



**FOR YOUTH DEVELOPMENT<sup>®</sup>  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY**

# **CAMP SATUCKET PARENT HANDBOOK SUMMER 2024**



**OLD COLONY YMCA—EAST BRIDGEWATER BRANCH  
635 Plymouth, East Bridgewater, MA 02333  
CAMPSATUCKET@oldcolonymca.org, 508-378-3913 | 330  
WWW.OLDCOLONYYMCA.ORG**

# WELCOME, FROM THE CAMP DIRECTOR!

## ENSURE A BRIGHTER FUTURE

It is our goal at Satucket to provide the building blocks necessary for child development. We purposely hire summer camp counselors who we believe will be positive role models and provide your child with the tools necessary to develop friendships and confidence; to feel empowered; to set boundaries; and to ensure your children are in a safe community where their best interests are our #1 priority. It is our objective to provide a creative learning environment through our youth programs and activities to engage, motivate, and induce self-esteem and to light your child's individual and unique spark.

We are dedicated to producing a great camp with exceptional role models so you and your child can rest assured that you picked the right place for your summer experience. Those are the experiences and memories that last a lifetime... We are sure you will agree that Camp Satucket is the perfect destination for your child and family! The summer camp staff and I are excited to meet your camper! See you all very soon!

**Sincerely,**  
**Lauren Buchanan, Camp Senior Director**

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## **WELCOME!**

Welcome to Old Colony YMCA Camp Satucket where we are for youth development, healthy living and social responsibility. We are delighted to offer a summer of fun, friendships, exploration and discovery for children and teens. This handbook is designed to present our policies, procedures, overview of camp, arrival/departure information, important reminders, and communication options.

Camp Satucket is licensed by the Massachusetts Department of Public Health and local Board of Health. Parents may request copies of our background check policies, health care policies, and discipline policies as well as procedure for filing grievances.

## **CAMP CONTACT INFORMATION**

### **FOR EMERGENCIES OR REPORTING ABSENCES**

**Camp Office | 508-378-3913 X 330**

#### **Camp Assistant Director**

Kaitlyn Pennington, [KPennington@oldcolonymca.org](mailto:KPennington@oldcolonymca.org) | 508-378-3913 x 330

#### **Senior Camp Director**

Lauren Buchanan, [LBuchanan@oldcolonymca.org](mailto:LBuchanan@oldcolonymca.org) | 508-378-3913 x 330

#### **Executive Director**

Zach LeBlanc, [@Zleblanc@oldcolonymca.org](mailto:@Zleblanc@oldcolonymca.org) | 508-378-3913 x 303

#### **Vice President of Camping**

Joe Leaver, [JLeaver@oldcolonymca.org](mailto:JLeaver@oldcolonymca.org)

## **TUITION / REFUND POLICY**

- \$60 non-refundable registration fee per week per child is due upon registration.
- Payments must be paid in full no later than June 3th, or upon registration thereafter.
- After June 17th Tuition refund will be awarded for medical reasons (doctors note required) or relocation of family with proper documentation. A formal request for refund must be made in writing.

# CAMP OVERVIEW

## STAFF RATIOS

Staff Ratios —Camper to Staff ratio is 1:10 for campers ages 7 and up. Campers age 4-6 will be in ratios of 1:5. Campers will remain in their groups for the entire day.

## SWIM TIME

While in the outdoor pool, your child will be participating in water fun and safety. This will be the time for the children to cool down throughout their camp days and learn more about being safe in the water!

## CAMP LUNCH

Lunch is not provided, so be sure to pack your child a lunch and plenty of snacks each day! **WE ARE A PEANUT AWARE CAMP!** If your child has a peanut allergy, please write it on your medical forms. All counselors will be notified and will make sure your child will not be near other children consuming peanut products. We cannot refrigerate your child's lunch so please pack in a cooler. We are working on partnering with local school systems to provide free lunch to those that qualify.

## CHILD SAFETY—WORKING TOGETHER

Everyone shares a responsibility to help keep children safe, ensure their rights are protected and that their needs are met. The safety and wellbeing of the children and youth in our care is our primary concern. Old Colony YMCA has zero tolerance for inappropriate behavior involving children, and we take multiple steps to prevent child sexual abuse within our organization.

