

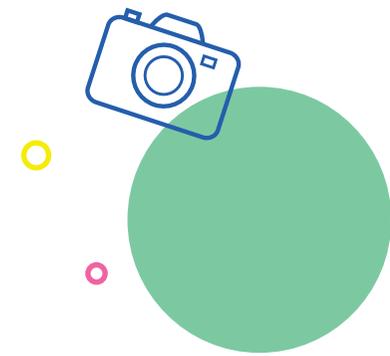
# PARENT GUIDE SUMMER CAMP 2021



**DISCOVERY WORLD**  
science + technology center

# Welcome to Summer Camp at Discovery World!

We are excited to see you this summer! Please review all information in this packet prior to camp start in order to have the best Summer Camp experience possible.



## EXTENDED CARE

We offer extended, supervised care on a pre-registration basis. Our camp day begins at 9:30 AM and ends at 4:15 PM Monday-Thursday, and 3:30 PM on Friday.

AM Care Session: Tues-Fri 8:00 AM – 9:10 AM \$10 per session	PM Care Session: Mon-Thurs 4:45 PM-5:30 PM \$5 per session	PM Care Session: Friday 4:00 PM-5:30 PM \$5 per session
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Pre-registration is required. All extended care must be reserved 24 hours in advance of the camp day. Late registrations will not be accepted. There will be a \$20 fee per day for any child who participates in extended care but is not preregistered, in addition to the \$10 AM or \$5 PM fee.

Parents/Guardians must remain in their vehicles for all pick-up and drop-off procedures. Any camper who arrives before 9:10 AM Tuesday-Friday or is picked up after 4:45 PM Monday-Thursday, or after 4:00 PM on Friday, will need to register in advance for extended care. All pick-ups must be completed before 5:30 PM. Campers picked up after 5:30 PM will be charged an additional \$5 for every 5 minutes.

For tax information: The federal ID is 391691578

## MORNING DROP-OFF

Extended Care begins at 8:00 AM and requires pre-registration. Standard check-in begins at 9:10 AM. Drop-off for summer camp will be no-contact at the curbside on the north side of Discovery World. Follow signs for Summer Camp Drop-Off. Please remain in your vehicle and wait for a Discovery World Summer Camp Staff Member to come to you. **Do not drop off your camper until you have been checked in by Discovery World Staff.**

## PICK-UP PROCEDURE

Families will be provided with a map and directions for how to pick up their camper. Pick-up begins at 4:15PM Monday-Thursday, 3:30PM Friday. Discovery World will provide a form for you to write your child's name and place in the window with your photo ID for contactless pick-up. Please note that we cannot accommodate early pick-ups between 3:45PM and 4:15PM, Monday-Thursday and 3:00PM-3:30PM on Friday. Any parent/guardian arriving after 3:45PM will be asked to wait until checkout begins at 4:15PM.

Any adult picking up a child will need to be listed on that child's authorized pick-up list at the time of registration or you must call the Camp Manager at [414-274-4226](tel:414-274-4226) to add that individual to the authorized pick-up list. Any adult picking up a child must show ID at the time of pick-up.



## CANCELLATION POLICY

If you wish to cancel your camp reservation, you must contact the Reservations Department at 414.765.8625 at least three (3) weeks prior to the start of the scheduled camp. Cancellations made at least three (3) weeks prior to the start of the scheduled camp will receive a refund, minus a \$75 cancellation fee. Cancellations made after the three-week deadline will not receive a refund. Please note that camps are sold as a package and no prorated refund can be given for days your camper does not attend. Cancellations made within three (3) weeks of the camp start date will not receive a refund.

In the event that the child or household member does not meet the health requirements in the Discovery World COVID-19 policy, a refund will be given for days missed.

A camp may be canceled if it does not meet the minimum attendance threshold. In the event that fewer campers register than is required for a camp to take place, Discovery World will notify parents/guardians at least two weeks before the camp's start date. In this case, your child can either switch to an alternate camp for no additional fee (pending space availability) or receive a full refund.

