



**FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

Dear Day Camper and Parents,

Welcome to the Monroe Family YMCA Camp Gonnahavefun 2018! The Day Camp Staff is happy to welcome you into our environment of caring, honesty, respect, responsibility and faith. Throughout the summer, these principles will outline the further development of teamwork, self-esteem, leadership skills, social skills, personal skills, family skills, and the appreciation of diversity. Please take a moment to read this letter which includes helpful information about Camp Gonnahavefun.

Upon drop off and pick up, your camper will need to be signed in and out by a parent or authorized adult. Please have your i.d. available upon pick up. This ensures the staff is only releasing the campers to those authorized to do so.

This summer campers are NOT required to bring a lunch. Lunch will be provided to all of our campers Monday-Friday. The camp lunches will follow the Y's Healthy Eating and Physical Activity (HEPA) Standards. All of the lunches provided will be free of nut products; however, if your child has other dietary needs please let me know. A monthly lunch menu will be provided. You are still welcome to send a lunch with your child but please be aware that no drinks other than water will be allowed.

The campers are asked to bring several items each day he or she attends camp. These items include a swimsuit and towel, sunscreen, bug spray, water bottle, and most importantly, a good attitude! ☺ Because the camp is so active, we also ask that the campers wear closed toe/heel shoes. The campers can use the lockers in the girls and boys locker room; therefore a lock (combination or key) is recommended, but not required. If a lock is sent with your camper(s), he or she will be responsible for the maintenance of the combination or key. The Monroe Family YMCA is not responsible for missing items left in lockers.

Along with the items the campers are asked to bring, there are several items campers are asked NOT bring to Summer Day Camp. These items include shoes with wheels, electronic devices (including, but not limited to, cell phones, iPods, handheld gaming devices, etc.), fidget spinners and toys from home. Should unnecessary items be brought to camp, they will be confiscated and returned to a parent upon pick up. Please note the Monroe Family YMCA is not responsible for lost, stolen or broken items.

Payment is due the Thursday prior to the week your camper will be attending camp. There is a **\$5/day late fee per child for every day after Thursday payment is late.** Payments can be made over the phone, at either member service desk, or online at ymcaofmonroemembers.org (must have a valid email address on file).

Campers will receive a Camp T-shirt the first week he or she attends camp. This shirt should be worn on field trip days, which are every Wednesday. Camp Respecters (grades 6-8) take trips on Tuesday, Wednesday and Thursdays. The T-shirt is free of charge. However, there is an option to buy a second T-shirt, for the cost of \$5. There is a \$10/child late fee for trips that are not paid by

the due date. Please see the field trip schedule below. I do wish to remind you that no staff stays behind on field trip days. Therefore, if your camper(s) attend on field trip days, they will be expected to participate on the field trips.

Again, thank you for being part of the Monroe Family YMCA Camp Gonnahavefun 2018! It is my hope that this letter answers questions you may have. If you do have any additional questions, please do not hesitate to contact me.

I look forward to seeing you soon! ☺

Lizzy McLoud
 Youth Development Director
 734.241.2606 X238

Summer Day Camp Field Trips 2018

<u>Week #</u>	<u>Date</u>	<u>Event</u>	<u>Location</u>	<u>Time</u>	<u>Amount</u>	<u>Date Payment is Due</u>
2	June 27	Dixie Skate Land (Roller Skating)	Newport, MI	10:30am-2:30pm	\$15.00	June 21, 2018
4	July 11	Zap Zone	Taylor, MI	10:30am-2:30pm	\$20.00	July 5, 2018
5	July 18	Henry Ford Museum	Dearborn, MI	10:00am-3:00pm	\$22.00	July 12, 2018
6	July 25	Rolling Hills Water Park	Ypsilanti, MI	10:00am-3:00pm	\$20.00	July 19, 2018
7	Aug 1	Toledo Zoo	Toledo, OH	10:00am-4:00pm	\$22.00	July 26, 2018
8	Aug 8	U of M Stadium Tour	Ann Arbor, MI	9:00am-2:00pm	\$25.00	August 2, 2018
9	Aug 15	Ford Field Tour	Detroit, MI	10:00am-3:00pm*	\$25.00	August 9, 2018
10	Aug 22	Nortel Lanes (Bowling)	Monroe, MI	12:30pm-3:30pm	\$15.00	August 16, 2018

****subject to change**

The time is the expected departure from the YMCA to the expected arrival back to the YMCA. Subject to change

****Toledo Zoo members can use their membership as long as the parent gives the child the card with written permission.**

Transportation fee is included in the price of the trip.

