



WEST SUBURBAN YMCA



# Camp Chickami

# 2017

# FAMILY

# HANDBOOK

This handbook will help you and your camper prepare for a great summer at camp by knowing what to expect before you arrive.

#### WSY CAMPING SERVICES BRANCH

[www.wsymca.org/camps](http://www.wsymca.org/camps)

[campings@wsymca.org](mailto:campings@wsymca.org)

(617) 244-6050 ext.3008

#### CAMP CHICKAMI

[www.campchickami.org](http://www.campchickami.org)

[campc@wsymca.org](mailto:campc@wsymca.org)

(508) 358-7000 (summer only)

(503) 683-2489 (Google Voice)

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## Welcome to Camp Chickami, Summer 2017!

Dear Families,

It is with great excitement that I welcome you to the 2017 Camp Chickami summer season! I am sure that you have many questions about camp. This packet is designed to help answer those questions.

Attending a day camp is a unique experience, especially in our oasis in Wayland. The weeks will fly by. Friendships that feel years old will take only a few days to form at Camp Chickami, and by the end of the week, many will have made life-long friends.

The sections in this manual are meant to help navigate the summer experience as a camper or the family of a camper. We've packed this manual with as much information as possible. As always though, if you have any questions, don't hesitate to reach out to our offices and speak with a staff member directly!

We are so excited to have you join us for what is sure to be a memorable 2017 season.

Happy Camping,

**Edward Szeman**

Director of Camp Chickami  
(E) EdwardS@wsymca.org  
(P) 617-244-6050 ext. 3812  
(C) 503-683.2489 (Google Voice)

## Information for New & Returning Campers

Whether your camper has been coming to Camp Chickami for several years or is brand new, there may be changes or new information from year-to-year you should know about. This is a brief summary of changes or highlighted items we want to remind you about.

- Last year, WSY Camps went completely digital for the first time, utilizing CampDoc to manage camper health information. This year, all WSY Camps will be using **CampSite** instead. Perks of the system include:
    - Enhanced communications systems
    - Streamlined e-forms
    - Camp specific blogs, for in-session updates!
  - All camp *paperwork* (on CampSite) is **due June 1<sup>st</sup> 2017**.
  - **Campers must have a \$0 balance** for the session they are attending or be turned away. For information about payment plan exceptions contact the registrar ([CampingS@wsymca.org](mailto:CampingS@wsymca.org)).
  - Cell phones and electronic devices (i.e. iPods, DS) are **not allowed** at camp. If you feel a cellphone is necessary, please talk to the director prior to the start of camp.
  - Morning bus times are estimated **departure times** while afternoon bus times are estimated **arrival times**. Please be early to all stops to help us avoid delays.
  - Drop-off at camp for those traveling by car **begins at 8:50 AM**. Drop-off for morning camper care begins at **8:00 AM for Camp Chickami** and **7:00 AM for the Y**.
  - **All visitors** are required to check in at the office before entering camp at any time.
- THE SAFETY OF OUR CAMPERS AND STAFF IS OUR FIRST PRIORITY.
- **Any person** picking up a camper from camp, a bus stop, or camper care, must present photo ID and sign the camper out each time.

## **ABOUT THE WEST SUBURBAN YMCA**

### **Our Mission:**

The West Suburban YMCA (WSY) is a charitable organization that welcomes all by creating a community that serves individuals of any age, race, gender, religion, heritage, economic circumstance, or physical ability. We focus on youth development, healthy living and social responsibility to ensure all children, adults and families are healthy, confident and connected.

### **WSY History:**

The West Suburban YMCA was founded in 1877 as the Newton YMCA. After a successful fundraising campaign by Frank A. Day, Sr., the YMCA began construction of a facility at 276 Church Street in 1910 and opened the following year. The YMCA grew gaining new members and adding new programs, including camps. In 1916, Camp Frank A. Day opened as the Newton YMCA's residential camp in East Brookfield, MA. In 1946, Camp Chickami started with sixty boys. In 1948, the YMCA started a day camp at the YMCA facility.

The YMCA has come a long way since then. Women were allowed to join and participate in programs. A new 10,000 sq. ft. gymnasium and multi-lane pool were added on. The former field was converted into an artificial turf field and synthetic track and named the New Balance Track & Field. Plus, more day camps were created to better serve the needs of our members. In the fall of 2016, the West Suburban Y finished a large renovation project to create a new preschool, a new child watch center, a new fitness center floorplan, new cardio space overlooking the pool, and new administrative offices.

## **ABOUT CAMP CHICKAMI**

### **Our History:**

In 1946, Camp Chickami was established with MDC funds at Riverside. The West Suburban Y started its own day camp in 1948; and in 1955, the Y acquired Camp Chickami and moved it to its current location in Wayland, MA. Today Camp Chickami sits on just over 22 acres abutting the Wayland Reserve. Where once there was a pond at the heart of Camp Chickami, today sits the famous Mud City. Over the years, campers and staff have established beloved traditions such as Color War, Chowder-Head of the Week, and the end of summer Carnival. Camp Chickami is a traditional outdoor summer day camp through and through. Each morning begins with a camp-wide assembly where the staff make creative announcements about what activities will be offered for the campers to choose from in the afternoon. No other camp offers Ultimate Sneaker, Moustache Parades, or Battle of the Twins as activities. Camp Chickami's rich history and creative traditions give campers the summer-to-summer continuity of a resident camp with all the benefits of a classic day camp experience.

### **Licensing:**

Camp Chickami complies with regulations of the Massachusetts Department of Public Health, including Regulation 105 CMR 430.00 Minimum Standards for Recreational Camps for Children, and is licensed by the Town of Wayland Board of Health. According to the Massachusetts Department of Public Health, parents may request information regarding background checks, health care and discipline policies as well as procedures for filing grievances.

### **Accreditation:**

Camp Chickami is an American Camp Association (ACA) accredited camp, which represents to you that our camp has met or exceeded nationally recognized standards for staffing, programming, health, and wellness.

### **Staff Qualifications:**

Campers are supervised by qualified, trained staff members. Senior counselors are high school graduates, 17 years or older; junior counselors are at least 16 years old. All staff and volunteers have a background free of any conduct that bears adversely upon his or her ability to provide for the safety and well-being of the campers. All staff complete a thorough orientation prior to the start of the summer which includes training on child abuse prevention, CPR, First Aid, activity planning, and policies and procedures relating to risk management.

### **Counselor to Camper Supervision Ratios:**

- Under 7                                      1 Counselor to 5 campers
- 7-8 years                                      1 Counselor to 8 campers
- 9-15 years                                      1 Counselor to 10 campers

### **Directions to Camp Chickami (I-95):**

Take Rte. 128 (I-95) to exit 26. Follow signs for Rte. 20 West (Weston/Marlboro), and stay on Rte. 20 West for about 4 miles. Look for Prime Bar Grill (formerly Luigi's) on the left. Camp Chickami is located on the left just after the restaurant. Look for the Camp Chickami sign. We are located immediately before Temple Shir Tikva.

