

discovery camp

PARENT HANDBOOK



Children's
Museum
CLEVELAND

discovery
 camp

SUMMER
2024

Welcome to The Children's Museum of Cleveland Summer Discovery Camp!

We're excited to play and learn together this summer! Each of our camps are project-based and taught by professional educators. Our camps encourage children to work individually and in small groups, and offer activities where campers can think, play and create.

All camps include classroom time to explore projects and learn new skills as well as opportunities for play in the Museum's exhibits and outdoor play spaces.

This handbook will help you prepare for your child's summer camp experience. Please take a moment to review this information, as many frequently asked questions are answered here.

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If you have any questions, please contact us at 216-791-7114 x20 or at ktarase@cmcleland.org.

We look forward to sharing an adventure of a lifetime with your child!

Thank you,

Kelsey E. Tarase

Kelsey Tarase
Director of Education

Nice to
meet you!



CAMP POLICIES & EXPECTATIONS

Contact Information

Camp Mobile Phone 440-497-7166

This number is for urgent questions or issues that you have while your child is on the Children's Museum of Cleveland site. It is a cell phone that is carried by camp staff at all times during camp hours.

Camp General Information 216-791-7114

This line is for general questions or issues, such as registration issues or billing questions. This number is for non-urgent questions or concerns while your child is in camp.

Cancellation Policy

Cancellations must be made in writing at least two weeks in advance of the camp start date to receive a refund. A \$50 cancellation fee per person will be deducted from the refund. Cancellations made less than two weeks in advance are not eligible for a refund.

Camper Expectations

The Children's Museum of Cleveland's (CMC) camps are built on respect, community, choice, and participation. If a camper is asked to leave due to repeated behavioral considerations, camp fees will be forfeited without refund. To provide the best experience, parents should note any special needs or information on the camper information form so that our team can discuss them with you in advance. Campers must be fully bathroom independent (no pull-ups.)

Special Needs Considerations

CMC staff are encouraging and patient, and can help facilitate successful camp experiences for children with mild to moderate disabilities. Our program is not designed for campers who need significant assistance or personal care, require constant one-on-one support, or have great difficulty managing their behavior in group settings. For those camp needs, CMC recommends locating a special needs camp via the American Camp Association.

Large Classroom Setting Sensitivity

It is important to remember that our camps are in a large group setting with ongoing opportunities for campers to interact with both each other and our counselors. If large group settings are difficult for your camper to navigate (especially if this is their first large group setting), then a special needs camp may be more beneficial. Please visit the American Camp Association (acacamps.org) for more information on programs available in the area.

Illness Policy

If your child is ill, we ask that you please keep them at home for both their own wellness and the health of our other campers. We are unable to offer refunds for missed camp days.

What to Bring

Campers will be playing outside (weather permitting,) participating in crafts and experiments, and interacting with our exhibits. Children should wear informal and comfortable clothing each day. Closed-toe and closed-heel shoes are required.

Snack & Water: Snacks will not be provided. Please pack a daily snack for your camper. We ask that you do not pack food containing tree nuts, peanuts, or nut butters. We recommend that students also bring a water bottle with them daily. A drinking fountain is also available in the classroom area.

Extra Clothing: Campers should be bathroom independent, however accidents happen. We recommend that you supply your camper with a change of clothes.

Sunscreen: Please apply sunscreen before camp each day.

Medications: Please make sure that medications have been given prior to arrival at CMC. Please include any information about relevant medical issues on your medical release form, including medications that will need to be taken during camp hours. The Children's Museum of Cleveland will not be responsible for administering medications, unless arrangements have been made in advance.

Personal Belongings

Although we want your camper to have the things they need for a comfortable camp experience, we cannot take responsibility for a child's valuables and prefer they not be brought to camp. There are times in the day when campers are not with their belongings and they are stored in unlocked rooms in the museum.

Children's Museum Camp Staff

CMC Discovery Camps are run by experienced professionals who are more than your typical counselor. Each member of our team is eager to inspire campers to be creative, innovative, active and confident!

Is CMC Discovery Camp Right for Me?

- I have a reliable drop off & pick up arrangements available for my camper.
- I have the ability to meet the daily requirements for my camper.
- My camper is fully bathroom independent.
- My camper does not require significant assistance or personal care.
- My camper is comfortable in a large group setting.

BEHAVIORAL EXPECTATIONS

Use this tool to help your camper prepare for a fun-filled camp session. We have provided our ABC's of camp policies so you can discuss and practice at home and be ready for fun on day one!

A

Always stay with your group

Camp counselors provide safe supervision and conduct frequent head counts. Help your camper understand the importance of staying within their counselors' supervision and with their group.

B

Be kind and respectful

Making new friends and learning to work together is part of the magic! Counselors focus on creating safe and respectful group experiences. Encourage your child to show kindness through their actions and words!

C

Care for the Museum

The Children's Museum of Cleveland is a special place with many features for children to explore! Help us keep our space great by discussing the importance of using materials appropriately and helping out with clean up.

Our staff utilizes positive behavioral supports by:

- Establishing and communicating clear and appropriate expectations.
- Supporting campers in practicing and mastering these guidelines.
- Discussing concerns and strategies openly with the child and their family.
- Counting on families to openly share information about their child to ensure a successful camp experience.

