



PARENT GUIDE



SUMMER CAMP 2025

North Suburban YMCA, 2705 Techny Rd. Northbrook, IL 60062. 847-272-7250 nsymca.org
The NSYMCA is a 501(c)3 non-profit organization, open and accessible to all.

WELCOME TO 2025 SUMMER CAMP!

Dear NSYMCA Camp Families,

Welcome to the North Suburban YMCA 2025 Summer Camp Program! We're so glad you're here!

Thank you for choosing to trust us with your child's camp experience. The Y believes that working together with you and your child, as partners, is essential to the success and quality of our program.

This Parent Guide has been developed to provide you with information on our policies and procedures. It contains most anything you may need to know about camp. If we've missed something, please don't hesitate to let us know.

Please take time to read this guide and keep it for reference. It has swim times, maps, and more!

Sincerely,

Ricky Gonzalez
NSYMCA Camp Director

IMPORTANT
DATES



- December 2nd > "Active" Member Registration Opens
- January 2nd > "New" Member Registration Opens
- February 1st > Non-Member Registration Opens
- March 1st > HAWKS Inclusion 1-on-1 Camp Registration Closes
- March 2nd > Standard Rates Begin
- May 1st > Deadline for Cancellation Refunds
- June 5th > Camp Meet & Greet
- June 7th > Preschool Camp Meet & Greet
- June 9th > Camp Week #1 Begins
- July 4th > No Camp. Proration has been applied.
- August 15th > Last Day of Camp





WAYS TO REGISTER

Create Your NSYMCA Account Today!

As a reminder, we updated our NSYMCA website and operating system last summer, which requires all members to create a new login account. Please ensure your account is set up before registering for camp. Create your account today at: nsymca.org.

Online Registration

For the first time ever, you can register for camp online at nsymca.org! Registration will begin at 10:00 AM on the opening dates listed on page 2. Please double-check your registration details, as we will not be able to make corrections for sold-out camps.

In-Person Registration

You may also register by submitting a completed camp registration form to our front desk or by emailing it to registrar@nsymca.org. Please note that hard-copy registrations will be processed in the order they are received. These are processed manually and can take 3-4 business days, while online registration continues in real-time.

All registrations must be completely filled out in order to be processed. Missing information will delay your registration and spots are not held.

Deposit and Registration Fee

All registrants will be charged a weekly deposit/registration fee as follows:

- \$10 per week for half-day camp
- \$20 per week for full-day camp

The maximum deposit/registration fee for full-day camps is \$200, which covers the full 10-week session.

After paying the deposit, you can make additional payments toward your total camp balance at the time of registration. For example, if your total balance is \$1000 after paying the registration fee, you may choose to pay \$500 upfront, leaving the remaining balance of \$500 to be paid off over the course of the payment plan. If you would like to make additional payments after registration, please contact registrar@nsymca.org to confirm.

All camp deposits are non-refundable.



WAYS TO REGISTER

Child Care Tax Statements

Your child(ren's) Child Care Tax statements are now available online. They will be developed each January for the previous year and will remain available for the entire year online (in your account) at nsymca.org.

Scholarship

All scholarship information **MUST** be updated and approved in order to receive financial aid for camp registrations online. We can **NOT** retroactively apply scholarship after camp registrations have been processed. Please note that scholarship does not apply to all camps (See camp guide).

Membership

Your child must have a membership in order to receive membership savings for camp. If you are interested in a NSYMCA membership for your child, your membership must be processed prior to registering for camp. We can **NOT** retroactively apply membership savings after camp registrations have been processed.

Memberships must be maintained for a minimum of 6 months and through your child(ren's) final day of camp registered. Membership cancellations can only be processed by our front desk reception staff. If you cancel your membership prior to the 6-month minimum and your child(ren's) final day of camp registered, you will be subject to pay the non-member rate (minus fees paid to date). You can now register for membership online.

Payment History

View and access your payment history online.

1. Navigate to the unit the child is listed on.
2. Select the child whose payment history you wish to view.
3. Select Child Care tab under the member's profile.
4. Click Child Care button.
5. Under Quick Links section, click Payment History.
6. Enter payment date range.
7. Select View to see data on the screen or Export to obtain a PDF document.

You can now view your child's camp schedule online in the calendar view on their dashboard.



GENERAL POLICIES

Changes and Transfers

All camp cancellations and transfer requests must be submitted in writing to registrar@nsymca.org. A \$30 per camp week (per child) transfer fee will be required for any transfers, and this applies to all requests.

Refunds

Camp cancellations are subject to a \$30 per camp week (per child) cancellation fee. This differs from previous years, where a flat \$30 cancellation fee was applied. For example, if you cancel three weeks of camp, your cancellation fee will total \$90. The refund deadline is May 1, 2025. After this date, no refunds or credits will be issued for cancellations.

