



Welcome to the 2018 Discovery Museum Summer Program! We're excited that you have decided to join us for one or more sessions this summer. If you have any additional questions after reading this information, please feel to contact us.

Important Phone Numbers

| | | |
|---------------|---------------------|-------------------------|
| Programs Info | Sarah Tropp-Pacelli | (203) 372-3521 ext. 114 |
| Registration | Robin Keller | (203) 372-3521 ext. 117 |

Program Schedules

| | | |
|--------------|-----------------|-------------|
| Brainiacs | Monday – Friday | 9:00 – 1:30 |
| Adventurers | Monday – Friday | 9:00 – 3:30 |
| Voyagers | Monday – Friday | 9:00 – 3:30 |
| Explorers | Monday – Friday | 9:00 – 3:30 |
| Trailblazers | Monday – Friday | 9:00 – 3:30 |

| Date | Brainiacs K & 1st | Adventurers 2nd -3rd | Voyagers 4th – 5th | Explorers 6th – 7th | Trail Blazers 7th – 9th |
|---------------------------------|--|---|---|--|--|
| June 18-22 | Can You Build It? Or Our Planet Earth | n/a | n/a | n/a | n/a |
| June 25-29 | Dinos | Dig It Up | Chef School | Awesome Animation | Roller Coaster Science |
| July 2-6 *no program July 4* | Toy Studio | Wild World | Spy Lab | Just Like Magic | Stay Focused! |
| July 9-13 | A Pirate's Life | Under the Sea | It's Sedimentary, Watson | Ocean Explorers | Extreme Exploration |

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Interactive Exhibits Full-Dome Planetarium Science on a Sphere STEM Learning Programs Challenger Center Travelling Science Learning Labs and Demos duPont Lecture Series Parties, Rentals and Corporate Events



| | | | | | |
|------------------|----------------|--------------------------|-------------------|----------------------|----------------------|
| July 16-20 | Flight School | Design Science | Superhero Science | Supervillain Academy | Invention Academy |
| July 23-27 | Kosmic Kids | Kids in Space | Space Explorers | Intro to Forensics | Senior Space Academy |
| July 30-August 3 | Let's Get Wild | Robotics 101 | Robotics 202 | Robotics 303 | n/a |
| August 6-10 | Looney Labs | Mad Scientist Laboratory | Candy Lab | Extreme Science | n/a |

Drop Off/Sign In

All Summer Programs begin when doors open at 9:00. All Program Participants (regardless of program) need to report to the cafeteria to be signed in. **They must be accompanied by a parent or guardian over the age of 18.** Sign in will begin promptly at 9:00 am. Participants who arrive late should check in at the front desk of the Museum. A counselor from their program will be called to pick up late arrivals. In order not to interrupt the activities that are taking place, we ask that no late participants be taken directly to classrooms. Unfortunately, we cannot accommodate early drop-offs.

What to Bring

- Water Bottles
- Peanut/Tree Nut Free Lunch (includes peanut butter and Uncrustables)
- Peanut/Tree Nut Free Snack (two snacks for Extended Day)
- Sunscreen/Hat

What Not to Bring

- Cell Phones
- Hand-held Electronics (iPods, Video Games, etc...)
- Personal toys/games
- **DUE TO ALLERGY CONCERNS, ITEMS CONTAINING TREE NUTS, PEANUTS AND ITEMS PROCESSED IN A PEANUT/TREE NUT FACILITY ARE NOT ALLOWED.**

The Museum is not responsible for the loss of or damage to any items participants choose to bring from home.



Allergies and Medications

Although we strive to provide a peanut-free and tree nut-free environment for all students, we cannot guarantee complete protection from cross-contamination. The Museum is open to the public and all public spaces may be subject to visitors bringing in outside food and drink. If your child has a severe allergy, please call us to discuss potential accommodations before registering.

If your child requires any kind of emergency medication (EpiPen, asthma inhaler), please provide this medication labeled with their first and last name. Program staff will collect these medications from the adult who drops off each participant daily. Please do not put medications in your child's bag.

Emergency medications will remain with dedicated staff members who will be with the children throughout the day. Medications will be returned to you at the end of each program day and must be brought back each morning.

Any other medications you wish to provide your child will not be administered during the programs day. Only emergency medications may be provided to program staff. Participants will not be permitted to administer their own medication. Should your child require other medications, a parent/guardian will need to come to the Museum and administer the medication.

