



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

# Welcome to YMCA Camp Collins!

## PARENT/GUARDIAN CAMP HANDBOOK



**YMCA CAMP COLLINS**  
3001 SE Oxbow Parkway  
Gresham, OR 97080  
503.663.5813  
Visit our website  
[www.ymcacw.org](http://www.ymcacw.org)

## TABLE OF CONTENTS

Required Forms .....	2
Overnight Camps .....	3
Check-in/out .....	3
Packing List .....	3
Teen Programs .....	4
Camp Behavior .....	4
Missing Home .....	4
Sample Schedule .....	5
Themes .....	5
Day Camps .....	6
Mail & Packages .....	6
After Camp .....	7

Connect with YMCA Camp Collins  
www.ymcacw.org  
503.663.5813  
CampCollins@ymcacw.org

Dear Parent/Guardian,

Thank you for choosing YMCA Camp Collins! Our goal is to provide every camper with a fantastic camp experience. We strive to create opportunities for personal growth and new friendships while always keeping physical and emotional safety a priority. At Camp Collins we build relationships through camp activities while teaching and practicing the YMCA Christian Principles of love, respect, honesty, responsibility and service. We hope that YMCA Camp Collins becomes a yearly tradition for your family.

On the following pages you will find information about your camper's stay with us. Call or email our office if you have any questions or concerns about your camper's session at camp. Contact us Monday–Friday, 9 AM–5 PM at 503.663.5813 or email at campcollins@ymcacw.org.

Reminder: Our office must receive the balance of your camp fees by June 1. Any unpaid balance will result in the loss of your space with no refund of your deposit or 50% of total camp fees, whichever applies.

Thank you for your attention to these important details. We look forward to seeing you and your camper this summer!

Sincerely,

Sam Giffin  
Summer Camp Director

Willard Burks  
Executive Director

Bethany Harpster  
Office Manager

### Camper Commitment:

"I want to become a camper at YMCA Camp Collins. I understand I may not possess or use tobacco products, alcoholic beverages, or non-prescription drugs while at camp. I will do my best to follow instructions, remain in designated areas, and keep others and myself safe. I will do my best to make this a good experience for my fellow campers and myself. I understand that failure to live up to this promise might result in my dismissal from camp without a refund."

# REQUIRED FORMS

There are several important forms you need to complete prior to check-in. All three of these forms are required to enter Camp.

### PHOTO IDENTIFICATION FORM

Authorizes specific individuals to pick-up your camper at Camp. Only the adults listed on the form are permitted to pick-up your camper at checkout. Please list all parent/guardian names and phone numbers.

### LETTER TO MY COUNSELOR

Provides you and your camper the opportunity to communicate with the Cabin Counselor. In this letter, counselors gain valuable insights about your camper to help facilitate a positive camp experience.

### HEALTH AND MEDICAL HISTORY FORM

If you registered online, and completed the Health History Form, you do not need to bring it with you to check in. If you register by paper, please submit your Health and Medical Form at check-in.

To help your camper have a wonderful experience, please let YMCA Camp Collins know about specific behavioral, health-related, emotional, or other issues that affect your camper before Camp begins. Include information on the registration form, and call the Summer Program Director at 503.405.1435 prior to arrival, to discuss strategies to aid your camper's success.

# HELPING CAMPERS SUCCEED

Successful camp starts with your camper. If your camper understands why they want to attend YMCA Camp Collins, they will get the most out of their stay and create successful, lifelong memories.

To enjoy the camp experience, campers should be emotionally stable and independent; able to care for themselves at an age-appropriate level, maintain basic hygiene (brushing teeth, showering, table manners, etc.), emotionally appropriate with peers and staff and physically safe with self and others. We expect campers to uphold the YMCA values: love, respect, honesty, responsibility, and service.

Many camp activities give campers the opportunity to take a step out of their comfort zone —climbing tower, team building activities, overnight campout, etc. Campers are expected to participate in all activities, cabin and camp clean up and meal time. They must also travel around camp with a buddy or group, at all times.

Camp does not include phones, TV, computers, or candy at our store. Please ensure your camper's electronics stay at home. Overnight campers sleep on bunk beds in a cabin or yurt, usually with 9-10 peers, and two staff.

# OVERNIGHT CAMP

## CAMP CHECK-IN AND CHECKOUT

Both check-in and checkout are staggered due to limited parking at Camp. Please follow the schedule below based on camper's last name. Early check-in is not possible because final staff preparations end at 2 PM. Checkout closes at 10:30 AM on Saturday, except for Pioneer Mini Camp Session 3A and 7A—checkout is Wednesday morning at 10 AM.

All campers in Overnight Camp, must provide their own transportation. Request driving directions by calling the camp office at 503.663.5813.

