YMCA Camp MacLean

Parent Guide
Summer Camp 2020

Rev. 10/31/2019
Dear Parents,

Thank you for choosing YMCA Camp MacLean. We realize you have many choices when selecting summer activities for your child. We appreciate having your son or daughter take part in our overnight camp program. There are many things that you may ask yourself as you prepare your child for summer camp. What should we pack, can I visit my child, can I send packages, what if my child is homesick? We have prepared this guide to help answer some of these important questions.

While this guide cannot be comprehensive enough to answer every question, we have picked topics that we think you want to know the most about. You have our promise that the physical and emotional welfare of your child drives our decision-making process. The practices outlined in this guide have been created with this commitment in mind.

If you have questions that are not answered in our materials, please contact the camp office at 262.763.7742. Additional information can be found on our website at www.ymcacampmaclean.com.

Sincerely,

YMCA Camp MacLean Directors

We invite you to attend:
   Spring Open House
   Sunday, April 26, 2020
   1:00pm to 5:00pm

Meet the staff, tour the camp, enjoy fun camp activities and snacks will be available.

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A Brief History

In 1939, The M. Haddon MacLean Family made a generous gift to the YMCA of Metropolitan Chicago in memory of their son, John Bartlett MacLean. This gift led to the creation of Camp MacLean, and in 1941 the very first group of youth began a summer tradition that carries on to this day. Located on approximately 160 acres of woodland and prairie fields in southeast Wisconsin, Camp MacLean is fortunate to provide youth and teens the natural environment to foster skills that will serve him or her well into the future.

One of the core missions of camp and the YMCA of Metropolitan Chicago is character development and overnight camping is designed to achieve this mission.

The Camp MacLean Staff

The foundation of our camp program is the staff and counselors. Our full-time staff team is comprised of seven directors and coordinators who oversee all of our operations, facilities and programs. Combined, this team has over 80+ years of summer camp experience. Jeff Tremmel, our executive director, is in his 33rd summer as a member of the MacLean staff and has served as a full-time director since 1993. Four of our full-time directors live on-site year-round and are available to support campers anytime the moment requires.

We operate within a 1:5 staff to camper ratio. Counselors live in the cabin with the campers. Each cabin group has a college-age, senior counselor. Counselors are carefully chosen for their maturity, judgment, experience and desire to work with children. Some cabin groups also have a junior counselor. Junior counselors are high school juniors and
seniors who are graduates of Camp MacLean’s two-year Counselor-in-Training program.

We understand that parents put tremendous trust in us. Our hiring protocols are designed to ensure that we are worthy of this trust. These protocols include annual background checks, advanced child safety training, and thorough reference checks. Our camp counselors are required to attend a one-week training session prior to the arrival of campers. Our counselors agree to work within a framework of policies and practices that are designed to ensure a healthy camp community.

Camp Goals and Philosophy

Our mission is to provide campers the opportunity to develop self-esteem & confidence, engage in small groups, create friendships, learn beneficial life skills, develop character, and provide unique activities that children & teens may only have a chance to do at camp.

To fit a wide range of budgets and schedules, we offer families to choose from camp sessions ranging from a few days to two weeks in length. We find that two weeks at camp offers youth the opportunity to build relationships, achieve goals and develop life skills beyond what can be accomplished in a shorter length of time. However, we also offer many one-week options or shorter length stays for families who are not yet comfortable with a two-week session. The camp schedule can be found in the brochure or on our website.

We strive to make camp a fun, active, life-learning experience for all of our campers. The camp mission is achieved by providing challenging, fun activities such as swimming, climbing, boating, kayaking, sports, arts and crafts, archery, hiking, tent camping, and much more.
By giving campers choice in his/her activities and through cabin life, we provide an environment for campers to experience independence while also being supervised. This is what makes camp a successful tool for the overall development of a child. We encourage parents to remind campers that the counselors and staff are available to help guide them through the camp experience and that at any time they need assistance they should seek out a staff member.

Camp also provides parents with time away from the day-to-day challenges of parenting. We encourage parents to take advantage of this mini-break and to enjoy the time your child is at camp. Children often come home from camp excited that they were able to navigate the “camp world” using the life skills you have instilled upon them and are eager to move onto more advanced experiences as they get older.

