

# CAMP SHEPARD SUMMER 2023



**BEST**  
**SUMMER**  
**EVER**<sup>®</sup>



FOR YOUTH DEVELOPMENT<sup>®</sup>  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

**YMCA OF GREATER WESTFIELD**  
**67 COURT STREET**  
**WESTFIELD, MA 01085**  
413.568.8631 • [www.westfieldymca.org](http://www.westfieldymca.org)

## Visit our Website

[www.westfieldymca.org/camp-shepard](http://www.westfieldymca.org/camp-shepard)  
to find:

Camp Brochure  
Parent Handbook  
Medication Authorization Forms

### Our Purpose:

Camp Shepard Day Camp is a 8 week program designed to make sure youth have the best summer ever! Campers will establish everlasting friendships each day while having an outdoor education experience. Our goal is to provide a new, safe, and fun experience for all ages.

### How to Register:

Registration is a first come, first serve basis. Sessions may fill up, so reserve your child's spot for each session by making a deposit.

Registrations can be processed at the Membership Desk of the YMCA of Greater Westfield located at 67 Court Street in Westfield, MA. To secure your camper's spot, return the registration packet and \$50 deposit. All health and immunization forms are due two weeks prior to the start of camp. Contact Melissa Whitney, Program Operations Director, with any questions at (413) 568-8631 or [campoffice@westfieldymca.org](mailto:campoffice@westfieldymca.org).

All of the programs at the YMCA of Greater Westfield are open to everyone regardless of town of residence.

### Financial Assistance:

The YMCA of Greater Westfield, as a charitable tax-exempt organization, provides financial aid to those families who qualify. Applications are available at our reception desk.

**This camp complies with regulations of the Massachusetts Department of Public Health and is licensed by the local Board of Health.**

### Camp Quick Hints:

#### Is there a lost and found?

Yes! But please label everything you send with your campers to decrease the number of lost items. Lost & Found will be removed from camp weekly.

#### Will my camper get dirty?

Absolutely! That's the fun about camp! So be prepared for all of their items to get dirty as well. Campers should also be sent with a rain jacket in case of rain. Lastly, please do not send any valuable items with your campers!

#### Can camp staff apply sunscreen and bug spray to my child?

Yes! Please sign off on page 6 to allow staff to apply sunscreen/ bug spray. Otherwise, we cannot do it.

#### What about lunches?

They're delicious and important! Unfortunately we do not supply them. So please send your campers with a bagged lunch. We will store all lunches in a cool dry spot.

#### What if I need to pick up my camper early or drop them off late?

That's more than ok. Please go through the camp office to do so. If they need to be picked up early, please send a note or call ahead of time. If they will be absent or late, please call the office to let us know at 413-568-8952 (summer only).

#### Do you provide snacks?

No we do not. But feel free to send them along and we will make sure your child will eat them!

### Location Address: YMCA Camp Shepard

370 Northwest Road, Westfield, MA 01085

Tel: 413-568-8952

### Mailing Address: YMCA of Greater Westfield

67 Court Street, Westfield, MA 01085

Tel: 413-568-8631

### Directions:

Go past the YMCA on Court Street towards Westfield State University. Court Street becomes Western Avenue. Go past the University and bear left at the fork onto Upper Western Avenue. Take a left onto Northwest Road. Camp Shepard is at 370 Northwest Road (on the left).



Camp Office or "Brown House" - 360 Northwest Rd  
Used for Pick Ups and Drop Off, 9:30am-3:30pm

## Look what our parents say about Camp Shepard throughout the brochure:

"My boys ages 11 & 8 have been going to Camp Shepard for years they talk about it all winter long and do a count down to the summer. They have learned so much and built so many skills and confidence! They are both amazing swimmers, all because of the swim lessons during camp. In a world of technology, I love that they spend their days in the wilderness exploring and getting dirty. They have made many friendships and they absolutely love the counselors. Camp Shepard is such a gem."

