Summer Day Camp Policies & Information

Application Start Dates
Enrollment applications will be accepted as follows: current Children’s Center participants starting 1/2/20; McGaw YMCA members 1/13/20; members of other Ys and non-members 1/27/20. Please use a separate form for each camper. Applications are accepted on a first come, first serve basis. All applications must be completely filled out in order to be processed. This includes the registration form with payment information. Registration is also available online on the McGaw YMCA website.

Membership
To receive member pricing, your camper must be a member at the time of registration through the end of program.

Camper Request
This camper must be in the same grade. We will do our best to accommodate this request based on availability. You may only request one camper, and that camper must also request you.

POLICIES
Full payment for each session is due prior to the session start date. PAYMENT MUST BE RECEIVED by the due dates. If registering for a camp after the due date, full payment is due immediately. Camper will not be allowed to start with a balance due.

After the final balance due date, camp fees are not refundable.

Multi-Child Discount
Summer Day Camp families will receive a $25 discount for each week during which you have more than one child registered. The discount applies to the lowest fee.

Day Camp registration requires a non-refundable, non-transferable $25 deposit per camper per week. Deposits will go towards the total payment of the camp week.

Wait lists are started when a camp session is filled. There is no fee for a wait list enrollment. If your child is offered a spot in camp, the regular deposit will be due immediately and/or full payment will be assigned if the due date has passed.

Program fees are NOT refundable. Classes missed due to weather, holidays, choice of party, disruptive behavior may not be made up, credited, or refunded.

If you would like to make a change to your camper’s registration, please submit the Summer Day Camp Transfer/Withdrawal Form to the Children’s Center. (Deposits are non-refundable and non-transferable).

In order to provide a quality camp for all participants, camp registrations for any given week are due 1 WEEK prior to the start of your preferred camp week, space permitting.
Scholarships
If you wish to apply, you must include an application and your most recent federal 1040 tax form. Families must be members in order to qualify. Your scholarship will be processed at the same time as registration. If we do not receive your 1040 at the time of registration, your scholarship will only be applied towards future payments. You will receive separate notification by mail about your scholarship award. If the scholarship award is not sufficient to enable your camper to attend, we will refund your deposit. You must notify us by the due dates specified in your scholarship award letter to be eligible for a refund of your deposit.

If you are approved for the Child Care Assistance Program (CCAP), you must include your approval letter with the enrollment application to pay the reduced $5 deposit per week.

Special Needs
We are fully committed to the participation of all individuals in our programs and will make every effort to meet your child’s needs based on our available resources. Please contact Andrea Hillsamer at 847.475.8580 Ext 313 to discuss possible options prior to registration.

Billing & Paperwork Information
Parent information packets and other informational materials will be sent to the parent’s email provided at the time of registration. Paper copies of the enrollment packets are also provided for any registrations completed in-person or upon request. Invoices will be mailed two weeks prior to payment due dates. All invoices will be mailed to the camper’s address provided at the time of registration. We are unable to send mailings to multiple addresses. Your parent information includes required state licensing forms as well as information about camp (what to bring, camp rules, etc.). Children’s complete paperwork packet, including a physical exam within 6 months prior to the first day of camp (June 8th, 2020) must be complete by April 29th.

Parent Manuals/Communication The parent manual and camp calendar/schedule will be sent via email prior to the start of camp. It will also be available at the Children’s Center and many informational items are available online. Please read it thoroughly and discuss expectations with your camper. Parents will also receive an email before each week of camp with a summary of what to expect. All of our communications will be done through email – please make sure you have the most up-to-date email on file. If you are not receiving our emails, please make sure that you are subscribed to our Constant Contact list, and be sure to check your spam and junk-mail folders.

Important Dates
Payment due dates:

- Weeks 1 & 2 – April 1, 2020
- Weeks 3 & 4 – April 15, 2020
- Weeks 5 & 6 – May 1, 2020
- Weeks 7 & 8 – May 15, 2020
- Week 9 – June 1, 2020

1st Day of Camp: June 8th, 2020

Paperwork Due: April 29th, 2020

Questions/Staff
For Day Camp programming, email daycamp@mcgawymca.org. For Registration, call Alyssa at 847.475.8580 x335. For Scholarships, call Danny at 847.475.8580 x311.