### **Directions to Camp Chickami (Route 30):**

Take Route 30 (Comm. Ave.) west across the Mass Turnpike. Just past the I-95 overpass, at the light, turn right onto Newton Street. Continue on Newton Street until you reach a fork in the road. At the fork, stay left on School Street (the Weston Public Library will be on your left). Continue until you reach Route 20. Turn left and arrive at Camp Chickami (on your left), located just before Temple Shir Tikva.

**Year-Round Office and Mailing Address:**

**West Suburban YMCA**

276 Church Street  
 Newton, MA 02458  
[www.wsymca.org](http://www.wsymca.org)

**Camping Services Branch**

Phone: (617) 244-6050 ext. 3008  
 Fax: (617) 321-2267  
[campings@wsymca.org](mailto:campings@wsymca.org)

**Summer Office Address & Hours:**

**Camp Chickami**

139 Boston Post Road  
 Wayland, MA 01778  
[www.campchickami.org](http://www.campchickami.org)

Phone: (508) 358-7000 (office)  
 (508) 358-7001 (nurse)  
[campc@wsymca.org](mailto:campc@wsymca.org)

The camp office phone number is **508-358-7000**. From **June 26 – September 1 (Monday through Friday)**, there will be a staff member in the camp office from **7:30 AM until 6:00 PM** to answer phone calls. If you reach our voicemail or call outside office hours, please leave a message or send us an email, and we will respond in a timely manner.

**Important Dates:**

Session	Dates	Family Nights	Overnights	LIT Events
Opening:	June 26 – June 30	June 29 <sup>th</sup>	None	
Session 1:	July 3 – July 7		Older Boys, 6 <sup>th</sup>	
Session 2:	July 10 – July 14	July 13 <sup>th</sup>	Older Girls, 11 <sup>th</sup>	LIT Trip: 12 <sup>th</sup>
Session 3:	July 17 – July 21		Y. Boys, 20 <sup>th</sup>	
Session 4:	July 24 – July 28	July 27 <sup>th</sup>	Y. Girls, 25 <sup>th</sup>	LIT Trip: 26 <sup>th</sup>
Session 5:	July 31 – August 4		Older Boys, 3 <sup>rd</sup>	
Session 6:	August 7 – August 11	August 11 <sup>th</sup>	Older Girls, 8 <sup>th</sup>	LIT Trip: 9 <sup>th</sup>
Session 7:	August 14 – August 18		Y. Boys, 17 <sup>th</sup>	
Session 8:	August 21 – August 25	August 24 <sup>th</sup>	Y. Girls, 22 <sup>nd</sup>	LIT Trip: 22 <sup>nd</sup>
Closing:	August 28 – Sept. 1		None	

## MEET THE STAFF

The Camping Services Branch of the West Suburban YMCA is here to help you and your family smoothly transition from the school year to the summer. We encourage you to thoroughly read through this family handbook. We have done our best to answer the most frequently asked questions as well as unusual questions that you might not think about asking! Please feel free to contact us with your additional questions. We are here to help!

### Staff Contact Information:

TITLE	NAME	EMAIL	EXT
Camp Director	Edward Szeman	<a href="mailto:edwards@wsymca.org">edwards@wsymca.org</a>	3812
Assistant Director	Benjamin Kaloupek	<a href="mailto:kaloupek.b@husky.neu.edu">kaloupek.b@husky.neu.edu</a>	N/A
Camp Registrar	Marie Minardi	<a href="mailto:mariem@wsymca.org">mariem@wsymca.org</a>	3008
Director of Camping Operations	Keri Person	<a href="mailto:kerip@wsymca.org">kerip@wsymca.org</a>	3118
Executive Director of Camping Services	Scott Peckins	<a href="mailto:scottp@wsymca.org">scottp@wsymca.org</a>	3808
Camping Services General	Marie Minardi	<a href="mailto:campings@wsymca.org">campings@wsymca.org</a>	3008
Camp Chickami Office		<a href="mailto:campc@wsymca.org">campc@wsymca.org</a>	(508) 358-7000

## PREPARING FOR CAMP

In accordance with the Massachusetts Department of Public Health Minimum Standards for Recreational Camps for Children, Camp Chickami has a health care consultant—a licensed physician, nurse practitioner or physician assistant with pediatric training—that oversee our health care policies and staff training in addition to being available for consultation. All Camp Chickami staff are also certified in First Aid and CPR.

### NO CHILD WILL BE ALLOWED TO ATTEND CAMP WITHOUT A COMPLETE HEALTH RECORD

As required by state and local regulations, each camper must submit a complete health record, which includes all of the following:

- A completed **CampSite** profile.
  - **CampSite** is a fully electronic camp management system used by all of our camps to ensure the best, most personalized care can be given to each camper.
  - After camp registration is completed, an invitation will be sent to families to complete their **CampSite** profile.
  - **CampSite** profiles must be 100% complete by June 1<sup>st</sup> 2017.
- Any camper who is not 100% complete may be denied participation in camp activities, barred from attending camp, or unenrolled without refund.
- A Certificate of Immunization (or Vaccine Administration Record) signed by a licensed health care provider that includes evidence of the following vaccines:
  - Measles, Mumps and Rubella (MMR)
  - Polio (IPV or OPV)
  - Diphtheria and Tetanus Toxoids and Pertussis (DTaP/DTB/DT or Td)
  - Hepatitis B AND
  - A photocopy of the front and back of health insurance card AND
  - A physical examination signed by a licensed health care provider.
- A camp physical performed by a licensed health care provider.
- A **Camper Confidential Form** (The information on this form is only shared with select staff as deemed necessary by the director. It helps us to ensure your camper has a great experience.)

No child known to be suffering from a communicable form of tuberculosis is allowed to attend any recreational camp in Massachusetts, including *Camp Frank A. Day*. Parents are required to list any special limitations or concerns including dietary restrictions, allergies, and chronic health conditions on the camper's Health History Form. This information will only be made available to camp staff and will be used to ensure your child has a safe summer.

If something (i.e. restrictions, medications, conditions, etc.) changes between the date the Health History information is submitted and the time camp begins, please notify the Camp Director of these changes in writing.

