  
 (Total number of T-shirts) (Total amount due)

Every Camper is entitled to one free T-Shirt.

Additional T-Shirts are \$7.00 each. Please verify that you are ordering the correct grade and size for your child. We are not able to change sizes or colors after orders are placed. T-shirt orders take 10 days to process.

Staff use only

CASH     CHECK     CHARGE (auth #) \_\_\_\_\_

Date: \_\_\_\_\_ Staff Initials \_\_\_\_\_

Acct. # \_\_\_\_\_

# The Greater Morristown YMCA Camp Registration Fee

Last Name \_\_\_\_\_

Please print clearly

Name \_\_\_\_\_  
(First) (Last)

Birth date \_\_\_/\_\_\_/\_\_\_

Sex Male  Female

Mailing Address \_\_\_\_\_

Apt. # \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_

Email: \_\_\_\_\_

Home Phone ( ) \_\_\_\_\_

Cell Phone ( ) \_\_\_\_\_

***The Camp Registration Fee is not transferrable or refundable.***

Signature \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

First Name \_\_\_\_\_

Office Use Only

Processed by: (Print) \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

Fee: \$50 Cash \_\_\_\_\_ Check # \_\_\_\_\_ Charge # \_\_\_\_\_