



Parent Information Packet

Welcome to Golden History Museums' Hands-on History Summer Day Camp!

Camp begins every morning at **8:30 a.m.** and ends at **3:00 p.m.** **Children need to be signed-in and signed-out with camp staff everyday.** Due to scheduling we cannot accommodate late starts.

This packet includes all the forms you need to complete for your child to attend camp. **Please complete and sign all forms and mail or fax them to the Golden History Center at least one week before your child's camp session starts.** This will allow our staff the opportunity to become familiar with any needs your child may have. **If you have two or more children attending, please fill out a set of forms for each child.** Your child will not be admitted to camp without completed paperwork.

Address: Golden History Center
923 10th Street
Golden, CO 80401

Fax: 303-278-8916

Drop off time is 8:30 a.m. We start and end each day at the **white ticket booth on the corner of 11th and Arapahoe Streets.** Please remember to pick up your child promptly at 3:00 p.m.!

We are very excited to be working with such wonderful camp staff and volunteers. They all bring experience that creates an educational and fun environment.

We look forward to a wonderful summer session. Please don't hesitate to call with any questions.

Jessica Lira

Education Manager
Golden History Museums
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GoldenHistoryMuseums.org
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Packet Contents

- Introduction Letter
- Items to Bring
- Emergency Information Sheet
- Sign-in/Sign-out Release
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Items to Bring

- Morning snack & lunch (non-perishable)
- Water bottle – at least 16 ounces
- Sun block & hat
- Backpack or bag to carry lunch, water bottle, etc.
- Closed-toed shoes for walking
- A sweatshirt or fleece for cool afternoons
- A rain jacket in case of rainy weather

Note: Any medication that is required should be taken before or after the program or administered by a parent during the program.



<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Child's Name (Please Print)

Emergency Information

Parent Name(s) or Guardian: _____

Daytime Phone Number(s): _____

Cell Phone Number(s): _____

Home Phone Number: _____

Physician's Name: _____

Physician's Phone Number: _____

In case of emergency and we cannot reach a parent, please indicate who to call:

Name	Relationship
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Daytime Phone Number	Alternate Number
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Are there any food allergies we should be aware of (dairy, gluten, nuts, etc.)?

Any other allergies (wasps, bees, chickens, etc.) we should be aware of?

Is your child on any medication or does he/she have any other medical conditions that we should be aware of?

I, the parent or legal guardian, acknowledge that the information included on this **Emergency Information** form is accurate and complete to the best of my knowledge.

Parent/Guardian Signature

Date



<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Child's Name (Please Print)



Sign-in and Sign-out Release

A parent or guardian is required to sign-in and sign-out your child everyday. Please designate below which option(s) you choose for your child.

- I, the parent or guardian will sign-in and sign-out my child each day.

Parent/Guardian Signature

Date

- My child can walk/bike to or from the program; the child will sign him/herself in and out each day. By signing below I authorize the child to be dismissed from the program without a parent or guardian present.

Parent/Guardian Signature

Date

- I wish to authorize these individuals to pick-up or drop-off my child. Please advise these individuals they may be required to present identification to staff.

Name/Relation

Phone Number

Name/Relation

Phone Number

Name/Relation

Phone Number

Name/Relation

Phone Number

Parent/Guardian Signature

Date



<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Child's Name (Please Print)



Authorization to Participate in Field Trips

I hereby give permission for my child to go on field trips away from Golden History Museums' facilities (Astor House Museum, Clear Creek History Park and Golden History Center) on foot.

Parent/Guardian Signature

Date

Emergency Authorization

In the case of an emergency, Golden History Museums staff will make every effort to contact the parents or designated emergency contact. If these contacts cannot be reached, I authorize Golden History Museums to obtain emergency medical treatment for the welfare of my child. I will be responsible for medical expenses incurred.

Parent/Guardian Signature

Date

Parent/Guardian Name (Print)

Release of Liability

The parent/guardian of each child participating in the Hands-On History Summer Day Camp must agree to and sign the Release of Liability Form.

The undersigned has read the online **Summer Day Camp 2010 Activities Overview** for this program and recognizes and accepts any risks thereof. The undersigned hereby agrees to and on behalf of himself, his dependents, heirs, executors, administrators and assign to release and hold harmless Golden History Museums and the City of Golden, and any of their officers, agents, licensees, or representatives from any and all liability for delays, injuries, or death, or for the loss of, or damage to property-however occurring-during any portion of, or in relation to the Hands-on History Summer Day Camp, including any damage or loss whatsoever arising from the undersigned's participation in the program.

Parent/Guardian Signature

Date

Parent/Guardian Name (Print)



Child's Name (Please Print)

Behavior Issues Policy

Golden History Museums wishes to protect the safety and welfare of all Hands-on History participants. In order to maintain a safe and fun environment our camp staff may implement various techniques to manage occasional misbehavior. For example, a time out may be used to allow time for a child to regain his/her composure or he/she may lose the privilege to participate in an activity. Depending on the severity of the negative behavior, parents may be asked to pick-up their child early from camp, but only after the issue has been discussed with the Education Manager.

If the camp leader documents extreme or recurring negative behavior that is considered to be endangering to other participants or excessively disruptive to the operations of the camp, the Education Manager will meet with the parent(s)/guardian(s) to discuss the behavior issues and the child may have to leave camp.

Negative behavior includes, but is not limited to:

- Uncooperative behavior
• Not listening to camp staff
• Not respecting the rights of others
• Repeatedly running away from the camp staff or volunteers
• Theft or vandalism
• Hitting, biting, fighting or other violent behavior

Golden History Museums reserves the right remove students who do not adhere to our behavior policy. In this instance no refund will be given.

My child and I have read and understand the above behavior issues policy.

Parent/Guardian Signature

Date



<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Child's Name (Please Print)



Photography Policy

During the course of our programs, we often take pictures of people enjoying their visit. We use these pictures to help secure grants and to advertise Golden History Museums to families.

This is to inform you that Golden History Museums (GHM) has the irrevocable and unrestricted right and permission to copyright – in their own name and otherwise – and use, re-use, publish and re-publish photographic images taken at any Golden History Museums facilities: Astor House Museum, Clear Creek History Park, and Golden History Center.

By participating in GHM programming at any or all of the three facilities listed above you and your child may be included in part or in whole in any and all media now and hereafter know for illustration, promotion, art, editorial, trade, web-site, advertising or any other purpose deemed appropriate by GHM without compensation.

If having your child's photograph taken and/or displayed is not a safe option for your family, you need to notify staff prior to the commencement of the session to determine whether GHM can accommodate your request to not have pictures taken or if it would be best for your child not to participate in this program.

Child's Name

Parent/Guardian Signature

Date

Refund Policy

If you wish to withdraw from a session you must do so at least 3 weeks prior to the start of your session in order to receive a partial refund of the registration fee. \$50 of the registration fee is considered a non-refundable deposit.

No refund will be given if a cancellation is made within three weeks prior to the start of your session.

If for any reason Golden History Museums cancels your session, you will receive a full refund, or, if you prefer, the opportunity to transfer to another session if space is available.

Parent/Guardian Signature

Date