



# **BUILDING MEMORIES AT THE Y SUMMER CAMP** ALL SUMMER LONG!

## **2025 SUMMER CAMP GUIDEBOOK**

Our Camp is designed to  
spark imagination,  
build confidence & independence,  
& improve  
communication skills!

**Times:**  
**Monday - Friday**  
**7:30 AM 6:00 PM**

A Registration Fee is Required for all Campers: \$30 (includes a YMCA t-shirt)  
Payments will be processed each Friday prior to what you are purchasing,  
unless paid prior to that deadline.  
This helps us confirm participation, finalize staffing, and to make plans for your camper.  
Registration Opens April 15th!



# Camp Details

Times: Mon - Fri 7:30 AM - 6:00 PM

Drop-off & Pick-up at the YMCA

Some field trips may require earlier departure times

Ages: Entering Kindergarten - Entering 6<sup>th</sup> Grade

Registration Fee: \$30 (Includes YMCA T-shirt)

## Pay for the Entire Summer:

Pay for the entire summer and receive a 24% discount off the weekly rate. Must pay in full by June 6<sup>th</sup> to receive this discount.

Family-Member: \$1,169

Non-Member: \$1,593

## Pay by the Session:

Session 1: Family-Member \$368

Non-Member \$502

Payment due by Friday, June 6<sup>th</sup>

Session 2: Family-Member \$441

Non-Member \$601

Payment due by Friday, June 27<sup>th</sup>.

*\*Discounted rate reflected for June 30<sup>th</sup> - July 2<sup>nd</sup>*

Session 3: Family-Member \$489

Non-Member \$666

Payment due by Friday, July 25<sup>th</sup>.

## Pay by the Day:

Only available on the day of the event and IF there is space available.

Not able to be used on field trip days.

Family-Member: \$61

Non-Member: \$97

## Pay by the Week:

Payment due the Friday prior to the camp in which you will be participating.

Family-Member: \$146

(\$98 June 30<sup>th</sup> - July 2<sup>nd</sup>)

Non-Member: \$196

(\$148 June 30<sup>th</sup> - July 2<sup>nd</sup>)

*\*No camp July 3<sup>rd</sup> and 4<sup>th</sup>!*

## Payment:

A form of payment is required on file. Payments will be processed the Friday prior to what you are purchasing unless paid prior to that deadline. This helps us confirm participation, finalize staffing, and make plans for your camper.

Summer Camp rates include all field trips, morning and afternoon snack, and lunch every Thursday.

**Bring your own lunch every other day, except Thursdays!**

*\*If a lunch is not sent with your child(ren), your account may be assessed with a \$15 fee that is to be paid within 5 business days.*

**Financial Assistance is available. Apply early as it can take up to 2 weeks to process!**

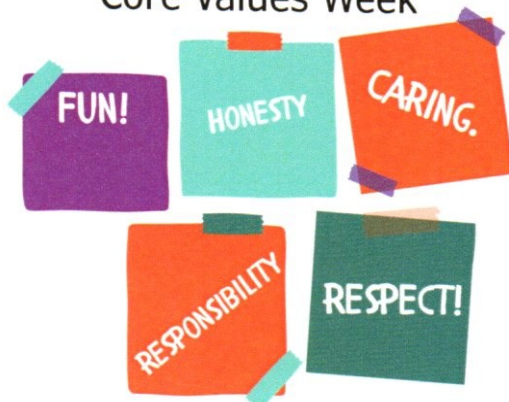
June 9<sup>th</sup> - June 13<sup>th</sup>  
Core Values Week



June 15<sup>th</sup> - June 20<sup>th</sup>  
BEAT THE CLOCK WEEK



Session 1



June 23<sup>rd</sup> - June 27<sup>th</sup>  
Safari Week &  
A Field Trip!