## RESCHEDULING

If you wish to reschedule your Summer Camp reservation for a different week or a different camp, you must notify the Reservations Department at 414.765.8625 at least three weeks prior to the start of the scheduled camp. Rescheduling requests made at least three weeks prior to the start of the scheduled camp will be granted, but will incur a \$25 rescheduling fee for each time rescheduled and for each camp rescheduled. Rescheduling requests made after the three week deadline will not be granted. All rescheduling requests are subject to availability.

Discovery World reserves the right to remove any child from camp if his/her behavior is overly disruptive, inappropriate, creates a safety hazard, or is in violation of the COVID-19 Policy. In such cases, the child will be immediately removed from camp and asked not to return possibly for the remainder of the camp and/or the remainder of the summer. In these cases, no refunds will be given.

## COVID-19 OPERATING PLAN AND REFUND POLICY

Discovery World's Summer Camp Operating Plan is based on guidance from public health officials, recommendations from the Centers for Disease Control and Prevention, and the American Camp Association. Please review these policies in full prior to making your reservation. For the safety of all campers and staff, all camp participants and families are required to adhere to the COVID-19 policies. At the time of reservation, you will be required to agree to the COVID-19 operating and refund policies. Violation of any of the COVID-19 operating procedures may result in removal from camp. Please note that the COVID-19 Operating Plan may change at any time based on regulations and recommendations from public health officials. Any change to the Discovery World COVID-19 Operating Plan will be communicated with registered camp families via email and posted to the Discovery World website.

The full COVID-19 Operating Plan is available on our website at [www.discoveryworld.org/summercamp](http://www.discoveryworld.org/summercamp).

## Operating Plan Highlights

- All campers, staff, guests, and visitors must wear a mask or face covering.
- All campers and staff must complete a daily health screening prior to arrival at Discovery World, including a check-list of symptoms and potential COVID-19 exposure. Any camper, staff, or visitor who does not meet the requirements in the COVID-19 health screening will be required to stay home. In this instance, a refund will be given for days missed.
- Capacity restrictions are in place throughout the museum and in each classroom.
- Discovery World will offer increased cleaning throughout the building and provide access to hand sanitizer and handwashing stations.
- Campers will be asked to physically distance during the camp day. This may mean staying at their own desk/workstation, distanced seating at lunch, and playing non-contact games at recess times.
- Drop-off and pick-up procedures have been modified to be no-contact.

## WHAT TO BRING

- A lunch each day. Campers are not permitted to purchase lunch at the DK Express café or visit vending machines. A pre-packaged afternoon snack is provided by Discovery World for all campers. A morning snack is provided by Discovery World for 1<sup>st</sup>-3<sup>rd</sup> Grade campers.
- Closed-toed, comfortable shoes. Campers will be moving around frequently. Sneakers are the best choice.
- A reusable water bottle labeled with the camper's name. Please note that water fountains are not available. Bottled water will also be provided for campers.
- Sunscreen/hat. Some camps leave the premises and/or spend a large portion of the day outdoors. Please note that Discovery World does not provide sunscreen and staff cannot assist campers in application.
- Label ALL items with your camper's name.

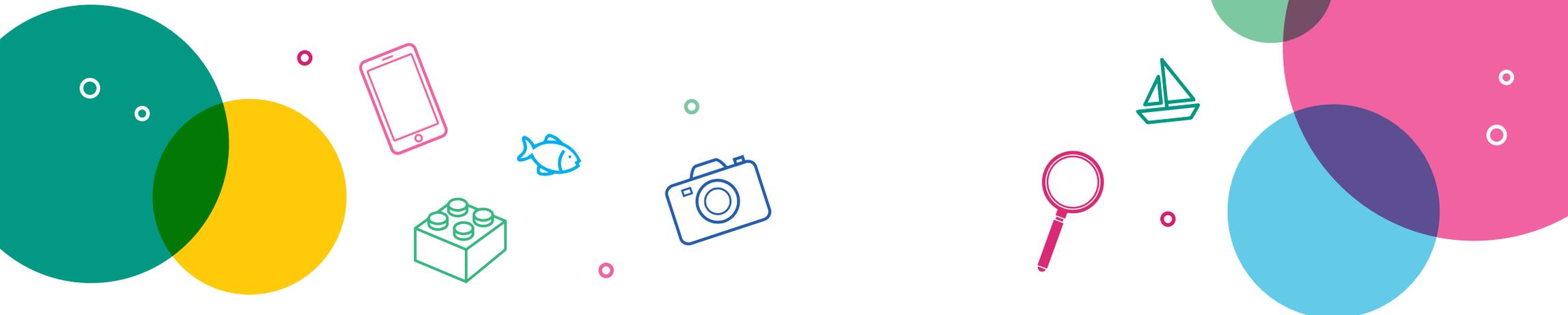
## WHAT TO LEAVE AT HOME

Discovery World makes every reasonable attempt to safeguard our campers' possessions. However, we suggest that each camper leaves the following personal items at home:

