



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

YMCA OF CENTRAL TEXAS  
**Summer Overnight Camp**

# OVERNIGHT HANDBOOK

YMCA CAMP TWIN LAKES

"Summertime is always the  
best of what might be."  
- Charles Bowden



204 E Little Elm Trail  
Cedar Park, TX 78613  
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# IS YOUR CHILD READY FOR SUMMER?

Thank you for entrusting your child to YMCA Camp! We are excited to offer a wonderful camp experience. Whether it is your child's first camp experience or the hundredth, we aim to provide a positive camp setting where they can learn more about themselves, make new friends, and create life long memories. Summer Camp offers a great opportunity for growth through meaningful, fun, and safe experiences. We are looking forward to many out-of-this-world adventures this summer!

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## OVERNIGHT PROGRAM

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### TRADITIONAL OVERNIGHT

This program is a week-long camp focused on skill-building and character development. It is the most popular overnight program. By empowering our campers to choose which activities they want to participate in, we foster self-reliance and enhance their decision-making ability. Traditional Overnight provides campers with the chance to unplug, play, get outside, and be themselves.

### MINI CAMP

This two-night program allows campers to get a taste of Overnight Camp activities while making new friends, without the commitment of being away from home for the entire week. You also get two days of Day Camp at the beginning of the week at no extra cost.

### CROSSOVER LEADERSHIP PROGRAM (CLP)

Campers ages 15-17 can apply to be a part of our leadership program. This two-week program provides an opportunity to learn about what it takes to be a exceptional leader. Crossover campers need to be prepared to work hard and have fun. CLP campers will also have the opportunity to participate in some traditional camp activities. Crossover campers will stay at camp between sessions.



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## TRADITIONAL OVERNIGHT CAMP DIVISIONS

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Campers are assigned to divisions by age. The age breakdowns are subject to change. Cabin requests within age groups are honored whenever possible. However, we reserve the right to break up large cabin requests.

### PATHFINDER

- Ages 6 - 8

### TRAILBLAZER

- Ages 8 - 10

### FUSION

- Ages 10 - 12

### CHALLENGER

- Ages 12 - 14

### HIGHLANDER

- Ages 14 - 16

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## STAFF

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The Y strives to make each child's day a magical experience; exploring, discovering, create new friendships, and trying new programs along with the traditional favorites. Each of our camp staff is carefully chosen to be positive role models and caring individuals. All staff are subject to a criminal background check, drug testing, and reference checks. At Camp Twin Lakes, our employees are CPR and First Aid certified and required to attend a week-and-a-half-long training, which includes topics such as leadership skills, positive discipline, creating excitement, learning new games, safety, Child Abuse Prevention training, as well as many others. Our staff is the key to success and to your child's happiness.



# CAMP OVERVIEW

## PREPARING FOR CAMP

Going off to overnight camp is a very exciting time for campers and their adults. It's very natural for there to be a bit anxious about adopting new routines, trying new activities, and meeting new friends. Our staff are experts at helping campers feel comfortable and connect with others. The best way to minimize that "first-day anxiety" is to familiarize yourself and your camper about our camp schedule and activities. The more they know, the more comfortable they'll feel. Also, review our packing list to ensure your camper has everything they need for a great week.

### WHAT TO PACK

- Sleeping bag, pillow, and sleep wear
- Underwear, socks, pants, and short for the week
- 2 pairs of shoes (suitable for lots of walking)
  - Closed-toe shoes (Crocs are not suitable for climbing)
- Light jacket or sweatshirt
- 2 bathing suits and towels for swimming
- Necessary toiletries like toothbrush and toothpaste
- Hair care products, soaps, washcloth, towel, laundry bag, shower shoes
- Reusable water bottle, sunscreen, hat, and lip balm
- Disposable camera, notepad, and self-addressed envelopes

We suggest bringing old clothes to camp. Since we spend almost all day outdoors, clothes will get dirty. We would hate to see a new shirt ruined by tie-dye. Additionally, we recommend labeling all items with the camper's first and last name in case they get lost.

## TRADING POST

In years past, Overnight Campers have needed money in their Trading Post account in order to purchase items from the Trading Post. However this year, campers can get a snack and drink at no additional cost when they visit the Trading Post.