If you have to cancel camp, your deposit for that week will be applied to the cancellation fee. If you paid a \$20 deposit, then you will be charged an additional \$10.

Traditional VS Specialty

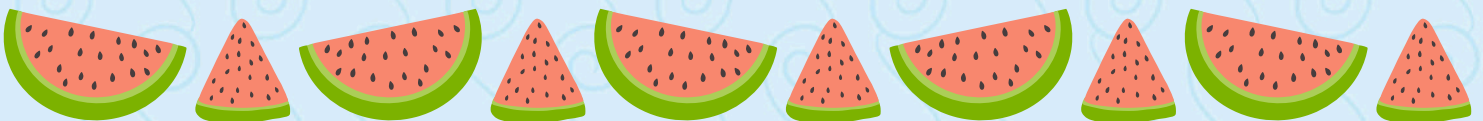
Full Day registered Traditional Campers attend full day field trips each Thursday. If you are a half day Traditional day camper, you do not attend the Thursday field trips. If you are in a specialty camp, you do not attend the Thursday field trip.

Free swim is M, W, F in the afternoons for Traditional Camp only. If you are registered for 'AM only' or register for a PM Specialty Camp, your child will not swim.

Swim Lessons are on Tuesdays. They are an optional add on. They are available for Traditional Camp only. If you are registered for a Specialty Camp only, you can not register for swim lessons that given week. If you are registered for half day Traditional, you may register for swim lessons. If you want to register for swim lessons, please email registrar@nsymca.org

Processing Fees

- A 3% processing fee will apply to all credit card payments.
- A 0.96% processing fee will apply to ACH payments.
- A \$30 NSF fee will be charged for any payment that is returned by the bank. As a courtesy, one fee will be waived per calendar year.



GENERAL POLICIES

Payment Plans

Payment plans are available to both members and non-members. There are two payment plan options (see below).

Option #1 – Standard Payment Plan

- Payments will begin the week before your child's camp starts. For example, if your child's camp begins in Week 2, your first payment will be charged on the Monday prior.
- Payments will be automatically drafted 7 days before the start of each week of camp.
- If you are registered for all 10 weeks, the payment plan will span 10 weeks, with the first draft occurring on June 2, 2025, and the final draft on August 4, 2025.
- Payment amounts may vary week-to-week based on the specific camps your child is registered for. For example, if your child is in a Premium Specialty Camp for Week 1 and Traditional Camp for Week 2, Week 1 will have a higher payment due to the price difference.

Option #2 – Custom Payment Plan

- To set up a custom payment plan, please email registrar@nsymca.org after completing your camp registration and paying the required deposits.
- Custom payment plans can begin at any time after registration and may be adjusted prior to each payment draft.
- All custom payment plans must be completed by July 15, 2025.



GENERAL INFORMATION

Communication

Email is the most reliable and preferred method of communication for camp-related questions and comments. 99% of camp communications will be conducted via email. Please send all questions, comments, or concerns to registrar@nsymca.org.

Parent-Staff Communication: Most daily concerns will be dealt with at the time of the child's pick-up or drop-off. Parents may ask to schedule a conference at any time to discuss their child's camp experience.

Weekly Newsletters: Parents will receive a weekly email newsletter detailing the upcoming themes, activities, and highlights for each camp week. Additionally, a recap email newsletter will be sent at the end of each week.

Parents may call the camp office anytime during the camp day to leave a message. Many times, we will be out with the campers, but will try to get back to you as soon as possible. If it's an emergency, the Guest Services desk can get in touch with Camp Leadership for immediate assistance.

Camp Staff

Our staff is selected on the basis of responsibility, ability to relate to children, and sensitivity to children's individual needs. The Camp Director has over 15 years of experience managing successful camp programs and developing staff. Assistant Directors and Camp Coordinators are experienced staff that provide leadership and consistency to the overall camp program. All staff participates in an intensive training that focuses on safety, team building, youth development, and problem-solving. Staff learn policies and procedures of the NSYMCA's values-based camp programming. This training helps equip each staff with the tools they need to guide campers through a fun, safe, and memorable camp experience. The majority of our counselors and all Leadership Staff are certified in CPR, First Aid, and AED through the American Red Cross.

CAMPER: COUNSELOR RATIOS

AGES 2-5

6:1

AGES 9-11

10:1

AGES 6-8

8:1

AGES 12-14

12:1



GENERAL INFORMATION

Snack Shack

Camps will take a 15 minute break for snacks and water each morning and afternoon. Tired of packing snacks? The Camp Store will have snacks, water bottles, and Lunchables for sale. Parents are encouraged to purchase a \$10.00 punch card so that campers can purchase items without using cash. We do not accept cash/coins. Email registrar@nsyma.org to purchase a Snack Shack card.

Lost & Found

The NSYMCA is not responsible for camper possessions that are lost, stolen, misplaced, or ruined. Electronics will be confiscated and returned at the end of the day. Valuables such as watches, wallets, or jewelry that are found will be kept at the YMCA front desk. Please do not send your child with any valuables to camp.