"Camp Shepard has helped him come out of his shell. He's made many new friends, learned so much and is more willing to try new things he may not have been brave enough to do before. He's had issues with water and swimming and I think the camp has made a big difference in him!"

# CAMP SHEPARD

## 2023 Session Dates:

**Session 1: June 26 – July 7 \*No camp July 4th\***

**Session 2: July 10 – July 21**

**Session 3: July 24 – August 4**

**Session 4: August 7 – August 18**

## Session Price:

Session 1: \$375-Member; \$390-Non-Member

Sessions 2, 3, 4: \$415-Member; \$430-Non-member

## Extended Day Price:

AM Extended Day 7:00AM – 8:30AM \$50/session

PM Extended Day 4:30PM – 6:00PM \$50/session

## Camp Hours:

CAMPERS MUST REGISTER FOR EXTENDED DAY!

AM EXTENDED DAY 7:00AM – 8:30AM

PARENT DROP-OFF 8:30AM – 9:00AM

CAMP DAY 9:00AM – 4:00PM

PARENT PICK-UP 4:00PM – 4:30PM

PM EXTENDED DAY 4:30PM – 6:00PM

## Payment Policy:

A \$50 non-refundable deposit per session is required for Camp Shepard. Balance is due the Thursday before the start of each session being attended. Please make checks payable to the YMCA of Greater Westfield.

PLEASE NOTE: DEPOSIT IS NOT REFUNDABLE, however, it is applied towards camp fees.

## Staff:

Our staff team is the most important ingredient in the success of our program. Program specialists and counselors are chosen for their maturity, leadership skills, dedication and experience. They represent positive role models for children and are trained in accordance with the philosophy and objectives of the mission of the YMCA of Greater Westfield.

## Facilities:

YMCA Camp Shepard is located at 370 Northwest Road, less than five miles from the center of Westfield. Situated on 105 acres of woodlands, Camp Shepard provides the opportunity to grow, learn and appreciate the great outdoors in a respectful way.

## Our Facility Includes:

- In-ground Swimming Pool
- Bath House with Locker Rooms
- Three Pavilions
- Arts & Crafts Building
- 45ft Rock Climbing Tower
- 10 High Ropes Elements
- Low Ropes Course
- Disc Golf Course
- Biking Trails
- Picnic Area
- Pond
- Hiking Trails
- Camp Sites with Tent Platforms
- Babbling Brook
- Chalet
- Archery Range
- Ball Field
- Gaga Ball



Scan or visit: [facebook.com/CampShepard](https://facebook.com/CampShepard)

# Programs & Activities

## What we do at camp:

Archery	Low Ropes Challenge Course
Arts & Crafts	Mountain Biking (10 & up)
Campsite Preparation	Swim Lessons
Canoeing	Recreational Swim
Climbing Tower	Songs
Environmental Awareness	Special Workshops
High Ropes Challenge Course	Sports
Hiking	Team Building
Kayaking	Theme Days

## What to Bring

Backpack	Towel	Change of clothes	Sun screen
Lunch	Water bottle	Rain coat	
Swimsuit	Bug spray	Closed toed shoes	

**Be Prepared to Get Dirty & Label Everything.**

## Lunch:

Campers bring lunches in paper lunch bags or soft containers. They are collected at the beginning of the day and are kept secure in a cool, dry place. Please pack any additional snacks for your camper to have throughout the day in their backpack. Drinks should only be in plastic containers, no glass.

## Drop off/Pick up Procedures:

- Campers are dropped off between 8:30-9:00 am and picked up between 4:00-4:30 pm daily unless registered for extended day.
- Camp Shepard will only release campers to adults listed on the registration under "Authorized Pick Up."
- All adults must provide a photo State I.D. at the time of pick up.
- If you are picking up or dropping off your camper outside of the scheduled times you must do so at the Camp Shepard Administrative Office (the brown house) located at 360 Northwest Road (right next to Camp's main entrance). Sending a note with your camper will increase the efficiency of this process.
- Camp gates are closed between 9:15 am – 3:30 pm. All visitors must report to the camp office during these times.
- All visitors must check in at the Camp Shepard Administrative Office (the brown house) located at 360 Northwest Road to receive a signed pass from the Camp Director, Assistant Camp Director or Office Manager.



