

YMCA CAMP



**2024
OVERNIGHT
CAMP**

**PARENT
GUIDE**

847-546-8086

**32405 N US Hwy. 12
Ingleside, IL60041**

YMCA CAMP DUNCAN.ORG



@ymcacampduncan





WELCOME TO CAMP DUNCAN!

Dear Parents or Guardians:

Thank you for registering your child for summer overnight camp at YMCA Camp Duncan! An overnight camp experience provides excellent benefits to youth and teens. Through guidance by the American Camping Association (ACA) our dedicated and passionate team has one goal in mind, to provide every camper with a safe, fun, and transformational camping experience.

Having grown up attending a YMCA overnight summer camp from age 7 to 17, I am fortunate to be able to use that experience as well as my 16 years with the YMCA to confidently guide our team and our beautiful facility to provide magical moments. Everything we do at Camp Duncan is intentional with the camper experience in mind. From check in to check out, your camper can expect to make new friends, try new things, and make lifelong memories.

We look forward to our time with your child and a summer filled with memories and adventures. Please any questions, please feel free to contact us.

Thank you for entrusting your child to us!

Sincerely,
Bobby Thomas, Executive Director
rjthomas@ymcachicago.org
847-546-8086



STAY CONNECTED ALL WEEK LONG

Follow what is happening at camp through Camp Duncan's Facebook page, Instagram, and YouTube.



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CAMP'S MISSION AND VALUES

YMCA Camp Duncan aims to provide a safe, fun, educational and transformational experience for all campers through the demonstration of our four core values; **caring**, **honesty**, **respect**, and **responsibility** by practicing a camper first philosophy. Our goal is to do our part in building stronger campers and helping them become the best version of themselves.

YMCA Camp Duncan is committed to instilling values in today's youth. Through the efforts of our staff, as well as our programs, we use our core values in all that we do.

WHO CAN COME TO CAMP?

All children, within age restrictions, are welcome at camp. No matter your ability, we will do everything in our power to ensure each camper is successful and welcome.

CHECK-IN DAY PROCEDURES:

All sessions check-in on Sunday afternoon from 2:00 p.m. – 3:30 p.m.

If you arrive before the scheduled check-in time, the camp staff are often meeting and preparing for camp and may not be available to greet you. Camp activities begin at 3:30 p.m., so please try to arrive with enough time for your camper to settle into their cabin.



Before leaving home, checklist:

- Be sure that all forms have been uploaded to your camper's online account.
- Prescription medications, over-the-counter medications, and vitamins must be in their original containers. Our licensing does not permit our health officer to accept medication **NOT** in the original container.
- You have labeled everything possible! From shoes to sleeping bags to hats, everything!
- Directions to camp: [32405 N US Hwy 12 Ingleside, IL 60041](#)

Checking in at camp:

1. Please wait patiently for check-in to start upon arrival. Your first point of contact will be a Greeter- a camp staff person to greet you. They will hand you a map to your cabin and info on Bunk1 (we'll share more later in this document).
2. All forms must be completed and uploaded to your online account **BEFORE** arriving at camp. If you have any outstanding forms, those will be attached to your map. You must fill these out first.
3. Drive to the cabin area and park in the designated parking area by your camper's cabin.
4. Unload your luggage and walk to your camper's cabin to meet your camper's Counselor. Be prepared to walk up to 50 yards to the cabin with your camper and their luggage.
5. If you'd like to help your camper unpack, make their bed, and get settled, we just ask that you be brief so that we can start activities at 3:30pm!
6. If your camper has medication, go to the Health Center to review health information with the Health Officer and turn in all medication.
7. The camp store is open if you would like to buy some camp swag for the week or add money to your camper's account.
8. We often have a cookout by the main lodge that you can check out.

9. Once your camper is settled, it is time to say goodbye! We have to get started right at 3:30pm.
10. We urge parents to leave camp shortly after getting their camper settled, allowing new campers to become actively involved. If you suspect your camper is homesick, don't delay your departure from camp. Your camper is in good hands, and the counselors will take over right away.
11. Don't forget to stop by the main lodge to grab a bite to eat from our cookout! Meet the Executive Director and special guests like our Board members! There is no cost for this cookout, but donations are always welcome and go directly towards our scholarship programs.

CHECK-OUT DAY PROCEDURES

Our staff understands that you will be anxious to see your camper. Please follow the checklist below before picking up your camper.