Please label all of your child's belongings. The best way to prevent the loss of property is to leave it at home! There will be a designated Lost and Found on the NSYMCA Campus. Additionally, we will set out a 'lost & found' table every Friday, near the loading dock, for your convenience. Please check for your child's items. Lost and Found items are kept at the NSYMCA until the end of the camp day (4:00pm) on Friday, any items not claimed will be then donated to charity.

Personal Items

Please write your camper's name on EVERYTHING –swimsuit, clothes, lunch, shoes, etc.

Sunscreen

Put sunscreen on prior to your child arriving at camp. Your child will be reminded to reapply sunscreen throughout the day. Younger camp groups will be provided assistance by their counselors. It is recommended to supply campers with sunscreen spray everyday.



GENERAL INFORMATION

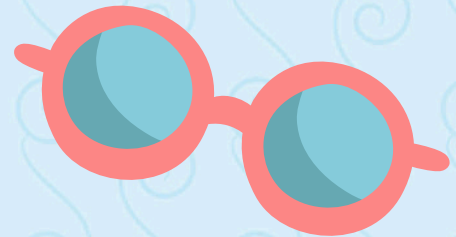
Campers must be able to eat and put on clothes themselves.

Assistance will be given to younger children (or children with special needs) for tying shoes, handling buttons, and other more difficult tasks.

Dress for the weather: closed-toed shoes each day.

Bring a non-perishable lunch, with a beverage and a snack for AM & PM campers. Send your child with a reusable water bottle. We have many water filling stations at camp, campers can fill their water bottles all day!

Campers will not have access to vending machines



GENERAL INFORMATION

Camp Backpack Checklist

What to Bring to Camp (LABEL EVERYTHING!)

- Swimsuit and Towel (All AM/PM/Full Day Campers)
- Sunscreen (preferably the spray kind)
- Closed-toe shoes (no flip-flops, sandals, or open-toe shoes)
- Lunch and 2 snacks that do not require cooling or heating
- Reusable Water Bottle
- Extra pair of clothes (All AM/PM/Full Day Campers)
- Backpack
- Clothes appropriate for the weather forecast
- Extra diapers and wipes (Preschool Campers)

What NOT to Bring to Camp

- Glass containers or bottles
- Any electronic devices – tablets, iPads, Nintendo Switch, Apple Watch, etc.
- Personal toys or sports equipment
- Cellular or smart phones
- Weapons of ANY kind, including toys (ie. knives, toy guns, etc.)
- Cards/Games (Pokemon, Magic, etc.)



Please do not send valuables to camp with your child.

Please label your child's things

Send your child with a reusable water bottle

(You may be charged for a water bottle if your child does not have one)

The YMCA is not responsible for any items lost, stolen, misplaced, or ruined. Any electronic toys or items will be confiscated and returned to the parent at the end of the day.



Camper Dress Code

Campers must be in appropriate clothing. Shorts must be of an appropriate length. Closed-toe shoes can be slip-ons, tied, or Velcro. Crocs are acceptable but ill-advised. No sandals. If your camper is not in appropriate clothing, we will call parents/guardians to bring appropriate camp clothing.

GENERAL INFORMATION

FIELD TRIPS

- Field Trips are for Full Day campers registered for Traditional or Sports Camps.
- Gymnastics, Dance, Cheer, Specialty, Premium Specialty, Preschool, and Art do NOT go on field trips.
- If you are registered for Traditional/Sports AM or PM only, you will NOT go on a field trip.
- Any last-minute changes will be emailed from our Camp Director.

FRIENDSHIP REQUEST

- Friendship requests are only accepted for Traditional and Sports Camps.
- Only one request per child is accepted. If there are multiple requests, we will try our best, but do not guarantee placement.
- If you have a friendship request, please email registrar@nsymca.org with the name of your child, their friend, the name of the camp, and the week both campers are registered. We cannot guarantee children will be placed in groups with classmates because we do not have full access to school information.

SNACK SHACK

- Snacks can only be purchased with a Snack Shack punch card. This card can be purchased by calling or emailing the registrar. They are \$10 each. Most snacks cost \$1.
- We will not charge for snacks on the credit card on file unless requested by the parent/guardian.
- No refunds will be issued.

PARENT POLICY

- Any custodial parent, or guardian of a child enrolled in our program, shall be permitted access to the camp during its hours of operation for the purposes of contacting their children.
- Separated Parents: If the parents are separated and there is no court order limiting visitation for either parent, the YMCA cannot deny access to a child by either parent. If such a court order exists, please submit it to the Camp Registrar and it will be kept on file to protect the child(ren) in the order.
- Divorced Parents: In cases of divorce, either parent may pick up a child unless a court order indicates limited visitation or no visitation. Custody and or Parental Rights and Responsibilities agreements must be submitted to the Registrar Office and will be kept on file.
- Guardianship: If a legal guardian enrolls a child, a copy of all appropriate legal paperwork must be submitted and kept on file at the NSYMCA. This is especially crucial if biological parents have no custodial or visitation rights.

