

Summer Camp

Resource Guide 2026



Ocean County YMCA
1088 West Whitty Road
Toms River, NJ 08755
www.ocymca.org

Dear Parents/Guardians:

We would like to welcome you to our Licensed Summer Camp. The Ocean County YMCA Summer Camp is all about discovery and adventure. At camp, our kids have the opportunity to explore nature, try new activities, and make lasting friendships and memories. From swimming and sports activities, to nature, arts and crafts, music, and more: our programs are filled with fun and engaging experiences that encourage self-confidence, leadership and team work. Our camp is based out of the Ocean County YMCA and Citta Elementary School.

Our trained and qualified staff are dedicated to ensuring a safe and caring environment for your children, while instilling the core values of the Y: Caring, Honesty, Respect, and Responsibility, into each game, activity and interaction.

Our 2026 Summer Camp begins on Monday, June 22nd and runs through Friday, August 21st. Camp is divided into weekly sessions to better serve and meet your needs. Camp hours are from 8:30AM to 4:00PM, Monday through Friday with aftercare available from 4:00-6:00 PM.

We have designed this packet to provide helpful information for the parents/guardians of our program participants. For their health and safety, please read through it carefully. This booklet should answer most of the questions you may have, as we want to be sure everyone is prepared. If you have any questions, please feel free to give us a call at **732 341 9622 ext. 0**.

Sincerely,
Kirsten Bowker, Summer Camp Director

Philosophy and Goals

- Provide a safe, consistent quality care environment where children feel secure and accepted.
- Create an atmosphere of respect that promotes positive self-esteem.
- Recognize each youth as a unique person with individual needs and interests.
- Give children opportunities to learn through developmentally (appropriate) activities, to develop self-control, independence, and sense of purpose.
- Provide opportunities that stimulate social development and respect for the rights and the individual differences of others using the core values of character development: caring, honesty, respect and responsibility.
- Work as a team with parents, maintaining open communication and mutual support.
- Involve the families in the program and enhance parenting skills.
- Meet and exceed the licensing requirements to ensure the highest quality of care.
- Provide qualified, caring staff with ongoing training for continued growth as caregivers.
- Monitor and appraise programs on a continuing basis.
- Work in cooperation with the schools and other social agencies.

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Ocean County YMCA Camp Contact Information

Citta (Main Camp Number- use this as your first contact)

732-309-9693

YMCA Facility Number

732-341-9622 ext. 0

Director of Summer Camp

Kirsten Bowker

732-341-9622 ext. 2215

kbowker@ocymca.org

camp@ocymca.org

Camp Billing

732-341-9622 ext. 0

billing@ocymca.org

Camp Scheduling

camp@ocymca.org

GENERAL INFORMATION

MONDAY THROUGH FRIDAY

JUNE 22nd - AUGUST 21st

CAMP HOURS

8:30AM–4:00 PM

AFTERCARE AT ADDITIONAL FEE 4:00-6:00 PM

Drop off & Pick up for all campers including aftercare:

Citta Elementary School (2050 Lakewood Rd., Toms River, NJ 08755)

REGISTRATION

- Registration is done in-person at the YMCA, a copy of immunization must be provided.
- A non-refundable registration fee: \$50 per child
- Campers with Subsidized State Funding must provide contract
- Acknowledgement of bank draft due at time of registration (see below)
- Campers are grouped according to the grade they will be entering in September 2026.

Schedule of Payments for Summer Camp 2026

<u>Camp Week</u>	<u>Payment Draft:</u>
Week 1	June 8 th
Week 2	June 15 th
Week 3	June 22 nd
Week 4	June 29 th
Week 5	July 6 th
Week 6	July 13 th
Week 7	July 20 th
Week 8	July 27 th
Week 9	August 3 rd

FINANCIAL INFORMATION

- **Payments are due according to the payment schedule above with Bank Draft.** If card(s) are unable to be processed, this may result in immediate termination of our program.
- **Any requests to remove enrolled weeks for summer camp must be submitted via email to the Camp Director no later than June 1st.**
- Financial Assistance is made available when funds are available on a first-come, first-serve basis. In order to be considered for YCARES Financial Assistance, all applications and paperwork must be submitted by April 1, 2026. Please call us at 732-341-9622 ext. 0, or online at www.ocymca.org.
- Families that receive subsidized funding through the state of NJ, must have a current and valid contract upon registering their child. Parent or guardian must follow all applicable rules of their contract to continue to receive services. Please see below for more information.

