



Hands-on History Parent Information and Policies Packet | 2018

Welcome to Golden History Museum & Park's Hands-on History Day Camp! This is all of the information you need to know for camp. Please read carefully before registering.

Items to Bring

- Morning and/or afternoon snack
- Water bottle – at least 16 ounces
- Full day campers must bring a sack lunch (refrigerators and microwaves are *not* available)
- Half day campers can bring a sack lunch, if they choose to eat lunch on-site
- Backpack or bag to carry lunch, water bottle, etc.
- Closed-toed, comfortable shoes for walking
- Sun block & hat
- A sweatshirt, fleece, or rain jacket in case of inclement weather
- *Note: Any medication that is required should be taken before or after the program or administered by campers or a parent during the program. Emergency medication must be carried by and administered by child unless previously arranged with camp administration.*

Camp Structure

Campers participate in either full-day or half-day sessions. There are two different themes each week, one each in the morning and afternoon sessions. Age groups are divided into 6–8 and 9–11 year olds. There will be an average ratio of one teacher for every ten students or less.

Location

HOH's "home base" will be inside the historic Reynolds Cabin in the Golden History Park near the corner of 11th and Illinois Streets in downtown Golden.

For activities, campers and instructors may also travel throughout downtown Golden and Golden History Museum & Park's locations. Parents and guardians give permission for campers to travel for field trips on foot. All field trips are within a few blocks of GHM&P facilities.

Drop-off and pick-up times

- Morning drop-off: Between 8:30 and 9:00
- Afternoon drop off/pick up and lunch break: Between 12:00 and 1:00
 - Full-day campers will eat the lunch they brought from home.
 - Half-day campers will be picked up or dropped off by parents during this time range. Half day campers are welcome to eat lunch during this time, while they are waiting to be picked-up, or after they are dropped off.
 - Lunch is supervised by camp instructors
- Evening pick-up: Between 4:00 and 4:30

Drop-off and pick-up will be at the Reynolds Cabin, located at the corner of 11th and Illinois Streets in Golden.

Please pick up your child(ren) promptly. You can pick up your child anytime during this range of time. If you are dropping off or picking up a child during any time other than those defined above, please contact camp administrator in advance, as campers may not be at this location.

Policies

In order to register for Hands-on History Summer Camp, parents or legal guardians are required to thoroughly read and agree to all of the below policies. Any questions or modifications must be submitted to the camp administrator, Annika Firn, via email at education@goldenhistory.org prior to registration.

Sign-in and Sign-out

A parent or guardian is required to sign-in and sign-out your child every day unless designated during registration. Parent/legal guardian may designate additional adult individuals to pick-up or drop-off child. These individuals may be required to present identification to staff.

Parent/legal guardian may also designate that a child is allowed to sign themselves in or out from camp, allowing their child to be dismissed without a parent or guardian present. If this option is designated during the registration process, then parent/legal guardian agrees that Golden History Museum & Park and employees will not be responsible for the welfare of their child before camp and once released to go home.

Emergency Authorization

In the case of an emergency, Golden History Museum & Park staff will make every effort to contact the parents or designated emergency contact (submitted on registration). If these contacts cannot be reached, Golden History Museum & Park will obtain emergency medical treatment for camper. Parent/legal guardian will be responsible for medical expenses incurred.

Behavior Issues Policy

Golden History Museum & Park wishes to protect the safety and welfare of all Hands-on History participants. In order to maintain a safe and fun environment our camp staff may implement various techniques to manage occasional misbehavior. For example, a time out may be used to allow time for a child to regain his/her composure or he/she may lose the privilege to participate in an activity. Depending on the severity of the negative behavior, parents may be asked to pick-up their child early from camp, but only after the issue has been discussed with the Camp Administrator.

If a camp instructor documents extreme or recurring negative behavior that is considered to be endangering to other participants or excessively disruptive to the operations of the camp, the Camp Administrator will meet with the parent(s)/guardian(s) to discuss the behavior issues and the child may have to leave camp. Golden History Museum & Park reserves the right to remove students who do not adhere to our behavior policy. In this instance no refund will be given.

Negative behavior includes, but is not limited to:

- Uncooperative or violent behavior
- Not listening to camp staff
- Not respecting the rights of others
- Repeatedly running away from the camp staff or volunteers
- Theft or vandalism

Photography Policy

During the course of camp, we may take photographs of campers participating in activities. We use these pictures to help secure grants and to advertise Golden History Museum & Park to families.

This is to inform you that Golden History Museum & Park (GHM&P) has the irrevocable and unrestricted right and permission to copyright – in their own name and otherwise – and use, re-use, publish and re-publish photographic images taken during Hands-on History Summer Camp. Your child may be included in part or in whole in any and all media now and hereafter for illustration, promotion, art, editorial, trade, web-site, advertising or any other purpose deemed appropriate by GHM without compensation.

Refund/Cancellation Policy

10% of the registration fee is a non-refundable deposit. Withdrawals or transfers must occur at least two weeks prior to the start of camp session in order to receive remaining refund. No refund will be given if a cancellation is made within two weeks prior to start of session. If for any reason Golden History Museum & Park cancels a camp session, campers will receive a full refund or the opportunity to transfer to another session, if space is available.

Release of Liability

Parent/legal guardian approves and gives permission for child to participate in all activities as part of Hands-on History Summer Camp. Parent/legal guardian acknowledges that the activities carried on during camp carry certain risks for the participant. Parent/legal guardian has independently reviewed and evaluated the risks and determined to allow participation in the classes and programs with full knowledge and acceptance of the risk. Parent/legal guardian, to the extent permitted by law, and on behalf of him/herself, his/her dependents or wards, heirs, executors, administrators and assigns agrees to and hereby releases and forever discharge the City of Golden, Golden History Museum & Park, and their officers, employees, agents and volunteers from any and all liability for damages, loss or personal injury arising out of or related to registrant’s participation in youth programs.

Camp Administrator contact information

Annika Firm
Golden History Museum & Park
Email (*preferred contact method*) education@goldenhistory.org
(front desk) 303-278-3557
(direct) 303-277-8723

