

Dear Copneconic Families,

Thank you for choosing YMCA Camp Copneconic! We are excited to have the opportunity to nurture, support, and grow your camper this summer. Whether this is your first summer with us or you have been to YMCA Camp Copneconic before, we encourage you to take some time to read through our Participant Guide to make sure you are ready for an amazing time here at Camp. We can't wait to see you!

Here at YMCA Camp Copneconic, we build our program based on the core values of Caring, Honesty, Respect, and Responsibility. We offer programs that build off of small group structure where campers will travel through the days and week with their group and cabin mates building friendships, social skills, exploring nature, and having face to face conversations led by our staff team of trained adults who foster these connections and guide campers through their camp experience. We spend over a week training our staff team how to teach the camp activities, manage challenging group dynamics, sing silly songs, and how to ensure all campers eat and drink enough at meals. While YMCA Camp Copneconic has been a staple in the community for 110 years, we are ever evolving and learning, ensuring that we provide an excellent camp experience for our campers.

REGISTRATION

Registration can be completed online by logging into your CampInTouch account and completing the camper application. We have a few different options for payments; you may pay in full at the time of registration, pay the \$75 dollar per session deposit and manually pay the balance 3 weeks before the session starts, or pay the \$75 dollar deposit and sign up for auto installments which will take your remaining balance and divide it into equal payments to be processed on the 15th of each month with the final payment being June 15th. Any balances due at the start of your camper's session will be charged to the card on file.

One half of the deposit is refundable up to 30 days prior to the session start date. Deposits are NON-REFUNDABLE after 30 days prior to the session start date. Any funds paid on top of the deposit are refundable.

FORMS

Forms for your campers can be found on your CampInTouch account under the Forms and Documents section. All required forms will need to be updated every year.



HOMESICKNESS

Going to camp can be a difficult transition for some campers. Missing those you love and surroundings you are comfortable with is a normal feeling. This short period of discomfort is an opportunity for campers to grow and learn coping skills and independence. Our staff are trained to help campers during this transition time of missing home. However, some campers struggle a bit more with the transition and if this occurs, we will reach out to you to discuss best ways to support your camper and their success here at Camp.

The American Camp Association's article 'Homesickness Dos and Don'ts for Parents' provides helpful advice on how you can prepare your camper. Here are some highlights:

- Talk positively about the camp experience. Let your child know they are going to have an amazing time - making wonderful new friends and trying exciting new activities.
- Provide opportunities for your child to practice being away from you. Sleepovers with friends and family can be a great steppingstone towards a camp experience.
- No negative talk about the camp experience. Avoid saying things like "we will miss you so much" or "I don't know what I'll do without you." Comments like these may cause your camper to feel guilty if they are enjoying their time at camp knowing that you are at home missing them.
- Do NOT offer a pick-up clause. Please don't send your child to camp with the phrase "give it a try and if you don't like it, I'll come and pick you up". You will inevitably be faced with the decision to either pick the child up and rob them of a valuable growing experience or break your promise and damage your credibility with them. Neither of these outcomes are positive and both can be avoided by refraining from offering this.
- Write letters with positive encouragement. Let your child know you are proud of them for trying new activities and making new friends.



CHECK IN & OUT PROCEDURES

Overnight Camp check in is Sunday from 1:00-3:00. To help reduce congestion we ask that you come during your last name time slot as listed below:

1:00-1:30 Last names beginning with A-F	2:00-2:30 Last names beginning with M-R
1:30-2:00 Last names beginning with G-L	2:30-3:00 Last names beginning with S-Z

When you arrive our camp staff will guide you to our Ranch parking lot, then you will walk to the Copneconic Lodge to check in. At the Copneconic Lodge we will make sure we have all final payments, required forms, do a preliminary health screening, and you will have the opportunity to add any extras to your campers account like a t-shirt, care package or money for the trading post. After check-in is complete, families will head back to their vehicles to unload luggage and move their campers into their cabin.

Overnight Camp departure is Friday. We invite families to join us for a closing ceremony at 1pm in the Copneconic Lodge where we will show a short glimpse of what your camper did all week! After the closing ceremony, check-out will begin at 1:30 in the Copneconic Lodge **YOU MUST HAVE PHOTO ID TO CHECK OUT YOUR CAMPER**. You will receive your camper's medications and their check out sticker then continue to their cabin to pick up their luggage. If you need to pick your camper up early, please call the office prior to Friday morning to make those arrangements.