ALONE CHILD POLICY/WALKING & BIKING TO CAMP

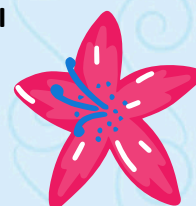
- The NSYMCA allows children 10 years and older to be in the building without a parent, however, a parent or guardian must still sign that camper in and out. If a parent/guardian wants their camper, who is 10 years old or older, to sign themselves in and out that parent/guardian must submit a Walker Permission Form, available online.

PERSONAL INFORMATION

- The NSYMCA will not release any personal information on the child or family, unless the parent requests such release, and then only if the parent has signed a release of information form. By signing the camp registration form, however, you have given the Y permission to use photos/videos of your child for marketing purpose.

ABSENCE POLICY

- When you enroll for a camp each week, you are reserving the time, space, staff, and provisions (which are purchased in advance) for your child, whether he/she attends or not. Refunds will not be given for absences.



MEDICAL POLICIES AND PROCEDURES

ILLNESSES

- For the benefit of all campers and staff, please keep sick campers at home.
- A child who has symptoms of a communicable disease should be kept at home. The child should be fever-free and vomit-free for 24 hours without medication before they are able to return to camp. A doctor's note may be required before returning to camp.
- Children exhibiting symptoms of head lice or nits (eggs) will be excluded from camp until all nits have been removed from the hair. Upon returning to camp after treatment for head lice, the camper will be reexamined before starting the camp day.
- When a child is suspected of having conjunctivitis (pinkeye) or having impetigo, the camper needs to be on medication for at least 24 hours before returning to camp AND no redness or discharge can be present in the eye or outside the eye. A child with impetigo needs to be on oral medication for at least 24 hours or topical ointments for at least 48 hours.
- If your camper shows any sign of lice or illness, rash, high temperature, diarrhea, infection, or any contagious disease, the parent/guardian or other authorized person will be called and required to pick up the camper within one hour. If your camper is exposed to any contagious illness we will notify you via email.
- If your child becomes sick at camp or has an accident, you will be notified. Please make sure all contact information is up-to-date.

INJURED OR SICK CAMPERS

We will do everything possible to comfort your child. We will assess the situation and take necessary first aid measure (i.e. Band-Aids, ice packs, etc.) in the event of an injury. We will not administer over-the-counter medications like Advil, Tylenol, etc.

EMERGENCY MEDICAL TREATMENT YMCA Camp Staff are trained in both CPR, First Aid, and AED. In the event a camper needs further medical attention, the local paramedics will be called, and then the parent/guardian will be called. If the parent/guardian cannot be reached, a YMCA leadership staff will accompany your camper to the hospital for treatment. If an injury or illness does not appear serious, but needs immediate attention, the parent/guardian will be notified and provided the option of picking up or calling the paramedics.



MEDICATIONS

The NSYMCA has a policy against dispensing medication to a child in camp. Medication will only be dispensed in lifesaving situations. Other medications such as antibiotics should be dosed before and after camp hours. Parents are allowed to come to camp in order to give their child(ren) medication. NSYMCA staff will only administer medications related to allergies and life-threatening illnesses if a Medication Authorization/ Allergy Consent form is filled out and submitted. WE DO NOT HAVE A NURSE ON STAFF.

FOOD ALLERGIES

If your child has a food allergy, please let us know! Filling out the allergy form and turning it in promptly will keep staff aware of any allergies and the procedure for dealing with them. If it is necessary, you will need to provide an Epi-pen and submit the Medical/Authorization form. We suggest you only pack things your child can safely eat and remind him/her not to share food. Please contact the Camp Registrar at registrar@nsymca.org for any questions concerning special lunches or allergies.

PEANUT-ALLOWED CAMP

We are not peanut free. Campers with peanut or tree nut allergies should have a Medication Authorization/ Allergy Consent form on file with the NSYMCA Camp Registrar. We will have special accommodations for meal-times to reduce the risk of exposure.

INSURANCE

The NSYMCA takes every precaution to ensure a safe and fun experience for all campers. If an accident should occur while your child is in the NSYMCA Camp Program, please note that the NSYMCA does not provide accident insurance. All medical bills are the responsibility of the child's parent or guardian.