Trips that are further than 25 miles have a higher transportation cost than those less than 25 miles.

NO TRIP/CAMP on JULY 4th

Please note, there is a \$10/child late fee for trips paid after the due date.



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CAMP GONNAHAVEFUN 2018

T-shirt size (Please circle one):
 YOUTH: XSmall Small Medium Large
 ADULT: Small Medium Large X Large

Please circle the grade your child will be in during the 2018-2019 school year.

K 1st 2nd 3rd 4th 5th 6th 7th 8th

Today's Date: _____ School: _____ Date your child will start care: _____

Child's Name: _____

_____ Male _____ Female Age: _____ Date of Birth: _____

Address: _____

City: _____ State: _____ Zip: _____

Parent/Guardian #1 Name: _____ Date of Birth _____

Relation to child: _____ Home Phone: _____

Work place: _____ Work Address: _____

Work Hours: _____ Work Phone: _____

Cell/Other Number: _____ Address (if different than above) _____

Email: _____

Parent/Guardian #1 Name: _____ Date of Birth _____

Relation to child: _____ Home Phone: _____

Work place: _____ Work Address: _____

Work Hours: _____ Work Phone: _____

Cell/Other Number: _____ Address (if different than above) _____

Email: _____

Emergency Contact Name: _____ Date of Birth _____

Relation to child: _____ Home Phone: _____

Work place: _____ Work Address: _____

Work Hours: _____ Work Phone: _____

Cell/Other Number: _____ Address (if different than above) _____

Email: _____

Children must be signed in and signed out by an authorized person listed

Persons authorized to pick up your child besides above:

Name	Phone #	Relation to child	Date of Birth

Name	Phone #	Relation to child	Date of Birth

Name	Phone #	Relation to child	Date of Birth

(over, please)

Registered Sex Offender Policy

In the interest of maintaining an environment that is safe for all, any individual listed on the National Sexual Offender Registry will be denied access to the facility that is why we need parent/guardian/authorized pick up names & birthdates.

Weeks of Attendance

Please mark the weeks that your child will be attending Day Camp.

_____ Week 1 June 18-June 22

_____ Week 8 Aug 6-Aug 10

_____ Week 2 June 25-June 29

_____ Week 9 August 13-August 17

_____ Week 3 July 2- July 6
Camp will not meet on Monday, July 4
in observance of Independence Day

_____ Week 10 August 20-August 24

_____ Week 4 July 9-July 13

_____ Week 11 August 27-August 31

_____ Week 5 July 16-July 20

_____ Week 6 July 23-July 27

_____ Week 7 July 30-Aug 3

Summer Day Camp Hours

Monday-Friday 8:00am-6:00pm

Early Drop Off 6:30am-8:00am

Children must be signed in and signed out by an authorized person listed.

Summer Day Camp Fees

Registration Fees: (non-refundable)

Before May 1, 2018

\$40 per child

May 1, 2018 and after

\$50 per child

Full Time (4-5 Days)

Member

\$130 per child/week

Nonmember

\$145 per child./week

Part Time (1-3 Days)

Member

\$110 per child/week

Nonmember

\$125 per child/week

Early Drop Off

6:30am-8:00am

(Includes a healthy breakfast)

Part Time Fees (1-3 Days):

\$20 per child/week

Full Time Fees (4-5 Days):

\$25 per child/week

Extras:

Additional Field Trip T-shirt

\$5

Drawstring Camp Bag

\$10

Lunch Bag

\$7

Sunglasses

\$5

Parent Billing Agreement

I have my child enrolled in the Monroe Family YMCA CAMP GONNAHAVEFUN, Summer Day Camp Program.

