



Hands-on History Summer Camp Parent Information | 2022

Updated May 2022

Policies and Procedures

Please find important information below about our Hands-on History Summer Camp at the Golden History Museum & Park. We ask that parents/ guardian thoroughly read and agree to all of the below policies as there are some updates prior to the start of camp. **Any questions or modifications must be submitted to the camp administrator, Jesse Gagnon, via email at education@goldenhistory.org prior to registration.**

Welcome to Golden History Museum & Park's Hands-on History Day Camp! We are excited to spend the summer with your children. This is all the information you need to know for camp. Please read carefully before your child attends on the first day.

Camp Contact Information

Phone: 303.278.3557

- This is the Golden History Museum main phone line. Calling this number is the fastest way to speak with a museum staff member and to get in contact with camp.

Email: education@goldenhistory.org

- This email goes directly to both Jesse Gagnon (Camp Administrator) and Britton Taylor (Camp Lead). However, we are often away from our computers, so calling 303.278.3557 is a better option.

A Note on Covid

We recognize that impacts to programming due to the ongoing COVID-19 pandemic are fluid. The Golden History Museum & Park will always strive to provide the safest environment for our families and community. For the 2022 camp season we will follow recommendations from the CDC, Jefferson County Public Health Department, and state and local guidelines. We know that things may change at any time. We will work to make sure that parents are notified of any changes as soon as possible.

Location & Drop Off

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 daily, but most activities will take place at the Golden History Park across the creek from the museum (1020 11th St, Golden, CO 80401).

Camp Schedule & Themes

Sessions for all age groups are full-day only from 9:00am – 4:00pm. Camp sessions run Monday through Friday. There is a 15 minute drop off and pick up window for camp (8:45am-9:00am and 4:00pm-4:15pm).

Sessions	Ages 6 – 8 (Full Day 9:00am-4:00pm)	Ages 9 – 12 (Full Day 9:00am-4:00pm)
June 6 - 10	Pioneer Kids & Art Explorers	Silent Stars
June 13 - 17	Dirty Jobs & History Mystery	Frontier Explorers
June 20 - 24	Pioneer Kids & Art Explorers	Silent Stars

June 27 - July 1	Dirty Jobs & History Mystery	Frontier Explorers
No Camp July 4-8		
July 11- 15	Pioneer Kids & Art Explorers	Silent Stars
July 18 - 22	Dirty Jobs & History Mystery	Frontier Explorers
July 25 - 29	Pioneer Kids & Art Explorers	Silent Stars
August 1 - 5	Dirty Jobs & History Mystery	Frontier Explorers

What to Bring

Please make sure that your child comes to camp each day with the following items.

Please make sure all personal items are labeled.

- Water bottle – at least 16 ounces
- Morning and afternoon snack
- Sack lunch (refrigerators and microwaves are *not* available) **We have a number of children attending with allergies. We ask that you do not pack peanuts or any nuts in camper snacks or lunches.**
- Backpack to carry all personal items
- Closed-toed, comfortable shoes for walking & playing games
- Sunscreen & hat (please put sunscreen in a plastic bag and label it with your child's name)
- A sweatshirt, fleece, or rain jacket in case of inclement weather

What Not to Bring to Camp

- Personal items & toys
- Technology
- Cell phones: *We know that parents want children to have access to a phone in case of emergencies. But we ask that children keep any cell phones in their backpack so that they can take advantage of all our fun camp activities.*

Medications

Any medication that is required should be taken before or after the program or administered by a parent or the camper during the program. **Staff are not authorized to administer medication during camp.** Emergency medication must be carried by and administered by the child unless previously arranged with the camp administrator. Please make sure your child's enrollment paperwork is updated with any important medical information.

A Note on Allergies

The Golden History Museum & Park does its best to accommodate campers with allergies and **ask that campers do not bring peanut or nut products into camp.** However, we cannot guarantee total protection. Campers also participate in several food activities throughout the summer depending on camp theme. Parents will be notified about any upcoming food activities at drop-off. Please make sure that the camp administrator and staff are notified regarding any food allergies.

Beehive on Premises

There is an active beehive on-site at the Golden History Park by the chicken coop. The bees have varying levels of activity over the course of the summer and can be very active at times. **Please make sure that staff are aware of any bee allergies and their severity.**

Camp Structure

This is a full-day camp from 9:00am – 4:00pm. Each session is scheduled for Monday through Friday. There is a younger child camp option (ages 6-8) and an older child camp option (ages 9-12) each week. There is an average ratio of 1 teacher for every 12 campers or less.

Field Trips

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. Parents will be reminded of field trip weeks and days

Daily Schedule

- Morning drop-off: Between 8:45am and 9:00am (please make sure you arrive by 9:00am)
- Lunch Break 12:00pm-1:00pm (all campers will each lunch together at the same time and then play a group game, supervised by camp staff)
- Evening pick-up: Between 4:00pm and 4:15pm

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

Please pick up and drop off your child(ren) during designated times. 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 are in various locations within the Golden History Park.

Extended Care Options

- Early Drop-off (8:00am-8:45am) \$30/ week or \$10/ day*
- Extended Pick-up (4:15pm-5:00pm) \$30/ week or \$10/ day*
- Both (8:00am-8:45am & 4:15pm-5:00pm) \$50/ week

During extended care options, campers are supervised by museum staff at the Golden History Museum. There will be a variety of free play activities such as crafts and games for children to participate in. **Space is limited**, we recommend you choose these options when registering in Active. ***Fees for daily Early Drop-off or Extended Pick-up options must be paid in full on the day attended. Space is not guaranteed.**

Late Pick-up Policy

- All children must be picked up by 4:15pm unless they are signed up for Extended Pick-up.
- Any parent/ guardian that has not signed up for Extended Pick-up that arrives after 4:15pm will be charged the \$10 daily fee for Extended Pick-up per child.
- Any parent/ guardian that picks up after 5:00pm will be charged a \$15 Late Pick-up Fee per child in addition to any assessed daily fee. At this time parent/ guardians will also be contacted. If a staff member is unable to reach a parent/ guardian or emergency contact, staff will contact the non-emergency dispatch line for the City of Golden.
- All incurred fees must be paid at time of pickup.

Sign-in and Sign-out

Parents/ guardians are required to sign-in and -out their child every day on paper logs. Parent/legal guardians may designate additional adult individuals to pick-up or drop-off their child during registration. All authorized adults (including parents/ guardians) **should be prepared to show photo identification** when picking up children. This is for your child's safety.

Behavior Expectations

Golden History Museum & Park wishes to protect the safety and welfare of all Hands-on History participants.

We have three basic guidelines for behavior:

1. Keep yourself safe
2. Keep others safe
3. Keep the materials and equipment safe

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.

Strikes

If children are having a lot of trouble engaging or following direction (meaning you have used multiple attempts at verbal redirection already), we will proceed to a strike policy. Campers are given three chances to correct their behavior before being sent home early.

- First Strike Warning
- Second Strike Take a break (within program setting)
- Third Strike Parents will be called to pick up the child from camp and the child will be suspended the following registered day. No refunds will be granted.

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

- A 50% refund will be given for cancellation requests made between May 4, 2022 and two weeks prior to the start of a registered session.
- No refund will be given for cancellation requests made within the two weeks prior to the start of a registered 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 Administration Contact Information

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

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

Jesse Gagnon, Student & Family Programs Coordinator | 303-277-8717 (direct)

Britton Taylor, Education Assistant | 303-277-8723 (direct)