

**Welcome to Science North's
Informal Science Programs
(Summer Science Camp, PA Days, March Break 2017)**

WHERE DO I GO?

AT SCIENCE NORTH - Science North Staff will meet participants and their parents in the Laamanen Room which is just inside the 'small snowflake' across the cafeteria on the main floor. (Enter main lobby; walk to the far end; turn left and Laamanen Room is at the end of this hall.) This is our program 'base' at this site.

AT DYNAMIC EARTH - Dynamic Earth staff will be set up in the front lobby and will direct you to where you will sign in and out every day.

PARKING - As you come onsite, tell the parking lot attendant at either site that you are dropping off your child for camp, and he/she will inform you where best to park.

AT THUNDER BAY- We will post our summer camp facilities on our website www.sciencenorth.ca. All informal programs between January and June 2017 are held at the Boys and Girls Club. Please enter the Boys and Girls Club through the Science North doors facing Windsor St. (to the left of the main entry). We are based in what the Boys and Girls Club refer to as the 'Kids Zone'.

EVERYWHERE ELSE - Summer camp facilities will be on the Science North website by May 30th and updated regularly as facilities are confirmed. Once you register for a camp we send an email or call two weeks before camp happens so you have a confirmation of WHERE camp is located in your town.

WHAT DO I BRING?

On the first day:

- Inform our staff of any special medical concerns relevant to your child.
- Provide updated emergency contact information for your child.
- Bring photo ID when you or your designate picks up your child.
- We may require Proof of age. It is important that participants be the required age for the program because activities are designed with the capabilities of that age group in mind.

What to Wear/Bring?

Participants should come to the program dressed for active participation in hands-on programs and experiments. (In other words, wear play clothes!) Please identify all clothing with the participant's name to avoid any potential confusion.

Participants will store their backpacks in a general area until needed later on in the day. Name tags are worn by all participants. Because of inclement weather, inside shoes a good idea for everyone. Please make sure your child does not bring any toys or electronics from home! Science North cannot be held responsible for damages or loss that may result with electronics and groups of children. Participants under six should have an extra change of clothes to help us deal with any accidents!

Food?

March Break and Summer Science Camps

Science North or Dynamic Earth are the only locations with a weekly lunch package available for pre-order. The weekly cycle has a different option daily, and may include pizza, wraps, chicken fingers, or sandwiches, and has a vegetable/fruit component as well as a dessert (ie. yogurt) and a beverage. You may order the weekly option online at the time of registration or to add lunch after registration call 1-800-461-4898.

PA Days

PA Day programs in both Thunder Bay and Sudbury include complimentary pizza. Other programs do not include food provided by Science North unless otherwise confirmed by staff.

Other comments

If your child is bringing his or her own food, please be aware of other children's allergies and avoid sending nut products when packing your child's lunch. If there are extreme allergies within the group, we will post that information at each site so that you can help maintain the health of all children. **Extra snacks and a water bottle are always appreciated by your children!** (We take time for a snack/washroom break every morning, and as needed in the afternoons.)

DETAILS YOU NEED TO KNOW

Attendance Policy

Parents are asked to sign their child 'in' every morning, and 'out' every evening in any of our programs. In order to ensure the safety of your child, you or your designated caregiver may be asked for ID at pickup time so please be prepared. Science North will call the parent of any participant who was not signed out to ensure they have arrived home safely. If your child will be leaving early, please notify the Program Coordinator at each site, and arrangements will be made to have your child ready at the appropriate time. If your child is late in arriving at the Sudbury sites, please check in with the staff at the Sales Centre who will contact your child's group leader so he/she can join their group.

Emergency Procedures

In the event of an emergency, all appropriate first aid measures will be taken to ensure the safety of participants. Staff members are not permitted to administer any type of medication to participants, and parents will be asked to verify that their child can self-administer. A staff member certified in first aid is on hand at all times. In the case of site evacuations (ie. power outages) parents will be phoned to come and pick up their children. Each site has a cell phone, and will remain in contact with Science North through any emergencies. (The cell phone number will be posted where the sign in/out sheets are.)

Evaluations

A program evaluation form will be sent home at the end of each program for you and your child to complete together. These feedback forms allow the staff to put into action the variety of excellent suggestions that come from our campers and their parents. Please return these forms on the last day of the program. Many of this year's program ideas come from last year's participants!!

Cancellation By a Registrant:

Registrants may cancel their registration prior to the commencement of their program with the following refunds:

- If cancelled 14 or more business days prior to the start of the program, the full registration fee will be refunded, minus a \$15 (plus applicable taxes) service charge.
- Cancellations up to two business days before the program start date will be subject to a service charge of \$30 (plus applicable taxes).
- Cancellations less than two business days before the program start date will not be refunded.
- To cancel please call 1-800-461-4898.

Cancellation by Science North:

Science North reserves the right to cancel programs with insufficient registration. In this case, all existing registrants will be notified and a full refund will be issued. All existing registrants will be notified by phone or email prior to a possible cancellation. Participants may also be asked to leave a program if there are concerns about participant safety.

Non Payment:

A \$50 (plus applicable taxes) service charge will apply to any dishonoured credit card payments or NSF cheques. Science North's liability is limited to refund of registration fees.

This information will help you and your child to prepare for his/her time with us. We have worked hard to make sure your child has a challenging and fun program. Please feel free to drop by and see the program in action, or talk to the staff at any time.