

# 2022 SUMMER CAMP

AGES 5 - 8



## OPERATIONS GUIDE

**6 WEEKS OF FUN!**

SANTA FE  
  
CHILDREN'S  
MUSEUM

# 2022 SUMMER EXPLORER'S CAMP OPERATIONS GUIDE

*Last Updated : 6/8/22*

This 2022 Summer Camp Operations Guide is provided to you as a resource. It's important for us to communicate our response to the COVID-19 pandemic, and share our efforts to care for your child's health and safety during camp.

Santa Fe Children's Museum is CDC compliant and has made changes to keep you, your family, and our staff safe and healthy. Some of the new operations include adjustments to our hours of operation, admission, exhibit availability, occupancy, upgrades to our HVAC & air purification systems, and more.

Additionally, we will continue to monitor and modify all recommendations to ensure that all visitors have a comfortable experience at the Santa Fe Children's Museum. At the heart of all the policy that SFCM is abiding by is the mission to keep all of your campers and our staff healthy and safe.

We remain committed to delivering a fun and educational camp experience for all!



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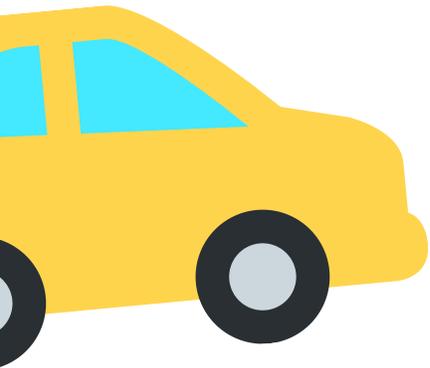
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# REGISTRATION

Registration may be completed online:  
[santafechildrensmuseum.org](http://santafechildrensmuseum.org)

By phone:  
(505) 989-8359

or In person:  
1050 Old Pecos Trail at the Museum:  
Wednesday – Saturday (10 am – 6 pm)  
Sunday (12 pm - 5pm)



**Cost: \$350 per child**

**Monday – Friday**

**Drop Off: 8:45 am – 9 am**

**Pick-Up: 3 pm– 3:15 pm**

**Camp Scholarship Information:**  
[children@santafechildrensmuseum.org](mailto:children@santafechildrensmuseum.org)



# A SUMMER OF EXPLORATION

Each week features 5 full days of FUN!

STEAM education is our focus with weekly theme-based projects and activities!

## Week

## Dates & Themes



June 13th – 17th: **Biome Explorers**

Build a terrarium, raise butterflies, and have fun with fish as we take a closer look at life on earth.



June 20th – June 24th: **Solar System Explorers**

Create a spacecraft, make a model moon, and harness the energy of the sun as we investigate the wonders of our star system.



June 27th – July 1st: **Art and Sound Explorers**

Make masterpieces, invent instruments, and experiment with color chemistry as we surf sound waves and ignite the artist in everyone.



July 11th – 15th: **Outer Space Explorers**

Build your own wind tunnel, gaze at galaxies, and study stars as we delve into the answer and unknown of deep space.



July 18th – 22nd: **Ancient Earth Explorers**

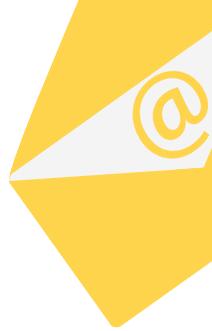
Explode a volcano, dig for dinos, and learn about layers of the earth as we travel back in time to see the first life on our planet.



July 25th – 29th: **Fairy Explorers**

Create custom costumes, forage the forest floor, and prepare for the potion lab! Imagination and ingenuity take flight in the fairy world.

# Communication Prior to Camp



- The 2022 Summer Explorers Camp Operations Guide is provided via [santafechildrensmuseum.org](http://santafechildrensmuseum.org) and email.
- Prior to each week of camp all parents will be contacted and asked Screening Questions with regards to their camper and to acknowledge that they have reviewed this Guide and all protocols with their child.
- The final page of this guide must be signed and turned in the first day your child attends camp.
- Questions? Email [programs@santafechildrensmuseum.org](mailto:programs@santafechildrensmuseum.org) or call (505) 795-3722

## Camp Refund Policy

- All registrations canceled two weeks or more prior to the week of the camp start date will receive a refund minus the \$100 deposit. Cancellations one week before the camp start date will be refunded, minus the \$100 deposit, only if the camper's spot can be filled from the waitlist. All refunds take up to 30 days to fully process.
- The same cancellation policy stands for campers on a full or partial scholarship, however, the non-refundable deposit is \$25.

