



YCS CLIPPER DAY CAMP

PARENT HANDBOOK 2025

Yarmouth Community Services
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Camp Mission and Core Values

Our Mission To provide a quality experience that is safe, convenient, and creative while fostering community through people, parks, and programs.

Clipper Day Camp Core Values:

- Be Safe
- Be Respectful
- Be Responsible

Behaviors that do not align with YCS Core Values may require immediate disciplinary action:

- Misuse or destruction of Yarmouth school or town property/equipment.
- Persistent inability to follow rules and expectations.
- Use of profane, vulgar, or disrespectful language.
- Hitting, kicking, spitting, or other inappropriate physical/verbal contact with another participant, staff member, volunteer, or visitor.
- Use of tobacco, alcohol, or drugs at any YCS activity or on school grounds.
- Littering.
- Throwing objects or running outside of supervised activities.

Please review the Parent Packet and YCS Behavior Policy with your child to ensure a safe, healthy, and fun summer.

All About Camp

Camp Locations and Schedule

- **Regular Camp Day:** 9:00 AM – 3:00 PM
- **Extended Camp Day:** 7:30 AM – 5:30 PM (*must be registered for extended hours*)

YES Clipper Day Camp (Held at Yarmouth Elementary School)

- **Locations Used:** Playground, Cafeteria, Gym, Art Classroom, Winslow Field

YES Field Trips:

- **Mondays:** Alternating weekly between Explorers and Navigators to Greely Pool
- **Tuesdays:** Full camp to Sebago Lake State Park Pine Groves (*camp shirt required*)
- **Wednesdays:** Alternating weekly Explorers/Navigators trips (*camp shirt required most trips*)
- **Thursdays:** Full camp trip to various locations (*camp shirt required most trips*)

- **Fridays:** No field trips

Rowe Clipper Day Camp (Held at William H. Rowe School)

- **Locations Used:** Playgrounds, Gym (rainy day location)

Rowe Camp Field Trips & Special Events:

- **Wednesdays:** Weekly trip to various locations (*camp shirt required*)
- **Thursdays:** Special event at camp

Camp Staff

- **Director:** Hali Fortin
- **YES Group Leaders:** Danielle Sanokklis and Camden Hayes
- **Rowe Group Leader:** Caroline Baker
- **Staff-to-Camper Ratio:** Minimum 1:13

A typical day at YES camp:

7:30 – 9:00	Extended Day AM – playground free choice
9:00-9:15	Regular Day arrival - playground
9:15-9:30	Morning meeting, AM snack, - cafeteria
9:30-10:00	Group Challenge Activity or Load busses for Trip – cafeteria/playground
10:00-11:00	Activity Block 1 – cafeteria, art room, gym, playground, fields
11:00-12:00	Activity Block 2 – cafeteria, art room, gym, playground, fields
12:00-1:00	Lunch , Recess– cafeteria / playground
1:00-2:00	Activity Block 3 - cafeteria, art room, gym, playground, fields
2:00-2:45	Activity Block 4 - cafeteria, art room, gym, playground, fields
2:45-3:00	Snack, closing meeting – cafeteria
3:00-3:15	Regular day pick up – playground
3:00-5:30	Extended Day PM – playground free choice

A typical day at Rowe camp:

7:30 – 9:00	Extended Day AM – playground free choice
9:00-9:15	Regular Day arrival - playground
9:15-9:30	Morning meeting, AM snack, - gym
9:30-10:00	Group Challenge Activity or Load busses for Trip – gym/playground
10:00-11:00	Activity Block 1 –art room, gym, playground, fields
11:00-12:00	Activity Block 2 – art room, gym, playground, fields
12:00-1:00	Lunch / quiet time– gym / art room – quiet activity free choice
1:00-2:00	Activity Block 3 - art room, gym, playground, fields

2:00-2:45	Activity Block 4 - art room, gym, playground, fields
2:45-3:00	Snack, closing meeting – gym
3:00-3:15	Regular day pick up – playground
3:00-5:30	Extended Day PM – playground free choice