## What to Bring to Camp:

- **Bag or backpack**
- **Swimsuit and towel:** Swimsuit must be one-piece for girls and non-speedo for boys. We also suggest your camper brings a plastic bag to hold the damp suits after swimming.
- **Change of clothes:** Packing a clean change of clothes in a marked ziplock is recommended.
- **Proper Footwear:**
  - Sneakers: Campers are encouraged to bring appropriate athletic shoes to camp and may be prohibited from certain activities without proper footwear.
  - Water Shoes: Campers may wear water-shoes that attach securely to their feet around most parts of camp and during most activities.
  - Crocs: Campers may wear Crocs at the pool ONLY. Unfortunately, Crocs do not securely adhere to feet and are therefore not appropriate for most camp activities.
  - Flip-flops: Campers may wear flip-flips to the pool only. Even so, we encourage families to select water shoes that cover the toe and heel or attach securely to the foot.
- **Lunch:** Campers are required to pack their own lunches or order food through [Smart Lunches](#).
  - Milk is provided each day at no additional charge to campers.
  - Lunches are stored in bins that campers will not have access to until lunchtime.
  - Camp does not refrigerate or microwave camper lunches.
  - Camp Chickami is **NOT** a nut free camp.
- **Snack:** Please place snacks separate from camper lunches. Campers may eat snack whenever they choose, but may not be able to return to their lunch-bag if their snack is packed incorrectly.
- **Water bottles:** Campers are very active during the day and need plenty of water. Please send a labeled, refillable water bottle.
- **Sunscreen:** Extended sun exposure is a concern. Parents are advised to help their camper apply sunscreen before camp. Campers are educated and assisted when necessary in the use of bug spray and sunscreen.
- **Bug Spray:** Camp's administration does not explicitly advise that campers bring bug spray. We do, however, acknowledge that some campers are prone to more extreme reactions to bug-bites and do advise families to prepare according to individual needs.
- **Reading materials:** Camp Chickami partners with the City of Newton's Summer Literacy project. Campers who choose to, are welcome to read during low intensity activities or elective periods.

### **Lost and Found & Personal Belongings:**

We strongly encourage families to label camper belongings with a first and last name. “Sharpie” markers will work on clothing, towels, bathing suits and swim caps alike, but may need to be remarked as the summer moves on. The West Suburban YMCA, Camp Chickami, and its staff are not responsible for lost items or stolen items. Parents are welcome to search the lost and found area for missing items (on the far side of the Chowder House). We will make every effort to remind your camper(s) to check the lost and found for any missing items. If your camper brings home something that does not belong to them, please return it to the lost and found area or the camper to which it belongs.

**\*\*Any items unclaimed by the last day of summer camp will be donated to charity.\*\***

### **Lunch:**

All campers are responsible for bringing their own lunch. **LUNCH IS NOT PROVIDED BY THE CAMP.** We prefer you pack a nut free lunch due to the potential allergies of other campers; however, we do not require nor can we guarantee a nut free environment. Lunches should be packed in a labeled, insulated lunch box with an ice pack (as needed) to keep the food fresh. **CAMPER LUNCHES ARE NOT REFRIGERATED OR MICROWAVED.**

Please do not send glass bottles or containers in your camper’s lunch. In the event that a family forgets to send a child with his/her lunch, a healthy option will be made available. A reimbursement fee may be assessed. An alternative option to packing a lunch is to order food through [Smart Lunches](#).

### **Water Bottles:**

Campers must bring a labeled water bottle in their backpacks. Hydration is especially important during the summer when campers are active and outside in the sun. They will be encouraged to drink plenty of water and refill their water bottle throughout the day.

### **Internet/Email Policy:**

We hire trustworthy, nurturing, and fun-loving staff each summer to ensure that your children have a positive camp experience. We discourage camp staff from communicating with campers, (including emailing, texting, and social media) outside of YMCA programs. In order to keep Camp Chickami a safe and healthy environment for all campers and staff, we prohibit the following from being brought to camp. Such items will be confiscated.

- Electronic devices including: handheld games, iPods, and cell phones<sup>1</sup>
- Trading cards<sup>2</sup>
- Other valuables<sup>3</sup>
- Weapons (real or fake)
- Drugs, alcohol, or related paraphernalia
- Other illicit items

### **Notes Re: Personal Possessions**

<sup>1</sup> Campers are prohibited from using cell phones at camp. Parents who send their camper with a cell phone are strongly encouraged to utilize the camp office for regular, non-emergency communications. Phones may be confiscated at the discretion of camp staff and returned directly to parents at the end of the camp day.

<sup>2</sup> Camp Chickami does not condone the selling or trading of personal items (e.g. cards, money, or other valuables). Gambling in any form is also prohibited.

<sup>3</sup> The West Suburban Y, Camp Chickami, and camp staff are not responsible for lost or stolen items.

## **TRANSPORTATION & CAMPER CARE**

### **Transportation by Bus**

Camp Chickami offers bus service to and from camp. All pick-up and drop-off stops are in Newton. If you need this service, you must register in advance, as each bus has limit seats. In the morning the bus will pick up your camper at the designated area and bring him/her to the camp. The bus will pull into the parking lot of Temple Shir Tikva and stop near the entrance of camp. Supervised by the bus captain, your camper will walk down to the camp grounds and meet their group.

In the afternoon, the buses will be waiting for the children in the Temple parking lot. At the end of each camp day, groups are dismissed one at a time to the buses. The bus captains and other counselors will be on the buses taking attendance and making sure that everyone accounted for and appropriately seated. The buses are scheduled to depart camp at 4:00 PM each day. An administrator will also be at the buses in constant communication with the staff at Camper Care and at the parent pick-up location (in the Camp Chickami gravel lot by the gate). Once all campers are accounted for, the administrator will dismiss the buses.

**\*\*For a full bus schedule, see page 31.\*\***

The buses on the first day of each session may not match the exact pick-up and drop-off times listed. Times may vary depending upon how many campers are at each stop for each new session. We request families arrive ten minutes before scheduled pick-up and drop-off time as the buses cannot wait at each stop.

### **Bus Notes**

- Families are advised to arrive 5-10 minutes early to bus stops.
- To pick up a camper, individuals must be on the authorized pick-up list.
- Anyone picking up a camper from a bus stop or camper care must provide photo ID.
- If there is no authorized adult to pick up a camper, that camper will be brought back to the YMCA for Camper Care, where they will wait with a Camp Chickami staff member for pick-up. **A late fee will apply.**

- Campers may walk home from bus stops without an adult present only if a parent or guardian provides “permission to walk home” on that camper’s **CampSite** profile. Families may also submit a camper change form or email ([CampC@wsymca.org](mailto:CampC@wsymca.org)) to provide permission.
- Each bus will have two bus captains and a Camp Chickami sign in the window. Please look for the sign to be sure your child boards the correct bus.
- In the afternoon, buses travel their morning routes in reverse.
- Campers are required to wear seat belts.
- Due to limited seating on each bus, campers must ride the bus for which they are registered. Campers are not allowed to switch buses without advanced notice. Utilizing different stops on the same bus is not an issue. To switch buses, please call or email the camp office at (508) 358-7000 (or [CampC@wsymca.org](mailto:CampC@wsymca.org)).
- **Routes and schedules are subject to change.**
- **Requests for bus changes must be submitted by 11am each day.**

### **Transportation by Car**

**Drop-off:** You may drop your camper off at Chickami starting at 8:50 AM. Please come down to the main building when dropping off a camper. For information about drop off before 8:50 AM, please see the *Camper Care* section on the next page for more details.

