Half Day Horse Camp Confirmation Packet

Thank you for choosing YMCA Camp Campbell Gard for your camper’s summer experience!

Summer camp is about learning skills, developing character, making friends, and having fun! Few environments are as special as YMCA Camp Campbell Gard, where children become a community as they learn both how to be more independent and how to contribute to a group. CCG teaches self-reliance and a love for nature. Camp presents a tremendous opportunity for children to widen horizons, make new and lasting friends, and discover new strengths. Our caring and nurturing camp staff will support your child in developing self-respect, responsibility, and social skills. Our camp counselors are dedicated to making sure summer camp is a life changing experience for every camper. CCG helps campers increase positive self-image, behaviors, and confidence – all while supporting deeper friendships and bonds. Please feel free to call us any time with questions at 513-867-0600. We look forward to seeing your camper at camp this summer!
REQUIRED FORMS FOR YMCA CAMP CAMPBELL GARD

Please help us so that our staff and nurse may better serve your camper by returning all required forms by the requested date found below. We are committed to providing the best possible experience for your child. These forms enable us to best meet the needs and interest of your camper. Please be honest and thorough in completing the forms. All information is strictly confidential. Required forms are as follow:

- Health Information Form
- Parent/Camper Confidential Information Form
- Medication Form (if applicable)

**DEADLINE FOR FORMS:** All forms must be completed and returned on or before May 15th in order for your camper to be able to participate in any/all activities. Please scan and email the completed forms to wmoore@gmvymca.org, kcoffey@gmvymca.org, or mail the completed forms to 4803 Augspurger Road, Hamilton, Ohio 45011. *Please bring an original copy of all forms with you on the first day of camp.

**PAYMENT:** Payment in full must be received on or before May 15th in order for your camper to attend their camp session. There is a $25 charge for all returned checks.

For all registrations completed after May 15th – all camp fees and required forms (above) are due immediately at the time of registration.

**CHECK-IN AND CHECK OUT PROCEDURE**

**CHECK-IN:** Check-in is Monday-Friday from 8:00am – 8:45am. **Signature is required daily at check-in.** Please plan to arrive at camp between 8:00am – 8:45am each day. Please do not arrive earlier as there will not be staff available to assist you. Please park in the Visitor Parking Lot and proceed to the check-in area where camp counselors will be waiting to greet you. (Scheduled activities begin daily at 9am)

Monday check-in will consist of the following steps:

1. Office staff – signature required
2. Nurse and medical staff – if applicable
3. Camp Store to load money on your camper’s account (only Supersized campers will have the opportunity to go to the camp store)

**CHECK-OUT:** Check-out is at noon Monday-Friday. Scheduled activities end at 11:50am. A photo ID, authorization on Health Information Form and signature is required. A staff member will not be available to stay later with your child so please arrive on time. Please park in the Visitor Parking Lot and proceed to the check-out area where camp counselors will be waiting to greet you – **this step is very important as a photo ID, authorization on Health form and signature is required.**
For the safety of all children, in order to check-out your camper, you must either be the child’s parent/guardian or representative authorized to check-out the child on the Health Information Form. No camper will be considered officially released until photo identification is presented and the camper is signed out by an authorized YMCA Camp Campbell Gard staff member.

YMCA CAMP CAMPBELL GARD POLICIES

REFUND POLICY: We will accept a written refund request in reference to fees paid for camp (excluding the non-refundable deposit) for the following exceptions:

1. Death/serious illness in immediate family
2. An injury/illness, wherein your doctor advises, in writing, that the child should not be permitted to attend Camp.
3. Verified summer school attendance requirements.

Camp fills quickly so please be considerate and notify us as soon as possible if you must cancel your camper’s registration as this will allow us to offer that spot to another child. Deposits are non-refundable and non-transferable.

CANCELLATION POLICY: YMCA Camp Campbell Gard reserves the right to cancel summer camp programs, at any time, for any reason. In the case of a cancellation, any fees paid for the registration will be refunded.

ABSENTEE POLICY: Please call the camp office at 513-867-0600 if your child is unable to attend a day of camp for any reason.

VISITOR POLICY: When parents visit their children at camp, it usually increases feelings of homesickness: both for your camper and for other campers. Therefore, we try to discourage parents/guardians from visiting during the week. If you must visit your camper please call the office 24 hours prior to arrival.

INCLEMENT WEATHER: If it is raining, we proceed at camp as normal unless there are heavy downpours and/or thunder and lightning. At that time, a camp director will make a decision on how best to proceed following all emergency protocols per YMCA Camp Campbell Gard guidelines. Policy/procedure dictates that we wait 30 mins after each strike of lightning or thunder before resuming regularly scheduled camp activities.

BEHAVIOR MANAGEMENT POLICY: Campers are expected to abide by the camp rules and live by our core values: Caring, Honesty, Respect, Responsibility, and Faith. It is our policy to use a three-step process when dealing with behavior challenges:

1. Verbal warning
2. Behavior agreement with his/her counselor
3. Conference with a camp director

Severe behavioral incidents will result in a phone call home and may require bypassing the three-step process and moving directly to a conference with the camp director. Any child being verbally abusive or bullying another camper may be sent home. Bullying is absolutely not tolerated. Parents/guardians of campers who are sent home must make arrangements for
their camper to be picked up within three hours of being contacted. **Campers sent home because of behavioral problems will not be entitled to any refund of fees.**

**SEARCH AND SEIZURE POLICY:** For the safety of all campers, we reserve the right to search and seize any items that are considered to be illegal and/or prohibited at camp.