**"She discovered archery, ropes, hiking, identifying flowers & wildlife....the list goes on and on. The variety, the confidence -building through activities - it's a perfect formula for instilling a love of nature and a respect for others."**



**"I love it, it's the best place ever" - Age 8**  
**"It's amazing, you learn so many new things about yourself that you didn't even know you could do... meet new friends... it's the best place on earth... how many days until camp?" - Age 10**



# 2023 YMCA of Greater Westfield Registration Form: Camp Shepard Day Camp

Camper's First Name                      Last Name                      Gender                      Age at camp                      Grade Fall of 2023                      Date of Birth

Address                      City                      State                      Zipcode

Parent/Guardian 1 First Name                      Last Name                      Work Phone                      Cell Phone                      Home Phone                      Email

Parent/Guardian 2 First Name                      Last Name                      Work Phone                      Cell Phone                      Home Phone                      Email

2023 SESSIONS	Dates	Check Box if Attending	Circle Fee Option Member / Non-member
<b>SESSION 1 *No camp July 4th*</b>	<b>6/26-7/7</b>	<input type="checkbox"/>	<b>\$375 / \$390</b>
<b>AM Extended Day</b>		<input type="checkbox"/>	<b>\$45</b>
<b>PM Extended Day</b>		<input type="checkbox"/>	<b>\$45</b>
<b>SESSION 2</b>	<b>7/10-7/21</b>	<input type="checkbox"/>	<b>\$415 / \$430</b>
<b>AM Extended Day</b>		<input type="checkbox"/>	<b>\$50</b>
<b>PM Extended Day</b>		<input type="checkbox"/>	<b>\$50</b>
<b>SESSION 3</b>	<b>7/24-8/4</b>	<input type="checkbox"/>	<b>\$415 / \$430</b>
<b>AM Extended Day</b>		<input type="checkbox"/>	<b>\$50</b>
<b>PM Extended Day</b>		<input type="checkbox"/>	<b>\$50</b>
<b>SESSION 4</b>	<b>8/7-8/18</b>	<input type="checkbox"/>	<b>\$415 / \$430</b>
<b>AM Extended Day</b>		<input type="checkbox"/>	<b>\$50</b>
<b>PM Extended Day</b>		<input type="checkbox"/>	<b>\$50</b>
<b>TOTAL \$</b>			



# 2023 YMCA of Greater Westfield Registration Form: Camp Shepard Day Camp

### IN ADDITION TO THE PARENT / GUARDIAN NAMES FROM PAGE 5, LIST ADDITIONAL AUTHORIZED PICK UP / EMERGENCY CONTACTS

Name \_\_\_\_\_ Relation \_\_\_\_\_ Cell \_\_\_\_\_ Alternate # \_\_\_\_\_

Name \_\_\_\_\_ Relation \_\_\_\_\_ Cell \_\_\_\_\_ Alternate # \_\_\_\_\_

Name \_\_\_\_\_ Relation \_\_\_\_\_ Cell \_\_\_\_\_ Alternate # \_\_\_\_\_

### EMERGENCY CONTACTS AND AUTHORIZED PICK UPS

In addition to parents/guardians listed on page 5, ONLY those on the Authorized Pick Up / Emergency Contact list will be allowed to pick up campers from camp. In emergency situations only, parents/guardians may give written permission for an individual who is not on this list to pick up child. No child will be released without emergency written permission. Please indicate if a non-custodial parent has limits on visitation or pick up. If a non-custodial parent has been denied visitation or has limited visitation by court order, a copy of the order must be given to the YMCA and kept on file at the program. By signing this form, you agree to the Authorized Pick Up / Emergency Contact arrangement as stated above.

