

## 2025 Parent Information: Please Read Prior to Program Date

Welcome to Summer Camp! We are so excited to engage your child in a summer of fun, hands-on science! Here's some information to get you ready for your program.

**Belongings:** Please make sure your child's name is written clearly on any items they bring. Things do get lost and left behind - help us get your belongings back to you.

**Lunch:** Bring a lunch that does not require refrigeration or heating. We stay active, so make sure your camper has enough to eat!

**Snacks:** Snacks will be made available by Eugene Science Center to those who need them. Typical snacks are items like goldfish, fruit strips, etc. If your child has dietary restrictions/preferences, please send your child to camp with preferred snacks.

**Refillable Water Bottle:** Please bring a reusable water bottle to help stay hydrated.

**What to Wear:** Many of our activities feature crafts and art, therefore please send kids in clothes that can get messy. *Kids should also dress appropriately for the weather.* They should wear shoes that are supportive for walks in the park. We will be spending time outside each day, so please ensure campers are prepared for the weather.

**Extra Clothing:** If your child tends to get extra messy, we recommend a change of clothing (this is never a bad idea). Our staff cannot help children clean themselves if they have a bathroom accident. If the child has an accident and cannot handle cleanup, we will call you.

**Face Covering:** Face coverings are not required but encouraged. If your child is sick please do not send them to camp, we want to keep everyone healthy!

**Medication:** If your child needs to take medication during camp, you will complete a medication form during drop-off. Our staff cannot directly administer medication (e.g., placing pills in mouths, giving injections aside from assisting with epi-pens), and there is no nurse on staff. Any medication left for administration during camp must be in its original container with the child's name and original label. Camp staff are CPR/First Aid certified and can provide basic first aid and respond appropriately to emergencies. Aside from soap, water, ice packs, or bandaids, we will not apply any topical medications to scrapes and bumps that occur at camp.

**Other Items:** If your child needs to bring anything else from home, like a hand-fidget, electronic device, toy or book, they are responsible for keeping up with their belongings and putting them away when asked by their instructor. *If items become a distraction, we will hold onto them until pick-up time.*

### Drop-Off, Pick-Up, and Late Fees

**Drop-Off:** Takes place between 8:00 and 9:00am. Sign-in will be in the lobby of the museum. Due to initial paperwork on Mondays, please anticipate additional time for camp sign-in. During Monday sign-in, we will confirm emergency contact information, discuss any pertinent medical or behavioral information, and have parents/guardians sign a photo release.

**Pick-Up:** Takes place between 3:30 and 4:30pm at the latest. *Our staff has been instructed to check ID for all pick-up persons.* Please do not forget to sign your child out! If you need to make changes to your list of authorized adults for pick-up, please let us know.

During drop-off, parents/guardians may enter the building to communicate with guest relations and camp staff. Families of campers must pay admission or have an active membership to explore the exhibit hall. *If you are running late* please give us a courtesy call at 541-682-7888 so we know when to expect you. You can also email [info@eugenesciencecenter.org](mailto:info@eugenesciencecenter.org) with this information.

**Late fees: Late pick-up in the afternoon will result in a fee of \$15.00 for every 15-minute block.** For example, pick up at 4:31pm - 4:45pm = \$15.00 charge, 4:46pm - 5:00 = \$30.00 charge, and so on.

**Gift Shop:** Campers are not allowed in the gift shop during program hours. If your camper wishes to purchase something from the gift shop, you can do so with them during pick-up.\

**Behavior Policy:** Please review the behavior policy with your child before they attend a program. Eugene Science Center Rules:

**1. Respect Yourself:** Children should not engage in activities that could potentially hurt themselves, such as running or rough housing. They should come ready to learn and have fun, as well as actively participate. They should also protect themselves from germs by frequent hand washing.

**2. Respect Others:** Children should be respectful and listen when others are talking. They should also be kind to everyone and not engage in behaviors that hurt someone else's feelings or person. They should also take care to prevent the spread of germs by following all health safety rules.

**3. Respect the Equipment and Environment:** Children should be careful with all program materials and Science Center exhibits and not engage in any behaviors that could damage the equipment or environment. They should also respect all aspects of the grounds and Alton Baker Park by following "leave no trace" policies: clean up all trash, making no alterations to the natural environment, and respecting the homes of local wildlife and nesting birds.

## Process for Behavioral Misconduct

Here is how our staff correct behavior. Breaking the same rule after being corrected leads to escalating consequences. These consequences are given compassionately and with the intent to help the camper be successful during camp.

- Explain the problem and redirect behavior
- Warning
- Cool down break
- Meeting with Camp Supervisor
- Discussion with parents and Camp Supervisor
- Expulsion

*A camper who engages in intentional physical violence or threatening language towards another individual or themselves may face immediate expulsion.*

## **Cancellation Policy**

**Refunds:** Cancellations made at least 2 weeks prior to the start of a program are eligible for a full refund or credit, minus a \$10 processing fee. Cancellations made 1 to 2 weeks prior are eligible for a 50% refund or credit. Cancellations made 3 to 7 days prior are eligible for a 25% refund or credit. No refund or credit will be given if a cancellation is made 2 days before the start of a program or later.

If you have any questions or concerns, the quickest way to reach us is via email [education@eugenesciencecenter.org](mailto:education@eugenesciencecenter.org). If you need to immediately speak with an employee on the phone during business hours, please call the main line at 541-682-7888. If you need to speak with our Education Manager, Alex, they can be reached at 541-682-7892 or [alombardi@eugenesciencecenter.org](mailto:alombardi@eugenesciencecenter.org).