



2022 Camp Policies & Procedures (updated August 29, 2022)

CML Camp Policies and Procedures are subject to change. An updated version will be available at exploreCML.org/camps. All campers must accept the 2022 CML Camp Terms and Conditions prior to completing registration.

Thank you for choosing the Children's Museum of the Lowcountry (CML) for your child's camp needs. Please read the following information to familiarize yourself with our Camp.

About CML Camps

CML camps provide educational enrichment opportunities disguised as PLAY during school breaks: Spring Break Camp, Summer Camp, Turkey Time Camp and Winter Wonderland Camp! Children ages 4 – 10 engage in developmentally appropriate, hands-on activities that include science, engineering, math, literacy and the arts and center around fun weekly themes. Children also spend time exploring in the CML interactives, where, through PLAY, they enhance their communication, problem solving and creativity skills. CML campers forge friendships as they work on collaborative projects and test their strengths as they tackle fun mental and physical challenges. Every day of camp delivers a set of unique experiences that keep children learning through PLAY!

Policies

Updates Related to COVID-19:

At this time, CML will be open to the public Thursday through Sunday. If there are concerns over our public admission policy, CML encourages families to wait to register for camps as the Cancellation Policy will remain in effect. Based on guidelines and recommendations of experts in and out of our industry, the following procedures and expectations will be implemented:

- Face coverings (masks, gaiters, or shields) will be recommended but not required for all indoor spaces at the Children's Museum of the Lowcountry.
- All CML staff will continue to wear face coverings when interacting with the public to lower the risk of COVID-19 transmission, especially to unvaccinated young children.
- Frequent handwashing or sanitizing is encouraged throughout the building.
- CML strongly encourages masking at all floor programs when children are in close proximity to each other. Masks will be available for all children in attendance.
- Harassment of any visitor or staff member for either wearing, or not wearing, a face covering will not be tolerated. Visitors who behave in an aggressive or harassing manner will be asked to leave the premises. No refunds will be offered.
- This policy change is based on guidance from the CDC that places Charleston County, SC in the 'medium' range for risk of COVID-19 transmission and hospitalization needs. Should the range change, CML will revert to a mask-required status immediately.
- CML continues to use nontoxic, hospital-grade cleaner to frequently clean all spaces. We also employ UV light sanitizing wands and sanitizing air filtering systems. Health, safety, and prevention of communicable disease remains a priority.
- We are a private, nonprofit organization and reserve the right to alter policies to best serve our constituents.

Registration

Camp registration is available online through ACTIVE at exploreCML.org/camps. You must accept the following Terms and Conditions for your child to participate in camps.

2022 Terms and Conditions

My child has my permission to attend and participate in the Children's Museum of the Lowcountry's camp activities. I know of no medical reason why my child should not attend or participate.

1. COVID-19: As transmission rates and hospitalization numbers change, and at the recommendation of the CDC, CML reserves the right to change this policy. For the safety of all of our campers and visitors, CML staff will continue to wear a mask when in the presence of campers and visitors.

In granting permission for my child to attend CML camps, I understand the risks inherent with such attendance, including but not limited to, the risk of infection from COVID-19 ("Coronavirus"). I accept responsibility for notifying and will notify CML staff if my child or someone with whom my child has recently had close contact: (1) exhibits symptoms of the Coronavirus, including but not limited to: fever, chills, cough, difficulty breathing, muscle pain, headache, sore throat, and/or new loss of taste or smell; (2) tests positive for the Coronavirus, and/or has been diagnosed by a medical professional as having the Coronavirus.

I understand that my child will be sent home immediately if they meet any of these criteria and no refund or credit will be given.

Furthermore, if a camper tests positive for COVID-19 all camp families will be notified of the exposure and asked to monitor their child closely for symptoms. The CDC recommends that anyone exposed to a positive COVID-19 case wear a mask for 10 days following the exposure, and that children who are not up to date on vaccines should quarantine for 5 days. The positive individual and other children in their household will be required to quarantine from camp for 5 days. All campers will be required to wear a mask for 10 days following exposure. The following week's campers will be notified and required to mask until the 10 days are completed. If you choose to keep your child home from camp following an exposure alert, a refund will NOT be provided.