## STAY IN THE LOOP

- Be sure to stay in the loop by checking your emails, Facebook, and Class Dojo! Check camp emails for class dojo registration.
- Welcome emails will be sent out every Sunday to highlight the upcoming session.

## OFF HOURS CONTACT BETWEEN STAFF AND CAMPERS

The YMCA prohibits staff members from babysitting for, caring for, providing instruction to, or engaging in a social relationship outside of approved YMCA activities with children (other than family) who participate in YMCA programs or class activities. This policy is designed for the protection of all involved - children, staff members, parents, and the YMCA. If you have further questions, please do not hesitate to talk to the camp directors.

# CAMP OPTIONS FOR 2024

## TRADITIONAL DAY CAMP

- Highlighted in the sample schedule below
- Full week option only
- Adjusted to ensure that your camper has the safest, most fun summer possible.
- 9:00am to 4:00pm daily
- Rolling drop-off and pick-up for all campers

SO MANY OPTIONS  
ARE AVAILABLE! HELP  
YOUR CHILD

LEARN  
DEVELOP  
ACHIEVE



## 4-WEEK CIT OPTION (15 YEAR OLDS)

CITs (Counselors in training) will have the opportunity to work with our Role Models as mentors, while engaging with our campers in a hands on learning environment! CITs will gain additional experience through team building, asset development, service learning projects and mock interviews. They will also be exposed to various trainings from some of our best YMCA leadership staff including Listen First and Bully Prevention to name a few!

## A TYPICAL DAY AT CAMP SATUCKET (SAMPLE SCHEDULE)

8:45-9:15am	Parent Drop Off and Health Screening
9:15-9:30am	Flag Pole Opening Ceremony
9:30-10:30am	Archery
10:30-11:30am	Arts and crafts
11:30-12:30am	1st lunch or outdoor pool
12:30-1:30pm	2nd lunch or outdoor pool
1:30-2:30pm	Science
2:30-3:30pm	Theme activity
3:30-3:45pm	Clean-Up/Gather Belongings/Closing Ceremony with Small Groups
4:00-4:15pm	Parent Pick Up

## CAMP FUN

- Over 40 acres of land to explore
- **Outdoor pool** to jump into and splash around with your friends
- A **challenge course** that includes high and low elements in the trees
- An **arts & crafts** cabin to invoke creativity
- An **archery range** to enhance your skills and accuracy
- A **sports program** to release your energy
- A **science program** to experiment the unknown
- **Camp spirit** that includes a variety of theme days, visit our website for theme calendar

# PREPARING FOR CAMP

## CLOTHING

Plan on dressing your camper in comfortable clothes. Be sure the camper is familiar with personal items and can identify them in the event of a loss. Label everything including swim suits, towels, lunch boxes, etc. Campers **MUST** wear closed-toe shoes that will provide some support and tread (sneakers work best). All clothing should be appropriate for outdoor play. We recommend sending them in clothes that are **OK** to get dirty, as our fun activities sometimes end with a lot of mess! All campers should bring a swimsuit and towel every day.

## BACKPACKS

Backpacks are good for transporting items to and from camp. Please label the backpack with your camper's name! Campers have a designated area to leave their backpack during the day. Backpacks with wheels are often more of a hindrance than a convenience, as they are hard to wheel over the grass, wood chips, and terrain.

## LUNCH & SNACKS

We do not provide lunch at camp, nor can we heat up or refrigerate food, so be sure to pack your camper a lunch and plenty of snacks each day! Lunches will be left at their group's meeting area. All campers should bring a refillable water bottle as we have water stations available to our campers at all times. Again, there is no refrigeration available but freezing a water bottle makes a great ice pack and a refreshing afternoon drink!

## SUNSCREEN

We ask that you apply sunscreen to your child before you drop them off at camp each morning, and that you provide them with sunscreen to be kept in their backpacks. Sunscreen should also be labeled with your camper's name. Counselors will have campers reapply sunscreen multiple times throughout the day.

## BUGSPRAY

We ask that you provide your child with bug spray to be kept in their backpacks. Bug spray should be labeled with your camper's name. Counselors will have campers reapply bug spray multiple times throughout the day and depending on the activities they are participating at camp.

