



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY



YMCA Camp Campbell Gard · GREAT MIAMI VALLEY YMCA

4803 Augspurger Rd · Hamilton OH 45011
(P) 513.867.0600 · (E) campoffice@gmvymca.org

Overnight Camp for Campers with Developmental Disabilities 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, a love for nature, and the development of practices that build leadership, which goes hand-in hand with the fun of campfires, swimming, canoeing, archery, house games, and many more activities. 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, social skills, and community living 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@qmvymca.org, kcoffey@qmvymca.org, or mail the completed forms to 4803 Augspurgen 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 Sunday from 2:30pm – 3:30pm. This is a week-long camp from Sunday-Friday. Please plan to arrive to camp at 2:30pm on Sunday; you will be greeted by someone that will direct you to park in the Visitor Parking Lot. Please do not arrive earlier than 2:30pm as there will not be staff available to assist you. Once parked in the Visitor Lot, staff will assist you through our specialized luggage procedure and will guide you to the next step of check-in which takes place in the Dining Hall. Please do not go to the cabins until you have completed the check-in list (found below). In the Dining Hall, our office staff will greet you first; this is the most important step! **Your signature is required for the check-in of your camper.** Please call our office at 513-867-0600 to make prior arrangements for anything outside of this scheduled check-in.

1. Office staff – signature required
2. Nurse and medical staff – if applicable
3. Mail drop-off
4. Camp Store to load money on your camper's account
5. Head check – required for all campers
6. After you have completed all of these steps, please head to your cabin.

CHECK-OUT: Check-out is Friday promptly at 5:00pm. Staff members will not be available to stay later with your camper so please arrive on time. Please call our office at 513-867-0600 to make prior arrangements for any

early pick-up. When you arrive, please park in the Visitor Parking Lot and proceed directly to your campers designated cabin. Our camp counselors will be waiting to greet you. They will check photo ID, authorization on the Health Information Form and a signature will be required before the release of any child. **Please note that you must have a photo ID present with you at the time of check-out.**

- 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.

Remember to check your camper's luggage and cabin area for any misplaced or overlooked items. Before leaving camp, be sure to stop by the Nurse's table in the Dining Hall to pick up any remaining medication or medication bottles.

You're Invited!

Please join us in the Dining Hall on Friday at 5:30 pm for our family cookout. We will have hot dogs, burgers, and other delicious food available. You and your whole family are welcome to join us. This is a great time for your camper to share all of their fun stories from camp as you all watch this week's video made by our own camp photographer. See your camper on the big screen! Can't make it? Don't worry! The video will be put on our YouTube channel.

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.

Any refund requests must go through an approval process with the Executive Director who will determine eligibility for a potential partial refund. 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@qmvycma.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 scheduled to be donated on September 13. 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.

CAMP STORE: Campers are encouraged to deposit money into their camp store account; suggested amount of \$25-\$50 per session. The account may be used to only purchase items from the camp store. Campers are unable to withdraw money from this account. Any money remaining at the end of the summer will be donated to the Camp Scholarship Fund to help send campers to camp. If you would like to deposit money into your account please call our office at 513-867-0600 and we can take your payment over the phone. You will also have an opportunity to deposit money on check-in day.

CABIN MATES: If your child would like to request a cabin with a friend, both campers must request each other and they must be within two years of age. No more than two children may request a cabin together. We will try our best to accommodate but cannot make any guarantees.

LAUNDRY FACILITIES: Laundry facilities are not available to campers. However, we will provide laundry service in the case of an emergency.



MAIL AND CARE PACKAGES: There is no better feeling than receiving mail and care packages at camp! There are several ways to contact your child at camp. When sending mail or a care package, please make sure to include your child's full name on all correspondence to assist with delivery. You may mail letters and packages to: YMCA Camp Campbell Gard, Attn: Child's Name, 4803 Augspurqer Road, Hamilton, Ohio 45011. Please note that if you choose to mail letters,

they might arrive after your camper has departed camp. If your camper is no longer at camp, we will return the letter to sender. You may send them early if you wish; we will hold on to them and deliver them when your camper arrives at camp. The best way to ensure that your child receives your letters and packages is to bring them with you on check-in day. You will have the opportunity to place them in bins that designate which day we will deliver them to your camper. However, due to many allergies, we ask that you do not send food to your child.