Health, Welfare, Security and Medication

The emotional and physical wellbeing of our campers is the single most important factor we as directors and staff take into account when it comes to our actions and our decision-making process. Camp MacLean is accredited by the American Camp Association (ACA). This accreditation ensures that camp is putting into practice the highest standards and protocols set by and for the camping industry. All of our activities operate under time tested policies and procedures. Staff members live in the cabins with the campers and are trained in emergency and security procedures prior to the start of camp. Camp is a private facility and visitors must check-in at the camp office. Parents and/or guardians must show a photo ID before they take their child from camp. Directors are in constant communication with the nurse, supervisors, lakefront staff and other activity areas. Fire/severe storm/emergency

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drills occur on the first day of each session. Camp MacLean consults with the Racine County Dept. of Emergency Management and the Racine County Sheriff Dept. in regards to emergency preparedness.

Health care personnel live on site and are available 24 hours. The camp maintains a well-equipped infirmary with restrooms and separate living quarters. We hire registered nurses licensed through the State of Wisconsin. Each camp session has one RN assigned to live on site for the duration of the program.

Each camper is required to have two health forms on file with the camp nurse. One is a form filled out by the parent, and one form is to be completed by your child’s physician. Forms are available on our website and are also provided in our confirmation packet upon enrolling. It is important that the form filled out by the physician’s office is signed by the physician. All health forms should be returned to camp prior to the start of your child’s session.

Parents must also provide us a signed ‘consent to treat form’ found on the registration form. If a camper has a chronic health issue, serious illness or a medical emergency while at camp, the camp nurse or a full-time director will notify a parent. The healthcare staff works closely with local physicians at the Burlington Clinic. The clinic and Burlington Memorial Hospital are seven minutes from camp and are operated by Aurora Health Care.

The camp health care staff keeps a variety of over-the-counter medications and health supplies on hand to treat common health concerns. All medications and/or supplements brought to camp whether they be over the counter, prescriptions or vitamins, must be in the original container and/or packaging. Our camp nurses cannot distribute medication that is sent via pillboxes or plastic bags. This includes vitamins.

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With the exception of asthma inhalers and epi-pens, all medications are kept under lock and key at the health station and dispensed at the times indicated. If your child has an emergency inhaler or an epi-pen, he or she may hold onto that medicine during their time at camp. All campers must turn medications over to the nurse on the first day of camp.

For the safety of all, the camp nurse cannot dispense medication if it is not stored in the original container or is not listed on the campers health form(s). CBD oil supplements are not allowed. This is not the same as FDA approved CBD medication.

**Behavior & Early Dismissal**

We strive to make camp a positive atmosphere for children and teens. Each cabin group works with the counselors to establish rules for the entire session. These rules are very similar to what kids might encounter at home and school (example: no bullying others, no fighting/hazing, listen to counselors, respect other people and their property, no foul language or swearing, look out for one another and so on) The counselors meet one on one with campers that act against these rules. In some cases, the situation might require the involvement of the counselor’s supervisor or camp director(s).

We work hard not to dismiss campers from camp. However, some cases require us to send a camper home if their behavior is illegal, unmanageable, if they endanger themselves, if they put others in danger or if the camper requires an undue amount of attention from one or more staff members. While we keep parents informed of behavior issues, some situations may require us to dismiss a camper without prior communication with the parents. Camp MacLean reserves the right to dismiss campers with or without prior parent notification. Campers
who we determine purposely do not turn in cell phones or internet-based devices risk being dismissed from camp.

If in the rare instance your child is dismissed from camp for behavioral reasons, parents are required to pick-up their child within five hours of being notified. Parents must have an emergency contact available to pick up their child from camp if the parents are more than five hours away from camp. The camp executive director is the sole decider on whether or not to extend the five hour pick up rule.

Camp fees will not be refunded in cases where a child is sent home for behavior. Campers are prohibited from bringing or using tobacco, vaping devices, alcoholic beverages, or recreational drugs of any kind and in any form.

**Preparation for Camp and Homesickness**

If your camper is a first-time camper, we recommend you and your camper attend a webinar, a camp information night. Reviewing the camp website or brochure with your child and involving your camper in preparing for camp makes for a smooth transition.

Homesickness is a normal, common, emotional experience for children at camp, especially if it is their first visit. Homesickness usually subsides when campers become more comfortable with their surroundings. On average, most kids at camp will self-manage any serious anxiety or homesickness on their own within 24–36 hours. There are many ways we work to minimize the effects of homesickness. First, campers are kept active; the program is structured and full of activity from sun up until sundown. Campers are encouraged to develop friendships with other campers and go with buddies to activities. We keep a 1:5 staff to camper ratio. This ratio allows campers to have quality time with their
counselors. Counselors provide campers with a positive and supportive atmosphere.

