



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

# FOR A BETTER SUMMER

## 2017 Summer Day Camp Parent Handbook



**YMCA of Greenville and Hunt County**  
1915 Stanford St.  
Greenville, Texas 75401  
[www.greenvilleymca.org](http://www.greenvilleymca.org)

**YMCA Mission:** To put Christian values into practice through programs that build healthy spirit, mind and body for all.

# Welcome!

Dear Summer Day Camp Family,

The YMCA of Greenville and Hunt County has a tradition of providing summer camps for many years. We are both excited and honored to serve your family this summer and look forward to adding your child to the vast legacy of YMCA campers.

YMCA of Greenville Hunt County Summer Day Camp offers themes and weekly fieldtrips or events are provided at location. Families can chose to attend one week or multiple weeks, that best fit their needs and schedules.

Summer Day Camp curriculum is designed by our in-house Curriculum and/or purchased from industry experts who are the leaders in their respective fields. We take pride in the quality programming that we offer our families.

Our caring staffs are hired by seasoned YMCA Directors. Each staff person is thoroughly screened and receives over 20 hours of training. In addition, all staff are trained in CPR/First Aid certified and Child Abuse Awareness.

Our Administration is made up of highly skilled and experienced professionals that believe in the power of the YMCA to strengthen the foundation of community and inspire generations of children every summer.

Please read through our handbook and take notes where needed. If you should have additional questions please contact us anytime at our YMCA 903-455-9622.

Laura Rodriguez  
Child Care Director

YMCA of Greenville and Hunt County  
1915 Stanford St.  
Greenville, Tx 75401  
**P:** 903-455-9622  
**F:** 903-455-5473

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Register YMCA or by email at:  
[laurar@greenvilleymca.org](mailto:laurar@greenvilleymca.org)

## Summer Day Camp

Summer Day Camp specializes in themed activities each week. Campers participate in weekly field trips, swimming, camp craft making, group games, and other physical activities. Summer Camp focuses on building character by nurturing the potential of each child.

The summer camp program also allows participants to engage in character building and positive relationships supporting a commitment to social responsibility. Campers spend at least 75% of the day engaging in outdoor activities depending on site location.

Register YMCA or by email at:  
[laurar@greenvilleymca.org](mailto:laurar@greenvilleymca.org)

## CAMP LOCATIONS

See YMCA website for address:

**Summer Day Camp Ages 5 to 12**  
**YMCA of Greenville and Hunt County**  
**1915 Stanford St. Greenville, Texas 75401**

**Locations using during camp hours:**  
**Greenville Public library**  
**1 Lou Finney Ln. Greenville, Texas 75401**

**Splash Kingdom**  
**6501 I-30 Frontage Rd, Greenville, TX 75402**

**Summer Day Camp Ages 4 to 12**  
**Sulphur Springs Elementary**  
**829 Bell St., Sulphur Springs, Texas 75482**

**Locations using during camp hours:**  
**Sulphur Springs Public Library**  
**611 N Davis St Sulphur Springs Tx 75482**

**Splash Kingdom**  
**6501 I-30 Frontage Rd, Greenville, TX 75402**

Register YMCA or by email at:  
[\*\*laurar@greenvilleymca.org\*\*](mailto:laurar@greenvilleymca.org)

# Summer Day Camp

## OPERATIONAL PROCEDURES

### Sign In Procedures

- Morning Drop off begins at 7:30am.
- On first day Responsible Party or Parent/Guardian must walk children in to camp and sign child in so staff can meet and visually identify the Responsible Party or Parent/guardian.
- Monday through Fridays Express Drop off is available. A counselor will meet parents at drop off area and sign children in from 7:30am to 8:30am.
- After 8:30am camp is preparing to start their day and parents must enter the camp location to drop off and may be required to ask front desk to call the camp phone to find where camp is located at that time.
- Parents are strongly encouraged to drop off students no later than 9am as all activities for the day have started by that time and field trips can depart by 9am. (Field trips can start earlier so be sure and check your calendar)

### Sign Out Procedures

- Camp pick up at express pick up between 4:30pm – 6:00pm. Parents must come to the camp area to sign out their camper if express pick up is not available.
- A driver's license must be presented to the staff before the child can be released. Staff will become familiar with the Responsible Party or Parent/Guardian on the pick-up list and may not ask for I.D after the first week of camp. Please be ready to present picture I.D. when ever asked.
- We will **NOT** release children to unauthorized persons who are not listed on our enrollment forms.
- Only the person who signs enrollment form can change information on the form and must do so in writing.

