



**FIND YOUR FUN.  
FIND YOUR Y.**

**YMCA Summer Day Camp**

# **SUMMER DAY CAMP 2026**

## **PARENT/GUARDIAN HANDBOOK**

YMCA of Florida's First Coast – Youth Development Office  
904.644.0072 | [YD@FCYMCA.org](mailto:YD@FCYMCA.org) | [FCYMCA.org](http://FCYMCA.org)

## **OUR MISSION**

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

## **PURPOSE**

YMCA summer camps seek to provide a safe, fun-filled, creative, educational day camp experience that helps children achieve a higher physical well being, social growth and the development of values. Our program reflects four core values, which are Caring, Honesty, Respect and Responsibility.

## **PARENT/GUARDIAN EXPECTATIONS**

At the YMCA, we believe a successful camp experience is built on a strong partnership between families and staff. Clear expectations help ensure a safe, positive, and well-organized environment for all campers.

Families are expected to support camp operations by following the guidelines below:

- Ensure all program fees are paid on time
- Adhere to posted drop-off times (no earlier than the scheduled start time)
- Complete pick-up by the posted end time
- Treat YMCA staff, campers, and families with respect and dignity
- Keep your YMCA account information current at all times

A camper may be dismissed from the program if a Parent/Guardian does not meet the above responsibilities on a consistent basis.

## **PARENT/GUARDIAN COMMUNICATION**

Communication is vital to keeping the program innovative, safe and fun. If you have any questions or concerns, please feel free to speak with the Camp Director. The best way to communicate with the Director is in person during camp hours.

## **OBJECTIVES**

- To provide a safe and fun summer camp experience
- To learn and develop social skills through group activities, arts and crafts, games, swimming and peer interaction
- To learn to function in a group with emphasis on team building, leadership, group identity and involvement
- To learn and develop key skills by incorporating the YMCA's core values into daily Curriculum
- To develop self-confidence and self-worth, which is accomplished by the treatment of campers as individuals and through positive reinforcement
- To improve health and fitness through physical activities and recreation

## **QUALITY STAFF**

Each YMCA camp site is staffed with qualified, professional individuals. They receive comprehensive training and are locally and federally screened, in accordance with state licensing requirements. We strive for a staff to child ratio of 1 staff person per 15 children.

**Day Camp staff receiving training in the following areas:**

- CPR, First-Aid, and AED certified.
- Child Sexual Abuse Prevention
- Risk & Safety
- YMCA Code of Conduct

Each camp site is staffed with a professional Director. Any camper needs should be brought to the attention of the Camp Director and they will be taken care of in a timely manner. All summer staff are at least 16 years or older and are selected based upon their experience with children, their personal character and their enthusiasm.

**ENRICHMENT CURRICULUM**

Each YMCA Day Camp site follows a curriculum framework based on sound planning principals the following core developmental content areas.

<b>Component</b>	<b>Outcome</b>
<b>Arts and Humanities</b>	Demonstrate an appreciation for arts and humanities through art activities.
<b>Character Development &amp; Leadership</b>	Demonstrate caring, honesty, respect, responsibility and faith as well as social skills that help promote leadership. Staff and activities teach, celebrate, model, reinforce, and practice character development values on a daily basis. Staff confront behaviors that are inconsistent with the values.
<b>Health, Wellness, and Fitness</b>	Demonstrate physical fitness and knowledge about healthy lifestyles. Program offers physical activity, cooperative games, dance, and/or sports.
<b>Literacy</b>	Develop skills in reading, writing, vocabulary, and comprehension.
<b>S.T.E.M.</b>	Demonstrate a commitment to learning and problem-solving skills.

The specific activities associated with the various curriculum categories generally take place in one or several of the following contexts, each of which is balanced throughout the day or week.

- **Choice:** The child has the option of choosing from among several activities.
- **Small Group:** The activities available can be done either in small groups or alone.
- **Project Time:** Time is set-aside for children to begin or return to a long-term project.
- **Large Group:** Activities are designed for large group participation.
- **Indoor/Outdoor:** All of the contexts and activities above are presented or done in both indoor and outdoor settings.