## CABIN LIFE

While campers spend most of their days participating in activities outside, they will have plenty of time to relax in the cabin and connect with their cabin mates. Aside from their rest hour, campers usually spend their cabin time playing games, making crafts, or just talking. This time is great for campers to form the close bonds that make camp special. Each cabin runs a little different depending on camper's age, behavior, interests, and energy levels.

## MISSING HOME

Feeling nervous and missing home is natural for many children when they are away at overnight camp. These feelings usually pass in a day or two, but know that our staff is always here to help. We keep campers engaged in activities to help them focus on camp life. During downtime, when homesickness may be more prominent, we encourage kids to write letters home to alleviate some of those feelings. The American Camp Association has more resources for parents about homesickness in the media section of their website.

If your camper has serious difficulty adjusting to camp, we will give you a call to inform you about the situation and seek advice on the best way to help your camper adjust.

## PARENT/GUARDIAN COMMUNICATION

A welcome email is sent out prior to your camp session. It will include information about check-in and any other general updates.

During camp, we take tons of photos. We upload those pictures daily so you can check in with your campers. For Summer 2024, we will be using a new platform for photo sharing called Bunk1, and we encourage all families to download the app.

There is both free version (photo viewing) and a paid version (facial recognition and the ability to send one-way emails). Click on the Bunk1 logo below to learn more about Bunk1.



If, during the week, you need to contact us, email is the best option. Since we are usually out around camp, we may not always be available to take a phone call. However, the camp office is here to assist. Please call 512-250-9622 x6 or 512-615-7427.

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## LOST & FOUND

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Camp is a busy place, and sometimes things get lost. We do our best to locate any missing items during the week; however, sometimes things do not show up until later. In those instances, camp is happy to mail important items back to you or schedule a time for you to pick them up.

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## SAFETY

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### CAMPER SAFETY

We take every safety precaution into consideration when planning and conducting our activities. Staff have gone through extensive training so that we can avoid accidents, injury, and dangerous situations. In addition to having a Camp Medic on-site daily, all of our staff is first aid and CPR certified. Emergency services are only minutes from camp should the need arise. All of our policies, procedures, and rules are developed with the safety in mind.

Being an Outdoor Camp, we plan to run activities rain or shine as long as it is safe to do so. We continually monitor the weather conditions, including heat index, rain, and storms, to properly adjust programs for safety purposes. When weather alters the camp schedule, your camper may miss out on an activity.

### SITE SAFETY

Camp staff are identified with a name badge and/or staff shirt. All visitors are required to check in or be escorted by a camp staff member. When the park closes at night, staff patrol the site and close all gates. We receive regular visits from Cedar Park Police who routinely patrol the area. Each camp practices emergency action plans with staff and campers. Parents are notified any time a camper must visit the doctor or stays in the Medic Station overnight.

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## VISITORS

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Any visits during the week are not recommended as they can be very distracting, especially for younger campers. If your camper is a part of a weekend bridge program, you're welcome to come visit before Sunday check-in.

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## POLICIES FOR PROTECTION

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### HEALTH CHECKS

All campers will be checked the first day of camp for lice, athlete's foot, and any other medical conditions that may affect the camp community. Campers will be turned away if any communicable conditions exist. Additionally, all campers must have a physical examination within 12 months prior to attending camp.

## MEDICINE

Any medication to be administered to your child during their stay must:

- Be given to the Camp Health Officer/Medic by the parent or guardian during Sunday drop-off.
- Be in the original container, labeled with the child's name, date, directions and the physician's name.
- Be entered into your CampDoc health profile with the time and dosage medication is to be given.
- Have a medical authorization form signed by parent/guardian in order to administer medication.

Medications will be given back to you when you check out your child.

### ILLNESS & ACCIDENT

If an accident or serious illness should occur during program hours, the Camp Health Officer/Medic or Camp Director will notify the parents/guardians at once. In the event your child needs medical treatment and/or prescriptions, the family's insurance will be billed.

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## WEEKEND BRIDGE NIGHT

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If an accident or serious illness should occur during program hours, the Camp Health Officer/Medic or Camp Director will notify the parents/guardians at once. In the event your child needs medical treatment and/or prescriptions, the family's insurance will be billed.



