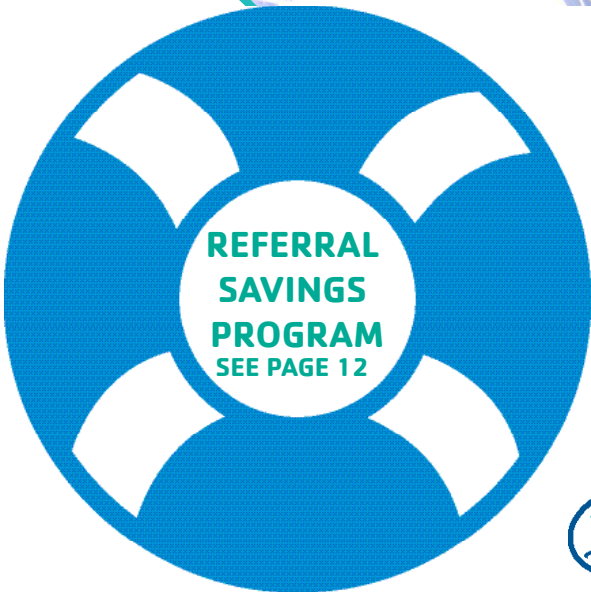
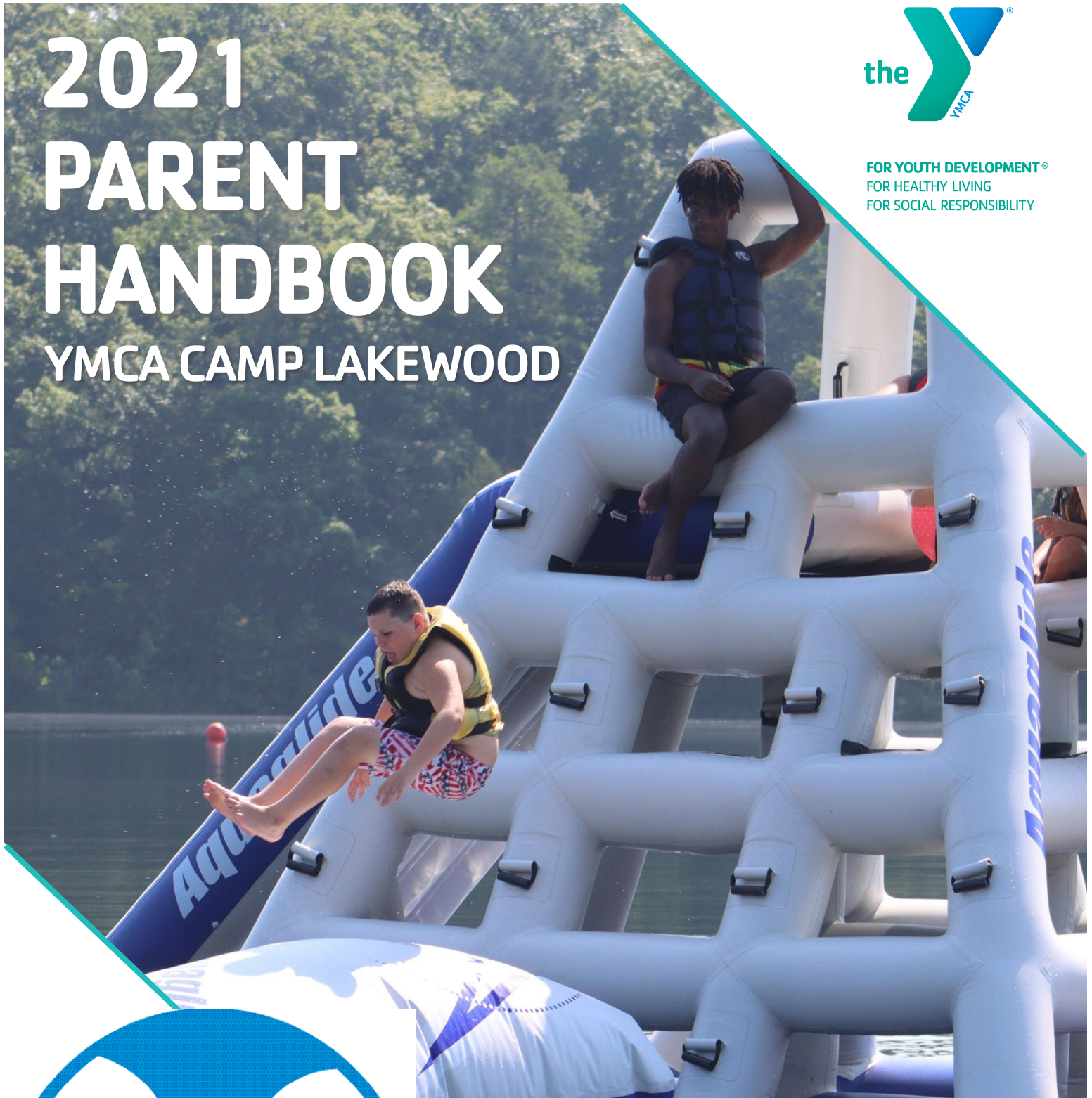


2021 PARENT HANDBOOK YMCA CAMP LAKEWOOD



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY



573-438-2155
www.camplakewood.org

PAYING IT FORWARD

Help us raise money for WORLD SERVICE by purchasing Hamburgers, Cheeseburgers or Hot Dogs at Sunday afternoon check-in of each session in front of Lakewood Lodge. Lodge. (See page 8 - Camp Store - for further information on World Service.)



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CAMP LOCATION

Camp Lakewood is located 10 miles west of Potosi, Missouri, just an hour and a half south of St. Louis, one hour east of Rolla, and two hours north of Cape Girardeau.

FROM ST. LOUIS

-I-270 to Hwy. 21 south (Tesson Ferry Road)

-Hwy. 21 to Potosi (approximately 55 miles)

T-turn right onto Hwy. 8 west at Potosi. Drive through downtown Potosi and continue on Hwy. 8 out of town (11 miles on Hwy. 8)

-Take a right on AA at Shirley, MO (saw mill on left). Go 3 miles (1 mile past Trout Lodge main entrance), and you are at Camp Lakewood.