Late Fees

- Regular camp session: **9:00 AM – 3:00 PM**
 - Extended day session: **7:30 AM – 5:30 PM** (*must be registered for extended hours*)
 - **Late pick-up fee:** \$15 for the first 5 minutes, then \$1 per additional minute
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Camper Group and Team Assignments

- **Rowe Camp:** Campers in grades K/1 travel as one group; teams of ~10 campers led by a Lead Counselor and CIT.
 - **YES Camp:** Campers in grades 2-5 are assigned to either **Explorers** (grades 2-3) or **Navigators** (grades 4-5). Teams of ~10-13 campers.
 - **All Clipper Camp:** Teams sit together for meals/snacks; activity blocks allow campers to choose their preferred activity.
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What to Bring to Camp (Label all items clearly!)

- **Lunch** in a cooler bag (*no refrigeration/heating available*)
- **Refillable water bottle** (*no glass containers*)
- **Two snacks** (labeled AM/PM; not provided by camp)
- **Swimsuit & towel**
- **Sunscreen** (*must arrive with it applied and bring extra*)
- **Backpack** to store belongings
- **Change of clothes** (including underwear) in a Ziploc bag
- **Beach shoes** (*flip-flops/crocs/water shoes for beach days only*)
- **Medication** (if needed; must be labeled and accompanied by Form B)
- **Money for snack bars** (*optional; must be in a labeled bag/envelope; **staff will not hold onto money***)

What Not to Bring

- Valuables (toys, stuffed animals, games, etc.)
- Skateboards (must be left at bike racks)
- Cell phones, tablets, smartwatches (***must be stored during camp hours***)

What to Wear to Camp

- **Camp shirt** (*required for all field trips, \$15 charge to replace forgotten t-shirt*)
- **Comfortable, active clothing** (*expect mess!*)
- **Sneakers/closed-toe shoes** (flip-flops/sandals allowed only on beach days)
- **Weather-appropriate attire** (hat, jacket if needed)

Lost and Found

- Label everything!
- Remind your child to check belongings daily.
- Lost and Found bin is available at camp and is checked during morning meetings.

YCS is not responsible for any lost/stolen money/personal belongings

Camper Arrival and Departure Procedures

- **In-Person Check-In/Out:** Parents/guardians must sign in/out; ID may be required.
- **By Bicycle/Foot:** Parental permission required; no early departures before 3:00 PM (or 5:30 PM for extended day) unless given written permission by guardian/parent.
- **Late Arrivals/Early Departures:** Call the Clipper Day Camp phone at **(207) 807-4529 for YES or 207-807-4527 for Rowe.**

Medication Policy

- **Permission to Administer Medication form** required for all medications.
- Prescription meds must be in original bottles with labels / enough for one dose
- Medication will be self-administered under supervision / not stored overnight

Sunscreen Policy

- Campers **must** arrive with sunscreen applied.
- Must bring **clearly labeled** sunscreen.
- No sunscreen sharing (except among siblings).

Camper Illness & Injury Policy

- Keep your child home if they exhibit:
 - Fever, vomiting, diarrhea, severe sore throat, excessive coughing/sneezing
 - Head lice (*must be treated before returning to camp*)
- Campers must be **symptom-free for 24 hours without medication** before returning.
- If illness develops during camp, parents must pick up their camper within **30 minutes** of notification.

Emergency Procedures

- Certified staff will administer first aid; EMS will be called if necessary.
- If hospitalization is required, a staff member will accompany the camper until a guardian arrives.

Staff & Camper Safety Policy

- Staff will maintain **professional relationships** with campers.
- No one-on-one interactions where staff are unobservable.
- Staff are **mandated reporters** for suspected abuse/neglect.

Camper Behavior Expectations & Policy

- **Clipper Day Camp Core Values:**
 - Be Safe
 - Be Respectful
 - Be Responsible

- Staff use **positive reinforcement** and clear expectations.

Behavior Action Plan:

1. **First offense** – Verbal reminder.
 2. **Continued misbehavior** – Brief "take a break" period.
 3. **Persistent issues** – Removal from activity; incident report sent home and signed by parent/guardian.
 4. **Serious/repetitive behavior** – Parent meeting and potential suspension from camp.
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Thank you for partnering with us to create a safe, fun, and enriching summer experience for all campers!