# TRADITIONAL OVERNIGHT

## ARRIVALS & DEPARTURES

Prior to your arrival, you will receive a short video from their counselors introducing themselves and going over some important information for the week.

### CHECK-IN

- Campers should check-in between 1:00- 3:00pm on Sunday
- Use the back entrance of camp from 183 (1902 South Bell Blvd)

### CHECK-OUT

- Campers should be picked up between 9-11am on Saturday
- Please bring a photo ID as it is required to check out your camper
- Only authorized individuals are allowed to check out a camper. You can let us know at any point if you need to add an individual as an authorized pick up

If you are going to check-in or out outside of the scheduled times, please let us know in advance or send an email notifying us so that we have time to accommodate.

## TYPICAL OVERNIGHT SCHEDULE

7:00-7:30am	Rise & Shine
7:45-8:00am	Morning Circle
8:00-9:00am	Breakfast
9:00am-11:30am	Morning Activities
12:00-1:45pm	Lunch & Rest Hour
1:45-5:15pm	Afternoon Activities
5:30-6:30pm	Dinner
6:30-9:00pm	Evening Activity
9:00-10:00pm	Showers & Cabin Chats
10:00pm	Lights Out

## YOUR CAMPER

Going off to Summer Camp is a very exciting time for campers and their families. It's very natural for both families and children to be a bit anxious about adopting new daily routines, activities, and meeting new friends. We want to familiarize you and your camper with our procedures to minimize first day anxiety. YMCA Camp Twin Lakes has well-trained staff that are experts at helping campers make friends and feel welcome while at camp

## KONA ICE

Campers will have the option to enjoy Kona Ice on Fridays. This is provided at no additional cost to any camper.

## PACKING REMINDERS

- Use the "less is more" theory.
- Dress appropriately for the weather; the camp day continues rain or shine!
- Send play clothes that are okay to get dirty.
- Label everything with the camper's first and last name.
- Do not send any valuables to camp.
- Campers should bring a water bottle or hydration pack.
- Bring a backpack for all items.
- Ensure that the camper's First and last name is on all items.



## WHAT NOT TO BRING

Camp is a natural setting, and items like iPads, electronic games, Nintendo Switches, and cell phones do not fit into this environment. Please leave these items at home. Additionally, firearms, knives, fireworks, matches, lighters, vape products and tobacco products are prohibited. While the YMCA is not responsible for lost or stolen items, we will do our best to ensure that your camper remains connected to the belongings they bring to camp.

## APPROPRIATE DRESS

The camp dress code (top, bottom, and closed-toe shoes) gives flexibility for hot summer fun but should also be functional and comfortable when climbing, running, lifting, bending, and playing. Swim clothes are required for the pool and lakefront. We have a NO flip-flops policy due to the terrain. Clothing that portrays inappropriate behavior, violence, drugs, logos, or offensive language is also prohibited. Crocs are **not** appropriate for most camp activities excluding pool or lakefront.



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## CAMP INFORMATION

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### ADDRESS

CAMPER NAME - OVERNIGHT CAMP  
204 East Little Elm Trail  
Cedar Park, TX 78613

### PHONE

(512) 615-7427  
(512) 615- 7436 After Hours

### EMAIL

[rwacker@ymcactx.org](mailto:rwacker@ymcactx.org)

### WEBSITE

[www.ymcactx.org](http://www.ymcactx.org)

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## MINI CAMP (JUNE 5-7)

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### CHECK-IN

Mini Camp follows the Day Camp check-in procedures. On the first day of Overnight Mini Camp (**Wednesday, June 5th**), drop your camper with all their overnight stay luggage at their Day Camp unit. Overnight Staff will collect all of our Mini Campers at the end of Day Camp Check-in.

### CHECK OUT

Check-out will follow the same procedures as Traditional Overnight, but will be on Friday, June 7th, from 4:15-6:00pm. On Monday and Tuesday, lunch will be provided by camp, and families will follow all of the Day Camp check-out procedures.



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## BEHAVIOR AT CAMP

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### POSITIVE BEHAVIOR MANAGEMENT

It is our goal for counselors, children and parents to work together toward cooperative behavior and a cohesive atmosphere. Staff will always notify parents of emerging difficulties and ask for assistance in behavior management.