Checking-out at camp:

- **Check-out time is between 2:00 p.m. and 3:00 p.m.** on Friday of your camper's session.
- The road will be blocked off like check-in but once we are all ready, you will meet a staff person to guide you in the right direction.
- **You'll need to bring a photo ID to sign out your camper.** Under no circumstances will camp release a child to someone not authorized on the Camper Release Form.
- If someone other than a custodial parent or guardian picks up your camper, Camp Duncan MUST have written parental consent by listing persons on the release form; otherwise, the camper cannot be released.
- Camper medication can be signed out at the Health Center.
- Pick up your camper and your camper's luggage at their picnic table area near their cabin. Make certain that you have everything that your camper came to camp with!
- The Camp Store will be open for any camp swag you and your camper just can't live without!

CAMP REFUND/CANCELLATION POLICY

- **The \$150 Administrative fee/deposit is non-refundable/non-transferable. This is partly because camp has year round overhead costs like staff, registration site fees, credit card fees, etc.**
- YMCA Camp Duncan's policy is typically not to refund program fees. We understand that extenuating circumstances occasionally arise and make it impossible for a camper to attend camp. In these cases, every effort is made to reschedule the camper for another week if space is available. We are human, so we know things come up and we will try to work with you to make it right. We will be kind and understanding, we ask you do the same, please.
- Cancellations must be requested before the session starts. The camp office will charge total fees for any cancellations made after the start of the given session or for failure to notify us of cancellation. The balance of fees is refundable for medical reasons and in rare other cases. For medical reasons a Doctor's authorized note may be required. No refunds or transfers will be given for any camper being dismissed from camp due to disciplinary action, leaving early due to homesickness, or personal commitments.
- If a camper cannot complete the program due to medical reasons, upon approval by the Executive Director, a prorated refund will be initiated. Refunds for program fees paid by check often take up to 7-8 weeks. Program fees paid by credit card can be refunded within a couple of business days.
- There are no refunds for children sent home for behavioral reasons.

TRANSPORTATION

All camp families must provide transportation to and from Camp. We are located about 1 mile north of Route 120 and Highway 12. Most GPS can pick up Camp Duncan. It may say either Ingleside or Volo.

BUILDING NEW FRIENDSHIPS AND SKILLS

Each camper lives in a cabin with other campers of similar age and at least two staff members. Cabin life is designed to foster personal growth, just like our programs. Campers do many activities together as a cabin group which facilitates strong friendships, but they also enjoy interacting with other campers throughout the day during activity periods. Our staff go to great lengths to make cabin life a positive and memorable experience.



CABIN MATE REQUESTS

Camp Duncan welcomes campers who wish to come to camp with a friend. We make every effort to place campers with requested cabin-mates.

- Campers may request up to **TWO** campers within a year of camper's age on their registration form.
- The camp director may split up cabin mate requests of groups over three to decrease the impact of cliques.
- Campers must list each other as their cabin mates on the registration form to ensure the pairing is made. Make sure the campers are attending the same week and are within one year of each other.
- If you feel we should consider your situation differently, please contact the Camp Director. Please understand that cabin requests cannot be guaranteed due to enrollments or other reasons. Also, remember that even if two campers are not in the same cabin, there are many opportunities to spend time together in camp.

CAMPER STORE ACCOUNT

The camp store is open every afternoon for campers to purchase snacks and souvenirs.

- Parents are strongly encouraged to add money to their camper's Store Account before arriving at camp. If you have trouble accessing your online store account, please contact the main office.
- Campers are able to spend up to the set limit. Our system has the ability to notify you if that limit is getting close, should you select it when registering.
- A credit card is preferred and is easiest for you to manage through your registration account.
- While discouraged, if a check or cash are used, unused funds are not refundable.
- We recommend placing \$25-\$40 in your camper's account. A balance system is kept daily, and campers are aided by staff budgeting their money. Accounts set up by credit card will have the balance refunded approximately 1 week after camp ends. There is an option to donate that amount during registration.



ARTS AND CRAFTS

- Most arts and craft projects are included in the camp fee.
- Some crafts we do are leather and wood working, paper mâché, seed beads, bead making, and sand art.
- Tie-dye is a popular craft offered. Campers need to bring their own shirt to tie-dye or buy a white t-shirt from the camp store.

HAVING A BIRTHDAY AT CAMP

Many campers celebrate their birthday while at YMCA Camp Duncan. On the camper's birthday, they are recognized at the flag pole by raising a birthday flag under the American flag. Then the entire camp community sings the YMCA birthday song to the camper.



