



EDUCATION DEPARTMENT
CITY TREKKER
WINTER CAMP 2020-2021
REGISTRATION FORM

REGISTRATION INFORMATION

Daily tuition rate:

Museum Members (Family): \$90/day

Non-Members: \$115/day

3-day week package rate:

Museum Members (Family): \$210/week

Non-Members: \$285/week

Become a Family Member: Save on tuition by becoming a *Family* Museum Member. Just add your \$80 membership fee to your total on this camp registration form.

Sibling Discount Policy: First child pays regular rate. Each additional sibling receives \$10 off regular rate.

Extended Day AM (8:00 a.m. - 9:00 a.m.) is available for an additional \$15 per day per child.

Extended Day PM (4:00 p.m. - 6:00 p.m.) is available for an additional \$20 per day per child.

Both extended AM and PM available for \$30

***Regular drop-off time is 9 a.m. - 9:15 a.m. Regular pick-up time is 3:45 p.m. - 4:00 p.m.**

CHILD INFORMATION (ONE FORM PER CHILD)

Name: _____ Date of Birth: _____ Age: _____

Parent/Guardian Name(s): _____

Parent/Guardian Phone #1: Home: _____ Work: _____ Cell: _____

Parent/Guardian Phone #2: Home: _____ Work: _____ Cell: _____

Email(s): _____

Address: _____ City: _____ State: _____ Zip: _____

School: _____ Grade (2020 - 2021): _____

How did you hear about camp? ☐ E-blast ☐ Museum Member ☐ Internet ☐ Social Media ☐ Friend ☐ Other: _____

Does Child Have a Documented Disability? ☐ Yes ☐ No

If yes, please describe: _____

Please select Camp days:

☐ Monday, December 28, 2020

☐ Wednesday, December 30, 2020

☐ Tuesday, December 29, 2020

Does your child require Extended Day AM and/or PM Care? ☐ Yes ☐ No

If yes, please select:

☐ Extended Day AM Day(s): _____

☐ Extended Day PM Day(s): _____

PAYMENT INFORMATION

TOTAL (family membership + tuition - discounts + extended day fees) = \$ _____

Form of Payment: ☐ Check made payable to "Coral Gables Museum" ☐ Cash or money order

☐ Credit card information: ☐ American Express ☐ MasterCard ☐ VISA

Account Number

Security Code

Exp. Date

Signature

AGREEMENT FORM

☐ I CERTIFY THAT I HAVE READ AND UNDERSTAND the Camp Policies and agree to respect and uphold these policies.

☐ I CERTIFY THAT I HAVE RECEIVED A COPY of the Camp Policies and agree to respect and uphold these policies.

☐ I HEREBY GRANT PERMISSION for my child/ren to participate in all Camp field trips and activities unless otherwise stated in writing and presented to the Director of Education.

☐ I FURTHER AGREE TO INDEMNIFY AND HOLD HARMLESS the Coral Gables Museum, Corp. and its agents against all claims as a result of any and all acts performed under this authority.

☐ I GIVE CORAL GABLES MUSEUM PERMISSION to take and use photographs, slides and recordings of my child as may be needed for records or public relations.

☐ I UNDERSTAND that the City Trekker Camp Program reserves the right to decline acceptance of an application or to dismiss a child from programs/classes if attempts to remedy unsatisfactory situations and behavior cannot be resolved.

Parent/Guardian Signature: X _____ **Date:** _____

RELEASE FORM

Please provide us with the names of all people to whom the child may be released during and/or at the end of the day (including parents/guardians). Should an unauthorized person arrive to Camp and attempt to pick up your child, your child will remain at the Camp until you have been contacted and have given us written permission to release your child to such person.

Please include your name and phone number, as well as those of any family members.

1) Name: _____ Relationship: _____ Phone # _____

2) Name: _____ Relationship: _____ Phone # _____

3) Name: _____ Relationship: _____ Phone # _____

4) Name: _____ Relationship: _____ Phone # _____

5) Name: _____ Relationship: _____ Phone # _____

I give permission for the people above to pick up and sign out my child anytime they are at the City Trekker program.

Parent/Guardian Signature: X _____ **Date:** _____

HEALTH FORM

If your child has allergies, please list below and provide an Emergency Action Plan, as designated by your child's physician.

If there are any health concerns and/or special needs pertaining to your child that you feel need extra attention or consideration, please indicate them below.

MEDICATION POLICY AND AGREEMENT FORM

If your child needs to take any medication (i.e. inhalers, Epi-Pens, Tylenol etc.) you will need to read and sign this medication form.