## A Typical Week of Camp may include:

- **Camper's Choice & Play** during early morning and late afternoon hours
- **Skills building** related to STEM, Art and Humanities, and outdoor recreation play
- Start and end a camp day with a group **assembly** filled with song, dance and recognition to celebrate the spirit of camp
- At least once a week, campers participate in our **Safety Around Water** program which is designed to gain the basics skills of water safety in group a setting. Swimming may be unavailable due to weather, mechanical issues, bussing, etc.
- **Character development** with a focus on our core values: Honesty, Caring, Respect and Responsibility
- A variety of either on-site **special activities & guest speakers**. \*Vary per week, per camp site.

## DROP-OFF AND PICK-UP

When picking up and dropping off your child at camp, we ask that you sign your child in and out with the correct time and your full signature. You will be asked for a federally issued photo ID, i.e. drivers license or military ID, before we release your child (employee photo badges will NOT be accepted). Only the names listed on the Authorized Pick-Up List are permitted to remove your child from our care.

Our YMCA Child Care Programs utilize digital sign-in/out via a tablet. Please log-in to your account at [www.FCYMCA.org](http://www.FCYMCA.org) to ensure your authorized pick-up list is accurate.

Once logged in, click on "My Account" and then on "Authorized Pickups" in the drop down menu. Select the "Add Authorized Pickup" button and begin adding. Existing adults on the account will need to be selected to add to the authorized pickup list. **You can also add additional persons not listed on the account such as grandParent/Guardians, family friends, etc.**

## CUSTODY

Should you have court ordered paperwork for any parties who are not able to have contact with your child enrolled in the YMCA Summer Day Camp, it is required that the legal custodial Parent/Guardian or guardian provide documentation of any custody and/or guardianship agreement prior to the start of the program and keep it updated regularly. Please contact the Youth Development office at [YD@FCYMCA.org](mailto:YD@FCYMCA.org). The Parent/Guardian or guardian that has signed the registration for is responsible for paying the fees.

Occasionally we are asked to provide attendance records. Please know that in order to obtain any records from the YMCA, we must be subpoenaed for them. The Parent/Guardian or guardian who has signed the registration is responsible for paying the fees.

The YMCA will share documents including attendance records related to your child(ren) with both Parent/Guardians/guardians, unless court ordered documents warrant otherwise. Occasionally we are asked to provide attendance records. Please know that in order to obtain any records from the YMCA by anyone other than the Parent/Legal Guardian, we must be subpoenaed for them.

## **PROPER CAMP ATTIRE**

- Campers should wear comfortable, cool clothing that is able to get dirty and worn out.
- Campers may not have bare feet, sandals, open-toed shoes or flip-flops. Closed-toed shoes must be worn. Only non-marking shoes will be allowed on the gym floor.
- Clothes, swimsuits, towels, bags and all other belongings should have the camper's name on them.
- Appropriate clothing is a must. No strapless shirts, spaghetti strap shirts, halter-tops, or midriff shirts. Bikini bathing suits will not be allowed.
- Apply sunscreen prior to camp. **Staff members are not allowed to apply sunscreen to campers.**

Parent/Guardians, please monitor your child's clothing to ensure it's appropriate for YMCA summer camp including swimsuits.

## **SWIMMING**

Swimming is part of our regular schedule and it helps us in our promotion of fitness and water safety. Please encourage your child to swim every day it is scheduled. A bathing suit, towel, sunscreen and change of clothes are required daily. We encourage your child to wear their swimsuit to camp. Please do not forget to pack undergarments to allow for a dry, comfortable rest of the day. Goggles will be allowed during swim time. Swimming may be unavailable due to weather, mechanical issues, bussing, etc. We do not offer any refunds, credits or adjustments if swimming is cancelled.