**Late Drop-off:** If you are dropping your camper off late, please walk them down to the Camp Office in the building and sign them in. A staff member will then walk your child to his/her activity. It is critical that campers arriving late are signed in at the office.

**Early Pick-up:** If you plan to pick up your camper early, please let us know by submitting a Camper Change Form, found on page (30), or by emailing the camp office at [CampC@wsymca.org](mailto:CampC@wsymca.org). Please note that we will pull the camper out of their activity **upon your arrival**. We advise families to arrive a few minutes early to give your camper time to pack up their belongings and leave. All campers must be signed out at the office by an authorized person.

**Pick-up:** If you will be picking up your camper at camp at the end of the camp day, please wait at the gate where your child will be dismissed by a staff member. **You must present a photo ID and sign your camper out before leaving.**

Camp staff will release campers only to parents, guardians, or individuals designated by the parent or guardian (permission can be granted on your camper’s **CampSite** profile or in writing).

**\*\*We are unable to accept phone calls to verify the release of campers to individuals.\*\***

Please note that our staff is instructed to **always** ask for identification, even if they recognize the individual picking up a camper. This standardized procedure helps us keep campers safe by minimizing risk during hectic pick-up times. Please bring a photo ID with you each day.

**Pick-up Times**

It is important that the campers are picked up on time at the end of the camp day. Campers must be picked up from their designated locations at the following times:

Camp Pickup	3:50 PM until 4:05 PM
Bus Pickup	See Bus Schedule: pg. 31
Chickami Camper Care Pickup	4:00 PM until 6:00 PM
YMCA Camper Care Pickup	5:00 PM until 6:00 PM

**Morning Camper Care**

Morning Camper Care at Camp Chickami **begins at 8:00 AM**. Campers may arrive for morning camper care at Chickami between 8:00 and 8:45 AM. No camper will be received before 8:00 AM. See registration form or brochure, or call for details.

Morning Camper Care at the West Suburban YMCA **begins at 7:00 AM**. Campers attending morning camper care at the YMCA must also register for **Bus F**. No camper will be received before 7:00am. See registration form or camp brochure, or call for details.

**Afternoon Camper Care**

Afternoon Camper Care is offered at Camp Chickami in Wayland from 4:00-6:00 PM. Campers must be signed out by an authorized adult who presents acceptable photo ID. Counselors will have a sign out sheet each day. A snack is provided to campers in afternoon camper care.

Afternoon Camper Care is also offered at the West Suburban YMCA in Newton. Campers attending Afternoon Camper Care at the Y are required to register for **Bus F**. Camper care begins upon arrival of Bus F until 6:00 PM. Campers must be signed out by an authorized adult who presents acceptable photo ID. Counselors will have a sign out sheet each day. A snack is provided to campers in afternoon camper care.

Campers not registered for camper care may add the service at the following rates:

- Morning Care (both locations): \$10/day (\$50 for 3+ days)
- Afternoon Care (at Chickami): \$20/day (\$100 for 3+ days)
- Afternoon Care (at YMCA): \$10/day (\$50 for 3+ days)
- Afternoon Care (Family Night): \$10

**Change of Plans**

We understand that plans change from time to time. When this happens, please notify the camp office as soon as possible. If a camper will not be attending camp on a specific day, please call the camp to let

us know. For your convenience, you may email, call, or utilize your CampSite profile to notify the camp office. We also accept faxed, hand delivered, or emailed Camper Change Forms (found on page 30).

### **Late Fees:**

A late fee will be charged for parents/guardian who arrives after the designated end time of the program. The fee is \$10.00 per child for the first one to ten minutes late. An additional \$1.00 per child will be charged for each minute late thereafter. The parent is responsible for payment at the time of late pick up. It is required that all children be picked up no later than the times listed above in order to avoid late fees. This late fee is consistent with the late fees of the YMCA's after school program. The Camp Director reserves the right to suspend or dismiss a child from camp if a parent is late to pick up his/her child on numerous occasions.

### **Absent Campers**

Camp Chickami staff cares about its campers. If a camper is absent, and the office has not been notified by the camper's family, expect a call from our office manager or one of our directors.

## **CAMPER GROUPS AND UNITS**

There are 18 groups at Camp Chickami. Guidelines for group placements may be adjusted based on how many campers of a certain age or gender are signed up for a given week. Friend requests and the number of available groups may also play a role in camper placement.

Because of these factors, campers' groups may occasionally change from week to week. We will, however, do everything in our power to keep the groups as consistent as possible. While we make every effort to honor at least one friend request from every camper, we are not able to guarantee all requests will be met.

At camp, our groups are subdivided by Unit. There are four Units, each with a dedicated leadership staff to oversee their camp experience: Pines, Girls, Younger Boys, and Older Boys. While there is only one girls unit, we do separate the girls groups into Younger and Older girls groups for overnights. Pines campers are welcome to participate in the Younger Boys and/or Younger Girls overnights.

**Note:** Camp Administration do their best to keep campers in appropriate age/grade cohorts. The following grade and age pairings are merely guidelines.

### **Pines:**

- **Sugar Pines:** Younger Co-ed (5-6, entering First Grade)
- **Pinyon Pines:** Younger Co-ed (5-6, entering First/Second Grade)
- **Ponderosa Pines:** Younger Girls (6-7, entering Second Grade)
- **Scotch Pines:** Younger Boys (6-7, entering Second Grade)

### **Boys:**

- **Boxwoods:** Younger Boys (8-9, entering Third Grade)
- **Locusts:** Younger Boys (9, entering Third Grade)
- **Ginkoes:** Younger Boys (9-10, entering Third/Fourth Grade)
- **Redwoods:** Older Boys (10, entering Fourth Grade)
- **Bamboo:** Older Boys (10-11, entering Fourth/Fifth Grade)
- **Oaks:** Older Boys (11-12, entering Fifth/Sixth Grade)
- **Hickory:** Older Boys (12, entering Seventh Grade)
- **Sequoias:** Older Boys (13, entering Eighth Grade)

### **Girls:**

- **Willows:** Younger Girls (8-9, entering Third Grade)
- **Palms:** Younger Girls (9, entering Third Grade)
- **Elms:** Older Girls (10, entering Fourth Grade)
- **Cedars:** Older Girls (10-11, entering Fifth/Sixth Grade)
- **Maples:** Older Girls (11-12, entering Sixth/Seventh Grade)
- **Magnolias:** Older Girls (13, entering Eighth Grade)

## **A DAY OF CAMP**

### **First Day of Camp: What to Expect**

On the first day of each session at Camp Chickami, campers who arrive by bus will be greeted by staff who will direct them to their correct group. Campers who arrive by car will be met by staff at the camp entrance. Counselors will be in the assembly area, holding up signs for their groups. When dropping your camper off, please do not leave until we have confirmed his/her group.