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## WHAT NOT TO BRING

Camp is a natural setting to retreat from the amenities of electronic technology and to discover self-potential, group dynamics, friendships and nature. **Cell phones, iPad/tablets, kindles, Nintendos, iPods, Pokémon or other trading cards, toys, etc.** do not fit into the camp setting. Please do not send any valuable or meaningful items to camp with your child, leave these items at home. Cellphone use is prohibited at camp and will be taken away if there is use.

## LOST & FOUND NOTICE

All lost & found items can be claimed at the lost and found bin located at the camp office. Reminder: Campers need to leave their personal belongings and electronics at home. They are **NOT PERMITTED** at camp. **The Y and our staff will not be responsible for items that are lost, stolen, or damaged.**

# IMPORTANT REMINDERS

## PHYSICALS AND IMMUNIZATIONS

Up to date immunization reports must be on file **BEFORE** the child attends his/her first day of camp! Children will be unable to attend camp if these reports are not on file.

## PHOTO NOTICE

The following photo release is contained in the camp application you have filled out for your camper(s). "It is understood and agreed that Old Colony Y reserves the right to take and utilize pictures, likenesses, videos, and testimonials of participants for promotional purposes including, but not limited to, reports, publications, brochures, emails, our website and other instances of online presence in perpetuity." If for any reason you do not want your child photographed, please be sure that you have written **"DO NOT PHOTO"** on the application.

## MEDICAL CONCERNS

### Care plan for Mildly Ill Campers

When a camper feels ill, the responsible counselor will remove the child from activities to determine whether the child is over-heated or over-tired. If after a period of time, the child still feels ill, the responsible counselor will take him/her to the nurse's station. After discussion and examination the camp nurse will determine if the child should be separated and lie down for a while, or if the parent should be called to pick up the child. The child who is not sent home will remain in the nurse's station until recovered to a point where he/she can rejoin regular camp activities.

### Plan For Administering Medication

1. When a camper needs either prescription or non-prescription medication administered during camp time, the parent will fill out and sign the authorization to administered medication to a camper form. This form will be given to Camp Director or responsible counselor, along with the medication in its original container bearing the pharmacy label (showing prescription number, date filled and prescriber's name, name of medication, directions for use and patient's name). In the case of non-prescribed medication, the parent will write out and sign detailed instructions for dosages.
2. The camper's counselor will take the instructions and medications to the camp nurse, who will lock the medication in the storage cabinet (or put in refrigerator, as is appropriate) and log in the information on the child's daily log for medication administration.
3. The camp nurse will review all requests for administration of medications, compare them with the health record, and using the Health Care Consultant Acknowledgement of On-Site Medications Form, given signed written orders for the health supervisor.
4. When it is time for administration of the medication, the child's counselor will take him/her to the nurse's station to receive the medication from the camp nurse, who will log in each day's administration on an individual Daily Log of Medication Administration Form.
5. When no longer needed or at the end of camp, medications will be returned to the parents via the counselor or will be destroyed (parents will indicate in their written instructions which they prefer).

We do recognize that inhalers and epi-pens may need to travel around camp with the camper. If this is the case, our nurse will work with parents on determining the best plan for storage/travel of the medication. Please feel free to contact our nurse with your concerns at extension 331. |

### Plan of Emergency Care

In the event that a camper requires immediate emergency care a camp counselor, camp nurse, or camp director will begin EAP by dialing 911.

- For emergencies: Dial 911; Fire 508-378-2071; Police 508-378-7223
- Campers will be brought to the nearest available hospital. Most emergency will be transported to: South Shore:781 624 8000 Good Samaritan: 508-427-3000

## RAINY DAYS AND EXTREME HEAT

In the case of thunder, lightning and torrential downpours, all campers are brought inside. In the case of light rain we try to continue all activities outdoors utilizing the pavilions and tent areas, however ropes course, archery and other activities may be closed and campers moved to alternate activities/locations. In the case of extreme heat, we utilize all shaded areas, implement extra swim/water activities and we utilize lodges indoors to move some activities inside. We do request that you prepare your camper with clothes/gear for all weather. Camp leadership staff will make decisions during inclement weather to ensure safety for all campers.