### PARENTS AGREEMENT

- A \$50 non-refundable deposit is required for each session and must accompany each application. This deposit will hold the camper's place and will be applied to the full camp tuition. Remaining balances must be paid by the Thursday prior to the beginning of the registered session. Campers may not attend any session until their balance is paid in full.
- After the due date, any new registration requires payment in full and a completed health form.
- Requests for changes in camp session or group assignment will be honored only if space permits.
- The YMCA reserves the right to dismiss a camper whose behavior is detrimental to other campers, themselves and/or camp
- Fees will not be refunded for absence, failure to attend during the camp session, delayed attendance at camp, or dismissal.
- Health forms and immunization records are required for each camper PRIOR to attending camp. Forms will be given to parents at registration and must be completed and signed by parents/guardians before the camper attends camp. The YMCA does not retain records from previous years.
- I understand the policies and procedures on enrollment, payment and attendance for Camp Shepard. They can be found in the Parent Handbook available online.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

YMCA of Greater Westfield – Camp Shepard requires written permission from parents/guardians in order for YMCA staff to assist with applying sunscreen and insect repellent. As parent/guardian, I give YMCA staff permission to assist my camper in applying sunscreen and insect repellent.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

YMCA of Greater Westfield – Camp Shepard requires written permission from parents/guardians in order for their children to use hand sanitizer while at camp. As parent/guardian, I give my child permission to use hand sanitizer under YMCA staff supervision at Camp Shepard.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

I authorize the YMCA of Greater Westfield to use my child's photo/image for marketing and promotion purposes.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Emergency medical treatment and transportation is authorized if I am unable to be contacted.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_



# 2023 YMCA of Greater Westfield Waiver: Camp Shepard Day Camp

## Minor Participant Waiver, Release, Indemnification of All Claims & Covenant Not to Sue

PLEASE READ CAREFULLY. THIS DOCUMENT AFFECTS YOUR LEGAL RIGHTS AND IS LEGALLY BINDING. BY SIGNING THIS AGREEMENT YOU ARE RELEASING THE YMCA OF GREATER WESTFIELD, INC. FROM ALL LIABILITY AND FOREVER GIVING UP ANY CLAIMS THEREFOR

### Assumption of Risk

I, in my legal capacity as parent/guardian of the minor named below ("Minor"), acknowledge and agree that any use of The YMCA of Greater Westfield's facilities, services, equipment and premises ("Facilities") and any participation in The YMCA of Greater Westfield's programs and activities ("Programs") comes with inherent risks including, but in no way limited to: (1) moderate and severe personal injury, (2) property damage, (3) disability, (4) death, and (5) sickness or disease. I voluntarily, for myself and Minor, accept and assume full responsibility for these risks as well as any and all other risks of the use of Facilities and participation in Programs. I agree that I have full knowledge of the nature and extent of all such risks and am not relying on all such risks being described in this document.

### Waiver, Release, Indemnification & Covenant Not to Sue

In consideration of Minor's use of Facilities and participation in Programs I, in my legal capacity as parent/guardian of Minor, agree on behalf of myself and Minor that The YMCA of Greater Westfield, Inc., its officers, directors, agents, employees, volunteers, insurers and representatives ("Releasees") will not be liable for any personal injury, property damage, disability, death, sickness or disease incurred by Minor, however occurring including, but not limited to, the negligence of Releasees. I understand that Minor and I will be solely responsible for any loss or damage, including personal injury, property damage, disability, death, sickness or disease sustained from the use of Facilities and participation in Programs.