If you wish for someone to pick up your child who is not on your list you must provide driver's license number and name of person at least 24 hours in advance to Child Care Director: Laura Rodriguez

- Persons under the age of 18 can only pick up with a signed permission letter by the guardian as well as has to be on pick up list.

### **Attendance Policy**

When you enroll your child in day camp you are reserving your place in the day camp from 7:30am – 6:00pm for the entire week. We are unable to refund or prorate fees based on individual attendance, inclement weather, illness or in the case that a child is removed from the program by a parent or by the YMCAs Administration.

We do not refund or prorate fees for cancellations/changes in activities and trips. We will do our best to reschedule an equivalent alternative activity to the one that was cancelled or changed.

Because we know that emergencies can happen, we are willing and open to discuss options for families experiencing personal or financial hardships. The following situations are examples of, but not limited to events that could be considered when reviewing eligibility for a partial or full refund:

- A doctor's note stating child's health will prohibit him/her from participating in the program for five or more days.
- A child moves out of the area or to another state.
- A family emergency requiring five or more days away from home (in a given week).

Any absence or late arrival should be reported no later than 8:30am to the Camp Director.

### **Tuesday, July 4**

Summer Day camp will be closed Tuesday, July 4th. Fees will not be prorated on the July 4th week.

### **Administration of Medication**

The YMCA of Greenville and Hunt County Summer Camp Program does not administer non-rescue or non-emergency medications on site.

For emergency medications, each parent is required to complete an Authorization for Dispensing Medication form. You may obtain this form by contacting our Child Care Director. Any emergency medication brought to the Camp Program must be prescribed by a physician, be in its original container, and be clearly labeled with the following information:

- Child's first and last name
- Legible dosage instructions for administering the medication
- Date of prescription
- Name of pharmacist and/or physician
- Expiration date
- Legible storage instructions
- All treatments such as breathing treatment, diabetes equipment monitoring, etc. must be approved by our Administration and include written instructions from a physician.

Over the counter medication can never be administered at our program. Camp staff does not administer shots or any therapy or treatment requiring physical contact or insertion into a body cavity. At the YMCA we try our best to accommodate the needs of every child. Proactive communication is needed to ensure we can safely accommodate the children.

### **Illness and Injury**

If a child becomes ill or is injured at camp our staff will provide first aid or emergency care consistent with their training. An attempt will be made to notify the parents or legal guardian. If parent or legal guardian cannot be reached, the staff will call the emergency pick up person listed.

For those injuries and illnesses requiring medical attention, 911 will be called immediately. Parents will be notified of our course of action immediately after we have stabilized the child or environment and/or called 911.

In cases of illness, children must be fever-free or symptom free for 24 hours without the use of fever reducing aids in order to return to camp.

For the Safety of the children and our staff we will be having a lice check on the first week of camp to keep everyone healthy and safe. Children who are identified as having lice will not be allowed to return until they are 100% nit (unhatched eggs) free. Our staff will be required to do a head check at drop off the first day the child returns to the program.



### Field Trips and Transportation

- Children will be transported to and from field trips by either a professional transportation fleet bus or the Connection Bus. All drivers must have a background check, and are licensed and trained to operate a bus.
- **A camp T-shirt is included in your camp registration and must be worn on all field trips.** If a camper does not wear their t-shirt on a field trip day then they will be issued a new t-shirt and your account will be charged \$10.00.
- All campers will be provided a wristband on fieldtrip days. Wrist- bands include the contact information of their camp location.
- Field trip times vary per camp and trip. Please be sure to check camp calendars for times campers need to be at camp.