FROM COLUMBIA

-Hwy. 63 south to Hwy. 68 south

-Turn left on 68 south and continue to St. James

-In St. James, Hwy. 68 becomes Hwy. 8

-Drive through St. James and Steelville to AA (25 miles east of Steelville)

-At AA, turn left and go 3 miles (1 mile past Trout Lodge entrance), and you are at Camp Lakewood.

VOLUNTEERING

Camp Lakewood needs help from groups of enthusiastic adults or teens in preparing for the coming camp season. Consider bringing a group for a weekend of painting, raking leaves, building bunks, cleaning boats, or a multitude of other tasks. Camp Lakewood will provide your group with overnight accommodations, meals, and a special evening campfire at a reduced rate.



ACCREDITATION

YMCA Camp Lakewood is accredited by the American Camp Association.



HEALTH & SAFETY SUMMER 2021

We want to inform you of some changes here at YMCA Camp Lakewood. There is no higher priority than the safety of our campers and these changes reflect that priority.

We have been closely monitoring and following recommendations from medical professionals, The American Camping Association (ACA), the Centers for Disease Control and Prevention (CDC), government agencies, and internal teams to ensure that our cleaning and safety procedures not only meet expectations, but far exceed them.

The following is a summary of many of the changes we have made to keep our campers and staff as safe as possible.

Health Screening During Check In

Important: On the day before your camper is to check into camp, ask yourself the following questions. If you answer YES to any of the following questions, you should stay home per the guidance of the ACA and CDC. You and your camper will also be asked these questions upon arrival.

- Have you or anyone in your household traveled out of the country or to a high risk area in the last 14 days?
- Have you or anyone in your household had a fever or taken fever-reducing medicine in the last 72 hours?
- Have you experienced any cold or flu-like symptoms within the last 72 hours (to include loss of taste/smell, cough, sore throat, respiratory illness, difficulty breathing)?
- Have you or anyone in your household had close contact* with or cared for anyone being tested or confirmed COVID-19 in the last 14 days?
- Have you or anyone in your household had close contact* or live with anyone who has been told to self-quarantine in the last 14 days?

*Close contact includes:

- You spent a PROLONGED period of time in the same room without medical grade PPE.
- You had DIRECT PHYSICAL CONTACT with the person (e.g., kissing, hugging).
- You SHARED eating or drinking utensils with them.
- You came into contact with their RESPIRATORY SECRETIONS (e.g., they coughed on you).

Medical professionals treating COVID-19 patients should shower and change clothes prior to coming into our facilities.

Regions of ongoing community transmission of coronavirus disease (COVID-19) are regularly changing. The CDC is currently recommending only essential travel outside of your local area only to provide medical/home care or essential service. <https://www.cdc.gov/coronavirus/2021-ncov/travelers/travel-in-the-us.html>

Anyone returning from any travel in the last 14 days to regions with sustained community transmission of COVID-19 will not be allowed to enter, work, or participate in our facilities.

Temperature Checks

- To help catch illness before it enters Camp Lakewood we will be doing temperature checks of ALL campers and their parent during check-in and staff each day. Any person with a fever of 100 degrees or higher will be asked to return home.
- We ask that only one parent accompany their child/children through the check in process as well as bring them to the cabin.
- We ask that families take an active role in screening their child before arriving. Should someone arrive ill or become ill during their stay, it will be the responsibility of the parent to immediately pick up their child from our facility.

Social Distancing

- Social distancing guidelines must be followed at all times.
- Campers will need to maintain at least six feet between each other, whenever possible with exception for campers within the same cabin group.

Personal Hygiene

- All people will be required to wear masks during check in and check out.
- Campers should bring several CDC approved face masks.
- Campers and staff will only be required to wear masks during the camp week when social distancing is not possible.
- Campers will NOT need to wear masks inside their cabin or when alone with their cabin group.
- Pursuant with our usual rules and to support our safety efforts, only campers assigned to a cabin will be allowed to enter that cabin.

Cabins and Units

- Each cabin will be considered a household, where campers do not need to wear masks.
- Each unit (group of cabins) will be considered a "neighborhood", where campers can interact, but must social distance and wear masks.
- Units or "neighborhoods" will not mix during the week. We have multiple neighborhoods.

Hand Washing

- We are requiring campers and staff to wash their hands or use hand sanitizer frequently.
- All campers and staff must wash their hands/ use hand sanitizer before entering the cabins and dining area.
- We have increased hand sanitizer stations throughout the camp.

Cleaning Procedures

- Program equipment will be sanitized regularly.
- All cabins will be sanitized before campers check in.
- All high-touch areas will be sanitized on a frequent basis.

Dining Area

- Meals will be served cafeteria style.
- Staff will serve campers at the buffet line and serve drinks and desserts.
- All tables in the dining room will be 6 feet apart.
- Not more than 10 people can sit at a table.

Unavailable at this Time

- Bus Service, Stayover Weekend Campers and Off Site Trips: After carefully reviewing recently issued guidance from the CDC, American Camp Association and YMCA of the USA, we have made the difficult decision to cancel bus transportation to and from Camp Lakewood, stay overs in between sessions, and off site trips. The reason these services are being cancelled is that they do not allow us to achieve our primary goal of keeping campers in pods and not intermixing campers in one combined group this summer. Also, bus services are third-party providers (not our own buses and bus drivers), thus we cannot certify that they are following CDC and ACA bus guidelines for bus transportation to and from camp and travel by bus. Two camps that travel off site by bus have needed to be cancelled for this summer. They are Rangers Canoeing, Session 8 and Ozarks Adventure Camp, Session 10.
- Zorb Balls, Golf Elective Clinic, Caving, Banana Boat, Pop and Trot
- Drinking fountains (bottle fillers remain open; please bring your own water bottles) - There will be PLENTY of hydration stations around camp

Waterfront Change

This is the first summer for our new Water Park at the waterfront so please note that all campers will be required to wear life jackets when entering the lake for the waterpark as well as for boating or swimming.

