

Important Camp Information

Billing Procedures:

All balances must be paid two weeks prior to camp. No child will be allowed to attend camp unless the entire fee has been paid in full.

BunkNotes:

Our website, www.CampKenan.com, features a link to BunkNotes, a one-way email service. BunkNotes are bundled and sent by Bunk1 daily at 6:00 a.m. If you want your child to receive a note, please send it the night before to ensure it makes the deadline. Notes sent on Friday will be distributed right before pick-up on Saturday.

Cabin Requests:

When possible, bunkmate preferences are considered and accommodated, however **we cannot guarantee requests**. The director reserves the right to bunk individuals in the best interest of all children (including others in the cabin) and the camp. Please do not confront the director with your child present, as this makes for a difficult situation; remember we are trying to do everything possible for all campers to have a positive experience at Camp Kenan. **Mutual requests will be given most priority. Please limit your requests to ONE other camper.**

Camp Drop-off/Check-in:

Camp check-in **begins promptly at 2:30 p.m.** and ends at 4:00 p.m. **Unfortunately, we cannot accommodate early arrivals.** Upon your arrival, park your vehicle in the paved parking lot directly behind the cabin line. Then proceed to the top of the driveway (or mess hall, located at the end of the paved road, if weather is bad.) There you will be checked in and given your child's cabin assignment. Parents must be present with their child for check-in. The second step in this process is a health screening by our camp health personnel. At that time you will be able to check-in any prescription medications your child may have and discuss any health related issues. Camper check-in is an important part of providing a safe and healthy camp environment. Thank you.

Whether your child is a first time or veteran camper, arrival at camp can be a time of fear, apprehension, excitement and wonder. The best thing you can do for your child is to get him/her settled in their bunk, kiss them goodbye, and let the Kenan staff establish a warm, caring atmosphere.

We ask that all parents depart camp by 4:00 p.m. at the latest. We can then get campers involved in activities, get to know their counselors and begin making new friends. Please call the camp offices and notify us in advance if you will be arriving at Camp Kenan after 4 p.m.

Camp Pick-up:

Pick-up for sessions is at 10:30 a.m. on Saturday. Please plan on being at camp no later than 11:00 a.m. We will then have a fun-filled performance of songs and skits by campers to let your family experience the spirit of Camp Kenan first hand. Immediately following the performance a barbecue lunch will be served and the camp store and merchandise table will be open.

Camp Pick-up during the week:

We discourage parents from picking their child up for activities during the week, but do realize that it may be necessary. A note will need to be presented to the camp nurse at check-in stating the following information: who will be picking the child up, the date and time of pick-up, and when the child will return. All campers must be signed out at our infirmary and signed back in once they return. Those not authorized to pick up your child will not be allowed to do so. This is for your child's safety.

Camp Phone Numbers:

(716) 434-8887 Business office in Lockport for billing and registration issues, and routine questions
(716) 795-3031 Seasonal camp number for site-related inquiries, lost and found, and emergencies

Please call our business office first, where we can be sure to answer your call immediately. At that point, we can then pass along any questions we cannot answer to the Camp Director. If no one answers the phone, please leave a message as we are likely out playing with the kids. We will get back to you as soon as possible!

Candy and Snacks:

Please do not send any food, candy, gum or snacks. While good intentioned, such treats lead to unequal situations, cabin problems, and occasional animal visits. Children receive a snack each day and a chance to go to the candy store.

Care Packages:

All children appreciate receiving mail, and especially care packages. Good things to include are books, magazines, and small toys. Anything you would consider giving your child for a small birthday or holiday present are also good inclusions. **Please do not send any food, candy, drinks or snacks.**

Clothing Guide:

Please use the enclosed guide to outfit your child for camp. All clothing must be marked with your child's name to prevent loss of articles. Make sure kids have appropriate footwear, swimwear and clothing for all types of weather.

Counselors-in-Training (CITs):

Campers entering grade 11 are eligible to participate in our Counselor-in-Training program. This program cultivates leadership skills in young adults while providing hands-on experience working with children. CITs must interview and commit to a 3 week camp session. CITs work under the close supervision of senior counselors and the CIT director.

Discipline:

The staff at Camp Kenan will work very hard to properly address discipline issues for those in camp finding it difficult to follow camp policies and procedures. We utilize a four-step discipline process. The steps are as follows:

1. Counselor addresses behavior/action with the camper, allowing the camper to demonstrate understanding and change in behavior.
2. Senior staff meets with the camper to discuss solutions/compromise.
3. Meeting with Camp Director. Parent contact and clear objectives established.
4. If necessary, removal from camp. (No refunds.)