HEALTH HISTORY FORMS

- All campers must have a completed Health History form and consent to treat to stay at camp. This is done electronically through the registration system.
- Health history forms must be uploaded and completed before arriving at camp for check-in.

HEALTH NEEDS AND MEDICATIONS

- Parents must send all medications in original containers with the original pharmacy label. Medication brought to camp, not in its original container, **cannot be** accepted.
- Please send enough medication to last the week.
- Parent/guardian will be notified by the Health Officer or Camp Director should your camper have an accident, injury, or illness that lasts longer than a couple of hours.
- No medications are allowed in cabins. (Except inhalers for some asthmatics and epi-pens.)
- General over-the-counter medications are available in our health center.
- A qualified Health Officer lives at Camp Duncan and is on the property during the camp sessions. The Health Officer is on call 24 hours a day in case of minor illness.
- All prescription medications and hospital care during camp are billed to the parent/guardian at the close of the camp session.
- **IMPORTANT:** Camp Duncan reserves the right to send a camper home if our Health Officer or camp physician advises. If you plan to be away for any length of time during your camper's time at camp, please arrange for a relative or friend to be able to pick up your camper should they become ill. This information should be your emergency contact person on the health form.
- If your camper has any physical or special medical conditions, please disclose the condition in detail on their health form. Please notify the Camp Director before camp starts regarding your child's particular needs. This information is essential for our staff to be successful in helping your camper have a positive camp experience.

****YMCA CAMP DUNCAN DOES NOT CARRY HEALTH AND ACCIDENT INSURANCE ON CAMPERS**

COMMUNICATING WITH YOUR CAMPER

To help your child make a smooth transition to camp, try to write or email them at least once. Mail from pets, siblings, relatives, and friends are great ways to show your love and support for your child. Funny cards and picture postcards are great too. Ask questions about camp and though we know you do, try to avoid telling your child how much you miss them as this can encourage homesickness. Short declarations, such as "We're so proud of you," "We love you," or "See you soon," are just what campers want to hear.

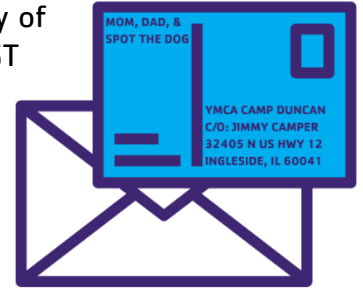
LETTERS & PACKAGES:

Mail via the USPS takes several days, so if you bring your letters on the first day of camp in envelopes marked for each day we can deliver them for you! It's the BEST way to get mail to your campers.

Send mail to YMCA Camp Duncan, 32405 N. Highway 12, Ingleside, IL, 60041.

Be sure your **camper's name** and cabin are on the letter or package.

Packages and letters received AFTER a camper's session has ended will be returned or forwarded at the senders/camper's request and expense.



EMAILING (BUNK1)

This year we have partnered with a service called Bunk1. Bunk1 creates an account for each camper and their parent/guardians where you can send one-way communications with notes, games, puzzles, and more to your camper! Bunk1 also functions as a photo platform! More information will be distributed upon your arrival.

TELEPHONE CALLS: 847-546-8086

In case of a medical or family emergency at home, contact the YMCA Camp Duncan office at the number above. Our policy on phone calls has been made in the best interest of our campers. Campers do not have a phone available to make phone calls home without the rare permission of the Camp Director. All phone communication by campers is under the guidance of our professional staff. Our experience is that phone calls to or from home make camper adjustment more complex and create homesickness. Experienced staff are happy to discuss camper concerns or give a camper update.

PLEASE LEAVE CELL PHONES AT HOME.

Cell phones found will be taken to be stored and locked in the Camp Director's office. They will be given back to the parent/guardian at check-out. Remember, we all want the best experience for your child. Help us give them a chance to be "unplugged" for the week.

"Because of Camp... I have a better relationship with my phone." Said no one ever. We love Camp because of the relationships we build here. So, what does camp look like without youth and young adults with cellphones? Technology is so engrained in our campers lives EVERY DAY. Let's give them a break before reliance gets out of hand. We have discovered that disconnecting from our devices made us more connected than we could have imagined... Fully Connected!