### CHECK-IN PROCEDURES

- Have camper checked for head lice—campers with any evidence will be denied from Camp
- Provide any medications in original container and camper name—the Health Officer will hold onto all medications and specific medical instructions
- Give Camp staff parent/ guardian Photo Identification Form
- Walk to cabins—be prepared to walk up to 250 yards
- Leave letter to Counselor with Cabin Counselor
- Say good-bye to camper—they are in great hands

Teen campers have specific trip forms, please give to their cabin counselors.

### CAMP CHECKOUT PROCEDURES

You will pick up campers outside of their cabins. The Cabin Counselor will check your picture ID and give you the Photo Identification Form, a cabin photo and any remaining medications.

The Camp Store is open during checkout to purchase souvenirs and/or request a refund of unspent funds. As you leave Camp, you are required to present your Photo Identification Form and picture ID to our staff again, to ensure your camper leaves with the correct and approved adult.

#### Check-in Sunday

Time	Last Name
2 PM	A–F
2:20 PM	G–L
2:40 PM	M–R
3 PM	S–Z

#### Checkout Saturday

Time	Last Name
9:30 AM	S–Z
9:40 AM	A–H
10 AM	I–R

## PACKING FOR CAMP

Please make sure that your camper's clothes provide adequate coverage for their active time at camp. Spaghetti strap tank tops, string bikinis, short shorts, shirts that do not cover the midriff, and pants that reveal undergarments do not belong at camp. Clothing with inappropriate or disrespectful logos/topics, such as alcohol or tobacco, should also be left at home.

### WHAT NOT TO BRING

Many electronic items distract campers and can create conflict. We ask that campers please leave radios, cell phones, iPods/Pads, hair dryers, curling irons, and electronic games at home.

All inappropriate reading material and/or valuables including personal sports equipment, alcohol, tobacco, drugs, weapons of any kind, must stay home for the protection of all people.

### CLOTHING

Socks (7-8 pairs)  
Sweatshirt  
Shorts (2-3 pairs)  
Pajamas  
Shirts (4-5)  
Swimming Suit  
Pants (2-3 pairs)  
Underwear  
Jacket or Coat  
Shoes (2 pairs, both closed toe)

### BEDDING & TOILETRIES

Sleeping Bag  
Pillow  
Towels and washcloths (2)  
Comb or brush  
Toothbrush/paste  
Deodorant  
Lip Balm  
Sunscreen  
Insect Repellent  
Feminine Products

### OTHER

Water Bottle  
Camera  
Flashlight & batteries  
Playing Cards  
Stationary, pens & stamps  
Plastic bag (for dirty clothes)



# TEEN PROGRAMS

YMCA Camp Collins offers various programs for teens. These programs provide leadership opportunities, build confidence, skill development and relationships.

## BEFORE YOU GO

Some of the teen programs include off-site trips and are longer than the overnight Camp programs. Campers participating in teen programs will stay over the weekend and will be provided one designated day to do laundry. In addition to the packing list on page 3, you will be emailed a program specific packet prior to your teen camper's session with additional packing information.

Specific off-site trips require additional waivers and forms that must be signed by parent/guardian for teen's participation. The gear such as cooking supplies, tents and tarps are provided by Camp.

## TEEN BEHAVIOR GUIDELINES

All campers must adhere to our camper behavior policy. This policy also applies to campers engaging in sexual misconduct, as well as, any camper found to be participating in and/or witnessing these violations and does not report them to a Camp staff member.

Campers are prohibited from driving themselves to and from camp without their parent/guardian. As access to vehicles by campers creates both a safety and security risk. Parents/guardians must be present to check-in and checkout their camper from Camp.

If you have questions about this supplementary information or would prefer it to be mailed to your home, contact the Summer Program Director at 503.405.1435.

# HOMESICK CAMPERS

Prepare your camper for homesickness by developing realistic expectations about Camp. Going away to Camp will be fun and worthwhile, but it is important to make sure your child understands it may not be fun every minute.

Try to not over-glamorize the camp experience. Talk with your camper about the problems they may face—about liking some people more than others (both campers and counselors); about making choices at Camp; and how to handle group decisions that aren't your favorite. Remind them that those feelings are normal.

Consider visiting YMCA Camp Collins during an Open House so the camper can walk around and become familiar with our site.

**Visit our website for Open House details.**

# CAMP BEHAVIOR POLICY

Our staff implement care and respect when working with poor camper behavior. There are some times when a camper's behavior detracts from the overall experience of the cabin group by requiring excessive one-on-one attention from the staff. As a commitment to the success and enjoyment of Camp by each camper, we want you to know our usual steps for redirecting challenging behavior.

Cabin Counselors will talk about the specific undesirable behavior with the camper and together make a verbal corrective plan for success. The Cabin Counselor will inform their Unit Director after the conversation.