Immediate removal from camp may be warranted if a situation involves drugs, alcohol, cigarettes, sexual activity and/or violence.

Donations:

Donations of all supplies are absolutely welcome. We can find a use for just about everything, including office supplies and equipment; drama props, costumes, dresses, wigs and hats; paint; large pieces of fabric; crafting supplies; bedding; furniture; and old clothes and shoes. Please note we are a tax-exempt organization and your donations are tax deductible. If necessary, we will pick your items up. Please find our current wish list at www.CampKenan.com or call the director for more information.

Financial Assistance:

The YMCA offers financial assistance based on available funds to all families that qualify. Financial Assistance forms are available at the Lockport Family YMCA. In addition to assistance, the YMCA also offers families the opportunity of selling candy bars to defer the cost of camp. Candy is also available at the Lockport YMCA.

Guests and Visitation:

Campers are not allowed to bring guests to camp except during Saturday pick-up. There are no visitation days during any camp session. If it is necessary to get in touch with your child, please call camp at 795-3031.

Mail:

Receiving letters is very important to campers. Campers love hearing from parents, aunts, uncles, cousins and friends. We ask that you write your child at least twice during a session.

A great option for mail is bunk notes, a one-way email service to campers at Camp Kenan. Please address your letter as shown:

Child's Name
Cabin #
YMCA Camp Kenan
8571 Lower Lake Rd.
Barker, NY 14012

Medical Emergency Information:

Both parents, if possible, will be notified of injuries that require emergency medical treatment. Campers will be transported to Intercommunity Hospital in Newfane. Local ambulance companies and 911 will coordinate emergencies with camp health personnel.

Medical Forms:

Please complete enclosed health forms. They must be endorsed by your child's doctor.

Campers cannot be accepted at camp without completed health forms. Health forms must be on the camp property prior to your child's arrival. State Law requires we have a completed and up-to-date medical and health history for your child on file. The physician's examination must be within 12 months of the camper's attendance. Forms not filled out completely, including immunization history and all required signatures, will forfeit your child's attendance at camp.

Forms from the previous year cannot be used.

Medication:

All medication must be labeled with the dosage and the name of the drug, as well as the child's name before the camp nurse can dispense it. Bring all medication with your child to camp, as you will leave them with the nurse at check-in. List the medication that you are sending to camp on the Medical Form. **ONLY MEDICATIONS PRESCRIBED BY A LICENSED PHYSICIAN WILL BE DISPENSED.** We carry a full supply of over the counter medications that our nurse will dispense with a doctor's written consent.

Overnights:

The out-of-cabin overnight program is one of the highlights of the camp week. All cabins (including LITs) will participate in an on-site overnight with their counselors for one night. Overnights are held on-site at camp. This program includes cooking and sleeping outdoors, games, campfire, outdoor living skills, and much more. If there is inclement weather, groups will return to cabins. Please make sure your child is equipped with bug spray and a sleeping bag.

Parent and Camper Evaluations:

You will receive a copy of our camper evaluation and ask that you please fill it out upon your child's return home from camp. The purpose of this evaluation is to help us improve our total camp operation. Please sit down with your child and complete the form and return it as soon as possible. Thank you for your cooperation.

Phones:

Camp Kenan has a strict no-cell phone policy for all campers. If an emergency arises at home, we can relay a message to your camper. In this instance, call the camp office at (716) 795-3031. Campers are not permitted personal use of camp phones. The Camp Director will notify parents or guardians in case of any problems.

Rainy Days:

In the event of rain, camp remains in operation. Please send your camper with raingear and boots. If necessary, we may alter the typical day's schedule and plan indoor activities. If the threat of lightning exists, we will remain indoors.

Refund Policy:

In the case of illness or injury, all paid fees except the \$50.00 registration fee, may be refunded upon receipt of a written notice from a physician to the Lockport YMCA.

Registering for another session:

As the summer progresses, if campers wish to register for another session, we can usually accommodate these requests. Please let us know as soon as possible.

Rest Period:

The camp day can be very long and tiring, so each day after lunch all residence campers have a one-hour rest period. This is a quiet time in which campers may relax. Please send your child with a quiet activity (book, letters to write home, coloring book, comics, etc.) that they can do by themselves if they choose not to sleep.

Shirts:

For each session a child attends camp, they will receive one shirt on the last day of the session. If you would like to purchase extra Camp Kenan shirts for your child, they are available at our merchandise table.