Waiver

We have also added a waiver for Summer 2021 that will need to be signed by parents in advance of camp and returned to us at camplakewood@gwrymca.org. This form is available as the last page of this handbook and on our Forms - Clothing List webpage.

CABIN ASSIGNMENTS

One of the nice aspects of the camp adventure is meeting a whole new group of friends. At camp we encourage campers to get to know as many campers as possible. Our bunk size gives everyone a chance to create a lifetime of fun memories with new friends. If you already know someone in your age group, that's great, because you can introduce each other to the campers in your bunk.

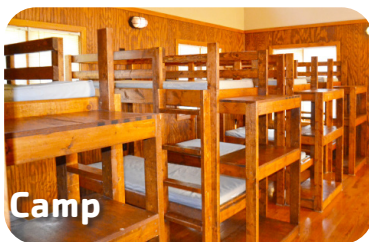
Campers are assigned to cabins (according to age) the night before each session of camp begins. If two campers from different age groups request each other as cabinmates, the older camper will be placed into the younger camper's unit. One cabinmate is guaranteed. They must request each other, be within one year's age of each other, same sex and same program. There are plenty of opportunities for friends to see each other throughout the day. Individual beds cannot be reserved, and are assigned on a first-come basis on check-in day.

Cabins hold from 10 to 14 children. If you would like to book an entire cabin so that a group of friends may all be together, please inquire about availability.

If your camper stays for multiple sessions, there is a possibility they may move cabins. This is due to the age and number of campers in that session. Counselors will help your camper move and set up their belongings. The office will call you and let you know where you will pick up your camper on check-out day.



Main



Camp



East



Camp

MAIL (Please allow five (5) business days for mail)

Snail Mail

Campers love to receive mail! Please write to your child at least once before camp begins. This will guarantee that your camper will receive at least one letter from home while he/she is at camp. Parents can also deliver mail/packages to the camp office during check-in, to be delivered throughout the week. Please address mail this way:

Camper's FULL Name
Session Number
c/o Camp Lakewood
13528 State Highway AA
Potosi, MO 63664

E-Mail

You can also email your camper. The address is **campermail@gwrymca.org**. Please include camper's FULL name, cabin and session numbers in subject line. Emails must be received **before 12:00 pm on the last full day of camp** in order to be delivered.

Campers will be encouraged to write one letter home each week. Do not be alarmed if the letters are brief and quite irregular as the youngsters are busy at camp, and "no news is good news" as far as campers are concerned. Also, early letters may sound upsetting, but usually by the time you receive the letter, the camper has adjusted and often forgotten what he/she wrote. Mail from St. Louis to Potosi can take up to 5 days, so some mail may be received after the camper is home.

Campers Love Mail

Whether it is your child's first or tenth summer at camp, mail call is an important part of every camper's day. Here are some hints to make corresponding with your child more successful.

Do's

- Send frequent letters. They do not have to be long. Postcards are great. Be creative!
- Send photo of family and/or pets.
- Have a grandparent write a letter.
- Have pets send messages (paw prints).
- Send favorite comic strips, stickers, jokes, etc...
- Ask a few questions and you are more likely to get a response.
- Send a letter before your camper leaves for camp to make sure it arrives for the first day. Allow 5 days for delivery from St. Louis.
- Provide your child with self addressed, pre-stamped envelopes for sending letters home.

Don'ts

- Don't encourage homesickness by emphasizing how much you miss your child.
- Don't write how much fun you are having on vacation while your child is at camp.
- Don't dwell on negative happenings. You can discuss real problems with your camper when he/she returns home.

Care Packages

Camp Lakewood has a policy that food care packages will NOT be allowed due to health and cleanliness considerations. Non-food care packages are welcomed and encouraged.

EXAMPLE OF A GOOD LETTER

Dear Sallie:

How was your bus ride? Have you made some nice friends? I enclosed a picture of Spot so you can show your cabinmates how pretty he is. Write me soon and tell me about your counselors, cabinmates, and favorite activities. Remember to take pictures so you can show me what you are doing. Love, Mom

EXAMPLE OF WHAT NOT TO WRITE

Dear Johnny,

We are having a ball at Disney World! You would love all the things to do here! I guess you know Grandma isn't doing too well, we may have to put her in a nursing home soon. Well, gotta run - the line is moving for Space Mountain! Love, Mom

2 P.S. Your turtle died last week.

VISITORS & TELEPHONE CALLS

At Camp Lakewood, we strive for campers to develop independence. An integral part of the growing process is the extended experiences away from home. In keeping with this, **WE DO NOT PERMIT PHONE CALLS OR VISITS TO CAMPERS UNLESS THERE IS A FAMILY EMERGENCY.** Also, please do not ask your child to call home. There are no public phones available for campers to call home. Parents will be contacted in the case of an emergency or illness. We do not allow cell phones at camp. All cell phones will be confiscated until check out. Please make all non-emergency calls to camp between regular office hours 8:30-4:30 pm, Monday – Friday only.

CHECK-IN & CHECK-OUT

Check-In (For Parents Bringing Their Child To Camp)

TIME: 1:30-4:30 pm on the first day of your camp session. NOTE: Please don't arrive before 1:30 pm. Staff will be making final preparations, and we won't be able to focus on checking in campers until 1:30 p.m. Parents, when you drop off your child, we invite you to see the camp and the new systems we have in place. We ask that only one parent accompany your camper through the check in process. Masks must be worn.



Check-Out (For Parents Picking Up Their Child From Camp)

TIME: 9:00-10:00 a.m. on the last day of your camp session. No early pick-ups, please. We ask that only one parent accompany your camper through the check in process. **Masks must be worn. YOU WILL BE ASKED TO SHOW A PHOTO ID.**

CHECK-OUT LOCATION: Camper's cabin before or after closing ceremony; East Camp, LITs and Rangers stay at their cabins. CIT parents will be called and notified on where to pick up their camper.

NOTE: Campers should not be left past 10 am. Camp counselors will be taking a well-deserved day off beginning at 10 am. However, staff will not leave a child unattended.

