

YMCA SUMMER CAMP 2025



Adair County Family YMCA

1708 S Jamison, Kirksville, MO 63501

May 26, 2025 – August 7, 2026

www.adairymca.org

FAMILY HANDBOOK

Dear Campers and Family,

Welcome to summer camp! We are beyond ecstatic to spend our summer with you! We are continuously working hard to improve camp and include new activities (psst... we can't tell you! You will have to come and see it for yourself!)

Safety is the number one priority at camp. Because of this, all staff will be CPR, and First Aid certified. Staff will be trained on, and held accountable for, following camp procedures and policies. We kindly ask that families and campers familiarize themselves with this handbook.

Our camp mission is to encourage campers to explore, learn, and play in a safe and fun environment created through counselor relationships. Our vision is to provide campers with the best possible summer camp experience. We look forward to having your camper(s) join us this summer!

If you have any questions, please contact us:
Email: schristian@adairymca.org
Phone: 660-665-1922.

Respectfully,

Adair County Family YMCA Camp Staff

Sample Schedule

- 7:30 – 8:15 AM: Drop off/Free Gym
- 8:15 – 8:30 AM: Announcements
- 8:30 – 9:00 AM: Breakfast
- 9:00 – 9:30 AM: Themed Activity 1
- 9:30 – 10:00 AM: Themed Activity 2
- 10:00 – 10:30 AM: Gym
- 10:30 – 11:00 AM: Playground
- 11:00 – 11:30 AM: Team Debrief
- 11:30 AM – 12:30 PM: Lunch
- 12:30 – 1:30 PM: Afternoon Activity 1 OR Field Trip
- 1:30 – 2:30 PM: Afternoon Activity 2 OR Field Trip
- 2:30 – 3:00 PM: Rest Time OR Split Time
- 3:00–3:30 PM: Snack
- 3:30–4:00 PM: Playground
- 4:00–4:30 PM: Themed Activity 3
- 4:30–5:00 PM: Gym
- 5:00–5:30 PM: Pick Up/Free Gym

Weekly Themes

- Week 1 (May 26th–29th) Boot Camp
- Week 2 (June 1st–5th) Villains and Heroes
- Week 3 (June 8th–12th) FIFA! Game on!
- Week 4 (June 15th–19th) BATTLE ROYALE
- Week 5 (June 22nd–26th) Pirates of the Ville
- Week 6 (June 29th–July 3rd) Murica'
- Week 7 (July 6th–10th) Summer Olympics
- Week 8 (July 13th–17th) Wild Wild West
- Week 9 (July 20th–24th) Shark week!
- Week 10 (July 27th–31st) Who Dunit?
- Week 11 (August 3rd–7th) Broadway

GENERAL INFORMATION

Registration Information

Summer camp is available to all campers who are entering Kindergarten and have turned the age of 5 by the camp start date. The last year for campers to attend is entering their 6th grade year. Each guardian will be required to complete all the necessary paperwork prior to their child's first day of participation. All information provided will be kept confidential and is used in the best interest of the child. Staff will be informed of information that is necessary for the camper's safety and positive camp experience.

If your camper receives IEP or 504 services in school, please provide a copy to the YMCA with your registration packet. This allows staff to be informed and trained to provide a successful camp experience.

The YMCA has a counselor-to-camper ratio of 1:10. If your camper needs a different ratio (for example 1:1) please understand their acceptance will be dependent upon staff availability.

Fee Information

Weekly Fee Summer Day Camp (full day): Members \$110; Non-Members: \$160

Monthly Fee Afternoon Camp for June only (campers who attend summer school): Members \$110; Non-Members \$160

One-time registration fee for day camp (per camper): \$100

Deposit: A non-refundable, non-transferable deposit of \$20 is required at the time of registration for each week your child will attend camp. This will be applied to the weekly fee. The remaining balance for each week of camp must be paid by the Friday before the week they are enrolled by 5:30 PM.

Fees can be paid by check, cash, or credit card (no bank drafts) at the front desk.

Early Drop Off/Late Pick Up Fees

Camp runs from 7:30 am – 5:30 pm. We ask that campers are dropped off no earlier than 7:30 am and picked up by 5:30 pm. If a guardian disregards this request the YMCA will be forced to impose an early/late fee of \$1 per minute, per child.

