



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

BUILD HEALTHY RELATIONSHIPS

FAMILY TIME

Adventure Guides

Parent Handbook



ymcaoc.org

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Section 1 Program Overview

As the parent of a young child, you have a tremendous opportunity to get to know your child by spending quality one-on-one time together which will help build a strong bond of trust and memories that will last a lifetime. Adventure Guides was developed by the YMCA to help strengthen family relationships. The Adventure Guides experience enables parents and kids to have fun while sharing new adventures.

Goals & Benefits

The Y-Adventure Guides program will:

- Foster companionship and understanding and set a foundation for positive, lifelong relationships between parent and child.
- Build a sense of self-esteem and personal worth.
- Expand awareness of spirit, mind, and body.
- Provide the framework to meet a mutual need of spending enjoyable, constructive, and quality time together.
- Enhance the quality of family time.
- Emphasize the vital role that parents play in the growth and development of their children.
- Offer an important and unique opportunity to develop and enjoy volunteer leadership skills.

Foundation & Values

The Compass provides direction for the Friends Forever program.

- The Family is True North – the focal point of the program
- Nature and the camping experience are an integral part of the program teaching respect for nature and oneself
- The spirit of the program is experienced through belonging to a small Community of “circles”
- Fun is the magic of the program

The Y's core values provide direction as parents guide children on their journey. Along the way adults should model, teach and demonstrate these values as well as give children many opportunities to practice and celebrate them. Initially, these four values provide guidance in helping children select activities, make decisions, and choose appropriate courses of action both in the program and in their lives.

Core Values: CARING, HONESTY, RESPECT, and RESPONSIBILITY

Section 2 Program Registration & Policies

A. How do I enroll in Adventure Guides?

Registration begins in June all participants must be registered before attending their first event in August/September.

To register for the program you have 2 options:

- 1) The YMCA web site at ymcaoc.org/ag
- 2) Complete registration paperwork and turn into the Program Director along with payment.

B. Late Fee Policy

- 14 days prior to an event taking place; a late fee of \$10 per person will be added to the event cost. 7 days prior to an event taking place; a late fee of \$25.00 per person will be added to the overall cost of the event.
- Expectation is that if contract minimums are not met for a particular event, the cost is then carried over to the next event to be made up.

C. Refund/Cancellation Policy

- Refunds need to be submitted in writing no less than 7 working days prior to the event taking place. Due to contract minimums or fixed costs associated with the venues not all refunds may be approved.
- If an event is cancelled due to inclement weather or a venue cancelling, participants will receive either a partial or full refund depending on the non-refundable costs associated with the event.

D. Event Fees are not all inclusive

- There may be additional fees for parking, food, activities, etc.

E. Referral Program

- The buddy pass is given out by registered participants to friends or guests that would like to try out one event. The guest must pay the event fee but do not need to pay circle fees until they decide they want to join

Section 3 Health and Safety

A. Safety & Supervision

Maintenance and use of the existing camp site, facilities, and equipment takes preservation of the environment into consideration. All participants are required to follow the camp rules and regulations.

An Emergency Action Plan is established for each off-site location in cooperation with the contracting organization for the facility. Plan is reviewed by Expedition Navigator and program participants.

- Accidents
- Earthquake
- Fire
- Inclement weather
- Intrusion
- Lost participant
- Missing Child / Participant

Camp facility locations have access to all services and adhere to city and/or county regulations.

Certifications from the camp facility may be required. High risk activities include ropes courses, archery, horsemanship, and water activities. YMCA camp Director is required to view these documents if applicable.

Participants are informed in advance of any need for special protective clothing or equipment.

First Aid kits will be available at all times.

Please report any injuries and or incidents to the YMCA Program Director within 24 hours.

Parents are responsible for the supervision and safety of their own child(ren).

All participants will have registration information completed and on file.

Participants will follow venue/camp rules and regulations.

All concerns need to go to the Program Director or the Executive Director.

The possession and/or consumption of alcohol beverages is prohibited on or off camp or event premises, while YMCA programs are in operation.

Section 3 Health and Safety continued

B. Child Abuse Prevention Policy

The YMCA maintains a policy of Child Abuse Prevention practices, which include procedures, related to:

- Employee reference checking, hiring criteria and fingerprinting
- Training and supervision requirements for staff
- Staff relationships with children

These policies are enacted to protect parents, children, and YMCA staff members from actual occurrences of child abuse as well as allegations of abuse. For more information contact your Program Director.

Child Abuse Reporting

Section 11166 of the California Penal Code requires any Child Care Custodian, medical practitioner, or employee of a child protective agency who has knowledge of or observes a child in his/her professional capacity or within the scope of his/her employment who he/she knows or reasonably suspects has been the victim of child abuse, to report the known or suspected instance of child abuse to a protective agency immediately or as soon as practically possible by telephone and to prepare and send a written report thereof within 36 hours of receiving the information concerning the incident.

Information about Abuse

The YMCA wants all children to be safe. Unfortunately, child abuse does exist, taking many forms.

- Emotional – Threatening a child or using words that can hurt a child’s feelings and self esteem; withholding love and support from a child
- Physical – Causing injuries to a child on purpose, such as bruises, burns, scars or broken bones.
- Sexual – Having sexual contact in any form with a child, including exposing, fondling, intercourse, pornography, or internet solicitation.
- Neglect – Not providing children with enough food, clothing, shelter, medical care, hygiene, or supervision.

**IF YOU SUSPECT ABUSE, CALL CHILD PROTECTION SERVICES (CPS) at
(714) 940-1000**

Section 4 Communication

What does the Adventure Guides program include?

Annual enrollment in the program includes:

- Expedition level Adventure Guide shirt.
- Compass PATCH
- Pin program (optional at some locations)
- Promotional materials while at events
- Adventure Guide Leadership training
- Adventure Guide curriculum
- Expedition level website hosting

Your experience is important to us. Please feel free to contact the following YMCA staff for any assistance or to answer any questions.

Adventure Guide Program Director

Executive Director

Chief Operations Officer

Cara Owens
(714) 508-7634

Our Mission

To put Christian principles into practice through programs that build spirit, mind, and body for all.

Our Vision

To improve lives and strengthen character through youth development, healthy living and social responsibility driven by passionate staff and volunteers.

Our Values

Respect, Responsibility, Caring, and Honesty - Our values are celebrated by staff and members and provide a positive foundation for all Y programs and a healthy connection with others.

Our Promise

To keep programs open for all. The Y is a nonprofit, charitable organization that serves the entire community. Donations support our scholarship program and Our Promise.