BEHAVIOR MANAGEMENT POLICY

DISCIPLINE/BEHAVIOR POLICY AT A GLANCE

The NSYMCA teaches the core values of caring, honesty, leadership, respect, and responsibility to promote a healthy, safe, and secure environment for all Day Camp participants. Campers are expected to follow the behavior guidelines set by our core values and to interact appropriately in a group setting. Ground rules are built around respect for self, others, and NSYMCA property. Time away from activities is often effective in discouraging inappropriate behavior. If unacceptable behavior continues, a conference will be requested with the parents and a behavior contract will be drawn up between the camper, parent and NSYMCA. If the inappropriate behavior continues, the Y reserves the right to suspend/and or expel the child from the program – fees paid to date will be forfeited

Behavior Management Process:

- Encouraging positive behaviors through positive reinforcement
- Being sensitive to child's feelings and listening to them
- Discussing an alternative, more positive behavior with child
- Reassuring the child that we care about them and want to help them have a positive experience at camp

Situations will be documented by staff with a completed Behavior Incident Report.

Consequences for consistent behavior not in line with core values may result in:

- Taking away privileges for the day
- Suspension of field trips
- Suspension or expulsion from camp

Behavior Contract

- If the above behavior management tools are not effective and the child continues to make poor choices, repeating the undesirable behavior, the child will enter into a behavior contract with the NSYMCA and their parent/guardian.



NSYMCA staff works as a team with the parents and/or guardians to create the best care plan for a child. A team-work approach is the most effective way to help a child modify poor behavior. Parent's/guardian's patience, support, and follow-through are not only appreciated, but necessary to the success of these methods.

Expulsion from the program is the last resort, and will be considered in situations that merit this consequence. The NSYMCA reserves the right to remove a child from our program for any of the following reasons:

- The child's needs are not being met in our small or large group camp settings.
- The child is a safety threat to themselves, other children, NSYMCA staff, members, or volunteers. This includes behavior such as fighting, striking others, biting, bullying, and wandering away from the program

BULLYING POLICY

The NSYMCA does not tolerate bullying. Any incidents or reports of bullying will be treated very seriously and fully investigated. Bullying behavior is against the core values at the NSYMCA and will be addressed with sensitivity and abrupt action. A child who bullies another child will face consequences up to dismissal from camp.

SWIMMING INFORMATION

For over 120 years the YMCA has been a leader in providing summer camp and aquatic programs to the nation's youth and is considered "the gold standard" in aquatic safety. The Y is the largest operator of swimming pools in the United States, with more than 2,000 pools, and is one of the largest providers of camp programs with over 1,920 day camps across the country. Y's nationwide serve 800,000 participants through YMCA summer camp, aquatics, and safe swimming programs.

- A swimming test is required to swim in the deep end of the pool. The test will assess the campers ability to swim one length of the pool. Once the test has been accomplished, each swimmer will be issued a wristband indicating their swim level.
- Specialty, Premium Specialty, Field Trip, Little Pioneers, Gymnastics, Cheer, Dance & Art camps do not swim.

WHAT TO BRING FOR SWIMMING

- Please send a swimsuit and towel in a separate plastic bag so that other things do not get wet.
- Please write your camper's name on their suits, towels and goggles.
- Counselors will swim with the campers and supervise the campers in locker rooms.
- Please bring swimsuit and towel everyday. We may do outdoor water play if it is hot.

SWIMMING SAFETY

- To ensure safety first, the NSYMCA has put in place multiple procedures to ensure campers' safety.
- Campers are tested during their first visit to the pool at the start of each week.
- Any swimmer who does not pass this test must wear a life jacket and wear a red wristband during any free swim in the pool to identify that they are a non-swimmer/beginner.
- This list is shared with all aquatic and camp staff.
- All NSYMCA staff ensures that all campers are accounted for before allowing kids to re-enter the water.
- Swim tests are optional. If your child(ren) chooses not to test, they will be a RED swimmer (w/ life jacket)



WRISTBANDS

- **Red** - Needs life vest at all times.
- **Purple** - Can swim in shallow end without a life jacket (where they can touch the bottom). Can go in deep end WITH life vest.
- **Blue** - Can swim anywhere in pool without life vest.

POOL STAFF

- The NSYMCA is committed to water safety and uses a comprehensive, rigorous training program to prepare lifeguards.
- All lifeguards are American Red Cross certified, and many of them hold multiple certificates.
- We have a 1:25 ratio of guards to swimmers during all free swim times, and always have at least 3 lifeguards on duty even if the group is smaller.



SWIMMING INFORMATION

<u>CAMP</u>	<u>GRADE</u>	<u>DAY</u>	<u>TYPE</u>	<u>TIME</u>
SPORTS	1-6	M, W, F	OPEN SWIM	12:50 PM - 1:30 PM
EARTH TREKKERS	K	M, W, F	OPEN SWIM	1:30 PM - 2:10 PM
VOYAGERS	1	M, W, F	OPEN SWIM	1:30 PM - 2:10 PM
TRAILBLAZERS	2-3	M, W, F	OPEN SWIM	2:10 PM - 2:50 PM
ADVENTURERS	4-5	M, W, F	OPEN SWIM	2:55 PM - 3:35 PM
NAVIGATORS	6-8	M, W, F	OPEN SWIM	2:55 PM - 3:35 PM
PATHFINDERS (MORNINGS)	4 YRS	TUE, FRI	SWIM LESSON	9:30 AM - 10:10 AM
PATHFINDERS (AFTERNOONS)	4 YRS	TH	OPEN SWIM	2:20 PM - 3:00 PM

Swim times may change due to camper enrollment. Pathfinders will be swimming during the morning and afternoon camp sessions. Earth Trekkers, Voyagers, Trailblazers, Adventurers, Sports and HAWKS camps will be swimming in the afternoon camp sessions.

