



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY



SUMMER 2024

CAMP K HANDBOOK

WELCOME!

Thank you for choosing the YMCA for your child's summer camp experience! You've given your child a wonderful gift of an opportunity to learn new skills, make meaningful friendships, and experience the outdoors. We're looking forward to a safe and fun summer that instills confidence in your child and creates memories for a lifetime.

We're committed to teaching the Y's core values of caring, honesty, respect and responsibility all while creating and supporting a nurturing community. Safety and supervision are essential components of our program. Our counselors are positive role models for all campers, and will work hard to keep your campers active and engaged in a safe and supportive environment.

OUR SUMMER CAMP MISSION

The YMCA builds and strengthens children through programs that teach the values of caring, honesty, respect, and responsibility. Our character development focuses describe how we operate. As a YMCA, we teach values and lifelong skills through arts & crafts, boating, fishing, gardening & nutrition, nature exploration, hiking, outdoor living skills, sports, STEM, swimming, and tennis. Each camper will have daily opportunities to meet new challenges, develop and improve skills, make choices, and build friendships within a safe and caring environment.

LICE POLICY

Head lice are not dangerous and they do not spread disease. However, they are contagious, so we want to make sure they do not become an infestation on camp. It is recommended that campers with hair longer than shoulder length wear it pulled back.

According to the CDC and schools, the child does not need to be sent home the day that it's found. They can finish the day at camp, start treatment at home and return once treatment is started. Nits can still be present after treatment begins but will kill the crawling lice. Head-to-head contact, sharing combs, hats, helmets, etc. should be avoided at all times, regardless of lice anyway.

MEALS & SNACKS

Healthy Lincoln County provides breakfast and lunch daily, at no charge. Feel free to pack a lunch if you want, but your campers will not have access to a microwave or refrigerator. Breakfast is served between 7:30-8:30 am at the CLC YMCA ONLY. If your camper arrives later than this time, please be sure they have had breakfast. Please pack snacks for your camper to munch on throughout the day.

CHECK-IN AND CHECK-OUT PROCEDURES

Check In:

Each morning you will arrive on-site to a welcome and sign-in. The campers and their families will be asked if they will need lunch provided from Healthy Lincoln County each day so we have an accurate count for the kitchen. At this point, the camper will be told which unit they will be in for the week. Reminders will be given as the morning progresses.

Check Out:

Please be prepared to show photo identification as we get to know you. If someone else is picking up your camper, they must be on the authorized pick-up list, or you must call the Camp Director to add their names to your list. The safety of our campers is the most important thing to the Y Team.

If you plan to pick your child up earlier than 3:30, please do not try to locate them on-site. All visitors must check in with the camp office where a team member will assist you. We do not encourage early pick-up, as you would be disrupting the schedule of your camper's day.

CAMP DATES & HOURS OF OPERATION

The YMCA offers 9 weeks of summer camps: Monday-Friday from June 24-August 23.

Opening Ceremonies: 9am

Closing Ceremonies & Pick-up: 3:30pm

Extended Care: Offered on-site at Camp K at no additional cost from 7:30-9am and 3:30-5pm.

REGISTRATION INFORMATION

REGISTER EARLY TO SECURE YOUR SPOT. ALL CAMPS ARE SUBJECT TO MAXIMUM ENROLLMENT LIMITS.

CAMP REGISTRATION

Online Registration: Friday, March 1 at 7am

Visit the Camp K website (www.boothbayregionymca.org/camp-knickerbocker) to complete your registration online. Registration for all camps will close one week prior to the beginning of each camp week.

Please be sure to register through the correct YMCA, depending on your program choice.

- Boothbay Contact:
egray@brymca.org OR lsenecal@brymca.org
- Y Arts Contact:
emirabile@brymca.org
- Central Lincoln County Contact:
mperry@clcymca.org OR sinman@clcymca.org

MAINE CHILD CARE SUBSIDY PROGRAM (CCSP)

Maine's Childcare Subsidy Program helps eligible families pay for child care/camp so they can go to work, go to school, or participate in job training programs. Visit www.maine.gov or call 1-877-680-5866 for more information on how to apply. CLC does not accept subsidy for sports/specialty camps.

SUMMER CAMP SCHOLARSHIPS

Summer camp scholarships are granted to families who need financial support who are not eligible for CCSP through the state, based on income. Please be sure to apply for scholarships through the Y early, as we grant dollars on a first-come, first-serve basis. You can find a scholarship application on our websites.

CAMPDOC ONLINE

CampDoc is a secure network used to collect campers' medical and emergency contact information electronically. If you had an account through CampDoc last season, please make sure all of the information is updated for this season. Only camps offered on-site at Camp Knickerbocker will be required to fill out CampDoc.

