

**2023/2024
Mason City Family YMCA
Youth Development
Policies and Procedures Handbook**



After School Program and Camp Families,

Mason City Family YMCA Youth Development offers opportunities for positive growth and development in an environment that is safe, fun and educational. This is a place where your child will play games, develop new skills, and participate in team building, all while forming long lasting friendships.

Please set aside some time to read through this handbook with your child, as it will give you some suggestions to help prepare for a fun and exciting experience at the YMCA! If you have further questions or concerns, please feel free to contact us. We are very enthusiastic about this program, and we look forward to introducing your child to new friends and memories to last a lifetime.

Jessica Wilkerson, Youth Development Director
641-422-5992
jwilkerson@masoncityymca.org

For the fastest response time please use the email address.

MISSION, GOALS, VALUES, & LEADERSHIP

YMCA Mission

We are for youth development, healthy living and social responsibility.

After School and Day Camp Goals:

- Learn core values
- Improve relationships
- Develop leadership abilities
- Appreciate diversity
- Keep your hands to yourself
- Be safe, Be kind
- HAVE FUN!

Core Values

The Mason City Family YMCA works to accomplish its mission by living and sharing the following core values:

Caring: To love others, to be sensitive to the well-being of others, and to help others (related values are compassion, forgiveness, generosity, and kindness).

Honesty: To tell the truth to act in such a way that you are worthy of trust; to have integrity, making sure your choices match your values (related values are integrity and fairness).

Respect: To treat others as you would have them treat you; to value the worth of every person, including yourself (related values are acceptance, empathy, self-respect, and tolerance).

Responsibility: To do what is right, what you ought to do; to be accountable for your behavior (related values are commitment, courage, health, service, and citizenship).

Staff Leadership

All YMCA Day Camp and After School Staff have been carefully selected for their maturity, character, creativity, special talents, and experience with children. All staff have been thoroughly screened with a complete background and criminal history check. Children are placed in age-appropriate groups, and there is a trained Lead Counselor for every group. All Camp staff are certified in First Aid, CPR, Bloodborne Pathogens, and Mandatory Reporters of Child.

ENROLLMENT CRITERIA

All registration forms must be filled out completely and signed by a parent or guardian. Your child will not be able to attend Summer Camp or After School Program unless all forms are complete and on file at the YMCA. These forms are required for the safety and security of your children.

Registration form packets must be updated each year. We require that new forms be filled out and completed in May of each year. Packets are valid for 1 year. We accept registrations for children going into kindergarten through 6th grade.

Forms Include:

- Registration Packet
- Immunization Records
- Credit Card Form
- Policy Handbook and Handbook Acknowledgement Form

FINANCIAL PROCEDURES

Summer Camp Charges:

A registration fee of \$50 per child is due at the time of registration. This will cover costs for field trips, Ice Cream truck visits, concessions on fieldtrips and sunscreen. This will eliminate having to send cash with your child(ren) on certain activity days. This fee will not be covered in any State Funding (HHS). Please reach out to Jessica if this is a financial burden.

\$35 per week minimum (only for weeks registered)

\$18 per half day (up to 5 hours) or \$35 per full day (5+ hours)

\$130 per week

After School Program (ASP) Charges:

\$15 per day up to \$300 per session

Day Out of School Camp & Snow Day Camp \$35 (require separate registration)

Session Billing

After the session is complete, hours will be totaled and billed accordingly. When you check your child(ren) in and out on the iPad, this keeps track of your time. Please make sure that the parent or guardian is the one signing in and out.

Payments are accepted by credit/debit, cash or check. Accurate final billing will be sent out after the session is complete. (See appropriate schedule) Please let us know if payment information changes (ie. Expiration dates, new card information etc.)

Summer Camp sessions are 1 week long and ASP sessions are about 24 days long (see appropriate schedule). Your child can attend if your account is in good status. An account becomes in arrears with two delinquent payments. At that time, you and your child(ren) will not be eligible for our programs. Please contact Caitlyn Meyer at 641-422-5993 or cmeyer@masoncityymca.org with any billing questions.