If the behavior continues, the Unit Director will have a conversation with the camper and create a plan for change. After a conversation with the Summer Program Director, the Unit Director will call the camper's home, explain what has happened, let a parent/guardian know the approaches that we have tried, and ask for advice with the situation—"what do you do at home when \_\_\_ occurs?" "Is there something that might be causing this behavior?" "Do you have any suggestions?"

However, if the behavior continues, the camper will have a phone conversation with you and the Summer Program Director and Unit Director. The Unit Director and/or Summer Program Director will initiate and supervise this call.

Unfortunately, in some cases, we remove campers from Camp activities and parent/guardians pick up their camper without a refund. This, of course, is not our preference, but for the well-being and safety of the whole group, or as a logical consequence for continued inappropriate behavior, the Summer Camp Director may dismiss campers.

These prohibited behaviors at camp require immediate dismissal: physical violence, possessing alcohol, tobacco, or drugs, possessing weapons of any kind with intent to harm, damage or theft of property, sexual misconduct and bullying.







## SAMPLE SCHEDULE

Weekly highlights at YMCA Camp Collins include theme meals, an overnight camp-out, Friday night closing campfire and much more!

A typical day at camp looks like this:

**7 AM**— Good Morning!

**8 AM**— Breakfast

Cabin Clean up

Chapel—focused on one our five Christian Principles:

love, respect, honesty, responsibility and service

2 Cabin Activities/Questor Specialty\*

**12:20 PM**— Lunch

Rest Time

2 Cabin Activities/Questor Specialty\*

Snack

Swimming in the Pool\*\*

**5:45 PM**— Dinner

Twilight Activity (with other cabins in their Unit)

All-Camp Evening Activity

**9:30 PM**— Embers (A time to reflect on the day)

**10 PM**— Lights Out

\* Each Questor camper will have either morning or afternoon specialty.

\*\*Afternoon swimming pool times vary by day.

### CAMPER SHOWERS

Our Camp day is busy and full, and the schedule does not assign daily shower time for campers. All campers get two shower times—after their overnight camp-out and once more during the week. If your child needs more than two showers during their Camp session, please tell your camper’s Cabin Counselor.

# CABIN MATES

We do our best to honor “cabin mate requests” but there is no guarantee. From experience we learned that placing three or more requested campers together tends to affect cabin dynamics. Therefore, campers may mutually request only one person—within one year of the camper’s age—on their registration forms. Questor cabins are assigned by program, in addition to cabin mate requests—due to different programs running at different times throughout the day. Sleeping arrangements are typically assigned the Thursday before the session.

Units have a capacity for 60 campers (30 male/30 female) in their respective cabins. To host more campers we utilize yurts—round canvas living spaces that exist in Rotary Village (Explorers) and Treetops Village (Questors) that extend each unit’s capacity to 70-80 campers. Cabin placement is on a first come, first serve basis and placement in a cabin is not guaranteed. The only exceptions exist when trying to honor cabin mate requests and/or Questor specialty requests.



# THEME WEEKS

Each week at Camp is assigned a different theme. The staff create theme related schedule and activities the week prior to the session—making it difficult to provide complete details to campers in advance. We encourage campers to use their imagination and bring anything appropriate to fit into their session’s theme—this includes costumes. No matter the week’s theme, Camp Collins encourages you to be who you want to be!

Visit our website for each theme week description.



# DAY CAMPS

## DAY CAMP PACKING LIST

Most of our Camp activities are spent outside. Please dress your camper in comfortable play clothes and appropriate layers. We provide lunches and snacks.

Please label your camper's gear and pack a backpack containing:

1. Closed-toe shoes for outdoor activities and rough terrain
2. Swim suit and towel
3. Sunscreen
4. Water bottle
5. Light jacket and/ or rain gear

## DROP-OFF CAMPERS

Each morning you will sign your camper in at one of the drop-off points and Y staff will supervise your camper until the bus arrives. Campers will load up and Y staff will do a final name call to ensure everyone is on board and ready. Each evening, two Y staff members will checkout your camper. There will always be a Y staff member on the transportation vehicle with your camper, to enforce safety rules.

If you prefer, you may bring your camper directly to Camp. Supervision from staff begins at 8:30 AM and activities start at 9 AM. Check-in and checkout will take place at the Day Camp Tent (in the center of Camp). Parents /guardians walk your camper to the Day Camp Tent from the parking lot in order to officially sign them in. Check out at YMCA Camp Collins will start at 4:30 PM and supervision at camp will end at 5 PM.

## BUS TRANSPORTATION

We provide daily transportation service to and from Alameda Elementary School, 2732 NE Fremont St, Portland, OR 97212, East Hill Church (EHC), 701 N. Main Gresham and Sunnyside Elementary School, 13401 SE 132 Ave., Clackamas. Please indicate which site you will be using at time of registration and check the appropriate box on the Day Camp Photo Identification Form.

