



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

STONY BROOK ACRES

2018 PARENT RESOURCE BOOK

YMCA of Greater Springfield Mission

To serve the human needs in greater Springfield by providing programs that promote lifelong personal growth and the balanced development of spirit, mind and body for all.

WELCOME

Welcome to the 60th season at Stony Brook Acres! In 2000, Frank and Sandra Wolcott sold the property to the YMCA of Greater Springfield. The purchase of the property was made possible through gifts from the Spear Family Foundation and the Irene E. & George A. Davis Foundation. The program is operated under the direction of the Youth Development Center of the YMCA of Greater Springfield.

This handbook has been designed to answer many common questions. Please read the information carefully and share relevant items with your child. Should you have any questions, please contact **Cesar Carattini P:** 413.739.6955 ext. 5504 **E:** ccarattini@springfieldy.org

IMPORTANT FORMS

Along with this resource book there are additional forms that must be completed and returned to the YMCA prior to your child starting camp. The **Physical Form** must be completed and signed by a physician. The **Health Form**, **Medication Authorization Form/Bug Lotion & Sunscreen**, and **Medical Consent Form** need to be completed by a parent/guardian. All information must be submitted with your child's registration form, deposit and facility fee in order for your child to be registered for camp. To ensure your child is registered on time, your paperwork must be received at the time of registration.

Please send all correspondence to the following address:

**Youth Development Center
Attn: Stony Brook Acres
275 Chestnut Street
Springfield, MA 01104**

PHILOSOPHY OF YMCA CAMPING

Stony Brook Acres is committed to children. The camp staff are chosen carefully and trained to provide campers with a fun, supportive atmosphere where everyone can learn new skills, make friends, and most importantly, develop self-confidence. Attending camp is a growing experience that children will never forget, and we want their time spent with us to be as positive as possible.

GOALS OF YMCA CAMPING

The goal of YMCA camping is to help participants grow in spirit, mind, and body. By using a natural campsite and providing challenging activities in both small and large group settings under the guidance of caring, well-trained staff members, YMCA day camping gives children an experience that will last a lifetime.

PROGRAM GOALS

1. Stony Brook Acres is a program that will build and foster strong relationships with children and family members.
2. Stony Brook Acres staff will motivate and convey high expectations for all children in a fun, interactive, and hands-on way.
3. Stony Brook Acres staff will teach specific skills using interactive, reflective, and intentional teaching methods through a variety of activities.
4. Stony Brook Acres staff pay attention to specific child needs in a physically and psychologically safe environment by teaching and reinforcing YMCA Core Values (caring, honesty, respect and responsibility), social skills, and coping methods to encourage positive behaviors, decision making, and actions.

YMCA CORE VALUES:

1. **Caring:** Show a sincere concern for others well-being.
2. **Honesty:** Be truthful in what you say and do.
3. **Respect:** Follow the Golden Rule.
4. **Responsibility:** Be accountable for your promises and actions.

FACILITIES

Stony Brook Acres is located at 1004 Stony Hill Road in Wilbraham, Massachusetts. The property consists of twenty beautifully landscaped acres of lawn, grassy fields, meadows and woods with a winding stony brook providing for riverfront, sports fields, ranges, courts, swimming pool, and multi-purpose buildings.

An outstanding feature is the 1,920 square foot barn which serves as a well-equipped recreation hall. Our 1,200 square foot Activities Barn houses our Office, Nurse's Station and a great Multipurpose Activity Space with a seating area for added shade on those hot days. Our beautiful 60'x 45' "L" shaped swimming pool provides all participants more swimming space for instructional and recreational swim times. Adjacent to the pool is an open air pavilion offering participants a cool place for snack and lunch.

Activities offered on our grounds include a variety of sports such as soccer, volleyball, basketball, and mini-golf. Music, drama, dance, nature studies and more part of the curriculum. Our archery range is fun and safe for all, and our *Outdoor Pursuits* area has a great nature room for our program participants' interesting and exciting findings!