If you choose not to have your camper join the fieldtrip we do not refund or prorate fees. During trips no one stays back.

Children cannot buy their lunch or bring money on field trips.

### Sunscreen

The YMCA does not supply sunscreen. Parents must supply their child with sunscreen daily and ensure their child knows how to apply sunscreen.

Children will spend time outside and in the water. Our staff will make every effort to keep children protected from the sun but please recognize that children may still burn regardless of sunscreen application.

### Emergency or Inclement Weather during camp day

Each YMCA camp location has a disaster/emergency plan.

In the event of a disaster/or emergency the YMCA will move to a Pre-designated secure location. Child Care Director will update all staff and Front desk personal in order to help parents trying to locate campers. We ask that parents wait to be notified before trying to call, as the staff need to focus on the safety of the children and any weather emergency.

If water or electricity remains off at our camp location for more than 20 minutes we will contact each parent to pick up their children as soon as possible. In the case that our location is compromised significantly and deemed dangerous, we may transport campers to an alternate location until we feel it is safe to return.

During heat advisory days we will take extra precaution to keep children in shaded areas and well hydrated. When possible indoor space will be utilized. Activities will be modified to give campers plenty of rest time in extreme heat.

\*It is imperative to keep emergency contact information current so we can reach you in an emergency.

### **Immunization Requirements**

The YMCA does not need to obtain a copy of your child's immunization records if child is enrolled in school week of camp. We need new copies of these each year. Any pertinent information regarding your child will be added to his/ her file throughout the summer. Records are shredded after each summer session.

### **Your Child's Files**

We cannot release internal YMCA records or documents to any individual. If you are in need of copies, please contact your Child Care Director for the appropriate process for a review of rosters, enrollment, incident, accident or other internal documents.

### **Children with Special needs, Medications or Therapies**

The YMCA strives to include all children in our programs. In some cases it may be necessary to evaluate if our programs are the right choice for your family. Completing a registration form is not a guarantee of admission to our program. In some cases, we will need to determine if our program is appropriate for your child. Our programs are not designed for therapeutic or one-on-one care.. Please refer to our medication policies in this handbook for further information on camp medication policies and requirements.

Please disclose all sever/life-threatening allergies including but not excluding food, environment or other allergies which are sever, life threatening or require emergency medication on your enrollment form. Child Care Director may contact you for more information and to assess if we can make the appropriate accommodations for participation. If you wish to speak to someone before completing the required forms, you may contact Laura Rodriguez 903-455-9622 or [laurar@greenvilleymca.org](mailto:laurar@greenvilleymca.org)

**Parent Conferences**

Conferences may also be required to problem solve and share strategies for dealing with spirited behaviors. Please contact the Child Care Director to arrange for a conference if needed.

**Food Allergies**

The YMCA of Greenville and Hunt County makes every attempt to identify ingredients that may cause allergic reactions for those with food allergies. Every effort is made to educate our staff on the severity of food allergies.

Though we make these efforts to educate our staff and families of possible allergen-containing ingredients in foods served in our programs; there is always a risk of contamination. There is also possibility that manufacturers of the commercial foods we use could change the formulation at any time, without notice. Parents or Guardians concerned with food allergies need to be aware of this risk and assist our staff when possible to ensure the safest environment possible for all participants.

Each parent or guardian is responsible for notifying our staff of all food related allergies, possible symptoms and treatments their children requires and if necessary, provide alternative snacks on days when our menus may include items that their child may not eat. If a parent chooses to send lunch or snacks with their child, they may not contain nuts or nut byproducts.

**Healthy Snacks**

We are committed to offering healthy options at our location. This includes whole grain, fruits and vegetable selections weekly. We serve primarily water and 100% fruit juices. We make every effort to work with our summer food sponsors to insure we are offering the healthiest option available to our campers.

### Summer Food

In collaboration with several local nonprofits, and the USDA Summer Food Program through the SSISD and United Way depending on location most YMCA Summer Day Camps offer summer meals at no additional cost to parents. Where offered, meals are an option, but not a feature of camp. We make every effort to serve nutritional meals campers will enjoy. If you do not want to participate in the summer food program, please send your child to camp with a sack lunch and drink.