The "**Safety Around Water**" Camp Swim Initiative focuses on campers learning the basic skills of water safety in a group setting. Children are swim-tested upon their first visit to the pool and are designated as a red (non-swimmer), yellow (developing swimmer), or green (strong) swimmer. Campers will be introduced to a new skill each pool day which builds to create two sequences that teach a child how to safely move across the water and exit the pool. Campers will gradually learn the following skills in sequence: Comfort in submersion of face and body, comfort swimming on front and back, jump-push-turn-grab and swim-float-swim. If you would like your child to learn more advance swim skills, we offer swim lessons at our local Y branches. Please ask the front desk for more information.

## **ON-SITE EXPERIENCES & SPECIAL ACTIVITIES**

We offer a variety of either on-site special activities & guest speakers. \*Varies per week, per camp site.

## **GROUPING CAMPERS TOGETHER**

Our camps are divided into their groups by age. Groups may have blended ages but we strive to keep them within 1 year of each other. We will make our best effort at keeping your child with his /her friend within the same age group but we cannot guarantee this. Luckily, there are times during the day in which the entire camp is together. Your child will be able to be with his / her friend during this time. And remember, camp is for making new friends too!

## **LUNCHES & SNACKS**

A lunch and two snacks should be sent daily in a container clearly marked with your child's name. Lunches will be kept in an air-conditioned building but will not be refrigerated or microwaved. Please pack lunches with an ice pack. Do not bring food that needs to be heated or refrigerated. Water will be available throughout the day. Please visit our website at [www.FCYMCA.org](http://www.FCYMCA.org) to see the list of qualified sites who receive the free lunch/snack federal food program.

## **WEATHER**

Outdoor play is an important part of our daily camp schedule. Parent/Guardians are asked to dress their children appropriately for the weather conditions.

During periods of extreme heat, the camp staff will scale down the physical camp activities. Campers will not be able to be outside for more than 30 minutes at a time. Indoor facilities will be utilized for more hands-on and low-activity events and programming. Staff will ensure water coolers with ice are fully stocked and monitored throughout the day. All precautions will be taken to prevent heat related injuries during these times.

### **Hints for the Heat**

The YMCA will monitor the weather conditions and plan our camp day accordingly. During heat advisory times, we will limit outdoor play. Additionally, here are some ways you can keep your camper COOL:

- Provide at least two drinks in his/her lunch.
- Drinking water is encouraged at camp.
- Provide them with a hat to wear and dress them in light colors.

### **Lightning/ Thunder**

At the first sight of lightning or thunder, children will be brought indoors. The pool will be cleared. Activities may resume 30 minutes after the last observed thunder/lighting.

### **Hurricane and Tropical Storm Watch and/or Warning**

In the event of a Hurricane or Tropical Storm Watch and/or Warning issued by the National Weather Service, the YMCA will closely monitor the conditions. If conditions worsen, Parent/Guardians will be contacted regarding the pickup of their child (ren) and/or the immediate status of camp.

### **Tornado Warning**

When a Tornado Warning is issued by the National Weather Service, Summer Campers will be placed in a safe area until warning has been lifted. It is recommended that Parent/Guardians listen to the local TV News or Radio Station for weather updates.

## **MEDICATION**

Medications that needs to be administered to a child during the YMCA childcare program must be brought in the original prescription bottle or original over the counter packaging with the child's name and instructions for administration clearly printed or labeled. Parent/Guardians must fill out and sign an "Medication Authorization Form required by the Florida Department of Children and Families. Please provide the appropriate measuring tools for proper dosage of the medication. **Children CANNOT carry any medicine with them including over the counter items such as cough drops, etc.**

## **ALLERGIES & SPECIAL DIETARY RESTRICTIONS**

Allergies to foods, chemicals or other environmental issues (such as nuts, pollen, bee stings, etc.) must be listed in the "Allergies" section of the child's registration. Please include any reactions and treatments.

## **CHILD ILLNESS & COMMUNICABLE DISEASE**

To ensure the health and well-being of all children in our program, if a child has a contagious illness, infection or fever of 100 degrees or higher, vomiting or diarrhea, Parent/Guardians must make arrangements for their child to be picked up from the program immediately. It is necessary for the child to be symptom free for 24 hours, without the use of fever reducers, before being allowed to return to the program. If a child has been sent home from camp with a communicable disease, the child will not be re-admitted to the site until the Parent/Guardian provides a written doctor's release.

