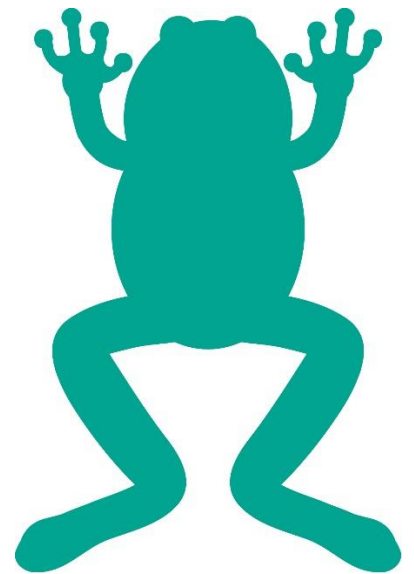
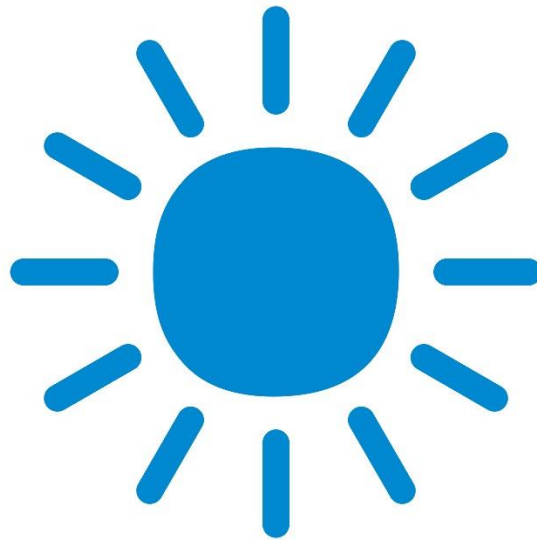




FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

YMCA OF SNOHOMISH COUNTY SUMMER CAMP FAMILY HANDBOOK



Dear Parent/Guardian:

Thank you for choosing to send your camper to YMCA Summer Camp.

At the Y, we believe that every child deserves the opportunity to discover who they are and what they can achieve. As the nation's leading nonprofit organization, we are committed to strengthening communities through youth development, healthy living, and social responsibility.

That's why, through summer camp at the YMCA of Snohomish County, youth are building the values, skills, and relationships that lead to positive behaviors, better health, and educational achievement.

With a variety of summer programs for campers ranging in age from preschool through high school, the YMCA offers campers more than just a safe, fun summer experience. It's a place where children will grow, meet new friends, and experience new things. Trained camp counselors work with all campers to build character, instill values, and develop skills for life.

To make a difference in the life of every camper, our camp staff has adopted three summer camper goals:

- Every camper will make a new friend.
- Every camper will form a positive relationship with a caring staff member.
- Every camper will be given the opportunity to try new experiences and challenge her/himself to grow in spirit, mind, and body.

We know that friends, camp counselors, and new experiences are essential for an impactful camp experience, and our camp counselors work hard to ensure all campers have the opportunity to achieve these goals. If there's anything we can do to make your camper's experience better, please don't hesitate to contact our camp staff.

Please take a few minutes to read our camp policies, as they provide important information you need to know and may answer many of your questions. Feel free to call us if you have any further questions.

See you at camp!



Scott Washburn
President/CEO
YMCA of Snohomish County

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YMCA OF SNOHOMISH COUNTY MISSION STATEMENT

To inspire, nurture, and strengthen culturally vibrant communities through youth development, healthy living, and social responsibility.

NON-DISCRIMINATION STATEMENT

CULTURE OF INCLUSION

The YMCA of Snohomish County is an organization committed to diversity, inclusion, and non-discrimination. We welcome all people regardless of ability, age, background, ethnicity/race, faith, gender expression, gender identity, sexual orientation or socio-economic status.