All medications along with instructions for use, including dosage instructions, storage information, etc., must be provided to the School and Family Programs Manager on or prior to Monday morning check-in. All medications should be picked-up on Friday afternoon. Medications will be kept in the Museum Education office, under the supervision of our School and Family Programs Manager. Prescription medications and over-the-counter medications shall be kept in the original containers, bearing the pharmacy label and directions for use. ALL MEDICATIONS must be taken in the Museum Education Office under the supervision of Camp staff.

Under no circumstances should children carry medications around with them while in attendance at our program.

Coral Gables Museum honors the privacy of families and individuals in regard to health conditions and medications and will not discuss the private health issues of campers with individuals who need not be privy to such information.

Coral Gables Museum and its agents will be held harmless in the event of reactions of any kind, illness, or death resulting from the child's use of any medication while attending City Trekker One-Day Camps.

Coral Gables Museum reserves the right to refuse to administer medications. In such an event all deposits and tuition paid will be refunded in full.

☐ I, THE UNDERSIGNED, GIVE PERMISSION to Coral Gables Museum to store medication for my child to self-administer (with supervision). I understand that the Coral Gables Museum is not responsible for any problem arising from the effects of the medication or the omission of the medication. I further agree to indemnify and hold harmless the Coral Gables Museum, Corp. and its agents against all claims as a result of any and all acts performed under its authority.

Parent/Guardian Signature: X _____ Date: _____

COVID-19

The health and safety of our campers and staff remain our highest priority. Below, you will find a summary of actions we are taking to help ensure we are lowering COVID-19 risk as much as possible. We are:

- Intensifying cleaning and disinfection practices within our facilities and premises by cleaning and disinfecting frequently touched surfaces every hour (e.g., drinking fountains and door handles), cleaning and disinfecting objects if they are shared (e.g., art supplies, toys, and games), and ensuring safe and correct use and storage of disinfectants]
- Keeping campers in small groups of 7 and spacing them out by prioritizing outdoor activities, by seating one child per row and skipping rows, and putting tape on the floors and signs on the wall to indicate 6 feet.
- Limiting the number of items that are shared or touched between campers and staff by providing individual supplies to each camper, keeping a camper's belongings separated from others and in individually labelling containers, cubbies, or areas, and using disposable utensils and dishes and pre-packaged boxes or bags when food is provided.
- Promoting healthy hygiene practices by teaching campers the importance of washing their hands with soap and water for at least 20 seconds, monitoring campers to make sure they are washing their hands, providing campers with hand sanitizer with at least 60% alcohol when they don't have easy access to soap and water, encouraging children to cover their coughs and sneezes with a tissue or to use the inside of their elbow, and posting signs about these healthy habits around the camp facility.
- Requesting that staff and campers wear a cloth face covering as feasible, and in times when physical distancing is difficult. As a reminder, cloth face coverings should not be placed on anyone who has trouble breathing or is unconscious, incapacitated or otherwise unable to remove the cover without assistance.
- If a child does get sick at camp, we have identified an area where they can rest, be watched after, and safely isolate from others. We will communicate with parents or caretakers directly and, if necessary, arrange for the child to be taken to a healthcare facility for care.

We ask that you help us protect the health of campers. Anyone who is sick or was sick with COVID-19 or recently in contact with someone with COVID-19 in the last 14 days— including staff, campers, and families— should not come to camp. Be on the lookout for symptoms of COVID-19, which include fever, cough, shortness of breath, chills, muscle pain, sore throat, and loss of taste or smell. Call your doctor if you think you or a family member is sick.

If you have a specific question about this plan or COVID-19, please contact lili@coralgablesmuseum.org for more information.

You can also find more information about COVID-19 at www.cdc.gov/coronavirus or on [CDC's website for youth and summer camps \(https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/summer-camps.html\)](https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/summer-camps.html).

Parent information: <https://www.cdc.gov/parents/children/index.html>

CITY TREKKER ONE-DAY AND WINTER CAMPS POLICIES

CAMP STAFF: Camp staff are carefully screened and selected for their activity skills, level of enthusiasm, ability to work well with children, and good judgment. In addition, training is provided on safety procedures and expected conduct, as well as program planning and implementation. All staff undergo extensive background checks.

REGULAR DROP-OFF: Regular drop-off takes place from **9 a.m. - 9:15 a.m.** Drive west along Aragon Avenue and pull into the drop-off/pick-up zone on the right shoulder directly in front of the Museum's main entrance. Campers **MUST** enter from the Museum front door (on Aragon Ave), parents must sign their child in, and a counselor will take the kids into the camp room. Pick up will be the same, parents or guardians must come **inside** and sign out their child at the Museum front desk. You may **NOT** leave your child at camp if we are missing any of the **MANDATORY FORMS**.