## OFF HOURS CONTACT BETWEEN STAFF AND CAMPERS

The YMCA **PROHIBITS** staff members from babysitting for, caring for, providing instruction to, or engaging in a social relationship outside of approved YMCA activities with children (other than family) who participate in YMCA programs or class activities. This policy is designed for the protection of all involved - children, staff members, parents and YMCA. If you have further questions, please do not hesitate to talk to the camp directors.

## ATTENDANCE POLICIES

Attendance is taken at the beginning of every day. If a child shows up late, we will add them to the attendance to make sure they are accounted for. If your child will be missing a day, please call the camp office.

## CAMP ARRIVAL INFO

### Parent Drop Off 8:45 - 9:00am

Please follow the route as designated by your camp team.

### Late Drop Offs

The camp gate closes promptly at 9:05am. All late drop offs must sign their camper in at the camp office. When attendance has been submitted your child will then be escorted to their group by a staff.

## EARLY DISMISSAL

- No child may leave the camp grounds for early dismissal without his/her parent or guardian signing him/her out in front of the camp with a leadership staff present.
- If a child is to be released early, we must be informed in writing or by phone call.
- **DUE TO DISMISSAL PROCEDURES: NO CAMPER WILL BE DISMISSED BETWEEN 3:15-3:40PM**

## CAMP DEPARTURE INFO

### Traditional Camp Pick Up—3:45-4:00pm

Parent pick up will resemble parent drop off as it will be a rolling pick up procedure. Parents will enter the parking lot at the East Bridgewater YMCA with an ID and authorization card ready. Parents will proceed to same location as drop off to sign out camper. Once IDs are confirmed, camper will be escorted to the car by a YMCA camp staff.

### Late Pick Ups

Late pick ups will not be permitted at camp. All campers must be picked up by 4:00pm. Any late pick ups will be charged an additional \$1.00 per minute. Inability to consistently pick up camper on time will result in termination of care.

## WALKERS

A waiver must be signed to allow your child to walk or bike to and from camp or bus stop.

## ATTENTION PARENTS

ALL persons **INCLUDING PARENTS** picking up campers must have an **AUTHORIZATION RELEASE CARD** and a **PICTURE ID**. We will check both forms of identification to ensure that they match. This is necessary to maintain the highest of standards. Please ensure your release card is signed and filled out completely. **PARENTS DON'T NEED TO EXIT THE CAR FOR DROP OFF/PICK UP.**



# ASSET DEVELOPMENT AT CAMP SATUCKET

Camping experiences hold tremendous opportunities to build Developmental Assets. They take young people away from their everyday environment and, at their best, create an asset-rich experience for the campers, linking them with caring adults and older youth, engaging them in stimulating, challenging activities, developing leadership skills, and cultivating positive peer relationships. Though individual camper experiences varied, a major study of camps by the **American Camping Association** found that, overall, children, parents, and camp staff all reported improvements in positive identity, social skills, physical and thinking skills, and positive values and spirituality.

## CAMP SATUCKET IS DEDICATED TO INTEGRATE ASSET DEVELOPMENT THIS SUMMER BY

- Creating ways for young people to get to know each other. Including **getting-to-know-you activities** and community-building activities.
- Being clear about **boundaries and expectations**. At camp, we create a list of rules and expectations and enable the campers to offer their ideas.
- Recognizing that some young people may not have much **experience with camp**. They may resist trying certain camp activities because of their inexperience—or their fear of failure.
- Integrating a service project into your camp activities. We ask that the children pick up after themselves, especially after lunch time. We also have the LIT group help in the community.
- Expecting camp counselors to be **role models**. Train them about this critical aspect of their role and how important it is for them to exhibit positive behaviors to campers.
- Engaging young people in leadership roles in our camp, particularly the LIT and CIT program. Veteran campers can be mentors for first-time campers.
- **Emphasizing an experiential educational aspect** to our program. This summer we are implementing a literacy program for **ALL AGES** which will be a daily activity for them.
- Our goal is to inspire teachable moments throughout a camper's day that will keep their minds engaged while having fun. Sending your child to camp will enable them to stay on track through creative positive learning experiences. The Y recognizes that all children experience learning losses when they do not engage in educational activities during the summer. We provide building blocks necessary for a child's development.
- **Empowering young people by giving them choices** during activities. For example, if you have a craft activity, consider having two or three possible outcomes that use the same materials.

