

MEDICATION, HEALTH & SAFETY

The health and safety of participants is our primary concern. To ensure our instructors have the information necessary in advance, the Camp Care Info Packet must be returned to the YMCA Camping & Outdoor Leadership office by the required deadline. Staff cannot accept health forms at check-in. For the safety of your teen, **NO** participant is allowed onto the bus without this information. We will not be prepared to accept these forms at check-in. This information is needed prior to check-in to allow us to prepare in advance for your participant's care.

It is the parent or guardian's responsibility to provide accident and health insurance. The YMCA does not provide any coverage for members or participants.

PHYSICIAN'S FORM

BOLD & GOLD trips of two or more weeks require a Physician's Form completed by a medical professional. Given that programs operate in remote wilderness areas, an evacuation to advanced medical facilities may take more than 24 hours. A thorough screening provides important health information and helps to avoid serious medical events.

HEAD LICE

Head lice can become an issue anytime you gather youth together at school, day care, or camping trips. It is not indicative of uncleanliness and anyone can get them. Because lice are easily transmitted and require several steps to eliminate, we ask you to help ensure that all participants have a positive experience on trip. **It is your responsibility to check your participant for head lice before the course begins.** If nits or head lice are found, you must do a thorough treatment of the hair and all personal belongings to remove all nits and lice before your participant arrives at check-in. Information on treatment can be found online or via the health department. Thank you for helping us keep everyone healthy.

COMMUNICABLE DISEASES, FRACTURES, BREAKS & STITCHES

Teens with communicable diseases will not be allowed to attend a course until they are free of the disease or no longer contagious, as determined by a doctor. Teens with recent injuries, such as: sprains, strains, fractures, breaks or stitches must have written permission from their physician to attend their scheduled trip, as well as permission from YMCA Camping & Outdoor Leadership. If you have any questions about your teen's ability to participate in an expedition trip due to a recent injury, please contact our office at (206) 382-5009.

IMMUNIZATIONS

When youth and staff are camping in close quarters, they share stories, laughs, and life lessons. Unfortunately, they may also share germs. To reduce the risk of our staff sharing germs, we strongly encourage all staff working in our programs to have up-to-date MMR, Varicella, TDap, and Covid-19 vaccinations and boosters when available. We do not currently require participants to have these vaccinations, but being up to date on these will help your child stay healthy when they are out in the wilderness. To learn more about recommended vaccination schedules for youth, visit <http://www.doh.wa.gov/YouandYourFamily/Immunization/PreteensandTeens>. You can access Washington immunization records for your child at www.wa.myir.net.

MEDICATIONS

PREPARING MEDICATION

All participant medication, supplements, or vitamins, prescribed or over the counter, must be reported on the admissions packet. Please bring enough medication to last the entire length of the expedition. **All medications, supplements, and vitamins must be in the original packaging/bottle.** Additionally, prescription medication must include labeling that identifies the prescribing physician, the name of the medication, the dosage, and the frequency of dispensation. Prescription medications must be in the participant's name. Participants who use an inhaler should bring TWO inhalers, in case one is lost or broken. Participants that require epinephrine should bring TWO epi-pens. **No loose pills/vitamins in Ziploc bags.**

All medications must be turned in to staff at check-in, where it will be given to the course instructors. Participants are not allowed to self-administer medicine.

“MEDICAL HOLIDAYS”

We strongly discourage families whose teens are on medication throughout the year from putting them on “medical holiday” while they are out in the field. It is not always in the teen's best interest to take time off from his/her medication. We will be as accommodating as possible with your physician's recommendation.

COMMUNITY & BEHAVIOR EXPECTATIONS

At the YMCA of Greater Seattle, we are committed to becoming an anti-racist and inclusive gathering space where people of all colors, religions, genders, and backgrounds are welcomed and have the opportunity to succeed, be healthy, and thrive. That means closely examining what we do – our systems, hiring practices, partners, contracting, and programs – to ensure we are learning, adapting, and doing all that we can to build a more equitable, healthy, and just community.