Camp Drop Off & Pick Up

All campers will need to be signed in and out when dropped off or picked up. Guardians may use this time to visit with counselors and ask questions if necessary. Campers must be signed in and signed out by guardians or authorized pickups, as listed in your registration packet. Authorized pickup names should be listed on the registration form; they must be at least 16 years of age. No child may be dropped off earlier than 7:30 AM or picked up later than 5:30 PM. Picture identification is required when picking up any camper unless the YMCA staff is familiar with your name and child.

Financial Assistance

At the YMCA no one is ever denied the opportunity to participate due to the inability to pay. Scholarship request forms are available at the front desk for all YMCA members. The scholarships are based on total household income and number of dependents to determine the fees for those with documented financial need. The forms **MUST** be filled out two weeks prior to joining the program.

Inclement Weather

All activities will be adapted to weather conditions. Please pack appropriate clothing based on current weather forecasts.

Allergies and Dietary Restrictions

Please include allergy information or dietary restrictions of any kind in your Registration Packet. The YMCA does not allow children to share food due to a variety of food allergies.

Communication

Primary communication will be through our private Facebook group. Weekly schedules, photos, and other important information will be posted. If you do not use Facebook and want to receive emails instead, please note that on the registration packet and we will put you on an email list. At any time if you have questions, please feel free to contact us at schristian@adairymca.org or call the Y at 660-665-1922.

Daily Camper Packing List

- A water bottle with the camper's name on it. If a camper forgets their water bottle, the Y will supply them with another for \$1 per occurrence.
- Sunscreen with the camper's name on it.
- Tennis shoes or closed-toed shoes.
- Lunch if needed. The YMCA will have lunches available for purchase. We have refrigeration available if needed. No microwave access is provided for campers.
- Swimsuit and Towel
- Sandals/Flip Flops are only permitted when going to/from the pool (when applicable, if desired)
- Great attitude and a desire to have fun each day!

Snacks and Lunch

Please make sure your camper has a lunch every day, whether it be lunch from home or the Y lunch. Be sure to pack a water bottle as camper health is our priority. Lunch punch passes will be available to purchase. Snack will be provided to campers at 3:00 PM. each day. If the camper wishes to bring their own snacks, then they are welcome to do so.

Donations

We are often in need of supplies for various arts/crafts projects. If you have any supplies or other materials that you think could benefit the camp and are willing to donate them, the Y would greatly appreciate them!

PROGRAM POLICIES

Accidents and Injuries

1. Any camper showing signs of illness shall be isolated until they leave the camp site. A staff member shall be available to comfort and observe them periodically. Family emergency contacts will be notified and expected to pick up the child immediately after contact.
2. If campers have been exposed to a communicable disease within the program, all guardians will be notified of possible exposure. Any child who has been dismissed due to illness cannot return until they are over the illness and if necessary, a physician's signature to verify the return of the child.
3. The Adair County Family YMCA will follow all CDC guidelines for COVID-19 protocols.
4. YMCA staff will treat routine scrapes and cuts; however, campers needing additional medical attention will follow the medical release form information.

We will make every attempt to notify the parent immediately if additional medical attention is required. Your authorized signature on the Health, Information, and Release forms allows us to secure prompt medical attention if necessary.

Camper Play

Due to safety and liability, campers are not permitted to play with non-campers while they are under summer camp supervision. This includes the playground, YMCA gym, and other settings when campers are under camp supervision.

Medication

We understand that medication may be necessary during Summer Camp. Prescription medication shall be in the original container and labeled with the child's name, instructions, including times and amounts for dosages, and the physician's name. All non-prescription medication shall be in the original container and labeled by the guardian(s) with the child's name and instructions for administration, including times and amounts for dosages. Additionally, the guardian must complete a medication authorization form for each medication. Medications will be stored in a locked box and only the management team will have access to the medication. Staff will keep a record of administration each time medication is given.

Discipline and Bullying

Summer camp exists to provide campers with a safe, fun, and encouraging camp experience. Camper safety is our number one priority. We will have discipline policies to maintain a safe environment for campers and staff. While at camp, there are two discipline forms. When shared with the family, both forms must be signed by the family and the staff member. This signature acknowledges understanding and is evidence communication has been made. The YMCA will keep the original copy of each form; the family member can receive a copy if they want.