### Aquatics and Swimming

Swimming is conducted at local YMCA pool and Splash Kingdom for Summer Day Camp depending on site location.

In addition to swim day, lessons may be provided at some YMCA locations at an additional fee.

Swim times and lessons are monitored and taught by trained YMCA Staff Lifeguards or vendor certified lifeguards.

Staff attend mandatory pre-service training to ensure appropriate supervision during swim times at the YMCA and at off site locations.

Lifeguards are trained and certified to operate at a 1:20 ratio or lower.

Campers engage in water play a minimum of two days a week.

All participants are swim tested prior to swimming. Even if your child is attending camp on multiple weeks, they will be tested every week.

Children wear wristbands that indicate the level of efficiency they demonstrated during this test. Those levels are identified as follows:

**Red bands:** Weak swimmers that are restricted to the shallow end of the pool and required to wear life jackets.

**Orange bands:** Intermediate level swimmers that will be allowed only in the shallow ends but not have to wear life jackets.

**Green bands:** Indicates proficiency & participant can swim the length of the pool but not allowed in deep water.

\*Offsite pools (such as Splash kingdom) do not utilize the yellow band. They use red and green bands only.

Children who do not wish to swim will be allowed to sit on the pool deck.

**Please bring your child to camp on swim days with their bathing suits on under their clothes and with underpants in their bags.** Packing a plastic bag for wet items is strongly encouraged. Label all clothing. Campers are responsible for keeping track of their own items.

### **Playgrounds**

When operating at school campuses or other non-YMCA and operated facilities and parks, we do not maintain playgrounds and they may or may not meet the requirements of State Licensing. Our staff monitors and checks the safety of grounds and equipment during usage.

Register at YMCA or by email at:  
[laurar@greenvilleyymca.org](mailto:laurar@greenvilleyymca.org)

## Behavior Policies

### Discipline

The YMCA teaches all children the values of caring, honesty, respect and responsibility. We encourage and reward positive behavior, and redirect misbehavior. Although every attempt is made to teach behavior consistent with our values, the following behaviors will result in the automatic evaluation of a child's ability to return to the program:

- Fighting or exhibiting aggressive behaviors
- Running from staff and/or hiding from adults
- Any action that requires our staff to physically move or restrain a child
- Acting in a way that requires a counselor to spend an inordinate amount of time with only them, neglecting the needs of other children in their group.
- Any other disruptive behaviors that a Director may deem inappropriate

### YMCA House Rule

#### Caring

I show caring by using kind words and helping others.

#### Honesty

I show honesty by telling the truth and talking to my counselors about how I am feeling.

#### Respect

I show respect by keeping my hands and feet to myself, walking inside, using an inside voice, and listening to my counselors.

#### Responsibility

I show respect by picking up messes and taking care of my environment.

Register at YMCA or by email at:

[laurar@greenvilleymca.org](mailto:laurar@greenvilleymca.org)

## The Y's Position on Child Abuse Prevention

### We make an active effort to prevent child abuse.

Parents have the right to discipline their children, however, parents must refrain from using physical or corporal punishment while on YMCA property space.

For the safety of the children entrusted in our care, the YMCA conducts and requires a background check and references for all camp staff, every person employed in or by our programs

Allegations or suspicions of child abuse are taken seriously and are reported to the police and state agencies for investigation.

Programs are structured and observed so that staff and volunteers are never the only adult present with children with the possible exception of emergency conditions.

Interviews/evaluations can be conducted with children and parents regarding day to day experiences if parents request, encouraging reports of any event out of the ordinary.

Staff is required to report all incidents and/or the disclosure of abuse.

### Babysitting and contact with YMCA staff outside of the programs

Staff is not to fraternize, babysit or have contact with children outside of the programs hours. Staff of the YMCA must notify Administration and Human Resources of any and all pre-existing relationships or with children that are related to them with whom they may come in contact with outside of YMCA programming hours. This policy is in place for the safety of your child(ren) and our staff.