SWIM LESSONS

- Swim lessons are included with Pathfinders Camp (optional for Traditional & Sports Camp).
- All families interested in swim lessons for their child(ren) MUST register for each specific session date. Swim lessons are included for Pathfinder (4 year old) campers only.
- Swim lessons will be held on Tuesdays each week. Due to popular demand, swim lessons will now be spread out across the morning session and afternoon session.
- Swim lessons are \$30 per session for members (per week) and \$35 for non members. Swim lessons are 30 minutes long and are facilitated by our aquatics staff.
- Specific swim lesson times will be dependent on total camper registrations, swim levels, and student-to-instructor ratios.
- Swim lessons are only available to Traditional and Sports Camp.

For more information and to register please email: Camp Registrar at registrar@nsymca.org.

FIELD TRIPS - WATER PARKS

Water park rules will be discussed with campers prior to all field trips. Aquatics staff will attend water park field trips. A separate swim test may be required at the water park.

PATHFINDERS CAMP

Pathfinders will receive 2 swim lessons (AM) and 1 open swim (PM) each week. Swim lessons will be conducted by aquatics staff. All Pathfinders will be required to wear lifejackets for open swim.

DROP OFF & PICK UP POLICIES

CAMP DROP OFF & SIGN IN

Morning Drop Off begins at 8:45 AM. If you drop off earlier than 8:45 AM, your child will go to Extended AM Camp - charges will apply.

DROP OFF: Follow parking lot signs to your camp drop off location (see map). There are three different drop off locations. If you have multiple children, please drop all off at one location. Preschool camps, please park and enter main building entrance.

STAY IN YOUR CARS- Staff will come to your car and help welcome your camper(s) out. If you need to talk to a counselor or director in length, this is not the time. Please set up a meeting time. We're happy to chat with you at a better time. We **MUST** keep cars moving in the parking lot! Note the Rainy Day Drop Off section outlines the drop off/pick up procedures in inclement weather.

CAMP PICK UP & SIGN OUT

AM Pick Up begins at 11:45 AM and PM Pick Up begins at 3:45 PM. If you do not see your child's camp group at their pick-up area, **PLEASE BE PATIENT. DO NOT APPROACH NSYMCA FRONT RECEPTION.** You can always speak with Camp Director Ricky Gonzalez. He can be found on the back field during pick up/drop off.

- Please park your car in the parking lot and walk to your camper's assigned outdoor or indoor location to sign out and pick up your child.
- Campers not picked up by 4:10pm will be transferred to PM Extended Camp - charges will apply.
- We will have large banners with camp names to assist you in finding your child's particular camp group. Let the staff know who you are picking up. Staff will sign out your child



RAIN DAY DROP OFF ONLY

- Check Facebook and 'Y' app for updates.
- There will be a Rain Day Banner at entrance declaring "Rain Day drop off."
- All cars will drive around the outside of the parking lot and line up to drop off by the side of the building. Please pull as far up as you can and wait for a staff to come to your car.
- We will have camp staff escort campers into the gym to be checked into their specific camp.
- You will see camp staff directing traffic, be kind to them.

RAIN DAY PICK UP ONLY

- Check Facebook, email, and 'Y' app for updates.
- There will be a Rain Day Banner at entrance declaring "Rain Day pick up."
- Parents are to park and enter the facility.
- Each camp group will be in an individual room.
- There will be signs and staff assisting parents.

EXTENDED CARE

- If your child is not picked up at 6:00 pm a fee of \$1 per minute per camper will be charged.
- Any AM only campers not picked up at 12:00 will be put into Lunch Bunch - charges will apply.

FOR THE SAFETY OF YOUR CHILDREN, WE ASK THAT YOU :

- **DO NOT** park your car in front of the building. This is a fire lane, and you will be ticketed and towed.
- **DO NOT** leave your car engine running or your child or other children unattended in the car when picking up or dropping off your camper. We will call 911 if we see this.