Once all the campers are in their respective groups, the day will begin with a morning assembly which includes a greeting, staff announcements, a Thought-for-the-Day, and a flag-raising. Counselors will then lead get-to-know-you games and ice breakers and will explain camp rules and boundaries. When campers report to the pool for the first time, they will be swim tested to determine which swim level they will be in for lessons. Throughout the remainder of the day, the campers will meet additional staff, tour the camp with their groups, and participate in camp activities.

## Daily Schedule – Overview

**Non-Pines Campers – The morning** consists of four periods. Each group’s schedule will vary daily. Campers will stay with their group and follow their group’s morning schedule: activities may include swim lessons, arts & crafts, nature, sports, drama, Relievio, archery, campsite, and other activities. Campers will then eat lunch with their group. In the morning, Non-Pines campers also sign up for afternoon electives. Campers are encouraged to sign up for their selected activities with a buddy.

**Non-Pines Campers – The afternoon** consists of three periods. The campers choose from a variety of creative activities designated by staff each morning. During the course of the week, choices may include free swim, arts & crafts, challenge course, hikes, special activities, various clubs, sporting events, etc. The afternoon choices vary greatly each day. Camp is brought to a close with an afternoon assembly after electives each day. At afternoon assembly, staff will announce highlights from the day. Campers are then dismissed to their buses, to the gate for parent pick-up, or to Camper Care.

**Pines Campers – The morning** consists of four periods. Each group’s schedule will vary daily. Campers will stay with their group and follow their group’s morning schedule: activities may include swim lessons, arts & crafts, nature, sports, drama, Relievio, archery, campsite, and other activities. Campers will then eat lunch with their group. Campers in the Pines groups do not sign up for afternoon electives.

**Pines Campers – The afternoon** consists of 3 periods. Campers will spend the afternoon with their group and will have modified activities selected and planned by their counselor chosen with input from the group. During the course of the week, choices may include free swim, arts & crafts, challenge course, hikes, special activities, various clubs, sporting events, etc. The afternoon choices vary each day based on camper interest, group creativity, and counselor skills. Camp is brought to a close with an afternoon assembly after electives each day. At afternoon assembly, staff will announce highlights from the day. Campers are then dismissed to their buses, to the gate for parent pick-up, or to Camper Care.

### Daily Schedule – Sample

<b>7:00am</b>	<b>Morning Camper Care at the WSY</b> Campers enrolled in morning camper care at the WSY must also sign up for Bus F.
<b>8:00am</b>	<b>Morning Camper Care at Chickami</b> Arrive early and spend time with other campers and the awesome Chickami staff!
<b>8:45am</b>	<b>Campers Arrive</b> Gather with your group on the Front Lawn for attendance.
<b>9:00am</b>	<b>Morning Assembly</b> Gather with the camp to raise the flag, sing songs, and hear announcements.
<b>9:30am</b>	<b>Morning Period 1</b> Travel to the field and play an exciting, high-energy game of speedball!
<b>10:15am</b>	<b>Morning Period 2</b> Stop by the Arts & Crafts building to work on your origami skills!
<b>11:00am</b>	<b>Morning Period 3</b> Travel to the Ropes Course for a teambuilding adventure!
<b>11:45am</b>	<b>Morning Period 4</b> Cool off at the pool with exciting and instructional swim lessons!
<b>12:30pm</b>	<b>Lunch</b> Eat lunch and relax with your group, and sign up for your Afternoon Periods.
<b>1:00pm</b>	<b>Afternoon Period 1</b> Hike to the Archery Range and practice your marksmanship!
<b>1:50pm</b>	<b>Afternoon Period 2</b> Catch frogs in the depths of Mud City, Chickami’s personal wetland habitat!
<b>2:40pm</b>	<b>Afternoon Period 3</b> Train with elves and fight with dragons as you go Live Action Roleplaying!
<b>3:30pm</b>	<b>Afternoon Assembly</b> Assemble with the rest of the camp for daily recaps, announcements, and more singing!
<b>3:45pm</b>	<b>Dismissal</b> Head home on a bus or with your family!
<b>4:00pm</b>	<b>Afternoon Camper Care</b> Stay until 6:00pm, playing cool games and exploring camp!

## EVENTS AT CAMP CHICKAMI

### Family Events

Parents, guardians, siblings, and all family members are invited to attend Family Nights at Camp Chickami! Family nights are a great opportunity to meet Camp Chickami counselors and staff and to sample some of the activities camp has to offer. Campers must be accompanied by an adult in order to attend. Camp will host **five** Family Nights over the course of the summer. Dates can be found on pg. 8 and on our website: [www.campchickami.org](http://www.campchickami.org).

Campers registered for Camper Care at the YMCA may switch, at no charge, to Camper Care at Camp Chickami for Family Nights only. Parents must notify camp of this change by submitting the Camper Change form or emailing the Camp Chickami office ([CampC@wsymca.org](mailto:CampC@wsymca.org)).

If your camper is not registered for Afternoon Camper Care at either location and you would like your camper to remain at camp from 4:00-6:00 PM until the Family Night begins, the cost is \$10 per camper. Payment must be made at sign-out. Families must contact the Camp Chickami office directly via Camper Change form or email ([CampC@wsymca.org](mailto:CampC@wsymca.org)) to register for this service, as space is limited.

All campers must be signed out of camper care by an authorized adult no later than 6:00 PM. Campers are not permitted to be at Family Night without adult supervision. Campers who are not signed out prior to 6:00 PM will wait in the office until an approved adult arrives to sign them out. A late fee may be assessed.

The final Family Night each summer is the **Camp Chickami Carnival!** Campers and families from the entire summer are invited. Friends and other members of the Y community may also attend. In addition to being a Family Night, **Carnival** functions as a fund raising event for the Annual Fund and Camp Chickami's scholarships. Food, merchandise, and game tickets will be sold. Thank you for your help in supporting our camp community's annual fund.

### Age Group Overnights

Overnights are a fun and enriching experience for campers. Campers are invited to attend overnights by age group (Older Boys, Older Girls, Younger Boys, and Younger Girl). Only campers in the designated age group who are attending camp **during that week's session** may attend the overnight. Overnight dates can be found on page (8) and on our website: [www.campchickami.org](http://www.campchickami.org). Families must use the overnight form to register and pay for the overnight.

Overnights begin at 4:00 PM immediately following the departure of buses. All overnights are planned (with a theme) by the Unit Leader and Counselors from that unit. Activities will vary; however, all overnights (weather permitting) will include free swim time. Campers who wish to participate in the overnight but who do not wish to sleep at camp may be picked up no later than 9:00 PM. Families must designate on their camper's overnight form whether the camper will stay the night or be picked up early.