The Y believes in the unique potential of every young person. We strive to provide support to ensure all youth are successful in our programs. From the moment participants arrive, staff work to build an inclusive space with clear expectations. Additionally, we partner with parents and guardians on strategies for working with participant's individual behaviors. Should behavioral support be needed, staff will make every effort to call the family starting with the primary contact, then the emergency contact.

We know that certain behaviors can cause lasting harm. We do not tolerate bullying: aggressive behavior that is intentional, is repeated over time, and involves an imbalance of power or strength, and bigotry: making derogatory comments, including making fun of the individual or individual family's national origin, religion, sexuality, ethnicity, disabilities, sexual orientation, gender; threatening bodily harm to the individual or individual's family/friends.

Staff make every effort to ensure each participant has a positive experience. The Y strongly believes that youth programs are an exciting, safe community for youth to explore, build confidence, develop skills, and make lasting friendships and memories so they can grow as individuals and leaders. It's a place where participants can discover who they are and what they can achieve. We strive to help each person develop positive self-esteem while fostering self-direction.

Our Y staff work with each participant to support their development in self-management and self-direction. Some examples are:

- Consistent rules are clearly stated.
- Participants are expected to work and play within known limits.

- Behavior expected of participants is age appropriate and based on development level.
- An atmosphere of trust is established in order for participants to know that they will not be hurt nor allowed to hurt others.
- Participants become acquainted with themselves and their feelings to help them learn to cope with their feelings and control them responsibly.

GENERAL BEHAVIOR EXPECTATIONS

- No put-downs...no one needs them.
- Be honest with yourself and others.
- Speak for yourself...not for anyone else.
- Listen to others...they will then listen to you.
- Show respect...every person is important.
- Take responsibility for your actions, you are responsible for you.

UNACCEPTABLE BEHAVIOR

- Refusing to follow the behavior guidelines or program and safety rules.
- Using profanity, vulgarity, or obscenity.
- Stealing or damaging property (personal, Y, rental, and public property) Note: Damage done by a participant to these properties could result in financial responsibility and invoice assessed to the participant's family.
- Refusing to participate in activities or cooperate with staff resulting in disruption of the program for others.
- Running away from the group or designated areas.
- Endangering the health and safety of participants and/or staff.
- Engaging in physical violence, bullying/teasing, or sexual misconduct or abuse toward another child or staff.
- Public or inappropriate displays of affection.

WHEN BEHAVIOR RULES ARE BROKEN

Y staff facilitates the development of self-control by using positive guidance techniques such as modeling, encouraging expected behavior, redirecting participants to a more acceptable activity, or setting clear limits. Staff respect each participant's developing capabilities.

PROGRESSIVE DISCIPLINE PROCEDURES

When a participant does not follow the behavior guidelines, Y staff take the following action steps:

Step 1: The Y uses positive guidance methods including reminders, distraction, logical consequences, and redirection.

Step 2: If inappropriate behavior continues, the participant is reminded of behavior guidelines and program rules. The staff member and the participant decide on action steps to correct their behavior. Staff documents the situation, the inappropriate behavior and action taken.

Step 3: If the situation is not resolved and inappropriate behavior continues, staff will schedule time with the participant and their family to develop an action plan for success.

Step 4: If after working through steps 1–3 the participant is still struggling to meet expectations staff will work to identify different program types, a different cohort or a modified attendance schedule to support the participant, and their family. If needed, the Y reserves the right to suspend or remove the participant from the program. Parent(s) or guardian(s) may be notified to pick up their participant at their own expense. Travel arrangements will always be made in advance with the parent or guardian. Program fees will be forfeited. In the case of a serious incident, the participants involved will not be invited back for future experiences.

