



**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)

# Parent/Guardian Camp Handbook

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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 YMCA Camp Collins, we build relationships through camp activities while teaching and practicing the YMCA Christian Principles of love, respect, honesty, responsibility and service. On the following pages you will find information about your camper's week with us.

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

If you have any questions or concerns about your camper's session at YMCA Camp Collins, please contact our office at 503.663.5813 or [campcollins@ymcacw.org](mailto:campcollins@ymcacw.org).

Sincerely,

Your Summer Camp Team

**Matt Garcia**

Executive Director, YMCA Camp Collins

**Kristen "Christmas" Pelzer**

Director, YMCA Camp Collins

**Kimm "Maverick" McBeth**

Business Administrator

**Tom "Slaw" Edwards**

Leader, Food Services

## 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

In order to keep your camper safe while they are with us, we have a couple of important forms you need to complete prior to check in.

**[Click this link for forms](#)**

### HEALTH HISTORY FORM (Submit Online)

Required for all campers

Submit online prior to camp

Each camper is required to have a completed health history form submitted to YMCA Camp Collins. The health history form is an online form to be filled out at least 2 weeks before camp starts. The link to this form can be found on our web page under **Parent Resources** or in an email from YMCA Camp Collins.

### PHOTO IDENTIFICATION FORM

Required for all campers

Bring completed form with you to camp

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

Required for all campers

Bring completed form with you to camp

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.

### MEDICATION AUTHORIZATION FORM

Not required for all campers

Bring completed form with you to camp

Some of our overnight campers who need to take medications or have access to their inhaler while they're at camp will need to complete this form. The Medication Authorization Form allows our camp health team to administer these medications.

All medication must have the camper's name and be in the original container.

### RAFTING TRIP WAIVER

Required for Teen Leadership and Traditional Teen Camps

Bring completed form with you to camp

**[ymcacw.org/camps/ymca-camp-collins](http://ymcacw.org/camps/ymca-camp-collins)**

# Health & Safety

## Creating A Healthy Camp

Our Overnight Camp programs are implementing guidelines established by the Oregon Health Authority for creating a healthy space for all.

### Preparing for a Safe Arrival

In order to decrease the risk of spreading COVID or another communicable disease, our motto is "healthy camp experiences start at home before camp starts". Here is what we would ask you to do as you prepare for camp:

- The COVID vaccine is not required for campers to attend summer camp. However, we **strongly encourage** all campers to be fully vaccinated before attending camp. This reduces the risk to **ALL** campers and staff.
- All YMCA Staff are required to be vaccinated against COVID-19.
- Face masks are optional and campers are welcome to wear a mask at any time.
- We are not requiring COVID tests prior to attending camp. However, should the community spread increase prior to the start of camp, we may need to implement a testing protocol.
- Check in with your pediatrician to make sure camp is the right fit for your child. Children with certain pre-existing conditions may be at higher risk of being exposed.
- Will your child be able to follow the health & safety practices that are set in place? Can they effectively wash their hands, use hand sanitizer, stay physically distant when asked, and stay with their activity group all day?
- Monitor your child and other household members for 14 days prior to coming to camps. We ask that you do all you can to limit exposure before coming to the day camp environment.
- Talk with your child about telling their counselor about problems or things that are troublesome to them at camp. Encourage your child to tell a leader when they are not feeling well.
- If your child has been ill, or other household members have been ill, we would ask that you not come to camp until the illness has passed. Campers who arrive at camp with COVID symptoms or other communicable disease will not be allowed to enter the facility.
- If your child develops symptoms consistent with COVID-19 or a communicable disease, they will be placed in a designated space for isolation. The parent/guardian will be contacted to arrange for transport.

## Beyond the Fun

YMCA Camp Collins is looking forward to welcoming your child to camp this summer. Your child has been through a lot in the past several years as they have navigated online learning and less opportunity to be with friends and family. In addition to a great week of fun activities in the outdoors, we also hope to provide the following for your child:

### Mental, Emotional, and Social Support

In an effort to support the mental, emotional, and social health of your child, camp staff will role model active listening skills, how to make friends, what to do when your feelings become overwhelming, and who and how to reach out to for support.

### Safety Around Water

This program teaches children of all ages and from all backgrounds that water should be fun, not feared, as long as you know how to stay safe in and around water. In Safety Around Water, kids learn what to do if they find themselves in the water unexpectedly.