Refund Policy:

- Any requests to remove enrolled weeks for summer camp must be submitted via email to the Camp Director no later than June 1st. **NO** refunds will be given after this point. Other situations must be requested via email to the Summer Camp Director, and are determined at the discretion of the Director. Registration fees are non-refundable. In case of illness or health related incidents, refund requests should be submitted accompanied by a doctor's note, to the Summer Camp Director. All refunds are subject to Director's approval only and are never guaranteed.
- **No credits will be issued for absences.** Credit may be given (at the discretion of the Director) for sick absences for three or more days with a Physician's note.
- Any childcare suspensions/expulsions do not receive a refund or credit.

CAMP RATES

- **CAMP RATES ARE FOR A ONE WEEK SESSION – Camp payments must be made according to payment schedule above with automatic Bank Draft.**
- **Camp weekly rate: \$255 per child.**
- **10% sibling discount applied per week.**
- **Aftercare 4:00 PM-6:00 PM: \$70 per child per week, sibling discount applied to aftercare.**

For billing questions call 732-341-9622 ext. 0 or email billing@ocymca.org.

FINANCIAL ASSISTANCE

YCARES assistance will be granted on the basis of financial need and available funds. The Ocean County YMCA reserves the right to change, amend or discontinue a recipient's financial assistance at any time. For further information, please call Member Services at 732-341-9622 ext. 0. Applications are available on our website: www.ocymca.org and due by April 1, 2026.

STATE FUNDING PARTICIPANTS

Parents/guardians who have entered into an agreement with the State of New Jersey, Children's Home Society (CHS) and the YMCA to help supplement your child care are responsible for contacting your case manager as well as informing our billing department for any problems. For further information, please call Member Services at 732-341-9622 ext. 0.

CAMP COMMUNICATIONS

Our camp has a variety of ways to keep you informed about what is happening at camp. We encourage participants to subscribe to our newsletter by visiting our website www.ocymca.org. We utilize our Daxko registration system to send out important information. We also encourage families to follow us on Facebook: "**Ocymca Summer Camp**".

Here is what you can expect:

- Regular Facebook posts during the camp season full of camp photos, activities, updates, achievements, reminders, etc.
- Announcements sent home during the summer regarding any special event or important information.
- Emails during the off-season to keep you connected to camp planning and events.

We appreciate your input and feedback, please call us with any comments or concerns. Discussions are kept confidential, and we are discreet and respectful with your feedback. You can contact our staff at any time at 732-341-9622 ext. 0.

Important information for use on a daily basis at camp:

CLOTHING AND NECESSITIES

Your child will need the following items on a daily basis. We suggest labeling your camper's belongings with their first and last name. All clothing must be appropriate, at Camp Director's discretion:

- Backpack to keep all belongings
- Appropriate footwear- (no open-toed shoes allowed) however, sandals may be brought on a waterfront trip day. Shoes must have back straps.
- Bathing suit, towel, hat if needed, change of clothing
- Lunch and snack brought from home
- Water bottle (they will be able to refill as needed)
- Sunscreen, bug spray if needed
- When swimming in our pool, campers are not allowed to bring their own floatation (life vest, swimmies, bubbles, etc.), and not allowed to bring goggles with attached nose piece. Regular goggles are allowed. Floatation devices are provided here. More information please contact: jmurray@ocymca.org.

Please educate your child to check for all of their clothing at the end of each camp day.

The YMCA has a lost and found. If your child comes home without something, it is the responsibility of the parent/guardian to inform the camp staff to help look for lost belongings. The YMCA does not accept responsibility for lost or damaged items, including toys, phones, and electronics which are not allowed. Lost and found items that are not claimed will be donated to a local charity biweekly.