EMERGENCY COMMUNICATION

- **Family or Medical Emergency** – In case of a medical or family emergency at home, contact the Camp Director at 847.546.8086. In an emergency, a parent/guardian visit is allowed only after contact with the Camp Director has been made, and visiting arrangements are made.
- **Weather Emergencies** – Weather changes are a regular occurrence during the summer. YMCA Camp Duncan has specific policies that are practiced and followed when the threat of severe weather occurs. Storm shelters are located on both sides of the camp. We announce updates on weather and any program changes through our Facebook account AND through Bunk1 alerts.

Camp Contact information:

Bobby Thomas, Executive Director – **Direct:** 847-410-5246 **E-rjthomas@ymcachicago.org**

FOOD

Camp serves three healthy meals each day, an evening snack, and snacks are available from the camp store in the afternoon between activities.

Our camp is located in a natural area and open food containers attract rodents, ants, bees, and other insects. Understanding that snacks and candy are a part of most children's lives, we offer a wide selection of snacks and drinks at the camp store each day.



- Candy, snacks, and beverages sound like fun; however, they can cause issues. We prefer campers not bring these items to avoid attracting animals. Food care packages can be placed in the camp store for afternoon snack time.
- Water is the only drink allowed in cabins. Please do not send soda or juice.
- Camp Duncan does not allow chewing gum in camp.

**PEANUT FREE
ZONE**



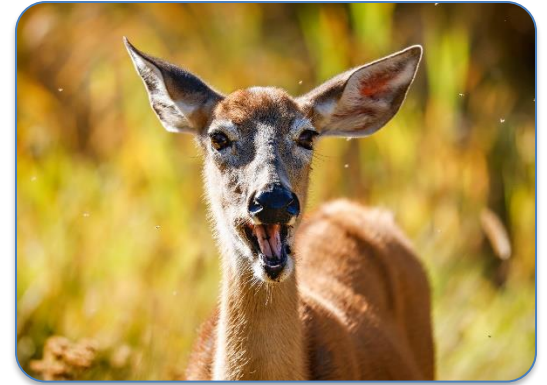
****IMPORTANT: We strive to be a PEANUT FREE camp! Please do not send anything that contains nuts in packages or with your camper. – Campers and staff with nut allergies thank you!**

DIETARY RESTRICTIONS

- Please include any dietary restrictions your camper may have on the Health History Form. We need to have this information to inform the kitchen of any special needs.
- We are able to accommodate reasonable dietary restrictions. Our team does well with gluten free, vegetarian, vegan, nut free, shellfish allergies, and latex allergies. We will do as much as reasonably possible to accommodate picky eaters, but allergies take priority.
- You are welcome to contact the Food Service Director, Abbey Wolski: awolski@ymcachicago.org if you have serious concerns.
- Please let us know if your child is a vegetarian. We try to have a vegetarian option at each meal.

PETS

Please leave pets at home, including check-in and check-out days. The camp has plenty of pets for campers to enjoy. (Deer, Squirrels, Birds, and Ripley the three-legged office beagle)



CUSTOMER SERVICE

It is essential to the YMCA Camp Duncan staff that you and your camper have the best experience possible. We pride ourselves on delivering a quality camp program. If you or your camper has any concerns or the camp didn't meet your expectations, please reach out to Bobby Thomas, Executive Director, at rjthomas@ymcachicago.org. The issue cannot be resolved or remedied if we don't know about it. By informing the Executive Director, it allows the YMCA staff to take appropriate action to resolve any issues that may be of concern.

CLOTHING AND LOST/FOUND

Campers should have enough clothing to last the duration of their camp stay. Campers should bring clothing that can get wet and dirty without concern. Clothing should be appropriate for a value-based camp environment without slogans or pictures that are in poor taste and/or inappropriate. YMCA Camp Duncan reserves the right to prohibit any inappropriate clothing.

Please label all clothing and items with your child's first and last name in permanent marker. We will attempt to identify and return all items at the end of each week. If you discover that your camper has left an item behind, please inform us, and we will do our best to locate it. If found, items will be mailed back. All items left behind are stored at camp for two weeks and then donated to Goodwill. YMCA Camp Duncan is not responsible for any lost or damaged personal items. Campers are encouraged not to bring valuable items or clothing to camp.

Ways to label all of your camper's belongings:



SWIM ATTIRE

To help maintain an atmosphere of modesty, we respectfully ask for only bring boxer-type swim trunks, one-piece swimsuits, or modest two-piece suits that cover campers bodies appropriately.

