



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

YMCA CAMP ERDMAN 2021 Parent Handbook



YMCA Camp Erdman
69-385 Farrington Hwy
Waialua HI 96791

T. (808)637-4615
E. camperdman@ymcahonolulu.org

Revised: Summer 2021

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FROM THE CAMP DIRECTOR...

Aloha and mahalo for choosing YMCA Camp Erdman. I'm blessed to call Camp Erdman my home and it is my pleasure to welcome you as part of the Camp Erdman 'Ohana.

Sending your child to camp today can be difficult, especially when you are connected 24/7. That's why here at camp we're focused on developing your child in a way that no other place can. Camp helps kids unplug and get to know each other and their counselors face-to-face. We pride ourselves on creating lifelong friendships and fostering character growth and development. Camp is where today's youth can learn the 21st century skills they need to succeed. We teach independence, collaboration, and teamwork, while instilling confidence and creating a sense of belonging in your children.

Thank you for allowing us the opportunity to create life-changing experiences during a part of your child's summer here at Camp Erdman. I'm confident your child will be in a safe environment, be nourished, make friends and grow a little more independent. There's one thing I definitely know for sure, and that is that all of our campers will have **FUN**.

I would like you to know that the passion I have for Summer Camp is in the commitment I've made to make this experience as best as it can be for your child and you. Please give me or my support staff a call or send us an email if you have any questions at all!

Drew Markey
Director of Summer & Family Programs
amarkey@ymcahonolulu.org

Who We Are

The professional staff of YMCA Camp Erdman are here to guide our campers through a safe and successful camp experience that builds lifelong friendships and affords the opportunity for personal growth and development. We welcome your questions, concerns, and feedback.

Office hours: 8:00 AM - 4:00 PM, Monday - Friday

Phone: 808.637.4615

CampErdman@ymcahonolulu.org



Drew Markey,
Director of Summer and Family Programs
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2021 HEALTH AND SAFETY AT YMCA CAMP ERDMAN

The global COVID-19 pandemic has presented challenges like no other for all of us, including YMCA Camp Erdman. Our goal is to provide summer camp programs that are safe for both our campers, their families, and our staff members. As we approach summer, you can expect updates regarding our 2021 COVID-19 policies and procedures. [This year, camp has instituted many new practices to meet this critical need.](#)

- **Masks:** Campers and staff will wear cloth face coverings at various times throughout the day. Your camper is required to have a mask to attend camp. If your camper forgets to bring, or loses their mask, Camp Erdman will have them available.
- **Social Distancing:** Social distancing will be observed throughout the day whenever possible.
- **Hand Washing:** Campers will wash hands frequently throughout the day. New handwashing stations have been installed to facilitate quality handwashing for the large number of campers we will serve.
- **Health checks:** All campers and staff members will have their temperature taken at the start of the day. If your camper has a fever at or above 100.4 degrees, they will not be allowed to attend camp that day, and must remain away from camp until they are fever-free for 48 consecutive hours without medication.
- **Camp equipment:** All camp equipment will be cleaned per CDC and State Health guidelines by our professional housekeeping staff, food service staff, and trained counselors in order to prevent the spread of infection.
- **Camper groups:** Campers will remain with the same group for the vast majority of their time during their camp session. Groups may combine for programming, where appropriate, and in a manner that keeps with social distancing. This means that campers will go from activity to activity with the same group for most of their session at camp. To further encourage social distancing, overnight camper cabins will have a maximum of 8 campers (in cabins that can accommodate 16 campers) and 1-2 staff.

MORE PROGRAM INFORMATION

The information provided is meant to be a basic overview. Should you have additional questions, please call us at (808) 637-4615.

YOUR CHILD'S EXPERIENCE

Staff are Carefully Screened

Counselors are vetted and must pass a federal criminal background check. Staff are typically college age and are selected for their maturity, responsibility and dedication to youth development. All staff participate in an intensive orientation that addresses age-appropriate programming, risk management, homesickness, behavior management and emergency procedures. We maintain a 1 to 8 counselor to camper ratio.