## Camp Health Protocols

Now that your camper is prepared for coming to camp, we will follow the county and state guidelines for limiting COVID transmission. Current recommendations include:

- All YMCA Staff are required to be vaccinated.
- Each cabin will have the recommended amount of ventilation and air movement.
- Hand washing with soap and use of hand sanitizer will be utilized frequently throughout the day.
- Restroom and cabins will be cleaned regularly. Only EPA-approved cleaners and disinfecting wipes shall be utilized.
- Camp will be outside as much as possible.
- Individuals with symptoms shall be placed in isolation.

If the community spread increases prior to the start of camp, we may implement some of the following protocols to keep the risk low:

- Campers may need to wear face masks while inside. Such as in their cabin or in the Dining Hall.
- We may limit the number of campers in a group to maintain physical distancing.
- Testing prior to camp or at check-in.

# Helping Campers Succeed

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A successful camp experience starts with you! When our camper's parent(s)/guardian(s) have conversations with their campers about why they want to come to camp and set goals for the week, campers get the most out of their time at YMCA Camp Collins.

To enjoy the camp experience, campers should be emotionally stable and independent, able to care for themselves at an age-appropriate level, have appropriate interactions with peers and staff and be physically safe with themselves and others. We expect campers to uphold the YMCA values of love, respect, honesty, responsibility, and service while at Camp Collins.

Many camp activities give overnight 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 and they must travel around camp with their camp group or in a truddy—a group of three—at all times. Camp does not include screen time. Please ensure your camper's electronics stay at home.

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 health form OR call the Summer Program Director at 503.663.5813 prior to arrival, to discuss strategies to aid your camper's success.

## Cabin Mates

We do our best to honor "cabin mate requests" but there is no guarantee. From experience, we have 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. Sleeping arrangements are typically assigned the Wednesday before the session.

## Lost & Found

We make every effort to return lost and found items while your child is at 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 entrance of camp during checkout. Please look to see if your camper is missing any items.

After 3 weeks, any unclaimed items will be donated to a local charity. YMCA Camp Collins is not responsible for lost, stolen, or damaged articles.

## Themes

Every other week of camp is assigned a different theme. The staff create theme related campfires and activities the week prior to the session making it difficult to provide complete details in advance. We encourage campers to use their imagination and bring anything appropriate to fit into their session's theme, including costumes. No matter the week's theme, YMCA Camp Collins encourages you to be who you want to be!

**Session 1:** No Theme

**Session 2:** Nintendo

**Session 3:** No Theme

**Session 4:** Survivor

**Session 5:** No Theme

**Session 6:** Color Wars

**Session 7:** No Theme

**Session 8:** Around the World

## Camp Meals

YMCA Camp Collins offers several meal options for your camper. Each day we will offer a hot meal. We provide Gluten Free, Vegan, and Vegetarian options to campers that have indicated as such on their Health Form. During check-in, please let us know of any food allergies or other food restrictions. If your overnight camper has a severe food allergy or restriction, please call the Food Services Director in advance at 503.663.7879 so that we can do our best to accommodate their needs.

## Camp Store

The Camp Store is available for campers to purchase memorabilia, apparel, games, and more. A parent/guardian can deposit money into their camper's 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.

All money left in a campers store account is placed in our Scholarship Fund.

# Overnight Camp

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## NEW DROP OFF TIME

**Sunday Drop Off — 11 AM to 1:00 PM**

### Dropping Off

Sunday from 11 AM to 1 PM

- Parents or guardians will be allowed to enter the camp grounds to check-in their camper. Camp staff will greet you and provide specific directions.
- Each camper will receive a Health Screening and Lice Check.
- Camp staff will review with the parent or guardian any medical needs for the week, including use of an inhaler or Epi-pen. Medications will be checked in and verified at this time.
- Once the health screening has cleared, your child will be assisted by a staff person to their cabin and will connect them with the other campers for the week of camp. Parents will be able to go with their camper to their cabin.

### Picking Up

Friday from 3 PM to 5:00 PM

- Please park in the main lot and follow instructions from the camp staff.
- You will pick up campers at designated location. A staff member will check your picture ID and give you a cabin photo, and any remaining medications.
- You will reconnect with your camper(s), collect their belongings and say goodbye to new friends.
- 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.