A child with chicken pox can return to the program when there are no open sores. Remaining sores should be well scabbed over. Children are usually out for one week. All Parent/Guardians at the site will be notified in writing.

If a child is found to have head lice at the site, the child will be isolated with staff supervision and the Parent/Guardian contacted to pick up the child immediately. All Parent/Guardians at the site will be notified in writing. The YMCA will not re-admit children to the program as long as nits are present. A child identified as having head lice shall not be permitted to return until the following day and only provided that treatment has occurred and has been verified by YMCA staff. Verification of treatment may include a product box, box top, or empty bottle.

If your child becomes seriously ill or sustains any injury in our care, all efforts will be made to contact a Parent/Guardian, guardian or emergency contact immediately. As in any severe emergency, 911 will be called. Please keep your contact information up to date in case of emergency.

When faced with a health issue such as chicken pox, impetigo, meningococcal illness, head lice or mononucleosis, please contact camp immediately. If camp staff should identify possible symptoms of a communicable disease, the child will be removed from the camp group and the Parent/Guardian will be contacted. The child should be taken to a physician for diagnosis. The Parent/Guardian must follow up with the Camp Director with the diagnosis. The child will be unable to return to camp until all symptoms have passed and doctor's release has been submitted.

## **INSURANCE**

The YMCA does not carry or provide accident or medical insurance for the children participating in Summer Day Camp programs. Your health insurance is the primary coverage for your child.

## **LOST & FOUND**

Due to health issues and limited space, lost and found will be cleared out weekly and discarded and/or donated. Please check the lost and found everyday for any belongings your child/children may have misplaced. The YMCA assumes no responsibility for the loss of personal property.

## **PERSONAL PROPERTY**

Toys, electronic devices (ex: cell phones, tablets), and other personal items are not allowed. The YMCA is not responsible for lost, stolen or damaged items.

## **EMERGENCY PROCEDURES**

All emergency procedures including building and facility emergencies, bomb threats, fire emergency, missing persons, life-threatening injury, aquatic emergencies, blood borne pathogen control and hazardous materials control are available in the Emergency Procedures Flip Book.

## **SAFETY PROCEDURES**

All staff will be required to wear staff shirts and staff IDs. Camp staff will provide direct supervision of campers and only staff and campers are permitted in program areas. A federally issued picture ID, i.e. drivers license or military ID, must be provided to sign a child out of the YMCA's care. A work ID will not be accepted.

## **INVESTIGATING AN ISSUE OR CONCERN**

You may occasionally have an issue or concern you wish to bring to our attention. We welcome your thoughts and comments. In the event you have reported an issue at the site, please be assured that we will complete a thorough investigation which includes speaking to any pertinent staff and sometimes the children. So that you can be aware of our process, listed below are the procedures we follow when addressing Parent/Guardian concerns:

- Speak to the Parent/Guardian to get all the information regarding the concern. We are unable to speak with anyone other than the Parent/Guardian/guardian (this includes grandparents, aunts and uncles, etc.).
- If necessary, we will bring our Human Resources Representative in to work with us.
- Once we have gathered all the pertinent information, we will follow the YMCA of Florida's First Coast Policies and Procedures. Depending on the circumstances, disciplinary action may be required. Due to confidentiality, we are unable to discuss any details – regardless if it involves another YMCA participant or a staff member.
- There is no time limit with an investigation. We will take as much time as necessary to thoroughly investigate all issues.

If you need to report or address a concern, please contact the Youth Development office at [YD@FCYMCA.org](mailto:YD@FCYMCA.org). We will return your message within 24 hours.

## **REPORTING SUSPECTED CHILD ABUSE**

In order to ensure the wellbeing of all children in our care, our staff has a continuing duty under state law to report incidents of possible neglect or abuse, including physical, sexual, and psychological abuse, to the Department of Children and Families and to cooperate in any investigation of such possible neglect or abuse. All staff members are mandatory reporters and must follow Florida statute for mandatory reporting. We may be subjected to criminal penalties if we fail to report such possible harm. Staff is not allowed to comment to Parent/Guardians, other staff or any other persons on the subject of reported child abuse. Parent/Guardians may not accuse or question staff concerning child abuse allegations. Child abuse investigations are a matter for DCF or local police departments.