SIGNING OUT

- Any authorized adult picking up a camper must be on the authorized pick up list. Allow extra time the first week of camp, IDs may be checked at pick-up.
- You can add authorized pick ups online on your NSYMCA account.
- **FOR LAST MINUTE CHANGES, PLEASE EMAIL: REGISTRAR@NSYMCA.ORG.**



DROP OFF LOCATIONS

MORNING EXTENDED CARE:

USE PLAYGROUND DRIVE UP DROP OFF
7:30 AM – 8:45 AM
(AM CARE MEETS ON PLAYGROUND)

STANDARD CAMP:

Morning Drop off: 8:45 AM – 9:00 AM
Afternoon Drop off: 12:45 PM – 1:00 PM
(VIEW MAP ON NEXT PAGE)

Camp drop off begins at 8:45 AM. Due to the volume of camps, our parking lot will be very congested. Please help us by utilizing only the appropriate camp drop off zone for your child.

WE HAVE FOUR DIFFERENT CAMP DROP OFF ZONES AT THE NSYMCA. WE WILL HAVE SIGNS POINTING YOU TO EACH DROP OFF LOCATION. PLEASE DROP OFF AT THE APPROPRIATE AREA FOR YOUR CHILDS CAMP



1. BACK DRIVE UP – DROP OFF

- ADVENTURERS
- SPORTS
- TRAILBLAZERS
- VOYAGERS

2. FRONT DRIVE UP – DROP OFF

- ART
- EARTH TREKKERS
- GYMNASTICS
- NAVIGATORS



3. PLAYGROUND DRIVE – DROP OFF

- SPECIALTY CAMPS
- FIELD TRIP SPECIALTY CAMPS

4. PARK & WALK IN – DROP OFF

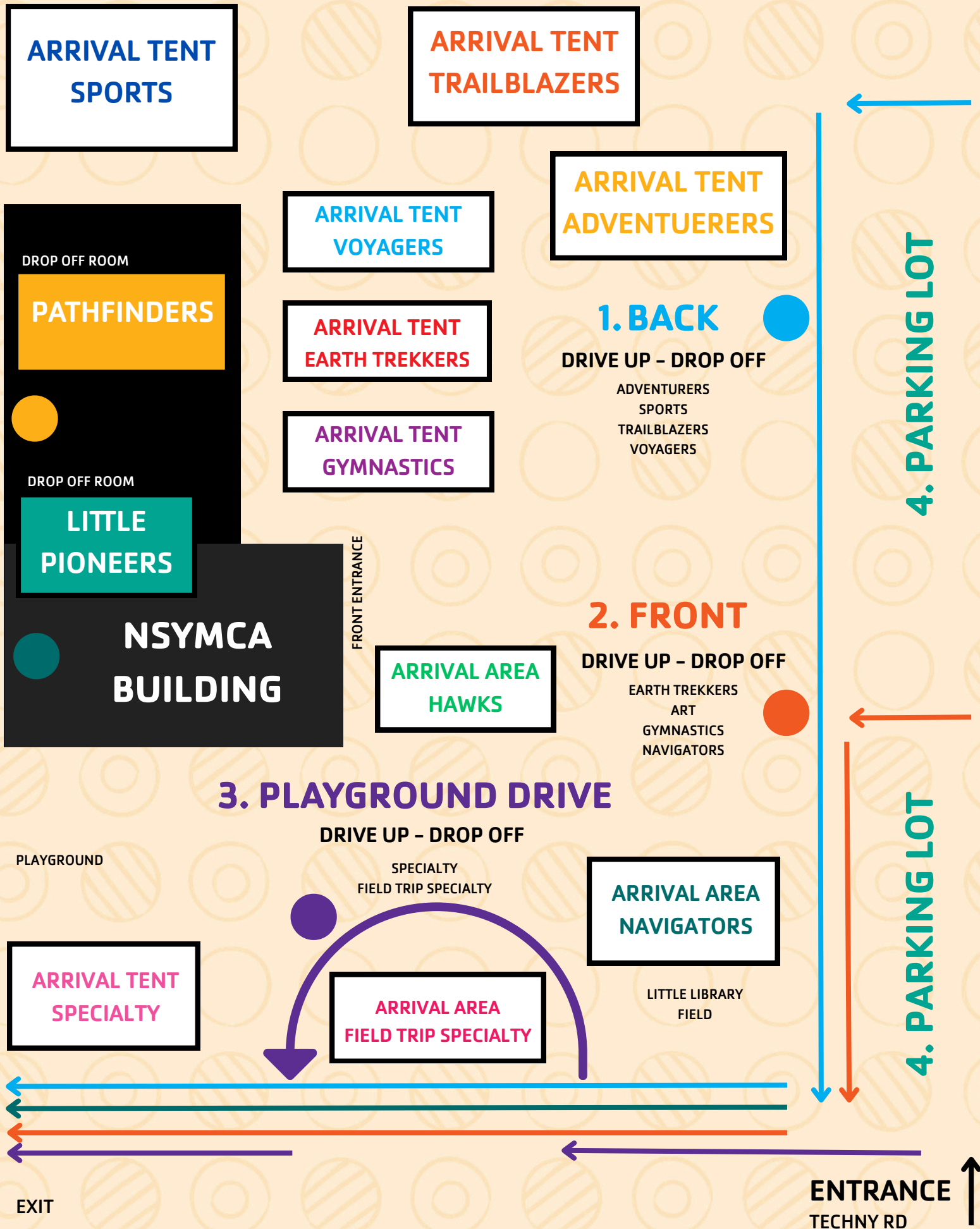
- LITTLE PIONEERS
- PATHFINDERS
- DANCE CAMP
- CHEER CAMP

Q: "WHERE DO I GO IF I HAVE 2 OR MORE CAMPERS TO DROP OFF?"