June 24<sup>th</sup> Idaho Falls  
Zoo & Aquarium



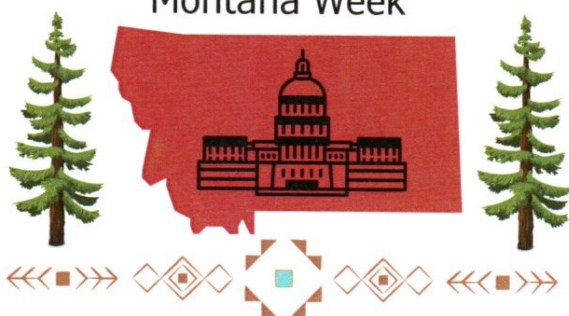
Session 2

June 30<sup>th</sup> - July 2nd  
USA WEEK



**No Camp July 3<sup>rd</sup> and 4<sup>th</sup>!**  
Enjoy the Holiday!

July 7<sup>th</sup> - July 11th  
Montana Week



July 14<sup>th</sup> - July 18th  
Build Something  
**CRAZY**  
WEEK



July 21<sup>st</sup> - July 25<sup>th</sup>  
STREAM Week

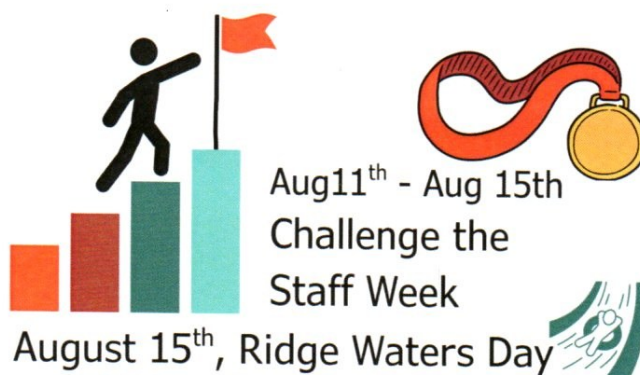


Session 3

July 28<sup>th</sup> - Aug 1st  
Fairy Tale Week



Aug 11<sup>th</sup> - Aug 15th  
Challenge the  
Staff Week  
August 15<sup>th</sup>, Ridge Waters Day



August 4<sup>th</sup> - Aug 8th  
Yum Yum Week



Aug 16<sup>th</sup> - Aug 22nd  
**BEAT THE HEAT**  
WEEK!





# Items to Send with Your Child Everyday!

- ✓ Comfortable clothing that can get dirty.
- ✓ Sneakers or hiking sandals that have a back strap around the ankle are required. Absolutely no Croc's, flip-flops, or flats are allowed!
- ✓ Small backpack, labeled with your child's name. Backpack is to contain:
  - lunch, every day except Thursdays!
  - light jacket
  - If your child has an allergy or sensitivity to regular sunscreen, please include their own sunscreen, labeled with their name.

We will also use the backpack to send the projects home that they worked on at camp

- ✓ Swimsuit, labeled with their name on the tag, and goggles if they wish to use them for swimming.
- ✓ Reusable water bottle, labeled with their name.

## Items to Leave at Home!

- |                                      |  |
|--------------------------------------|--|
| ✓ Cell phones, Ipods, electronics    | ✓ Candy, junk food, soft drinks                      |
| ✓ Money, valuables                   | ✓ Crocs, flip-flops, flats                           |
| ✓ Knives, weapons - real or pretend. | ✓ Belly shirts or dresses without shorts underneath. |
| ✓ Toys, games, trading cards         |  |

The YMCA is not responsible for lost or stolen items.

If children come to camp and are not properly equipped for the day, we may send them home.





## Expectation of Campers Continued:

### Social Inclusion:

Teamwork and cooperation will be the basis for including everybody. Politeness and courtesy go a long way. People are responsible for their own actions. Use positive language always. Speak for yourself, not anybody else. Encourage others by avoiding put-downs. Show respect. Every person is important. Keep your hands and feet to yourself at all times. You are not allowed to touch another camper and/or staff member in a negative way.