Your camp registration will not be considered complete until the required documents are into the network. No exceptions will be made.

CANCELLATION, CHANGE & RETURNS

Camps are subject to cancellation if minimum enrollment is not reached. Cancellation decisions will be made 14 days prior to the camp session.

Cancellations by families must be occur 14 days prior to the start date. See below for more details.

A \$50.00 change fee will be applied for any change to an existing registration made by the family. This fee applies to cancellations, changes in weeks, camps, or campers. The balance is due at the time of the change.

A refund minus a \$50.00 change fee will be given provided the cancellation is at least 14 days prior to the camp session start date.

PAYMENTS

Payment plan options are available. Payment plan dates run from camp registration through **10 days prior** to the start date of your camper's session.

All payment plans MUST be paid in full prior to the first day of camp.

YMCA MEMBERSHIP

Campers who are members of either the BRYMCA or CLC YMCA receive discounted rates on camps. **The camper must be on an active Family Membership through either the BRYMCA or the CLC YMCA at the time of registration through the camp season in order to receive the Family Member rate.** Memberships can be created upon registration.

PHONE NUMBERS

Boothbay Region YMCA: 207.633.2855

Central Lincoln County YMCA: 207.563.9622

Boothbay Region YMCA • PO Box 500 Boothbay Harbor, ME 04538 • 207-633-2855
Central Lincoln County YMCA • 525 Main St. Damariscotta, ME 04543 • 207-563-9622
Camp Knickerbocker • 157 Barter's Island Rd, Boothbay ME 04537 • 207-315-6206

WHAT TO KNOW

SWIM TESTING

Campers will be evaluated on their swimming level and comfort each season at the waterfront. Campers who either choose not to take the test or do not pass the advanced test must remain in water chest-deep, or wear a life jacket. All campers will be paired with a buddy with similar swimming ability, and regular buddy checks will be conducted throughout the swimming blocks.

RAINY DAYS

Regardless of the weather, we will be spending the majority of the day outdoors. We will be forced inside only when there is thunder/lightening, or another weather-related emergency. Please pack accordingly and check the weather regularly.

CODE OF CONDUCT (Short Version)

It is the Y's goal to provide a healthy, safe, and secure environment for all of our Camp Knickerbocker participants. Children who attend our programs are expected to follow our behavior guidelines based on the Y's Code of Conduct and to interact appropriately in a group setting.

To attend camp, you agree to follow our Code of Conduct which is rooted in the values of caring, honesty, respect, responsibility, and equity. That's why the following personal conduct is prohibited in all YMCA facilities, programs, and online communities:

Inappropriate attire; inappropriate language; threatening physical contact; sexual activity; harassment/intimidation; theft/destruction of property; weapons; illegal chemicals; inappropriate conduct; loitering; inappropriate cell phone activity; tobacco possession/use; social media abuse; illegal/recreational drug possession/use.



If someone feels uncomfortable in confronting someone directly about offensive behavior or other issues that are in violation of the Code of Conduct, they should report the behavior to a YMCA staff member/camp counselor.

Suspension or termination of YMCA membership/camp registrations may result from a violation of the Code of Conduct. While an incident is being investigated, the membership/registration of the accused of violating this Code of Conduct may be temporarily suspended, pending a final decision. To create and maintain a space that embodies our core values, the Y is serious about being clear regarding activities that are not allowed. If you or your camper violate this Code of Conduct, consequences can include termination of membership/program privileges. The YMCA reserves the right to make situational decisions based on its mission and values.

Code of Conduct Violation Process:

1. Verbal Warning: Verbal warning given by Camp K staff to camper.
2. 2nd Verbal Warning: Verbal warning given by Camp K staff to camper. Communicated to the Camp Director/Assistant Director.
3. Written Warning: Behavior report denoting conduct with a copy of the code of conduct sent home with the camper.
4. In-Person Meeting with Camp Director/Assistant Camp Director: Meeting with guardians, camper & lead Camp K staff.
5. Suspension: Suspension time will be determined by the Camp Director/Assistant Director.
6. Termination of the program: If another incident involving violating the code of conduct, termination from camp will occur.