- I understand that there is a non-refundable registration fee of \$40/child if registered before May 1, 2018, and \$50/child if registered May 1, 2018, or after.
- I understand that payment is due the Thursday prior to the week my child is to attend. Payments may be made in person at The Monroe Family YMCA, over the phone, or online at ymcaofmonroemembers.org
- I understand that a \$5/child per day charge will be applied to my account for each business day my payment is late (Any day the YMCA is open is considered a business day).
- I understand that a \$10/child charge will be applied to my account for every 10 minutes, or fraction thereof, after 6:00pm that I am late.
- I understand that credits or refunds will not be given for days/weeks missed without proof of doctor or emergency documentation.
- If I receive assistance from the Department of Human Services (DHS), I understand that I am responsible for all tuition not paid by the agency, (Registration Fees, Late Fees and Field Trip costs can not be included in fees paid by DHS).
- I understand that I am responsible for keeping my receipts for tax records. The YMCA does not send out tax statements.
- Financial Responsibility: I understand that I will be responsible for all Day Camp tuition and any other fees which may be charged to my account (Late Fees, Field Trip Fees, NSF fees, etc.). I understand that in the event of non-payment, the YMCA will terminate my child from the program, and refer my account to a collection agency, or may seek legal action.

I have read and understand the above information of the YMCA's Parent Billing Agreement.

Parent/Guardian signature:

Date:

Medical Information

Child's Physician: _____ Phone Number: _____ Address: _____

Hospital preferred for emergency treatment: _____

Health Insurance Policy Name & Number (write "none" if you do not have insurance):

Allergies: _____

Special Concerns: _____

Will the YMCA need to administer medication to your child? YES/NO (Please circle one)

If YES, permission slips are available from the director.

My child, _____, is in overall good health and should have no problems with daily activities at the YMCA.

Parent/Guardian signature: _____ Date: _____

Parent Consent/ Authorization

I _____ **authorize** _____ **do not authorize** the YMCA to transport my child, whether by bus, YMCA mini-bus, or by walking.

I _____ **give** _____ **do not give** permission for promotional photographs to be taken of my child.

I _____ **give** _____ **do not give** permission for my child to swim at the YMCA or any YMCA function.

I _____ **give** _____ **do not give** permission for the YMCA to apply sunscreen and/or bug spray to my child.

ALL SUNSCREEN AND BUG SPRAY MUST BE PROVIDED BY THE PARENT/GUARDIAN IN ORDER FOR THE YMCA STAFF TO APPLY IT TO YOUR CHILD.

I understand that the YMCA shall not be responsible for any personal injuries or losses sustained to my child while on YMCA premises or as a result of a YMCA sponsored activity. I further agree to indemnify and save harmless the YMCA from any claims or demands arising out of such injuries or losses.

I give permission to the Monroe Family YMCA, licensed by the Department of Consumer and Industries Services, to secure emergency medical and/or emergency surgical treatment for the above named minor child while in care. I understand that in the event of injury, I will be contacted first and this waiver will only be needed if my emergency person or I can not be reached.

Parent/Guardian signature: _____ Date: _____

School-Age Physical Form

If your child is in school, we do not need a physical signed by a physician, only the form signed by a parent/guardian (below). A copy of your child's immunization records is not necessary, as they are on file with your child's school. All children not enrolled in school need a physical signed by a physician and an immunization record.

By signing below, I affirm that to the best of my knowledge, my school-age child, _____, is in good health.

_____ Immunization record attached (if required)

Activity restrictions (if any): _____

Parent/Guardian signature: _____ Date: _____

Admission Policy

The YMCA admits children between the ages of 5-12 years without regard to race, color, creed, religion, sex, or handicap. A child is considered to be enrolled in our program only after ALL registration paperwork is complete and initial deposit has been received. The Program Director confirms the availability of space. Upon enrollment, each child must have on file current immunization record (with the school) and emergency transportation information. This includes basic enrollment and health information. Any changes to this information must be communicated to the administrator so that current information is always on file. This is for the safety of your child.

Parent/Guardian signature: _____ Date: _____

Withdrawal Policy

1. An outstanding bill-paperwork will indicate the past due amount. This must be paid within one week after it is noted (by Thursday, when payment is due), if not, the YMCA may remove the child from the program. To re-enroll will require a new deposit.
2. Disruptive or inappropriate behavior- the parent will be asked to participate in a conference with the counselor and Youth Development Director to discuss the situation. If the behavior continues, the child may be removed from the program.
3. Absenteeism- If a child does not attend for two (2) consecutive weeks, he/she may be considered withdrawn, at which time the available space may be filled by another child. For special circumstances, please notify the Youth Development Director for approval.

If for any reason, you should choose to remove your child for the program, please notify the Youth Development Director immediately.