### Build Community:

Every child is part of the YMCA Summer Camp. You are here to make new friends, play with old friends, learn different games, try something new, build on your skills, and just have fun. Respect all staff, Summer Camp Counselors, YMCA members, and fellow campers. Proper use and cleanliness of locker rooms, equipment, supplies, etc. is everybody's responsibility. Clean-up is important and we expect everybody to help. Not only do we respect one another, but also, we respect our camp environment by putting litter in its place, not destroying property that belongs to the camp or to others, and putting equipment in its designated space. We are all responsible for our words and actions. Be responsible for your personal belongings. Stay in program areas with camp staff - running away is not acceptable. Cooperate with staff and follow directions: staff know best how to keep you and your friends safe.

### Bus and Field Trip Rules:

All camp rules and expectations apply during transportation to and from camp.

In addition, the following rules apply while transporting children:

- Campers may not enter or leave the vehicle without permission from a staff member.
- All campers are to remain seated, facing forward, with their hands and feet inside the vehicle at all times.
- Yelling in the vehicle or outside of it, or anything that might distract the driver or cause harm to another rider is not allowed.
- No eating or drinking in the vehicle unless given permission by a staff member.
- Wear appropriate gear (sneakers, sunscreen, jacket, water bottle, etc)
- Stay within sight of the field trip staff and be respectful to tour guides, facilities, and others.
- Treat the land with respect when outdoors. For example, throw garbage in trash bins, no unnecessary destruction of the land, leave the area better than how you found it.

Some of our field trips depend on the age group, behavior, and availability of seating within each age group. Each age group will get a field trip throughout the summer, and even though one group is going on a field trip, there will be a group left behind to have camp on that day. Some field trips require your child to be dropped off early, so that we can reach our destination on time. Your child may bring with them extra snacks, water bottles, coloring or non-electronic toys. Remember, they are responsible for whatever they bring with them. The YMCA staff will let them know if they will allow electronic items, such as Ipads, games, EarBuds, for longer trips.

\*The YMCA is not responsible for lost or stolen items.

### Swimming:

We will swim on Mondays and Fridays weekly. We will also have a water war on Wednesdays if we aren't on a field trip. Please send your child to camp with a labeled swimsuit and towel in a bag that will stay at the YMCA for the entire summer. Children will be swim tested the first swim day that they attend camp. The swim test will consist of swimming one length of the pool using a recognizable stroke and treading water for one minute. The procedure is required to ensure safety in the pool. Successful completion of the test will allow the children to swim in the deep end of the pool during camp time. All campers will wear a wristband, so that staff and lifeguards know their swimming ability while in the pool.

Campers may register for the 4:00 PM swim lessons, and we will take them to their lessons. Swim lessons will be discounted at \$10 off / swim session for children enrolled in summer camp.

\*If a parent or guardian wishes their child to not participate in swimming, they must give a staff member written or verbal notice.



# Summer Camp Rules and Regulations:

## Expectation of Parents:

Parents are expected to read and help enforce the "Expectations of Campers" document with their child(ren), and explain to them how these rules and policies will help their camper promote a friendly and safe environment.

If camp staff identify an issue, we will ask the parents to contact us. Please do so in a respectable and timely manner. This way, we can fix any issues and your child(ren) can continue to enjoy camp.

Please pick up your children on time and make sure their backpack is filled with the daily items that are outlined for you in this booklet.

\*There are fees or actions associated with failure to send your child in appropriate clothing, without a lunch, or not picking them up in time - all of these potential fees or actions are described in this packet.

## Inclusion:

All YMCA programs operate in accordance with all state and federal policies. We work to ensure that everyone, regardless of ability, age, cultural background, ethnicity, faith, gender, gender identity, ideology, income, national origin, race or sexual orientation has the opportunity to reach their full potential with dignity.

YMCA summer camps are designed to provide accessibility for children with moderate visual, auditory, orthopedic, mental and emotional challenges. Please contact the camp director to discuss your child's unique needs prior to registering.

## Tick Season:

June marks tick season in Montana. Although we use bug spray, please check nightly that your child(ren) do not have ticks. It is best to check their heads, necks, and parts of their body that are not covered with clothing.

