



# SUMMER Science CAMPS!

Welcome  
2023 Campers!

Dear Parents and Guardians,

We are excited to have your camper join us for a summer full of fun and discovery. Our welcome packet outlines the information you need for your camper's summer experience. Please carefully review all the information in this packet – **summer camp safety guidelines, check-in and check-out procedures, parking and arrival information, pre- and post-camp care, sample schedule, lunch and snack details, as well as what to bring to camp.**

**DON'T FORGET!** As mentioned in our welcome email, please complete the Online Permission and Health form seven days before the first day of camp.

Learn more: [CarnegieScienceCenter.org/SummerCamps](https://CarnegieScienceCenter.org/SummerCamps)

## QUESTIONS? CONTACT

### Camp Registration questions:

- Call 412.237.3400  
Email: [CustomerService@CarnegieScienceCenter.org](mailto:CustomerService@CarnegieScienceCenter.org).

### Day-of contact during child's camp:

- Summer Camp cell phone is **412.855.4638**

### Camp staff contact:

- **Julie Bowman**, *Manager of Camps and Public Experiences*  
Email: [BowmanJ@CarnegieScienceCenter.org](mailto:BowmanJ@CarnegieScienceCenter.org)

## Summer Camp Safety Guidelines

**Please note:** Campers will be expected to adhere to the public health guidance and Carnegie Museums of Pittsburgh procedures in place during the time of camp.

Based on current best practices, we require masks for program participants and program staff when the Allegheny County COVID-19 Community Level designation is at the red/high mark.

Please refer to [CarnegieScienceCenter.org/SummerCamps](https://CarnegieScienceCenter.org/SummerCamps).



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# Camper Check-In & Check-Out

## **CAMPS ARE ASSIGNED BY COLOR!**

Carnegie Science Center camps are broken into 4 color cohorts: **Green** (Fab Lab Maker camps), **Blue** (ages 4–7), **Purple** (ages 8–9), and **Orange** (ages 10–14). Color cohorts are used to help guide you and your camper to your designated check-in/check-out location

- **Green Cohort (Fab Lab Maker Camps)** – Enter through the BNY Mellon Fab Lab Door located at the back of Highmark SportsWorks®.
- **Orange, Purple, and Blue Cohorts** – Enter Carnegie Science Center via the Ground Floor Entrance (or Lower Level). Once inside look for color signs matching your color cohort on the Ground Floor (or Lower Level):
  - **Orange Cohort** meets at Group Reception
  - **Purple Cohort** meets at the back of the RiverView Café
  - **Blue Cohort** meets at the FedEx STEM Learning Labs

**Check-in:** All campers must be signed in by an adult. Drop off your camper between 8:30–9 am so that camp programs may begin on time. For a swift check-in process, please know the name of the camp that your camper is attending as well as the color group.

**Check-out: Please bring a valid photo ID** – proper identification is required for all adults who pick up campers every day. Your child will not be released to an adult not listed on your authorized contacts list or to anyone that does not bring an ID. Pick up your camper(s) between 4–4:30 pm. Campers not signed out by 4:30 pm are charged the post-camp care fee of \$60 for the week.

**Please note:** *For Half-Day Camps, AM check-out is noon–12:15 pm and PM check-in is 12:45–1 pm.*

## **PARKING**

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When you arrive, please take a ticket from the parking meter. If you are in the parking lot for less than 45 minutes, you are not charged for parking. Scan your entry ticket at any gate to exit. If you plan on staying past 45 minutes, you will pay the \$5 parking fee.



## **LATE ARRIVALS AND EARLY PICK UP**

We expect campers to stay for the entire camp day. If you know ahead of time that your child needs to leave camp early or will arrive late, please inform the camp counselor. When you arrive at the Science Center, enter the Group Floor entrance located below the main entrance and call the camp cell phone at **412.855.4638** and a staff member will assist you.

Please be aware that this process may take up to 15 minutes. **We strongly discourage early pick-ups between 3:30–4 pm** as this is when our camps are busy wrapping up, cleaning up, and heading down to the check-out area.

## PRE-CAMP AND POST-CAMP CARE

For your convenience, Carnegie Science Center offers childcare before and after summer camp. Campers can be dropped off as early as 7:30 am for an additional charge of \$30 per week. Campers can also be picked up as late as 6 pm for an additional charge of \$60 per week. This fee is a weekly charge and is not available for individual days. Pre- and Post-Camp are a time of unstructured play, supervised by summer camp instructors and assistants. Sign up at [CarnegieScienceCenter.org](http://CarnegieScienceCenter.org) or call 412.237.3400.

*Please note:* If no one has picked up your child by 6 pm, we will call all emergency contacts listed on your child's permission slip. **If you know you will be later than 6 pm, please call the camp cell phone immediately.**

### FULL-DAY CAMP HOURS

Pre-Camp	7:30–8:30 am
Check-In	8:30–9 am
Check-Out	4–4:30 pm
Post-Camp	4:30–6 pm

### HALF-DAY CAMP HOURS

AM Check-In	8:30–9 am
AM Check-Out	Noon–12:15 pm
PM Check-In	12:45–1 pm
PM Check-Out	4–4:15 pm

\*Pre- and post-camp care as well as Lunch Care are available for Half-Day campers.

Time spent on specific activities varies depending on the nature of the camp. Campers will have opportunities to attend a theater show and explore parts of the museum in addition to their camp activities. All schedules are subject to change.