The Y believes that in a diverse world we are stronger when we are inclusive, when our doors are open to all, and when everyone has the opportunity to learn, grow and thrive. As our laws and communities continue to change, one thing is constant: the YMCA is, and always will be, a place where individuals and families from all walks of life are welcomed and supported. We demonstrate this through equitable practices and procedures and offering programs and services that continually evolve to meet the changing needs of our community.

ENROLLMENT PROCEDURES

1. Select weekly camp sessions
2. Reserve your camps & pay your deposit
3. Complete and return the required camp paperwork at least two weeks before your camper's first day of camp. Your camper cannot be accepted into camp until all completed and signed paperwork is received.
4. Make your final payment at least two weeks before the start of your camper's scheduled session. If payment is not received by the due date, your reservation and deposit for that session will be forfeited and a "wait listed" child will be notified of the available space. For a stress-free summer, enjoy the convenience of automatic payments using your credit card.

CAMP CANCELLATION POLICY

A camp will be cancelled at least 10 days before the start date of that camp if enrollment is too low.

LATE REGISTRATION POLICY

In order to ensure the safety of all campers, we have placed a deadline for online and in-person registration. Online registration will end one week prior to the first day of camp session. In-person registration will end Wednesday at branch closing prior to the start of the camp week. Late registration requires Camp Director approval. Please visit the camp home branch to register in person during that week.

ACCOMMODATIONS

Y staff members are trained to help children with mild to moderate diverse-abilities. However, our facilities are not adequately staffed to work with children who need significant assistance with personal care, constant one-to-one support, or have great difficulty managing their behavior in a group setting. If your child requires specialized accommodations, please contact your local Y family branch.

CONFIDENTIALITY

Child records are kept confidential. Only those staff that must have access to the information will have access. For camps eligible to receive State/Federal funding, licensors are granted access to all center records including child records during inspections to evaluate and enforce the practice of ensuring all records are complete and current.

PAYMENT POLICIES

FINANCIAL ASSISTANCE

The YMCA of Snohomish County makes every effort to ensure that no person, especially youth, will be denied access to programs and membership because of financial hardship. Applications for financial assistance are available online or at your local branch. The YMCA's Financial Assistance Program is supported by contributions to the Annual Campaign.

PAYMENT INFORMATION

Camp fee balances must be paid when due to ensure your child a space in camp. The balance of your camp fee, less your original deposit, is due two weeks before the start of your camper's scheduled session, unless otherwise stated in this brochure. After the due date, all unpaid balances will be viewed as cancellations, and your camper will be removed from the camp roster and a "wait listed" camper will be notified of the available space. Once a child is dropped from the program, the original deposit will be forfeited. Methods of accepted payment are Visa, MasterCard, American Express, Discover, personal check, money order or cash (please do not send cash in the mail). All camp fees are due and must be received by the YMCA according to the Billing Schedule. If you've reserved your camp session(s) online, your credit card will be billed automatically according to the billing schedule.

2018 BILLING SCHEDULE (* Fees will be prorated for these weeks. Camp start/end dates vary by branch, school district, and camp.)

SESSION	DATE	PAYMENT DUE
1	June 25-29	June 11
2	July 2-6*	June 18
3	July 9-13	June 25
4	July 16-20	July 2
5	July 23-27	July 9
6	July 30-Aug. 3	July 16
7	August 6-10	July 23
8	August 13-17	July 30
9	August 20-24	August 6
10	August 27-31	August 13

*No camp July 4, fee prorated for shortened week.

REFUND POLICY

For cancellations or transfers, we require written notice on a camp change form two weeks prior to the start of the session. Refunds will be given as a YMCA credit when applicable based on the schedule below. Deposits are non-refundable but can be transferred and applied to other YMCA programs within the same branch if request is made in writing at least two weeks prior. We will follow the schedule below related to refunds and credits.

	Credit	Deposit
At least two weeks with written notice	100%	Deposit is transferrable
Less than two weeks notice	0%	Deposit is forfeited

UNSCHEDULED CLOSURES DUE TO UNSAFE CONDITIONS

For the safety of our members, staff and volunteers, it may become necessary to close the YMCA camp programs without prior notice. The severe weather closure policy applies to severe weather, dangerous road conditions, power outages, disaster, or any unforeseen reason.