The behavior form is used for more minor behavior instances. The result is simply to communicate with families and campers. We understand camp is long, the days are long, and sometimes campers can have a rough day. However, once a camper receives multiple behavior forms (5), which becomes a repeated pattern, it will result in a write-up. After five behavior forms, the consequences depend on camp leadership and the executive director.

The write-up form is used for larger, more significant behavior instances. This is a greater consequence, usually resulting in a suspension and a conference with the camp and executive directors. Multiple write-up forms could result in dismissal from camp entirely.

Bullying Policy

Camp exists to provide everyone, staff, and campers, with a safe and fun environment. Bullying is not tolerated, and consistent offenses will result in suspension from camp. Please see the bullying steps:

- 1st Offense: Camp leadership will meet with the camper to discuss behavior.
- 2nd Offense: Camp leadership will call the camper's guardian and have a meeting over the phone with the camper and guardian. The camper will sit out of the next activity.
- 3rd Offense: The camper and guardian will conference with Misti or Savannah or both (the YMCA Directors).

Phone Policy

Camp exists to encourage campers to socialize, participate, and engage in camp activities. To promote this, the camp does not allow using phones or technological devices. If your camper needs a phone, they must drop it off in the camp office each morning and can pick it up at the end of the day. If you ever need to reach your camper, you are welcome to call the YMCA front desk at 660-665-1922.

Sample Behavior Scenarios *subject to change per scenario*

Behavior	Type of Form	Consequence
Calls a camper or staff member an inappropriate name	Behavior	Time out from the activity and must write an apology letter.
Gets into a verbal fight with another camper	Depends on severity	Separated into different groups and must write an apology letter.

Physically hits someone	Write Up	Depends on the circumstance.
Throws food/at someone	Behavior	Assist camp director with trash duty.
Runs away from a counselor when asked to talk to them	Write Up	Meet with camp director and sit out of the activity.
Refuses participating in an activity after being encouraged, seeking comprises, and being asked three times.	Behavior	Meet with the camp director.
Caught on a phone or device without asking permission.	Behavior	Conversation with guardian. The device is not sent back for "x" days.

Pool Field Trips

Our campers will have field trips to the Aquatic Center. All campers will be required to wear a band. These bands help Y staff and Aquatic Center staff identify the YMCA campers from the public. The campers will either have a blue band that represents staying in shallow end, or a green band that represents access to everywhere. Campers can choose if they want to pass a swim test for a green band. If they do not pass a swim test, or elect not to take one, they are given a blue band.

Guardian Involvement

The best way to support our campers is to have open communication between families and staff. Please feel free to share important information that we need to know about your camper. We understand there are things that may affect your camper's behavior.

Lost & Found

Items will be forgotten, misplaced, or borrowed. Please label your camper's belongings so they can be returned. All lost and found items will be kept at the YMCA until the last day of camp. Any items left after that time will be donated.

Dress Code

Appropriate clothing (daily). All campers will be required to go outdoors, weather permitting, and should dress accordingly. Tennis shoes are required every day for camp. Flip flops and sandals will only be allowed at water activities.

Sunscreen Policy

Family members will be responsible for applying sunscreen prior to camper arrival. They are required to provide their camper with enough sunscreen for the day. Please remember to label your camper's sunscreen. Camp staff will ensure thorough follow-ups. This means your camper is responsible for their own application with staff supervision. Staff is NOT allowed to apply sunscreen to campers. Campers may buddy up with other campers to assist with coverage. Spray sunscreen is also recommended to ensure thorough coverage at each application. An extra shirt may be necessary to wear while swimming or during outdoor activities to prevent burns.

Prohibited Items

Do NOT bring weapons, electronic devices, firecrackers, matches, or tobacco products. If in doubt, then chances are they should NOT be brought. Please leave them at home. If any of these are seen at camp, they will be confiscated and released only to family at the end of the day.

Summer Camp Organizational Structure

Misti Harris, Executive Director

Savannah Christian, Program Director

Ellie Weltha, Creative Director

Camp Counselors