If the personal safety of campers and/or CMC staff is compromised or if any physical harm is inflicted, campers may be subject to dismissal without refund.

Medical

Injured Child

CMC Camp staff are trained in CPR and first-aid through the American Red Cross.

If the injury is minor such as a scraped knee, the staff will administer first aid (ex wash injured area and apply a bandage.) A minor accident report will be provided at pickup.

If your child receives a more serious injury, the director will take the necessary steps to obtain emergency medical care if warranted. The designated parent or guardian will be contacted.

Emergency Contacts

If we cannot reach you, our staff will first reach out to your emergency contacts. Please keep this information up-to-date. If your child needs immediate attention, and a contact cannot be reached, an ambulance or paramedic may be called. Our staff is not able to personally take your child to a medical facility.

Child Becomes Ill

If your child becomes ill, they will be isolated from the other children and you will be contacted to come and pick them up. Please be sure to inform the Camp Director of any changes in your work or emergency phone numbers. If you cannot be reached, we will contact someone on your authorization list.

Medical & Authorized Caregiver Forms

Please complete the Medical and Authorized Caregiver Form and return to Kelsey Tarase, Director of Education by email at ktarase@cmccleveland.org, mail at 3813 Euclid Avenue, Cleveland, OH 44115, or in person by the start of the first day of camp.

Children may not attend camp until their forms have been received.

DROP OFF & PICKUP PROCEDURES

Camp Drop Off & Pickup

Drop Off: Please enter the Museum's parking lot through the Chester Avenue entrance and pull up to our School Group door. Camp staff will be waiting to assist your child from the car to the camp room.

Pick Up: Pickup will either take place on the Museum's front lawn (weather permitting) or at the School Group door during inclement weather.

Late Drop Off & Early Pickup: If at any time you require a late drop off or early pickup, please call the camp phone (440-497-7166) at least 10 minutes prior to your arrival. We will ask you to meet us at the front desk. Please be sure to notify the front desk staff upon your arrival. CMC cannot accommodate early drop off or late pickup.

Authorization to Pick Up Child

Only individuals that have been authorized in writing may pick up your child. For your child's protection, the staff will question anyone who is unfamiliar to them and check for authorization. If someone else is picking up your child, please notify the camp director in writing. If any custodial restraints are in effect, you will need to provide a copy of the court order signed by a judge. Otherwise, children will be released to the natural parent.

First Day of Camp

On the first day of camp, please bring your child to CMC's front entrance. Camp staff will walk you to our commons area and allow parents to say a longer goodbye at check-in if needed. After the first day, drop-off will be at the School Group door, using the carpool lane off of the Chester Avenue parking lot entrance. Pick-up will take place at either the Front Lawn (dry weather) or the School Group door (rainy weather.) If you are attending multiple camps, you will need to check-in with your camper each Monday.

Daily Schedule

8:30 am - 9 am: Drop-off, campers have exhibit play time

9 am: Camp room activities

10:15 am: Snack and restroom break

10:45 am: Camp room activities

11:15 am: Restroom break, wrap-up in camp room

12:00 pm: Pick-up



CAMP & COUNSELOR INFO



ANIMAL ADVENTURES CAMP : JUNE 10-14

Join us for a world of adventure as we discover animals across the globe! Campers will learn about different types of animals and their environments. We will study fossils, create puppets and masks, and more.



WIZARD SCIENCE CAMP : JUNE 24-28

Learn about everyday magic as we delve into a world of science and wonder. Create potions, grow plants, make your own wand, and more as we combine the mystical with the scientific.



MESSY MASTERPIECES CAMP : JULY 8-12

Campers will learn about different artistic mediums and how to work with basic tools and circuits. Campers will create their own art and woodworking projects to showcase their skills throughout the week.



BLAST OFF CAMP : JULY 22-26

Celebrate the Lunar Landing and explore space! Campers will learn about the inner workings of the universe, and how humans study the universe. Then, they'll use what they've learned to create their own mini galactic models!



EXPLORER CAMP : AUGUST 5-9

Set sail on the high sea as we travel the globe discovering the continents of the world. Explore the plants and animals of our five major biomes, and learn about different cultures from around the world through stories, crafts, and songs.



KELSEY TARASE

Kelsey is the Museum's Director of Education. Kelsey has a teaching degree in Integrated Middle Childhood Education and 13 years of museum teaching experience. Her favorite things about camp are making messes and loud noises while helping young learners learn scientific methods, and that even a failure is a learning experience.



BREANNA LOUIS

Breanna is a Head Counselor for our Discovery Camps. She has an early childhood education degree from Hiram college and spent a year teaching preschool before joining our team. Her favorite part of camp is watching children light up as they discover something new!



CHARLIE WIRFEL

Charlie Wirfel is an Assistant Counselor joining us for his second year of camp here at the Museum! His love of reading and sleuthing are a great resource for campers as we explore the many wonderful people, places, ideas, and art from around the globe. He looks forward to helping your little campers grow and learn everyday.



KASEY KESSLER

Kasey is an Assistant Counselor for Discovery Camp. Kasey has an education degree and a background in teaching middle school drama. Her favorite part about camp is being able to sing and dance every day and helping young learners gain confidence while learning new skills.