All families are encouraged to have a backup plan in the event of an emergency. The YMCA will make every attempt to provide care however, the YMCA cannot guarantee that staff will always be able to get to camp or that camp will be open to provide care in every situation. Updates on camp closings are available via our website, Facebook page, mobile app, and by calling the branch or camp phone.

SAFETY FIRST

The safety and well-being of your children, you and our staff are of the utmost concern to the YMCA. We appreciate the opportunity to be a part of your family and are dedicated to providing a safe and healthy environment that allows for the development of our youth. If you have any questions regarding our severe weather policy, please do not hesitate to contact your on-site camp staff for more detailed information.

INCLEMENT WEATHER

Some of our camp activities will take place outdoors, and campers need to be prepared for whatever the weather will bring! Most commonly, the rain we experience in the Pacific Northwest is light, and camp activities will continue in the drizzle. On days when the rain is heavier, camp activities will continue as long as they are still safe, and some activities may be moved indoors at the YMCA branch or other nearby location. On rainy days, campers should wear water repellent rain gear as an outer layer, and something warm as an inner layer. If we encounter extreme heat, we will try to keep activities in the shade whenever possible, play lots of water games, and keep kids drinking water.

PROGRAM PRACTICES

SIGN IN/OUT PROCEDURES

- Anyone picking up a child must be listed as an authorized pick up on the child's registration form.
- Parents and/or only those authorized to pick up the child must sign in and out their child(ren) with a full signature and time of day.
- Identification may be checked at any pick up. Be prepared to show your driver's license or photo identification.
- The YMCA respects the rights of parents/guardians to access their own child. However, if YMCA staff feel a parent/guardian is in an unsafe condition to drive or otherwise leave with their child (such as under the influence of drugs or alcohol), the YMCA staff may suggest that the parent or the Y staff call the other parent/guardian, a friend or relative, or a cab. The YMCA staff may also call 911 for assistance and to report the incident.
- Pick up your child on time each day. Late fees will be applied to late pickups. If an emergency arises and you are unable to reach the site before closing, call the staff to inform them of your progress.
- For select camps, parents/guardians may grant permission for their child to sign themselves in and out of camp as indicated on camper paperwork.

LATE PICK-UPS

1-10 minutes	\$10 per child
11-30 minutes	\$30 per child
31 or more minutes	\$30 plus \$1 every minute thereafter

Payments for late pick-ups are due immediately and will be added to your account. Failure to pay late pick-up fees and/or consistent late-pickups may result in suspension or expulsion from the program or inability to register for future programs at the sole discretion of the YMCA.

CUSTODY ISSUES & CHILD RECORDS

The registering parent/guardian is the only authorized party to make changes to their child(s) records. The registering parent/guardian may choose to authorize another person to make changes to their child(s) records.

Parenting plans will be honored to the extent feasible and requires legal documentation. Please note that when a child's care fees are paid by two parents, the full payment must still be received for care to continue.

ACCESS TO CHILDREN DURING CAMP

Parent or guardians may visit and inspect the camp in which their child is enrolled during normal operating hours without advance notice. The YMCA prohibits discrimination or retaliation against any child, parent, or guardian who exercises this right. Any parent/guardian, whom the YMCA determines poses or may pose a risk to any child or individual at the camp facility, will be asked to leave immediately.

FAMILY/STAFF COMMUNICATION

At the Y we strive to provide you with timely and relevant information on our programs, engaging you as a partner in your child's success. This includes surveys, monthly newsletters, daily informal communication and program learning objectives. To best support you and your family at our Y, please feel free to provide suggestions for improvement regarding these communication tools.