STONY BROOK ACRES STAFF

Our program is only as good as the people who staff it! By this measure, Stony Brook Acres is very special. Many of our directors, specialists, and counselors are teachers and college students who have been participants themselves. The entire staff participates in an extensive training session, which includes certification in CPR and Standard First Aid. Both C.O.R.I. and S.O.R.I. background checks, as well as extensive reference checks are conducted on all applicants before hiring. All of our specialists and lifeguards are certified in their respective areas. Our goal is to serve as role models and to help each child gain skills and enhance his/her self-esteem. The YMCA is committed to recruiting and developing an outstanding group of counselors and directors who are dedicated to providing the best summer program experience possible.

2018 STONY BROOK ACRES SESSION DATES & THEMES:

SESSION 1: June 25–June 29

Members: \$185 Non-members: \$210

Theme: Fantastic Fantasy

From Harry Potter to Super Heroes and Disney Princesses, let's put our imagination to work!

SESSION 2: July 2 – July 6 (No camp 7/4)

Members: \$149 Non-members: \$171

Theme: Ahh-mazing America!

America is a beautiful country. We celebrate everything America stands for all week!

SESSION 3: July 9 – July 13

Members: \$185 Non-members: \$210

Theme: Crazy Carnival Week

From circus games to silly costume days, Circus Week will show campers all about what it means to have fun and be silly!

SESSION 4: July 16 – July 20

Members: \$185 Non-members: \$210

Theme: Y-Stock

The coolest session of the summer, we will take a blast back to the 1960s and learn about tie-dyeing, popular dances, and cool arts & crafts.

SESSION 5: July 23 – July 27

Members: \$185 Non-members: \$210

Theme: Wacky Water & Science Week

Science is so awesome! Let's learn some new experiments and have days filled with 'everything water' from swimming to games – you won't be dry this week!

SESSION 6: July 30 – August 3

Members: \$185 Non-members: \$210

Theme: Amazing Art

Creativity, dance, music, paint, famous artist; need we say more?

SESSION 7: August 6 – August 10

Members: \$185 Non-members: \$210

Theme: Color Mania

Every group and unit will be a different color competing at camp and learn why it's great to be different!

SESSION 8: August 13 – August 17

Members: \$185 Non-members: \$210

Theme: SBA Olympics

Each group will be a represent a country at camp and learn about people and sports from across the world!

SESSION 9: August 20 – August 23

Members: \$40/day Non-members: \$45/day

Theme: Blast from the Past

Let's celebrate every decade and time in history by dressing as different decades and learning about the history of the YMCA!

TEEN PROGRAM:

Members: \$200/Session Non-members: \$225/Session

July 3 - Members: \$160/Session Non-members: \$185/Session

PROGRAM RATES:

Traditional Camp Members:	\$185.00/Session (week of July 3 rd : \$149.00)
Traditional Camp Non-Members:	\$210.00/Session (week of July 3 rd : \$171.00)
Pre Camp:	Members: \$30.00/Session Non-Members: \$35/00/Session
Post Camp:	Members: \$30.00/Session Non-Members: \$35/00/Session
Fun Week Members:	\$40.00/Day
Fun Week Non-Members:	\$45.00/Day

FACILITY MAINTENANCE FEE

A one-time only Facility Maintenance Fee of \$10 will be charged to each child upon their initial registration for our Summer Program and must be paid with the deposit(s). This fee helps with the general up keep of the Stony Brook Acres property, which in turn helps to keep program fees down.

PAYMENTS

A **\$25 non-refundable**, non-transferable minimum deposit per child, per session is required for our General Program. A **\$50 non-refundable**, non-transferable minimum deposit per child, per session is required for Leaders in Training (L.I.T.) This deposit is applicable towards the balance. Bills will be sent the first week of every month. It is the responsibility of the parent/guardian to make sure each session is paid in full and on time prior to your child starting our program. **Payment in full is due the Friday before each session begins.** We do accept New England Farm Worker child care vouchers.