Parent/Guardian signature: _____ Date: _____

Appropriate Behavior Policy

In the interest of maintaining an environment that is safe for all participants, volunteers, and staff in CAMP GONNAHAVEFUN, Summer Day Camp Program, The Monroe Family YMCA expects that all campers will act respectfully at all times during program operation. Campers are to behave in a mature, responsible way and respect the rights and dignity of others. Campers actions will reflect the YMCA Four Core Values:

- Campers take **Responsibility** for their actions.
- Campers **Respect** themselves, each other, camp equipment and the environment.
- **Honesty** will be the basis for all relationships and interactions.
- Campers will be **Caring** in their relationships with others.

In addition, The Monroe Family YMCA prohibits any behavior that can be construed of a sexual nature. "Sexual nature" is defined as, but not limited to, touching, suggestive speech, suggestive motions, nudity, or any other behavior that The Monroe Family YMCA Executive Director and/or Youth Development Director deems inappropriate or jeopardizes the safety of program participants.

Failure to abide by this policy will result in the immediate removal of the program.

I have read and understand the above information of The Monroe Family YMCA's Appropriate Behavior Policy.

Parent/Guardian signature: _____ Date: _____

Discipline Policy

Physical punishment, such as hitting or spanking, is prohibited, as is emotional or mental punishment such as shaming or threatening a child. If you as a parent feel that this is happening, please notify the supervisor and steps will be taken to correct the problem.

The Monroe Family YMCA Discipline Policy

FIRST OFFENSE: Explain to the child why his/her behavior is unacceptable (using the YMCA Character Development Values of Caring, Honesty, Respect, Responsibility and Faith whenever possible). Make positive suggestions on how to handle the problem resulting in written parent notification.

SECOND OFFENSE: If the behavioral problem continues, consequences of the FIRST OFFENSE, the parents will be notified immediately and it will be requested they work with the child to correct the problem.

THIRD OFFENSE: If the problem continues, consequences of the FIRST TWO OFFENSES resulting in suspension from the program for three (3) up to five (5) days based on the severity of the situation. The Executive Director and/or Youth Development Director judge the severity of the situation.

FOURTH OFFENSE: Child is removed from the program.

Any of the offences may be enforced immediately, based on the severity of the situation. The Executive Director and/or Youth Development Director judge the severity of the situation. This policy has been put in effect to secure the safety of the children and counselors.

I have read and understand the above information of the Monroe Family YMCA's Discipline Policy.

Parent/Guardian signature: _____ Date: _____

Children's Violence Policy

If a child becomes violent toward another child or adult, resulting in a serious injury, therefore compromising the safety of that child or adult and the other children, the YMCA will take action in the following ways:

FIRST OFFENSE:

Parents are notified and the child is sent home immediately for the remainder of the day; the child may return on the next scheduled day.

SECOND OFFENSE:

Consequences of the FIRST OFFENSE and the child is suspended for three (3) days.

THIRD OFFENSE:

The child's enrollment is terminated immediately.

- In the case of severe violence with severe injury, the THIRD OFFENSE consequence will be enforced (the director judges severity of violence and injury).
- This policy has been put in effect to secure the safety of the children and counselors.

I have read and understand the above information of the Monroe Family YMCA's Children's Violence Policy.

Parent/Guardian signature: _____ Date: _____

Weapons Policy

In the interest of maintaining an environment that is safe and free of violence for all participants in CAMP GONNAHAVEFUN, Summer Day Camp Program, The Monroe Family YMCA prohibits the presence or use of weapons. "Weapons" is defined as, but not limited to, handguns, firearms, explosives, knives, or any other instrument that The Monroe Family YMCA Executive Director and/or Youth Development Director deems threatening to the safety of program participants.

Failure to abide by this policy will result in the immediate removal of the program.

I have read and understand the above information of The Monroe Family YMCA's Weapon Policy.

Parent/Guardian signature: _____ Date: _____

Food Policy

- The YMCA will provide breakfast, lunch and healthy snack to be served family-style every day camp is in session. All of our meals and snacks will follow the guidelines put in place by HEPA, Healthy Eating and Physical Activity, Standards.
- Monthly menus will be provided.