Campers attending overnights should pack **2 lunches** the day of the overnight: one for the day of the overnight and one for the day after. A pizza dinner is provided to overnight campers as well as breakfast in the morning. Dietary restrictions will be assessed through each camper's CampSite health profile.

To contact the Unit Leader supervising the overnight—*on the evening of the overnight only*—call: **(503) 683-2489** (or 503-MUD-CITY). That number will ring to both the Camp Chickami office phone and to the Unit Leader's cell phone beginning at 4:00 PM the night of the overnight until 8:00 AM the following morning.

### **Special Events**

Special Events are held the on Fridays following Family Nights. Special event committees of camp staff plan the events, including themes and activities. All themes are announced to campers the day before the Special Event. To help families plan for traditional events such as **Color War**, families will be notified the Monday prior to a special event if special clothing or costumes are encouraged. Your help in maintaining the secrecy of special events is appreciated.

**\*\*Note: Any event may be postponed or cancelled due to inclement weather. Please check [www.wsmca.org](http://www.wsmca.org), call the Camp Chickami office (508-358-7000), or email the camp office at [CampC@wsymca.org](mailto:CampC@wsymca.org) for updates and announcements regarding inclement weather.\*\***

## **AQUATIC ACTIVITIES**

### **Camp Aquatics Overview**

The YMCA Progressive Swim Program is nationally recognized. All campers will be evaluated on their first day of class using the water safety system: **Test, Mark, and Protect**. Upon completing a swim evaluation, swimmers will be given a red, yellow, or green swim band. **Red** swimmers must stay in the shallow end. **Yellow** swimmers will be closely monitored by lifeguards and taught to self-assess appropriate swimming practices. **Green** band swimmers may swim in all areas of the pool. This ensures that each swimmer is safe and placed in the appropriate swim level. Swim levels are as follows:

### **Swim Level Overview**

- **Polliwog** - This beginner level class is for campers who are inexperienced or lacking proficiency in swimming and self-rescue skills. It teaches basic stroke work, gliding, floating & kicking as well as beginner rotary breathing.
- **Guppy** - This level is for campers who are comfortable with face in water and are able to swim 15-20 feet without a floatation device. It teaches more complex stroke skills on front, back and side as well as rotary breathing and beginner's breaststroke.
- **Minnow** – This level is for campers able to swim 25 yards on front and back without a floatation device. It teaches advanced stroke skills on front back and side, and rotary breathing. Campers

will be introduced to other components of swimming including butterfly kick.

- **Fish** – This level is for campers able to swim 50 yards of freestyle with rotary breathing, sidestroke, backstroke & breaststroke. It refines breaststroke form, teaches the butterfly stroke, and improves other swim skills.
- **Flying Fish/Shark** – This level is for campers able to swim 100 yards of freestyle, backstroke, breaststroke and sidestroke as well as 15 yards butterfly. It is intended to improve all strokes and swimming skills as well as builds strength and endurance for competitive swimming.

### Swim Lessons

Part of what makes Camp Chickami a traditional summer camp is our emphasis on essential skills acquisition: in this case the ability to swim. Swim lessons are mandatory unless campers are excused by a parent or guardian letter. If a camper does not wish to participate in swim lessons, they may sit out but must remain in the pool area.

#### Additional Swim Lessons

If you are interested in the possibility of private or continuing swim lessons for your camper, please let us know by emailing us at [campings@wsymca.org](mailto:campings@wsymca.org) OR email the aquatics department directly at [KellyF@wsymca.org](mailto:KellyF@wsymca.org).

### Swim Assessments

We anticipate most campers will fall between Level 3 and Level 6 for swim lessons. All lessons will be taught by a combination of Senior Counselors, Junior Counselors, and Aquatics Staff. Swim lessons will be overseen by the Head Lifeguard and Pool Director. Campers will be assessed from week to week, with *promotion* possible at the end of each week by way of staff recommendation.

At the end of each session, swim assessments for Camp Chickami swimmers will be returned to the West Suburban Y aquatics department. Families who would like to sign up for swim lessons during the school year may contact the aquatics department to learn about their camper's summer swim lessons and discover the recommended swim level for their camper.

### Free Swim

In addition to swim lessons, campers at Camp Chickami have the option to participate in free swim during the afternoon. Free swim is optional for campers and is typically offered during the 2<sup>nd</sup> and 3<sup>rd</sup> elective periods in the afternoon. Based on the camper's swimming level, he/she may be restricted to certain areas of the pool during for safety.

## OTHER ACTIVITIES AT CHICKAMI

### Challenge Course

West Suburban YMCA Challenge Course programs are designed to be age appropriate and well within the capabilities of children in reasonably good health. They incorporate a variety of activities, from games and problem solving initiatives to more strenuous high and low challenge course elements. These activities may be conducted on the ground or at heights up to 50 feet. Our staff facilitates according to the degree of challenge designated by the participant. In this controlled environment, campers are encouraged to think critically, assess situations, manage their emotions, and challenge themselves. Each camper chooses their level participation and challenge in every activity.

The primary goals of the challenge course are:

1. To increase the participants' sense of personal confidence
2. To increase mutual support within the group
3. To develop an increased level of agility and physical coordination
4. To have fun

At this time, only one belayed high-element is open for campers. Description below:

**Dangle Duo:** This element looks like a giant ladder. The rungs of the ladder consist of four by four boards (usually eight feet in length). The distance between the rungs becomes greater as the climbers move up the ladder. The sides of the ladder are cable. The ladder is suspended from an overhead cable or attached directly to support trees or poles. There is a horizontal belay cable overhead. This element is designed for one or two participants.

Activity: One or two climbers work together to climb up to the top rung of the ladder. Use of the side support cables for

### Archery

All camper have an opportunity to participate in archery as an activity. Camp archery staff are specially trained in equipment use, maintenance, risk management, and age-appropriate lesson planning. The complexity and difficulty of archery activities are adjusted based on the ages of groups and the proficiency levels of individuals.

## BEHAVIOR MANAGEMENT AT CAMP

### Behavior and Disciplinary Policy

Campers at Camp Chickami are expected to exhibit appropriate behavior. Our goal is to nourish community investment in every camp and counselor that results in behavior that does no harm and benefits all. With that in mind, focused guidance and/or discipline may be necessary at times. Camp Chickami staff will strive to be consistent and base disciplinary approaches upon an understanding of individual needs, safety, group health, and personal development.

In accordance with state regulations, we prohibit corporal punishment, cruel or severe punishment, humiliation, or verbal abuse. Campers will not be punished for soiling, wetting, or not using the toilet. Campers will never be denied food or shelter as a form of punishment.

