

DISCOVERY WORLD  
**SUMMER CAMP 2023**  
**FAMILY GUIDE**

**SUMMER  
CAMP**

**DW**



DISCOVERY WORLD

# WELCOME TO SUMMER CAMP AT DISCOVERY WORLD!

We are excited to see you this summer! Please review all the information in this packet prior to camp start in order to have the best Summer Camp experience possible.

## Camp Times

Monday - Thursday 9:30am - 4:15pm  
Friday 9:30am - 3:30pm

## Extended Care

We offer extended, supervised care on a pre-registration basis. If your camper needs to be dropped-off before 9:00am or needs to be picked up after 4:45pm Mondays-Thursdays, or after 4:00pm on Fridays, they will need to be registered for extended care. All pickups must be completed by 5:30pm.

**AM Care Session:**  
Mon-Fri  
8:00am - 9:00am  
\$10 per session

**PM Care Session:**  
Mon-Thurs  
4:45pm - 5:30pm  
\$5 per session

**PM Care Session:**  
Friday  
4:00pm - 5:30pm  
\$5 per session

*Camper picked up after 5:30pm will be charged an additional \$5 for every 5 minutes late past 5:30pm.*

Pre-registration is required at least 24 hours in advance of each extended care session. Late registrations will not be accepted. There will be a \$20 late fee per session for any child who participates in an extended care session but is not pre-registered, in addition to the normal extended care fees.

Parents/guardians will remain in their vehicles for all pick-up and drop-off procedures.

## Tax Information

Discovery World's federal ID is 391691578.

## Morning Drop-Off

Extended Care begins at 8:00am and requires pre-registration. Standard check-in begins at 9:00am. Drop-off for Summer Camp is no-contact at the curbside along Michigan St. on the north side of Discovery World. Follow signs for Summer Camp Drop Off. Please remain in your vehicle and wait for a Discovery World Summer Camp Staff Member to come to you. Do not drop off your camper until you have been checked in by Discovery World Summer Camp Staff.

## Pick-Up Procedure

Pick-up begins at 4:15pm (Mon-Thur) or 3:30pm (Fri). Families will be provided with a map and directions for how to pick up their camper(s), as well as a Window Tag. Write the name of the camper(s) on the tag and place it on the dashboard along with your photo ID for contactless pickup.

Please note that we cannot accommodate early pickups between 3:45-4:15pm, Mondays-Thursdays, and between 3:00-3:30pm on Fridays. Any parent/guardian arriving after 3:45pm (Mon-Thur) or after 3:00pm (Fri) will be asked to wait until normal checkout begins at 4:15pm (Mon-Thur) or 3:30pm (Fri).

Any adult picking up a camper must be listed on that camper's authorized pick-up list. If you need to edit, add, or remove authorized adults after initial camp registration, please contact the Summer Camp Manager at **414-765-1970** or email [summercamp@discoveryworld.org](mailto:summercamp@discoveryworld.org). Any adult picking up a camper must show ID at the time of pick-up.

## To Register for Camps

Online: [discoveryworld.org/summer-camp](https://discoveryworld.org/summer-camp)

Call Reservations Department: **414-765-8625** (Mon - Fri, 8:00am - 4:00pm)

## What to Bring

- **A lunch each day.** Campers are not permitted to purchase lunch at the DK Express Café or visit vending machines. A pre-packaged afternoon snack is provided by Discovery World for all campers. A morning snack is provided by Discovery World for 1<sup>st</sup>-3<sup>rd</sup> Grade campers.
- **Closed-toe, comfortable shoes.** Campers will be moving around frequently. Sneakers are the best choice.
- **A reusable water bottle labeled with the camper's name.** Please note that water fountains are not necessarily available. Bottled water will also be provided for campers.
- **Sunscreen/hat.** Some camps leave the premises and/or spend a large portion of the day outdoors. Please note that Discovery World does not provide sunscreen and staff cannot assist campers with application.
- **A change of clothes (underwear, shirt, pants/shorts) for campers in 1<sup>st</sup>-3<sup>rd</sup> grade.** This can be left in a camper's backpack or bag.
- **For campers enrolled in Learn to Sail camp:** A complete change of clothes and a towel, including an extra pair of socks
- **Label ALL items with your camper's name.**

## What to Leave at Home

Discovery World makes every reasonable attempt to safeguard our campers' possessions. However, we suggest that each camper leaves the following personal items at home:

- Valuable items
- Phones
- Electronic devices (tablets, video games, etc.)