Late Pick Up Fee

\$1 FEE PER CAMPER FOR EACH MINUTE AFTER 10:00 AM WILL BE CHARGED TO PARENTS FOR LATE PICK-UP.

Please be prepared to pay the late fee prior to departure. The fee will be given to the counselor as overtime compensation.



PICK-UP AUTHORIZATION

No child will be released to anyone but the person listed on the registration form without prior written notification. We must know if someone other than the named persons on the registration form will be picking up your child from camp. If so, please fill out a "Pick Up Authorization Form" (found at camplakewood.org in Camp Lakewood "For Parents").

REMEMBER THAT WHOEVER PICKS UP A CHILD MUST PRESENT PHOTO IDENTIFICATION.

CHANGING/CANCELING SESSIONS

Should it be necessary for you to change or cancel your child's session, please contact Camp Lakewood at least 4 weeks prior to arrival.

RETURN CHECK FEE

There will be a \$25 charge for any check returned to Camp Lakewood.



REFUNDS

REGISTRATION DEPOSIT FEE IS NOT REFUNDABLE UNDER ANY CIRCUMSTANCES. NO REFUNDS WILL BE ISSUED UNLESS CANCELLATIONS ARE MADE AT LEAST 4 WEEKS PRIOR TO ARRIVAL.

When campers are unable to attend a program due to physical problems, fees for programs will be refunded if a doctor's note is provided. Refunds after a camper has already arrived at camp will be made on a pro-rated basis for the unexpired portions of the session, minus any transportation costs. Refunds are of nights, not days. If the camper has received a scholarship or discount, this will apply to the remaining days of the camp session.

Children sent home for homesickness or disruptive behavior are not eligible for refunds. Campers with psychological problems that, in our opinion, deem a child unfit for the camp experience will not receive a refund.

After the camp session ends, if one of the listed items is missing, please contact a director to arrange a safe pickup:

FINANCIAL ASSISTANCE & DISCOUNTS

Scholarships

Financial assistance is available for those who qualify. Inquire at your local Gateway Region YMCA for details, or call the Camp Lakewood office. Apply early to allow time for processing. Those who wish to contribute to our scholarship fund may do so by contacting Camp Lakewood directly.

Multiple Child Discount

A \$35 multiple child discount will be applied against the balance due for your 2nd, 3rd, etc., child, at the time of registration only. Children must be from same household. Parent must request discount at time of registration.

REFERRAL PROGRAM

Recruit a new camper for summer 2021 and **receive \$100 off** your returning camper's program fee! See back cover for requirements/limitations.



LOST AND FOUND

In response to the COVID-19 pandemic, YMCA Camp Lakewood is limiting items held in lost and found after each camp session ends. We want to be mindful of safe storage space and how to prevent exposure of staff and campers from items, week to week. As such, camp will only hold the following specific list of items:

1. Jackets / Sweatshirts
2. Sleeping Bags, Blankets, Pillows
3. Prescription glasses, durable medical equipment, prescription medication
4. Personal equestrian riding equipment and helmets
5. Shoes (not water shoes or sandals)
6. Backpacks

Camp will keep to these items for no longer than two weeks from the end of the session. After this time, these items will be donated or thrown away. Please note that these items will be held at the discretion of camp staff. Items that are soiled, damaged, or otherwise deemed not able to be safely stored will be disposed of.

The list of items camp will not hold on to includes but is not limited to: socks and underwear, all toiletries and toiletry bags, all swim gear including swimsuits and goggles, hats, t-shirts, pants, shorts, pajamas washcloths and towels, water shoes including sandals, water bottles, sunglasses, flashlights and headlamps, toys, cameras, arts and crafts projects including tie dye.

Daily cabin cleanup / Day Camp cubbies help campers maintain their belongings and help staff identify misplaced items during the camp session. We highly encourage parents to label all items with their camper's name to help our staff identify items during the camp session. Many items look similar and it can be confusing for both staff and campers.

As a reminder, please do not send your camper with anything that is irreplaceable. Things like jewelry or favorite stuffed animals can be easily lost or damaged. Electronics, including phones, are not permitted at camp. Phones may not be used at camp and will be confiscated and returned to families at the end of the session. Camp is not responsible for any lost, damaged, or stolen items—including confiscated phones.

Camp Lakewood General: camplakewood@gwrymca.org

Summer Camp Program Director: Erin Sullivan
erin.sullivan@gwrymca.org

Summer Camp Director: Glen Jackson
glen.jackson@gwrymca.org

CAMP FEES

Camp Fees are Due May 1.

Your entire deposit has been applied to your child's camp session. The balance of the camp fee is due May 1. Failure to make payment could cancel the registration and advance another camper from the waiting list. **IF YOUR DEPOSIT WAS PAID BY CREDIT CARD, THE BALANCE WILL AUTOMATICALLY BE CHARGED TO YOUR CARD ON OR AFTER MAY 1.** Payment in full may be made earlier by check to eliminate credit card charge. Please allow five (5) business days for mail.

PARENT PACKET FORMS

Parent Packet Forms Must Be Completed!

The following forms must be completed and returned to Camp Lakewood as soon as possible, but at least **3 weeks** prior to your camper's arrival. The earlier we get the forms the better.

With the high volume of paperwork coming in, **please, please** make a copy for your records (if for whatever reason the paperwork is lost in the mail or misfiled in camp office, etc.)

Parent's Confidential Information/Letter To My Counselor Trading Post Form/Warm Fuzzies Form (optional) Pg. 8 Smorgasbord Activity Form (optional)

Health History and Examination Form, including

- Health History: Must include immunization history and parent's signature.
- Health Exam: Must be completed within 24 months prior to camp, and include a physician's signature. We will accept your doctor's physical exam; it is not necessary to use our form.

NOTE: Signature by a licensed physician and parent is required for camper to attend camp. For the safety of everyone at camp, campers without the above signatures will be sent home until signatures can be secured.