Register at YMCA or by email at:  
[laurar@greenvilleymca.org](mailto:laurar@greenvilleymca.org)

## ENROLLMENT

### Registration

We accept children from ages 4-12 years enrolled in school depending on location\*. Enrollment is taken on a first come, first serve basis and is not “rolled over” from the previous summer.

- If Child turns 13 years old during the summer day camp he or she will not be able to continue in the summer program when that age is met.

### IN PERSON REGISTRATION

To register please submit completed registration forms the 2 weeks before the week that your child will begin camp, to ensure space and proper communication with the Summer Day Camp site. Space is not guaranteed.

An incomplete registration form will delay the registration process.

- Please read YMCA Summer Day Camp Parent Handbook and sign. A copy of this Parent Handbook can be downloaded online or email to you.
- Complete registration forms including Admission Agreement, Payment Agreement, and Draft Payment Information.
- Sign and initial all waivers and acknowledgments on the enrollment form.

**Return all enrollment forms to a local YMCA or  
Fax to 903-455-5473**

**or bring to:**

YMCA of Greenville and  
Hunt County Camp

1915 Stanford St.

Greenville, Texas 75401

**or scan to:** [laurar@greenvilleyymca.org](mailto:laurar@greenvilleyymca.org)



## Payment Policies

### Fees

One time \$30 registration fee per child is due at registration; this fee is non-refundable or transferable.

Registration fee is only waived during Promotional Periods. **Space is limited at our day camp, if you choose not to pre-register or register in the middle of a week for the next week of camp, space is not guaranteed.**

### Method of Payment

- Weekly Draft - includes credit cards, debit cards and pre-paid cards. The balance for each week is drafted the Friday prior to the week in attendance. Please see the Summer Day Camp Draft Schedule on the next page.
- Any payment returned due to insufficient funds will be subject to a \$25.00 fee per returned item. The YMCA is not responsible for any bank or credit card fees incurred by the payee in the event of a returned or declined payment.
- A two week notice is required to cancel or transfer any week of camp. A Change form must be completed and submitted to Business Services. A \$30 cancellation fee will be charged if the cancellation is not made within the two week time frame.

**Late Payment & Fees**

If a Friday draft returns, the payment must be made by Monday at 4pm to ensure the child(ren) can attend the remaining of week. A \$15.00 late fee will be assessed at this time. If payment is not made, the child(ren)'s space is forfeited for the following week.

**Discounts****YMCA Member Discount**

There are a variety of membership options the YMCA of Greenville and Hunt County can offer you and your family. Not only do you get use of the YMCA facility, YMCA members receive discounts on programs such as aquatics, summer camp and after school programs. We welcome you to tour our YMCA. For more information call your neighborhood YMCA or go to [www.greenvilleymca.org](http://www.greenvilleymca.org).

If you purchase a Membership during the summer, please notify our Child Care Director to see if you are eligible for a Member discount.

**Financial Assistance**

- We are a Child Care Management Services provider. If you are a CCMS parent we take that at the YMCA. If you would like more information regarding this program please ask Child Care Director.

### **Child Care Services (Texas Workforce (TWF))**

Current locations operating under Child Care Services:

- YMCA Of Greenville and Hunt County

To register for the Summer Day Camp Program under Texas Work- force, CCMS or CCG, please follow these steps:

- Complete the YMCA Summer Day Camp Registration Paperwork
- Contact your Case worker for approval to attend the Summer Program and have them contact 903-455-9622 to speak with the Child Care Director.

Registration is not processed until we receive notification from your case worker. Once notification is received the YMCA will contact you to let you know you have been registered.

- Any family that misses more than 2 days of swiping in a row is subject to losing their CCS approval Status and being removed from the program. It is the parent's responsibility to follow TWF/CCG requirements and properly swiping their CCMS card on a daily basis. CCS parents will be responsible for the full weekly fee if daily swipes are not made.

### **Annual Campaign...an opportunity to give back**

YMCA of Greenville and Hunt County conducts an Annual Campaign which raises the much needed funds to support children and families in our community. These generous gifts ensure that financial hardship will never be a barrier to anyone with the desire to participate in YMCA membership and program opportunities. If you are interested in making a donation please let your Child Care Director know.