Payments May Be Made:

In Person, by mail, or over the phone at these locations:

- Scantic Valley YMCA, 45 Post Office Park, Wilbraham, MA 01095 P: 413-596-2749
- Youth Development Center of the YMCA of Greater Springfield
275 Chestnut Street, Springfield, MA 01104 P: 413-739-6955

Other Information:

- **Payments are not accepted at Stony Brook Acres. They must be dropped off, mailed, or made over the phone at the Scantic Valley YMCA (45 Post Office Park, Wilbraham, MA 01095) Youth Development Center of the YMCA of Greater Springfield (275 Chestnut Street. Springfield, MA 01104)**
- **Any previous YMCA balances must be paid in full before your child attending our program. If you have any questions regarding your bill or a previous balance, please call the Youth**

Development Center of the YMCA of Greater Springfield 413-739-6955 **before your child's first day of camp.**

PAYMENT SCHEDULE:

Session Dates:	Payment Due By:
Session 1 – June 25 – June 29	June 21
Session 2 – July 2 – July 6	June 28
Session 3 – July 9 – July 13	July 5
Session 4 – July 16 – July 20	July 12
Session 5 – July 23 – July 27	July 19
Session 6 – July 30 – August 3	July 26
Session 7 – August 6 – August 10	August 2
Session 8 – August 13 – August 17	August 9
Session 9 (Fun Week) August 20– August 23	August 16

GROUP PLACEMENT

At Stony Brook Acres, children are placed in groups according to the grade of the participant. The general program is designed for girls and boys entering kindergarten through grade five. A child must be at least **5 years old and entering first grade in September 2018** to attend camp. We will do our best to honor specific group assignments. **Friend requests need to be indicated on the registration form ONLY and by both families.** We will make every effort to accommodate your request. Please remember that an outdoor summer program is a great place to meet new friends!

TEEN PROGRAM (AGES 13-16)

This program runs for eight, one-week sessions. One day per week, teens will have the opportunity to go on field trips. The rest of the week participants will be at Stony Brook Acres enjoying activities including archery, swimming, sports, arts and more.

PROGRAM ACTIVITIES

All planned special events and important information will be sent home at the beginning of each session. Daily activities at Stony Brook Acres may include:

Instructional/Recreational Swimming
Sports Play/Instruction
Nature/Science Study
Arts Instruction & Play
Archery

Music
Fine Arts
Outdoor Skills
Team Building Exercises
Camp Songs/Dance/Drama

There will also be special theme days and special guests periodically throughout the summer. If you ever have a concern or a question about an activity or event, please contact the Camp Director prior to the event. All parents will be notified of any on-site guests.

A TYPICAL DAY AT STONY BROOK ACRES

- **Opening Ceremony**

- **Huddle Groups (Group Time, Unit Time)**
- **Mastery Activities (Archery, Arts, Nature, Science, Swimming)**
- **Lunch**
- **Choice & Free Play (Swimming, Theme Activities, Arts, Games, Sports)**
- **Closing Ceremony**

RAINY DAYS

Our program is held rain or shine. On rainy days, activities are arranged so that participants spend some time in our shelters. While indoors, children will participate in skits, games, arts & crafts, songs, and more. Outside activities such as nature hikes, capture the flag, and sports will also be a choice for participants. During rainy days, children may get wet and dirty. We will do our best to spend time in buildings/shelters, but please dress your camper accordingly for the weather. If you have an adventurous child who will choose to participate in an outdoor activity, **please pack a change of clothes (labeled with your child's name) in a sealed plastic bag.**

INCLEMENT WEATHER POLICY

The YMCA provides services on inclement weather days unless the Town of Wilbraham declares a state of emergency, banning all non-essential traffic on the roads. Please listen to the radio or television if severe weather should arise. If a state of emergency is declared, Stony Brook Acres will not be opened that day.

SWIMMING LESSONS

Swim instruction for each child is scheduled throughout the session. Participants are evaluated and placed into swim levels based on their ability. Each level is designated a colored wrist band. These bands are given to participants the first day of our program; children must have these bands on every day in order to enter the pool area. The bands help our staff identify the different swim levels during recreational swim. This system is in place to keep children safe while enjoying their time in our pool. Our swimming program provides instruction for beginner, intermediate, and advanced swimmers as outlined by the National YMCA Aquatics Program. We strongly encourage all children to participate in swim lessons. Recreational swim will be offered daily, however, if your child does not participate in swim lessons, he/she will not be able to participate in the recreational swim. During extremely hot weather, additional free swim periods will be available. All swimming takes place in our "L" shaped 60ft x 45ft pool.