Lunch/Snacks

Participants should make sure that they bring an adequate lunch from home. Vending Machines are not available for participant use. Refrigeration and microwaves are not available. Participants in our programs eat lunch in the cafeteria or at our outdoor picnic area, weather and schedule dependent. Most programs allow time for snacks. As a reminder, **no peanut or tree nut products or items are allowed.**

We are committed to providing a tree nut- and peanut-free environment for all of our students, and we ask for your support in maintaining this standard. Please remember that even if your child does not have allergies, there are other students in their classes who may.

Please note that though we operate under the honor system for this policy, **we reserve the right to remove food products known to be unsafe if they are brought out and identified during snack or lunch.** These snacks will be returned to your child at the end of the day for consumption outside of our summer programs.

Please check all ingredients and warnings on packing thoroughly; even if a food says it does not contain nuts or nut products, anything that says it "may contain" these products or is processed or manufactured on shared equipment will not be permitted.

Below, please see our list of common snacks that are not suitable for our programs:

- Nature's Valley Granola Bars
- Snyder's Pretzels

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- Ritz cracker sandwiches
- YoCrunch Yogurt with M&Ms
- Chewy Granola Bars
- Nutella
- Uncrustables

While this list contains several of our more commonly mistaken snacks, it is by no means exhaustive. We thank you for your diligence in helping us keep all of our children safe.

Extended Care

Extended Care is available for all age groups at a flat rate of \$100.00/child per 1 week session, regardless of the number of hours used. No daily discount is available. Extended care is available from 1:30 pm – 5:30pm for Brainiacs and from 3:30pm – 5:30pm for all other programs. Children participating in Extended Care will participate in games, science activities and museum exploration. Due to the limited amount of space and staffing requirements Extended Care must be booked and paid in advance.

Pick Up

In order to provide a safe environment for all our participants, **any person picking up a child from programs will be asked by program staff to show identification daily.** Only adults listed on the child's contact form with written, advance permission will be allowed to pick up that child. Changes made over the phone will not be accepted.

Brainiacs (9:00 – 1:30) – Children who are being picked up at 1:30 will be dismissed from the cafeteria. All children must be signed out by a parent or an adult who is listed on their contact sheet. Changes made over the phone will not be accepted.

All 3:30 Dismissals – All children who are being dismissed at 3:30 (regardless of program) will be dismissed from the cafeteria. In order for the process to move smoothly, parents/guardians are asked to remain in the front lobby until 3:30. All participants must be signed out by a parent or an adult who is listed on the contact sheet. Changes made over the phone will not be accepted. Students are not permitted to leave the cafeteria until the adult arrives and cannot be picked up from the parking area.

Early Dismissals - If it becomes necessary for your child to be dismissed early, please inform Sarah Tropp-Pacelli or Robin Keller in writing. When you arrive to pick your child up, inform the staff at the front desk, and program staff will deliver the student to the reception area. **Please arrive a few minutes early to allow for your child to be packed up and dismissed from class.** Due to the activity level at the end of each class, we request that early dismissals be picked up at least 30 minutes prior to the end of the program day.

Extended Care Dismissal – Children who are in extended care **CANNOT** be picked up from outside or in the general museum area. Parents and guardians who arrive prior to



5:20pm should report to the main desk and ask that their child be paged for dismissal. Regular dismissal will be at 5:30pm from the cafeteria.

Late Pick-Ups – Please contact the Museum if you are unavoidably delayed. **Children who are not picked up within 15 minutes of the end of their program will be placed in Extended Care, and a fee of \$25/child for each incidence will be assessed to be paid at time of pick up. The \$25 late pick up fee also applies to late pick up at 5:30pm as well.**

Illness

In order to provide the best possible experience to all of our program participants, we ask that sick children be kept at home. If a sick child is present during programs, the contact person on their registration form will be called to pick them up. If a student is out for 3 consecutive days of a specific session, parents **may be** offered the option of enrolling the student in another session (space permitting). A doctor's note will be required.

Refunds

Refunds will be issued (less a \$50 per program week processing fee) only if notice of cancellation is received more than 1 week in advance of first day of session. There will be a \$25 processing fee to switch sessions. Placement in alternate sessions is not guaranteed and is subject to availability.

Behavior Contract

A behavior contract must be reviewed and signed by the parent/guardian of each participant in the program. Children who are entering second grade or above are required to sign the behavior contract as well. A child cannot start the program without a signed behavior contract.