## FAMILY STRENGTHENING AT THE EAST BRIDGEWATER Y ALL YEAR!

### Y FAMILY TIME

Serving families has always been at the heart of the Y. We are a place they can find respite from social, economic and educational challenges, and learn how to overcome them. We desire for every family to build stronger bonds, achieve a greater work/life balance, and become more engaged within the community.

### Y FAMILY & YOUTH WELLNESS—GROWING STRONGER TOGETHER WELLNESS CENTER

We offer families the opportunity to work out together with modified equipment, you can work out in this room located off of the gymnasium with family members ages 8 and up.

### YMCA MEMBERSHIPS

We hope that you will consider joining us as a member of the YMCA. If you are interested in becoming a member and benefiting from our savings on program rates, please contact our Membership Experience team for more information.

## MANAGING CHALLENGING BEHAVIORS

Part of healthy youth development includes learning how to get along with others, managing conflicts, and working together as a team. Camp provides the ideal setting for these skills to develop. All types of youth come to Y camp. Some are excited to be there and adapt readily to the activities and excitement of the day. But other youth may be nervous or even anxious about the camp experience. When youth are struggling in the camp setting we want to do all that we can to help the youth have a positive experience.

Our philosophy of behavior management is that children do not want to act out or lose control. In fact, challenging behaviors sometimes occur when a youth needs extra attention, or does not feel safe, or needs help managing overwhelming feelings of anger. Our goal is to work with your child to provide them with the support that is needed to help the child make a more positive adjustment to camp.

For this reason we have implemented the "Camper Support Protocol." The advantage to the Camp Support Protocol is that it provides a process to proactively identify campers who need extra support. By immediately responding to youth who need extra support the behaviors can be more rapidly addressed and it is less likely that the behaviors will escalate. If you have questions about the camper support protocol please reach out to the camp directors.

## CAMP SAFETY PLAN

Our goal is to make sure camp is a safe place for all campers and staff.

In support of this goal, we ask all campers to follow our camp safety expectations. Each week counselors review our 'R.E.A.C.H. for the stars' expectations with campers, outlined below.

**Please review these with your child before camp starts as well.**

## VALUES PLEDGE

- I will be **responsible** for my everyday duties, the things I use, and the areas I am in.
- I will be a caring and **empathetic** person to those who participate in the YMCA Program and the people in the YMCA building.
- I will **accept** others for who they are, and be respectful of other people's feelings, property, and body.
- I will work towards making the camp **community** a safe place for all, and will follow the YMCA expectations.
- I will be **honest** when I make mistakes and honest when I have not done what I was responsible for.

At camp, campers are expected to:

- Use appropriate language at all times (which does not include swear words or negative remarks to others)
- Keep their hands to themselves (not hit, kick, bite, or otherwise hurt other campers/staff)
- Ask permission before leaving a program area (Campers must be supervised by a staff member at all times when attending camp).
- Remain in their assigned groups at all times unless additional support is being provided by support staff. (Additional supports are provided on a need basis and should not exceed more than 10% of the campers day.)

Not abiding by these expectations may result in suspension and/or removal from the program, for the safety of other campers and staff.

- **Hitting, fighting, or inappropriately touching another camper will result in the camper immediately being sent home for the day, and camp staff will set up a meeting with caregivers to discuss next steps**
- All other incidents will be handled as follows
  - ⇒ 1st incident: verbal warning
  - ⇒ 2nd incident: written warning, parents notified
  - ⇒ 3rd incident: camper sent home or suspended for 1-3 days; re-entry meeting
  - ⇒ More than 3 incidents may result in camper dismissal from the program

YMCA staff and management reserve the right to terminate a child from the day camp program if the child's behavior is disruptive to the program and/or compromises the safety of themselves, other children, and/or staff. Termination will extend to the after-school program and camp the next summer.