LUNCH

Lunches, drinks, and snacks are to be brought from home every day. Small lunch boxes are allowed and, please make sure your child's name is written on the containers. All children will have a set lunch time to sit and eat with their group. Snacks are recommended and should be non-refrigerated items such as crackers or granola bars. Please have morning or afternoon snacks packed separately from their lunch. All lunches must be cold - unless you have a thermos to keep food warm. We are not able to cook or heat up lunches. Refrigeration for all lunches is provided. We asked that you try to avoid sending items that contain peanuts.

The following items are suggested healthy snacks for your child:

- Cheese cut into wedges adds variety
- Hard-boiled eggs have lots of protein
- Dried fruits like raisins and apricots are an excellent source of iron
- Crunchy vegetables such as celery and carrots are nature's "toothbrush"

Water is available any time at the water fountain and at coolers placed throughout the property, but we do encourage participants to bring their own water bottle.

***If your child is bringing his/her lunch in a small cooler, please provide enough ice packs as we may not be able to fit the cooler in our refrigerators.**

****We will provide a peanut free table for children with allergies. Please inform the camp staff if your camper has other food allergies.**

WHAT TO BRING & WHAT NOT TO BRING TO STONY BROOK ACRES

Please make sure your child's name should be on everything he/she brings to SBA!

Items that should be brought to SBA:

Bathing suit	Sunscreen
Towel	Hat
Healthy Lunch (with name on it)	Insect repellent (lotion only)
A drink (water bottle)	Comfortable shoes (must wear sneakers)
Weather appropriate clothes (Rain gear when necessary)	Warm clothes on cold days

***Sunscreen and Bug Lotion must be applied prior to arriving**
(Staff will have the children reapply during the day)

***No open toed shoes or sandals**
(Sandals are fine for changing rooms and pool deck ONLY)

Items that should not be brought to SBA:

Toys	Candy/Gum
Jewelry	Glass bottles
Radios/Walkman/iPods	Pocket knives
Hand held video games	Expensive items
Trading cards	<u>NO CELL PHONES (please)</u>

Our Summer Program is a physical experience each day. Please understand that your child may come home dirty. Please dress your child in appropriate attire. SBA staff will confiscate items not allowed at camp and will return them only to a parent/guardian at the end of the day.

The YMCA is not responsible for lost or stolen items.

LOST AND FOUND

We will do our best to return marked items, but we cannot guarantee the return of unidentified articles. All unclaimed items will be kept for **three days after the last day of the session**. All unclaimed items will be donated

to a local shelter. SBA has partnered with Mabel Labels Inc. to help ensure the return of our child's belongings, contact the Program Director for more info.

Your child's name should be on everything that he or she brings to our program.

ATTENDANCE POLICY

Parents are asked to call the Stony Brook Acres Office at 596-4838 if their child will be absent. The Office is open Monday-Friday, 7:15 a.m. - 5:45 p.m. Parents may also contact the Scantic Valley YMCA at 596-2749.

STONY BROOK ACRES STORE

The SBA store is located inside the pavilion. The store is open Monday-Friday during lunch hours. Snack items such as crackers, fruit snacks, granola bars, Gatorade, water bottles, and juice boxes are available for purchase (\$1.50 or less).

REGISTRATION, CANCELLATIONS & REFUNDS

Please notify the Stony Brook Acres Director or the Registrar as soon as you know you must cancel your child from a session they are registered to attend. This allows us to fill your child's spot if there is a wait list. Please remember the **\$25/\$50 deposit is non-refundable**. The only exception is when there is a note from a doctor stating your child can not attend the program for a medical reason. The deposit maybe transferable if you choose to register for a different session provided there is space available. Your payment made on the session less the deposit will be refunded to you. **There will be no refunds given once a session has begun.**

EXTENDING YOUR STAY AT SBA (ADDITIONAL SESSIONS)

If you wish for your child to attend additional sessions, please contact the Scantic Valley YMCA at 413-596-2749. Deadline for registration is noon on the Thursday prior to the session your child is planning to attend. Please understand that sessions may fill prior to your request. If you think your child would like to attend more sessions, we recommend you register as soon as possible.