Our approach is that camp is a good place for kids to learn how to deal with the emotions of homesickness. Experience shows that having a child call home to talk with parents makes the situation worse. Because many kids will experience some homesickness at camp, we only notify parents if it becomes unmanageable. One way to try to limit the severity of homesickness is for parents to remind kids how much fun they will have at camp and how many new friends they will make. Remind your child not to worry about family back at home, encourage them to go out and have a good time! Please do not promise your child that they can call home. This limits their ability to manage their emotions.

Transportation and Visiting Camp

We encourage parents to use the charter bus service that departs from the Chicago area YMCA’s. We have found that this is an easier way for parents to transition their children into overnight camp. If our bus service is not practical, parents can drop their child off at camp. If you choose to drop your child off at camp, our check-in procedure is designed to make campers and parents comfortable. Parents may tour camp during check-in, but selecting and setting up beds will be done with campers and their counselors once all the campers arrive at camp. We will send a separate, specific packet out to all campers and their families regarding transportation prior to each session. Camp MacLean hires Coach USA-Wisconsin Coach Lines to provide bus service.

For security and homesick management, we do not offer visiting days during camper sessions. If you want to meet the counselors and see camp during the summer, we recommend
that parents come to camp on the first or last day of a full camp session. If you pick-up your child early from a session please check-in at the main office upon your arrival. For all camp pickups, you will need to present a photo ID.

If you would like to visit and tour our facility prior to the beginning of summer camp, you may attend our “Spring Open House” in April or set up a personal tour. Tours are available Monday thru Friday. Reservations are required; please contact the camp office to set up a tour.

**Communication, Mail and Care Packages**

Some communication between campers and home can be an important component for youth to find success in overnight camp. Therefore, written communication is the ideal form that works best in a camp setting. We offer two options for parents and campers: regular mail or an online service called “Bunk1”. We will provide parents with information on how to register and utilize “Bunk1” as we get closer to summer. Parents may fax their child as well if he or she chooses. Our fax number is 262.763.9944. Please write your child’s full name on the fax. While campers do not have access to the fax machine or computers, campers can reply using regular mail or “Bunk1” via bunknotes. Campers cannot use office phones to talk with parents. Camp directors may make exceptions for unique, special circumstances. We highly discourage verbal communication while children attend camp as it does not allow campers to manage homesickness.

Early in the camp session, parents may receive letters or writings indicating homesickness. This is common. Letters often become better as the session progresses. You may want to send self-addressed, stamped envelopes with your child to promote letter writing.

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Campers enjoy receiving mail. Please write your camper. Keep in mind that the tone of the letter makes a difference. Keep letters light-hearted and friendly. Anxious letters from parents or siblings may cause an undue amount of stress on campers. Care packages are acceptable and even encouraged. While snacks are allowed, we ask that you do not send beverages or snacks with peanuts/tree nuts. Water being the exception. Soda is not allowed.

When mailing letters or packages, please use the following format:

“Camper Name”
C/O YMCA Camp MacLean
31401 Durand Ave
Burlington, WI 53105

**Technology and Cell Phones**

Camp is a unique community-based environment. Youth camping and camping in general, has always been, and continues to be, grounded in the idea that by leaving the hustle and bustle of the world behind for a more simple setting makes us better people. The success of camp relies on connection to the natural world and a firm understanding that face-to-face communication and full attention between community members is fundamentally important. The technological advances that we have been blessed with compete with this philosophy. While technology is critically valuable, youth and teens are not fully developed adults and as such need time to develop skills that are not achievable through technology and are often taken for granted (i.e. face to face human interaction
Due to this philosophy, the structure of our program, the number of youth in attendance, and several other reasons, office phones, cell phones, tablets and other internet based devices are not available to campers. Do not send your child to camp with a cell phone, ask your child to hide a cell phone from camp staff or promise them that they can call home. We will ask all campers to turn in cell phones and other such devices on the first day of camp. These items will be collected, stored in our safe and returned to the campers when they leave camp. Cell phones take away from the camp experience and do not allow children and teens the ability to acclimate to camp. If a child does not turn in their phone for any reason, he or she may be dismissed from camp. We highly encourage parents to gradually reduce time your child spends with technology a week or so prior to coming to camp so that they do not go from full use to no use. This abrupt change is hard for youth.

In addition to smartphones etc, campers cannot keep any device that can access the internet. Campers will be asked to turn in these items which will be returned to the child at the end of the camp session.