## **BABYSITTING POLICY**

The YMCA strives to employ the very best staff possible in all of our programs. After they are no longer employed with us, these persons are private citizens and no longer subject to our employment rules and procedures. The YMCA cannot and does not endorse or recommend its former staff members as babysitters to any Parent/Guardian or guardian of any child in any of our programs. Any babysitting arrangements with former staff of the YMCA are separate and independent from any YMCA program and must be based on the independent investigation, responsibility and judgment of the Parent/Guardian or guardian. Current YMCA staff is prohibited from babysitting while under employment of the Y. The YMCA shall not be responsible and will be held harmless from any claims or liability in connection with such babysitting activities.

## **CAMP RULES**

The purpose of rules is to set boundaries for a child's behavior. Please review with your child daily the types of behaviors that we expect (outlined below) and perhaps even spend some time discussing their importance for your camper to have a successful time at camp.

- **Friends Helping Friends!** Honesty and respect will be the basis for all relationships and interactions. Reach out and make a new friend each week. We respect each other and the environment. If we listen to others, they will listen to us. Be courteous with the words you use. Inappropriate language, verbal threats, fighting and tactics used to humiliate or intimidate another simply **WILL NOT BE TOLERATED**.
- **Social Inclusion:** Teamwork and cooperation will be the basis for including everyone. Politeness and courtesy go a long way. People are responsible for their actions. Always use positive language. Speak for yourself, not anyone else. Show respect. Every person is important. Always keep your hands and feet to yourself. You are not allowed to touch another camper/staff member in a negative way.
- **Building a community:** Every child is part of the Y day camp. You are here to make new friends, play with old friends, learn new games, try something new, build on old skills and just have fun. Respect all Y staff, Y members, counselors and other campers. The proper use and cleanliness of the locker rooms, equipment, supplies, etc. is the responsibility of all. Cleaning up is important and we need your support. Not only do we respect each other, but we also respect our camp environment by putting litter in its place, by not destroying property that belongs to camp or to others and putting equipment up in its proper place. We are all responsible for our words and our actions. Be responsible for personal belongings. More things are lost than found. Leave important things at home. Stay in program areas with your counselor – running away is not acceptable. Cooperate with staff and follow directions. They know best how to keep you and your friends safe

**Behaviors that will result in mandatory suspension and may result in immediate dismissal include but are not limited to:**

- Any action that could threaten or pose a direct threat to the physical or emotional safety of the child, other children or staff
- Fighting, biting, stealing and running away
- Possession of a weapon of any kind
- Vandalism or destruction of YMCA property or property of others
- Sexual misconduct
- Possession or use of alcohol or controlled substances

## **BUS RULES**

1. Be seated, facing forward while the bus is in motion.
2. When seat belts are provided, they must be worn.
3. Keep all heads, arms, legs and objects inside the bus.
4. Maintain a reasonable noise level.

## **POOL RULES**

1. Running, shoving and horseplay is not permitted on the pool deck, in the water or in the locker room.
2. Do not hang on staff or fellow campers.
3. Obey lifeguards and staff at all times.

## **POSITIVE REDIRECTION & DISCIPLINE**

YMCA staff wish to work with your child and for you to have the best experience possible. It is important that staff maintain good order and discipline in all programs. Top objectives in all YMCA programs are safety and a positive atmosphere for learning and developing social skills. The YMCA makes every effort to help children understand clear definitions of acceptable and unacceptable behavior.

### **The YMCA does not condone and will not permit:**

1. Corporal punishment
2. Ridiculing, threatening, using an inappropriate loud voice
3. Leaving children unsupervised
4. Use of profanity

### **A child's behavior is expected to be consistent with the following:**

1. Use appropriate language at all times.
2. Cooperate with staff and follow directions.
3. Respect other children and staff, equipment and facilities, and yourself.
4. Maintain a positive attitude.
5. Aggressive behavior and hitting is not allowed.
6. Stay in program areas – running away is not acceptable.