Homesickness

It's common for campers to experience homesickness, especially if it is their first time away from home. Our staff undergo extensive training and are well-equipped to handle feelings of homesickness. Although many campers will experience homesickness, it is typically short-lived, as our schedule and counselors keep campers busy and engaged. Our weekly schedule includes time for campers to write a postcard home and for our campers to read letters or emails from you.

If you would like your camper to receive letters from you, please send all letters or correspondence to cmail@ymcahonolulu.org. This email is monitored daily and emails will be printed out and given to the campers each day. If you would like your camper to receive a specific message on a specific day, the email must be sent by 11am the day you want your camper to receive the specific message. We encourage parents to support your camper's decision to go to camp and achieve their goals rather than letting their child come home.

Camp Food

Our Kitchen Director and kitchen staff prepare three well-balanced meals a day, including a vegetarian option for those who indicate this choice in advance. Please note on your Health History Form if your child has any specific dietary needs. We will do our best to make accommodations for specific diets.

Photos

At check-in, you'll receive information on how to access and view our online photo albums. At the end of each day, our hard-working media team adds new pictures to the online album for you to view, share, and stay updated on the happenings at camp.

HEALTH INFORMATION & POLICIES

Before You Get to Camp

Check out these tips for encouraging good health before your camper even gets to camp. (This list was originally published by the American Camp Association in 2010.)

1. When children show signs of illness, keep them home. This greatly reduces the spread of illness at camp. Be aware of your camp's criteria for inclusion in camp.
2. Teach your child to sneeze in his/her sleeve, and to wash his/her hands often at camp.
3. Closed-toed shoes are a requirement for activities such as sports and hiking. This will help avoid slips, trips, and falls, which could cause injuries. Stress to your child the importance of wearing closed-toed shoes to prevent a toe, foot, and/or ankle injury.
4. Send enough clothes so your child can wear layers. Mornings can be chilly and by afternoon it will be hot. This enables your child to peel his/her layers off as the weather warms.
5. Fatigue plays a part in injuries. If children are going to day camp, ensure they get enough rest at night. If children are going to resident camp, explain that camp is not like a sleepover. Explain to your child that he/she should not try to stay up all night!
6. Don't forget to send sunscreen and instruct your child how to use it.
7. Please send a reusable water bottle. Your child can refill it frequently during their camp stay. Staying hydrated is very important in the summer.
8. The American Camp Association's parent-dedicated website, www.CampParents.org, provides a wide range of educational resources to help parents make good health-related decisions for children.

Health Procedures at Camp

- Medication must be in its original container and will be dispensed as instructed on the original container.
 - Be sure to include enough medication for your child's entire stay.
 - All medications must be deposited with the Health Care Manager on check-in day.
 - Parent/Guardian signature is required to allow our Health Care Manager to administer medication.
 - If bed-wetting is a condition, call the Camp Director at (808) 687-6236 prior to camper's arrival.
 - We encourage parents to conduct a routine health screen on their child one week before, and the day before arrival at camp. We are especially concerned about contagious conditions including flu, fever, conjunctivitis (pink eye), chicken pox and head lice. If any camper exhibits symptoms of any contagious illness, parents will be responsible for taking the child to the doctor.
 - If your child becomes sick while at camp, parents will be notified.
 - For sickness or injuries, parents will be consulted to determine the course of action. If immediate medical attention is required, the appropriate emergency authorities will be contacted and the child will be transported to the hospital. All attempts will be made to notify parents.
 - Parents are responsible for all fees charged by attending physicians, ER, EMS and/or pharmacy for any medications or services prescribed that are not immediately covered by your existing insurance.
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EMERGENCY INFORMATION

Evacuation

In the event of an unforeseen circumstance such as a hurricane, parents will be notified to pick their campers up. If sufficient advance notice is received, all campers will be evacuated to a different YMCA branch or designated shelter. If there is short notice, campers and staff will evacuate to a safe zone. Updates will be posted on camperdman.org.