HEALTH POLICY

Our program is designed with the health and safety of the participants in mind. A full time health administrator is on duty and a physician is on call each day. All medical concerns must be brought to the attention of the Camp Director and/or Health Administrator prior to your child attending. All staff members are certified in first aid. Stony Brook Acres complies with the regulations of the Massachusetts Department of Public Health and is licensed by the local Board of Health. Each child must have a completed medical form on file before he/she is allowed to attend. Parents should not send children who are sick or infectious to our program. Any medication should be directly given to the Camp Director or Health Administrator by the parent/guardian on Monday morning and picked up from the Camp Director or Health Administrator by the parent/guardian on Friday afternoon. If your child is ill or unable to attend, please call the Stony Brook Acres office at 413-596-4838 or the Scantic Valley YMCA at 413-596-2749.

MEDICAL FORMS

- State law requires that each child receive a physical exam within two years of his or her attending. Children without a valid physical form on file will not be allowed to attend. Please have your doctor

complete the official medical form or a comparable form. If you need additional form(s), please visit our web site www.springfielddy.org or contact the office for a copy. Be sure that all information is correct and the form is completely filled out. Drop off forms or mail forms to the Youth Development Center of the YMCA of Greater Springfield, 275 Chestnut Street, Springfield, MA 01104. *Medical Forms are due with your child's registration form, deposit and facility maintenance fee, at the time of Registration.*

EMERGENCY PROCEDURES

Our trained staff will respond to minor illnesses or injuries that may arise during the camp day. For any injury or illness that requires medical treatment, parents will be notified immediately to pick up their child. If a parent/guardian cannot be reached, the person listed as the emergency contact will be called. In an emergency when a guardian cannot be contacted and further medical attention is necessary, the child will be transported to Baystate Medical Center by ambulance. In the case of an injury, which requires immediate medical treatment, the following steps will be taken: 1) An ambulance will be called. 2) A parent/guardian will be notified. 3) A Program supervisor will accompany the child to the hospital. 4) YMCA staff will remain with the child until a parent/guardian arrives.

MEDICAL AND DRUG ADMINISTRATION POLICY

Medications will only be administered under the following guidelines:

- Prescription medication must be in its original container with the child's name, address, and dosage instructions listed.
- An Authorized Medication Form will be provided for the parent to fill out. Each form must be completely filled out including signature and date.
- **Non-prescription medication will not be administered. (Exception: Benadryl only for Peanut & Bee Allergies. Parents must provide their own Benadryl)**
- Medications are directly given to the Health Administrator or Camp Director by the parent/guardian upon the child's arrival at the program.
- All medication is secured within a locked area. Medication that requires refrigeration is placed on a labeled shelf in the refrigerator in the Health Administrator's office.
- **Sunscreen & Bug Lotion are considered medications and the Medication Authorization Form must be completed by a parent/guardian.**

PICK UP & TRANSPORTATION

Transportation is provided by the parents/guardians. Pick up tags will be mailed to each home upon registration. One set of tags will be issued per family. Please hang your tag from your rear view mirror during pick up.. For your safety and convenience, we have a large entry way for drop off and pick up. We encourage parents/guardians to enter off of the Stony Hill Road via Tinkham Road area so you do not have to make a left into the driveway. A narrow road will lead to the lot where you will discharge your child to a staff member. Children should not be released from your car without being received by a staff member. **Upon leaving the lot, you may only turn right onto Stony Hill Road. The driver must present a photo ID and sign the child out prior to leaving. Person(s) picking up participants must be listed on the authorized pick-up form and present a picture I.D.** The children will be attended by staff until their ride arrives. **General pick-up is from 4-4:30PM.**

***Early Pick Up** - The Camp Director should have written notice of any camper who will be picked up early. Parents/Guardians must come directly to the Camp Office to sign out and pick up their child(ren). The YMCA

will release a child only to parents or legal guardians, or to persons authorized and identified on the Registration Form. Staff members will ask for identification.

