

Camp Westwind in the City Information

Camp Westwind



Congratulations!

**Encouraging
Community
Embracing Diversity
Exploring the World
Around Us**

You have found the right day camp! Camp Westwind in the City provides a great opportunity for children that is entirely based in the city! It teaches children about the community they live in and the outdoor activities that are right here in our backyard.



YWCA Downtown Building

All day camp sessions will incorporate the following elements into their weekly schedule plus the theme week activities:

- Navigate the city via public transportation, walking, or in some cases cycling
- Health and Wellness activities such as yoga, swimming, or games in the park
- Art exploration
- Community service
- Traditional camp songs and games
- Value sessions

Day Camp Schedule

Each day camp session will run from Monday to Friday from 8:30 am until 5:00 pm.

Swim Lessons and Extended Care are both offered Monday through Thursday afternoons.

*See page 2 for details.

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Important Dates

Health History Forms: Due 3 weeks before your session begins. If Health History Forms are received less than three weeks before the first day of camp there will be a \$25.00 late fee applied to your camp balance. Health History forms are completed online.

Camp Payments: Balance is due in full 2 weeks before your session begins.

Financial Assistance: Due March 1st. Download the application online at www.ywca-pdx.org OR call the office at 503-294-7476 to request an application.

Open House



Please join us for an Open House for parents, friends, and relatives on Thursday, June 16th from 6:30 pm – 8:00 pm. This is your opportunity to meet the YWCA Camp Westwind in the City staff, tour the wonderful rooftop garden and play space, and participate in special activities. No RSVP is required.

We look forward to seeing you! Please visit our website for more information.

www.ywca-pdx.org



Director: Janette Kunkel 503-294-7460 Janettek@ywca-pdx.org
Camp Office Manager: Sarah Keplinger 503-294-7476 westwind@ywca-pdx.org
Camp Hotline: General Info 503-294-7474

All Campers Need to Bring:

- Sunscreen
- Water bottle*
- Sturdy Shoes for walking
- Water Shoes
- Swimsuit
- Towel
- Medication
- Change of Clothes
- Camera (optional)



**We will not supply water bottles for your child, you may purchase one from our camp store or send one from home.*

Items to Leave at Home:

- Tape/CD/MP3/I-Pod players
- Other electronic equipment
- Weapons
- Alcohol/cigarettes/illegal drugs
- Pets
- Food/candy
- Magazines

All of these items will be collected and returned at the end of the camp session.

The YWCA is not responsible for items which are lost, stolen, or damaged. Please do not send items that cannot be easily replaced or that you consider to be expensive.

Extended Care

Extended care is offered Monday through Thursday from 5:00pm to 6:00pm. The cost of extended care is \$10.00 per day per child or \$35 for the four days. Extended care must be prearranged or a fee may be assessed. Extended care campers must be picked up at the YWCA. If a camper is picked up 5 or more minutes late, there is a \$1.00 per minute charge.

Swim Lessons

Do you have a child that could use a little more confidence when it comes to swimming? We offer swim lessons for beginning swimmers (a beginner swimmer cannot swim one full length of the pool unassisted). Swim lessons are 45 minutes long and start at 4:30 pm Monday through Thursday at the 10th Street Athletic Club within the downtown YWCA building. Drop off location at the YWCA is required for swim lessons.

- Swim lessons and pick up at 5:15
\$25 per week (4 lessons)
- Swim lessons and extended care pick up at 6:00
\$40 per week (4 lessons)

Lost and Found will be held for two weeks after each session and can be claimed at the YWCA - 1111 SW 10th Ave., Portland

Contact the YWCA at 503-294-7476 or westwind@ywca-pdx.org

Cancellation/Refund Policy:

- A refund of purchase cost, less \$50.00 cancellation fee, will be made only when a doctor's written statement indicating illness or injury is presented prior to the beginning of camp. (Registration fees are non-refundable)
- A refund of purchase cost, less \$50 cancellation fee, will be made when a written statement indicating absence from the area is presented four weeks prior to the beginning of camp. A refund of 50% will be made with three weeks written notice. A refund of 25% will be made with two weeks written notice.
- No refunds will be made if a camper does not show up or has given less than 2 weeks notice that they cannot attend.
- Campers who are sent home for failure to comply with camp policies will not receive a refund and parents will assume responsibility for the camper's prompt transportation from camp.
- Campers sent home due to illness will receive a prorated refund based on the amount of time spent at camp. (Campers who go home due to homesickness will not receive a refund)
- A \$15.00 transfer fee will be applied to each camper that changes sessions.