We are a state licensed program. We receive state funding. Please call *866-448-565* (HHS) if you are needing financial assistance. Your child may start programming before HHS processing is complete. Please know that if you are denied, you will be financially responsible for your child's time at our program.

Financial Assistance

Because of loyal supporters of the Mason City Family YMCA, we are able to offer financial assistance in the form of scholarships to North Iowa families. The YMCA believes no one should ever be denied membership or program participation because of the inability to pay. Please note that in order to apply for a youth development scholarship through the YMCA, you must first apply for HHS and bring in your denial letter.

If you or your child would like more information on scholarships/financial assistance, please contact Jessica Wilkerson, Youth Development Director, at jwilkerson@masoncityymca.org or 641-422-5992, or stop at the front desk for an application.

LATE PICK-UP POLICY

Closing Time is 6PM!

Extra charges will be added to your account. The charge is \$1 per minute after 6pm.

On certain occasions, when a parent must be late, the YMCA has established the following policies:

- Parents must call the YMCA staff to inform them that they will be late and what time they are expected to arrive, or to inform us of other transportation arrangements. The late fee will be added to your next payment.
- If the YMCA does not receive a prior phone call from the parent, the following procedures will be immediately implemented:
 - A YMCA staff member will contact the parents for instruction.
 - If contact can't be made, the staff member will call the emergency contact list to arrange pick up.
 - If 1 hour from official closing time has passed and contact cannot be made to the child's parents or the emergency contacts, a call will be made to the Child Protective Services to report an abandoned child. Staff members will then follow instructions given by Child Protective Services as to what further arrangements are necessary.
 - Parents will be informed to contact Child Protective Services for further instructions.

In the event of consistent tardiness, a conference will be convened to discuss possible alternatives.

GENERAL CAMP POLICIES

Camper Eligibility

We will accept children going into kindergarten and children going into 6th grade. Children must be potty trained.

Non-Discrimination

The YMCA does not discriminate on the basis on race, color, national origin, age, religion, or gender in its programs or employment.

Lost and Found

Check with the Camp staff about its location and the procedures for returning items to campers. Labeling your camper's items will reduce the risk of items being lost.

Access Policy

Parents must notify the Youth Development Director prior to any visitors or contractor's planned visit before they are allowed to come to the YMCA. Visitors or contractors will be supervised during their visit.

Registration Changes

Any changes in registration information concerning you or your child must be arranged in advance through the YMCA. Pick up authorization changes must be communicated to the Youth Development Director. It is the parent's responsibility to notify us immediately of any changes that may affect the care of their child (emergency phone number changes, change of address, extended vacations, work/home phone number changes, insurance carriers, etc.).

Confidentiality of Records

All information contained in your child's records is privileged and confidential, and it cannot be released without your written consent.

Sex Offender's Policy

We do not allow sex offenders into the YMCA facility. If you have questions or concerns, please reach out to Tammy Hertzell, Mason City Family YMCA CEO at 641-422-5997.

Telephone Policies

Emergency calls to campers should be done through the YMCA. The Youth Development Director will be contacted and, if necessary, will return the call. Typically, campers are not allowed to make a call from Camp. In cases where consultation is required with parent or guardian, a camp counselor will accompany the camper to the phone where a call will be placed. On occasion, a counselor may call to discuss behavior or special circumstances.

Parking

We use the Northeast doors of the building for our Camp Entrance. Due to the number of campers arriving and departing at the same time, please be cautious and courteous when driving in the parking lot. Please DO NOT park in the fire lane.

Door Code Entry

In order to provide the safest environment, we have keypad entry on the Northeast doors. All staff and parents are assigned a code to enter into the keypad to open the door. The doors will remain locked at all times and will only be opened with a code. Codes are assigned at the time of registration. If you cannot get the code to work, the front door is always open as a backup entry option.