### **Disciplinary Progression**

1. If a camper does or says something inappropriate (i.e. breaks one of the “camp rules”), staff are required to speak to the camper about the inappropriate action. Staff must ensure that campers are aware of prohibited language and actions before any discipline can occur. **We stress and highly value learning from mistakes.** After the conversation, staff may return camper to the group or continue the disciplinary process.
2. If the camper exhibits the same or similar behavior a second time, staff must again speak to the camper about the action. Staff may use discretion in asking the camper to take a time out and sit in a “thinking spot.” Before reintegrating the camper, a staff member will speak to the camper about what happened and about better decision-making. Staff will report recurring incidents. Parents will be informed.
3. If the child continues in a pattern of repeated negative behavior, counselor-staff will refer the camper to the Unit Leader, Assistant Director, or Camp Director. An incident report form will be drafted and the parents will be notified. Loss of privileges may occur at this point.

### **Director Involvement & Dismissal**

Depending on the severity of the incident, the following may occur: timeout (typically for an amount of time equal to the camper’s age in minutes), revoked privileges, a call to parents or guardians, suspension for the remainder of the day, and/or termination from camp. Campers dismissed from camp for disciplinary reasons are not given refunds.

The Camp Director reserves the right to dismiss any camper in the event that his/her behavior compromises or threatens to compromise his/her personal safety, the safety of other campers or the safety of camp staff. In the event that the Camp Director feels s/he must dismiss a camper, the situation will be discussed with the camper’s family.

### **Other Situations Warranting Intervention**

#### **Minor Disciplinary Incidents:**

- Minor rule infractions
- Temper tantrums
- Disagreements
- Teasing
- Inappropriate language or subject matter
- Pushing or shoving
- Inability to keep hands to oneself
- General disobedience

#### **Major Disciplinary Incidents:**

- Excessive repetition of minor incidents
- Fighting or bullying
- Repeated disrespect for others
- Vandalism
- Endangerment
- Interference with group cohesion
- Acts of violence
- Running away

### **Prevention of Abuse and Neglect**

Members of Camp Chickami’s staff are mandated reporters. As such, they are required to immediately report any known or suspected incidents or signs of child abuse or neglect. By law, failure to report may result in either a fine of up to \$1000 or (a case of serious bodily injury) up to \$5000 and 2 ½ years in jail. Staff members will immediately report suspected abuse or neglect to MA DCF and are encouraged to report to the Camp Director as well, who will then communicate details to the Executive Director of Camping Services.

West Suburban Y staff, including staff of Camp Chickami, will cooperate in all official investigations of abuse and neglect alleged to have occurred at Camp Chickami or which may have occurred elsewhere but of which staff might have knowledge, including identifying parents of campers currently or previously enrolled in the camp who may have been in contact with the subject of the investigation. The Camp Director will ensure that allegedly abusive or neglectful staff persons do not work directly with campers until the Massachusetts Department of Children and Families investigation is completed.

### **Protecting Our Community**

The West Suburban Y and Camp Chickami take seriously our responsibility to protect children in our community. We further acknowledge that it is against the law for a mandated reporter to neglect reporting known or suspected abuse of a child. As such, staff education and training in the prevention and reporting of abuse and neglect is among our highest priorities.

## **HEALTH CARE AT CAMP**

### **Camp Nurse**

A nurse or other highly training health professional is on duty every day during the summer camp season. Opening and Closing sessions may have a designated Health Supervisor in lieu of a nurse. Campers should “check-in” medications with the nurse on their first day of camp. Medications will be returned on a daily or weekly basis, as requested. If no specific request is made regarding the return of medications, all medications will be returned on the camper’s final day of camp. Questions about health care at camp prior to the start of the camp season may be directed to the Camp Director ([EdwardS@wsymca.org](mailto:EdwardS@wsymca.org)). During the camp season, you may call the camp nurse directly at: (508) 358-7001.

### **Administration of Medication**

If your camper requires prescription medication while at camp, the medication must be in the original prescription container. All over-the-counter medications for campers shall be kept in the original containers, which shall include the directions for use.

**If your camper’s medications have changed since the time you submitted the Health History Information, you must provide written notice (through email or your CampSite portal) and permission**

**for camp staff to administer the medication to the camper.** This note should include the medication name, dosage, time to be given, and dates to be given. If your child's medications have not changed since the time you submitted the Health History Information, you do not need to do anything further.

### **Campers Carrying Medication**

Older Campers are permitted to carry their inhalers, epi-pens, and other emergency medications if necessary. To do so, families must provide the camp nurse with a letter giving their consent and allow the nurse to inspect the medications at the start of the week. If not deemed necessary by the camper's family, inhalers will be kept with the other medication in the nurse's office.

### **Leftover Medications**

When no longer needed or exhausted, medications will be returned to a parent or guardian. If the medication is not collected by September 15, it will be destroyed.

## **Infection Control**

Day camps run by the West Suburban YMCA have measures in place to prevent the spread of communicable diseases. We follow exclusion policies for serious illnesses, contagious diseases, and reportable diseases in conformance with the regulations and recommendations set by the Division of Communicable Disease Control, Department of Public Health. Procedures do include the notification of all parents in accordance with Department of Public Health recommendation.

## **Mildly Ill Campers**

All campers and staff are continuously exposed to each other's germs. Campers and staff are encouraged to properly wash and dry their hands. Everyone is instructed to wash their hands before eating and after toileting (or diapering).

We ask families not to their camper(s) to camp if sick or contagious. If a camper becomes ill—vomiting or a fever—during camp, the child will be isolated. The parents, guardians, or emergency contacts will be called immediately to come and pick up the ill camper. Families are asked to keep ill campers from returning to camp until the camper has gone a full 24 hours without vomiting or a fever.

Campers do NOT need to be excluded for other minor illnesses, unless:

- a) They are too sick to participate comfortably in camp activities;
- b) They need more care than the staffing level allows, or;
- c) They are unusually lethargic, irritable, cry persistently, have difficulty breathing or show other signs of possible severe illness.

### **Emergency Health Care**

In the event that your child is seriously injured while at camp, s/he will be transported to Newton Wellesley Hospital (617-243-6000, 2014 Washington Street, Newton) or to the Children's Hospital Boston (617-355-8811, 300 Longwood Ave, Boston). A staff member will accompany him/her via ambulance and the parent/guardian will be notified immediately.

If any health related forms or information are incomplete or missing, they must be submitted or completed before leaving your child in our care. In the event of a medical emergency, our staff will consult the health history and medical records provided for the camper. Without that information, campers are at unnecessary risk. If a camper arrives at camp without all the necessary forms and information, we will call a parent or guardian to pick them up.

## **WEATHER & EMERGENCY POLICIES**

### **Light Rain**

In the event of light rain and no lightning, camp will make use of outdoor spaces as best we can. On rainy days, Camp Chickami becomes famously muddy and extra fun. Games are modified to reduce risk and maximize enjoyment of special weather. Indoor options will be made available to all campers during elective periods.