*No refunds will be issued in the event of evacuation.

Excessive Hot Weather

Activities will be provided indoors or in shaded areas outdoors as appropriate. Water is accessible to campers at all times, and they are encouraged to drink water throughout the day.

Medical Emergency

In the event of an emergency, we will administer first aid and contact the parent/guardian or the camper's designated emergency contact. If emergency medical treatment is required, we may contact a doctor, hospital, or EMS depending on the severity of the injury or illness.

Communication in Event of Emergency

Parents will be contacted by phone in the event of an emergency. Updates will also be posted when appropriate at www.camperdman.org.

Why No Cell Phones or other Electronics?

While we appreciate many benefits of technology, camp is a unique opportunity to disconnect and focus on relationships. Cell phones and other electronic devices are not allowed. Campers will have one opportunity to turn in their cell phones if brought to camp. Any found cell phones or electronics will be returned to you at the end of the day.

Camp is a time to unplug from technology and connect with new friends. Phones and other electronics are a distraction in our Camp community, and they are easily lost or damaged. Please make sure your camper leaves their electronics at home to help us stay unplugged!

POLICIES TO SHARE WITH YOUR CAMPER

It is our intention to provide a safe and nurturing environment for each and every camper. Please read the following policies and share them with your camper.

Camper Behavior Expectations

- Follow camp rules and boundaries set by staff.
- Avoid put-downs.
- Stay with your group at all times.
- Show respect to yourself, others, and the environment.
- Be responsible for your own actions.
- Have FUN!

Behavior Policies

When deemed appropriate by the Camp Director, staff will communicate behavioral concerns to parents.

Our goal is to create a plan with parents to ensure that the child behaves most positively with staff and peers. If behavior problems persist, it is the sole discretion of the Camp Director whether a camper may stay at camp.

The following items are grounds for immediate dismissal from Camp but are not limited to:

- Illegal drugs
- Drug paraphernalia
- Tobacco products
- E-cigarettes
- Alcohol
- Knives
- Guns
- Weapons
- Fireworks
- Explosives
- Matches
- Lighters
- Candles
- Anything that endangers the health or safety of campers and/or staff
- Destruction of property
- Leaving Camp boundaries or property without permission
- Bullying
- Continued inappropriate behavior, including but not limited to threatening others, using profane language, not following directions, teasing, improper behavior in a camp vehicle, or inappropriate sexual behavior

Transportation Policies

Camper may be transported off site for specialty camps, camp outs and other events. While riding in camp vehicles, passengers will have seat belts on at all times.

Outside Contact Policy

After the summer ends, we can no longer supervise our seasonal staff; therefore, it is YMCA policy that our staff not continue their friendships with campers outside of camp, including babysitting or social media.

PAYMENT POLICIES

A completed registration form and deposit of \$50 is required for our Day Camps and \$100 for overnight camps are required to process the application and to ensure a spot for your camper. A \$25 fee will be charged to your account for a check returned/insufficient payment. The Parent/Guardian must accept full responsibility for all camp fees and expenses.

Refunds & Cancellations

Full payments and changes must be made no later than ten (10) calendar days prior to the start of the first session of which the child is registered.

For 2021, we have relaxed our cancellation policies in recognition of the challenges our community is still recovering from and to provide parents and families peace of mind.

If you need to cancel your registration for day or overnight camp, notify us by calling our office at 808-637-4615 or emailing camperdman@ymcahonolulu.org at least 1 business day in advance prior to the start of your session and you will be fully refunded, less a \$50 deposit for day camp, and \$100 deposit for overnight and/or specialty camp, which you can use as a credit for any Y program.

Any refunds that are granted will be disbursed in the same form that the payment was made.