## Packing for Camp

Please make sure that your clothes provide adequate coverage for their sunny and active time at camp. Thin-strapped tank tops, pants that reveal undergarments, shirts that do not cover the midriff are examples of clothing that is not appropriate in a summer camp setting. Clothing with inappropriate or disrespectful logos/topics should also be left at home.

### What to Bring

- Socks (6-7 pairs)
- Underwear
- Sweatshirt
- Shorts (2-3 pair)
- Pajamas
- Shirts (4-5)
- Swimsuit
- Long pants (2-3)
- Jacket
- Closed-toed shoes are required at Camp Collins
- Flip Flop or other slides for showers/pool
- Sleeping Bag (optional twin fitted sheet)
- Pillow
- 2 towels and a wash cloth
- Comb or brush
- Toothbrush and toothpaste
- Deodorant
- Lip Balm
- Non-aerosol Sunscreen
- Non-aerosol Insect Repellent
- Soap & Shampoo
- Feminine Products
- Water bottle
- Playing cards
- Plastic garbage bag for dirty clothes
- Stationary, envelopes, and postage if your camper wishes to send mail home. Camp Collins does not provide stamps.

### What not to bring

Camp does not allow personal electronic devices—these can distract campers and create conflict. Please leave all at home. Also items like curling irons and hair dryers can be a safety hazard and should be left at home as well. Camp is a drug, tobacco and alcohol free zone.

## Camper Showers

A day at camp is busy and full, thus finding time to shower each day can become challenging. Overnight campers will get multiple opportunities to shower throughout their session.



# Overnight Camp

## Teen Programs

The Teen Program provides leadership opportunities, build confidence, skill development and relationships.

### RAFTING TRIP

The teen program includes an off-site rafting trip. This trip will be a full day on the Deschutes River. This trip does require an **additional waiver** that must be signed by parent/guardian for teen's participation. This waiver can be printed off from the website and brought to camp. We will also have waivers at camp.

<https://riverdrifters.net/deschutes-river-rafting/>

Teens should also pack the following items:

- A pair of quick-drying shorts/bathing suit
- A non- cotton shirt (wool/synthetic are best). This is to wear underneath your wetsuit.
- Long-sleeved synthetic shirt or fleece (NO cotton) for extra warmth when outdoor temperatures are colder than 80°F.
- Waterproof sunscreen.
- Hat for sun protection.
- Old pair of tennis shoes, neoprene booties with soles or sandals (closed-toed, such as Keen, are recommended).
- Sunglasses and/or prescription eyeglasses or contacts. Strap for the sunglasses.
- Change of clothes for after the trip.
- Towel to dry off after the trip.



## C.I.T.s

Our Counselors In Training or CITs are our future leaders of camp. CITs must be very mature and have a growth mindset to be successful in the CIT Program. The CIT sessions are two weeks long with a stayover weekend at camp. Laundry services are available during the session for CITs

Week one is about group bounding, leadership development, and how to work with youth. CITs are learning how to work as a group. Modeled off of our staff training, CITs will learn about connecting with campers, conflict resolution, camp policy and procedures, and will learn a variety of leadership & life skills.

Week two is their shadow week. CITs are placed with a cabin and are given opportunities to lead the group and learn from one of our Counselors.

## Sample Overnight Schedule

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

Activities may include: swimming pool, archery, climbing tower, games, crafts, river tubing, nature hike, leadership development, and 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 Principles: love, respect, honesty, responsibility and service
- Cabin Activity
- Group Swim

12:20 PM—Lunch

- Rest Time
- 2 Choice Activities
- Snack
- Group Swim

5:45 PM— Dinner

- Free Play
- All-Camp Evening Activity

8:30 PM— Embers (A time to reflect on the day)

- Showers, Meds, and Beds

10 PM— Lights Out

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

# Day Camp

## Getting to Camp Collins

All drop off and pick up this summer will be at YMCA Camp Collins. YMCA Camp Collins is located at 3001 SE Oxbow Parkway, Gresham, OR 97080.

## Dropping Off

Mon-Fri morning; 8 AM to 9:00 AM

- This will be a “curbside” process, where your child is checked into camp from our parking lot. Please follow the signage and staff directions.
- Each day camper will receive a health screening before entering camp.
- Camp staff will review with the parent or guardian any medical needs for the day, including any medication, use of an inhaler or Epi-pen.
- Once the health screening has cleared, your child will be directed towards the day camp tent.
- Parents, if you wish to take your child to the day camp tent, you are welcome to park and follow the staff instructions.

