



Summer Camp Parent Packet | 2023
Updated December 2023

Policies and Procedures

Please find important information below about summer camp with Golden History Museum & Park. We ask that parents or legal guardians read and agree to all the below policies before registering. Any questions or modifications must be submitted to the camp administrator, Jesse Gagnon, via email at education@goldenhistory.org prior to registration. Parents/ legal guardians will receive an updated parent packet in May.

Welcome to Golden History Museum & Park’s Summer Camp program! We are excited to spend the summer with your children. This is all the information you need to know to get ready for camp. Please read carefully before registering your child.

Camp Structure

All camp sessions, except for Silent Stars, are offered in a half day format: 9:00am – 12:00pm or 1:00pm – 4:00pm. Please make sure to select a morning and afternoon session to create a full day schedule (9:00am – 4:00pm). Lunch is from 12:00pm – 1:00pm for all full day attendees. All sessions are scheduled for Monday through Friday. There are younger child camp options, ages 6-8, and older child camp options, ages 9-12, each week. There is an average ratio of 1 teacher for every 12 campers or less.

	Ages 6-8		Ages 9-12	
	9:00am – 12:00pm	1:00pm – 4:00pm	9:00am – 12:00pm	1:00pm – 4:00pm
June 5 – June 9	Pioneer Kids	Art Explorers	Silent Stars (Full Day Only)	
June 12 – June 16	Dirty Jobs	History Mystery	Frontier Explorers: Science & Engineering	Frontier Explorers: Home & Hearth
June 19 – June 23	Pioneer Kids	Art Explorers	Silent Stars (Full Day Only)	
June 26 – June 30	Dirty Jobs	History Mystery	Frontier Explorers: Science & Engineering	Frontier Explorers: Home & Hearth
Break July 3 – July 7				
July 10 – July 14	Pioneer Kids	Art Explorers	Frontier Explorers: Science & Engineering	Frontier Explorers: Home & Hearth
July 17 – July 21	Dirty Jobs	History Mystery	Silent Stars (Full Day Only)	
July 24 – July 28	Pioneer Kids	Art Explorers	Frontier Explorers: Science & Engineering	Frontier Explorers: Home & Hearth
July 31 – August 4	Dirty Jobs	History Mystery	Silent Stars (Full Day Only)	

Pricing

	Half-Day Session	Full-Day (When booking morning & afternoon sessions or Silent Stars)
Member*	\$155	\$310
Non-Member	\$180	\$360

*Member prices require a [current Household membership](#) or higher.

Location

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

Field Trips

Campers and instructors may 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.

Daily Schedule

- **Morning drop-off:** 8:45 a.m. – 9 a.m. (Campers leave the museum *promptly* at 9 a.m. to go to the History Park.)
- **Lunch break** 12 p.m. – 1 p.m. (All campers will each lunch together at the same time and then play a group game, supervised by camp staff.)
- **Pick-up for AM-only campers:** 12 p.m. – 12:15 p.m.
- **Drop-off for PM-only campers:** 12:45 p.m. – 1 p.m.
- **Evening pick-up:** 4 p.m. – 4:15 pm

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 a.m. – 8:45 a.m.) \$35/ week or \$10/ day
- **Extended Pick-up** (4:15 p.m.– 5 p.m.) \$35/ week or \$10/ day
- **Both** (8 a.m.– 8:45 a.m. & 4:15 p.m.– 5:00 p.m.) \$55/ 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.

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 program.** Emergency medication must be carried by and administered by the child unless previously arranged with the program 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 participants with allergies. However, we cannot guarantee total protection. There will occasionally be food activities as a part of program. Parents will be notified about any upcoming food activities in advance. Please make sure that 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 throughout the year. **Please make sure that staff are aware of any bee allergies and their severity.**

Sign-in and Sign-out

Parents/ guardians are required to sign-in and -out their child every day. 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 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

- All cancellation requests received before end of business day on Tuesday, May 2, 2023 will receive a full refund minus a \$50 processing fee.
- A 50% refund will be given for cancellation requests made between Wednesday, May 3, 2023 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

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

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

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

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