Camp Store

At this time, we are working to ensure that our Camp Store operates safely and effectively this summer.

Our camp store has a variety of merchandise including t-shirts, water bottles, stickers, and hats. Each

week, kids will be able to visit the camp store at least two times and get the opportunity to purchase souvenirs. Traditionally, we recommend parents purchase a "Gift Card" for their child(ren) to use throughout the week.

REQUIRED ONLINE FORMS

To complete your registration process, the following forms must be submitted through our online medical form system, e-Pact. Soon after registration you will receive an invite to update or create your medical file for your camper(s). If you have already started the process or submitted your completed documents, please double check the list below. You can also use this list as a checklist as you complete each document and send it in.

Health Exam

The Health Exam is required **ONLY IF** a camper has a history of asthma, heart defect/disease, seizures, diabetes, has recently been hospitalized, or is currently under a doctor's care.

Letter to My Counselor

This form helps your child's counselor get to know your child before s/he arrives at camp.

TB Clearance Form

This form is mandatory for all campers who do not live in Hawaii.

Photo and Video Release

This form is mandatory for all campers.

Flight Information Sheet

This form must be completed for all campers flying in to Honolulu International Airport. Please be sure to also register for airport transportation online or on the registration form.

Note: If traveling from a location outside of the State of Hawaii, please check the current State of Hawaii Safe Travels program requirements for pre-COVID-testing instructions to avoid having to quarantine upon arrival in Honolulu. State of Hawaii Safe Travels Website: <https://hawaiiicovid19.com/travel/>

TRADITIONAL OVERNIGHT CAMP

Weekly Packing List

What to Bring	What NOT to Bring
<ul style="list-style-type: none"> <input type="checkbox"/> Face Masks that cover nose and mouth. (Face shields without masks, masks with vents and gaiters are not acceptable.) <input type="checkbox"/> Water Bottle <input type="checkbox"/> Closed-toed Shoes and socks <input type="checkbox"/> Slipper / Flip Flops (+ Shower Shoes) <input type="checkbox"/> Swimsuit <input type="checkbox"/> (6) T-shirts <input type="checkbox"/> (6) Pairs of underwear <input type="checkbox"/> (6) shorts <input type="checkbox"/> Pajamas <input type="checkbox"/> Optional: Themed Costume (see Weekly Themes on page 11) <input type="checkbox"/> Light Jacket <input type="checkbox"/> Laundry Bag <input type="checkbox"/> (2) Towels <input type="checkbox"/> Sunglasses <input type="checkbox"/> Sunscreen & Chapstick <input type="checkbox"/> Hat <input type="checkbox"/> Insect Repellent <input type="checkbox"/> Flashlight <input type="checkbox"/> Backpack or Day Pack <input type="checkbox"/> Sleeping bag <input type="checkbox"/> Set of sheets <input type="checkbox"/> Pillow 	<ul style="list-style-type: none"> • Cell phones • Laptops • Tablets • Jewelry • Smartwatches • Pets • Portable games • Hair dryers • Straighteners / Curling irons • Any electronic devices • Snacks <div style="background-color: yellow; padding: 10px; text-align: center; margin-top: 20px;"> <p>Please label all items with first and last name to ensure they come back home!</p> </div>

Please Note:

- We require closed-toe shoes because our programs are so active here at camp. Don't forget!
- Campers going to Horse Camp must wear long pants and closed-toe shoes.
- Campers staying for more than one week (LIT's, CA's, and Stayover campers) should bring enough clothing to last for two weeks.

Sample Daily Schedule

TIME	WHAT	DESCRIPTION
7 AM	RISE AND SHINE!	Wake up, brush teeth, & get ready for the day!
7:30	Morning Oli	We gather at the start of each day to perform a traditional Hawaiian Oli, sing a camp song, talk about one of our six Hawaiian values, and get everyone excited for the day ahead.
8:00	BREAKFAST	
9:05	Period 1: Skill Tracks	Specialty Camps SKILL TRACKS - include a variety of activities that campers can progress in throughout the week. Campers who registered for our specialty Surf, Horse, or High Ropes Climbing Camps go to these activities during this time.
10:00	Period 2: Skill Tracks	
11:00	Cabin Cup!	