## Picking Up

Mon-Fri afternoon; 4:30 PM to 6 PM

- Please park in the main lot upon arrival.
- Camp staff will direct you to the Day Camp tent to pick up your camper.
- Check out with the staff person at the parking lot. Be prepared to present your photo ID.



## Packing for Camp

Most of our Day Camp activities are spent outside. Please dress your day camper in comfortable play clothes and closed-toe shoes. YMCA Camp Collins is located by the Sandy River in a Douglas tree forest and can be a bit chillier than most of our drop off sites especially in the morning.

### Packing List

- A Water Bottle
- Non-Aerosol Sunscreen
- A Swimsuit, towel, & water shoes (daily)
- Closed-toed shoes are required at Camp Collins
- Extra Snacks

### What not to bring

Camp does not allow personal electronic devices—these can distract campers and create conflict. Please leave cell phones, iPads, Apple Watches and other screen devices at home.

## Sample Schedule

8:00–8:30 AM | Campers Arrive at YMCA Camp Collins

8:30 AM | Check-in Circle

9:00 AM | Flag—focused on one of our five core values of love respect, honesty, responsibility and service

9:30 AM | Activity 1

10:45 AM | Snack

11:00 AM | Activity 2

12:15 PM | Lunch

1 PM | Activity 3

2:15 PM | Snack

2:30 PM | Activity 4

3:45 PM | Embers Circle

4:30—5:00 PM | Pick up at YMCA Camp Collins

\*Activities may include: swimming pool, archery, climbing tower, games, crafts, river wading, nature hike, and more.

Day camp is primarily an “Outdoor Camp” where being inside is only for inclement weather. Games, crafts, and singing camp songs are also included.

# Community and Behavior Expectations

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## Camp Behavior Policy

At the YMCA of Columbia Willamette, we are committed to becoming an anti-racist and inclusive gathering space where people of all colors, religions, genders, and backgrounds are welcomed and have the opportunity to succeed, be healthy, and thrive. That means closely examining what we do – our systems, hiring practices, partners, contracting, and programs – to ensure we are learning, adapting, and doing all that we can to build a more equitable, healthy, and just community.

The Y believes in the unique potential of every young person. We strive to provide support to ensure all youth are successful in our programs. From the moment participants arrive, staff work to build an inclusive space with clear expectations. Additionally, we partner with parents and guardians on strategies for working with participant's individual behaviors. Should behavioral support be needed, staff will make every effort to call the family starting with the primary contact, then the emergency contact.

We know that certain behaviors can cause lasting harm. We do not tolerate bullying: aggressive behavior that is intentional, is repeated over time, and involves an imbalance of power or strength, and bigotry: making derogatory comments, including making fun of the individual or individual family's national origin, religion, sexuality, ethnicity, disabilities, sexual orientation, gender; threatening bodily harm to the individual or individual's family/friends.

Staff make every effort to ensure each participant has a positive experience. The Y strongly believes that youth programs are an exciting, safe community for youth to explore, build confidence, develop skills, and make lasting friendships and memories so they can grow as individuals and leaders. It's a place where participants can discover who they are and what they can achieve. We strive to help each person develop positive self-esteem while fostering self-direction.

Our Y staff work with each participant to support their development in self-management and self-direction. Some examples are:

- Consistent rules are clearly stated. Participants are expected to work and play within known limits.
- Behavior expected of participants is age appropriate and based on development level.
- An atmosphere of trust is established in order for participants to know that they will not be hurt nor allowed to hurt others.
- Participants become acquainted with themselves and their feelings to help them learn to cope with their feelings and control them responsibly.

## Camp Behavior Policy

### GENERAL BEHAVIOR EXPECTATIONS

- No put-downs...no one needs them.
- Be honest with yourself and others.
- Speak for yourself...not for anyone else.
- Listen to others...they will then listen to you.
- Show respect...every person is important.
- Take responsibility for your actions, you are responsible for you.