CAMP INFORMATION

PACKING LIST:

- Lunch (Y Arts & Sailing Camps)
- Snack
- Water bottle
- Sunscreen/bugspray
- Bathing suit, towel, water shoes
- Backpack
- Extra clothes
- Sneakers/Closed-toe shoes
- Sports equipment (for CLC Sports Camps)

LEAVE AT HOME:

- Plush toys
- Toys you don't want lost/stolen/broken
- Trading Cards
- Make-up
- Sandals

SICK POLICY:

- Symptoms that will send your camper home/should stay home include fever (100.4 F+), diarrhea, vomiting, unexplained rash, discharge of eyes/ears
- Must pick up within an hour if your child is sick at camp.
- Child cannot return until symptom-free for 24 hours without medication

PICK-UP/DROP-OFF:

- CAMP K: 157 Barter's Island Rd. Boothbay, ME 04538
- CLC CAMPS: CLC YMCA for ALL camps
- SAILING CAMP: 34 R 33, Round Pond, ME 04564 (The Anchor Restaurant)
- Y ARTS CAMPS: Drop off at BRYMCA; Pick up usually at BRYMCA, but sometimes at Lincoln Theater or Camp K

SUMMER MEALS:

- Lunch is available to order each morning upon drop off. Lunches are free through Healthy Lincoln County. Breakfast available for CLC specialty and sports camps.
- CAMP K: Sign up at drop off
- CLC Specialty/Sports: Pick up at YMCA during camp
- CLC SAILING: Must pick up from the CLC Y in the morning
- Y ARTS: Contact director prior to camp if requesting lunch

HOURS OF OPERATION:

- CAMP K: Review each PURPLE page to see start/end times
- CLC CAMPS: Review each GREEN page to see start/end times
- SAILING CAMP: Review each YELLOW page to see start/end times
- Y ARTS CAMPS: Review each RED page to see start/end times

BEFORE/AFTER CARE (BOOTHBAY):

- 7:30am - 9am
- 3:30pm - 5pm
- Any pick-ups after 5pm: A late fee will be applied and must be paid before arriving to camp the following day.
- Before-care is not available for Y ARTS camps. Rehearsals run until 5pm each day.

BEFORE/AFTER CARE (CLC):

- 7:30am - 8am
- 4:15pm - 5pm
- Any pick-ups after 5pm: A late fee will be applied and must be paid before arriving to camp the following day.
- CLC does NOT provide before/after care for Specialty/Sports Camps.



LEADERSHIP STAFF



Erin Gray
Senior Program Director, BRYMCA
egray@brymca.org

Erin has been in the camping industry since she was a camper herself! Growing up in residential Girl Scout run camps, she was able to learn how to become a counselor herself at the age of 17. Through her college years, Erin spent her summers at Camp Pondicherry in Bridgeton, ME serving a plethora of positions ranging from a lifeguard to the program director. After college, she worked in the corporate world (a very short stint) before returning back to her roots of working with children and their families at the Y. She has been with the Y for almost seven years now and has been serving families in the Boothbay Region community in many ways. Camp K has brought her back into the fold of the camping world, and she couldn't be happier!



Morgan Perry
Program Director, CLC YMCA
mperry@clcymca.org

Morgan is the Program Director at the CLC YMCA. She graduated from Thomas College with her Bachelors Degree in Sport Management in 2016. Morgan grew up playing soccer, basketball and competing in gymnastics at the Y. She coaches and assists with the Bristol Air Devil Jump Rope Demo Team, D'Air Devil Jump Rope Club, and the Bristol Softball team. She is the Digital Communications Officer for the Lincoln Academy Booster Club.



Rudi Bottse
Youth & Teen Director, BRYMCA
rbottse@brymca.org

Rudi is originally from Washington DC and grew up attending Camp K. He is currently in charge of youth and teen activities at the BRYMCA. Rudi seeks to bring the fun he had at Camp K to the next generation of children attending. This is Rudi's 6th year working at camp. Rudi also coaches lacrosse at Lincoln Academy and helps out with the Boothbay YMCA swim team!



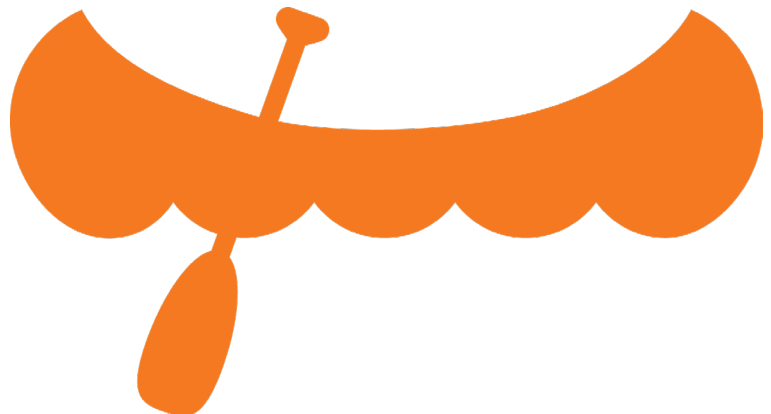
Lindsey Senecal
Program Director, BRYMCA
lsenecal@brymca.org

Lindsey has always loved being outside and sharing her adventures with others. She has been active in many outdoor activities such as camping, canoing, kayaking, and hiking. This love of nature brought her to Unity College where she received a Bachelor's degree in Biology. During the summers from 2011-2014, Lindsey worked as lead staff at Camp Pondicherry, teaching girls how to swim. She also worked for Maine Audubon, Nature's Classroom in upstate New York, and Okemo Ski Resort in Vermont where she shared her love for the natural world. This is Lindsey's 6th summer with Camp K!