CAMPER SIGN IN/SIGN OUT

Camp begins at 8:30 AM, we begin allowing campers to exit their vehicles at 8:15 AM with our staff directing a traffic pattern around Citta Elementary School. Everyone must remain in their vehicles. For pick up, campers will only be released to a designated adult authorized on the registration form. This procedure is necessary to provide the maximum protection for our children. Photo ID is required for pick-up. (For more information, please see below).

POLICY ON RELEASING CHILDREN (LICENSING GUIDELINES)

Each child may be released only to the child's parent/guardian(s) or person(s) authorized by the registered parent/guardian(s) to take the child from the center and to assume responsibility for the child in an emergency if the parent/guardian(s) cannot be reached.

If a non-custodial parent has been denied access, or granted limited access to a child by a court order, the center shall secure documentation to that effect, maintain a copy on file, and comply with the terms of the court order.

If the parent/guardian(s) or person(s) authorized by the parent/guardian(s) fails to pick up a child at the time of the center's daily closing, the center shall ensure that:

- Staff members attempt to contact the parent/guardian(s) or person(s) authorized by the parent/guardian(s) for pick up.
- An hour or more after closing time if the child has not been picked up, a fee will be applied, and a staff member can call (1 877 NJ ABUSE) and/or police authorities to seek assistance.

If the person picking up the child appears to be physically and/or emotional impaired, in the judgment of the director and/or staff member:

- The child may not be released to such an impaired individual
- Staff members attempt to contact the child's other parent/guardian or alternative person(s) authorized by the parent/guardian(s)
- If the center is unable to make alternative arrangements, a staff member may call (1 877 NJ ABUSE) and/or police authorities to seek assistance.

LATE PICK-UPS/LATE FEES

Summer Camp children must be picked up **NO LATER THAN 4:00 PM.**

For aftercare for campers paid/registered: NO LATER THAN 6:00 PM.

If you need to add aftercare for any week, please email camp@ocymca.org two weeks prior to that given week. Any child picked up later than the designated program closing will be supervised by a staff member until he/she is picked up and will result in the following:

TIME IS DETERMINED BY THE YMCA CLOCK.

1st LATE PICK-UP will result in a warning.

2nd OR SUBSEQUENT LATE PICK-UP will result in fees that will be assessed at the rate of \$10 for every ten minutes (or any part of), after 4:00PM, that the person is late. The same applies for aftercare campers after 6:00PM. This applies to all registered participants. The late fee will be applied to your billing account. If fees are not paid, your child will not be allowed back in the program until they are paid. Parent/guardian or emergency contacts may be called by the designated pick up times. If we do not hear from you by the designated pick up times or cannot reach an emergency pick-up, an hour after the designated closing times we are obligated to call the Division of Child Protection and Permanency (DCP&P) and police authorities. Consistent late pick-ups will result in expulsion.

- If you will not be able to arrive by 4:00PM, please call the numbers listed on *page 4* to inform the staff. The parent/guardian is responsible for finding someone to come in your place, be certain that whoever picks up your child(ren) is listed on the registration form, and has a Photo ID.

EMERGENCIES

If a medical emergency arises, the staff will first attempt to contact the parent/guardian. If they cannot be reached, the staff will contact the first emergency contact person listed on the registration form. If no answer is received, staff will then contact the second person listed, and so forth.

- If hospital attention is necessary, a staff person will remain with the child while he/she is transported to the local hospital and until a parent or guardian arrives. Emergency contact numbers, listed on the registration form, must be local numbers as required by the Licensing Administration.
- Emergency contact must be able to get to the program site within 30 minutes if needed and/or for a pickup. Parent/Guardians who are planning to be out of town for a day or longer should notify the Program Director and leave a number for emergency purposes. Parents who are unavailable or inaccessible during the period of the program day, must make sure the Program Director is fully aware of the situation, and given an alternate plan of communication. We must be able to reach someone immediately in case an emergency or if early pick-up is required.

We participate in weekly fire drills and lock down emergency procedures with the children.