### UNACCEPTABLE BEHAVIOR

- Refusing to follow the behavior guidelines or program and safety rules.
- Using profanity, vulgarity, or obscenity.
- Stealing or damaging property (personal, Y, rental, and public property) Note: Damage done by a participant to these properties could result in financial responsibility and invoice assessed to the participant's family.
- Refusing to participate in activities or cooperate with staff resulting in disruption of the program for others.
- Running away from the group or designated areas.
- Endangering the health and safety of participants and/or staff.
- Engaging in physical violence, bullying/teasing, or sexual misconduct or abuse toward another child or staff will not be tolerated.
- Public or inappropriate displays of affection.

### WHEN BEHAVIOR RULES ARE BROKEN

Y staff facilitates the development of self-control by using positive guidance techniques such as modeling, encouraging expected behavior, redirecting participants to a more acceptable activity, or setting clear limits. Staff respect each participant's developing capabilities.

### PROGRESSIVE DISCIPLINE PROCEDURES

When a participant does not follow the behavior guidelines, Y staff take the following action steps:

- Step 1: The Y uses positive guidance methods including reminders, distraction, logical consequences, and redirection.
- Step 2: If inappropriate behavior continues, the participant is reminded of behavior guidelines and program rules. The staff member and the participant decide on action steps to correct their behavior. Staff documents the situation, the inappropriate behavior and action taken. Parent/guardian(s) are notified.
- Step 3: If the situation is not resolved and inappropriate behavior continues, staff will schedule time with the participant and their family to develop an action plan for success.



# Camp Policies

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## Camp Behavior Policy Cont.

### PROGRESSIVE DISCIPLINE PROCEDURES CONT.

• Step 4: If after working through steps 1–3 the participant is still struggling to meet expectations staff will work to identify different program types, a different cohort or a modified attendance schedule to support the participant, and their family.

If needed, the Y reserves the right to suspend or remove the participant from the program. Parent(s) or guardian(s) may be notified to pick up their participant at their own expense. Travel arrangements will always be made in advance with the parent or guardian. Program fees will be forfeited. In the case of a serious incident, the participants involved will not be invited back for future experiences.

The Y believes in the unique potential of every young person. We strive to provide support to ensure all participants are successful in our programs. To limit instances of bias and to respond in a way which aligns with our organizational values, Camp Collins is focused on implementing trauma-informed, restorative justice practices into the curriculum, daily routine, and culture. Our staff teams are trained to add SEL aspects into all programs, create community, and facilitate conflict resolution. These practices are introduced to and practiced by participants throughout their experience through intentional community building activities like teambuilding and values sessions. We are committed to building strong communities within our programs and assisting participants in dealing with conflict in a healthy and productive manner. We aim to address the root of behavioral issues and conflicts by finding solutions which use restorative practices as the foundation for overcoming con-

## 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 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 [ymcacw.org](http://ymcacw.org).

### Stay Connected

Follow YMCA Camp Collins on Facebook and Instagram to see new photos, events and Camp activities all year long.

If you have any questions or concerns about your camper's session at camp, contact us at 503.663.5813 or email at [campcollins@ymcacw.org](mailto:campcollins@ymcacw.org).

## Missing Home

Prepare your camper for missing home 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. Below are a few things parents can do to keep missing home at bay:

- Make a pact with your child that they'll stick it out. Knowing they're in it for the session goes a long way towards making the most out of camp. Giving campers an out only makes it harder for their counselor to keep them engaged.
- Send them with pictures of home and family to look at when they're feeling lonely.
- Sign them up for the same session as a friend or sibling. Having a familiar face at Camp can help the first time go more smoothly.
- Send plenty of letters. However, try to refrain from detail such as the amazing trip you took while they're gone or how their dog is missing them.
- Have a chat. At YMCA Camp Collins if a camper voices their missing home more than once, their Unit Director will initiate a phone call with their parent/guardian. We want to include you to come up with a plan that best supports your camper during their time at Camp.

## Mail & Packages

We know transition to camp can be hard, so we recommend writing to your camper. Short declarations of love-like "we're so proud of you," or "we love you," or "see you soon," tend to work well to avoid missing home. You are welcome to bring camper mail to check-in and we can arrange delivery during the week of camp.

If your preferred writing method is email, you can send a message to [campermail@ymcacw.org](mailto: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 such as books, toys and puzzles are a great addition the whole cabin can enjoy with the whole cabin. Please do not send any food, candy or snacks. These packages invite ants or rodents to come into the cabins. Please allow time for shipping.

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