Any food and beverages provided by parents must follow the guidelines below:

- No outside beverages, other than water will be permitted. The YMCA will provide water to participants at all times.
- Fried or pre-fried foods will not be permitted. Fried foods include items like potato and corn chips, pre-fried French fries, chicken nuggets, fish sticks, tater tots, etc.
- Foods that contain trans fat (listed as partially hydrogenated oils in the ingredients) will not be permitted.
- Foods that list sugar (e.g. sugar, invert sugar, brown sugar, words ending in -ose, and syrups like high fructose corn syrup, etc.) as one of the first three ingredients will not be permitted.
- Children who bring the types of foods listed above will not be permitted to eat them while participating in our programs. A healthy breakfast, lunch, and snack will be provided by the Y.

Parent/Guardian signature: _____ Date: _____

Child Placement Contract

Child's Name: _____ Date of Birth: _____

1. The YMCA shall develop and implement a written screening policy for all staff and volunteers, including parents, who have contact with children.
2. The YMCA will implement a developmentally appropriate program which shall include all of the following areas:
 - A. Physical development, including large and small muscle activities.
 - B. Social development, including communication skills.
 - C. Emotional development, including positive self-concept.
3. The YMCA shall provide the following activities daily for Day Camp:
 - A. Quiet and Active.
 - B. Individual, small group, and large group.
 - C. Large and small muscle.
 - D. Not less than 30 minutes of developmentally appropriate emergent literacy activities.
4. The YMCA shall prepare for the week a daily guide relating to the program and each age group. The guide will be available to parents.
5. The YMCA shall keep the Licensing Notebook accessible to all parents during regular business hours.
 - A. The licensing notebook contains all licensing inspection and special investigation reports and related corrective action plans since May 28, 2010.
 - B. Licensing inspection and special investigation reports from at least the past 2 years are available on the child are licensing website at **www.michigan.gov/michildcare**.
4. The YMCA shall permit parents to visit the program for the purpose of observing their child(ren) at all times.
5. Outdoor play will be provided, weather permitting.
6. A parent handbook will be given to each parent upon enrollment in accordance with licensing guidelines. This handbook will contain the criteria for admission and withdrawal; schedule of operation, denoting hours, days, and holidays during which the center is open and services are provided; fee policy; discipline policy; food service policy; program philosophy; typical daily routine; parent notification plan for accidents, injuries, illnesses; exclusion policy for child illness and notice regarding the licensing notebook.

Parent/Guardian signature: _____ Date: _____

Program Director signature: _____ Date: _____



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

Dear Parent and Guardians,

Summer Camp is fast approaching at the Monroe Family YMCA! This email is to provide information regarding our Food Policy. We are proud to educate campers and families about the importance of nutrition, healthy eating, and physical activity. We offer all campers the option of **FREE** hot lunch. Your child prefer bring a lunch from home instead of taking advantage of this program, **our food policy requires HEPA (Healthy Eating and Physical Activity) Standards be followed.**

Below is a list of authorized HEPA complaint food choices that are permitted to be brought to camp. Our **FREE** Lunch program is HEPA compliant and it is encouraged this healthy option is considered this summer. Lunch menus will be available 2 weeks in advance on our website, at our front or back desks, and hanging up in the YMCA to help you plan. In addition to these foods, the only beverage allowed to be brought to camp is unflavored water. We will provide a milk option as a part of the free lunch program.

We do have many children who have allergies for example nut allergies. If your child is allergic we will make sure they are not around it, and eat lunch in an alternative spot with other children so they are not alone.

Please send your child to camp daily with a water bottle clearly labeled with their name on it.

Campers are welcome to pack any of the following suggested items:

<u>LUNCH:</u>	Boysenberries	Star Fruit
Water	Cantaloupe	Strawberries
Deli meat	Cherries	Tangerines
Grilled or roasted chicken	Cranberries	Ugli Fruit
Tuna	Dates	Watermelon
Grilled or roasted turkey	Figs	Artichokes
Beans	Grapefruit	Asparagus
Lentils	Grapes	Avocado
Whole grain bagels	Guava	Bamboo Shoots
Whole grain bread	Honeydew	Beets
Whole grain English muffins	Kiwi	Broccoflower
Whole grain flat bread	Oranges	Broccoli
Whole grain buns	Mangoes	Carrots
Whole grain pita bread	Nectarines	Cauliflower
Whole grain tortillas	Papaya	Celery
Pretzels	Peaches	Corn
Whole grain pasta	Pears	Cucumbers
Brown rice	Persimmons	Eggplant
Apples	Pineapple	Mushrooms
No sugar added applesauce	Plums	Okra
Apricots	Prunes	Olives
Bananas	Raisins	Onions
Blackberries	Raspberries	Parsnip
Blueberries	Rhubarb	Peppers

