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2022

SUMMIT AREA YMCA | SUMMER CAMP

SOP ACCESS CARDS FOR CAMP

MEMBERSHIP		
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SOP Purpose: Access Cards for Camp

Applicability: Member Service Staff, Camp Director, Camp Administrator at CBO

All authorized pick-ups should be in Daxko on an Access Membership

If they do not have a card and are in Daxko as an Access member:

- Find person's Access Account
- ID, Raptor, update birthdate, take picture for the account
- Must sign waiver: www.thesay.org/waiver
- Issue the access card. Expiration date should be 8/26/2022.

If the person is not in Daxko or is not set up with an Access Membership:

- If the person will continuously be picking up, contact Deb Grassier at 3216 or Kelly McHugh at 2027 during business hours for the new person to be added to the camper's authorized pick-ups. Do not issue a card without confirmation from Deb or Kelly.
- If they are not available or if it is a one-time pick up, do not issue a card. Instead, have them sign into the building and raptor them. (This only allows them into the building – camp will confirm that this pick-up is allowed.)

Issue Date:	7/30/2019	Version Number:	1
Version Effective Date:		Author:	Daniela
Approved By:		Last Edited By:	Daniela V. on 4/19/22