PERMISSION TO PHOTOGRAPH AND USE ARTWORK

Camp staff will be taking pictures throughout the summer. Pictures and artwork are often used in YMCA program brochures, end of the year slide shows, bulletin boards, and other promotional materials. If you have a concern about having your camper's picture taken or used for promotional materials, please note that on your registration form and inform the staff verbally.

TECH-FREE ZONE

YMCA Camp Directors recognize that kids need time away from technology to build friendships, explore the outside world, and experience new adventures. Each YMCA Camp is a "Tech-Free Zone" in which we ask campers not to bring cell phones, portable music or video players, or video games. Campers may bring cameras, as long as they are not paired with cell phone or texting technology. If a camper brings a cell phone, they will be asked to put it away and keep it safe or camp staff will provide a safe, secure location to store phones during camp hours. YMCA is not responsible for lost or damaged digital property.

SNACKS AND MEALS

Morning and afternoon snack is provided daily during extended care. We are committed to offering the healthiest options possible, providing nutrition education and role-modeling healthy choices. Please review the menu and alert the staff of any food allergies your child may have.

Children are encouraged but never forced to try new foods and to re-try foods that they have previously disliked. Please contact staff if you have concerns about your child's eating habits.

CAMPER LUNCHES AND NUTRITION

The YMCA does not serve lunch. Campers should bring a nutritious lunch and full water bottle to camp each day. Please do not send sodas or excessive candy. Because of our active schedule, refrigeration and heating is not available. Please be sure to package perishables such as mayonnaise and milk with ice packs to prevent spoilage. Lunches from home should include all of the following:

- **One** serving of a dairy product or
- **One** serving of protein food (meat, fish, poultry, egg, butter, etc.)
- **One** serving of bread or alternative
- **Two** servings of fruit, vegetable, or juice (must contain 50% real fruit juice)

PEANUT AND NUT ALLERGIES

To help the YMCA create a safe environment for children with life-threatening nut allergies, you may be asked to refrain from sending your child with food containing peanut butter or other nuts and/or other foods manufactured in a plant that processes nuts. If you have questions speak with the Camp Director.

RELIGIOUS ACTIVITIES

The YMCA of Snohomish County's Camp Programs do not intentionally or specifically implement religious activities into their programming. Through cultural awareness education and celebrating and exploring a variety of traditions, we learn about other's beliefs and customs. These beliefs and customs may be associated with the culture's religious beliefs and practices. While learning about others, we do not promote or question the beliefs of others. We do encourage children to have discussions with their parents when they have questions.

CELEBRATING HOLIDAYS

Holiday celebrations focus on sharing our home-time plans and the time we get to spend with our families. Please share any family traditions and preferences with program staff. At minimum, we strive to celebrate traditions that reflect our current participants. Celebrations of all kinds will focus on history, traditions, games and other fun rather than foods.

WHAT TO BRING

- Backpack to carry gear
- Full water bottle
- Healthy sack lunch
- Appropriate clothing for the weather and the day's activities. Wear closed-toe shoes and clothes for running, playing, and possibly getting dirty
- Sunscreen and hat to shade your head from the sun

WHAT NOT TO BRING

- Money/valuables (unless otherwise noted on your camp's Weekly Information Sheet)
- Toys and Games
- Electronics/Media source
- Weapons of any kind (toys included)

In the event that a child brings any item(s) that should not be brought to the program, staff will ask that the item(s) be put away in the child's backpack or may store them and return the item(s) at the end of the day.

LOST AND FOUND

All belongings should be labeled. Campers will have a place to store their belongings. The YMCA cannot be held responsible for broken, lost or stolen items. Please remind your child to take everything home every day. Check the Lost and Found regularly.

CHILD SAFETY

SICK CHILD PROCEDURES

The YMCA cannot accept children for camp when they are ill. Staff will observe each child upon daily arrival. If your child is experiencing any of the symptoms listed below, we will ask that other arrangements be made for his/her care:

- Fever of 101 degrees F or higher
- Vomiting within the past 24 hours
- Diarrhea
- Draining rash
- Eye discharge or pink eye
- Too tired or sick to participate in daily activities
- Lice or nits

If your child develops these symptoms during the day we will require a parent or guardian to pick up the child. We will report communicable diseases to the local health department. We will also notify other parents so appropriate action can be taken to protect children as applicable.