Contact us at [programs@santafechildrensmuseum.org](mailto:programs@santafechildrensmuseum.org) to request a camp refund.



## Resources

If you are experiencing challenges due to COVID-19 in maintaining safe and secure housing, nutritional food, reliable utilities and transportation, and access to health insurance, resources may be available at: [santafenm.gov/connect](http://santafenm.gov/connect) or [sharenm.org](http://sharenm.org)

# Screening Questions

- *In the past 2 weeks have you had a new onset of fever, cough, shortness of breath, sore throat, chills, muscle aches, or loss of taste or smell?*
- *In the past 2 weeks have you had a new or worsening runny nose, nasal congestion, headache, or nausea/vomiting/diarrhea that is not related to a chronic condition or seasonal allergies?*
- *Have you been tested for COVID-19 in the past 2 weeks?*
- *Have you been asked to quarantine or been exposed to a person who is confirmed positive for COVID-19 in the past 2 weeks?*
- *Do you have a pending test for COVID-19?*

**If you answer yes to any of these questions without an alternative diagnosis, please stay home.**



# Coming and Going



## From the Parking Lot:

- Please, only one adult walking children in for drop-off.
- Please respect markers indicating physical distancing between families entering.
- Each visitor is asked to use the hand sanitizing station at the main entrance before approaching the check-in counter.
- A delayed start time may be deemed necessary in the event of inclement weather. If so, families will be notified via email and text.

## Entering the Museum:

- We encourage campers to wear masks, although it is not required. Check that masks are on and fit correctly upon entering.
- Staff member conducts temperature & COVID-screening
  - Campers feeling feverish or having an elevated measured temperature greater than or equal to 100.4 degrees Fahrenheit will not be allowed to stay.
  - Screenings occur each day at drop-off.
- All campers will visit the restroom to wash their hands upon entering camp.
- Then head to their group to HAVE FUN!

## **\*NEW\*** Pickup Procedure:

- This summer, families will pick up through our back Garden Gate, located to the rear of the Center of Contemporary Arts (CCA) dirt parking lot.
- Text (505) 795-3722 with your camper's name. They will be escorted to your vehicle.
- If the pick-up person is different from the drop-off person, permission must be granted by the parent or guardian and a picture ID will be required.
- If the pick-up person does not have the ability to text upon arrival, they may walk up to the gate and a staff member will be there to assist.
- Any child not picked up by 3:15 pm, will automatically be placed in aftercare and the appropriate fees applied.
- Campers in aftercare will be picked up through the main entrance. Payment is required for after care and is completed through our front desk prior to or at pickup.



# Campers

- Campers are required to be ages 5-8 (\*Must be potty trained\*)
- Campers will receive a Health and Safety Orientation as part of the curriculum every first day of camp.
- Campers who repeatedly do not respect social distancing, hand hygiene, or any other health & safety instructions from the Museum Staff/Camp Team will have their parent/guardian called and may be dismissed from camp.

## Personal Property

- Backpacks, lunchboxes, water bottles, hats, etc should all be labeled with the camper's name.
- Please provide your child with a hat/sunscreen/bug spray, as all children will be spending time outdoors.
- Each child/household will have their own personal "project cubby" which will contain all of the supplies for the week's activities.
- Supplies will not be shared and personal lunches will stay apart from others.
- Campers should understand that this is not a good time for sharing. They should not touch each other's personal property or bring anything extra, including toys or electronics, unless absolutely necessary.
- If your child requires medication while at camp, please speak to the Camp Director at drop-off. All medications are kept in lock cabinets in the classroom. SFCM will not administer medications without parent authorization.