EMAILING YOUR CAMPER: You can send your campers one way emails. Please send your emails to ccqcampmail@gmail.com. Please include the camper's name and cabin in the subject line. Please note that your camper will not have the ability to respond to emails. All emails will be printed and delivered daily.

CALLING YOUR CAMPER: When campers talk to their parents or other family members on the phone, it usually increases feelings of homesickness. Therefore, **campers are not permitted to bring cell phones to camp**, and there are not phones available for general camper use. If there are any challenges that require parent/guardian contact, the camp director or nurse will call you with your child. If you are concerned about your child please feel free to call the camp office. We are happy to check on your camper and call you right back.

How you can prevent homesickness

Homesickness is the norm for children – not the exception. A recent study showed that 83% of campers have some feelings of homesickness while at camp. The good news is that homesickness is highly preventable, and you can take steps now to prepare your camper for camp. Check out these tips on homesickness:

- ✓ Arrange practice time away from home, such as a long weekend at a friend's house.
- ✓ Visit camp ahead of time to familiarize your child with the cabins and surroundings.
- ✓ Arrange for your child to attend camp with a friend or a relative.
- ✓ Do not tell you child in advance that you will "rescue" them from camp if they do not like it! This sometimes allows children to not even try to adjust. Just reassure them that they will be fine.
- ✓ Discuss with your child what camp will be like. Role play anticipated situations, like how to make new friends.
- ✓ Acknowledge your child's feelings. Say things like, "We're going to miss you, but we know that you're going to have a great time!"
- ✓ Send a letter or a care package to arrive on the first day of camp.
- ✓ Allow your child to pack a favorite stuffed animal and/or photos so that they have a reminder of home.
- ✓ Resist the urge to call or visit your child at camp – these actions tend to increase feelings of homesickness for your camper and other campers.
- ✓ If you have concerns, call the office to obtain perceptions of your child's adjustment. We will be happy to check with the counselors and see how your camper is doing.

PACKING LIST

Please label all items brought to camp in permanent marker with your camper's first and last name. Do not pack anything you value. Clothing probably will get dirty and muddy or may be lost. YMCA Camp Campbell Gard is not responsible for lost or stolen personal items.

When packing, please use a mesh laundry bag or sports bag/duffel bag. Do not pack in hard luggage or use anything with wheels as it could melt in our heating process. All clothing, bedding, and towels should be packed in mesh laundry bags or duffel bags. Toiletries, shoes, belts and miscellaneous items **MUST** be packed separately in a backpack or plastic bag.



REQUIRED ITEMS

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| <ul style="list-style-type: none">○ Pillow○ Sleeping bag or 2 blankets○ Toiletries○ Bath towel and wash cloth○ Pool towel○ Flip Flops or Sandals (for pool and shower)○ Pajamas○ Shorts (5-6 pairs)○ Shirts (6 pairs)○ Long pants | <ul style="list-style-type: none">○ Jacket○ Underwear (6 pairs)○ Socks (8 pairs)○ Rain gear or poncho○ Swim suits (2—camp appropriate)○ Gym shoes/closed toed outdoor shoes (2 old pairs)○ Hat or bandana | <ul style="list-style-type: none">○ <u>Water Bottle</u>○ Laundry bag○ Flashlight and batteries○ Watch○ Sunscreen○ Insect Repellent○ Prescription medication (if applicable)○ White t-shirt |
|--|---|---|

OPTIONAL ITEMS

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|---|--|--|
| <ul style="list-style-type: none">○ Sunglasses○ Backpack○ Pen and Paper○ Stationary and Stamps | <ul style="list-style-type: none">○ Lip Balm○ Books and Magazines○ Playing Cards | <ul style="list-style-type: none">○ Disposable camera (with your campers name on it)○ Games |
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WHAT NOT TO BRING TO CAMP: 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 week.