MEDICATION MANAGEMENT

If it is necessary for your child to take medications while he/she is in our care, please give the medication directly to a staff member when you sign-in your child. Written parental consent is required for us to administer any medication, and you will be asked to complete a form when you hand over the medication. Medications are stored inaccessible to children. We maintain a record of administration on a medication log. The Camp Director or designee will be responsible to administer medication per a doctor's instructions. All prescription medication must be in its original container properly labeled with your child's full name, date prescription was filled/or medication's expiration date, and legible instructions for administration such as manufacturer's instructions or prescription label.

The following non-prescription medications require written parental consent and can be given only at the dosage, duration, and method of administration specified on the manufacturer's label for the age and/or weight of your child

- Antihistamines
- Non aspirin fever reducers/pain relievers
- Decongestants or non-narcotic cough suppressant
- Anti-itching ointments or lotions, intended specifically to relieve itching or dry skin
- Hand sanitizer
- Medicated lip balm
- Mouthwash

A physician's written authorization is required for any non-prescription medication that is:

- Not included in the above list
- To be taken differently than indicated on the manufacturer's label
- Lacks labeled instructions

SUNSCREEN

The Y will provide sunscreen for all children in our camps. Written authorization from parents is required in our paperwork packets. If you wish to supply your own sunscreen for your camper you may indicate that as well.

The sunscreen is: Rocky Mountain Sunscreen/SPF 30 Broad Spectrum, Hypoallergenic, Water Resistant, PABA free and Fragrance Free. **Active Ingredients:** Avobenzone 3.0%, Homosalate 13.0%, Octisalate 5.0%, Octocrylene 7.0%, Oxybenzone 4.0%.

MEDICAL EMERGENCIES

If your child is at risk of having an allergic reaction from food or bee stings or other medical emergency that requires specific action or medication, you must indicate this on your child's registration form and complete an Individual Care Plan.

Any life threatening emergency occurring to any child during program attendance will result in a call to 911. Be sure that your child's Health History remains current and up-to-date so that staff have all information necessary to adequately care for your child. All staff are certified in CPR and First Aid and will administer as needed. Minor injuries will be treated and you will receive a verbal or written report when you pick up your child.

Parent/Guardian(s) will be called to be informed of the emergency and procedures for picking-up their child at the first possible moment after the child(ren) is safe. Keeping parents informed is important to us. However, our first priority is the safety of the child.

EMERGENCY PROCEDURES

All camps practice emergency drills and have a posted evacuation plan. The YMCA has written emergency policies for a variety of issues. A copy may be obtained from your Branch or by contacting the Camp Director.

In case of an evacuation emergency such as fire, bomb threat, or gas leak, children will be kept in the nearest safe area and parents will be contacted as soon as possible to pick up their child. In case of confinement to the facility, parents or emergency contact will be called as soon as possible and informed of procedures. In case of a catastrophic disaster, please call our out-of-area contact at the Spokane YMCA 1 509 838 3577.

INSURANCE

Because the YMCA does not provide accident or health insurance for its members, it is the responsibility of the parents or guardians to provide coverage for children enrolled in our programs.

PERSONAL SAFETY TALKS

Our staff will engage children in discussions to help them understand how they can set their own personal safety and touching limits. These discussions will emphasize respect, set the ground rules for appropriate behavior and encourage children to tell a trusted adult if someone touches them in way that makes them uncomfortable. The YMCA of Snohomish County respects the diversity and rights of the individuals it serves.

CHILD ABUSE REPORTING

The YMCA staff shall protect the child in care from child abuse, neglect, or exploitation, as required under RCW chapter 26.44. Camp staff are mandated reporters and are required to report any suspicion of child abuse. We may NOT notify parents if this occurs except upon the recommendation of Child Protective Services or the Police.