### **Discipline Policy**

1. If a participant is unable to comply with the behavior expectations, the child will be given an initial warning and his or her Parent/Guardians/guardians will be notified.
2. If a participant's behavior continues to be disruptive, he or she will receive a written reprimand, and Parent/Guardians will be notified and consulted concerning the participant's behavior.
3. The YMCA reserves the right to suspend or expel a child from the program if his or her behavior places other participants or staff in immediate harm and/or if his or her behavior places him or herself in immediate harm.
4. Expulsion from the program is for one calendar year and includes other YMCA programs. There will be no refund of program fees.

The YMCA reserves the right to suspend or expel any child from the program who poses serious or continual behavior problems with no fee reimbursement. Infractions deemed "serious" may result in immediate suspension and/or expulsion regardless of previous disciplinary action.

**Behaviors which may result in immediate dismissal include but are not limited to:**

1. Any action that could threaten or pose a direct threat to the physical/emotional safety of the child, other children or staff
2. Fighting or hitting
3. Possession of a weapon of any kind
4. Vandalism or destruction of YMCA property or property of others
5. Sexual misconduct
6. Possession of or use of alcohol or controlled substances unless under the prescription of a doctor
7. Running away
8. Biting

**REASONABLE ACCOMODATIONS**

Parent/Guardians or guardians are required to inform the YMCA in writing, prior to a child's acceptance in a YMCA program, of any reasonable accommodations in which may affect the child's ability to participate fully and within the guidelines of acceptable behavior, including but not limited to any serious behavioral problems or special circumstances regarding psychological, medical or physical conditions.

Upon being informed of such reasonable accommodations, the Youth Development Office may require a conference with the Parent/Guardian(s)/guardian to discuss.

I understand and acknowledge that: (i) it is the responsibility of the Parent/Guardian(s)/guardian to make full disclosure to the YMCA of any reasonable accommodations which may affect the ability of my child/ward to participate, as described above; (ii) it is the responsibility of the Parent/Guardian(s)/guardian to inform the YMCA of any requested accommodation believed by the Parent/Guardian(s)/guardian to be necessary and readily achievable for such participation; and (iii) full disclosure of any special circumstances is material to the YMCA's evaluation of the child's/ward's ability to participate and the YMCA's consideration of any requested accommodation.

**FINANCIAL ASSISTANCE**

Financial assistance is available for those who qualify. A financial assistance application must be filled out and submitted with all proper documentation to be accepted. The deadline to apply for financial assistance is ten days prior to your child's first camp session. A new financial assistance application with supporting documentation is required for those currently receiving assistance in Before and After School.

**THE BENEFITS OF FAMILY MEMBERSHIP**

First Coast YMCA members with a Household membership save 15% on Summer Day Camp. (The child being registered must be listed as "active" on the membership along with the guardian.) Please note: to receive camp savings, you must have a household membership with the child active. If you cancel your membership before camp ends, your camp fees will be changed to the non-member rate.

**WAITING LIST**

In the event that a camp fills, you may place your child on our waiting list. You will be contacted via email if a spot becomes available. You will have 2 hours to contact us back to reserve your space and make the payment in full. Please make sure your account has the correct email listed to contact you.

## AGE EXCEPTIONS

Campers must be 5 years old by January 1, 2026 in order to participate in YMCA Summer Day Camp. Camps are designed with curriculum and programming for campers of a certain age.

## GETTING REGISTERED

Visit our website at [www.FCYMCA.org](http://www.FCYMCA.org) to register your child. When registering for camp, you must pay the \$50 registration fee (non-refundable, non-transferable – per child, per camp site) and pay \$25 non-refundable, non-transferable deposit for each week you want your child to attend. This deposit will hold your spot in that week.