MEDICATIONS

The following is required by the State Health Department:

Youth camps that administer medication to a child shall adhere to the following: Prescription medication ONLY shall be administered only after receipt of completed authorization form from the child's parent/guardian and a Care Plan from child's physician. The administration of psychotropic drugs must be approved by the Camp Director.

- Prescription medication shall be stored in the original prescription container.
- The Health Director, Camp Director, and/or Camp Supervisor will only administer medications authorized by the attending physician in the case of standing orders.
- The Health Director shall insure that the staff members are informed as to the medication needs of each child under their direct supervision, and any limitations commonly associated with the medication.
- All medications shall be properly stored as specified on the label in a secured area that is inaccessible to the children. No refrigeration available. No child is to keep any medications on their person or in the personal belongings- staff will maintain possession.
- Medication will be returned to the parent/guardian when no longer being administered and/or at the end of camp.

Within three days after the camper's stay at camp, any unclaimed medication shall be destroyed.

When any medications are administered to a child, the camp shall maintain on file a MEDICAL AUTHORIZATION FORM with a parent authorization:

1. The child's name and parental authorization.
2. The name of the medication administered.
3. The condition for which the medication is being used and any cautionary information specific to the medication.

4. The instruction of administration, including the dosage and frequency; and the date, time and name of person administering the medication to a child will be logged.
5. MEDICAL AUTHORIZATION FORM MUST ACCOMPANY ALL MEDICATIONS. NO FORM = NO MEDICATION WILL BE ADMINISTERED.
6. Medication forms are to be filled out on the camper's first day of camp. These forms must accompany the medication in its original container.

ILLNESS

Children cannot attend the program if they have an illness that threatens the health of the other children. The Department of Health regulations concerning periods of infection, will be enforced. If your child has a fever or is vomiting, you will be contacted by the staff and required to make arrangements for the pick-up of your child within 30 minutes. Please do not bring a child who feels ill, has a fever, and has recently vomited, etc., as we will have to shortly thereafter call you to pick up.

Children that develop signs of lice (nits) will not be allowed to attend the program until they have been treated and cleared by a Physician.

Camper must be 24-hours fever-free (without fever reducing medication), and 24-hours sickness-free (vomiting, diarrhea) upon return. The Camp Director may ask for a clearance from a physician to return to camp.

OCEAN COUNTY YMCA POLICY ON THE MANAGEMENT OF COMMUNICABLE DISEASES

10:122-7.11 Information to the parents regarding the management of communicable diseases to be distributed to the parents. If a child exhibits any of the following symptoms, the child should not attend the center. If such symptoms occur at the center, the child will be removed from the group, and parents will be called to take the child home.

Severe pain or discomfort, acute diarrhea, episodes of acute vomiting, elevated oral temperature of 100.4 degrees Fahrenheit, lethargy, yellow eyes or jaundice skin, red eyes with discharge, infected or untreated skin patches, difficult or rapid breathing, severe coughing, skin rashes in conjunction with fever or behavior changes, skin lesions that are weeping or bleeding, mouth sores with drooling or stiff neck.

Once the child is symptom-free, or has a health care provider's note stating that the child no longer poses a serious health risk to himself/herself or others, the child may return to the center.

TABLE OF EXCLUDABLE COMMUNICABLE DISEASES		
A child who contracts any of the following diseases <u>may not</u> return to the center without a health care provider's notice stating that the child presents no risk to himself/herself or others:		
Respiratory Illnesses	Gastrointestinal Illnesses	Contact Illnesses
Chicken Pox**	Campylobacter*	Impetigo
German Measles*	Escherichia Coli*	Lice
Hemophilus Influenzae*	Giardia Lamblia*	Scabies
Measles*	Hepatitis A*	Shingles

Meningococcus*

Salmonella*

Mumps*

Shigella*

Strep Throat

Tuberculosis*

Whooping Cough*

*Reportable diseases that must be reported to the health department by the center.

**Note: If a child has chicken pox, a health care provider's note is not required for re-admitting the child to the center. A note from the parent is required, stating either that at least six days has elapsed since the onset of the rash, or that all sores have dried and crusted. If a child is exposed to an excludable disease at the center the parent will be notified in writing.