Please call the Camp office at 503.663.5813 to make changes to your transportation selection.

	ALAMEDA SCHOOL	EHC	SUNNYSIDE
Supervision begins	7:30 AM	7:30 AM	7:30 AM
Vehicle departs	8 AM	8:30 AM	8 AM
Vehicle returns	5:45 PM	5 PM	5 PM
Supervision ends	6 PM	6 PM	6 PM

# MAIL & PACKAGES

We know transitioning to Camp is hard, so you can write to your camper. We suggest writing short declarations of love to avoid homesickness— like “we’re so proud of you,” or “we love you,” or “see you soon.”

If your preferred writing method is email, you can send a message to campermail@ymcacw.org. **Please do not send images or attachments.** All emails sent after 11 AM, will be delivered the next day.

If you wish to send a care package, inexpensive non-food items—books, non-electric toys, travel games and puzzles, are a great addition the whole cabin can enjoy with your camper. Please do not send any food, candy or snacks to Camp. These packages are invitations to ants or rodents to come for their next meal.

Please allow time for shipping, we recommend sending packages the Thursday or Friday before the Camp session to ensure it arrives within their session.

If you receive a letter from your camper that concerns you, please contact the Summer Program Director at 503.405.1435. We will investigate the situation through conversations with both the camper and the counselor and get back to you right away.

Please send all mail and packages to the following address:

Child's name, Cabin Name (if known)  
 YMCA Camp Collins  
 3001 SE Oxbow Parkway  
 Gresham, OR 97080

# CAMP STORE

The Camp Store is available for campers to purchase memorabilia, apparel, games, and more. A parent/guardian can deposit money into their campers Camp Store Account, any time before Camp begins and up until drop-off. Campers can only use the money on their Camp Store Account to make purchases.

Any leftover money on you camper's Camp Store Account, can be requested for a refund at checkout on Sunday. All unclaimed money, is placed in our Scholarship Fund.

## CAMPER CARE PACKAGES

We offer Camp Care Packages that can be purchased during online registration or by calling the Camp Office. Packages are delivered to campers between Tuesday and Wednesday of their week at camp.

For more information, please visit our website.

# LOST AND FOUND

We make every effort to return lost and found items while your child is in camp. Please label items with your camper's name to help staff identify the owner of lost items. Unclaimed items will be brought to the checkout area on the last day of the session. Please look to see if your camper is missing any items.

After one month, any unclaimed items will be donated to a local charity. YMCA Camp Collins is not responsible for lost, stolen, or damaged articles.



# MEALS AT CAMP

YMCA Camp Collins offers several meal options for your camper. We provide Gluten Free and Vegetarian options. At registration and check-in, you can communicate food allergies or other food restrictions.

If your camper has a severe food allergy or restriction, please call the Food Services Director in advance of your camper's session at 503.663.7879 so that we can do our best to accommodate their needs.

# EVALUATIONS

As you checkout at camp, your family will receive instructions to complete an online evaluation. Please take the time to give us your feedback. We take it seriously and welcome any input, as we strive to improve our programs.

If you see or hear of a problem with any part of our program or staff, please contact the YMCA Camp Collins office immediately, so that we can correct it. We welcome positive comments and will pass them onto the staff who created that experience for your camper.

If you would like to speak to someone directly about an evaluation, call the Summer Program Director at 503.405.1435.

# CONTRIBUTIONS

We understand that you might want to give a gift to one of our staff members after their week with your camper. However, tipping individual staff members is not permitted. You can show your appreciation by making a donation to our Kids to Camp Scholarship Fund. Every summer we offer scholarships and financial assistance for families who otherwise could not afford to send their children to camp.

Thanks to generous donations throughout the year, at our annual Reflecting Camp's Glow event and unspent camp store deposits, we raise over \$110,000 to help send children to camp. For more information please contact the camp office or **visit our website** to learn how you can help send a child to camp and make a donation online.

We also want to thank our camper families, YMCA Supporters and community members who help us give kids the opportunity to experience the benefits and fun of camp.

# WHAT THE Y OFFERS

Since 1868 the YMCA of Columbia-Willamette has offered a diverse range of quality, affordable programs that help children thrive and grow, inspire young people to lead, bring families closer together and encourage individual health and wellness. The Y is a volunteer-driven charitable nonprofit.

We invite you to see how you and your family can enhance your life, connect with your community and become healthier in the process through the Y at [www.ymcacw.org](http://www.ymcacw.org).

# STAY CONNECTED

Follow **YMCA Camp Collins on Facebook** to see new photos, events and Camp activities all year long. We upload camp photos at the end of each session.