I further agree, in my legal capacity as the parent/guardian of Minor, on behalf of Minor, myself, and any and all legal successors and proxies, to release and **HEREBY DO RELEASE, WAIVE AND COVENANT NOT TO SUE** Releasees from any causes of action, claims, suits, liabilities or demands of any nature whatsoever including, but in no way limited to, claims of negligence, which Minor, myself, and any and all legal successors and proxies may have, now or in the future, against Releasees on account of personal injury, property damage, disability, death, sickness, disease or accident of any kind, arising out of or in any way related to the use of Facilities or participation in Programs, whether that participation is supervised or unsupervised, however the injury or damage occurs, including, but not limited to, the negligence of Releasees.

In further consideration of the use of Facilities and participation in Programs, I, in my legal capacity as parent/guardian of Minor, agree on behalf of myself and Minor to **INDEMNIFY AND HOLD HARMLESS** Releasees from any and all causes of action, claims, demands, losses, suits, liabilities or costs of any nature whatsoever, including claims of negligence, arising out of or in any way related to the use of Facilities and participation in Programs.

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Minor Name (print clearly)

Date

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Parent/Guardian Signature

Parent/Guardian Name (print clearly)

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# 2023 YMCA of Greater Westfield Health Form: Camp Shepard Day Camp

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First Name                      Last Name                      Gender                      Date of Birth

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Parent/Guardian Name 1                                              Parent/Guardian Name 2

## Immunization History

Please provide a copy of your child's immunization record from their doctor's office. **This is required for each camper PRIOR to attending camp.** The YMCA does not retain records from previous years. Children should meet the Massachusetts school immunization requirements for the grade they will enter in the school year following their camp session.

Name of Physician: \_\_\_\_\_ Phone: \_\_\_\_\_

Medical/Hospital Insurance Carrier: \_\_\_\_\_ Policy/Group # \_\_\_\_\_

Current Medications: \_\_\_\_\_

Current Medications to be Administered at Camp: \_\_\_\_\_

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**If a camper must receive medication while at Camp Shepard, an "Authorization to Administer Medication to a Camper" form must be completed for each medication. This includes campers that use an Epi-Pen, Inhaler, OR Insulin, whether it is self-administered or assisted.** This form can be found at the front desk of the YMCA or online at [www.westfieldymca.org](http://www.westfieldymca.org), and is due one full week before the session begins. All medications must be turned in upon arrival to Camp Shepard. All medications must be in original containers.

Immunization Exemption: If a camper or staff member has religious or medical objections to physical examinations or immunizations, the camper or staff member shall submit a written statement, signed by a parent or legal guardian of the camper or staff member if a minor, stating that the individual is in good health and stating the general reason for such objections.



# 2023 YMCA of Greater Westfield Health Exam Form: Camp Shepard Day Camp

## Health History:

Allergies (Please List): \_\_\_\_\_

History of Anaphylaxis: \_\_\_\_\_ Epi-Pen®: Yes No

Asthma (Please Attach Action Plan): Yes No Inhaler Yes No

Diabetes (Please Attach Action Plan): Type 1 Type 2

Seizure Disorder (Please describe): \_\_\_\_\_

Any health concerns we need to be aware of: Yes No If yes, please describe: \_\_\_\_\_

## Please Check if your camper has a history of:

- |                                                  |                                                     |
|--------------------------------------------------|-----------------------------------------------------|
| Frequent Ear Infections <input type="checkbox"/> | Health Disease/Defect <input type="checkbox"/>      |
| Convulsions <input type="checkbox"/>             | Bleeding/Clotting Disorder <input type="checkbox"/> |
| Chicken Pox <input type="checkbox"/>             | Measles/German Measles <input type="checkbox"/>     |
| Mumps <input type="checkbox"/>                   | Hay Fever <input type="checkbox"/>                  |
| Poison Ivy <input type="checkbox"/>              | Lyme Disease <input type="checkbox"/>               |

## Targeted TB Skin Testing:

Med-to-High Risk (exposure to TB; born, lived travel to TB endemic countries; medical risk factors)