The Monroe Family YMCA is a 501 (c) (3) nonprofit charitable organization. Donations, Gifts, and Bequests are tax-deductible.
The Monroe Family YMCA •1111 West Elm Avenue •Monroe, MI 48162 • (734) 241-2606 phone • (734) 241-5062 fax
ymcaofmonroe.org



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Pickles
Pumpkin
Salsa
Spinach
Sprouts
Squash
Cabbage
Mustard and Turnip Greens
Jicama
Kale
Lettuce
Tomato
Dried Peas
Green Peas
Low-fat milk
Low-fat cheese
String Cheese
Eggs
Low-fat yogurt

Nuts*
Peanut Butter*
Seeds*

*Please be aware there are several campers with severe food allergies. Campers who bring in peanut butter or other nut or tree-nut products will eat lunch in a designated area. Following lunch time the area will be sanitized and those campers will be required to wash their hands and faces before rejoining the other campers.

Whole grain crackers: Examples include: Special K Multi Grain Crackers, Back to Nature Harvest Whole Wheats, Triscuit, Crunchmaster Multi-seed crackers, no sugar added granola.

Whole grain cereal: Examples include: Cheerio's, Kashi Honey Puffs, Fiber One Cereal, Grape Nuts, Special K.

Other baked chips and crackers: Examples include: Baked Lays, Cheese-its, Wheat Thins, Sun Chips, or Pretzels.

If you have any questions, please contact me at 734-241-2606 ext. 238.

I know children can be picky we just ask you to follow this as much as possible because we are all about healthy living.

Thank you very much,

Lizzy McCloud
Youth Development Director
lmccloud@ymcaofmonroe.org



**FOR YOUTH DEVELOPMENT
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Dear Parents,

During Camp Gonnahavefun, the participants are given the opportunity to swim on Monday-Friday from 3:00pm-4:00pm. Before swimming, every child is required to take a swim test, and is given a swim band corresponding to her/his level. As a reminder Wednesdays are field trip days and there is always a chance they might not get back in time for swimming, we do our best to try and avoid that.

The levels are:

RED- Inexperienced swimmer. Red swimmers may only swim in the shallow end of the pool and are required to wear a life jacket. (Life jackets are available to borrow at the YMCA). Please note, any swimmer who does not have the ability to touch the bottom of the pool while having her/his head completely above the water will be required to wear a life jacket.

YELLOW-Inexperienced swimmer. Yellow swimmers may only swim in the shallow end of the pool, but are able to touch the bottom of the pool with the ability to have her/his head completely above the water.

GREEN-Experienced swimmer. Green swimmers may swim in both the shallow and deep ends of the pool. Green swimmers must be able to easily swim the length of the pool back and forth (on both her/his stomach and back), touch the bottom of the deep end and swim back up, and tread water for 60 seconds. They must have a "buddy swimmer" to swim in the deep end.

Please note, any child who is under the age of 7 years old, or chooses not to take the swim test will automatically be considered an inexperienced swimmer. The level determined by the Y Kids U Staff and/or Aquatic Staff will be the final decision. Participants will be given the opportunity to retest on Mondays.

Please take a moment to answer the questions on the back of this sheet regarding your child's swimming ability.

Thank you for your time,

Lizzy McCloud
Youth Development Director
(734)241-2606 X 238
lmcloud@ymcaofmonroe.org

Swim Survey

Child's name _____ Child's age _____

1. How experienced of a swimmer is your child?

No experience Little experience Moderate experience Much experience

Comments: _____

2. How comfortable is your child in a large group swimming setting?

Not at all comfortable Moderately comfortable Very comfortable

Comments: _____

3. Is your child able to touch the bottom in the shallow end (4 feet deep) while keeping his or her head above the water? *Please note: any child who is unable to touch the bottom will be required to wear a life jacket (YMCA will provide).*

Yes No

Comments: _____

4. How comfortable is your child putting his or her head underwater?

Not at all comfortable Moderately comfortable Very comfortable

Comments: _____

5. Specific instructions and/or requests *(i.e. automatically make red, must wear a life jacket, etc.)*



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The following protocols and procedures for photo/video/audio release forms apply to all departments at Y-USA. Staff should follow these protocols and procedures when capturing photos and videos for use in marketing communications collateral. Often when Y-USA shares photos/videos/audio with partners or donors for their use, we have to sign a release stating that we are absolutely certain we could produce a release for any and all persons in the photo/video/audio. This is one of many reasons why having signed releases is critical.