Texting, cell phone use, and games distract campers from being part of the camp community. Camp staff reserve the right to hold any phone or electronic device in a secure location until the end of the camp day.

In the event that you need to contact your child, please call **414-765-1970** or **414-765-8625** and ask for Summer Camp Staff to be contacted.

## Cancellations

If you wish to cancel a camp, you must submit a request at least 3 weeks prior to the camp's scheduled start date. Cancellations requests made at least 3 weeks before the camp start date will receive a refund, **minus a \$75 cancellation fee, per camp.** Cancellations made after the 3 week deadline will not receive a refund. Please note that camps are sold as a package and no prorated refund can be given for days your camper does not attend.

## Rescheduling

To reschedule a camp, you must submit a request at least 3 weeks prior to the camp's scheduled start date. Rescheduling requests made at least 3 weeks before the camp start date will be granted but **will incur a \$25 rescheduling fee for each camp and each time rescheduled.** Rescheduling requests made after the 3 week deadline will not be granted. All rescheduling requests are subject to availability.

### Request Rescheduling or Cancellation

Reservations Department

Mon - Fri, 8:00am - 4:00pm

414-765-8625

reservations@discoveryworld.org

## Minimum Attendance Threshold

Discovery World reserves the right to cancel a camp if it does not meet the minimum attendance threshold. If fewer campers register than is required for a camp to take place, Discovery World will notify parents/guardians at least 2 weeks before the camp start date. In this case, you can either switch to an alternative camp for no additional fee (pending space availability) or receive a full refund.

## Behavior

Discovery World reserves the right to remove any child from camp if their behavior is overly disruptive, inappropriate, creates a safety hazard, or is in violation of listed policies. In such cases, the child will be immediately removed from camp and asked not to return; possibly for the remainder of the camp and/or the remainder of the summer. In these cases, no refunds will be given.



# FREQUENTLY ASKED QUESTIONS

## Can I register my child for a camp outside of their grade level?

Sorry. Your child must be the correct age or entering the correct grade level of the camp as listed.

## Will my child go on any field trips?

Some camps take offsite field trips, while others participate in virtual field trips or guest speakers. We'll let parents/guardians know if their camper will leave the museum, the outdoor area east of the building, or Lakeshore State Park.

## Does my child need to wear a mask or face covering?

Discovery World respects everyone's decision to wear or not wear a mask. We will continue to monitor local COVID-19 Community Levels and align with guidance from the CDC and local health officials. Please note that campers will not wear masks in the boats in the Learn to Sail camp due to the water safety hazard.

## Will my child explore the museum during camp?

Campers will be in a private classroom focused on learning about their topic. If an exhibit makes sense with the camp topic or there's extra time in the day, campers might explore.

## What if I need to cancel or change my Summer Camp reservation?

All cancellation and rescheduling requests must be made with the Reservations Department at least 3 weeks prior the camp's scheduled start date. You can view the Discovery World reservation policy on page 4 of this brochure. Please note: Changes to your camp reservation made at least 3 weeks in advance **will incur a \$25 rescheduling fee per camp** or a **\$75 cancellation fee per camp**. Requests to reschedule or cancel made after the 3 week deadline will not be granted or receive any refunds. All rescheduling requests are subject to availability.

## Is my child permitted to bring a cell phone or other electronic device to camp?

Devices can be distracting, so we ask that all electronic devices be turned off and stored away during camp hours, including lunch and recess times. If a device is being used during camp hours, Summer Camp Staff will hold on to it until the end of the day. Devices also can be stored safely for the day in our electronics lock box. Just speak to Summer Camp Staff.

## What if I need to drop off my child late or pick up my child early from camp?

We understand that your family has a busy schedule. If you need any timing accommodations, please notify Summer Camp Staff with as much time as possible. Notifications can be sent by phone, email, or, as a last resort, in-person.

If you need to drop your camper off late, please accompany them into the building and wait with them until they get checked in.

Early pick-ups are restricted during the last 30 minutes of the camp day. If you wish to pick your camper up early, you must do so before 3:45pm (Mon-Thurs) or before 3:00pm (Fri). Pick-up requests after those times will not be allowed and you must wait until normal check-out procedures begin at 4:15pm (Mon-Thurs) or 3:30pm (Fri).

## Does Discovery World have a Tax ID number we can use for filings for childcare?

Yes. If you are looking to use the Child and Dependent Care Credit, or if your employer offers reimbursement for summer camps, **Discovery World's federal tax ID is 391691578**.