SWIMMING ASSESSMENT

Each camper's swimming ability will be evaluated during our first trip to the pool by the Aquatic staff and lifeguards. Everyone who swims during their stay at camp must have a swimming assessment. Everyone who enters the lake or does boating must wear a PFD, not matter what their swim skills are.



Our swim test is broken down into three levels: Blue, White and Red. Blue being the chip that we try to have campers work towards!

Chip	BLUE	WHITE	RED
Test	Swim 2 lengths any stroke, have the ability to jump in the deep end, and tread water for 2 minutes.	Swim one length any stroke, able to jump in the deep end, tread water for 1 minute.	Have the ability to jump in the shallow end, wear a PFD (personal flotation device) and be able to float on their back for 10 seconds.
Lake	Campers can use any boat and have the ability to use the BLOB (large inflatable on the lake).	Campers cannot take any boat out by themselves except power paddlers and corcls. They are allowed to take any boat as long as they have another white or blue chip in their boat. They are not allowed to take a boat out with a red chip.	Campers are allowed to take out power paddlers and corcls by themselves. They can take out other boats (double kayaks, paddleboats, and canoes) if they are accompanied by a blue-chip.
Pool	Blue chip swimmers can use all parts of the pool.	White chip swimmers are allowed to swim up to the deep end of the pool but not into it.	Red chip swimmers are allowed to swim in the area from the start of the shallow end to the flags placed above the pool.



WHILE YOUR CHILD IS AT CAMP

The YMCA Camp Duncan experience focuses on self-discovery, self-confidence, and self-esteem – all learned through positive reinforcement, encouragement, and acceptance. For more than 102 years, children have been allowed to create a very special community focused on friendship, inclusiveness, and independence at YMCA Camp Duncan. Camp's programs will challenge each camper at an age-appropriate level while giving them something to look forward to next year.

At home, each child's routine depends on family traditions and their likes and dislikes. At camp, we have our traditions and daily routines designed to make each camper's experience as enjoyable as possible while still giving them the freedom to choose the activities they like to do best.

Teamwork is a big part of the camp experience, especially during cabin activities, canoeing, and all-camp games. Many of our activities allow campers to move out of their comfort zone (i.e., climbing walls, boating, group building, etc.) As part of group living, campers participate in cabin and camp clean up, eat meals served family-style, and travel around camp with a group and counselor or with a buddy.

BULLYING

Bullying is one of the most significant challenges facing children today. As a bully-free zone, YMCA Camp Duncan is committed to every camper's physical and emotional safety. Through our staff training and program design, we will make every effort to prevent and manage incidences of bullying in fair, reasonable, and consistent ways. In addition to the camp policies and procedures, you can also take steps now to prepare your child for camp:

- Help your child understand bullying. Talk about bullying and how to stand up to bullies safely. Emphasize that bullying is unacceptable.
- Help them be more than a bystander. Talk to them about what to do if they see someone else being bullied.
- Let your camper know if they are being bullied or see someone else being bullied while at camp; they can always let the camp staff know immediately.
- Check-in with your child about their camp experience at pick-up. Listen to them. Learn about their friends, ask about camp, and listen to concerns. We will provide some open ended questions when you check-out!
- Model and teach your child how to treat others with kindness and respect.

CAMPER MENTAL HEALTH

A lot has happened in the past few years. Our campers are resilient, but sometimes may need extra encouragement, someone to talk to, or just a friendly ear to vent. At camp, we have the perfect setting for campers to find comfortability talking about their struggles and to find ways to take their mind off of the tough things they face each day.

YMCA Camp Duncan has partnered with the YMCA of the USA and Hello Insight to incorporate mental health activities during our evening reflections. They include activities around mindfulness, resilience, and coping skills and encourage self-reflection integrated into the camper experience. These short activities are intentional and meant solely to improve the camper experience.

BEHAVIOR MANAGEMENT

We believe that every child has the right to experience camp and all it offers. We believe in setting limits and explaining the boundaries for campers. When these boundaries are tested, we use specific procedures to help the camper continue their camp experience.

As a commitment to the success and enjoyment of camp by each camper, we want you to know our usual steps for redirecting challenging behavior.

On the first day of camp, our staff will go over the ground rules of camp life and cabin expectations. Campers have the opportunity to ask questions about policies and rules, so everyone is clear about the expectations.