CLOTHING

Please send appropriate clothing with your child, taking into consideration the weather forecast and camp activities. We encourage you to send old clothing to camp as your camper will be camping out, sleeping on the ground, participating in rugged sports, climbing, and hiking through the woods. Tie-dying is an option for campers to choose as a cabin activity, so please send a white item (example: t-shirt, socks, pillowcase, etc.). We have provided a Camp Packing List to be taped to the inside lid of your camper's trunk or suitcase (available on our website). Please review the list of things that you are sending to camp with your camper so they know what clothing and personal items are his/hers. Luggage should be compact and easy to carry. **Campers must bring multiple CDC recommended face coverings.**

Please see the appropriate camper clothing guidelines and go over them with your child. **NOTE: There are no laundry facilities at Camp Lakewood. Please pack enough clothing for your child's entire stay (except for CIT campers).**

Camper Dress Codes

Length of shorts must be mid-thigh. They should not have holes in them, should be worn at waist level and not be overly tight.

Shirts should at no time be sheer, low cut, or mesh. T-shirts should cover the stomach and should not contain graphics or language that is vulgar, abusive, or otherwise inappropriate. Tank tops should not be low cut and should cover the stomach.

Swimsuits should be 1-piece or athletic style 2-piece (no string bikinis) and not sheer. Swimsuits should not be tight fitting. The Waterfront Director has discretion to require a change of suits.

WHAT NOT TO BRING

Camp is a natural setting to retreat from electronic technology and to get more in touch with people. Electronic games, cell phones, i-Pods, MP3 players, E-Readers, and other electronic devices do not fit into this setting. We are not responsible for lost or damaged items. **Please leave these types of items at home.**

Also, please leave food, sports equipment, hair dryers, curling irons, straighteners, firearms, weapons, matches, lighters, knives, tobacco products, expensive items, illegal drugs, money, library books, and bad attitudes at home.

Canned repellent is not allowed at camp. Insect repellent must be in the form of lotion, wipes, or non-aerosol bottles. Aerosol cans become a safety hazard around other children and around the campfire. Unapproved items will be returned at the end of the child's stay.

VOLUNTEER NURSE PROGRAM

As a registered nurse, you have the opportunity to volunteer your skills at YMCA Camp Lakewood! In exchange, we welcome up to two children from your immediate family to experience camp at no cost to you; that's a \$1,790 value! Weekend hours are also available. If you would like to volunteer on weekends, we will prorate your time to compensate for your camper's tuition. For information, please contact us at 573-438-2155.

MEDICATIONS - PLEASE READ CAREFULLY

All prescription medication brought into camp must be either in the original prescription container or accompanied by written orders, signed by a physician. They must include the camper's name, dosage, and time. All medications, including over-the-counter items (vitamins, medicated creams, lotions, etc.) **must be in its original container** and turned in and dispensed by the Camp Nurse as required by Missouri laws. If your camper takes over-the-counter medications on a regular basis, please provide enough of each medication to last the entire stay. At bus check in, there will be a medication table. At camp, give medications directly to the Nurse.

Please make sure camper's name is on all items. **DO NOT PACK MEDICATION IN LUGGAGE.** It is our policy for the TLC (infirmary) to keep campers' inhalers during camp. The TLC is always open, and inhalers can be obtained at a moment's notice. However, if a parent requests in writing that the inhaler is kept with the camper, we will honor that request provided the camper can demonstrate responsibility for the use and possession of the inhaler. The inhaler must be labeled with the child's name. Parent must provide a locked container (i.e. trunk, suitcase, etc.) for the inhaler. Any misuse or misplacement of the inhaler during the camp session will be cause for the inhaler to be kept by the counselor.

Routine medications are distributed at mealtimes or before bed/shower time unless otherwise directed.

Please don't leave medications behind. When you check out your camper at their cabin, you will also pick up their medication there.

MEALS/SPECIAL DIETS

Meals are well-balanced and are served by our professional food service staff. An abundant supply of well-cooked, wholesome food, a never-ending supply of cold milk and fruit, approved spring water, adequate sleep and rest, and constant supervision are all combined with vigorous activities to promote healthy habits.

The meals we serve offer simple but nutritious choices, and can accommodate dietary restrictions such as vegetarian, sugar-free and gluten-free. We use the meal-time experience to teach campers the importance of manners and food conservation.

Campers will be eating in units and cabins will enter in a line by group (one at a time.) Each camper will have food plated by a staff member with a mask and gloves including salad or special meal. Each camper will return to their seat with plated food to eat; they may not share seats or switch seats for the duration of the meal.

The campers will have their personal water bottles that are refilled at a water station designed to eliminate contact, splashing of the water output or contamination with another person's water bottle. Milk and juice may be available in a single service style or poured from a covered pitcher by a counselor into a single-use cup.

Dessert will be provided either on the plate with the meal or distributed by a single staff member who is wearing gloves and a mask directly to the camper. At no time will there be a tray of food that campers will retrieve food from.

Special Diets

Our camp Dining Hall can serve limited special diets, if your camper has uncomplicated dietary needs (e.g., if he/she is a vegetarian or has certain food allergies). Please inform the Camp Lakewood office in writing of any special needs at least 4 weeks prior to arrival.

HOMESICKNESS

In one camp study, a whopping 83% of the campers reported homesickness on at least one day of camp. Our staff makes a concerted effort to help campers overcome homesickness by helping them learn to accept the natural feeling of missing family and friends. We welcome this opportunity to help youngsters grow in this area and we train our staff to handle homesickness in constructive and loving ways. With proper handling by the staff, campers, and parents, it can be overcome, and the camper can make a big stride in growing up.

Here are some things you can do to lessen homesickness:

Keep frequent letters or emails cheery and newsy in such a way that they will not make your camper homesick. Don't say you can't get along without them, or ask about homesickness.

Try having your child do overnights at friends' houses before coming to camp.

Pack a personal item from home.

Don't tell your child that you will come and pick him/her up if it isn't fun.

Don't bribe your child by promising something valuable if he/she makes it through camp; this sends the wrong message! Going to camp fosters confidence and independence and can be an important developmental milestone.

If there is instability at home or the child is very anxious, please contact us so that we may prepare the counselors and our resident Behavioral Specialist.