LUNCH

We encourage all campers to bring a nutritious and healthy lunch for camp. Please pack lunch/snack items and water in a lunchbox with an icepack for your camper to keep with them at all times. We do not provide refrigeration or access to a microwave.

CATCH (Coordinated Approach to Child Health)

We provide a fun and unique way to a healthy lifestyle and exercise daily. This program consists of a wide variety of exciting physical activity games and exercises. We incorporate great ways to have fun while staying active and healthy.

SWIMMING LESSONS AND RECREATIONAL SWIM

Swim and water activities are offered daily. Each camper will be evaluated once entering the pool. For more information on this, please contact: jmurray@ocymca.org. We request parents to encourage swim participation.

TRANSPORTATION

The OCYMCA Summer Camp partners with Toms River Schools Transportation Department to meet all of our program needs. All assigned group camp staff will remain on busses with campers at all times during travel. The busses will pick up the campers and staff from Citta Elementary School and will transport them to/from the YMCA and other activities throughout the day as scheduled. The bus times and schedules vary between the groups daily. All campers must adhere to the rules and regulations while on the buses of the Transportation System.

SUNSCREEN

Lotion, spray, and/or sunblock sticks must be labeled with camper's first and last name and remain in camper's backpack. Parents/guardians are responsible for applying the first layer prior to sending their child to camp. Camp staff will assist with reapplications throughout the day upon requests to assist.

Behavioral Guide

Discipline Policy

1. Discipline means teaching. We attempt to teach acceptable behaviors, as well as, self-control, responsibility and to promote positive self-image as children learn to make good choices by:
 - Setting up a program that is suitable for the ages and needs of the children.
 - Offering choices and interesting activities.
 - Encouragement & positivity.
 - Developing and reviewing rules and safety with the children.
 - Preventing problems & providing appropriate consequences.
 - Use of “time out” (cool down) when appropriate. This allows the child time to think of better ways to handle the problem.
 - Removal of privileges for certain activities.
 - No bullying will be tolerated.

2. Children and their parents must be respectful to the camp staff since they have definite expectations for behavior that must be met:
 - Children are to be respectful to other children and staff; respect should be mutual.
 - Children are to listen and follow directions given by the staff.
 - Children are to keep their hands and their feet to themselves. NO physical contact.

3. Should a child refuse to follow these rules:
 - If at any time a child exhibits inappropriate behavior, the parent/guardian or emergency contact will be contacted to pick-up the child immediately (within 30 minutes).
 - The misbehavior will be documented on an incident report and parent/guardian will be asked to sign off signifying that they have been informed. Consequences may lead to written warning, demerit, suspension, and/or expulsion.
 - Offenses include but not limited to: disrespect to staff or others, cursing, defiance, name calling, argumentative, teasing, spitting, bullying, hitting, pushing, punching, kicking, fighting, biting, throwing, wrestling, possession or use of weapons, possession or use of illegal substances, terroristic threats, and running away from group or facility.

4. Should satisfactory progress not be made:
 - The child may be suspended from the program, until a full investigation is conducted and concluded as per the Camp Director.
 - Conference between the Camp Director, parent/guardian and child may be required before returning depending upon situation.
 - Parent/guardian must have someone to pick up the child immediately (within 30 minutes). If pick up time extends, child could end up suspended and/or expelled from the program.

5. Parent/Guardians will speak to all staff with RESPECT. Any harassment by a parent/guardian toward a staff member may result in the child(ren)’s immediate expulsion from the program without credit/refund. Harassment and disrespect is determined by the discretion of the Camp Director.

6. The Camp Director reserves the right to alter this policy as deemed necessary to ensure the health and safety of all children and staff members.

Bullying behavior is categorized as:

- **Physical:** hitting, kicking, spitting, choking, pushing, tripping, slapping, poking, hair pulling, biting, fighting, unwanted touching, threatening gesturing, theft, and written harassment including oppressive notes and emails. Bullying behavior also includes sexual harassment, gang or group initiations, and hazing.
- **Verbal:** insults, taunting, degrading, teasing, name calling, threats, slander, passing blame, defaming, and blackmail.
- **Psychological** (often called indirect or social bullying): social ostracism, rumors, shunning, intimidation, extortion, manipulation, and character assassination.