Day Camp daily arrival is 8:00-8:30AM

Arrival for camp will take place on the Day Camp Field. You will park your car and follow directions to your camper's tent. During check-in, camp staff will direct campers and families through the check-in process, then your child will be escorted to their group.

Day Camp daily departure time is 4:30-5:00PM

Departure will take place at your child's tent. For check-out, please park your car in the parking lot and approach your camper's tent to sign them out. **YOU MUST HAVE PHOTO ID TO CHECK OUT YOUR CAMPER EVERYDAY**.

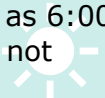
IMPORTANT DAY CAMP NOTES:

- Picture identification is required to check out campers **every day**.
- Only adults listed on the camper release form will be eligible to pick up your child. Please call the office if you'd like to add any additional adults.
- Occasionally, due to inclement weather, check-in or check-out will take place from an indoor location. In such circumstances, please follow signs or staff directions for rainy day check in/out procedures.
- Please wait until the above departure time to pick your camper up. If your camper must be picked up early, please coordinate this with camp staff when you drop off your camper.

EXTENDED HOURS: BEFORE AND AFTER CAMP CARE

An extended care option is available for early drop-off or late pick-up. The additional cost per camper is \$5 per camper for each early care morning, and \$5 per camper for each late care evening.

This allows you to drop your camper off as early as 7:00 AM and pick up as late as 6:00 PM. Please contact the Camp office if you would like to use this option and have not requested it on your child's registration form.



PACKING LIST

We suggest the following items are brought to camp. Camp is active and in an outdoor setting, please keep that in mind when packing their items, things that aren't very durable or shouldn't get dirty, might be best left at home.

Overnight & Travel Trip

Bedding

- Sleeping bag or twin sheets and blanket
- Pillow and pillowcase

Clothing (Enough for a Week Stay)

- Shorts
- Jeans or long pants
- Shirts
- Daily changes of socks and underwear
- Shoes for walking (two pair if possible)
- Sandals for showers and/or waterfront
- Pajamas
- Warm jacket, sweater, or sweatshirt
- Rain jacket or poncho
- Swimsuit (two if possible)
- Hat and/or sunglasses
- Towel for shower
- Towel for beach
- White item for tie-dye (shirts available for purchase at camp store also)

Gear & Extras

- Backpack or sling bag
- Water bottle
- Laundry bag
- Flashlight or lantern

- Playing cards or other travel games
- Book or other quiet games
- Pre-stamped and addressed envelopes, postcards and stationery

Bathroom

- Toiletry bag or carrier
- Tooth brush
- Hairbrush or comb
- Shampoo & Conditioner
- Body wash or soap
- Lotion
- Chapstick
- Sunscreen
- Bug spray
- Medications (including vitamins & supplements) in their original container with dosage or prescription information on them.
have ready at check in

Ranch Camp

- Items above
- Heeled boots for riding
- Full length pants

Prior to your camper's arrival, please clearly label their name on all items to help prevent loss and help claim if they do become lost. Sometimes campers borrow, loan, exchange, forget, or find clothes and items from others. Our staff will monitor this as best as possible but please understand that Camp Copneconic is not responsible for damaged or lost items.

Please leave these items at home: pets/animals, personal sports equipment, money, electronics, food, candy, gum, matches, tobacco products, blow dryers. We cannot ensure their safety, and such items disagree with the camp philosophy that all campers are equal. Thank you!

Camp Copneconic is a drug, tobacco, and alcohol-free environment. Weapons of any kind, including, but not limited to, guns/firearms, knives, and archery equipment are strictly prohibited. If found, campers will be asked to leave immediately, and authorities will be notified.

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Day Camp Daily Items

- Come dressed for the weather (bring a change of clothes for changes in weather)
- Shoes for walking (no sandals)
- Swimsuit
- Towel
- Insect repellent
- Sunscreen
- Hat
- Rain gear
- Extra t-shirt
- Sweatshirt/jacket
- Water bottle
- Backpack or sling bag to carry everything
- Theme outfit for Friday (Optional)

Ranch Camp

- Items above
- Heeled boots or shoes for riding
- Full length pants

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HEALTH AND SAFETY

The Health History Form can be found on your CampInTouch account under "Forms and Documents". This form is required to attend camp and must be re-submitted each year. All the information on this form is confidential.