Please understand that identification is a must. If you or your authorized pick up person does not have a picture I.D., the child(ren) will not be released under any circumstances.

AUTHORIZED RELEASES

- The YMCA will release your child only to authorized persons identified on the child's registration form. Staff members will ask for identification-Please have your photo ID ready.
- In the event an unauthorized person needs to pick your child up, parents must provide written notification at drop off that day.
- If an emergency or unexpected need should arise for an unauthorized person to pick up your child, please contact the Camp Director at 596-4838 or call the Youth Development Center of the YMCA of Greater Springfield P: 413-739-6955
- Please leave a number you can be reached at and wait for the Camp Director to call you back to confirm your request.
- **NO CHILD WILL BE RELEASED TO ANY INDIVIDUAL WITHOUT PROPER ID.**

PRE/POST CARE (EARLY AND LATE DAY PROGRAM)

To accommodate the needs of working parents, pre and post extended hours will be made available for an additional fee at Stony Brook Acres. Early Drop Off operates from 7:00-8:30 a.m. and Later Pick Up runs from 4:00-6:00 p.m. The fee for additional hours is \$30 members/ \$35 non-members per week/per child for Pre-camp and Post Camp programs (this weekly fee cannot be pro-rated). Games, sports, crafts, swimming, and more will be offered during these times. Parents/Guardians are responsible for transportation to and from the early day and late day programs.

LATE FEE POLICY

A \$5.00 fee will be charged for each 15 minutes past 4:30 p.m. for those children who are not attending post care, and past 6:00 p.m. for those children attending post care. Late fees are to be paid by the end of the next business day. Please make every effort to be prompt at pick up time. Late pick-ups cause undo stress to a child (and staff) who may be hungry and tired from a full day at our program. In an emergency, when you know that you are going to be late, please call the Stony Brook Acres Office at 413-596-4838 or the Scantic Valley YMCA at 413-596-2749.

YMCA PLAN FOR BEHAVIORAL MANAGEMENT

DISCIPLINE and GUIDANCE shall be (1) consistent and (2) based on an understanding of the individual needs and level of development of each child. The goal of all discipline is to maximize the growth and development of self-discipline, while insuring the safety of the group.

Care will be taken to ensure that all rules and limits are clearly explained to the children frequently, so they understand them and feel secure the adults in charge care enough to keep them safe. Developmentally appropriate methods of behavior management will be used in dealing with unacceptable behavior. These methods include use of some of the following techniques: distraction, redirection, gentle reminders, offering acceptable choices, natural consequences, and when absolutely necessary, "renewal time" (time away from the

situation to relax and renew self-control). "Renewal time" needs to be used with much care and thoughtfulness to prevent it from becoming a punishment or form of reinforcing inappropriate behavior. Behaviors, which might call for "renewal time", include:

-Repeated defiance of rules set down for the child's safety (only after said rules are thoroughly established)

-Repeated behavior which threatens the physical and/or emotional safety of the child, other children or staff (i.e.: hitting, biting, verbal assault, kicking, throwing objects, pushing, and temper tantrums) will result in the following:

First Occurrence - "In House" behavior management. The child will be asked to sit and discuss what unacceptable behavior they demonstrated and why it occurred. With the assistance of the staff person, they will list alternate appropriate behaviors for possible future situations.

Second Offense - An incident report will be completed and the parent will be called in for a conference that same day. Previous documentation will be shared and a plan of action with staff, parent, and child will be determined.

Third Offense – Suspension, one to three days depending on the severity of behavior.

Fourth Offense – Termination from the program.

NOTE: Extremely Violent / Threatening Behavior can or will result in an IMMEDIATE TERMINATION.

Example: Housing a weapon, a child or staff is seriously injured, YMCA property is damaged

At no time will a behavior incident be dealt with in a demoralizing, humiliating, abusive manner. No child will be subject to neglect, cruel, unusual, severe or corporal punishment including that which subjects a child to verbal abuse, ridicule or humiliation, denial of food, rest or use of bathroom facilities.