**Result:** Positive Negative Indeterminate/Boderline Low Risk (no TB test done)  
(Please Circle)

## Recommendations and restrictions while in program:

Special Diet: \_\_\_\_\_

Swimming: \_\_\_\_\_

Strenuous activity: \_\_\_\_\_

Any specific activity to be restricted: \_\_\_\_\_

**IMPORTANT: PLEASE NOTIFY THE YMCA IF THIS CHILD IS EXPOSED TO ANY COMMUNICABLE DISEASE DURING THE THREE WEEKS PRIOR TO ATTENDANCE OR WHILE ATTENDING ANY YMCA PROGRAM.**

Parents Authorization: This health history is correct so far as I know, and the person herein described has permission to engage in all prescribed activities except as noted by me and the examining physician. I give my permission for my child to be given simple first aid at the YMCA and to be transported to the hospital if "Y" personnel deem it necessary. I hereby give permission to the physician selected by the director to order x-rays, routine tests, and treatment for the health of my child. In the event that I cannot be reached in an emergency, I hereby give permission to the physician selected by the director to hospitalize, secure proper treatment for, and to order injection, and/or anesthesia, and/or surgery for my child as named above.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

# Camp Shepard Age Groups

YMCA Camp Shepard consists of children between the ages of 4 and 14. Campers are placed into Units based on the grade they are entering in the fall as well as their age. They are then further divided into small groups within the unit maintaining counselor to camper ratios per our DPH license. Units are not just age groups but small communities that demonstrate pride and camp spirit.

**VIKINGS:** Ages 4, 5, 6 • Grades Pre-K, K, 1

This program is especially designed for the younger camper and maintains a 5:1 camper to counselor ratio. All campers in this group will participate in activities specially geared to their age level. Their experience mirrors the same activities as the older groups, participating in swim lessons, recreational swim, arts and crafts, ropes, kayaking, nature, sports, at an age appropriate level. We also build in longer transition periods, story time and activities specifically designed for our youngest campers.



**SPARTANS:** Ages 7, 8, 9 • Grades 2, 3, 4

**& TITANS:** Ages 10, 11, 12 • Grades 5, 6, 7

Programs for this age group are designed to achieve a balance of instruction and recreation as well as group development and individual accomplishment. Emphasis is placed on cooperative learning and the YMCA four core values: Caring, Honesty, Respect, and Responsibility. Campers will participate in fun and challenging activities that meet their individual interests, abilities and needs. The goal is to have each camper have a sense of belonging, make new friends, achieve new goals and have fun.

**TEEN LEADERS:** Ages 13, 14 (co-ed) • Grades 8, 9

Campers in the Teen Leaders Group participate in camp activities at a higher skill level. Special projects, trainings and activities such as mountain biking, hiking, high and low ropes adventure are included in this fun and challenging teen program. This program also involves developing leadership skills, including communication, decision making, conflict resolution and more. With a focus on the YMCA's Core Values of Caring, Honesty, Respect and Responsibility, group members will develop skills through teambuilding challenges, individual values exercises and group discussions. During their last years as campers, our staff will balance fun, personal development and leadership exercises to ensure all campers have the best summer ever! It's the last year to enjoy camp as campers while starting to make the transition toward greater responsibility.





FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## YMCA OF GREATER WESTFIELD

67 Court Street, Westfield, MA 01085

Tel: 413.568.8631

Camp (in season): 413.568.8952

Web: [www.westfieldymca.org](http://www.westfieldymca.org)

“My son is about 5 and a half years old and before this experience, he was very shy about trying new things and making new friends. The day he started camp, he told me he was only going to go for two weeks and quit because he just knew he wasn't going to like it! He ended up staying for 8 weeks because he loved the kids, the staff, and all of the things that he learned at Camp Shepard, especially archery.”



“I'm so happy my child has a place that is safe to explore the outdoors and get dirty and be a kid.”