When and how to use a photo/video/audio release form:

1. Anyone who is identifiable in a photo or video must sign a release form.
2. Anyone who is participating in an audio recording must sign a release form.
3. All Y-USA staff must use the approved Y-USA photo/video/audio form (attached below).
4. YMCAs typically have members and participants sign a photo/video release form, but a local Y's release is NOT valid for Y-USA use.
5. Onsite signage stating that filming is taking place (e.g., "We are filming here today....") is not legal protection. Anyone who is identifiable must sign a release form.
6. In addition to signing a release form, participants should receive a clear explanation as to what they're signing so Y-USA's intentions for the photos/videos/audio are clear. In other words, explain that even though filming is taking place in Providence, their photo may be used on a poster in Seattle. We are a national organization, and the photos/videos/audio we're acquiring will be used nationally.

Where and how to store photo/video/audio release form:

1. All signed releases must be scanned and saved to the I drive at this location: Everyone > Photo-Video-Auto Releases.
2. File folder names should clearly indicate the location of photo shoot, Y-USA department and date. For example, San Diego_TLD_Sept 2009.
3. Departments should continue to manage hard copy storage of signed photo releases.

YMCA OF THE USA

101 N Wacker Drive, Chicago IL 60606

P 800 872 9622 F 312 977 9063 ymca.net



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PHOTO AND VIDEO/AUDIO RECORDING RELEASE

I am 18 years of age or older and, if not, my Mother/Father/Legal Guardian has also signed below.

For my participation in activities to be conducted by the National Council of Young Men's Christian Associations of the United States of America (YMCA of the USA) , I hereby give my permission and consent, now and for all time, to YMCA of the USA and collaborating third parties to make, reproduce, edit, broadcast or rebroadcast any video film, footage, sound track recordings and photo reproductions of me and/or my narrative account of my experience within said activities, for publication, display, sale or exhibition thereof in promotions, advertising and legitimate business uses without any compensation to, and/or claim, by me. I may, or may not be, identified in such reproductions; however, I shall not be stated by name to have endorsed any particular commercial products or commercial services.

I further agree to the following:

- Any video film, footage, sound track recordings, and photo reproductions of me and/or my narrative account of my experience during said activities, I authorize, according to this Release, shall belong to YMCA of the USA and collaborating third parties. Therefore, they will have full right of disposition of any video film, footage, sound track recordings and photo reproductions of me and/or my narrative account of my experience within said activities;
- Any video film, footage, sound track recordings and photo reproductions of me and/or my narrative account of my experience within said activities will not be subject to any obligation of confidentiality and may be shared with and used by YMCA of the USA and collaborating third parties;
- YMCA of the USA and collaborating third parties collaborating shall not be liable for any use or disclosure to a third party of any video film, footage, sound track recordings and photo reproductions of me and/or my narrative account of my experience; and
- YMCA of the USA and collaborating third parties shall exclusively own all known or later existing rights to worldwide and shall be entitled to the unrestricted use any video film, footage, sound track recordings and photo reproductions of me and/or my narrative account of my experience for any purpose without compensation to me.

I agree that my consent and this release are irrevocable. I hereby release and discharge YMCA of the USA and collaborating third parties from any and all claims in connection with the uses and reproductions, any video film, footage, sound track recordings and photo reproductions of me and/or my narrative account of my experience as described herein.

Signature: _____

Date: _____

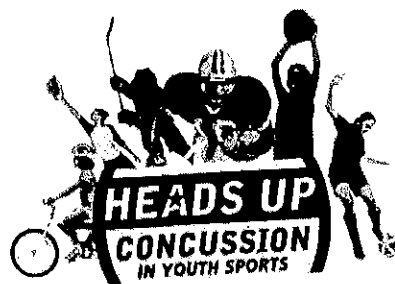
Printed Name: _____

Age: _____

Address: _____

I am the Mother/Father/Legal Guardian of _____ (child's name). For the consideration contained herein, I hereby consent to the foregoing on behalf of my minor child.