Emily Mirabile
Arts & Humanities Director, BRYMCA
emirabile@brymca.org

Emily Mirabile is the Arts and Humanities Director at the Boothbay Region YMCA. This summer will be her 18th year directing the summer Music Theatre Camps. Along with teaching private voice lessons and directing the Y Arts year round musicals, Emily is also the director and choreographer for the national award-winning Y Arts competition team. Emily is honored to be a part of the Freddie G Fellowship having received highest honors in youth theater direction from the CEO of Music Theatre International, Freddie Gershon.



See Things Differently



Because doing what we've always done is no longer enough.

Any organization where children are present is vulnerable to the threat of abuse—and that threat is growing more serious. *Know. See. Respond.*, a model originally developed by YMCA of the USA, provides a powerful framework for preventing abuse by developing multiple layers of protection across your entire organization.

We will work through the following questions with you to help you apply this model.

Know

Build awareness of how abuse can happen at your organization.

1. How do you hold your staff and volunteers accountable to your child abuse prevention policies?
2. What are high-risk areas for abuse in your facility and programs?
3. What efforts are you taking to continually train staff, participants and volunteers on "red-flag" behaviors to look for?
4. How do you engage parents and the wider community in your abuse prevention efforts, as well as "red-flag" behaviors?

See

Ensure constant supervision and monitoring is in place for all programs.

1. How are you supervising the staff and volunteers in high-risk areas (eg. bathrooms, playgrounds, and buses)?
2. When and how often are leaders visiting programs and childcare areas?
3. What are supervisors looking for when they do visit programs? Are they praising positive behavior?
4. How do you empower staff and volunteers to look for rule-breaking and interrupt when something doesn't "feel right"?

Respond

Take immediate action to address "red flag" behaviors and allegations of abuse.

1. How do staff, volunteers and parents report observed or alleged "red flag" behaviors and code of conduct violations?
2. What is your protocol for addressing reported "red flag" behaviors and code of conduct violations?
3. How do you respond to observed or alleged peer-to-peer abuse?
4. How do you respond to historical abuse allegations?

Applying the Model

A parent contacted a Redwoods customer to report a staff member who was texting their teenager. The customer immediately launched an investigation and uncovered additional examples of red flag behaviors by this staff member. They immediately terminated the employee in question.

The parent knew that the employee should not have been texting their child. Staff were aware of the organization's policies and knew what "red flag" behaviors to look for. And the organization was ready and willing to respond based on rule-breaking—not actual evidence of abuse.

This is a near-perfect example of how a proactive, comprehensive framework such as *Know. See. Respond.* can help to protect the children in your programming.

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Register through the Boothbay Region YMCA for:

- Camp K Adventure Camps (On-site at Camp K)
- Camp K Specialty Camps (On-site at Camp K)
- Camp K Explorers (On-site at Camp K)
- Camp K Navigators (On-site at Camp K)
- Camp K Wayfinders (On-site at Camp K)
- *Y Arts Camps (At the Boothbay Region YMCA)

Contact: Erin Gray, Camp Director; ergray@brymca.org

*Contact Emily Mirabile; moorefromemily@gmail.com

REGISTER ONLINE AT:

<https://boothbayregionymca.org/camp-knickerbocker/index.html>

Register through the CLC YMCA for:

- CLC Specialty Camps (On-site at CLC)
- CLC Sports Camps (On-site at CLC)
- FARMS Camps (On-site at CLC)
- CLC Explorers (Bussed from CLC to Camp K)
- CLC Navigators (Bussed from CLC to Camp K)
- CLC Wayfinders (Bussed from CLC to Camp K)
- Camp K Adventure Camps (Bussed from CLC to Camp K)
- Camp K Specialty Camps (Bussed from CLC to Camp K)
- *SPROUTS Camps

Contact: Morgan Perry; mperry@clcymca.org

*Contact Sally Farrell; sfarrell@clcymca.org

REGISTER ONLINE AT:

clcymca.org

WELCOME CAMPERS!



BOOTHBAY REGION YMCA • www.boothbayregionymca.org • 207.633.2855
CENTRAL LINCOLN COUNTY YMCA • www.clcymca.org • 207.563.9622