



FULL CIRCLE
SUMMER CAMP

PARTICIPANT HANDBOOK



SUMMER 2025



WELCOME TO CAMP!

Dear Parents, Guardians, and Campers,

Welcome back to Full Circle Summer Camp at our East Side YMCA! We're thrilled to enter our second year of camp, bringing an inclusive and enriching summer experience for children with additional needs. We understand that summer can present unique challenges in finding safe, enjoyable programs, and our goal is to provide a space where every camper can thrive, grow, and have fun.

This handbook is here to guide you through all the details of Full Circle Summer Camp, helping you and your camper prepare for an exciting summer adventure. We encourage you to review the handbook thoroughly so you feel fully prepared and familiar with the program.

The Y is dedicated to creating meaningful camp experiences for all, and Full Circle Summer Camp is an essential part of our mission to foster inclusivity and belonging. As we continue to grow, your ideas and feedback are invaluable in helping us create the best possible experience for every camper.

Thank you for being part of our Full Circle Summer Camp community. Here's to an amazing summer together!

Thank you!

RACHAEL TRIMBLE
Director of Inclusion & Belonging

SCHEDULES

Full Circle Summer Camp runs 9:00am–4:00pm. Children must be dropped off directly at the East Side Y as there is no transportation to and from camp. Drop off may start at 8:45am and pick up may start at 3:45pm

TYPICAL DAILY SCHEDULE

8:45–9:00: Drop Off and Check In

9:00–9:15: Welcome, Task boxes, and Announcement

9:15–10:00: Taste Explorers (cooking of their snacks for the day)

10:00–10:15: Snack

10:15–11:15: Outdoor Games

11:15–11:45: Art

11:45–12:15: Lunch

12:15–1:00: Free Choice Activity

1:00–2:30: Swimming (M,T,TH,F)

2:30–2:45: Snack

2:45–3:15: Science

3:15–3:45: Outdoor Games

3:45–4:00: Clean up and Pick up

*Camp activities may include crafts, team building, hikes, nature exploration, small and large group games, and more.





PREPARING FOR CAMP



WHAT TO BRING

- Please dress according to the weather and label all items with the child's name.
- Wear shoes appropriate for active play (no flip-flops) and comfortable "summer play" clothes.
- Pack labeled items in a backpack.
- Healthy sack lunch that does not require heating.
- Swimsuit and towel for swim days (M,T,TH,F).
- Spray sunscreen and bug repellent.
- Extra set of clothes.
- Water bottle, labeled.



WHAT NOT TO BRING

- Cell phones.
- Any electronic devices outside of a communication device.
- Unnecessary valuables.
- Toys from home outside of essential sensory items.

OTHER CAMP INFO



BATHROOMS



For the best experience, we kindly ask that campers are mostly bathroom independent, needing only minimal assistance from staff. This allows us to focus on creating a fun and engaging environment for all campers. We appreciate your understanding and support in helping us make camp enjoyable for everyone!



SNACKS

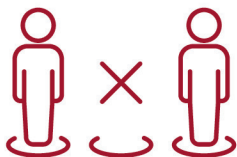
A snack is served in the morning and afternoon every day and provided by the Y. Snacks and their lunch from home will be served with fruit juice, lemonade, milk, or water.



RAINY DAYS

Camp is held rain or shine, in the event of rainy days we will spend our whole day inside utilizing large spaces of the facility for active play.

ABSENCES



If the participant will be unexpectedly absent from camp, please report by leaving a message with Rachael Trimble at (920) 436-1249 with the child's name and that they will be absent for that day. We apologize that there are no refunds for missed days of camp.

CONTACT PROCEDURES



If an emergency occurs and you need to get in touch with the child, please report by leaving a message at the East Side Y front desk at (920) 436-1200 and the message will be conveyed to the appropriate camp staff.



REGISTRATION

Registration must be completed over the phone or requested by email through Rachael Trimble (920) 436-1249 or rachael.trimble@greenbayymca.org. Upon registration this online form must be completed: <https://forms.office.com/r/279T3tPUcF>. Rachael will email the form if needed.

WEEKLY CAMPER FEES

Members: \$250

General Public: \$290

CANCELLATION/REFUND POLICY

24-hour notice must be made via phone or email to Rachael Trimble to cancel the child's week of camp and to receive any refund. No refunds will be given less than a 24-hour notice.

SAFETY AT CAMP

HEALTH FORMS

Full Circle Camp participants must have a health form and immunization record on file a week before your child attends camp. If you have not already turned in a completed health form, please download the form on our website under the Full Circle Summer camp section at www.greenbayymca.org and scan to rachael.trimble@greenbayymca.org or drop off at the East Side Y. Health forms must be signed by a parent or guardian and will remain confidential. Without exception, no child will be permitted to attend camp on Monday morning without a completed health form on file.

EMERGENCY PROCEDURES

If a minor injury occurs at camp, the staff will treat the child. In the event of a serious injury, the camp staff will notify the parent(s)/guardian right away to secure permission for appropriate medical attention. If the injury requires immediate treatment, the camp staff will call 911 and then notify the parent(s)/guardian.

MEDICAL INSURANCE

The Green Bay YMCA does not carry medical insurance for camp participants.

MEDICATIONS

A written authorization from the parent/guardian is required for camp staff to dispense either prescription or nonprescription medication. The notice must be signed and dated by the parent/guardian and given to a camp staff member. Prescription medication must be brought in the original container and labeled with the child's name, name of the medication, dosage, directions for administering, date, and physician's name. Non-prescription medication (i.e. aspirin, cough medicine, nose drops, etc.) must be in a container with a written description for administration and labeled with the child's name. Medication Authorization forms can be found on the Green Bay Y website under the Full Circle Camp section.

ILLNESSES

If the participant has been diagnosed with COVID-19 or is testing for COVID, we ask that you contact us. We will rebook your camper for another session if available after they have appropriately quarantined, or you may choose to receive a refund instead.

AFTER CAMP

LOST & FOUND

If your child should lose anything while at camp, if found, it may be picked up at Full Circle Camp at the East Side Y. All items found will be kept until September 1st, then donated to local charities. Again, please label ALL items sent to camp.

POST CAMP EVALUATIONS

Tell us about your camp experience! Please fill out an online evaluation that will be emailed to you. We would love to hear about your experience at Full Circle Summer Camp - this will help us in our endeavor to make camp more enjoyable for everyone!