CML staff reserves the right to notify a parent for immediate pick up if the child exhibits any of the following symptoms:

- Fever
- Persistent cough
- Congestion or runny nose
- Vomiting or diarrhea
- Fatigue, body ache and/or headache

2. Liability Waiver: In consideration of your accepting my entry, I hereby, for myself, my child, my heir, executors and administrators, waiver and release any and all rights and claims for damages I or my child may have against The Children's Museum of the Lowcountry and its representatives, successors and assigns for any and all injuries suffered by myself or my child at any activity sponsored by these groups. I understand that I am encouraged to maintain proper insurance coverage for my child during the duration of his/her participation and specified activities with CML. I do hereby certify all the information to be correct and true.

3. Cancellation Policy: Except when Registration Protection is purchased, cancellations made two weeks or more prior to the first day of camp are eligible for a CML credit. Any cancellation after this time will result in a loss of the entire amount paid. As a nonprofit, these costs have been allocated towards materials and staffing for the program. Please keep in mind as long as there is availability, you may switch programs up to one week prior to the beginning of the originally registered program. CML Credit may be applied for on-site CML activities including programs, admissions, and parties.

4. Acceptable Behavior Policy: In order to ensure a safe and fun environment for all, children are expected to behave in an acceptable manner and use appropriate language at all times. All children are expected to comply with health and safety policies related to COVID-19. It is important to remember that there are no refunds or credits given if a child is asked to leave camp due to unacceptable behavior.

5. Photo, Video, and Story Release: I hereby grant to The Children's Museum of the Lowcountry, its agents and assigns, my permission to use any and all photos of my child, or pictures or writing by my child, for reproductions in any form (print, video, website, etc.) to help explain or promote the Children's Museum of the Lowcountry or its programs.

6. Payment Plan Policy: If selecting a payment plan, payment is due in full 2 weeks before session start date. Each camp will have its own payment due date.

Member Benefits

Current CML Members receive special rates for all camps, as well as early registration for Summer Camp. All discount codes and early registration links will be emailed to the email address associated with the CML membership holder. To receive the discounted rate, current CML Members must enter the appropriate discount code upon registering. Memberships will be confirmed with our system. If you do not have an active membership, the discount will be removed, and the difference will be added to the balance due. If you are not an active CML Member, you can purchase a membership at <https://exploreCML.org/membership/>. Only CML membership holders are eligible for camp discounts.

Camp Confirmation

After registering online, you will receive an automatically generated email confirming receipt of your registration. A confirmation with camp details will be emailed before camp starts. A car tag will be available for download via the confirmation email.

Authorized Pick-Up

Each camper requires an Authorized Pick-Up person identified in ACTIVE indicating who may pick up the camper. Unauthorized Pick-Up individuals can also be identified in ACTIVE to indicate specific individuals who may not pick up the camper. If someone else is picking up your child or you have any other changes, please notify CML camp administrator, Chrissy Schoenberg (chrissy@exploreCML.org) in writing of the changes. Anyone without a car tag will need to show ID and be listed on the Authorized Pick-Up list to sign out a child.

Health & Wellness Policy

Campers may have their temperature taken at any time during the day if camp staff feel it is warranted. If a camper registers a temperature of 100.4 degrees or higher, he/she will not be able to attend camp until a written medical clearance by a physician is provided.

Families are responsible for notifying CML staff if their child or someone with whom their child has recently had close contact: (1) exhibits symptoms of the Coronavirus, including but not limited to: fever, chills, cough, difficulty breathing, muscle pain, headache, sore throat, and/or new loss of taste or smell; (2) tests positive for the Coronavirus, and/or has been diagnosed by a medical professional as having the Coronavirus.

I understand that my child will be sent home immediately if they meet any of these criteria and no refund or credit will be given.

Furthermore, if a camper tests positive for COVID-19 all camp families will be notified of the exposure and asked to monitor their child closely for symptoms. The CDC recommends that anyone exposed to a positive COVID-19 case wear a mask for 10 days following the exposure, and that children who are not up to date on

vaccines should quarantine for 5 days. The positive individual and other children in their household will be required to quarantine from camp for 5 days. All campers will be required to wear a mask for 10 days following exposure. The following week's campers will be notified and required to mask until the 10 days are completed. If you choose to keep your child home from camp following an exposure alert, a refund will NOT be provided.