Below, you will find a letter from our Summer Camp Director, Katie Coffey, detailing our proactive prevention plan in regards to bed bugs and the cleanliness of our facilities.



Dear Parents,

In order to maintain excellent programming and lodging facilities, YMCA Camp Campbell Gard adheres to a strict bedbug prevention policy to minimize any bedbug incursion at camp. Besides the cleaning and inspection processes completed by our staff, we also contract with a licensed exterminator who carries out regular inspections. Our research has shown that an aggressive, proactive approach is the best method of prevention.

For this reason, we do the following things to help ensure a clean facility;

- Prior to your arrival, the cabins are cleaned and inspected. Besides our cleaning process, a licensed exterminator inspects regularly.
- We require that ALL campers pack clothing/bedding items in MESH LAUNDRY BAGS/SOFT DUFFLE BAGS when coming to camp and before any camper places items in cabins - items are heated to help ensure that any bedbugs brought into camp are eliminated.
- Personal items such as toiletries, as well as any/all boots, shoes, flip-flops, etc. should be packed in zip lock bags and labeled, separate from the mesh bags.

Upon return to your home, you can further prevent the spread of this nuisance by taking some of the following steps before taking your luggage into your house;

- Take your clothing/bedding directly from your vehicle to the washer and dryer (Hot water and a cycle in the dryer will reach the necessary heat level required to eliminate insects).
- Place your clothing/bedding in a black trash bag and place in the sun for a day or two and/or steam clean your items

From our discussions with licensed professionals and others who are dealing with bedbugs, we believe heat is the best way to ensure bedbug elimination. While we prefer to limit chemical use, we realize there is a time and place for chemicals and we do utilize Steri-Fab on the mattresses if necessary. We know these are not cure-all steps but we want to be as proactive as possible with our prevention.

As much as they are a nuisance, bedbugs have not been shown to transmit disease according to the Centers for Disease Control and Prevention.

Thank you so much for helping us in this endeavor as we continue to be a leader in dealing with this regional problem. We look forward to serving you again in the future and thank you for your cooperation and patronage.

Sincerely,

Katie Coffey, Summer Camp Director

kcoffey@qmvymca.org

YMCA Camp Campbell Gard
GREAT MIAMI VALLEY YMCA
4803 Augspurgen Road,
Hamilton, OH 45011

(P) 513-867-0600 (F) 513-867-0127

SAMPLE DAILY SCHEDULE FOR OVERNIGHT CAMP

7:30 AM	Good Morning
8:15 AM	Flag Ceremony
8:30 AM	Breakfast
9:25 AM	Morning Kick Off at Chapel
10:00 AM	Activity Choice 1
11:15 AM	Activity Choice 2
12:30 PM	Lunch
1:15 PM	Siesta Rest Hour
2:15 PM	Activity Choice 3
3:30 PM	Cabin Activity
4:30 PM	Cabin Activity
5:45 PM	Flag Ceremony
6:00 PM	Dinner
6:45 PM	Camp Store/Outdoor Free Play
8:00 PM	Evening Program
9:30 PM	Cabin Time/Cabin Chat
10:30 PM	Goodnight

Activity Choice

Monday, Wednesday, and Thursday – Clinics – activities that campers can build skill on throughout the week examples include canoeing, archery, etc.

Tuesday and Friday – Funfests – one-time activities that the campers choose on the spot examples include tie-dye, kickball, etc.

Cabin Activity

Cabin Activities include zip/swing, horseback riding, and swimming

Evening Program

Sunday – Opening campfire

Monday – All-camp game

Tuesday – House game

Wednesday – Nature Night (weather permitting - we cook and sleep outside!)

Thursday – Closing campfire

Friday – Family cookout after check-out

Meals

Campers will be served lunch daily in our Dining Hall. For kitchen/dietary: if your child has food allergies, and/or specific dietary needs; please contact Michael Bell, Kitchen Director at mbell@qmvymca.org or call our office prior to your child’s scheduled week of camp.