**NOTE: Emergency and safety concerns are handled immediately. This includes: runaways, fights, assaults, fire setting, serious threat of violence or suicide.**

# Meningococcal Disease and Camp Attendees: Commonly Asked Questions

## **What is meningococcal disease?**

Meningococcal disease is caused by infection with bacteria called *Neisseria meningitidis*. These bacteria can infect the tissue (the “meninges”) that surrounds the brain and spinal cord and cause meningitis, or they may infect the blood or other organs of the body. Symptoms of meningococcal disease may appear suddenly. Fever, severe and constant headache, stiff neck or neck pain, nausea and vomiting, and rash can all be signs of meningococcal disease. Changes in behavior such as confusion, sleepiness, and trouble waking up can also be important symptoms. In the US, about 350-550 people get meningococcal disease each year and 10-15% die despite receiving antibiotic treatment. Of those who survive, about 10-20% may lose limbs, become hard of hearing or deaf, have problems with their nervous system, including long term neurologic problems, or have seizures or strokes. Less common presentations include pneumonia and arthritis.

## **How is meningococcal disease spread?**

These bacteria are passed from person-to-person through saliva (spit). You must be in close contact with an infected person’s saliva in order for the bacteria to spread. Close contact includes activities such as kissing, sharing water bottles, sharing eating/drinking utensils or sharing cigarettes with someone who is infected; or being within 3-6 feet of someone who is infected and is coughing and sneezing.

## **Who is most at risk for getting meningococcal disease?**

People who travel to certain parts of the world where the disease is very common, microbiologists, people with HIV infection and those exposed to meningococcal disease during an outbreak are at risk for meningococcal disease. Children and adults with damaged or removed spleens or persistent complement component deficiency (an inherited immune disorder) are at risk. Adolescents, and people who live in certain settings such as college freshmen living in dormitories and military recruits are at greater risk of disease from some of the serotypes.

## **Are camp attendees at increased risk for meningococcal disease?**

Children attending day or residential camps are **not** considered to be at an increased risk for meningococcal disease because of their participation.

## **Is there a vaccine against meningococcal disease?**

Yes, there are 2 different meningococcal vaccines. Quadrivalent meningococcal conjugate vaccine (Menactra and Menveo) protects against 4 serotypes (A, C, W and Y) of meningococcal disease. Meningococcal serogroup B vaccine (Bexsero and Trumenba) protects against serogroup B meningococcal disease, for age 10 and older.

## **Should my child or adolescent receive meningococcal vaccine?**

That depends. Meningococcal conjugate vaccine is routinely recommended at age 11-12 years with a booster at age 16. In addition, these vaccines may be recommended for children with certain high-risk health conditions, such as those described above. Otherwise, meningococcal vaccine is **not** recommended for attendance at camps.

Meningococcal serogroup B vaccine (Bexsero and Trumenba) is recommended for people with certain relatively rare high-risk health conditions (examples: persons with a damaged spleen or whose spleen has been removed, those with persistent complement component deficiency (an inherited disorder), and people who may have been exposed during an outbreak). Adolescents and young adults (16 through 23 years of age) who do not have high risk conditions **may** be vaccinated with a serogroup B meningococcal vaccine, preferably at 16 through 18 years of age, to provide short term protection for most strains of serogroup B meningococcal disease. Parents of adolescents and children who are at higher risk of infection, because of certain medical conditions or other circumstances, should discuss vaccination with their child’s healthcare provider.

## **How can I protect my child or adolescent from getting meningococcal disease?**

The best protection against meningococcal disease and many other infectious diseases is thorough and frequent handwashing, respiratory hygiene and cough etiquette. Individuals should:

- wash their hands often, especially after using the toilet and before eating or preparing food (hands should be washed with soap and water or an alcohol-based hand gel or rub may be used if hands are not visibly dirty);
- cover their nose and mouth with a tissue when coughing or sneezing and discard the tissue in a trash can; or if they don’t have a tissue, cough or sneeze into their upper sleeve.
- not share food, drinks or eating utensils with other people, especially if they are ill.
- contact their healthcare provider immediately if they have symptoms of meningococcal disease.

If your child is exposed to someone with meningococcal disease, antibiotics may be recommended to keep your child from getting sick.

You can obtain more information about meningococcal disease or vaccination from your healthcare provider, your local Board of Health (listed in the phone book under government), or the Massachusetts Department of Public Health Division of Epidemiology and Immunization at (617) 983-6800 or on the MDPH website at [www.mass.gov/dph](http://www.mass.gov/dph).