Staff:

All camp staff are screened, interviewed, and selected based on their desire and ability to work with children effectively, creatively, and maturely. All staff receives a minimum of 6 full days of intensive training before the beginning of camp. This training includes, but is not limited to: camp safety and emergency procedures, water safety and first aid, creative activities, nature study, values education, positive discipline techniques, the stages of childhood development, conflict resolution, child abuse prevention, and team building activities.

Stay Over Between Weeks:

While we realize that our LIT and CIT sessions run consecutive weeks, we are unable to accommodate stay-over campers from Saturday morning to Sunday afternoon. All LITs and CITs must be picked up and checked back in at normal times. Campers WILL be permitted to leave any items they wish at camp.

Swimming:

Aquatic activities are planned and supervised by certified aquatics staff. All campers have daily swim time and are expected to participate. We strongly urge that you send a supply of sunscreen with your child. Female campers and staff are required to wear one-piece swim attire. Children will not be able to participate in swim time if open cuts, blisters, or oozing lesions are visible.

Tipping:

We consider the staff at Camp Kenan to be professionals of the highest caliber. They share our feelings that each camper has the right to equal treatment at camp. Tipping and accepting other gratuities, therefore, is not permitted. Staff members understand they can be terminated from employment for accepting any gratuity, and we ask that you not put them in this compromising position. Gifts in the counselor's name may be made to our scholarship fund. For more information, please contact the camp director.

Transportation:

Camp Kenan does not provide transportation. Arrangements for transporting your child to and from camp are your responsibility.

Volunteers:

At Camp Kenan, volunteers are especially appreciated. Volunteer opportunities include Volunteer Work Day, program areas, adopting a building, road races, joining our camp committee, and much more. Please contact the Camp Director for more information.

Packing Check-List

The following is a suggested list of clothing and equipment for your child's stay at Camp Kenan. Please use your own judgment regarding quantities. Campers should bring enough clothing for the entire 7-day session. Keep in mind that to function, participate in and enjoy camp activities, your child must have suitable attire. Please remember there are no laundry facilities available for campers.

Clothing

- 5 pairs shorts
- 8 t-shirts
- 10 pr. underwear
- 10 pr. socks
- 2 swimsuits (**ONE PIECE for girls**)
- 2 long-sleeved shirts
- 2 pr. of long pants
- 2 sweatshirts, jackets, or fleeces
- 2 pr. sneakers
- 1 pr. shower shoes
- 1 pr. of old shoes, Crocs or water shoes for Waterfront (No flip-flops!)
- 1 pr. boots (hiking or rubber for rainy days)
- 1 raincoat or poncho

Toiletries and Supplies

- Hairbrush, comb, hair elastics
- 1 bar of soap and container
- Toothbrush and toothpaste
- Shampoo and conditioner
- Deodorant
- 2 Water bottles (1 quart minimum)
- Flashlight and batteries
- Bug repellent (no aerosol cans)
- Sunscreen
- Baseball hat or sunglasses
- Laundry bag for dirty clothes
- Stationary, stamps and pen (please stamp and pre-address the envelopes)

Linens

- 1 pillow and 2 pillowcases
- 1 sleeping bag (for campouts)
- 2 blankets (1 heavy, 1 light; sleeping bag ok)
- 2 sheets (cot or twin size)
- 3 towels
- 2 washcloths

Optional Equipment

- Camera (disposable recommended)
- Books, comics, coloring books, journal or other quiet activities for rest period
- Tarp (for campout night)
- Swim goggles
- Musical instrument for campfire

- Feminine hygiene products (if needed)

MAY NOT BRING:

- Cell phones**
- Gum, candy or snacks
- Knives (including pocket or Swiss army)
- Weapons, fireworks, drugs, alcohol, tobacco
- Inappropriate or suggestive clothing.

Electronic devices are strongly discouraged.

If brought they may be used ONLY in the cabin and are brought at parent's own risk.

Important!

- Mark each item with your camper's name.
- Campers tend to borrow, loan, exchange, forget and find clothes from others. We will try to get it all straight before they return home, but no guarantees.

Lost and Found

Please understand that neither Camp Kenan nor the YMCA are responsible for loss or damage to any personal property your child brings to camp. **Lost items are on display by the pool on pick-up day.**

Please make every effort to check lost and found before departing for home. **If you notice an item is missing, please call the camp office at (716) 795-3031 so we can attempt to find and return it.**

Throughout the summer we may also bring lost and found articles to the Lockport YMCA. After several weeks, unclaimed articles will then be donated to a charity.