			Cabin Cup - we end our morning with a friendly cabin competition that includes activities such as Trivia, Scavenger Hunts, and many others!
12:00	LUNCH		
12:45	Rest Hour		Campers rest and hangout in their respective cabins during the hottest part of the day.
1:50	`Ohana Time Rotation		Campers rotate through a variety of activities, including our Ropes Course, Archery Range, Swimming Pool, Arts & Crafts, Nature, Sports, our Camp Store, and more.
2:45	`Ohana Time Rotation		
3:40	`Ohana Time Rotation		
4:35	Battle Challenge		This classic Camp Erdman competition encourages all campers on four different teams to learn teamwork, show sportsmanship, and participate through a series of head-to-head competition against the other three teams.
5:30	DINNER		
6:00	Cabin Time		Campers unwind and get ready for Evening Activity.
6:30	Evening Le'ale'a		Powder paint games, a campout night, the camp dance, and Camp Erdman's Got Talent are just a small sample of our Evening Le'ale'a.
8:15	Reflection and Showers		Campers wind down by cleaning up and tuning in to a counselor-led, focused discussion, usually based on one of our six Hawaiian Values here at camp.

Weekly Themes

Our summer staff already have their costumes picked out! We encourage campers to pack a costume for the weekly theme.

- Session 1: Disco
- Session 2: Superhero
- Session 3: Disney
- Session 4: Percy Jackson
- Session 5: Monster's Inc. / Monster's University
- Session 6: Disco pt. 2
- Session 7: Nickelodeon
- Session 8: Harry Potter
- Session 9: Star Wars
- Session 10: Wild West

Other Activities

Due to the unique opportunities that come up during the summer, other activities may occur, including but not limited to swimming at guarded beaches, hiking off-site, or field trips to local attractions. These off-site activities are typically reserved for our teen campers.

Skill Tracks or Specialty Camp?

It really depends on the experience you and your camper are looking for. Specialized activities such as Surf Camp, Horse Camp and Ropes Camp require additional materials and expertise, so they cost more.

Skill Tracks are held here on site and what's offered usually includes archery, arts and crafts, sports, survival skills, yoga, journalism, and many others. We do not guarantee that specific skill tracks will be offered each session. Both Skill Tracks and Specialty Camp are "progressive", meaning they build on what campers learned the previous day.

Check-in and Check-out procedures

Sunday Check-in 2:00pm – 3:00pm

Welcome to Camp! You and your camper(s) will receive your cabin number which you will head to and meet your cabin staff! From there you will go around camp and complete a series of check-in stops including our health center to check in any medications and get a lice-check, our camp store, and our camp office if you have any outstanding paperwork or forms that need to be completed! Finally, you will head back to the cabin to sign in your camper(s) and then it's time for you parents to say goodbye!

Friday Closing Ceremony & Check-out 5:00pm – 5:30pm

At this time, we are working to find a safe way to honor your camper's time at Camp Erdman and engage parents/guardians.

You will then be able to sign-out your camper from their counselors (photo ID is required). From here you can check out the store for any items or inquire on the remaining balance of your gift card. You may also pick up medication from our Nurse's table. Please check the lost and found on your way out. Have a great trip home and we will see you again soon!