Remind App

We utilize a communication app called "Remind." This is a free, secure app that can be downloaded to any iPhone or Android device which will allow for us to communicate easily with you via text messaging. We send out reminders in regards to upcoming field trips, changes in schedules, or other important information. This does not take the place of email communication; however, it does allow for quick communication to everyone at once. Sign up instructions are sent out through email and posted on the parent news board.

Weekly Themes/Planning

Camp activity calendars will be available. If needed, day campers will receive a note from their counselor concerning the week's activities on Monday mornings. If you would like more information about activities, talk to a camp counselor.

Swimming

Swimming is not required. Children not participating in swimming will be required to remain in the pool area so that they will be under direct supervision of their counselor.

Fire Drills

In case of a fire, campers will be escorted to the Northeast side of the parking lot. Each Lead Counselor will have their roster with them. They will stay a safe distance away in the parking lot or outside the building.

Tornado Drill

Campers will be located in the girl's locker room. Each Lead Counselor will have their roster with them. They will stay until it is safe to exit.

HEALTH POLICY

The YMCA Day Camp promotes physical, social and emotional sides of a child's development. We ask for parents' complete cooperation in accepting the rules we've made for the health and safety of each child.

Medical Insurance

It is the sole responsibility of the parent for payment of all medical bills. The YMCA does not hold medical insurance on program participants. Please make sure your child's insurance carrier and policy numbers are listed on information forms.

Allergies and Emergency Medical Information

Any allergies to foods, chemicals, or other materials should be listed in the "allergies" section of the child's information form. All staff will be informed of children's allergies and instructed to avoid these products.

Administration of Medications

Any medications, prescribed or over the counter, must have prior written parental and doctor notification. For the YMCA to administer, all medication must be in their original containers. Prescription medication must have child's name on the container with the name of the drug and directions for usage and storage on the label. The program will keep a written record of the administration of any medication which will include the time and date of each administration, the dosage, the name of the staff member administering the medication, and the child's name who is taking the dosage. All unused medication will be returned to the parent/guardian.

Sickness

Please keep your child at home if he/she seems lethargic, unusually irritable, complains of a stomachache, headache, earache, has a fever, or seems to be unusually flushed or pale. It is better to be over cautious than to risk exposing an illness to the rest of the children or staff. If a child becomes ill during camp, we will call and ask the parents to come pick up the child within an hour of the illness. The child will be able to return to day camp once he/she is symptom and fever free without medication for 24 hours.

Please notify the YMCA if your child is infected with a contagious disease. All parents will be given a notice if a child in the program has been infected with a specific type of contagious disease. Notices will include information on symptoms and the type of contamination. A release form from your physician will then be needed for your child to return to day camp.

Here is a list of illnesses in which your child should stay home:

1. Temperature of 100 degrees Fahrenheit or above.
2. Conjunctivitis (pink eye)
3. Impetigo
4. Diarrhea (more than one instance in a 12-hour period)
5. Vomiting
6. Severe cold with fever
7. COVID-19

8. Influenza A or B
9. Head lice
10. Ring worm

ACCIDENT/INJURY REPORTS

Staff will treat children experiencing minor injuries or illnesses such as bumps, bruises, scrapes, bee stings, and upset stomachs, taking note of specifications on the child's health form. Sick children will be isolated from other program participants (with a staff), and we will monitor their condition. Parents will be informed of all First Aid administered to their child and asked to sign the report upon pick up. If the child's symptoms persist, parents will be asked to pick up their child as stated in the Health Policy.

In case of a major emergency such as broken bones or teeth, puncture wounds, etc. the child will be taken/transported to the hospital by an ambulance. Health forms on file must include child and parent information, emergency numbers where parents can be reached, and a medical release to seek treatment if parents can't be reached.