STAFF RATIOS AND TRAININGS

The YMCA maintains a 1:15 or better ratio. Staff and camper ratio may vary depending on camper age and activity. All staff have first aid and CPR training, background checks, regular in-service training, and other trainings as required. Upon request, staff professional development records are available for review.

VOLUNTEERS

At the YMCA we welcome parents or guardians to help throughout the day in your child's programs. We also offer many other volunteer opportunities such as helping with field trips, administrative work, classroom decorations, youth sports and involvement in our Annual Campaign. Please speak with staff at your program for more information.

TRANSPORTATION AND TRIPS

Transportation to and from the camp locations and field trips will be provided in YMCA vehicles or Durham school buses. YMCA vehicles have regular safety checks and are equipped with seat belts, a fire extinguisher, first aid kit, and spare tire. Durham school buses are regularly maintained by Durham and are driven by certified school bus drivers who conduct a daily bus safety check. All drivers are selected for their safe driving record, have insurance, receive driver training, and are required to have first aid and CPR training.

Children must follow bus safety rules. At each transition, attendance is taken and vehicles are checked to ensure all children have evacuated prior to the driver leaving the vehicle.

FIELD TRIPS

Field trips are one way we enrich your child's camp experience. Field trip departure and arrival times vary by camp. Please carefully review your Weekly Information Sheet for times and destinations. Occasionally, the campers may return late due to traffic. Field trips are subject to change without notice. All campers are required to wear a YMCA t-shirt on field trips.

BULLYING

Bullying is one of the greatest challenges facing children today. As a bully-free zone, YMCA of Snohomish County is committed to the physical and emotional safety of every camper. Through our staff training and program design, we will make every effort to prevent and manage incidences of bullying in fair, reasonable, and consistent ways. In addition to the camp policies and procedures, you can also take steps to prepare your child for camp:

- Help your child understand bullying. Talk about bullying and how to stand up to bullies safely. Emphasize that bullying is unacceptable.
- Help them be more than a bystander. Talk to them about what to do if they see someone else being bullied.
- Check in with your child about their camp experience at pick-up. Listen to them. Learn about their friends, ask about camp, and listen to concerns.
- Model and teach your child how to treat others with kindness and respect.

BEHAVIOR MANAGEMENT

The YMCA of Snohomish County policy is based upon developmentally appropriate practice and the core values of caring, honesty, respect, and responsibility. Staff work closely with children to build relationships that foster trust and mutual respect. A variety of techniques are used to both prevent and correct undesired behavior. These may include role-modeling, redirection, positive reinforcement, accommodations such as changes to the environment, and natural or logical consequences.

If the child's behavior is not acceptable and attempts at guidance have been unsuccessful, our procedures are as follows:

1. The child will be encouraged to use his/her words to try to solve the situation peacefully.
2. The child will be redirected to a new activity.
3. The child will be removed from the situation until he/she is able to rejoin the group.
4. Parents are alerted and encouraged to share ideas.
5. Parent & Staff conference will be held with recommendation for an immediate behavior contract or short-term suspension from care.
6. Complete removal of the child from program.

As a partner in your child's success, we encourage you to share information with us that may affect your child's behavior. We are committed to working with you in the best interest of your child and the rest of the children in our care. We do not use or endorse any form of corporal punishment by anyone (including family members). We do not condone biting, shaking, spanking, slapping, hitting, kicking or any other means of inflicting physical pain.

Because there are such a wide variety of behaviors that children display, the Y reserves the right to make the decision to suspend or expel a child based on the physical or emotional safety of the child, other children in the program and the staff.

CODE OF CONDUCT

The YMCA is committed to providing a positive atmosphere that is safe and inclusive to all in our community. Therefore, the YMCA of Snohomish County has adopted a code of conduct to govern the actions and behavior of all people while in our facilities and while participating in YMCA programs.