### CAMPER BEHAVIOR & CAMP CULTURE

Camp often requires an adjustment period in which our cabin groups and larger camp community learn how to get along with others, learn what is acceptable (behavior, language, physical action and attitudes) and what is not, and to learn appropriate communication techniques. To facilitate this process, camp staff spend time having campers set "cabin expectations" so they can discuss behaviors and attitudes that will create a successful week. These expectations usually include things like: respecting private property, no bad language, don't gossip, no hitting, etc. Various age groups will define them differently but all will come under building an atmosphere promoting respect, responsibility, honesty and caring.

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## HEAT POLICIES

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We take the heat very seriously at YMCA Camp Twin Lakes. Our medic staff monitors the heat index daily. We use a colored flag system to indicate the heat index.

### FLAG SYSTEM COLOR CODES

#### 1. GREEN

Alert Level: **LOW** - Good conditions

#### 2. YELLOW

Alert Level: **MODERATE** - Less than ideal conditions

#### 3. RED

Alert Level: **HIGH** - Potentially dangerous conditions

#### 4. BLACK

Alert Level: **EXTREME** - Event canceled, extreme & dangerous conditions

Each color indicates a variation of activity that is balanced by shade and water. When we reach **BLACK FLAG**, campers go to a wet/water activity or indoors for other activities.

All unit base areas are equipped with water coolers that are filled routinely throughout the camp day.

# Overnight Camp

## Policies & Procedures





## CHECK-IN (1-3PM on Sundays)

### Before Camp

- Prior to check-in, families will receive a welcome email.
- Families should have medication, mail, and luggage accessible for staff to retrieve from vehicles.
- Adults will be informed that their camper will undergo a lice check by trained staff. Camp Medics and Directors will be available throughout the entire check-in process. If campers are not feeling well or showing any illness symptoms, they will be advised to stay home.

### Procedures

- Camp Counselor Greeter: Greets and directs families. Adults are reminded to stay in their vehicle for the duration of Check-In, unless turning in medication.
- Counselor Greeting: Holds full roster of campers and directs families to designated parking spots. Overnight Camp Families will be directed to park in front of Cabin 5.
- Counselors with Rosters will initiate the check-in process once a vehicle is parked.

### Staff members will have the following tasks at each vehicle:

1. Lice Check
  - a. Campers will step out of the car and receive a lice check from staff. If lice is suspected, the medic will be called over to recheck. If confirmed, the medic will inform the family. Campers cannot stay at camp until they have received lice treatment. To return to camp, campers must be cleared of lice and rechecked by a medic.
2. If the camper's lice check is clear, staff will remove luggage and camper mail from car, tag with camper's name and cabin number, and take to luggage carts.
3. If campers have medication, they will be directed to the medication table.

### Medicine Check- In:

1. Medics or check-in staff will receive medication from parents, review dosage and instructions, and complete all required forms.
2. At the medication table, the Medic and parents can have one-on-one conversations.
  - If a parent needs to speak with the Director, the staff member checking in the camper will radio for the Director.
  - Once the vehicle check-in has been completed, campers will proceed to their cabin.
  - Parents then drive out of the parking lot, completing the check-in process.







## CHECK-OUT (9-11AM on Saturdays)

- At check-in, families will receive information about how check-out will work, including times and a reminder to bring Photo ID.
- Families will be directed to park in front of Cabin 5. Once parked, a staff member will begin the check-out process.

### Luggage

- Campers will have their luggage fully packed and placed on the porch immediately following breakfast.
- When called by check-out team, the camper will grab their luggage and proceed to their car. A staff member will be available to assist with luggage if needed.

### Medic

- The medic will have organized any medications to be returned to campers by name and cabin number on Friday evening.
- When called, medic/director will deliver medication to the vehicle.

**Just a Reminder – Please stay in your car during check-in and check-out. Thank you.**





#### **MISSION STATEMENT**

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

#### **FOCUS**

For Youth Development, For Healthy Living, For Social Responsibility

#### **CORE VALUES**

Caring, Honesty, Respect, Responsibility