**Food Service**

Meals are a very important part of camp. Our food service manager takes great pride in serving well-balanced, nutritious, and filling meals. Campers will find plenty to choose from at each meal. Most meals are served family style. Each cabin group sits together, with their counselor(s). Meals last about 45-minutes, so campers have time to relax. During hot days, campers are encouraged to drink more water. Campers
take turns setting/cleaning their dining table and sweeping the floor for their cabin group.

If your child has severe food restrictions, please touch base with the camp director. Food from home is not allowed in the dining hall; however, in some cases, we will allow you to send food from home when there are food allergies we cannot accommodate. In all cases, this exception has to be cleared by a full-time camp director. Camp MacLean does have procedures in place in regards to tree nut and peanut allergies. A copy of our peanut and tree nut procedures is on our website under “forms”.

**Birthdays**

Camp provides a birthday cake and special recognition for those celebrating a birthday at camp.

**Packing, Lost and Found, Laundry**

Upon enrolling, we will provide you with a packing list that recommends what your child should bring to camp based upon how long he or she is staying with us. We encourage campers to bring clothes that can get dirty. Soft-sided luggage works well. Parents are encouraged to mark their child’s belongings with his or her name. During camp, lost items are gathered and throughout the week, we take time to return items. Any items left behind at camp will be returned if identified. Campers are responsible for their own belongings. We will hold all items left at camp for one month. We do our best to locate and return lost items. However, we will not reimburse families for lost clothing or other items brought to camp. Items are donated to local not-for-profit agencies after one month.

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Campers need to bring enough clothing to last the entire session. If campers enroll for multiple sessions, they must take clothing home to be washed on break weekends. The camp does not provide routine laundry service. Laundry service is reserved for those with health issues, bedwetting, emergencies etc.

**Activity choices for Explorer Campers Ages (7–12)**

- Archery
- Softball
- Soccer
- Arts and Crafts
- Athletics
- Nature
- Drama
- Camp crafts
- Teambuilding
- Mt. MacLean Skyway and climbing wall
- Aquatic activities include: swimming, canoeing, row boating, sailing, paddleboats, windsurfing, mask/fin/snorkel, and kayaking.

We recommend parents consult the 2020 camp brochure or description sheet for greater details regarding our teen programs.

**Typical Daily Schedule (subject to change)**

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:15am</td>
<td>Wake-up</td>
</tr>
<tr>
<td>8:00am</td>
<td>Breakfast</td>
</tr>
<tr>
<td></td>
<td>Password (Thought for the day)</td>
</tr>
<tr>
<td></td>
<td>Cabin Clean-up</td>
</tr>
<tr>
<td></td>
<td>Cabin Activity</td>
</tr>
<tr>
<td>10:00am</td>
<td>Activity Hour #1</td>
</tr>
<tr>
<td>11:00am</td>
<td>Activity Hour #2</td>
</tr>
<tr>
<td>12:15pm</td>
<td>Lunch</td>
</tr>
<tr>
<td>1:00pm</td>
<td>Rest Period</td>
</tr>
<tr>
<td>2:15pm</td>
<td>Activity Hour #3</td>
</tr>
<tr>
<td>3:15pm</td>
<td>Activity Hour #4</td>
</tr>
<tr>
<td>4:15 pm</td>
<td>General Swim</td>
</tr>
<tr>
<td>5:45pm</td>
<td>Supper</td>
</tr>
</tbody>
</table>

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7:00pm Early Evening Program
8:00pm Late Evening Program
    Showers (when assigned)
9:00pm Devotion
    Get ready for bed
9:15pm Lights Out (7-12-year-olds)
9:30pm Lights Out (13-16-year-olds)

**Swimming, Boating and Swim Attire**

All campers will take a lake swim check on the first day of camp. The purpose of the swim check is to evaluate campers’ skill and endurance in water so that they can be assigned the proper activities. Beginning and intermediate swimmers will take swim lessons in order to improve their swimming ability. Advanced swimmers will be able to sail, canoe, kayak, and windsurf. Beginning swimmers are able to use rowboats & paddleboats so long as they are with a staff member. Intermediate swimmers can use rowboats and paddle boats independently.

All campers and staff wear life jackets when boating, canoeing, sailing, kayaking or windsurfing. Certified lifeguards supervise aquatic activities.

- Advanced swim check: equal to five pool lengths, multiple strokes required, water depth 10 feet, and tread water for 60 seconds.