## Insect Repellent and Sunscreen:

Bring insect repellent and sunscreen to camp each day. Before going outside, and every 2 hours when outside, camp staff will monitor every camper while they apply sunscreen. Camp staff will provide sunscreen for any camper who forgets or runs out of it. Please indicate at registration if you would prefer the YMCA not provide sunscreen and insect repellent to your camper.

## Illness:

Keep sick children home and notify the YMCA that they will not be coming due to illness. The phone number is 406.782.1266, and the front desk staff can deliver your message to the summer camp staff. Children who have had diarrhea, a fever, or have vomited within the past 24 hours, and those who have tested positive for any contagious illness, including COVID, cannot attend camp. Parents / Guardians will be notified immediately if a child appears to become ill while at camp and will be expected to arrange immediate pick-up of ill campers. Campers who become ill at camp will be cared for by staff away from the group until an authorized adult picks them up. Children with, or showing symptoms of a contagious illness cannot attend camp and must be evaluated by a healthcare professional before returning to camp. The Youth Development Director must receive written approval by a healthcare provider before the child(ren) can return to camp.

\*Refunds will not be issued for single-day or short-term based illnesses.

## Medication:

Parents must notify a camp director if a child is to take medication during the day of camp. The type of medication, time of dosage, duration of dosage, and a completed *Authorization to Administer Medication Form* must be turned into camp staff on the first day of camp. Any medication to be administered at camp must be accompanied by a signed doctor's note or prescription container with specific instructions. No over-the-counter medications will be given to campers without prior parental approval. If parents fail to retrieve unused medicines, they will be locked up and discarded one week after the camper's last day of camp. Insurance or costs associated with health-related matters must be covered by the parent or legal guardian,



# Summer Camp Rules and Regulations:

## Hours of Care:

### Supervised Care:

**7:30 AM - 6:00 PM**, Monday through Friday unless otherwise noted.

Children can be dropped off or picked up between these hours. Campers who arrive before 9:00 AM or after 4:30 PM will participate in a variety of structured and unstructured activities to choose from each day, including puzzles, games, drawing and group projects.

### Active Camp:

**9:00 AM - 4:30 PM**, Monday through Friday unless otherwise noted.

It is important that your child arrive on time. We often spend the majority of our day at the Kiwanis Sunshine Camp or on other outings. **You may have to bring your child to another location if you are running late. Also, If you want to pick up your child earlier than 4:30 PM, then you should confirm with a camp staff member where we will be at that time.**

YMCA Summer Campers will participate in a variety of activities each day. Camp activities have been designed to fit within the theme of each camp week and will include a variety of activities such as ice breakers, arts & crafts, sports, games & fitness, hands-on science, music & drama, STREAM activities, character development, local and out-of-town field trips, and swimming! Campers will be divided into groups based on grade, so that these games and activities can be geared to similar age-levels.

YMCA Summer Camp is a screen-free and cell phone-free zone. Exceptions are made for Friday movie-day, and some field trips at our discretion. Electronics become disruptive to camp activities and detract away from the camp-experience. If any electronic devices are brought to camp, they will be collected until the child is picked up at the end of the day. The YMCA is not responsible for lost or stolen items.

*\*Please note that if there is an emergency, or if your child is experiencing a problem(s), the staff will call you immediately. Likewise, if there is an emergency and you must speak to your child, please call the YMCA at 406.782.1266. Please do not ask to speak to your child unless absolutely necessary.\**

## Checking-In and Checking-Out Procedures:

You must walk your child in and out of the YMCA, and check-in with a summer camp staff member.

Please let the staff know who is authorized to pick-up your child(ren). A photo ID may be required. The YMCA will not release your child(ren) to people who are not authorized under the guardian's account.

*\*Please note that not all camp activities take place at the YMCA. If you wish to pick up your child at a time prior to 4:30, a pick-up time and place must be scheduled in advance, preferably during morning check-in.*

Families will be charged a \$30 late fee for any check-outs after 6:00 PM. Camp registration may be suspended if your child(ren) is not picked up in time and if balances are not paid within 5 business days of accrual.