Parent Information



Parent Notification Procedures:

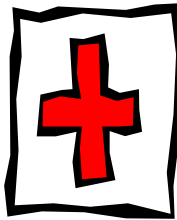
Illness – The Camp Director will notify parents/guardians or emergency contacts if their child becomes ill and needs to be picked up. Parents/Guardians may also be contacted to discuss symptoms exhibited by the child.

Injury – The Camp Director will notify parents/guardians or emergency contacts if their child is injured (injuries requiring more than a band-aid or basic first aid, i.e. sprained ankle, broken bones, etc.) at camp.

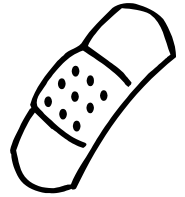
Behavior Issues – Parents/Guardians may be contacted by the Camp Director to assist with developing a plan for a camper that is having extreme behavior issues. Parents/Guardians will be contacted if their child brings a weapon, illegal drugs, tobacco, or alcohol to camp, commits a violent act against another camper or staff, exhibits overt sexual behavior towards another camper or staff, or commits a theft or vandalism. Campers are not permitted to smoke and will be sent home if he/she cannot follow this guideline. A camper involved in the above behaviors may be promptly excluded from camp.

Health Forms

All campers, adults, and volunteers must complete a current Health History Form each year. All participants must have proof of a physical examination that has occurred within that last 24 months. The proof can be a document from your doctor with the results from the exam, or you can use the form we provide for the doctor to complete and sign. That form is online for you to download or send to your doctor electronically. The remainder of the Health History form is now online and it must be completed at least 3 weeks prior to the camp session. If your Health History form is turned in after the three-week deadline, you will be assessed a \$25.00 late fee, to be paid before the camp session begins.



Health and Safety:



The safety and health of campers is a priority to the Staff. *A Registered Nurse is available via phone at all times.* All staff hold current certification in First Aid/CPR and go through criminal background checks. Lifeguards are on duty during waterfront activities and lifejackets are required during boating activities. Helmets must be worn during kayaking and cycling.



Camper Medications:

All prescribed medications must be in **original containers with camper's name and dosage instructions on labels**. Hand written notes are not accepted.

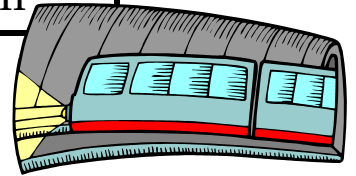
The camp health center is stocked with a supply of over the counter drugs for the normal childhood aches and pains (i.e. runny nose, sore throat, headache, stomachache). We ask you not to send over the counter drugs for your child. Upon arrival at camp each camper will check in and give all medications to camp staff at that time.

Special Needs:

The more we know about each camper, the more we can help her or him have a great time at camp. Please do not withhold information about your camper because you don't want him or her "treated differently." Please call to discuss your camper's special needs.

Transportation Information

Place	Drop Off	Pick Up
Downtown	8:30 am	5:00 pm
Lloyd Center	8:30 am	5:15 pm



Drop Off and Pick Up Procedures

If dropping off your camper at the downtown building, there will be staff outside the front of the building to assist and direct you. If you are dropping off or picking up your camper at the Lloyd Center Max stop, please look for the staff members in YWCA Westwind in the City t-shirts holding Camp Westwind signs. If you are going to be late, please plan on doing the drop off or pick up at the downtown building.

YWCA Downtown Location

The YWCA of Greater Portland is located at 1111 SW 10th Avenue, Portland OR 97205. The building is located between Main and Jefferson, directly behind the Portland Art Museum.

Cell Phone Policy

Camp Westwind in the City will allow campers to bring cell phones with them to day camp. There will be a time set each day for campers to check messages or call home to check in. This is not a time to text or call friends. Outside of the designated time, there is a “No see/No hear policy”. As long as we don’t see or hear the phone, it is welcome to stay on your camper. If it is seen or heard, the privilege of having the phone will be lost for the day. Phones taken away will be given to parents upon pick up at the end of that day.



Camp Store Information

The camp store will be open each afternoon for campers and their families to purchase YWCA Camp Westwind in the City gear!



Meal Information

Campers provide their own lunches Monday through Thursday. On Friday, we will provide a rooftop BBQ. Two snacks a day are also provided.



If your child has dietary needs, please let us know in advance.