REGULAR PICK-UP: Regular pick-up takes place from **3:45 p.m. – 4 p.m.** Your child will be waiting with his/her group and counselor inside the Museum complex. Authorized persons may drive/walk to the Museum's main entrance on Aragon, just as in morning drop-off. Counselors will verify that the adult is on the authorized pick-up list by requesting you ID, request the adult's signature and release children to that person **ONLY**. **IMPORTANT:** Any person picking up your child needs to be listed on the **Release Form** for safety and security reasons and able to show proof of identification at the time of pick-up. **PLEASE NOTE:** Children not picked up by 4:15pm will automatically be placed in our Extended Day program and charged a \$20 fee to cover staff and snack expenses. **There is an additional fee of \$15 per minute for each child still in the care of camp staff after 6:00pm.**

EXTENDED DAY A.M.: Extended Day A.M. (early drop-off) is available from **8:00 a.m. to 9 a.m.** You should register children in advance for Extended Day AM at a rate of **\$15/day**. Children will have supervised play time. Authorized adults must enter the Museum using the main entrance on Aragon Avenue and check-in with the Extended Day A.M. Supervisor. Should a child be dropped off early without being registered for Extended Day A.M., the \$15 fee will be added to their tuition balance.

EXTENDED DAY P.M.: Extended Day P.M. (late pick-up) is available from **4 p.m. to 6:00 p.m.** You should register children in advance for Extended Day P.M. at a rate of **\$20/day**. Children will have supervised play time. Authorized adults must enter the Museum using the main entrance on Aragon Avenue and sign out their children with the Extended Day P.M. Supervisor. Should a child be picked up late without being registered for Extended Day P.M., the \$20 fee will be added to their tuition balance.

LUNCH AND SNACK: Pizza & snack is provided.

CLOTHING: It is recommended that children wear comfortable walking shoes (sneakers, Crocs, etc.) and clothes that can get messy. **NO SANDALS PLEASE.** Label personal items so they can be easily identified if lost or misplaced. Include a change of clothes for young ones in their backpacks.

TOYS: Please stress to your children that video games, playing/trading cards, stuffed animals and similar toys should stay at home. Any belongings that arrive with a child will be their responsibility to carry and keep track of throughout the day. The City Trekker Camp program is not responsible for lost items.

CELL PHONES: Children should not carry cell phones at camp. Should you need to communicate with your child during the day, you may call the Museum's main line (305) 603-8067.

LOST AND FOUND: Lost items will be held in the Museum Education Office.

BEHAVIOR: Respecting others and the property of others is the key to having a great time at camp. Campers are expected to behave appropriately and promote a safe, fun, and healthy environment through productive participation. The staff will go over camp rules in the morning, use a positive approach to discipline and seek parental support to resolve behavior issues and to encourage positive behavior. Any act of physical violence, or invasion of personal space will be met with immediate attention. The camper will be sent home for the rest of the day, week or summer, depending on the decision made by the Camp Programs Manager. Campers who remain disruptive after consultation with the parents may be dismissed from the program.

ILLNESS: If a child claims to not feel well, they will be attended to in the first aid area of the Museum Education Office. No medications will be administered, unless authorized. It is our policy to ask all parents to keep home any camper who exhibits any of the following symptoms (accordingly, we reserve the right to contact a parent or emergency contact to have the camper picked up if they exhibits any of the following symptoms): diarrhea, severe coughing, difficult or rapid breathing, yellowish skin or eyes, pinkeye/conjunctivitis, vomiting, contagious rashes, unidentifiable rashes, fever (over 100 degrees orally) and head lice.

In the event of a health emergency, the Coral Gables Museum will send the camper to the nearest medical facility for emergency care via local Fire Department Ambulance Service.

INCLEMENT WEATHER POLICY: All outdoor activities are suspended during inclement weather. Alternate indoor activities will be offered. There are no refunds due to inclement weather. City Trekker Camp programs will close following the National Hurricane Center warning for our area.

PAYMENT: Payment can be made by cash, check, money order, VISA, MasterCard or American Express. Registrants may pay **Each session must be paid in full by the Friday prior to the start of camp.** Walk-up registrations on the day of One-Day Camps will be charged an additional \$20 late fee. Fees that accrue following initial registration payment, such as unexpected extended day fees, must be paid in a timely manner. Invoices will be issued to registrants with outstanding balances.

REFUND POLICY: Full tuition refunds will only be given if written notice is provided up to 7 business days before the first date of the camp day, less a \$20 administrative fee. Withdrawal within 7 business days of the first date of the camp day will result in a 50% refund, less a \$20 administrative fee.