



Hands-on History Parent Information and Policies Packet | 2021

Welcome to Golden History Museum & Park's Hands-on History Day Camp! During the continued COVID-19 pandemic, we are trying our best to provide camp care for our families and community. Camp is going to look different. Below are some of the ways we will do our best to keep everyone safe, healthy and happy day by day. We are following CDC, Jefferson County Public Health Department, and local and state guidelines. Below is the information you will need to know before you come to camp.

Required Items - The museum is not able to supply these items for campers

- Morning and afternoon snack
- Water bottle – at least 16 ounces
- Sack lunch (refrigerators and microwaves are *not* available)
- Backpack or bag to carry lunch, water bottle, etc.
- Closed-toed, comfortable shoes for walking
- Sun screen & hat (instructors will not be able to help campers apply sun screen, so please make sure your camper is able to do this on their own)
- A sweatshirt, fleece, or rain jacket in case of inclement weather
- Face mask that covers mouth and nose; if a camper does not have a face covering, we reserve the right to refuse him/her for the day
- *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.*

COVID-19 Procedures:

- Camp structure:
 - Groups are limited to 10 campers.
 - The camp instructor, teen volunteer and museum staff member with each cohort will be the same throughout the week. There will be no mixing of the age groups.
 - Camp cohorts will be separated for drop-off, the day's activities, lunch, and pick-up (see map below).
 - No field trips around Golden – the only potential movement from the history park will be to the Golden History Museum (923 10th St, Golden, CO 80401).
 - For the safety of our campers, staff will do their best to keep the history park buildings closed to the public.
 - HOH staff will be cleaning spaces and materials before and after each day of camp.
- Drop-off and Pick-up
 - Drop-off and pick-up will be at separate locations for each age group (see map below).
 - Curbside drop-off and pick-up
 - HOH staff will approach the vehicle, perform a wellness and temperature check, and then campers will be free to join their fellow campers. We ask for your patience while we work through this process as it is one of the best ways we can ensure camper and staff safety.
 - Health screenings and temperature checks will be made each morning before campers will be allowed to enter the history park.
 - If campers have a temperature of 100.4 degrees or above, a second reading will be taken after some time in a shady spot. If the temperature remains at or above 100.4 degrees, the camper will not be permitted to attend.

- Screenings will include questions about COVID-19 related symptoms, any recent travel or potential contact with someone who has tested positive for COVID-19.
 - The best way to keep all of our campers and staff safe is to keep your child at home if they show any sign of illness! We can always move a registration to later in the summer (dependent on availability), save the registration for next summer or provide a partial refund if your camper stays home due to illness (a doctor's note must be provided.)
 - Parents, guardians and campers must wear a mask during drop-off and pick-up.
 - Hands will be washed immediately following drop-off.
- Materials
 - HOH will provide a drawstring backpack of supplies for each camper (clipboard, glue stick, pencils, etc.) These backpacks and supplies will not be shared between campers.
 - We do not recommend that campers bring personal toys with them to camp. If they need to, parents need to make it clear that it is not to be shared with others.
- Masks are required by the City of Golden for all participants and staff.
 - Parents are responsible for providing clean masks, preferably daily.
 - Masks are to stay on the child at all times, except for eating and some outdoor breaks.
 - If your child does not have a mask for camp, we have the right to refuse him/her for the day. In this case, a refund for that day will not be provided.
- Sunscreen
 - Please provide one bottle of sunscreen for your child.
 - Sunscreen will be stored in each child's zipped up backpacks preferably in a Ziploc bag with their name.
 - Camp counselors will supervise children putting on sunscreen.
 - Parent – you can help train your kids on how to put lotion/sunscreen on properly.
- Hand-washing / bathroom breaks
 - Campers and Counselors will wash hands at all transitions during our daily activities.
 - Each age group will have their own porta-potty with a hand-wash station (these will be monitored to ensure there is no public use).
 - The porta-potty company will clean the unit twice a week.
 - Soap will be distributed by a pump soap dispenser to all kids.

Thank you in advance for your patience and understanding as we navigate this situation with you and your camper(s). We are doing the best we can to ensure everyone's safety.

Camp Structure

Campers participate in full-day sessions only. There are two different themes each week, one in the morning and another in the afternoon. There is one group for 6–8 year olds and one group of 9-12 year olds in 2021. There will be an average ratio of one teacher and teen volunteer for every ten students or less.

Daily schedule:

| | 6 – 8 year olds | 9 – 12 year olds |
|-----------------|--|--|
| 8:30 – 9:30 am | Drop-off; temperature checks, health screenings, hand-washing; welcome games | Drop-off; temperature checks, health screenings, hand-washing; welcome games |
| 9:30 – 12:00 pm | Curriculum activities | Curriculum activities |
| 12:00 – 1:00 pm | Lunch | Lunch |
| 1:00 – 4:00 pm | Curriculum activities | Curriculum activities |
| 4:00 – 4:30 pm | Hand-washing; pick-up | Hand-washing; pick-up |

Location

Due to the COVID-19 pandemic, age groups will be separated (map below):

- **9-12 year olds in Silent Stars** will “home base” at the Guy Hill Schoolhouse at the east end of the Golden History Park by The Golden Hotel (1020 11th St, Golden, CO 80401). Drop-off and pick-up will take place at the **orange star** on the map below. Both drop-off and pick-up will be curbside only. Campers and grown-ups must wear masks during drop-off while health and temperature checks are conducted.
- **6-8 year-olds** will “home base” at Reynolds Cabin at the west end of the Golden History Park (1020 11th St, Golden, CO 80401). Drop-off and pick-up will take place at the **purple star** on the map below. Both drop-off and pick-up will be curbside only. Campers and grown-ups must wear masks during drop-off while health and temperature checks are conducted.

For activities, campers and instructors may also travel between the 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 (if any) for 2021 are between the Golden History Park and the Golden History Museum.

Drop-off and pick-up times (see information above and map below for specific locations)

- Morning drop-off: Between 8:30 AM and 9:00 AM
- Evening pick-up: Between 4:00 PM and 4:30 PM (same location as morning drop-off)

Campers and grown-ups must wear masks during drop-off while health and temperature checks are conducted.

The following questions will be included in the daily check:

1. Do you have any of the following?
 - Fever
 - Shortness of breath (not severe)
 - Cough
 - Chills
 - Repeated shaking with chills
 - Muscle pain
 - Headache
 - Sore throat
 - New loss of taste or smell
2. Have you or anyone in your household tested positive for COVID-19 in the past two weeks?
3. Have you or anyone in your household traveled in the previous two weeks?

Drop-off and pick-up will be at the specified locations above and in the map below.

Please pick up your child(ren) promptly 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 coordinate with camp staff in advance.



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 -out your child every day unless designated during registration for children aged 10 or older. Parent/legal guardian may designate additional adult individuals to pick-up or drop-off their child. These individuals will be required to present identification to staff.

Parent/legal guardian may also designate that a child, aged 10 or older 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.

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
- Not following necessary rules for COVID-19 safety

Refund/Cancellation Policy

Due to the current situation, we are trying to be as flexible as possible. Below is the Golden History Museum's 2021 cancellation structure:

- Regular cancellation:
If cancellation occurs within one month (four weeks) prior to the start of the registered session, a \$50 fee will be withheld from the remaining refund.
- Late cancellation:
If cancellation occurs within the two weeks prior to the start of the registered session, there will be no refund.
- GHM cancellation:
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 Administration Contact Information

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

Golden History Museum & Park, 923 10th St, Golden, CO 80401 | 303-278-3557 (main)

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