



Hands-on History Parent Information and Policies Packet | 2020

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 and after registration.

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 a parent or the camper 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. 9-12 year olds participating in Silent Stars attend full-day sessions. There will be an average ratio of one teacher for every twelve students or less.

Location

HOH's "home base" will be at the **Golden History Museum (923 10th St, Golden, CO 80401)**. Campers will be dropped off and picked up at the museum but the majority of activities will take place at the Golden History Park (1020 11th St, Golden, CO 80401).

For activities, campers and instructors may also travel throughout downtown Golden and Golden History Museum & Park's (GHM&P) 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 AM and 9:00 AM
- Afternoon drop-off/pick-up and lunch break: Between 12:00 PM and 1:00 PM
 - 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 PM and 4:30 PM

Drop-off and pick-up will be at Golden History Museum (923 10th St, Golden, CO 80401).

Please pick up your child(ren) promptly. You can pick up your child anytime during the specified ranges of time. If you are dropping off or picking up a child during any time other than those defined above, please contact the 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.

A 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 the 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.

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

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.

Camp Administrator Contact Information

Annika Firn, Student & Family Programs Coordinator | 303-277-8717 (direct)

Grace Brown, Education Assistant | 303-277-8723 (direct)

Golden History Museum & Park, 923 10th St, Golden, CO 80401

Email (*preferred contact method*) education@goldenhistory.org

303-278-3557 (front desk)