### Late Pick Up Fees

The YMCA Summer Day Camp Program is closed at 6:00 pm. Late Pick-up invoices will be completed by the Camp Director and given to Parent and Business Office.

Please note we reserve the right to cancel a registration with excessive tardiness of pick-up. In the event of no communication from caregiver/parent and child not been picked up within an hour, authorities will be notified.

### Receipts and Tax Information

Payment history reports and End OF Year tax statements may be requested from the Child Care Director. Please email your request to laurar@greenvilleymca.org.

Please note the request may take 3-4 business days to process. Receipts will be emailed to address on file. End of year tax statements are available by January 30 for the previous year by email upon request.

## Summer Day Camp Draft Schedule

Camp Weeks	2017:	Draft: 2017	\$30 Cancellation Fee Applied: 2017
Week1	May 29 – June 2	5/26	5/12
Week2	June 5 – June 9	6/2	5/19
Week3	June12 – June 16	6/9	5/26
Week4	June 19 – June 23	6/16	6/2
Week5*	June 26– June 30	6/23	6/9
Week6	July 3– July 7	6/30	6/16
Week7	July 10 – July 14	7/7	6/23
Week8	July 17 – July 21	7/14	6/30
Week9	July 24 – July 28	7/21	7/7
Week10	July 31 – August 4	7/28	7/14
Week11	August 7 – August 11	8/4	7/21
Week11	August 14 – August 18	8/11	7/28
Week11	August 21 – August 25	8/18	8/4

\*All YMCA Summer Camp will be closed on Tuesday July 4th

## Camp program information

### What To Bring To Camp

Age and value appropriate reading materials for siesta.

On swim days please allow the child to have swimming clothes under regular outfit.

Comfortable Closed Toed Shoes. Flip Flops may only be sent for swim time

Change of Clothes

Sunscreen (spray)

Insect repellent

Hat

Water Bottle

**Breakfast and lunch and a snack is provided daily for all summer through the Summer Food Program depending on location. Our camps.**

**Please do not send any food containing nut or nut by-products.**

Swimsuit and towel on swim or water play day's

Plastic bag for wet clothes on swim day

On Field trip days all children will need to wear their camp T-shirt

Please dress your child in appropriate play clothing and closed toed shoes that can get dusty and/or dirty outdoors

**\* Please write your child's name on everything**

### What Not To Bring To Camp

Electronics/video games/cell phones/inappropriate magazines which depict violence, inappropriate language or content ect..

Toys

Any food including nuts or nut byproducts or candy

Personal items from home

Money or other valuables

### **Clothing/Belongings/Lost and Found**

Please check Lost & Found at the end of each day for your child's missing belongings. Please note: items will be donated to local charities at the end of each week.

### **Program Evaluation**

Parent surveys are conducted every summer. We work with a third party company, DAXCO that conducts an email survey and/or phone. We welcome your feedback during these opportunities to help us develop and improve our programs. Ranking us a 9 or 10 helps us know we are exceptional.

### **Calendars**

Weekly calendars with themes, newsletters, special events, and other important information are posted every week and are available upon request. If you have questions about the week's activities, please contact the Child Care Director.

### **A Typical Day At Camp**

- 7:30 - 8:30 am Early stay /Supervised Free Time
- 8:30 - 9:00 am Opening Ceremony. Camp Groups split up
- 9:00 - Noon Morning activities beginning and campers rotate every 30-45 minutes
- Noon - 1:00 pm Lunch
- 1:00 - 2:00 pm swim time
- 2:00 - 2:30 pm Movie time
- 2:30 - 4:00 pm Afternoon activities beginning and campers rotate every 30-45 minutes
- 4:00 - 4:30 pm Closing Ceremonies
- 4:30pm-6:00 pm Late Stay/Supervised Free Time

Swim times and days vary.

Swim Lessons are available at select locations for an additional cost. Field trip days vary by camp and week and are additional cost. Please check your individual camp newsletters weekly.