A: EMAIL CAMP DIRECTOR, RICKY GONZALEZ, FOR THE MOST CONVENIENT MULTI-CHILD DROP OFF PLAN FOR YOUR FAMILY AT RGONZALEZ@NSYMCA.ORG.



DROP OFF MAP



PICKUP LOCATIONS

AFTERNOON EXTENDED CARE:

**USE PLAYGROUND DRIVE UP PICK UP
(4:10 PM – 6:00 PM)**

PM EXTENDED CARE TAKES PLACE ON THE PLAYGROUND

STANDARD CAMP:

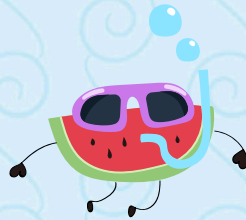
Morning Pick up: 11:45AM–12:10PM

Afternoon Pick up: 3:45PM–4:10PM

There is NO drive up for pick up.

Please park and check out your child(ren) at their designated pick up location.

Need someone else to pick up your child(ren)? Please add an authorized pick up person to your online profile. If there's a change day of, please call the registrar at (847)272-7250 ext. 1233.



INDOOR PICKUP

- **LITTLE PIONEERS: YOUTH ROOM**
- **PATHFINDERS: X ZONE**
- **DANCE: SPECIALTY TENT**
- **CHEER: SPECIALTY TENT**



OUTDOOR PICKUP

- **EARTH TREKKERS: BACK FIELD TENT**
- **VOYAGERS: BACK FIELD TENT**
- **TRAILBLAZERS: BACK FIELD TENT**
- **ADVENTURERS: BACK FIELD TENT**
- **SPORTS: BACK FIELD TENT**
- **ART: BACK FIELD**
- **HAWKS: MAIN ENTRANCE DRIVE**
- **SPECIALTY: BACK FIELD TENT**
- **FIELD TRIP SPECIALTY: PLAYGROUND DRIVE FIELD**
- **NAVIGATORS: LITTLE LIBRARY FIELD**



SPECIALTY CAMP – Please note that specialty camp does drop off (playground drive up – drop off) and pick up (back field tent) in two different locations.



PICK UP MAP

PICK UP TENT
SPORTS

PICK UP TENT
TRAILBLAZERS

PICK UP TENT
ADVENTUERERS

PICK UP TENT
VOYAGERS

PICK UP TENT
EARTH TREKKERS

PICK UP TENT
GYMNASTICS &
SPECIALTY

PICK UP AREA
ART

PICK UP AREA
HAWKS

PICK UP AREA
NAVIGATORS

PICK UP AREA
FIELD TRIP SPECIALTY

PICK UP ROOM

PATHFINDERS

PICK UP ROOM

LITTLE PIONEERS

NSYMCA BUILDING

FRONT ENTRANCE

PLAYGROUND DRIVE

PLAYGROUND

PARKING LOT

PARKING LOT

ENTRANCE
TECHNY RD

EXIT

AT A GLANCE INFORMATION

CAMP STAFF CONTACT SHEET

LEADERSHIP STAFF

KATHY FIELDING
CHIEF EXECUTIVE OFFICER
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SHANNON SLIWINSKI
YOUTH DEVELOPMENT DIRECTOR
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HEIDI BUSCH
MEMBERSHIP DIRECTOR
hbusch@nsymca.org

NSYMCA Phone: 847-272-7250 Camp Director: ext.1235 Registrar: ext.1233
2705 Techny Road, Northbrook, IL 60062
www.nsymca.org



Camp Office Hours:
8:30 - 4:30 Monday - Friday

***Phone calls and emails received after 4:30pm
will be returned the next working day.**

AM CAMP DROP OFF
Begins at 8:45AM

PM CAMP DROP OFF
Begins at 12:45PM

AM CAMP PICK UP
Begins at 12:45pm

PM CAMP PICK UP
Begins at 3:45pm



IMPORTANT DATES

December 2: Active Member Registration

January 2: New Member Registration

February 3: Non Member Registration

May 1: Last day to withdraw with refund (minus a \$30 per week cancellation fee)

June 5: Camp Meet & Greet (6:30pm-8pm)

June 9: First Day of Camp

***Refunds may be considered in unique circumstances and granted by the director at their discretion**



**Summer
Camp**
North Suburban YMCA