Help your child think of things they can do to cope with feelings of missing home.

SPECIAL NEEDS

If your child has an IEP or you indicated that he/she has been diagnosed with one of the conditions listed on the registration form, a Section 504 Student Accommodation Plan and/or a Behavior Management Plan must be completed. According to our licensing standards, we are required to have these additional documents on file, along with some additional information. This paperwork is to be filled out annually. However, the paperwork required of returning participants is very brief. We will mail/email the following documents to you once we receive your child's registration:

Inclusion Services Information Form

Information Release Form

A Pre-survey

Medical Verification Form (completed by your child's physician)

Regional Center/Department of Mental Health (DMH) Verification Form (if applicable, completed by Regional Center case manager).

We are also required to have on file a copy of the complete IEP, Section 504 Student Accommodation Plan and/or Behavioral Management Plan. This completed packet with supporting documentation is to be returned to YMCA Camp Lakewood office, a copy will be forwarded to our Inclusion Services Department. They will do the necessary support assessment. Paperwork needs to be turned in four weeks in advance of your camper coming to camp. Space is limited, so the earlier you turn in paperwork the better chance your camper has to come to camp.

Please note, extra support is not always recommended, but the inclusion paperwork and specialized documents we receive from you will only help make sure your child is successful at our camp.

These documents will help our resident Behavior Specialist in choosing the counselor and cabin for your child or if any behavior or emotional issues arise at camp. We remain in HIPAA compliance, and information is shared on a "need-to-know-basis". Although every effort is made to provide reasonable accommodations, there may be instances where a child's needs may exceed the parameters of the scope of our program. Our physical setting of hilly country and rocky area makes it difficult to have campers with extreme physical limitations. If you have questions regarding our inclusion services please call the camp office at 573-438-2155 or the YMCA Inclusion Service at 314-678-0162.

BED WETTING

Our staff is trained to handle bed wetting discreetly, working with your child one-on-one. Please notify the camp in advance if your camper may wet the bed. Campers should be instructed to ask their counselors for help, and every effort will be made to prevent accidents. Camp Lakewood does not have a laundry facility, so if clothing or bedding needs consistent laundering, a deduction will be made from the Trading Post account. Please send a plastic sheet and extra bedding if you think they will be needed.

ILLNESS

It has always been the policy of Camp Lakewood not to keep sick campers more than 12 hours in our camp infirmary. We may keep a child if he/she might get better soon, but a call will be made after an extended stay at the TLC. We ask that parents of campers who are ill for more than 12 hours care for their child at home and see their family doctor. Transportation is not provided for campers returning home due to illness. **A CHILD WHO IS SICK BEFORE CAMP BEGINS SHOULD BE KEPT HOME FOR HIS/HER OWN SAKE AND THAT OF OTHERS.** Many communicable diseases begin with cold-like symptoms. It is also our policy to refund pro-rated camp fees to any child who becomes physically sick and returns home for care (see "Refunds" on pg. 4). If a child is sick before camp begins and is unable to attend, contact the camp office regarding a session switch or refund. A doctor's note must be provided to receive a refund.

EMERGENCIES

Emergency calls to campers should be done through the Camp Lakewood office 573-438-2155. If there is a situation where our phones are down, call the Metro office at 314-436-1177. Routine scrapes, cuts, and minor illness will be treated by our medical staff. In the case of serious illness or accident involving your child, the medical staff will contact you directly. In the event you cannot be reached, your authorization signed on your Health Form allows us to secure prompt treatment.

INSURANCE

CAMP LAKEWOOD DOES NOT CARRY ACCIDENT OR SICKNESS INSURANCE ON SUMMER YOUTH CAMPERS. Parents/guardians must include their personal health insurance information in the space provided on the Camper Health Form.

This information will only be used to facilitate outside medical treatment if required. In the event of serious illness or accident, the parents will be notified at once. (Parents/guardians are responsible for prescriptions and charges incurred for outside medical treatment of their child, should services be required while in attendance at camp.) Services rendered by the camp medical staff are at no additional charge.

BIRTHDAYS AT CAMP

At Camp Lakewood we celebrate birthdays by having the counselors perform a special ceremony called "The Order of the Spoons," and the camper's cabin shares a fresh-baked cookie.



HORSEBACK RIDING

Mini Camp will have the opportunity for pony rides.

Campers confirmed for **Equestrian programs, Horsemanship Elective & Trail Rides** are required to bring long pants and hard sole shoes with a heel to wear while riding (tennis shoes are acceptable).

CAMP STORE (TRADING POST) & POP STOP

Our camp store is called the Trading Post. An account can be set up for your camper using the Trading Post Form in the parent packet. Please do this in advance to speed up the check-in process. Campers are not allowed to have or use cash at camp. The Trading Post has a wide variety of items including t-shirts, hoodies, jewelry, toys, water bottles and much more. Prices range from \$2 - \$50. Campers will be allowed to visit the Trading Post at a specified time during their camp stay to make their purchases.

Every afternoon, we have "Pop Stop", which is an opportunity for the campers to order a drink and a snack. No soda is sold in our camp store. **There is no extra charge for Pop Stop.**

The Trading Post is also open during check-in and check-out days so you can see what is sold, as well as pick up any additional items you would like to purchase.

YMCA World Service contribution (\$2) will be deducted from this account as well. YMCA World Service is an important aspect of the YMCA mission. Camp Lakewood offers a World Service event, through which each camper will make a contribution of \$2. This money is used as a part of Camp Lakewood's commitment of support to mission work in partnership with YMCAs in Belize, Ukraine and Colombia.

Participation in the Trading Post is purely optional. Please be aware that if no money is deposited into your camper's account, they will not be allowed to purchase any items from the camp store.

Unspent money from your child's Trading Post account may be donated to our camp equipment fund, World Service fund, Staff Appreciation fund or refunded. Please mark your preference on the Trading Post form. If nothing is checked, any remaining money will be donated to one of our designated funds. Refunds will not be made for amounts less than \$10 unless requested in writing.