FRIENDLY REMINDERS

- Check out is at 5:00pm on Friday.
- Our counselors will remind campers to apply sunscreen and insect repellent throughout the day however, they may only assist them if written permission has been given on the Health Information Form.
- For the safety of all campers – please do not walk around camp without a staff member as we have campers in multiple activities and this may cause for alarm and/or be disruptive.
- Photos will be shared on SmugMug throughout the week so be sure to follow us there!

DIRECTIONS TO YMCA CAMP CAMPBELL GARD
4803 AUGSPURGER ROAD, HAMILTON, OHIO 45011

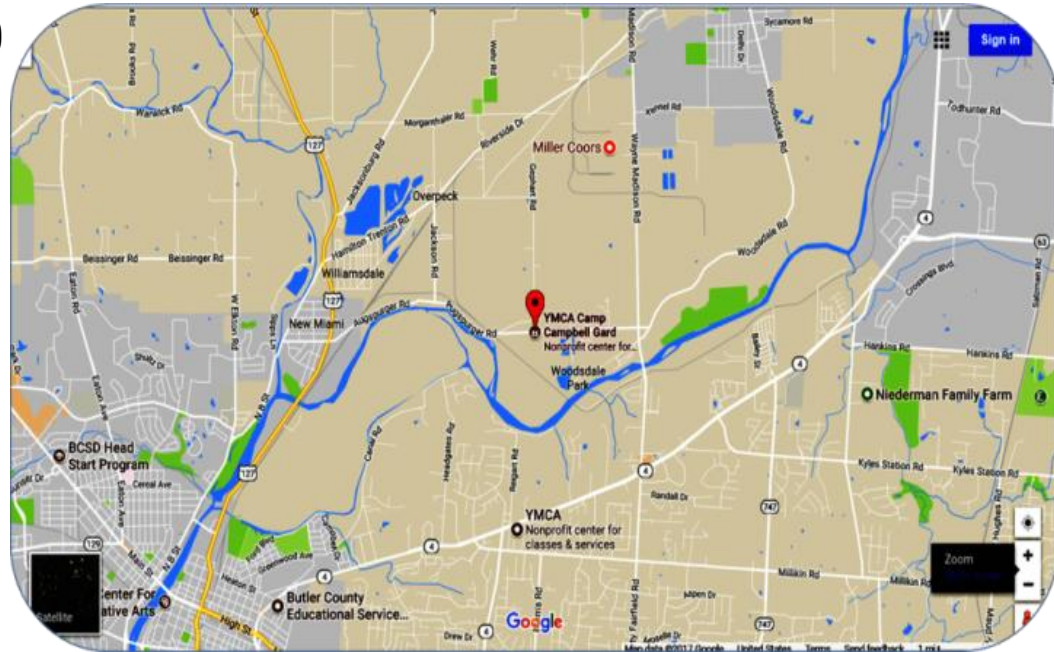
If using a phone GPS please type in the following words: Camp Campbell Gard

From Cincinnati – approximately 35 minutes

- Take 75 N to OH – 129 W
- Take OH 129 W to OH – 747 N (right)
- Take OH – 747 N to OH -4 S (left)
- Turn right on Liberty-Fairfield Road
- Turn left on Augspurgen Road
- Turn left into Camp (1 mile)

From Dayton – approximately 35 minutes

- Take 75 S to OH – 63 W (right)
- Continue onto OH – 4 S (left lane)
- Turn right on Liberty-Fairfield Road
- Turn left on Augspurgen Road
- Turn left into camp (1 mile)



From Columbus – approximately 1 hour and 45 minutes

- Take 71 S to OH – 123 W (right)
- Continue onto OH – 63 W
- Continue onto OH – 4 S (left lane)
- Turn right on Liberty- Fairfield Road
- Turn left on Augspurgen Road
- Turn left into camp (1 mile)

FOR THE SAFETY OF EVERYONE, PLEASE DRIVE SLOWLY ON CAMP

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



LIKE US ON FACEBOOK – VIEW VIDEOS ON [YOUTUBE.COM/USER/CAMPCAMPBELLGARD](https://www.youtube.com/user/campcampbellgard)
VIEW PHOTOS ON [CAMPCAMPBELLGARD.SMUGMUG.COM](https://www.smugmug.com/campcampbellgard)