Individuals are expected to:

- Uphold the YMCA core values of respect, responsibility, honesty, & caring
- Provide an atmosphere free of derogatory or unwelcome comments, conduct or actions of a sexual nature, or actions based on an individual's sex, race, ethnicity, age, religion, abilities, sexual orientation, or any other legally protected statutes
- Be respectful and cooperative with YMCA staff and others

NO TOLERANCE POLICY

We want to make sure all children at the YMCA have a positive atmosphere that is safe and inclusive. We are asking for your support in maintaining a fun, safe place where children can achieve their potential. Please talk with your children about the importance of not exhibiting the behaviors described below. Ideally, we want to work with families to **prevent** these behaviors from occurring.

The following will NOT be tolerated at YMCA facilities and in YMCA programs:

- Abusive, harassing, and/or obscene language or gestures
- Threats of harm, physical aggression, violent acts, or bullying
- Weapons of any kind
- Damaging or defacing YMCA or school property
- Possession, sale, use, or being under the influence of alcohol or illegal drugs
- Offensive or unlawful conduct
- Purposely leaving the area of supervision without permission
- Improper exposure

Failure to follow this code of conduct will result in disciplinary action, which may include a one to three day suspension or removal from the program. A parent conference will be scheduled to develop a behavior contract in order for your child to remain in the Program. It may become necessary for the benefit of the child, as well as for the safety of the other children, to remove a child from our Program.

STATEMENT FOR PREVENTION OF ABUSE

A principal endeavor of the YMCA 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 YMCA. Child abuse is mistreatment or neglect of a child by parents 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 YMCA 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 YMCA programs outside of approved YMCA activities. For example, baby-sitting weekend trips, foster care etc. are not permitted.
- 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 YMCA 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 child abuse exists, it should be reported to your supervisor or branch executive so that proper reporting can be initiated.
- At the first reasonable cause to believe that an employee or volunteer abused a child or youth, even if it was not during working hours, his or her conduct should be reported to the program director and the branch executive or another designated branch representative. Additionally, it is the YMCA'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 YMCA employment or volunteer status.

Confidentiality of information related to child abuse is crucial and should be limited to the immediate supervisor and/or branch executive and designated members of the Association office.

KNOW, SEE, RESPOND

At the YMCA of Snohomish County, we practice three important habits of Child Abuse Prevention—KNOW, SEE and RESPOND—to create safe spaces where youth can learn, grow and thrive. When we KNOW how abuse happens, SEE the warning signs and RESPOND quickly to prevent it, together we foster a culture of child abuse prevention.

We **KNOW** when we understand the behaviors of those who harm youth and how to stop them. Staff and volunteers who practice the **KNOW** habit:

- Understand the potential risks for abuse that children and teens face, and their role in protecting them at their Y
- Understand how predators operate
- Recognize the importance of proactive engagement when supervising youth
- Interact appropriately and safely with youth at their Y
- Recognize appropriate and inappropriate interactions between adults and youth, and between youth
- Appreciate the difference they make when they practice the Three Habits in Child Abuse Prevention at their Y
- Encourage others to adopt these prevention habits
- Can explain what Know, See and Respond means when asked by a parent or community member

We **SEE** when we can recognize warning signs or behaviors that signal abuse or a risk for abuse. Staff and volunteers who practice the **SEE** habit:

- Interrupt inappropriate interactions between adults and youth, and between youth
- Respect children and teen’s emotional, psychological and physical boundaries—according to the YMCA’s policies—and ensure that others also follow the policies
- Notice and help when staff or volunteers need assistance with a child’s behavior
- Act when something seems wrong and if they observe others not practicing the prevention habits

We **RESPOND** when we take action to stop behaviors we recognize as being inappropriate or questionable. Staff and volunteers who practice the **RESPOND** habit:

- Act when children or others need help
- Interrupt questionable behavior by a staff member, volunteer or youth
- Notify the appropriate people at their Y when they have a concern

Can make a report to child protective services and/or police when they suspect child abuse



KNOW



SEE



RESPOND