### **Heavy Rain, Thunder & Lightning**

In the event of heavy rain and/or lightning, all campers will be brought inside and the staff will modify activities accordingly. Children will remain indoors until 30 minutes of lightning free conditions have been recorded or until the rain subsides to safe levels.

### **Extreme Heat**

In the event of extreme heat, the staff may have campers participate in alternate or indoor activities (i.e. sprinklers, drip-drip-drop, expanded pool access, indoor activities, shady games etc.). Safety is our first priority. We rely on the [National Weather Service heat index chart](#) which provides general guidelines for assessing the potential severity of heat stress. Heat Index readings are monitored to ensure children are protected during sport, active and rest periods.

### **Other Severe Weather & Evacuation**

In the event of a severe weather related emergency, Camp Chickami protocol dictates that all campers and staff evacuate to Temple Shir Tikva to seek shelter. Families will be notified of such an emergency via email and through the text alert services provided through CampSite.

NOAA's National Weather Service

Heat Index

Temperature (°F)

	80	82	84	86	88	90	92	94	96	98	100	102	104	106	108	110
40	80	81	83	85	88	91	94	97	101	105	109	114	119	124	130	136
45	80	82	84	87	89	93	96	100	104	109	114	119	124	130	137	
50	81	83	85	88	91	95	99	103	108	113	118	124	131	137		
55	81	84	86	89	93	97	101	106	112	117	124	130	137			
60	82	84	88	91	95	100	105	110	116	123	129	137				
65	82	85	89	93	98	103	108	114	121	128	136					
70	83	86	90	95	100	105	112	119	126	134						
75	84	88	92	97	103	109	116	124	132							
80	84	89	94	100	106	113	121	129								
85	85	90	96	102	110	117	126	135								
90	86	91	98	105	113	122	131									
95	86	93	100	108	117	127										
100	87	95	103	112	121	132										

Likelihood of Heat Disorders with Prolonged Exposure or Strenuous Activity

Caution
  Extreme Caution
  Danger
  Extreme Danger

**Other Emergency Situations at Camp**

Camp Chickami emphasizes risk management and emergency preparedness in all daily activities. To encourage vigilance in our community, Camp Chickami staff conduct a number of fire drills, aquatics and medical emergency drills, and partners with the Town of Wayland Fire and Police Departments to ensure a quick and efficient response to emergency situations. Please direct any questions about emergency preparedness to the camp director, Edward Szeman: [EdwardS@wsymca.org](mailto:EdwardS@wsymca.org).

**QUALITY CONTROL**

**Grievances**

If you have a concern or complaint in relation to your camper’s group, counselor, camp experience, or other children at camp, please contact the camp office to speak with your camper’s Unit Leader ([CampC@wsymca.org](mailto:CampC@wsymca.org) or 508-358-7000). If your issue is not adequately addressed or if your issue is in relation to the overall camp operation, please speak with the Camp Director ([EdwardS@wsymca.org](mailto:EdwardS@wsymca.org)). S/he may request you set-up an appointment to ensure you receive the attention you deserve. If your issue is not adequately addressed by the Camp Director, please contact the Director of Camping Services. Additional contact information is located at the beginning of this handbook.

**Refunds**

Per the conditions set forth on our registration forms to which all families must agree when registering for a session of camp, the following refund and cancellation policies are observed by all West Suburban YMCA Camps:

- Changes and cancellation requests must be submitted in writing **1 month prior** to the session start date and sent directly to the Camping Services Office ([CampingS@wsymca.org](mailto:CampingS@wsymca.org)) to be considered for a refund (less the deposit).

- Refund requests received later than 1 month to the start date will only be considered for serious medical reasons causing camper withdrawal upon written advice from a physician.
- There are no refunds on the deposits.
- Deposits are not transferrable.
- Campers, who arrive late, depart early, or miss days are not granted pro-rated fees or refunds.
- The Y reserves the right to retain camp fees of campers who decide they do not like camp, have minor illnesses, are homesick, are removed from camp for disciplinary reasons, and/or due to changes in family plans.

### **Camper Change Form**

The Camp Chickami camper change form (found on the next page and on your CampSite portal) should be submitted on a weekly basis and used for the following reasons:

- Your camper will not be attending camp
- Your camper will be absent certain days
- The times of pick-up or drop-off are different
- Your camper is not registered for, but will be attending camper care
- You wish to add an individual as an authorized pick-up
- Your camper has permission to walk home



## CAMP CHICKAMI BUS ROUTES/SCHEDULE

The times listed are estimated departure and arrival times. We recommend arriving 5-10 minutes early for your stop. All buses leave Camp Chickami at 4:00 PM. When enrolling your camper for a bus, be sure to designate the stop number. Without this information, your camper will not have a reserved spot on the bus. **Note:** Some buses may fill and enrollment is first come first serve.

### SESSIONS 1-8 BUSES:

#### Bus F

Time	Stop #	Location
8:10 AM/4:35 PM	F1	West Suburban YMCA
8:20 AM/4:25 PM	F2	Horace Mann School, Watertown St.

#### Bus R

Time	Stop #	Location
8:05 AM/4:45 PM	R3	Lincoln Eliot School, Pearl St.
8:15 AM/4:35 PM	R4	Family Access, Waltham St. and Webster St.
8:20 AM/4:30 PM	R5	Franklin School, Derby St.
8:25 AM/4:25 PM	R6	Burr School, Pine St.

#### Bus O

Time	Stop #	Location
8:10 AM/4:40 PM	O7	Cabot School, Cabot St.
8:20 AM/4:35 PM	O8	Lowell Ave. and Otis St.
8:25 AM/4:30 PM	O9	Pierce School, Temple St.

#### Bus G

Time	Stop #	Location
8:10 AM/4:40 PM	G10	Ward School, Dolphin Rd.
8:20 AM/4:30 PM	G11	Mason Rice School, Pleasant St.
8:25 AM/4:25 PM	G12	Commonwealth Ave. and Lowell Ave. (on 1-way road in the AM)
8:32 AM/4:18 PM	G13	Commonwealth Ave. and Lexington St.

#### Bus S

Time	Stop #	Location
8:05 AM/4:55 PM	S14	Oak Hill/Brown Middle School, Wheeler Rd.
8:15 AM/4:50 PM	S15	Bowen School, Cypress St.
8:20 AM/4:40 PM	S16	Old Hyde School, Lincoln St. and Chester St.
8:25 AM/4:35 PM	S17	Richardson field, Allen Ave.
8:30 AM/ 4:30 PM	S18	Waban Library Center, Beacon St.

#### Opening Week Bus:

Time	Stop #	Location
8:10 AM/4:35 PM	F1	West Suburban YMCA

#### Closing Week Bus:

Time	Stop #	Location
8:10 AM/4:35 PM	F1	West Suburban YMCA