WATERFRONT

All campers will be required to wear life jackets while on the water (including while on boats, playing on the inflatable water park, and in the swimming areas.)



SHARED RESPONSIBILITIES

Personal responsibility and group cooperation are important elements of the camp experience. Mature, caring counselors work with campers on the importance of caring for one's personal area and belongings, assisting in daily cabin clean up, and pitching in on general camp tasks known as **Shared Responsibilities**. We strive to imprint these characteristics on each youngster so they will carry over this industriousness to home and school. Once a week, as cabin groups, children pick some way in which they want to improve camp. For an hour a week, the cabin works together to make Camp Lakewood a better place.

NOTE: For horsemanship, cleaning saddles and stalls is part of regular horse care. For Ranger Programs, cleaning and carrying camp supplies and equipment is part of the camp experience.



DISCIPLINE

Camp Lakewood uses a behavior management system that is based on the four core principles of the YMCA – caring, honesty, respect and responsibility. In all areas requiring discipline (which literally means, “to teach”), it is our primary aim to help children educate themselves, so that they learn to make better choices in the future.

Our trained counselors and dedicated Behavior Specialist try to help campers genuinely help themselves and make restitution for any harm that has been caused. Problems are an opportunity for children to grow. In the event of any serious problem, parents will be promptly notified. If behavior problems exceed our capacity or guidelines, campers will be sent home. Contact us before camp to discuss known, significant issues. There are no refunds for children sent home due to behavioral or psychological issues.

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PROPERTY AND EQUIPMENT DAMAGES

Parents are financially responsible for intentional damage to equipment and facilities caused by their camper.

PARENT EVALUATIONS

We appreciate immediate comments and feedback about our staff and program. If you see or hear of a problem with any part of our program or staff, please contact the Lakewood office so immediate corrections can be made. You can email us at camplakewood@gwymca.org.

Our Program Director is available at any time to answer your questions or concerns. Please do not hesitate to call or stop by the Lakewood office. Also, shortly after the camping session, you will receive a Parents' Evaluation Form via email. Your sincere response is requested and appreciated.

SPIRITUAL EMPHASIS

We welcome campers of all faiths to our camp, with the understanding that assemblies, campfires, and graces at meals are non-denominational. Evening Embers provide opportunities for campers to discuss spiritual, moral, and introspective matters on an informal basis.

SUMMER STAFF

Camp Lakewood employs over 100 staff for the summer camp program. Through a rigorous selection process, we offer our campers the best role models from around the nation and around the world. While about 50% of our counselors return each year, others graduate from college and take full time jobs, spend a summer abroad, or take summer sessions at school. We spend our winters recruiting the remaining 50% of the staff at colleges in Missouri and surrounding states.

Also, through international camp counselor programs, we select a number of international staff from all over the world who share our mission.

Once the applications are in, the selection process begins: studying applications, giving interviews, and performing state and national screening processes. It is this rigorous and competitive process that guarantees campers a fun, educational, and very safe summer camp experience. If you know of an exceptional young adult who loves working with children, please feel free to refer them to us!



CAMP PICTURES

Every parent wants to see his/her child having a great time at camp, and we have a Summer Camp Media Team whose job it is to take pictures and videos of campers in action. Prior to the start of camp, parents will receive further information on how to obtain photos and Daily Waves.

Because we get such a varied reaction to the pictures, a few words on these pictures are in order:

These pictures are unaltered and usually unposed (especially the activity pictures), so your child may or may not have the perfect facial expression at the moment the picture was taken. That's all part of the spontaneous effect of catching children enjoying the moment.

These are random pictures and your child's inclusion is based on where the photographer is when the pictures are being taken. They try their best to catch all of the highlights of each day, but just can't be everywhere at once.

Please do not read more into the pictures than there is. There are millions of variables when taking an impromptu picture. Some kids run to the camera and others hang back. Please refrain from asking questions such as "Is that a scratch on my child's elbow?" or "Why isn't my child smiling?" Please be assured that if there was an issue with your child, we would already have spoken to you about it. These are spontaneous pictures - with no time for primping or preening before pictures are taken. Your child is having an AWESOME time!

CAMP PHOTO SERVICE

Camp Lakewood has joined another service for photo-sharing, called **Waldo**. For those of you who have gone to Flickr to obtain pictures or through our website, this new service will replace that, and we highly encourage you to download any Flickr photos you may wish to keep, as at some point we will be discontinuing this service. Please read on to learn more about Waldo and how you will access your pictures. Remember to keep your access code private - only parents and other people you approve should be given access. Please guard every child's privacy.

Daily Waves will be placed on our website under Camp Photos, as Waldo does not provide video service.

Frequently Asked Waldo Questions

Need help? Waldo's here. You can also email campsupport@waldophotos.com any time you have a question!

Who's Waldo? A photo-finding phenom who uses facial recognition to find all your camper's photos in the camp album and then delivers them to your phone via the Waldo App, with notifications for new photos.

How does Waldo work? You submit a photo of your camper's face and enroll in the service. Waldo does the rest - matching that photo to all the photos in our camp album and sending you all YOUR camper's photos to your phone via the Waldo App.

How do I sign up? Contact the Camp Lakewood office for more information.

Will I get to see all the camp photos in addition to the ones of my camper? Yes you will! When you download the free Waldo app, you can toggle between "My Photos" and "All Photos". To see all the camp photos, just click on All Photos and scroll to your heart's desire.

Can I easily share all the photos with my family? Great news for you! The Waldo app allows you to invite up to 6 family members to your camper's photo stream. That means they can get the same photo alerts and see your camper's photos, too.

I'm not signing up for the photo delivery service but I still want to see the camp photos. Possible? You betcha. While Waldo loves to find and send you photos, he also provides a free web gallery for you to view the photos online. You can view, download, and share photos from the web gallery. You can find the gallery here: www.waldo.photos/galleries. Call Camp Lakewood for the join code.

I signed up for the service but I'm not getting any matches yet. What's Waldo doing? Waldo is stressing. No photos can mean a couple things: 1) There are no photos of your camper yet in the album or 2) Your submitted selfie is blurry, dark, or unclear and Waldo is having a hard time matching it. Email campsupport@waldophotos.com for quick help or submit another selfie inside the Waldo App.