The Y believes in the unique potential of every young person. We strive to provide support to ensure all participants are successful in our programs. To limit instances of bias and to respond in a way which aligns with our organizational values, Camping & Outdoor Leadership is focused on implementing trauma-informed, restorative justice practices into the curriculum, daily routine, and culture. Our staff teams are trained to add social and emotional learning aspects into all programs, create community, and facilitate conflict resolution. These practices are introduced to and practiced by participants throughout their experience through intentional community building activities like teambuilding and values

sessions. We are committed to building strong communities within our programs and assisting participants in dealing with conflict in a healthy and productive manner. We aim to address the root of behavioral issues and conflicts by finding solutions which use restorative practices as the foundation for overcoming conflict and addressing bias.

STATEMENT FOR PREVENTION OF ABUSE

A principal endeavor of the Y is to provide a healthy atmosphere for the growth and development of youth and children. Thus, the mistreatment or neglect of youth or children and the resulting severe effects are of primary concern to the Y. Child abuse is mistreatment or neglect of a child by parents, another child, or others, resulting in injury or harm. Abuse can lead to severe emotional, physical, and behavioral problems. Because of its concern for the welfare of children and youth, the Y has developed policies, standards, guidelines, and training to aid in the detection and prevention of child abuse. In addition, all employees are screened, and background checks are conducted upon hiring or rehiring.

Additionally, employees who have contact with children and youth receive training in recognizing, reporting, and preventing child abuse, which includes training in recognizing signs that a child is being groomed for abuse. Some of the guidelines employees are expected to follow are:

- Avoid being alone with a single child where you cannot be observed by other staff or adults
- You may not relate to children who participate in Y programs outside of approved Y activities. For example, baby-sitting weekend trips, foster care, etc. are not permitted. An exception must be approved in advance in consultation with our Risk Management department.
- Giving personal gifts to program participants or their parents is not allowed
- Program rules and boundaries must be followed, including appropriate touch guidelines
- Children or youth should not be singled out for favored attention
- Dating a program participant under age 18 is not allowed. Some Y programs may have additional restrictions.
- Children may not be disciplined by use of physical punishment or by failing to provide the necessities of care.
- Verbally, physically, sexually, or emotionally abusing or punishing children or youth is not allowed.
- Children may be informed in a manner that is age appropriate to the group of their right to set their own "touching" limits for personal safety.
- Children should only be released to authorized persons in programs with controlled pick-up procedures.
- Any information regarding abuse or potential abuse should be documented in writing.
- At the first reasonable cause to believe that any abuse of a child by a Y employee or volunteer, even if it was not during working hours, should be reported to the Y by calling (206) 749-7590 or emailing safekids@seattlemca.org. Additionally, it is the Y's protocol to make a report to the appropriate authorities. Appropriate actions will be taken regarding the employee or volunteer, including suspension or termination from Y employment or volunteer status.
- Confidentiality of information related to child abuse is crucial and should be limited to the immediate supervisor, District Executive, and designated members of the Y Association Office.
- The Y uses an online resource for families entitled [Protect Your Child From Abuse](#).

CHILD SAFETY

As a partner in your child's success, the YMCA of Greater Seattle is committed to providing a safe environment for all participants and staff. We work hard to create an environment that is both physically and emotionally safe for children. If at any time throughout the summer you are concerned about the physical or emotional health of your child, please do not hesitate to speak to a staff member.

PERSONAL SAFETY TALKS

As part of our program, staff engages in discussions designed to increase children's understanding of touching and personal space limits. Y staff will model the use of correct words for body parts and functions, and respond to conversations and questions in age appropriate ways.

CHILD ABUSE REPORTING

Y staff are required to report immediately to Child Protective Services (CPS Intake), licensor, or police any instance when there is reason to suspect the occurrence of physical, sexual, or emotional abuse, child neglect, or exploitation. We may NOT notify parents if this occurs except upon the recommendation of Child Protective Services or the police.