Signature of Mother/Father/Legal Guardian: _____



Parent/Athlete Concussion Information Sheet

A concussion is a type of traumatic brain injury that changes the way the brain normally works. A concussion is caused by bump, blow, or jolt to the head or body that causes the head and brain to move rapidly back and forth. Even a "ding," "getting your bell rung," or what seems to be a mild bump or blow to the head can be serious.

WHAT ARE THE SIGNS AND SYMPTOMS OF CONCUSSION?

Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days or weeks after the injury.

If an athlete reports **one or more** symptoms of concussion listed below after a bump, blow, or jolt to

Did You Know?

- Most concussions occur *without* loss of consciousness.
- Athletes who have, at any point in their lives, had a concussion have an increased risk for another concussion.
- Young children and teens are more likely to get a concussion and take longer to recover than adults.

the head or body, s/he should be kept out of play the day of the injury and until a health care professional, experienced in evaluating for concussion, says s/he is symptom-free and it's OK to return to play.

SIGNS OBSERVED BY COACHING STAFF	SYMPTOMS REPORTED BY ATHLETES
<p>Appears dazed or stunned</p> <p>Is confused about assignment or position</p> <p>Forgets an instruction</p> <p>Is unsure of game, score, or opponent</p> <p>Moves clumsily</p> <p>Answers questions slowly</p> <p>Loses consciousness (<i>even briefly</i>)</p> <p>Shows mood, behavior, or personality changes</p> <p>Can't recall events <i>prior</i> to hit or fall</p> <p>Can't recall events <i>after</i> hit or fall</p>	<p>Headache or "pressure" in head</p> <p>Nausea or vomiting</p> <p>Balance problems or dizziness</p> <p>Double or blurry vision</p> <p>Sensitivity to light</p> <p>Sensitivity to noise</p> <p>Feeling sluggish, hazy, foggy, or groggy</p> <p>Concentration or memory problems</p> <p>Confusion</p> <p>Just not "feeling right" or "feeling down"</p>

CONCUSSION DANGER SIGNS

In rare cases, a dangerous blood clot may form on the brain in a person with a concussion and crowd the brain against the skull. An athlete should receive immediate medical attention if after a bump, blow, or jolt to the head or body s/he exhibits any of the following danger signs:

- One pupil larger than the other
- Is drowsy or cannot be awakened
- A headache that not only does not diminish, but gets worse
- Weakness, numbness, or decreased coordination
- Repeated vomiting or nausea
- Slurred speech
- Convulsions or seizures
- Cannot recognize people or places
- Becomes increasingly confused, restless, or agitated
- Has unusual behavior
- Loses consciousness (*even a brief loss of consciousness should be taken seriously*)

WHY SHOULD AN ATHLETE REPORT THEIR SYMPTOMS?

If an athlete has a concussion, his/her brain needs time to heal. While an athlete's brain is still healing, s/he is much more likely to have another concussion. Repeat concussions can increase the time it takes to recover. In rare cases, repeat concussions in young athletes can result in brain swelling or permanent damage to their brain. *They can even be fatal.*

It's better to miss one game than the whole season. For more information on concussions, visit: www.cdc.gov/Concussion.

Remember

Concussions affect people differently. While most athletes with a concussion recover quickly and fully, some will have symptoms that last for days, or even weeks. A more serious concussion can last for months or longer.

WHAT SHOULD YOU DO IF YOU THINK YOUR ATHLETE HAS A CONCUSSION?

If you suspect that an athlete has a concussion, remove the athlete from play and seek medical attention. Do not try to judge the severity of the injury yourself. Keep the athlete out of play the day of the injury and until a health care professional, experienced in evaluating for concussion, says s/he is symptom-free and it's OK to return to play.

Rest is key to helping an athlete recover from a concussion. Exercising or activities that involve a lot of concentration, such as studying, working on the computer, or playing video games, may cause concussion symptoms to reappear or get worse.

After a concussion, returning to sports and school is a gradual process that should be carefully managed and monitored by a health care professional.

Student-Athlete Name Printed

Student-Athlete Signature

Date

Parent or Legal Guardian Printed

Parent or Legal Guardian Signature

Date