## Additional Information and State Licensing Notices

### Procedures for parental notification

Parents will be notified in person, over the phone, or in writing of any special discipline problems with their child, as well as any communicable diseases at Camp.

### Animals

Animals are not a regular part of the summer camp program. If there is an occasion for animals to be present at the program, parents will be given written notification at least 48 hours in advance.

### Questions and concerns about the policies and procedures of Summer Camp

Questions and concerns can be directed to the camp staff or Child Care Director at the YMCA.

### Parent/Guardian site visitation

Parents/Guardians, upon presentation of identification, have the right to enter and visit the day camp facility in which their children are receiving care, without advance notice to the provider. Entry and inspection is limited to normal operation hours while their children are receiving care. The law prohibits discrimination or retaliation against any child or parent/guardian exercising their rights to visit. The law authorizes the person in charge of the child care facility to deny access to the parent/guardian if they are behaving in a way that poses a risk to the children and staff in the facility.

Under no circumstances should a parent /guardian approach another child other than their own. A parent who behaves in this manner will be asked to leave the facility and their ability to be present on the premises in the future will fall under review of Administration. No parent/guardian is to be alone with their child unless child is checked-out for the day.

### Parent/Guardian Code of Conduct

The following guidelines have been created to meet the standards, policies and procedures of the YMCA, Minimum Standards for Child Care Centers and the Texas Family Code. All YMCA Staff and volunteers are knowledgeable of these standards, policies and procedures:

- Please communicate with the Camp staff daily if possible.

- YMCA staff is not trained to review legal documents or court decrees. Decisions regarding who is authorized to pick up a child will be governed by the information listed on the enrollment form.
- People whose behavior and/or health status pose an immediate threat or danger to the health and safety of the children must not be present when children are in care.
- Please do not confront a child or staff in a threatening manner.
- Please do not confront children from other families.
- Using profanity in the presence of a minor is prohibited.
- Please report concerns to the Child Care Director.
- 911 will be called if threatening behavior is displayed to YMCA staff or children.
- Consumption of alcohol or controlled substances without a prescription is prohibited.
- The YMCA is a gun free property and guns will not be present at our program events whether on or offsite.
- Use of tobacco products is prohibited at the Summer Day Camp site, on campuses, on the playground, in transportation vehicles or during field trips.
- Parents have the right to discipline their children; however parents must refrain from using physical or corporal punishment while on YMCA property, school grounds or program space.

### **Procedures for parents to participate in the Camp's operation**

Parents must have a volunteer application on file and comply with minimum standards that apply to staff, including having a criminal history check completed before they can participate in the camp's operation. Applications must be submitted at least 1 week prior to volunteering. We are limited to the number of parents which can be accommodated as chaperones on field trips. Parents wishing to accompany their children on a field trip must drive their own vehicle and cover all entry and parking fees. Children are not allowed to be signed out of the program early or leave their assigned group at any time. For more information please contact your Child Care Director.

### **Healthy Environment of Staff**

The YMCA of Greenville and Hunt County does not track or verify if staff are current on adult immunizations where it is not required by a city government. However, all staff are required to complete First Aid and CPR training in which Blood Born Pathogen training is received.



We do not permit any staff person to treat a child without the Protective equipment and supplies appropriate for the incident or injury.

Furthermore, staffs are required to follow the same illness policy we require of participants and not to report to work if they are exhibiting signs of communicable disease or illness.

### **Gang Free Zone**

A gang-free zone is a designated area around a specific location where prohibited gang related activity is subject to increased penalty under Texas law. The gang-free zone is within 1000 feet of the licensed site location.



Register YMCA or by email at:  
[laurar@greenvilleymca.org](mailto:laurar@greenvilleymca.org)

**To contact the local licensing office**

Parents participating in a TDFPS childcare school based licensed operation may contact licensing at:

**1-800-862-5252**

Texas Abuse/Neglect Hotline **1-800-252-5400**

or view the website at <http://www.dfps.state.tx.us>

Minimum standards and the operations most recent inspection are available at each camp location



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[laurar@greenvilleymca.org](mailto:laurar@greenvilleymca.org)