If a child is injured at a field trip location, a staff member will assess the injury and instruct a fellow staff member to obtain the child's emergency contact numbers and phone an ambulance if needed. The child will then be transported to the designated medical facility accompanied by a staff member. The staff member will stay with the child until the parents, guardian, or emergency contact person arrives at the medical facility.

Please provide your child's doctor and dentist's name and phone numbers on the registration form. In case of an emergency, the Y will use these numbers to contact medical professionals.

Found Injury Report

This is a form that counselors will fill out if they notice a bruise or mark on a child that did not occur at camp.

BITING NOTIFICATION

Our center has set forth the following guidelines in an effort to effectively deal with "Biting Occurrences:"

- **The biter:** will have mouth cleaned out with water and checked for any traces of blood. A biting notification will be filled out and parents will be called immediately. The biter is sent home immediately and not allowed to return for the rest of the day. They may come back the next day.
- **The bitten:** Any time a child is bitten, the injury is immediately attended to by cleaning and disinfecting the area, applying ice packs if needed. An accident/injury report will be made. Parents will only be called if skin is broken.
- Parents are never to direct discussions of their child being bitten to another child in the classroom. Teachers and the Youth Development Director are responsible for taking care of these situations.
- Parents of the child who was bitten are not given the name of the "Biter."

STAFF EXPECTATIONS

Guidelines for Working with Children

- The goal of the Y is to guide children in becoming cooperative, happy and responsible participants by modeling positive, non-threatening teaching techniques involving problem solving, communication and negotiation skills.

- Guidance will not damage the child's self-image or embarrass the child involved. Whenever possible, limits will be displayed and reinforced through active listening, "I" messages, giving information, contingencies, making choices and natural and logical consequences.
- Emphasis will be placed on the positive in order to enhance self-esteem, respect, self-control, and managing crying, fussing, or distraught children.
- Children will be encouraged to use the art of communication and negotiation in setting any disputes that should arise between them. Staff will be in close proximity to encourage children and to use active listening to help facilitate negotiation skills.
- Staff will demonstrate a calm demeanor, politeness and gentleness with children through actions and tone of voice.

Prohibited Treatment

Children will not be subjected to the following treatment:

- Spanking, hitting, or other corporal punishment.
- Verbal abuse or derogatory remarks.
- Tying, binding, or confining.
- Withholding or forcing food or naps.
- Punishing for lapses in toilet training.

The above treatments are prohibited even at parental request. Physical or verbal abuse will never be used to resolve conflict. Youth Counselors that punish children in a manner prohibited by licensing will be counseled, which may lead to suspension or discharge without benefits.

Child Management Techniques

A review of child management techniques will be part of the orientation process. Staff are expected to know where children are at all times during the program.

Discipline Techniques

Our goal is to guide children in becoming happy, responsible, and cooperative participants through positive teaching techniques. In the event that behavior requires discipline:

- Counselor action will not damage the child's self-image or embarrass the child.
- Counselor action will help children learn self-control, choose alternatives, identify feelings and develop and understanding and respect of feelings for others.
- Counselors will communicate regularly with families regarding behavior concerns.
- Every effort will be made by staff to enlist the cooperation of the child and parents to solve problems.
- Whenever possible, logical and natural consequences will be used as a format for discipline. Any disciplinary action shall be carried out by staff only, not by volunteers, observers or other children.

Progressive Methods of Discipline Approved for YMCA Child Care Workers

- Establish "House Rules" - Make sure they are stated in the positive. Tell children what they CAN do. Children should help establish these rules.

- Allow transition time and warnings before they occur.
- Give verbal warnings/reminders.
- Redirection - Talk through the problem with the child. The child is encouraged to suggest alternative solutions and assist in implementing them.
- Refocus Time:
 - Defined as removing a child from a situation in a non-humiliating manner and placing the child in a designated location in order to interrupt the unacceptable behavior
 - Staff will ask the reason why he/she was removed & discuss alternate behavior choices and if they are ready to return to the activity.
 - Explain the behavior expected in the future
 - Staff will consult with parents or guardians.