SUSPENSION/EXPULSION POLICY

Causes for Immediate Suspension/Expulsion

As previously mentioned, the following may result in immediate suspension and/or expulsion from the program, including but not limited to: disrespect to staff or others, cursing, defiance, name calling, argumentative, teasing, spitting, bullying, hitting, pushing, punching, kicking, fighting, biting, throwing, wrestling, possession or use of weapons, possession or use of illegal substances, terroristic threats, and running away from group or facility.

Procedure of Suspension/Expulsion

- If the remedial actions have not worked, the child's parent/guardian will be advised verbally and in writing about the child's or parent/guardian's behavior warranting a suspension/expulsion. A suspension is meant to be a period of time so that the parent/guardian may work on the child's or adult's behavior or to come to an agreement with the Summer Camp Director.
- The parent/guardian will be informed regarding the length of the suspension period.
- The parent/guardian will be informed about the expected behavioral changes required in order for the child or parent/guardian to return to the center if applicable.
- Expulsion from the program is when the Camp Director and camp staff have worked alongside child/family to improve behavior, but such behavior is continuing which mandates removal (expulsion) from program. Camp Director will make final decision for expulsion.

Proactive Measures that can be taken in order to prevent Suspension/ Expulsion

- Staff will try to redirect child from negative behavior.
- Staff will reassess the environment, activities, and supervision.
- Staff will use positive methods and language while disciplining children.
- Staff will praise appropriate behaviors.
- Staff will consistently apply fair consequences for rules.

- Staff will give child verbal warnings.
- The Summer Camp Director and parent/guardian may have a conference to discuss how to improve behavior(s).

RESPONSIBLE CONDUCT AGREEMENT/CAMPER CODE OF CONDUCT

Below is the conduct agreement we have asked you to review with your child before starting our program.

The YMCA provides a fun, safe and satisfying experience for our summer campers. It is our policy that you, the participant, in turn accept responsibility for your own personal conduct and actions. Specifically, you must agree to abide by the following rules. I understand that the YMCA seeks to provide fun, safe and satisfying experiences for everyone. The YMCA asks that you in turn accept responsibility for your own personal conduct. I understand that I must follow the above rules and any others that are determined necessary by the YMCA staff. I also understand that if I break any of the above rules, the YMCA may notify my parents, and send me home immediately. I also understand that my parents will be expected to pick me up and that no refund will be issued. Any camper observed harming another camper will have their parents notified by the YMCA staff along with the parents of the camper or campers being harmed. If a problem exists or continues without change in behavior, the YMCA may remove the camper who has committed the harmful acts from camp.

During camp, I will...

- Keep my hands and feet to myself.
- Tell a camp counselor when there is a problem so they may help me.
- Listen to my camp counselors and directors and treat everyone with respect.
- Treat other people's belongings with respect and keep my hands off of others' property.
- Use appropriate language.
- Always stay with my group.
- Remember to use good sportsmanship.
- Be responsible for my belongings.
- Respect the buildings and grounds that we use.
- Respect the staff of outside organizations that we may visit, or that may visit us.
- Clean up after myself and the litter that we may leave.
- Treat all others (campers and adults) with respect.
- Follow our four core values: Caring, Honesty, Respect and Responsibility.

During camp, I will not...

- Bring any inappropriate items with me to camp (anything that can be used as a weapon, etc.)
- Bring any electronic devices while participating in camp (phone, tablet, etc.). I understand that the YMCA is not responsible for the damage or loss of such items.
- Use my cell phone during camp, and if I need to bring one with me, I will leave it turned off and in my bag out of sight at all times.
- Borrow or take others belongings.
- Share food with other campers, or give my own personal stuff to others to take.

- Throw and items.
- Tease, taunt or provoke other campers.
- Run away from group.
- Hit, punch, threaten or use inappropriate language to other campers or YMCA staff members.