## Good to Know

- The Museum will be open to the public during camp, Wednesday–Friday.
- Personal water bottles are highly encouraged - tap water will be available for refills
- Please label all personal items, jackets, hats, lunchboxes, etc. with camper's name.

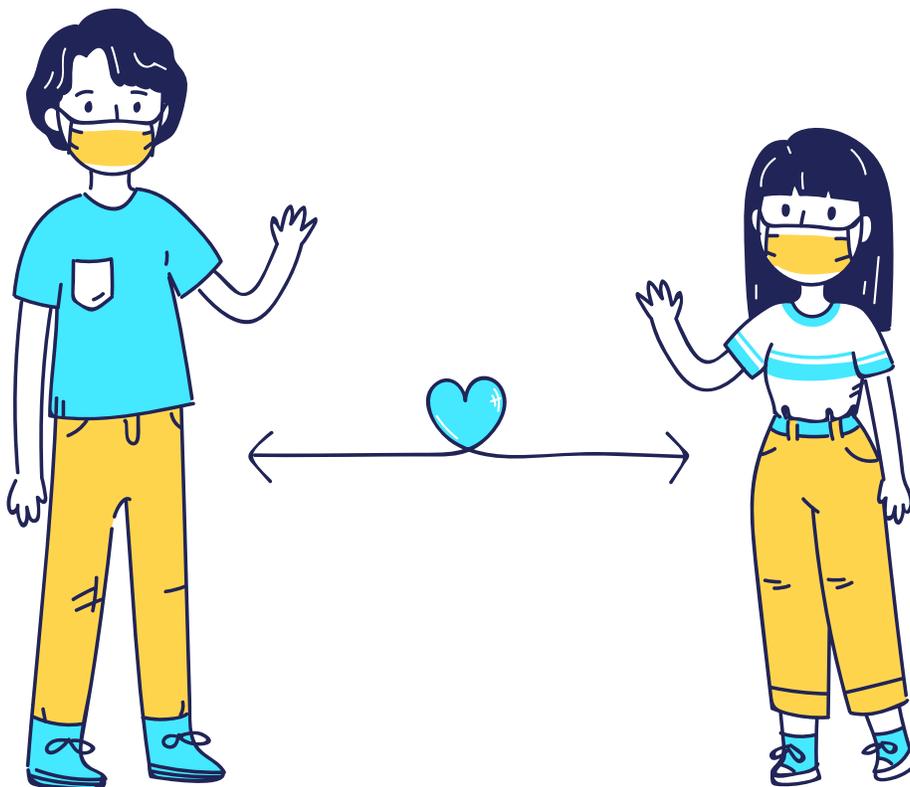
# Daily Activities



- Limited to low-contact games and activities
- Campers will have daily private indoor playtime the first hour.
- Facilitated STEAM activities will be conducted at designated “Lab” times throughout the day.
- Lunch will be eaten outside. If weather becomes a safety issue, children will eat in their classrooms, facing in a single direction, with doors and windows open.
- **Outdoor Play (Outdoor Space & Backyard)**
  - Each day includes a 30-minute morning playtime in our Backyard and a 30-minute recess at the Baton Museum Mediation Garden.
- **Indoor Play (Museum Floor)**
  - Campers will enjoy a private playtime indoors before the museum is open to the public.
  - Museum exhibit items will be cleaned and sanitized before and after each use.
  - To minimize camp exposure to public guests, all daytime play breaks will be outdoors as much as possible.
  - Our classrooms are equipped with two mobile Enviroco IsoClean CM HEPA filtration systems, and the Museum’s air filtration system has been upgraded with True Merv9 efficiency air filters to meet hospital filter efficiency guidelines.
- **STEM Activities and Art Projects**
  - Each child will receive their own project materials and tools.
  - Projects will go home with campers and tools will be disinfected after each use.
- **Visitors, Guest Speakers, and Presentations**
  - We will be limiting guest presenters and volunteers. Should any be present, all museum safety protocols will be followed.