Our Health Officers follow procedures signed off by a licensed physician and must be followed by all camp staff. While your camper is at camp, we will call the emergency contact(s) listed on the Health Form if any of the following occur:

- Fainting
- Chest Pain
- Seizure
- Illness lasting more than 24hrs
- Horse-related injuries
- Cuts/scrapes vulnerable to infection
- Temperature over 100°F
- Vomiting
- Complaints of activity-hindering pain

Any event or injury that the Health Officer feels as though the camper needs to be seen by a doctor or taken to the Emergency Room, guardians will be notified immediately. If there is any other illness or injury that you would like to be notified of while your camper is at camp, please inform the Health Officer during check in.

Medications at Camp

All medications must be turned into the Health Officer during check in and be in their original container with dosage information, this includes prescription and non-prescription medication such as vitamins, inhalers, and melatonin. If bringing multiple medications, please place them in a zip top bag with the camper's name written on the bag.

We have basic over-the-counter medications such as acetaminophen, ibuprofen, Pepto-Bismol, etc available for minor aches and pains if approved on the Health Form.

FOOD AT CAMP

Overnight Campers will be served breakfast, lunch, dinner, and snack each day at camp.

Day Campers will be served two snacks and Lunch each day at camp.

Our kitchen is known for excellent food quality and their ability to cater to campers' dietary needs. If your camper follows a special diet, please be sure to list it on your camper's Health Form. You may also speak with our Food Service Director, Jessica, at jessicam@flintymca.org or 810-629-1206. Please do not pack food for your camper without contacting camp first.

COMMUNICATING WITH YOUR CAMPER

While we do understand a guardian's concern about the safety and well-being of their child, campers are not allowed to bring their cell phone or anything with internet capability or data, unless medically necessary and coordinated with camp directors in advance. Having such devices makes it more difficult for campers to connect with their peers, program, and takes away some opportunities to grow in independence that camp can provide.

Rest assured, in an emergency, if your child needs to talk to you, we will get them to a phone and they will call you. Any phones, or electronics such as smart watches, iPods, tablets, video games, that are brought to camp will be held by the Camp Director and returned to the guardian at the end of the session at check-out.

Some alternatives to contacting your camper are:

Emails: you can purchase camp stamps in your CampInTouch Account, these stamps can be used to send one-way emails to your camper which are then delivered each day during lunch.

Care Packages & Letters: If you choose to send mail, please be sure to send them out early to ensure timely arrival at camp. You also have the option of dropping off your letters and packages at check in, just let us know what day(s) to deliver them and we will be sure to do so! We ask that no food items are sent in care packages since we often deal with food allergies. Other items to include in care packages could be: coloring pages, glow sticks, books, puzzles, deck of cards or travel games. You may also send pre addressed and stamped envelopes with your camper to write home.

Mailing address:

YMCA Camp Copneconic
Camper's Name and Session Attending
10407 N Fenton Rd
Fenton, MI 48430



CAMP STORE

Overnight Campers have the opportunity to visit our camp store at least once during their stay here at camp. We have items in our store like: snacks, stickers, reusable water bottle, stuffed animal, t-shirt, sweatshirt, and flying discs. Most families deposit \$10-\$40. Our camp store will be open during check-in for families to make purchases or to preview what items their camper(s) may want to purchase during their stay and to add money to their account. On Friday, campers who have a balance will have a final opportunity to visit our camp during check out, any remaining funds after that will be donated to our scholarship fund to help other campers attend camp that would not be able to otherwise.

Day Campers will have the opportunity to purchase merchandise from our traveling camp store on Wednesdays at check-out.

LOST AND FOUND

Although Camp Copneconic assumes no responsibility for lost articles, we make attempts to return all lost articles at the end of each camp day. Staff will help campers with their belongings; however campers are known to share or borrow from others, therefore we strongly recommend labeling all clothing and items brought to camp. At the conclusion of each camp week items left behind will be placed in Lost and Found. Please make every effort to check the Lost and Found area before departing for home. If any items are not claimed within two (2) weeks, they will be donated to local charity.