## PAYMENT INFORMATION

- All payments are due by Wednesday of every week, prior to the week of attendance.
- Weekly payments are paid as automatic payments through the account information on file. Your weekly fee will draft automatically on Wednesdays at approx. 3am before the week of care. A \$10 return fee will be added if your payment is returned. All payments for youth development programs (Summer Camp, Before/Afterschool, Schools Out Day Camp) must be set up for automatic payments. If you need to change your account information, please update in your account then email our office to update the automatic payments to the new card information.
- If you do not make payment by Thursday before the desired week, on Friday you will be unenrolled and lose your spot for that week. The \$25 deposit is non-refundable, non-transferable and will be forfeited if unenrolled due to non-payment.
- All registration is done online at [www.FCYMCA.org](http://www.FCYMCA.org). When you register, you will be charged a \$50 registration fee (per child) and a \$25 deposit for each week you are securing (per child). The \$50 registration fee is per camp location. The remaining amount is due the Wednesday before the week of care through automatic payment.
- Families with a household membership will still pay the registration fee when registering. After you've registered and paid the registration fee, we will adjust your account and apply a system credit to an upcoming payment for the amount paid for the registration fee.

## MAKING CHANGES TO YOUR CHILD'S CAMP REGISTRATION

- \*ADD Weeks: Please use the drop-down menus on our website under 'Locations' and register for a future week.
- \*CANCEL Weeks: Please email our Youth Development office ([YD@FCYMCA.org](mailto:YD@FCYMCA.org)) to submit your cancellation in writing.

## CANCELLATION POLICY:

Cancellations with a 7 day notice prior to the summer camp week will be refunded any money paid towards the sessions, minus the non-refundable, non-transferable \$25 deposit and the \$50 registration fee. All cancellations must be submitted using the process above. Changing camps is the same as cancelling the original camp and ordering a new camp. All cancellations must be submitted by emailing our Youth Development office at [YD@FCYMCA.org](mailto:YD@FCYMCA.org)

## **REFUNDS**

Non-attendance does not entitle a participant to a refund. No refunds or adjustments will be granted for partial weeks missed due to illness, vacation or when YMCA programs are cancelled due to inclement weather. The YMCA reserves the right to apply any credit due to other outstanding balances. Refunds are issued within 30 days of cancellation. The registration fee and camp deposits are non-transferable, non-refundable. The YMCA does not offer refunds or credits if camp is unable to swim.

## **LATE PICK-UP FEE**

All children must be picked up by closing time. If you will be late, please make arrangements with another person listed on your authorized pick-up list to pick up your child. A late fee will be assessed for any late pickups (\$1 per minute, per child after closing time). To avoid having to pay a late fee, we strongly urge you to authorize multiple individuals to pick your child up from care. Please remind any authorized signer that a valid photo ID is required to sign your child out of the program. Excessive tardiness may result in the dismissal of your child from the program. Late pick-up fees must be paid in full before returning the next day. Late pick-up fees will be automatically charged to the card on file in your YMCA account.

## **CAMP CLOSURES**

In observance of our federal holidays, we will not have camp on June 19 and July 3. There are no prorated camp fees for these weeks.

## **GIVE TO THE Y. CHANGE YOUR COMMUNITY.**

Donations made to the Y's Annual Giving Community Support Campaign provide scholarships for children to participate in recreational, learning and life-enhancing experiences, like summer camp. Anyone interested in sending a child to camp this summer by giving to the campaign may do so in person or online.

## **LEARN MORE ABOUT OUR PROGRAMS**

- BEFORE/AFTER SCHOOL: <https://fcymca.org/programs/before-and-afterschool/>
- SUMMER DAY CAMP: <https://fcymca.org/programs/camp/summer-day-camp/>
- SCHOOLS OUT DAY CAMP: <https://fcymca.org/programs/schools-out-camp/>
- SPECIALTY CAMP (HALF DAY CAMPS): <https://fcymca.org/programs/camp/specialty-camp/>
- CAMP IMMOKALEE (OVERNIGHT RESIDENT CAMP): <https://camp.fcymca.org/>

## **YOUTH DEVELOPMENT CONTACT INFORMATION**

EMAIL: [YD@FCYMCA.org](mailto:YD@FCYMCA.org)

PHONE: 904.644.0072