PROCEDURES WE FOLLOW

- Cabin Counselors will talk about the specific undesirable behavior with the camper and together make a verbal corrective plan for success. The Cabin Counselor will let the Camp Director know what has happened.
- If the behavior continues, the Camp Director will have a conversation with the camper and create a plan for change. After a conversation with the Camp Director, the Director will call the camper's home, explain what has happened, let a parent/guardian know the approaches that we have tried, and ask for advice about the situation ("What do you do at home when ___ occurs?" "Is there something that might be causing this behavior?" "Do you have any suggestions?"). We have been incredibly successful in partnering with parents in the past.
- However, if the behavior continues, the Camp Director will involve the parent in a phone conversation with the camper. This call would be initiated and supervised by the Camp Director.
- Unfortunately, there are situations when campers are removed from camp activities, and parents are asked to pick up their child from camp without a refund. This, of course, is not our preference, but for the well-being and safety of the whole group, or as a logical consequence for continued inappropriate behavior, dismissal from camp may be required by the Camp Director.

If a camper must be sent home, the parent/guardian needs to make transportation arrangements in a reasonable amount of time pursuant to their location. Most of our campers are Chicagoland based and should be able to arrange transportation within 3 hours.

Some behaviors will result in immediate dismissal from the camp program. YMCA Camp Duncan reserves the right to dismiss any camper due to violence, possession of an illegal substance, inappropriate conduct (i.e. fighting/bullying- harming another camper), or any other destructive behavior. Camp fees will not be returned in these instances.

Behavior management is a balance of kind yet firm discipline. The policy is based on three general rules:

1. A camper may not disturb or hurt others verbally or physically.
2. A camper may not damage any equipment or camp property.
3. A camper may not place themselves in a dangerous situation.

PREPARING FOR CAMP

YMCA Camp Duncan makes every effort to ensure your child has a wonderful experience at camp. Parents can help us greatly in our efforts, mainly by letting us know about specific behavioral, health-related, emotional, or other issues that affect your camper at home. With sufficient notice, parents and camp staff can discuss strategies for helping to ensure your camper's success at camp.

HELPING CAMPERS SUCCEED

There is no formula for when a camper is ready to go to camp, but the following can act as a guide to communicating with your camper about different aspects of camp. The number one characteristic of a successful camper at YMCA Camp Duncan is that the camper **WANTS** to be at camp. Campers who understand the camp experience and want to get the most fun out of their time at camp typically have a successful camp experience.

HAPPY CAMPERS ARE:

Emotionally confident and independent enough to enjoy the camp experience; able to care for themselves at an age-appropriate level, able to respect others in their cabin group, able to maintain basic hygiene (brushing teeth, showering, table manners, etc.); emotionally appropriate with peers and staff and physically safe with self and others.



MISSING HOME (HOMESICKNESS)

For many children (including those who have been to camp before), missing home is part of coming to overnight camp. Parents can play a big role in helping their camper to overcome missing home, both before and during camp, and in doing this, grow even closer to their camper.



DEVELOP REALISTIC EXPECTATIONS

Developing realistic expectations about camp is very important. Parents can sometimes over-glamorize the camp experience. ("Honey, you are going to have the best time of your life!" or "You will make the greatest friends!") Going away to camp is fun and worthwhile, but it is important to make sure your camper understands it may not be fun every minute. There may be problems to solve, feelings of worry or sadness to overcome, insecurities to work on, and these problems and feelings are normal.

Any time there is a group living situation (campers living together for 24 hours for multiple days), there are bound to be issues that arise. How campers deal with those issues is important. Go ahead and talk about the fun they will have, but also discuss rainy days; about relating to some people more than others (both campers and counselors); about the difficulty of making choices in the camp program, and how hard it is to do everything that is offered at camp with only being at camp for one week. Discuss their worries about not being "good" at an activity or making new friends. By doing this, you help set expectations for campers and their feelings to better recognize and cope with them.

BEDWETTING

We encourage campers to use the washhouse throughout the day. If a camper needs to go to the washhouse in the middle of the night, they must wake up a staff member and go with a buddy. However, from time to time, bedwetting occurs. Staff is trained to deal with bedwetting. First measures are taken not to embarrass the camper. The sleeping bag and/or sheets/blankets are cleaned/washed and returned to the bed as quickly as possible. Preventative measures like frequent bathroom breaks and limiting heavy fluid intake in the evening work well. All campers have a bathroom break before bedtime.