- Intermediate swim check: equal to two pool lengths, two strokes required, water depth 7 feet, tread water for 30 seconds.

We ask that female campers wear one-piece bathing suits or modest two-piece suits.
Spirituality & Camp

The YMCA was founded on the idea that developing the spirit, mind and body creates a well-rounded individual. Camping is a long practiced YMCA tradition. Therefore, spirituality is an important component of camp. We have campers and staff from every major religious faith. Our purpose is not to change or instill upon campers any particular faith or belief. Our goal is to make every child feel comfortable while still including the traditions of the YMCA (Young Men’s Christian Association). These traditions help foster character development and creativity in all people and commitment to think of others when it comes to our individual thoughts and actions. Grace is part of each meal, a thought for the day is held after breakfast and a non-denominational chapel service is held on Sundays when camp is in session. In addition, each cabin has a short devotion held before lights out.

Cabin Assignments/Friends

Campers are assigned to cabin groups prior to the start of the session. Assignments are based on age, gender and program. Cabins are assigned based on what gender the parent(s) indicate on the registration form. Per YMCA policy, campers are free to enroll in camp regardless of their gender identity. To ensure the most effective care, in the event of illness or injury, we encourage parents to indicate on the health form, the child’s biological sex. Many kids go to camp on their own, without knowing other campers thus, the program is designed to foster new friendships.

Going to camp with a friend is common. If the friend is the same age or one age/grade apart, they will be placed
together in the same cabin unless a parent indicates otherwise. There is space on the registration form to list friends. We cannot honor the request if campers are two or more years apart in age. If a buddy request is not honored, you may not be notified in advance. Age limits set for programs are final and cannot be adjusted.

While we try to honor requests for particular counselors, we cannot guarantee such assignments. We also cannot honor requests for particular cabins. Cabins are typically grouped by the following ages (Exceptions are determined by the camp director):

- 7 and 8-year-olds
- 9 and 10-year-olds
- 11 and 12-year-olds
- 13 and older

**Bedwetting**

We encourage campers to use the washhouse throughout the day. If a camper needs to go to the washroom in the middle of the night, he/she must notify a staff member. However, from time to time bedwetting occurs. Staff members are trained to deal with bedwetting. First, measures are taken not to embarrass the camper. The sleeping bag and/or sheets/blankets will be cleaned and returned to the bed as quickly as possible. Preventative measures such as frequent bathroom breaks and limiting heavy fluid intake after supper work well. All campers have a bathroom break before bedtime.

**The Camp Store**

The camp store is open daily. Camp provides campers with the opportunity to purchase snacks, apparel, and souvenirs. Campers should not bring cash to camp. Spending
money is deposited into a camper’s account via our online registration program. Credit cards are charged at the time they are entered into the system. At the end of the camp session, the leftover funds are refunded to the credit card that was used on the account. While the credit card method is preferred, we also accept cash and personal checks for camper store accounts. If cash, checks or money orders are deposited into the account, unused funds are not refundable.

Store items include:
• Stationary/Postcards
• Flashlights
• Combs
• Insect Repellent
• Toiletries

• Stamps
• Souvenirs
• Candy / Ice Cream / Snacks
• Bottled water
• T-shirts / Sweatshirts

Pre-Summer Camp Forms

When you enroll, you will receive a welcome packet via e-mail that includes:

• Parent Camper Health History Form
• Doctor Camper Health Form (Filled out by Physician)
• Facility User Agreement
• Horseback waiver (if applicable)

Approximately six weeks before your child’s camp session, you will receive a final packet of information that includes details on our “Bunk1” program, transportation options, and any final details pertaining to your child’s specific session.

Payment for camp sessions will be due four weeks before your camper’s arrival.
Camp Information Meetings or Webinars

We encourage families that are new to YMCA Camp MacLean attend one of our camp information meetings held in the Chicago area each spring. Please call the camp office for a listing of our 2020 spring meetings. These meetings include information on programs, health and wellness, activities, transportation, etc.

If you are unable to attend a meeting in person we host four webinars each winter/spring. You may register for webinars online at ymcacampmaclean.com

February 18, 2020 at 7pm
March 18, 2020 at 7pm
April 15, 2020 at 7pm
May 7, 2020 at 7pm
YMCA Camp MacLean
31401 Durand Avenue
Burlington, WI 53105
262.763.7742
FAX: 262.763.9944

On-Line Registration: www.campmaclean.com
Like us on Facebook: facebook.com/YMCACampMacLean
Follow us on Instagram: @campmaclean

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