Will Waldo share my selfie or matched photos with the world? No way! Waldo respects your privacy! Your photos will only be accessible by you. (And you had to enter your camp join code and pin code verification to access the photos.) It's up to you whether you want to share your photos with the world.

Can I order prints? Yep! You can order prints from the Waldo app or the web gallery.

GET PHOTOS, GIVE SCHOLARSHIPS!

This summer, we're partnering with Waldo Photos to offer facial recognition photo delivery! That means you can get all your camper's photos delivered to your phone! No more late-night photo hunting!

OPTIONAL SERVICE

How it works

- Receive the text code from the camp office
- Sign up with a selfie of your camper
- Photos of YOUR camper delivered to your phone!

Cost per Camper

4-Day: \$7.99	1-Week: \$14.99
2-Week: \$24.99	4-Week: \$44.99

Be sure to select each week that your camper attends!

Share your Photo Stream with up to 6 family and friends!

Prefer to search for your camper's photos yourself? View the free photo gallery at waldophotos.com/galleries. Contact Camp Lakewood office for join code.

50% of proceeds benefit camper scholarships!

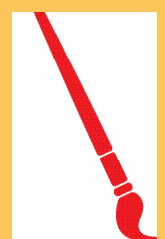
Powered by **WALDO**

Need help? Email support@waldophotos.com

FAQ

The Most Frequently Asked Questions of Camp Lakewood

- What time is check-in and check-out? [Page 3](#)
- Can someone other than myself pick up my child? [Page 3](#)
- When do all the forms need to be in? [Page 5](#)
- Is a physical required? [Page 5](#)
- When is the balance due? [Page 5](#)
- Can my child room with other friends? [Page 2](#)
- Can my 14 year-old room with her 12-year old friend? [Page 2](#)
- I need to switch sessions. Is this possible? [Page 3](#)
- How do I get to camp? [Page 1](#)



Camp Lakewood Referral Program

RECRUIT A NEW CAMPER FOR SUMMER 2021 AND RECEIVE \$100 OFF YOUR RETURNING CAMPER'S PROGRAM FEE!

- Referring camper has to have attended Camp Lakewood for at least one summer.
- New camper cannot be in the same household.
- New camper must list only your camper on the "referred by" line when signing up.
- New camper must be paying a portion of the program fees and not under full scholarship.
- Credit applies only toward cost of program fees.
- Discount will not be applied until new camper has registered and listed your camper on the referral program line of their registration form.
- Credit will not be extended beyond the value of your child's program fee.
- Referral credit will be awarded on a first-come basis. If two families refer the same camper, credit will be awarded to the family whose form is received first at the camp office. Credit will be split for forms that arrive in the mail on the same day.
- Credit cannot be transferred to children of other families.

Mailing Address: YMCA Camp Lakewood
13528 State Highway AA
Potosi, MO 63664

E-Mail Address: camplakewood@gwrymca.org

Phone Number: 573-438-2155

Website Address: www.camplakewood.org

Fax Number: 573-438-3913



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

**GATEWAY REGION YMCA
ADDENDUM TO CAMP LAKEWOOD FAMILY HANDBOOK
May 2021**

Please review and acknowledge the revised agreements to the current YMCA Camp Lakewood Family Handbook. If you have any questions please do not hesitate to ask your Camp Lakewood Director.

Indemnity Agreement

I hereby waive any claim of liability and will hold harmless the Gateway Region YMCA, its officers, directors, trustees, agents, and employees for any bodily injury to me incurred while I am participating in any camp, child care program, contest or exhibition sponsored by the YMCA. I also waive any claim of liability and hold harmless the Gateway Region YMCA described above for injury or contraction of any illness or medical condition including but not limited to COVID-19 that might result from participation in camp or childcare programs run by the Gateway Region YMCA. In addition, I understand that the YMCA is not responsible for my personal property nor is my YMCA membership transferable. It is understood and agreed that Gateway Region YMCA reserves the right to take and utilize pictures, likenesses, videos and testimonials of participants for promotional purposes including, but not limited to reports, publications, brochures, emails, our website and other instances of online presence. I grant the Gateway Region YMCA, its agents and the news media the right to photograph me and/or my family including children and to use the photograph for news and publicity purposes. I agree to my child participating in YMCA programs and that he/she will comply with all rules and regulations. I further agree that I will not hold the YMCA, its directors, officials, agents, employees and volunteers responsible in case of accident or injury. I understand that no accident insurance is provided. I also agree to abide by the Gateway Region YMCA standards and guidelines.

I acknowledge that I am over the age of eighteen (18) years. I acknowledge that I have carefully and completely read and understand the terms contained in this release and waiver legal liability and voluntarily accept and agree to all such terms. I understand that I will be notified at once in case of an accident or illness to my child, and I will make arrangements for medical care of my child with the physician or hospital of my choice. For emergency medical treatment, I understand that my child will be transported to the nearest hospital via ambulance.

Parent/Guardian Signature: _____ Date: _____

RULES & POLICIES

I understand my child may be subject to daily health checks and may not be accepted into a YMCA program, may be denied participation in program, or may be removed from program if he/she: (a) is ill or exhibiting symptoms of illness, including without limitation any symptoms of COVID-19 per the most up to date guidelines provided by the Center for Disease Control (CDC) (which currently include fever, cough, loss of taste/smell, and shortness of breath), or has not been fever free without medication for 72 hours; (b) has traveled outside the United States or to a high risk area in the past 14 days; (c) has had contact with any person being tested or with confirmed COVID-19 in the past 14 days; or (d) has had contact with anyone who has been instructed to self-quarantine in the past 14 days. Wellness criteria are subject to change based on guidelines provided by the CDC or local health authorities.

Parent/Guardian Signature: _____ Date: _____

Gateway Region YMCA
2815 Scott Avenue, Suite D
St. Louis, MO 63103
314-436-1177

Child's Name or Children's Names (first and last):