Dress Code

We ask that children wear comfortable clothing. Please remember that children will be in classrooms in the museum, and outside each day (weather permitting). Please remember that being a young scientist can be a messy job, and dress your child in clothing that can get dirty. **Open toed shoes, sandals, slides, flip-flops and Crocs are not allowed.** If your child is wearing unsafe shoes, they may be prohibited from participating in certain program activities. Participation problems due to shoe safety concerns will not be available for refund.

If you feel your child may require a change of clothes at any point during the program week, please send a labeled change of clothes with your child on the first day of their program participation. Clothing will remain in your child's bag unless it is needed.

Program participants will receive one (1) program t-shirt free of charge regardless of how many programs they are enrolled in. Shirts may be worn on any program day. In addition, **shirts must be worn on field trips, if applicable.** Due to limited availability, **shirt size is not guaranteed** for any program booked after May 15th. We will make every effort to substitute the closest available size if the requested shirt size is unavailable.

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Discovery Museum Behavior Policy

The Discovery Museum Behavior Policy needs to be signed and returned before the start of your child's program.

The Discovery Museum is committed to providing all participants in our summer programs with an educational, safe, and fun experience. The following policy outlines what behaviors are considered inappropriate at our summer program and what behavior management techniques and consequences will result from unacceptable behavior.

Please review the following information with your child:

Examples of unacceptable behavior at the Discovery Museum Summer Program include but are not limited to:

- Not following program rules or a staff member's directions, particularly safety instructions
- Disrupting programs
- Using inappropriate language (such as racial/ethnic slurs, swearing)
- Bullying and threatening
- Physical violence of any kind
- Mistreatment of property or equipment
- Stealing

We believe that all children deserve a chance to change problematic behaviors with guidance from both our staff and support from their parents/guardians at home. We utilize behavior management techniques such as time outs, behavioral contracting, and daily reports from staff, and communications with their parents/guardians.

Other behaviors, in addition to those listed above, may also be deemed inappropriate. Inappropriate behaviors, either continued or a one-time event, will be reviewed by the program director and may result in more stringent measures, including separation from the group, suspension or expulsion from the program. In the event that these more forceful actions need to be taken, no refund will be issued. Should your child be excused from one session, they will be excused from all other sessions during the summer and no refund will be issued.

Be assured that this policy will be implemented fairly with the goal of providing your child with a quality experience this summer at the Discovery Museum. Feel free to call us with any questions or concerns.

Acknowledgement of Behavior Policy

Parent/Guardian Name (please print): _____

Child's name (please print): _____

Date: _____

Parent/Guardian Signature: _____

Child's Signature (Students in Grade 2 and above): _____



Summer Program 2018 Participant Information and Release Form

This form must be completed and returned before June 1st 2018

Name of Participant _____

Date of Birth _____ Grade Entering in the Fall _____

Address _____

City _____ State _____ Zip code _____

Phone Number _____

Parent/Guardian #1 _____

Address (if diff. from above) _____

City _____ State _____ Zip code _____

Parent email: _____

Work Phone _____ Cell Phone _____

Parent/Guardian #2 _____

Address (if diff. from above) _____

City _____ State _____ Zip code _____

Work Phone _____ Cell Phone _____

Emergency Contact _____ Relationship _____

Phone Number _____ Cell Phone _____

Dr's Name _____ Phone Number _____

Allergies/Medications _____

I have received, read, and understand the following policies:

- Drop-off and pickup procedures including proof of identification and late pickup fees
- Extended Day availability and pricing
- Allergy and medication information
- Peanut-free and tree nut-free lunch and snack requirements
- Illness policy
- Refund policy
- Behavior policy
- Dress code policy

Parent signature _____ Date _____



Pick-Up Consent

I give permission for the parent/guardian(s) listed above as well as the following people to pick up my child from the Discovery Summer Program. I understand that my child will not be released to any individual not listed on this form. I understand that changes to this information cannot be made over the phone. I understand that anyone picking up my child must show identification every day.

| Name | Relationship | Phone Number |
|-------|--------------|--------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Photographic and Internet Release
Please circle one

I Do I Do Not

...give permission for my child to be photographed, videotaped and access pre-approved sites on the internet during the Summer Program. I understand that any pictures may be used in literature advertising the programming at the Discovery Museum. I also understand that children who are enrolled in certain classes must have a signed release in order to participate in these programs.

_____ _____ _____
Parent's Name Parent's Signature Date