In the event that your child(ren) is not picked up on time, staff will take the following actions:

- Make every effort to call the parent(s) and/or guardian(s)
- Alternate emergency contacts will be called if they have been provided to us.
- In the event that we cannot reach anybody within 30 minutes, the police will be called.

## Absence:

To ensure the safest environment, please report any absences by calling the YMCA at 406.782.1266. The desk staff can relay the message to the childcare staff.



## Goals of the YMCA Summer Camp:

Our camp is built on three causes, which are youth development, healthy living and social responsibility. Our programming reflects these values and are designed to help our campers grow physically, mentally and socially within a fun camp environment. Well-trained camp staff will lead the campers in challenging activities that act as a catalyst for growth.

### All YMCA activities are designed to honor our established three causes, and each camper will:

- Become better leaders and supporters.
- Improve personal and family relationships.
- Develop specific skills and assets, and HAVE FUN!
- Appreciate diversity.
- Learn values.

## Behavior Guidelines:

It is the YMCA's Goal to provide a healthy, safe and secure environment for all our camp participants. Children who attend the program are expected to follow the behavior guidelines based on our five core-values, and to interact appropriately in a group setting.

### The YMCA's Behavior Guidelines are:

- We will **care** for ourselves and for those around us.
- **Honesty** will be the basis for all relationships and interactions.
- People are **responsible** for their own actions.
- We **respect** each other and the environment.
- We are all here to have **FUN!**

## Safety and Supervision:

All camp staff are CPR and First Aid certified and participate in a week-long training on YMCA policies and procedures. Campers are supervised by staff at all times. At no time will one YMCA staff member be alone with one camper. At no time will YMCA Junior Counselors supervise campers without a YMCA Camp Counselor present.

When transporting campers, the YMCA staff follow a Child Safety System that requires staff to conduct vehicle sweeps to ensure no child(ren) is left on board when the destination is reached. Camp Counselors will make sure that each camper has their safety belt fastened during transportation.

For campers' safety, no unauthorized person will be permitted to enter YMCA camp areas, interact with campers or pick up a camper from camp programming. Only persons designated by a parent or legal guardian on the camp registration form will be authorized to interact with campers or have a camper released into their care. A photo ID will be required when picking up a camper.

## Expectation of Campers:

Campers are entitled to a pleasant and safe environment while participating in the YMCA Summer Camp. We know that everyone is not always going to get along or agree on things, especially when competition is involved. However, we expect that these disagreements will be handled in a non-violent and non-threatening manner. We want everyone at camp to feel that they are in a safe environment where they are valued. All campers should report altercations to a staff member right away.

On the first day of each week, a camp administrator will cover all camp expectations and guidelines. Please review with your child each day the types of behaviors that we expect and perhaps even spend some time discussing their importance for your camper to have a successful camp.

## Friends Help Friends:

Honesty and respect will be the basis for all relationships and interactions. Reach out and make a new friend each week. We respect each other and the environment. If we listen to others, they will listen to us. Use your magic words often; *please* and *thank-you* are essential words. Be courteous with the words you use: inappropriate language, verbal threats, fighting and tactics used to humiliate or intimidate another **WILL NOT BE TOLERATED.**



## Expectation of Parents Continued:

### Lunch, Snacks and Water:

All campers are to bring a lunch to camp daily. There will be a 30-minute lunch break every day. We encourage that your child utilize that break to rest and eat. Please pack a healthy, low sugar and balanced meal - NO SODA/POP. Do not send food or drinks in glass containers. Lunches will not be refrigerated; therefore, please insert a cold pack to help preserve the food. Please mark all lunches and their contents with the camper's first and last name. Camp staff will not be held responsible for food preparation or reheating, so do not send a lunch that will need to be heated.

Campers at the YMCA are not permitted to purchase items from stores or vending machines. Do not send money with your child. If you wish to purchase a snack for your child, please do so prior to checking them in for the day.