CML staff reserves the right to notify a parent for immediate pick up if the child exhibits any of the following symptoms:

- Fever
- Persistent cough
- Congestion or runny nose
- Vomiting or diarrhea
- Fatigue, body ache and/or headache

For the health and well-being of all, a child with other contagious illnesses within 24 hours of the camp date may NOT attend camp. Contagious illnesses include a cold, cough, sore throat, excessively runny nose, fever, chills, conjunctivitis (pink eye), diarrhea or vomiting. Should a child exhibit any symptoms of a contagious illness, CML Staff will call the child's contacts to have the child picked up from camp.

If a child exhibits symptoms of a non-contagious illness, CML Staff will provide care for the child to mediate the problem. If CML Staff is unable to meet the child's needs, CML Staff will call the child's contacts to have the child picked up from camp.

Personal Protective Equipment

All staff will be in personal protective equipment (PPE). Face coverings will be recommended but not required for campers.

Additional Safety Measures

All campers, staff, and anyone else in the building will travel across shoe sanitizing mats upon entry to the building. All campers and staff will engage in more frequent handwashing or sanitizing between activities. CML cannot guarantee private use of the museum for campers.

Materials & Equipment

Campers will use individual sets of items instead of communal ones. We will continue to clean with our hospital-grade cleaner, as well as UV sanitizers. We have also doubled or even tripled the quantity on a variety of our high-touch items so that we can even more frequently rotate and sanitize items. Transparent dividers will be used on the tables whenever possible.

Camp Groups

Children are grouped together according to age and in groups of no more than 8 campers. Junior Campers are ages 4-6 and Senior Campers are ages 7-10. Grouping requests may be made up to one week prior to camp. Efforts will be made to honor grouping requests, but requests are not guaranteed.

Small groups will spread throughout the Museum regularly. We will provide ample outdoor time, weather permitting.

Each group is led by a Camp Counselor. All Camp Counselors and volunteers over the age of 16 must pass a criminal background check and National Sex Offender Registry check. Camp Counselors receive training in positive behavior management techniques, Darkness to Light Child Sexual Abuse Prevention, and First Aid/CPR.

Young Campers

While CML accepts campers starting at age 4, young campers must be preschool-ready. Campers are expected to respond to their name, follow two-step directions, and stay with the counselor and their assigned group. It is important to remember that there are no refunds or credits given if a child is asked to leave camp due to unacceptable behavior.

Restroom Policy

Children must be potty trained and **fully independent** in the bathroom. CML staff are not licensed to assist children in the restroom. If your child is just recently potty trained, please dress them in play clothes with elastic waists. If a child has an accident in the restroom and is unable to dress and change themselves, CML Staff will call the child's contacts to have the child immediately picked up from camp.

Inclement Weather

In the case of severe or inclement weather, primary caregivers listed on the campers' registration will be notified if camp times or procedures need to be adjusted. You may also call the main Museum number at 843.853.8962.

Electronic Devices

Electronic devices are not allowed at camp.

Medication Policy

CML Staff are not licensed to administer medication beyond First Aid and EpiPens. If a child has an EpiPen, please note this in registration where it asks, "Please list any known allergies and/or any medical issues, such as special needs, mental health disorders, or medication." EpiPens are stored in a locked closet in the Executive Director's office and returned to the child's backpack at the end of each day. Please contact CML Staff if changes in medication occur prior to the start of camp.

Mandated Reporters

CML Staff are Mandated Reporters. South Carolina law requires that educational professionals report known or suspected cases of child abuse or neglect, because they have unique opportunities to observe and interact with children. For more information on Mandated Reporters, visit <https://dss.sc.gov/child-well-being/mandated-reporters/>

Procedures

Arrival (8:50 – 9:15am)

Camper arrival will be on Ann Street every day (Early Care will come to CML's Front Door on the brick walkway – see below for more information). Please read below for updated procedures.

CML staff begins arrival on Ann Street at **8:50am**. Please join the carpool line on Ann Street (the carpool line runs from King Street towards Meeting Street). Remain in your car. CML staff will assist your child out of the car. CML Staff will sign in your child online and will escort your child to wash his/her hands before joining their camp group.

You will not be allowed to drop off your camper early unless you are participating in the AM Extended Care Program.