## LUNCH

Campers **must** bring their own bagged lunch, as they will not have time to purchase their lunch at the RiverView Café. Refrigerators and microwaves are not available. Send your child's lunch in a clearly labeled lunch bag. Our storage space is limited. Paper brown lunches are recyclable and allow for much more storage space. Backpacks and coolers simply take up too much space and should not be brought to camp. Vending machines are accessible to campers when accompanied by their parents/guardians. To promote healthy food choices, we do not allow our campers to use any vending machines during camp hours. **Due to the public nature of Carnegie Science Center, we cannot guarantee a nut-free environment.**

## SAMPLE CAMP SCHEDULE

9:15–9:30 am	Icebreaker Activity
9:30–10:30 am	Classroom Activities
10:30–10:45 am	Snack
10:45 am–Noon	Classroom Activities
Noon–12:30 pm	Lunch
12:30–1 pm	Exhibit Exploration
1–1:45 pm	Planetarium or Live Show
1:45–3:30 pm	Classroom Activities
3:30–3:45 pm	Clean-up!

## SNACKS AND OTHER FOOD

Campers are provided with a snack and access to water during the day. All snacks are individually packaged. If a camper has allergies or a special diet, please send an alternative snack with them.

*Our usual snacks include:*

- Cheese Crackers/Goldfish Crackers
- Pretzels or Chex Mix
- Gummy Fruit Snacks
- Potato Chips
- Animal Crackers

Some camp activities may involve the use of food. Please address ALL allergy concerns and dietary restrictions on your child's permission slip and with your child's camp instructor. **For the safety of our campers, outside food cannot be shared with other campers. Campers in post-camp are encouraged to bring a second snack.**

## **MEDICATIONS**

Our staff is not permitted to administer any medications. Prior to dropping off your child, a waiver must be signed for epi-pens. If your camper requires medications during camp hours, please plan to administer the medicine yourself or fill out the medication self-administration section located in your online permission and health form.

Please discuss the usage of any medications your camper takes with your child's camp counselor.

## **WHAT TO BRING TO CAMP**

- Lunch in a clearly labeled lunch bag
- Reusable water bottle
- Closed-toe shoes (sneakers are ideal)
- Comfortable Clothes: All campers will wear a Summer Camp T-Shirt over their own shirts. Camps can get messy, so please dress appropriately!

## **WHAT TO LEAVE AT HOME**

- Cell phones
- Valuable items
- Electronic devices (tablets, ipads, eReaders, handheld gaming devices, ipods, etc.)
- Toys
- Bookbags and backpacks

We do not have a secure location for your child to store valuable items. As such, our staff is not responsible for any items brought to camp by your child. Campers who are required to keep medication may carry backpacks with them.

## **BEHAVIOR EXPECTATIONS**

We strongly discourage the use of cell phones during the camp day. If our staff notices that electronic usage becomes a problem, we will address the issue as needed.

All campers are expected to follow basic rules of behavior. We will not tolerate disrespectful behavior, bullying, foul language, or violence of any sort. These behaviors include, but are not limited to, hitting, kicking, biting, sexual harassment, and/or possessing weapons or illegal substances. We reserve the right to ask campers to leave the program without a refund.

## **REFUND POLICY**

All changes or cancellations to camp reservations must be completed by May 31. Prior to May 31, all cancellations will be subject to a refund of up to the full price of the camp minus a \$50 fee, per camp. For cancellations after May 31, there are no refunds.

## TIPS FOR A GREAT CAMP EXPERIENCE

It is common for kids to feel unsure about new experiences and people and they can often feel homesick on the first day. These tips can help build confidence and enthusiasm:

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- Show excitement for the camps and trust in the staff. This might be a new experience and there are going to be new people meeting your camper. Your enthusiasm and confidence can help your child feel safer.
- Prepare your child for the first day of camp by reviewing the check-in process and sample camp schedule with your camper (see page 2 and 3).
- Ask questions and reach out to camp staff. Please reach out if there are behavioral, dietary, or medical concerns. Camp families will receive the week's itinerary on the first morning of camp at check-in.
- Keep your goodbyes short. Anxiety and uncertainty can build the longer the goodbye is. Please keep in mind that camp families are not permitted in the classrooms.
- Encourage your child's independence now. Whether it is through solo social activities (sleepovers, play dates, etc.), having them pack their own lunch, or encouraging them to pick out their clothes. Instilling trust and self-confidence add up in small ways.
- Make a "mindfulness plan" with your child. What are some coping mechanisms they can use to self-soothe? (breathing exercises, picturing a happy place, counting objects in the room, etc.)
- Please have your child leave cell phones at home. We do not encourage personal calls or texts during the camp day, as that can exacerbate homesickness and detract from the camp experience. (If your child does bring their phone and calls or texts, offer them calm reassurance.)
- Do not bribe your child to stay at camp. Linking a successful stay at camp to a material object sends the wrong message. The reward should be your child's newfound confidence and independence.
- Do not shame your child if they feel homesick. Positive reinforcement can go a long way.
- Do not feel guilty about encouraging your child to stay at camp.
- **REMEMBER: YOU ARE GIVING YOUR CHILD AN INCREDIBLE GIFT.** We cannot promise you that they will love every activity, or that they will adore every counselor.

But you are giving them the freedom to gain confidence, independence, and leadership skills; and you are instilling in them that they can try new things.



*Adapted from the American Camp Association*

[Preparing for Camp: Tips for Campers \(and Parents!\) | American Camp Association \(acacamps.org\)](#)  
[Coping with Homesickness at Camp | American Camp Association \(acacamps.org\)](#)