**LOST and FOUND:** We cannot encourage you enough to label all of your camper’s belongings with their name. We try to identify and return all lost items. Please contact the office at 513-867-0600 or email campoffice@gmvycma.org about any missing items. If the items have no names on them, and no camper/family claims ownership – those items will be donated to charity. Any unclaimed items are schedule to be donated on September 13, 2021. YMCA Camp Campbell Gard is not responsible for any lost or damaged personal items.

**HEALTH SERVICE:** The safety of each child is our primary concern. A licensed nurse is on duty at camp 24 hours each day and camp staff are trained in emergency procedures and many are certified in First Aid and CPR. Fort Hamilton Hospital is approximately 10 minutes away from camp.

**MEDICATION POLICIES AND PROCEDURES:** During check-in, please bring all medication (prescription and over-the-counter) for the entire week. All medications brought to YMCA Camp Campbell Gard must arrive at camp in original containers with the original pharmaceutical label. We cannot accept medications that are not brought in their original bottle/package; this includes all over-the-counter medications. Our health staff can only administer medications based on the instructions listed on the pharmaceutical label. Please ensure you send medications in a bottle/package with the most up to date instructions. Don’t forget to pick your medication or medication bottles back up from the nurse at the end of the week during check-out in the Dining Hall.

**OVER-THE-COUNTER MEDICATIONS:** Our Infirmary is stocked with common over-the-counter medications, such as Tylenol, Benadryl, cough syrup, and topical ointments, as well as first aid supplies. These are available and will be given to the camper by the nurse, if needed, at no additional charge.

**PARENT NOTIFICATION:** Parents/guardians will be notified of an accident, illness, or injury of their camper if the situation requires significant medical attention, such as, but not limited to, a stay in the Infirmary of more than three hours, possible sprain, strain, fracture, broken bone, concussion, need for stitches, a temperature of 100 degrees or more, loss of consciousness, and/or the need to visit a doctor.

**HEALTH INSURANCE:** YMCA Camp Campbell Gard does not provide accident/health insurance. Medical bills incurred at camp are the responsibility of the camper’s parent/guardian. You and your insurance company will be billed directly for doctor, pharmacy, hospital, emergency service, and/or clinical bills.
SAMPLE DAILY SCHEDULE FOR HALF DAY HORSE CAMP

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
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<tbody>
<tr>
<td>8:00-8:45 AM</td>
<td>Check-in</td>
</tr>
<tr>
<td>9:00 AM</td>
<td>Grooming and Tacking</td>
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<tr>
<td>9:30 AM</td>
<td>Ring Riding</td>
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<tr>
<td>10:40 AM</td>
<td>Barn Lesson</td>
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<tr>
<td>11:10</td>
<td>Untack, Groom/Barn/Clean-up</td>
</tr>
<tr>
<td>12:00 PM</td>
<td>Check-out</td>
</tr>
</tbody>
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SKILL GROUPS FOR HORSE CAMPERS

This program is geared toward beginner level riders, so groups may be working on anything from mounting and dismounting to walking patterns, to individual trotting or group trotting. Each group may be different and as our number one priority is safety, each group will work on skills appropriate for their level. There will be a total of up to 12 children in this program. Group riding times are pre-set and each group will have the same amount of time on the horses. Campers will have at least a one hour riding lesson each day; the remainder of the time at camp will be spent learning how to take care of their horse. Please note that since this program is geared toward beginner level riders, the first day of camp will involve a safety orientation, grooming and tacking, and how to handle the horses. Some groups may not begin riding until the second day of camp.

WHAT TO BRING ON A DAILY BASIS:

For health and safety reasons, all riders are REQUIRED to wear long pants and boots with a ½ in heel each day. Rubber boots, tennis shoes, crocs, etc. are NOT acceptable.

- Water bottle
- Insect repellent
- Sunscreen

WHAT TO WEAR: Because we are operating an outdoor camp, we will be utilizing the outdoors as much as possible. We suggest the following clothing and accessories: Do not pack anything that you value – clothing WILL get dirty and muddy. Items may also be lost.

- Long pants/jeans
- Shirt
- Light jacket/raincoat/poncho (as necessary)
- Boots with ½ in heel (rubber boots, tennis shoes are NOT acceptable)

WHAT NOT TO BRING: Please DO NOT bring cash, candy, food, gum, pets, fireworks, explosives, knives, weapons, cell phones, iPods, smart watches, electronic games, jewelry, expensive or irreplaceable items, drugs, alcohol, or cigarettes. Campers who bring tobacco, alcohol, drugs, fireworks/explosives, or weapons will be immediately dismissed from camp without a refund. Other prohibited items will be sent home or held in the camp office until the end of the day.
You’re Invited!

HORSE SHOW!
The horse show will take place Friday at **10:30**.
We encourage you to arrive at least 15–30 minutes early so that you may have ample time to park in the Visitor Lot and walk over to the barn. Schedule and time is subject to change due to any inclement weather. Please feel free to bring family members to watch your camper in the arena. Don’t forget your camera!

FOR THE SAFETY OF EVERYONE, PLEASE DRIVE SLOWLY ON CAMP

HAVE A QUESTION? CALL US AT 513-867-0600 OR EMAIL CAMPOFFICE@GMVYMCA.ORG

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