CHILD EXPECTATIONS

Please review these expectations with your child(ren).

General Guidelines

Guiding the behavior of children, helping them develop core values, and building healthy personalities are important tasks that our staff must take seriously.

YMCA Camp Rules

1. SAFETY is our priority. If you are safe, a lot of fun can be had
2. Listen to staff
3. Respect for yourself, others and YMCA facilities
4. Respect personal and physical boundaries
 - a. Ask before hugging
 - b. Hands and feet to yourself
5. Focus on yourself
6. Personal items stay in your bag
7. Ask permission before leaving an area
8. WALKING FEET
 - a. We run in the gym, racquetball courts and outside
9. Clean up and put away items that you play with
10. Eat our own snack and at snack time

Siblings

If a child gets into a physical altercation with their sibling a separate behavior notification will be filled out and discussed with the parent upon pick up. Counselors will encourage siblings to take time away from each other as they see fit. Continued behavioral issues between siblings will require a meeting with Youth Director and parents to make a behavior management plan.

BEHAVIOR WARNING

The behavior warning (pink sheet) is a written warning that is given after counselors have attempted verbal cues and redirection for the following behaviors

- talking back
- not following instructions
- disrupting activities
- name calling
- swearing

If a behavior warning is given, the child will be separated from the group to discuss behavior with a counselor and may return to the group after the situation is resolved. Multiple behavior warnings (pink sheet) may lead to a behavior notification (green sheet).

The behavior warning (pink sheet) is to be signed by the counselor, parent, and director.

BEHAVIOR NOTIFICATION

Severe behavioral issues which cause children to harm themselves, others, or property are to be taken to the Youth Development Director for immediate attention. The behavior notification (green sheet) is a written warning to be signed by the counselor, parent, and director.

Depending on the severity of the behavior (Director's discretion) 2 things may occur:

1. Child will spend time with Director away from the group to discuss appropriate behavior. Once child returns to baseline, they can return to group activities & parents will be notified at pick up.
2. If child is not cooperating and unable to return to baseline, parents will be called immediately. Immediate removal for the day will occur.

Three written behavior notifications will result in a suspension from the program.

Upon return, if another behavior notification is written, suspension or removal from the program will occur. *Please see Discharge of Enrolled Children Policies*

BULLYING PREVENTION AND RESPONSE

Our goal at the Y is to provide an environment which is safe, caring and respectful for all children. Bullying is unacceptable in all YMCA childcare programs.

Bullying includes aggressive and hostile behavior that is intentional and involves an imbalance of power between the bully and the bullied. Bullying happens more than once over a period of time.

Examples of bullying include but are not limited to:

- Physical, social and or emotional attacks
- Social exclusion and or isolation
- Teasing, rumors, put-downs
- Anything based on sex, race, color, religion, national origin, and sexual orientation
- Physical, mental, emotional, learning disability or handicap

Consequences for children who bully

- Participants who engage in any form of bullying behavior will be subject to disciplinary action in accordance with the YMCA policy. This behavior is unacceptable at the YMCA
- Refer to: Discharge of Enrolled Children Policy.

DISCHARGE/TERMINATION POLICIES

Communication between Program and Parent

Communication about a child's progress and behavior will be shared by the YMCA staff, generally in person. Other means of communication include e-mail, parent newsletters, and notes in a child's mailbox or through information on the parent table.

No Call/No Show

After 1 week of no attendance with no communication to the director; contact will be made with the parent to discuss further registration.