DAY CAMP 2021

Daily Packing List

What to Bring	What NOT to Bring
<ul style="list-style-type: none"><input type="checkbox"/> (2) Face mask<input type="checkbox"/> Closed-toed Shoes<input type="checkbox"/> Slipper / Flip Flops<input type="checkbox"/> Swimsuit<input type="checkbox"/> A mid-morning snack - <i>Absolutely no nuts (including peanuts)</i><input type="checkbox"/> Towel<input type="checkbox"/> Sunglasses<input type="checkbox"/> Light Jacket / Raincoat<input type="checkbox"/> Sunscreen & Chapstick<input type="checkbox"/> Hat<input type="checkbox"/> Insect Repellent<input type="checkbox"/> Backpack or Day Pack<input type="checkbox"/> Optional Items:<ul style="list-style-type: none"><input type="checkbox"/> Camera (not a cell phone)<input type="checkbox"/> Books (for rest time at camp)<input type="checkbox"/> Fun costumes<input type="checkbox"/> Extra Socks/undergarments<input type="checkbox"/> Extra shoes	<ul style="list-style-type: none">● Cell phones● Laptops● Tablets● Jewelry● Smartwatches● Pets● Portable games● Any electronic devices <div style="background-color: yellow; padding: 10px; text-align: center;"><p>Please label all items with first and last name to ensure they come back home!</p></div>

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- Session 7: Nickelodeon
- Session 8: Harry Potter
- Session 9: Star Wars
- Session 10: Wild West

Packing Tips

- We recommend a separate plastic bag for wet items to be placed in on the way home.
- We play hard at camp. Only bring things to camp that you wouldn't mind getting dirty, stained or possibly lost.
- Day Campers are served a hot lunch each day. Campers will also be given a snack in the afternoon.
- YMCA Camp Erdman is not responsible for lost or stolen belongings. At check-out, lost and found items are brought to a designated area, where campers can find them once again. If one of your

camper's items is missing, please contact the office. At the end of the summer season, unclaimed items are donated to charity. For health reasons, socks, underwear, toothbrushes, used soap, etc. will be thrown out.

- Our weather varies throughout the day with cool mornings and hot mid-days and afternoons. The temperature is often at or above 90 midday to afternoon, oftentimes with a pleasant trade wind. Warmer clothes may be comfortable in the mornings while shorts, t-shirts, and tank tops will be good for an afternoon. Campers may change multiple times in one day. We do have occasional rain; an extra pair of shoes might be nice in case the first gets soaked. Before you pack, check a weather website for the most up to date forecast. (Our zip code: 96791)

Check-in and Check-out procedures

Instructions for Camp Erdman in-person at camp check-in and check-out:

- Please plan to arrive on camp between 8:35 - 8:45 AM for check-in.
- Please plan to arrive on camp between 4:00 - 4:15 PM for check-out.
- When you arrive at camp, you will be instructed to pull into the left entrance to camp - the parking lot on the mauka side of Farrington Highway
- You will be greeted by camp staff when you arrive. Your camper will get out of the car, but you will not be able to exit your vehicle while at camp.
- Your camper will receive a health check while you are on camp.
- Once your camper is received by our staff, you will be directed to exit camp via a designated path.
- At check-out in the afternoon, we ask that you do not exit the vehicle on camp. Our camp staff will be available to greet you and talk through the day at camp.

Daily Bus Transportation (Optional)

Daily bus transportation for Camp Erdman's Day Camp is available for an additional \$105 per week from Honolulu, Windward and Salt Lake locations. Safety measures include temperature and health question checks prior to boarding, keeping riders physically distanced and wearing masks at times.

2021 Bus Schedule

Arrive		Bus Stop	Depart
Pick up:	6:45am	Windward City Shopping Center	6:50am
Pick up:	7:15am	UH Manoa (corner of Metcalf & University)	7:20am
Pick up:	7:40am	Stadium Marketplace	7:45am
	8:30am	Camp Erdman	

Arrive		Bus Stop	Depart
		Camp Erdman	4:00pm
Return	4:45pm	Stadium Marketplace	4:55 pm
Return	5:15pm	UH Manoa (corner of Metcalf & University)	5:25pm
Return	5:50pm	Windward City Shopping Center	6:00pm