### Bullying Policy:

Bullying at the YMCA is inexcusable and we take a firm stance against all types of bullying. Our camp philosophy is based on our mission statement, which ensures that every camper is accepted. We are open to all to develop their spirit, mind and body. We work together to ensure that campers gain self-confidence, make new friends and go home with great memories. Unfortunately, people who are bullied may not have the same potential to get the most out of their camp experience. Our staff leadership takes bullying incidents with the utmost seriousness, and trains all staff to promote communication with other staff members and campers, so that everybody is comfortable alerting us to problems during their camp experience. Every person has the right to have the best possible experience at camp, and by working together to identify and manage bullying behaviors, we can help ensure that all campers and staff have a great summer at the YMCA Summer Camp.

### Peer-to-Peer Abuse:

The YMCA is committed to prohibiting the abuse or mistreatment of one youth by another, and providing all youth with a safe environment at its national events. The Butte Family YMCA will not tolerate the mistreatment of abuse of one youth by another youth. In addition, we will not tolerate any behavior that is classified under the definition of bullying, and to the extent that such actions are disruptive, we will take the necessary steps to eliminate such behavior. Bullying is aggressive behavior that is intentional, is repeated over time, and involves an imbalance of power or strength.

### Bullying can take on various forms, including but not limited to:

- Physical Bullying: When a person(s) engages in physical force against another person, such as by hitting, punching, pushing, kicking, pinching or restraining another.
- Verbal Bullying: When a person(s) uses their words to hurt another, such as by belittling or calling another hurtful names.
- Nonverbal or Relational Bullying: When a person(s) manipulates a relationship or desired relationship to harm another person. This includes social exclusion, friendship manipulation or gossip. This type of bullying also includes intimidating another person by using gestures.
- Cyberbullying: The intentional and overt act of aggression toward another person by way of any technological tool to include: email, instant message, text message, digital pictures or images, website postings (including blogs), or social media. Cyberbullying can involve the following: sending mean, vulgar, or threatening messages and / or images; posting sensitive and/or private information about another person; pretending to be someone else in order to make that person look bad; intentionally excluding someone from an online group; hazing, which is defined as an activity expected of someone who is joining or participating in a group that humiliates, degrades, abuses, or endangers that person regardless of that person's willingness to participate.
- Sexualized Bullying: this involves behaviors that are sexual in nature. Examples of sexualized bullying behavior includes sexting, bullying that involves exposure to private body parts, and verbal bullying involving sexualized language or innuendos.



## Expectation of Parents Continued:

### Zero Tolerance Policy and Suspension from Camp:

Good behavior will be encouraged in a positive manner. Staff will work cooperatively with parents, keeping them informed of behavioral problems and methods used to teach and guide your child(ren) toward socially acceptable behavior. Behavior problems that cannot be resolved cooperatively will result in your child's dismissal from the YMCA Summer Camp.

Certain abusive behaviors will result in immediate dismissal. The YMCA has a zero-tolerance policy for serious behavior infractions since our goal is to provide a healthy, safe and a fun environment for every camper. Should a behavioral incident occur, staff will discuss the course of action and help the camper set goals. If a second incident occurs, the camper will be dismissed for the remainder of the current day and a meeting will be set up with the parent(s) or guardian(s) before the camper will be allowed to return. Should there be a third issue, the camper will be dismissed from the remainder of the summer camp.

### Serious behavioral problems can take on many forms, including but not limited to:

- Any behavior that endangers the health and safety of children, staff or YMCA members.
- Leaving the day camp program without permission or refusing to remain with an assigned group.
- Inappropriate touching of other campers or sexual misconduct.
- Theft, defacing or destruction of property belonging to the YMCA or others.
- Any kind of physical assault such as hitting, kicking, or biting.
- Possession of weapons of any kind.
- Throwing any object while on the bus.
- Any profanity or abusive language.