INCLUSION STATEMENT

The YMCA of Metropolitan Chicago believes that everyone, regardless of ability, race, gender identity, income, faith, or sexual orientation, has the right to live life to the fullest and enjoy the Y's programs and facilities. Moreover, the principles of diversity, equity, and inclusion inform every aspect of our Association--including staff hiring and training, strategic planning, program offerings, and more. We are committed to deepening our work in this area to ensure that every segment of society feels welcome and supported by the Y.

HOW TO REQUEST DISABILITY MODIFICATION?

If you require a modification due to a disability to participate in any of our programs, please inform camp staff at the time of enrollment and select the request on your enrollment paperwork so that a member of our Inclusion team can reach out to you. Questions? Email inclusion@ymcachicago.org

FORMS YOU NEED TO DO BEFORE COMING TO CAMP

Please check to ensure that you have all forms completed and uploaded to your online account BEFORE the first day of your camper's session. Full payment and all completed forms must be received on the first day of camp for your camper to attend. ALL FORMS CAN BE FOUND IN YOUR REGISTRATION ACCOUNT.

- **CAMP HEALTH HISTORY:** All campers must have a completed Health History form to attend camp. This form is filled out online during the registration process. This is a requirement for our ACA accreditation and our licensing from the State of Illinois.
- **CAMPER AUTHORIZED PICK UP RELEASE FORM:** This Form needs to be completed and signed by a parent/guardian. This form indicates to whom your camper may be released. Please note we cannot release campers to anyone other than those on this form. Parents, please don't forget to put yourself on the Release Form.
- **CAMPER STORE ACCOUNT:** The Camper Store Account can be updated on your online account or by calling the main office.
- **CAMPER CONFIDENTIAL FORM:** This information sheet is given to your camper's counselor(s) to help them meet your camper's goals and expectations most effectively. Please complete and sign this form. These forms are confidential; only the counselor(s), Program Director, and Camp Director will see these forms. Campers are not allowed to see other camper's sheets.
- **FACILITY USE WAIVER:** This is a waiver each camper needs on file to be at camp. It is signed when you register.

Special Note for Campers Attending Multiple Sessions: Multiple form copies are unnecessary for campers attending multiple sessions. As long as you have filled out and uploaded one copy, it will be attached to all of your camper's registrations.

Suggested Packing List

Below is a Checklist that can be used to pack your camper's belongings. Please be sure to mark all items with the camper's full name. If a lost item has the camper's name on it, we can return or mail the item. For two week camp programs, we recommend you double up on these items.

✓	CLOTHING ITEMS	✓	OPTIONAL / MISC ITEMS	✓	BEDDING / HYGENE ITEMS
	T Shirts (6-8)		Sunglasses		Pillow
	Shorts (5-7)		Tissues		Twin Sheet and Blanket - OR-
	Long Pants (1-2)		Wax Bands for Braces		Twin Sheet and Sleeping Bag
	Sneakers (1-2 pair)		Flashlight / Headlamp		Favorite Stuffed Animal
	Pajamas (1-2)		Addressed/Stamped Postcards		Shower Towel
	Rain Coat or Poncho		Fishing Pole / Tackle		Beach Towel
	Socks (6-8)		Book(s)		Shampoo / Conditioner
	Sandals w/ a back strap (1-2)		Disposable / Digital Camera		Soap / Body Wash
	Sweatshirt (1-2)		Small Plug-In Clip On Fan		Shower Caddy
	Swimsuit (1-2)		Swim Goggles		Toothbrush and Toothpaste
	Underwear (6-8)		Water Bottle		Comb / Brush
	Laundry Bag		Chapstick		Shower Shoes / Flops
	Hat (1-2)		White Shirt for Tie Dye		Bug Spray (No Aerosol if possible)
	Fun, Dressy clothes for the Dance		Cabin Games / Cards		Sun Screen (No Aerosol if possible)

Special Note for Campers Attending 2 Week and Adventure Sessions: If your camper is attending a two week session, we recommend doubling the clothing items. While Camp Duncan does have laundry machines, they are reserved for clothing and bedding emergencies.

If your camper is attending an Adventure Program, the Adventure Programs Director will be in touch with a specific packing list.

Core Value Colors: Red, Green, Blue, and Yellow. Here at YMCA Camp Duncan we play a lot of games and activities in teams. The teams are typically separated into the core-value colors. Bring solid color (Red, Green, Blue, and Yellow) shirts, bandanas, or other items along.