PHOTOS AT CAMP

At the beginning of each session a Cabin or Group photo is taken and is available for purchase. These are 8x10 prints for \$10. Camp staff take photos of activities during the day to give a glimpse of a day at Camp Copneconic! Photos will be uploaded and can be accessed through your CampInTouch account "Online Community" then "Photos". We may not get a picture of every camper every day, but you can expect to see several throughout the week. Please note that we can only take photos of campers with completed and accepted Authorization for Audio/Visual forms.



SAFETY/EQUITY/BULLYING

YMCA Camp Copneconic is committed to each camper's success in learning within a caring, responsive, and safe environment that is free of discrimination, violence, and bullying. Our team works to ensure that all campers have the opportunity and support to develop to their fullest potential and gain the skills to create personal and meaningful bonds with people at camp and in the community. We have high but reasonable expectations about our camper's behavior. Our staff will do their best to redirect any negative behavior and resolve any issues to achieve a positive outcome for all involved. If a child's behavior becomes disruptive enough to disturb the experience of other campers and staff, a decision may be made to remove the camper from our program. In keeping with our 'for all' focus and ensuring the physical, emotional and psychological safety of all our campers and staff, racism or any use of derogatory terms against any person will not be tolerated.

Every situation is handled as a unique situation. We believe in building empathy in our community and utilizing conflict resolution strategies that help campers understand the impact of their actions, take responsibility, and rebuild trust with others. Should a camper choose to repeatedly disrupt the experience of other campers and staff, actions will be taken in accordance with our behavior policies.



BEHAVIOR POLICIES

YMCA Camp Copneconic is dedicated to providing a fun, safe, and welcoming environment for kids to play, learn, and grow. To accomplish this, we ask that all participants follow a simple set of behavior guidelines. Campers will be expected to follow the following code of conduct as soon as they arrive at camp.

While at YMCA Camp Copneconic:

I will be honest and respectful of my peers, my camp staff, and myself.

I will follow directions and rules at camp.

I will act peacefully to my fellow campers and staff members.

I will respect property belonging to any other campers, staff members, or Camp Copneconic.

I will use/practice appropriate conduct and language

I will stay within the camp boundaries

I will do my best to ensure that everyone, including myself, has fun at camp!

The staff will work very hard to practice positive reinforcement as the primary focus for the camper behavior. In addressing those campers that are finding it difficult to follow camp rules and policies, the following steps will be put in place:

Note: Actions deemed harmful to oneself or another camper are subject to immediate dismissal and are not eligible for refund.

- Step 1: Counselors will address behavior with the camper, helping the camper to understand the rules and take responsibility for changing the behavior.
- Step 2: Senior staff will meet with the camper to discuss and implement solutions
- Step 3: The camper will meet with the Camp Director. Parental contact and clear objectives will be established.
- Step 4: The camper will be removed from camp without a refund. A Parent or Guardian will be asked to pick up the camper from Camp Copneconic as soon as possible.

Note: We have a small team of staff certified in Crisis Prevention Institute's Nonviolent Crisis Prevention and Intervention. This training and certification teaches them how to respond to potentially dangerous incidents. It teaches them verbal de-escalation skills, and trains them in disengagements and Restrictive Interventions. As a last resort, and in the least restrictive method possible, our staff may use restrictive interventions to protect the safety of our campers, staff and families.



SAMPLE SCHEDULES

Overnight Camp

8:00	Flag Raising
8:15	Breakfast
9:00	Character Development
9:35	Cabin Clean Up
9:50	Camper Choice/Cabin Activity
11:10	Cabin Activity
12:30	Lunch
1:45	Rest
3:00	Cabin Activity
4:30	Cabin Activity
6:15	Dinner
7:30	Evening Activity
8:30	Flag Lowering
8:45	Snack
9:00	Showers
9:30	Evening Embers
9:50	Lights Out

Day Camp

8:00	Check In
8:30	Morning Round Up & Snack
8:45	Activity
10:00	Activity
11:00	Lunch
12:15	Activity
1:30	Activity
2:45	Activity
4:00	Snack
4:15	Character Development
4:30	Check Out

WATERFRONT PROCEDURES

On the first day of your camper's session your camper will be introduced to our waterfront via a waterfront orientation. The general rules, guidelines, and safety measures will be covered followed by a swim evaluation. Depending on their ability and desire they will be designated an appropriate swim area to ensure their safety. We utilize the "buddy" system which is a known best practice for supervising groups at the waterfront.

