

DISCOVERY WORLD

# SUMMER CAMP 2024

FAMILY GUIDE

# SUMMER CAMP

# DW

# 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

Extended Care is available for an additional charge. **Pre-registration is required 24 hours in advance.** Late registrations will not be accepted.

Extended Care is required for:

- Campers that need to be dropped off prior to 9:00am.
- Campers that need to be picked up after 4:45pm (Mondays-Thursdays) or after 4:00pm (Fridays).

### AM Care Session:

Mon-Fri  
8:00am - 9:00am  
\$10 per camper per day

*Free on the first day of a camp week to allow extra time for check-in procedures.*

### PM Care Session:

Mon-Thurs  
4:45pm - 5:30pm  
\$5 per camper per day

*Campers picked up after 5:30pm (Mon-Thurs) or 5:00pm (Fri) will be charged an additional \$5 for every 5 minutes late past the pick-up time.*

*PM Care will be held on the northwest side of the building. Pick up your camper from the front circle drive.*

### PM Care Session:

Friday  
4:00pm - 5:00pm  
\$5 per camper per day

A \$20 fee will be instituted per session for any camper who participates in extended care but is not pre-registered, in addition to regular session fees. You can purchase extended care online or by phone by calling the Reservations Department at **414-765-8625**.

## Tax Information

Discovery World's federal ID is **391691578**.

Need camp documentation for tax purposes? Contact the Reservations Department at [reservations@discoveryworld.org](mailto:reservations@discoveryworld.org).

## 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 contact-free at the curbside along Michigan St. on the north side of Discovery World. Follow signs to the Summer Camp Check-In area. Please stay in your vehicle and wait for Summer Camp Staff Member to come to you. **Do not drop off your camper until you have been checked in by Summer Camp Staff.**

## Pick-Up Procedure

Pick-up begins at 4:15pm (Mon-Thurs) or 3:30pm (Fri). Each family will be provided with a map and directions for picking up their camper(s) and a Window Tag for their name(s). Please have Window Tags clearly displayed on the dashboard or passenger window upon arriving.

## Early Pick-Ups

If a camper must be picked up early, we require that families arrange the time in advance by calling **414-765-1970**, **414-765-8625**, or emailing [summercamp@discoveryworld.org](mailto:summercamp@discoveryworld.org). Early pick-ups are restricted during the last 30 minutes of the camp day. Families must pick-up their camper(s) before 3:45pm (Mondays-Thursdays) or before 3:00pm (Fridays). Pick-up requests after the times above will not be allowed and families must wait until normal check-out procedures begin. Early pick-up occurs at the front doors of Discovery World.

## Authorized Pick-Ups

Anyone picking up a camper must show a valid ID **AND** be listed on the camper(s) authorized pick-up list. If families need to add an adult to a camper's authorized pick-up list, please contact the Summer Camp Staff before 2:00pm by calling **414-765-1970**, **414-765-8625**, or emailing [summercamp@discoveryworld.org](mailto:summercamp@discoveryworld.org).

## 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, so we require that all electronic devices be turned off and stored away during camp hours, including lunch and recess times. Summer Camp Staff reserve the right to hold any phone or electronic device in a secure location until the end of the camp day. If you need to contact your camper, 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 three (3) weeks prior to the camp's scheduled start date.
- Cancellations made by the three (3) week deadline will receive a refund, **minus a \$75 cancellation fee, per camp.**
- Cancellations made after the three (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 three (3) weeks prior to the camp's scheduled start date.
- Rescheduling requests made by the three (3) week deadline will be granted but **will incur a \$25 rescheduling fee for each camp AND for each time rescheduled.**
- Rescheduling requests made after the three (3) week deadline will not be granted.

- **Request Rescheduling or Cancellation**
- **Request Early Pick-Up**
- **Absence**

Reservations Department

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

414-765-8625

[reservations@discoveryworld.org](mailto: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 two (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.

### Further Questions?

#### Registration:

Reservations Department

414-765-8625

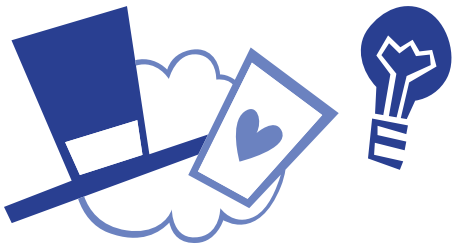
reservations@discoveryworld.org

#### Camp Operations:

Summer Camp Team

414-274-1970

summercamp@discoveryworld.org



# 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 have 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 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.

## How does Discovery World deal with severe weather?

Keeping campers safe is our top priority. We constantly monitor the weather and adjust schedules, activities, and recess locations according to our policies and recommendations from the National Weather Service.

## 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 three (3) weeks prior the camp's scheduled start date. You can view the Discovery World reservation policy on page 4 of this brochure.

## 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 notice 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.**