No staff member shall be subject to verbal or physical abuse by a child or a parent of a child enrolled in the Program. This includes humiliation, foul or abusive language, ridicule, or threatening behavior. Children can be dismissed due to a parents' behavior towards another child, parent, or staff.

No Cell Phone/Electronics Policy for Participants

(Telephone, Voicemail, Email, Website, Blogs, Cell phone, Text messaging)

Families entrust their children to the YMCA's care for child care, camp and other youth programs. Our promise to those we serve is to provide a safe environment in which all participants are treated in a caring, honest, respectful and responsible way.

YMCA staff, program participants and parents must work together to insure adherence to this policy.

YMCA Staff

1. Will block any personal websites or blogs and mark them as private, denying access to any YMCA program participants.

2. Will not disclose personal email, telephone, cell phone or website information to any program participants.
3. Will not attempt to contact any participant via phone, text message, email, web site or blogs for non-program related business.
4. Will not use any photos taken for YMCA programs or marketing purposes for personal use.
5. Will not use cell phones for personal calls during business hours.
6. Will not use cell phone cameras to take photos of program participants for any reason.

YMCA Program Participants and Their Parents Agree...

1. Not to contact any YMCA staff via staff's personal telephone/cell phone, text message, email, websites or blogs.
2. Not to use cell phones/electronics during program hours.
3. Not use photos, logos or images of the YMCA or its program participants.
4. Will not take cell phone photos of staff or program participants while engaged in YMCA programs.

Of course, the YMCA does not mean to interfere with anyone's private life, but publicly observable communications, actions or words are not private and personal expression can have legal consequences. This can include defamation, copyright infringement and trademark infringement. Our goal is to "build strong kids, strong families and strong communities." Adherence to this policy will insure our success. It is everyone's responsibility to deliver on this promise. Any concerns should be immediately reported to your child's program director or department head.

ADJUSTMENT TO THE SUMMER CAMP EXPERIENCE

If a child is unable, in our opinion, to enjoy the summer program experience, we reserve the right to ask for his or her withdrawal after consulting with their parents. Please feel free to speak to our staff regarding any questions or problems your child may have adjusting to the program. Children with special needs are welcome in our program. The use of aides is permitted, but is not provided by the YMCA.

IS MY CHILD READY FOR THE CAMP EXPERIENCE?

All children attending must be able to use the bathroom facilities and change their clothes without assistance. The Camp Director must be notified immediately of any special needs your child may require. First time participants may need at least two days to become familiar and comfortable with their surroundings. Please contact the Camp Director with any concerns regarding your child's experience.

PARENT SUGGESTIONS

Your questions, suggestions and concerns are important to the success of the Stony Brook Acres Summer Program. If a staff member is not free to speak with you immediately, please leave your name and phone number, and someone will call you as soon as possible. Remember that you are your child's advocate. You should inform the staff if your child is having difficulty. If your child exhibits inappropriate behavior at home that he/she learned at our program, the Camp Director and staff need your input. Let them know if changes are occurring at home that are affecting your child's mood or behavior. Do not let a potential problem arise and grow. Also, if your child enjoyed a particular event or activity and you appreciate something special at Stony Brook Acres, please tell the staff. **Parents/Guardians are welcome to visit at any time during the session. Upon arrival please have a picture I.D. and sign in at the office. At this time you will be issued a visitors pass and escorted on to the property.**

FIRST DAY INFORMATION

Parents/Guardians should provide their children with the necessary information to make their first days at our program rewarding. Please go over the information in this packet and plan to attend an Open House at Stony Brook Acres if possible. Younger children may be confused, so we strongly suggest that parents pin essential information to their child's shirt. It is important that each child know her/his name, address, phone number, and parent's first and last name.

PLEASE REMEMBER

All camper forms are due at time of registration. If you have any questions or concerns, please contact the Youth Development Center of the YMCA of Greater Springfield P: 413-739-6955 .

The YMCA & Stony Brook Acres Staff look forward to a great summer of learning and fun at camp!