For your child's security and safety of other campers, please DO NOT pack these items to bring to Camp Duncan:

X	LEAVE AT HOME ITEMS	X	LEAVE AT HOME ITEMS
	Tobacco Products		Apple or Smart Watches
	Fireworks		Cell Phones
	Knives of Any Kind		Squirt Guns
	Expensive Clothes / Shoes		Alcohol
	Hoverboards		Laptops / Ipads / Tablets
	Gum and Sugar Drinks		Music Players (Ipod, Mp3)
	Weapons		Bikes, Rollerblades, etc.
	Animals (pets)		Bad Attitudes

- YMCA Camp Duncan is not responsible for damaged or lost items.
- Please do not pack medication in your camper's luggage.
- All medication will be checked in with the nurse.
- Personal items like sports equipment, archery bows, and slingshots should be left at home. Personal fishing poles are allowed but must be locked in the boathouse when not in use.
- Camp Duncan reserves the right to ask the camper to change their clothes if they are deemed inappropriate to foster values and appropriateness. This includes, but is not limited to, extremely short shorts, baggy pants worn too low, shirts with offensive or rude messages, and clothing/swimsuits that are too revealing.
- Any camper discovered with tobacco products, alcohol, non-prescription/illegal drugs, firearms, or knives is subject to immediate dismissal from camp.
- **We DO NOT allow CELL PHONES at camp.** If your camper is found to have a cell phone, it will be taken to the Camp Director's office, where it will be stored until check-out day. All phones will be returned at check-out to the parent / guardian.

NOTES FROM "EXPERIENCED" CAMP PARENTS

- Send self-addressed stamped post cards if you want to hear from your camper. Campers do not have access to email or to call home.
- Don't be surprised if you do not receive a letter. They are out being kids and having fun.
- Camp is about running and playing outside! Send old clothes. Your camper's stuff WILL get dirty.
- Make sure your camper knows that their cabin counselor(s) are there for them.
- Send two (2) swimsuits. Campers are in and out of the water all day long and it helps to prevent chafing.
- There are a lot of campers trying to get into the same skill periods. If your camper doesn't get what they want this year, encourage them to try the following summer again. Campers do most often get their first or second choices of activities.
- Be sure to send non-aerosol spray sunscreen, so the cabin counselors can help their campers be protected from the sun. Counselors are trained to help spray and the camper will rub it in.
- Keep it upbeat when sending mail/email, keep it positive and avoid telling your camper how much you miss them.
- Label everything and pack light.
- Camp is one of those great places where kids can escape the over-stimulation of gadgetry and become "unplugged." Leave cell phones and electronic things at home. Camp provides an opportunity for socialization without the need for electronic games.



YMCA CAMP PHILOSOPHY & GOALS

CHARACTER DEVELOPMENT

Character Development is challenging people to accept and demonstrate the Y's four core values—caring, honesty, respect, and responsibility. It is the foundation for the development of the important character traits that will remain with a child for their entire life. The Y camp mission statement puts it best: The Y provides trained leadership and the resources of the natural surroundings to help each camper achieve his/her fullest potential in terms of mental development, physical well-being, social growth, and spiritual awareness. Challenging people to accept and demonstrate positive values is more effective than treating problems because it deals with the roots and not just the results.

Y Camp is important to a child's development because...

- Children grow personally. They are given the chance to experience new things and interact with other children on a daily basis.
- Children learn new things. Whether it's playing a new game, practicing an existing skill, or developing their social skills, children leave our camp having learned something they can remember for a lifetime.
- Children learn to appreciate diversity in each other. We live in a multicultural community and our camp reflects this. Children learn that each person is unique. They have fun and respect each other regardless of race, religion, gender, or social status.
- Children learn lifetime values. From the simplest of values and attitudes like sharing, sportsmanship, and giving respect to others, comes our basis for making more complex value decisions as they mature.
- Campers have fun! Without fun, the above reasons for children to attend our camp become harder to accomplish. Games, stories, hikes, field trips, swimming, sports, and crafts are all done with the children as the primary focus.

During our camps we will also emphasize the development of asset values. We will provide activities that introduce the eight major types of assets: support, empowerment, boundaries and expectations, constructive use of time, commitment to learning, positive values, social competencies, and positive identity.

By planning activities that highlight the values and assets mentioned above, we will help children focus their thinking and priorities. In doing so, you can contribute in significant ways to help them succeed, both now and in the future.