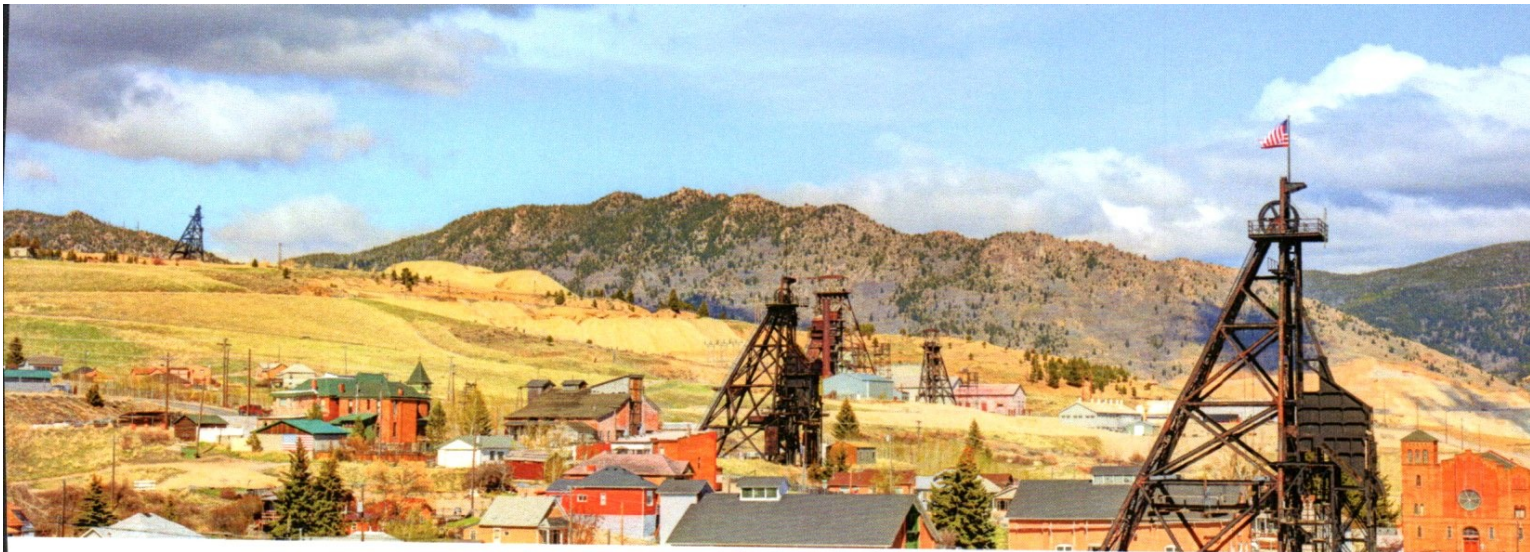
### Registrations, Deposits and Financial Assistance:

Register in person at the YMCA. A one-time \$30 registration fee is required for each camper. The balance of each camper is due no later than the Friday prior to the first day of each camp session. Unpaid balances during this week will result in your child's spot being forfeited. Parents or guardians who will be sending their child to multiple sessions must have a form of payment on file, which will be charged the Friday prior to the week or session in which your child is registered.

We pride ourselves on working with families and community organizations to offer camp experiences for all children, regardless of your ability to pay. Financial assistance is available for the summer camp. Applications must be completed and approved prior to registration. Please allow 7 days to process financial assistance applications.







## Thank you Butte Kiwanis!

The Butte YMCA Summer Camp Staff will bring campers to a variety of local locations for fun outings. It is especially important to note that much of our time is spent at the Butte Kiwanis Sunshine Camp.

The local club also provides campers with three hot dog cook-outs each summer! We are proud of our partnership with the Butte Kiwanis Club.

Sunshine Camp is located at 270 Passmore Canyon, Butte, MT



**I have read the YMCA Summer Camp Handbook. I have discussed the expectations with my camper(s).**

I understand that this handbook is the framework to create a partnership that will help YMCA staff and parents and/or guardians to come together for the benefit of our camper along with all of the others.

I understand that the YMCA summer camp program has a zero-tolerance policy for serious behavior infractions since the goal is provide a healthy, safe and fun environment for every camper.



After reading the handbook, please sign and return this portion with your registration materials.

Parent or Guardian's Signature: \_\_\_\_\_

Printed Name of Signatory: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Printed Acknowledgement of Child(ren):





Get Ready for a Great Summer at the  
Butte Family YMCA Summer Camp!