Whenever campers participate in water activities outside of our designated swim zone, such as aqua toys, tubing, or boating, all campers will wear a life jacket regardless of their swim ability. YMCA Camp Copneconic's lifeguards are certified by the American Red Cross and do regular in-services to ensure they are prepared in case of an emergency.

EMERGENCY PROCEDURES AND BAD WEATHER

Like schools and other places responsible for children, we have a variety of emergency procedures and protocols in place. While your camper is here there may be practice drills of some of these emergency procedures as part of our license requirements. Our priorities in any emergency situation is first, camper safety, then timely communication with families.

In the case of thunder and lightning we move all activities inside. Day Camp check-in or check-out will be moved to an indoor location to ensure camper safety. Communication of this will go out to adults or may be done via signage at camp. This process will take longer than our traditional process, but we ask for patience as safety is of utmost importance.

ACCREDITATION AND LICENSING

YMCA Camp Copneconic is proud to be licensed by the State of Michigan, American Camping Association, and Praesidium.



Through the rigorous Praesidium accreditation process to ensure that we are doing all we can to protect our participants we have evaluated, implemented, and reviewed the following policies:

CHILD ABUSE AND PREVENTION POLICIES

The safety and well-being of your children is our top priority. We have implemented comprehensive safety measures, including trained staff, secure facilities, and vigilant supervision, to create a secure environment where your kids can thrive. We have established and rigorously enforce comprehensive policies designed to prevent abuse and ensure a safe environment for all children. Our measures include a multi-step interview process, thorough background checks, national sex offender checks, and reference checks. Additionally, all staff working with campers undergo a mandatory training on recognizing and reporting abuse, and clear protocols for addressing any concerns. All staff who work with children at our facilities are mandatory reporters. By fostering a culture of vigilance and accountability, we are committed to protecting the children in our care and providing a secure space where they can grow, learn, and have fun without fear.

SCREENING AND HIRING: All staff go through a rigorous screening process.

- This includes a comprehensive application, multi-stage interview process, criminal background checks, national sex offender check, and reference checks

STAFF TRAINING: All staff undergo multiple phases of training.

- All staff will attend interactive media and in-person child abuse prevention trainings. These trainings include: communication, reporting, monitoring children, appropriate physical contact, and supervision standards.

- Supervisor training also includes techniques for screening out potential offenders, how to use an application to assess for abuse risk, behavioral interviewing techniques, identification of red flags, and more.

MONITORING: Staff and youth always remain in a group setting to help with monitoring and abuse prevention.

- If a child must be separated from a group, at least two staff will be present.

- Additionally, supervisors and administrators use scheduled and random observations of programs, program areas, and buildings.

OUTSIDE CONTACT: No staff are allowed to have outside contact with youth from our programs.

- If your child wants to write to a staff member, they may email or send a letter to camp. We will pass that letter along to the staff member. Please help us by communicating to your child that this process is for everyone's protection.



REPORTING: We all have a role in keeping our children safe. We have a variety of ways for you to report if someone is breaking the rules or has a suspicion of abuse.

-Please report any incidents to the director of your program as early as possible. Our supervisors will receive training on responding to an allegation, child abuse warning signs, and YMCA policies so they can effectively respond to concerns and questions.

-You may also use the Program Quality and Community Safety Report form on our website at <https://campcopneconic.org/childsafety/>



CAMP LEADERSHIP

We are excited to have you with us this summer! If you have any additional questions or concerns, please reach out to us.

Nick Anderson
nicka@flintymca.org
Program Director
Overnight & Partner Camps

Justin Goodwin
justing@flintymca.org
Senior Program Director
Overnight & Partner Camps

Katie Bicknell
katieb@flintymca.org
Day Camp Manager

Peggy Aylmer
peggya@flintymca.org
Senior Program Director
Day & Retreat Camps

Thomas Bawden
thomasb@flintymca.org
Executive Director

Jessica Mathias
jessicam@flintymca.org
Food Service Director

Megan Archambeau
megana@flintymca.org
Business and Engagement Director