Serious Guidance Problems

- A serious guidance problem is defined as one in which a child is continually disrupting the smooth flow of the program in one of the following manners:
 - Requiring excessive one-on-one attention.
 - Inflicting physical or emotional harm on other children/staff.
 - Using inappropriate language and gestures.
 - Inability to conform to the guidelines of the program.
- Behavior difficulties usually become manageable with cooperative efforts between staff, parent and the child. The staff will work with the parent through:
 - Observation and documentation.
 - Parent/staff conferences.
 - Referrals and outside resources.
- Every effort will be made by the staff to enlist the cooperation of the child, parents and any outside agencies to solve each problem. In the event of continued problems, the following procedure will be followed:
 - Staff will inform parents/guardians of specific situations. Staff will seek advice from parents and work with the family to resolve problems.
 - A conference with parents and staff will be set to establish a mutually agreeable solution for the child's behavior.
 - Child dismissed from the program for a period between one day and one week. No refund given.
 - Child is terminated from the program.

WITHDRAWAL/CHANGE FROM PROGRAM

- No terminations of care will be accepted verbally, we prefer written communication via email or letter.
- It is the responsibility of the parent/guardian to notify the YMCA in writing two weeks prior to the date of withdrawal. Payment will be due for those two weeks following the written notice.
- Registration fees are non-refundable.
- Changes to a permanent contract are due in writing

Mutual Decision Between YMCA and Parent for Withdrawal

- In the event that the YMCA and the parent/guardian agree that the placement of a child is inappropriate, the written notification of two (2) weeks will be waived and the withdrawal date can be set.
- Any fees paid will be refunded on a pro-rated basis.

YMCA Initiated Withdrawal

In the event that the parent/guardian and the staff are unable to come to a mutually satisfying course of action after identifying and processing a concern, the Director/Coordinator reserves the right to cancel the enrollment of the child.

The Director/Coordinator reserves the right to cancel the enrollment of a child for one or more of the following reasons:

- The program is not contributing to the child's emotional or physical development.
- A parent/guardian fails to observe the policies set forth by the YMCA, including but not limited to, the following reasons:
 - a. Non-payment or persistent late payment of childcare fees.
 - b. Failure to submit all enrollment forms.
 - c. Failure to comply with the procedures for arrival and departure of the child.
 - d. Physical or verbal abuse of children or staff by the parent/guardian.
- If the Y should have to close its services, the YMCA would:
 - a. Notify parents of closing with as much advance notice as possible.
 - b. Any unused fees paid would be refunded.

Appeals

Any appeals can be made in writing to the Director/Coordinator.

SUMMER CAMP & DAY OUT OF SCHOOL CAMP

PLEASE BE SURE TO LABEL ALL OF YOUR CHILD'S ITEMS!

WHAT TO BRING

Appropriate Clothing

Tennis shoes and socks are appropriate footwear for camp. Campers should NOT wear clothing that cannot be played in. A jacket or sweater may be needed on cool mornings. Camp is held indoors and outdoors. Dress to get messy.

Swimsuit

Campers should pack a swimsuit and a plastic bag for their wet swimsuit every day in a backpack clearly labeled with their name. Towels will be provided.

A Great Attitude

Campers need to be prepared to have an active day outdoors. A good night's sleep and breakfast are essential for a healthy camper. Swimming, sports, games, songs, arts & crafts, and much more will be offered during a regular camp day. Our goal is to keep everyone active and busy throughout the entire day.

Food

Lunch is provided by the schools during the months of June – August. Lunch menus will be available. Your child may bring a sack lunch from home if they do not want to eat what is provided. We have limited refrigerator space so please bring a non-perishable sack lunch. An afternoon snack is also provided. Bring a LABELED water bottle every day.

Day Out of School Camps, Spring Break Camp, Christmas Break Camp and Thanksgiving Break Camp all require separate registrations. Watch your email to register! Please bring a sack lunch and swimsuit for these days.

What NOT to Bring to Camp

The following items are not allowed in the Mason City Family YMCA Programs:

- Cell phones or any electronic devices
- Knives or weapons of any kind
- Alcohol, drugs, or tobacco
- Expensive jewelry
- Personal video games, toys, or card games
- Money (unless it is specifically allowed for field trips or special events)

Please help us maintain a safe environment by not allowing your children to bring any of these items to the program. The Mason City Family YMCA is **NOT** responsible for lost, stolen, or broken items that are brought to camp.