- Valuable items
- Phones
- Electronic devices (iPods, tablets, Gameboys, etc.)

Texting, cell phone use, and games distract campers from being part of the camp community. Camp staff reserve the right to hold any phone or electronic device in a secure location until the end of the camp day.

In the event that you need to contact your child, please call [414-274-4226](tel:414-274-4226) or [414-765-9966](tel:414-765-9966) and ask for camp staff to be contacted.



# FREQUENTLY ASKED QUESTIONS

## What are the hours of summer camp?

Discovery World summer camp begins at 9:30 AM and ends at 4:15 PM Monday-Thursday, but ends at 3:30 PM on Friday. Morning drop-off is from 9:10-9:30 AM and afternoon pick-up is from 4:15-4:45 PM Monday-Thursday, and 3:30-4:00 PM on Friday. Extended Care is available on a pre-registration basis for children who need to arrive prior to 9:10 AM or get picked up after 4:45 PM (Monday-Thursday), or after 4:00 PM (Friday). Please see the Extended Care policy on page 4 for more information.

## Can I register my child for a camp outside of their grade level?

No. We strictly enforce age requirements. Your child must be the correct age or entering the correct grade level of the camp.

## Will my child go on any field trips?

In registering your child for camp, you grant permission for your camper to explore the museum, the outdoor area east of Discovery World, and Lakeshore State Park, located next to Discovery World. Any other, additional off-site field trips and in-person guest speakers have currently been removed from camp curriculum. Virtual field trips and guest speakers may still be integrated into camps. Field trip safety will continue to be reassessed based on recommendations from public health officials. Parents/guardians will be notified if their camp has a field trip opportunity.

## Does my child need to wear a mask or face covering?

Yes. All campers, staff, and visitors must wear a mask or face covering at all times. Not wearing a mask or face covering may result in removal from camp. Please note that campers will not wear masks while in their individual boats during the Learn to Sail camp due to the water safety hazard.

## Will my child explore the museum during camp?

Discovery World campers will be focused on learning about the topic they've signed up for each week in their private classroom. If there is a connection to the camp topic in the exhibits and/or extra time in the day, campers will explore the museum.

## What if I need to cancel or change my summer camp reservation?

Changes to summer camp reservations can be made up to three (3) weeks in advance of the camp start. You can view the Discovery World reservation policy on page 3 of this brochure. Please note changes to your camp reservation may incur a \$25 rescheduling fee or a \$75 cancellation fee. If you are unable to meet the health requirements in the COVID-19 policy, you may receive a refund.

## Is my child permitted to bring a cell phone or other electronic device to camp?

To avoid devices becoming a distraction, we ask that all cell phones and electronic devices be turned off and stored away during camp hours, including lunch and recess times. If a camper is using an electronic device during camp hours, a Summer Camp staff member will hold on to the device until the end of the day. Campers who bring devices may choose to have their device safely secured in our electronics lock box during the camp day by speaking with a Summer Camp staff member.

## What if I need to drop off my child late or pick up my child early from camp?

We understand that your family has a busy schedule. We ask that you notify the Summer Camp staff by phone, email, or in person of the change in timing. When you drop your child off late, please accompany your child into the building and wait with them until they get checked in.

### *Please note:*

We are unable to accommodate any pick-ups between 3:45-4:15 PM (Mon-Thur) or between 3:00-3:30 PM (Fri). If you wish to pick up your child in the afternoon, you must do so by 3:45 PM (Mon-Thur) or by 3:00 PM (Fri). Otherwise you must wait until the check-out procedure begins at 4:15 PM (Mon-Thur) or 3:30 PM (Fri).