If you arrive later than 9:15am, please park your car in a nearby lot or metered space and walk your child to the Front Door of the Museum. Call CML Camp Staff at 843.278.5329 to notify us of your arrival, and camp staff will escort your child to their camp group. (Please note that Parking Enforcement begins ticketing at 9:00am.)

Morning Dismissal & Afternoon Arrival (12:20 – 12:30pm)

CML staff begins morning dismissal and afternoon arrival at **12:20pm** on Ann Street. Please join the carpool line on Ann Street (the carpool line runs from King Street towards Meeting Street). **Place your car tag (from confirmation email) in your windshield or passenger side window; it will expedite the process.** If you do not have a car tag, please have your ID available. Remain in your car. CML staff will come to you to sign out your child online. CML staff will assist your child in/out of the car.

For Afternoon Arrival, please join the carpool line on Ann Street (the carpool line runs from King Street towards Meeting Street). Remain in your car. CML staff will assist your child out of the car. CML Staff will sign in your child online and will escort your child to wash his/her hands before joining their camp group.

If you arrive later than 12:45pm, please park your car in a nearby lot or metered space and walk your child to the Front Door of the Museum. Call CML Camp Staff at 843.278.5329 to notify us of your arrival, and camp staff will escort your child to their camp group.

Afternoon Dismissal (3:50 – 4:00pm)

CML staff begins dismissal at **3:50pm** on Ann Street. Please join the carpool on Ann Street (the car pool line runs from King Street towards Meeting Street). **Place your car tag (from confirmation email) in your windshield or passenger side window; it will expedite the process.** If you do not have a car tag, please have your ID available. Remain in your car. CML staff will come to you to sign out your child online. CML staff will assist your child in/out of the car.

****If you need to pick up outside of dismissal times, call or text CML camp staff at 843.278.5329 to notify us of your arrival, and camp staff will meet you at the Ann Street gate with your child.****

Please make sure you are on time for pick up. All children must be picked up by 12:30pm or 4:00pm (unless participating in the PM Extended Care Program). CML reserves the right to assess a late pick-up fee of \$1 per minute beyond camp hours.

AM & PM Extended Care Program

The AM Extended Care Program runs from 8:00am - 9:00am and is available for an additional fee. AM Extended Care Campers will need to be escorted to the Museum by their grown-up every morning. (You may park on Ann Street prior to 9:00am.) Please check in with camp staff at the Front Door to sign your child into camp.

The PM Extended Care Camp Program runs from 4:00pm - 5:00pm and is available for an additional fee. To pick up your child, please pull up on Ann Street and call Cody Mathews at 843.853.8962 ext. 227 upon arrival. He will bring your child to your parked car on Ann Street. **Place your car tag (from confirmation email) in your windshield or passenger side window; it will expedite the process.** If you do not have a car tag, please have your ID available. CML staff will come to you to sign out your child online. CML staff will assist your child in/out of the car.

What to Bring

Please include everything in ONE bag for your child with all items labeled with your child's name:

- **Change of clothes**
Young children should bring an extra pair of play clothes with them to camp. Camp projects are fun and sometimes messy, and we do not want to ruin any new clothes. Please dress in attire that can get messy.
- **Water bottle**
- **Nut-free lunch** (Full day campers ONLY. Half-day campers do not eat lunch at camp)
Full Day Campers must bring a lunch that is **NUT FREE** (no peanuts or tree nuts).
 - Peanut butter substitutions include Soybutter and Sunbutter. Please note almond butter contains tree nuts and should not be used.
 - Lunches cannot be warmed or heated on-site.
 - Half-day campers will not eat lunch at the Museum.

Food for Thought offers customized lunches, delivered to CML for free. Orders must be placed by 12:00pm one business day prior to camp at <http://www.foodforthoughtcharleston.com>.

CML Provides

- **Complimentary Snack**
A healthy mid-morning snack and mid-afternoon snack is provided for both our full and half-day campers. Examples include animal crackers, cheese, popcorn, Goldfish crackers, and pretzel sticks. Please list any allergies or dietary needs when registering on ACTIVE. Campers are also allowed to bring a nut-free snack from home if they would prefer.

Please contact us if you have questions or concerns. We look forward to playing and learning with your child at camp!

Karen Karl
Operations Coordinator
843.853.8962 ext. 418
karen@explorecml.org