FIELD TRIP POLICY

Please check your email frequently to see any updates. The schedule could change due to weather or space availability. Email will be your best way to know what is going on in camp.

There are 2 types of field trips: *ALL CAMPERS* and *GROUPS*

All Campers

We are a Day Camp, not a Day Care. When there is an ALL-CAMPERS field trip, there will be no care at the YMCA during that time. Please be aware of drop off and pick up times and plan accordingly. Please make sure to sign out with your child's Lead Counselor.

Groups

There WILL BE care at the YMCA when only specific groups are on trips (Example: Green group went to Lime Creek, so there is care at the YMCA for all other groups). Please get to know what group your child is in and get to know their Lead Counselor's name. If your child needs to be dropped off when their group is on a trip, they can join another group until their group returns. If your child has swimming lessons during a group field trip, please contact Jessica to discuss options.

Transportation

Some transportation will be provided by the YMCA staff members who have Chauffeurs Licenses. Other transportation will be provided by North Iowa Bus Company.

AFTER SCHOOL PROGRAM

PLEASE BE SURE TO LABEL ALL OF YOUR CHILD'S ITEMS!

WHAT TO BRING

Bring a book or homework. We will set aside time each day to accomplish school goals.

Food

Bring a LABELED water bottle every day. Snack will be provided.

What NOT to Bring to Camp

The following items are not allowed in the Mason City Family YMCA Programs:

- Cell phones or any electronic devices
- Knives or weapons of any kind
- Alcohol, drugs, or tobacco
- Expensive jewelry
- Personal video games, toys, or card games
- Money (unless it is specifically allowed for field trips or special events)

The Mason City Family YMCA is **NOT** responsible for lost, stolen, or broken items that are brought to camp.

TRANSPORTATION

Parents will need to fill out a bus application on the Mason City Schools main website for bussing to the YMCA. If your child(ren) attends Jefferson transportation will be provided by the YMCA.

WEATHER POLICY

In the event that Mason City Schools or Clear Lake Schools have an early out due to weather ASP will still be held, parents will have 2 hours from dismissal to pick their child(ren) up at the YMCA or Clear Creek Elementary.

If staffing is available the YMCA will hold a Snow Day Camp in the event that Mason City Schools closes due to weather. Watch your email for more information.

There is no child care for late starts.



Summer Camp Billing Schedule

| <u>Session</u> | <u>Billing Due Date</u> |
|------------------------|-------------------------|
| Week 1: June 5-9 | Tuesday, June 13, 2023 |
| Week 2: June 12-16 | Tuesday, June 20, 2023 |
| Week 3: June 19-23 | Tuesday, June 27, 2023 |
| Week 4: June 26-30 | Tuesday, July 5, 2023 |
| Week 5: July 5-7 | Tuesday, July 11, 2023 |
| Week 6: July 10-14 | Tuesday, July 18, 2023 |
| Week 7: July 17-21 | Tuesday, July 25, 2023 |
| Week 8: July 24-28 | Tuesday, Aug. 1, 2023 |
| Week 9: July 31-Aug. 4 | Tuesday, Aug. 8, 2023 |
| Week 10: Aug. 7-11 | Tuesday, Aug. 15, 2023 |
| Week 11: Aug. 14-18 | Tuesday, Aug. 22, 2023 |

If you have any questions regarding billing, please contact Caitlyn Meyer at cmeyer@masoncityymca.org or at 641-422-5993



Acknowledgement of Youth Development Handbook 2023/2024

Children(s) Name: _____

My signature indicates I have read and understand the Mason City Family YMCA Youth Development Handbook.

Printed Name: _____

Signature: _____

Date: _____