# Physical Distancing

- Children will be in the same group each day, and the same staff/teen mentor will remain with the same group each day.
- Each group will be in their own room practicing physical distancing. Campers will not intermingle with the public.
- All seated areas will be arranged accordingly.
- Even when moving between areas or lining up, physical distancing will be maintained with markers and reminders

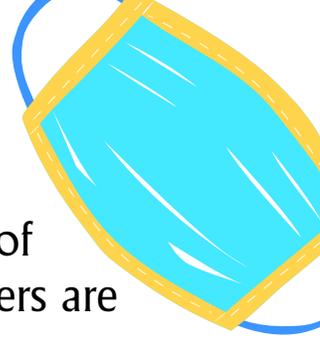


# Hand washing

- All campers, staff, mentors, and volunteers must practice good hand hygiene while on site.
- We'll be teaching and practicing proper handwashing through fun experiments and games!
- All staff and campers will wash their hands upon entry, exit, as well as:
  - After using the restroom.
  - After blowing one's nose.
  - After contact with "high touch" surfaces such as handrails, doorknobs, light switches, etc.
  - Before eating or drinking.
  - Before and after touching your face, nose, mouth, or eyes.
- Hand washing timers are provided at every sink.
- Hand washing and bathroom time will be staggered.
- Hand sanitizer stations will be provided for campers and staff for frequent use.



# Face Masks



- Masks are recommended for all campers with the exception of eating, when children will practice physical distancing. Campers are responsible for bringing their own face coverings.
- The CDC recommends that face coverings should:
  - fit snugly but comfortably against the side of the face
  - be secured with ties or ear loops
  - include multiple layers of fabric
  - allow for breathing without restriction
- Machine washing is sufficient to disinfect cloth face coverings. They should be laundered daily.
- Before and after putting on or removing a face covering, wash and/or sanitize your hands and try not to touch the face, eyes, nose or mouth.
- All Museum staff, volunteers, and teen mentors are required to wear face coverings throughout the duration of camp, while onsite.



# Personal Protective Equipment

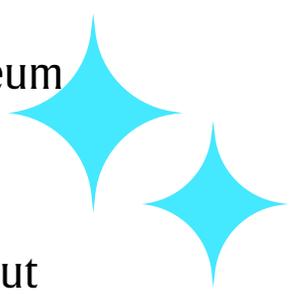
- Use of gloves or other PPE (other than masks) is optional.
- If a parent wants a camper to use other PPE, the camper must bring it with them and understand its use.

## Food and Drinks

- The snack & lunch breaks will require that face masks are taken off, so we will further separate campers and staff.
- Campers will eat outdoors when at all possible.
- Drinking from fountains is prohibited. Campers may use the sink to refill water bottles.
- Campers must bring their own personal water bottles. Please mark with the camper's name in large letters! Water bottles will be available in the gift shop for purchase (\$1.50)
- Every camper must bring their own lunch and two snacks each day. Nut-free is preferred.
- Campers will NOT have access to the fridge or microwave during lunchtime.

## Cleaning and Disinfecting

- A custodial service will complete a full sanitization of the museum after each camp day.
- Cleaning team completion records will be used.
- Teaching staff will follow exhibit cleaning procedures throughout the day.
- If an area or object needs attention, we encourage our campers to notify our staff right away.



# Staff Health & Facility



- All Museum staff (18+), including teen mentors, have been fully vaccinated for COVID-19.
- Screening Questions will occur daily and follow the same guidelines as for campers.
- Employees have received comprehensive COVID-19 safety and sanitation training to ensure they understand and feel confident managing the physical distancing & hygiene aspects of their roles.
- The Museum has upgraded its HVAC system with MERV 9 (Minimum Efficiency Reporting Value) maintained efficiency air filters that meet all published hospital filter efficiency guidelines, in addition to Two mobile Envirco IsoClean CM HEPA filtration systems with UV, 120VISO, with 7 full air exchanges per hour.

## In Case of Illness

- Children who become sick should be picked up immediately when a parent is notified. A doctor's note must be provided and a Negative COVID Test result from a test provider, not a home test, within 72 hours of the camp start date.
- All visitors are encouraged to tell the museum immediately if anyone in their household tests positive for COVID-19 within a week of visiting the museum

**The Santa Fe Children's Museum will adhere to all CDC and CYFD guidelines.**

# Sources

**I. COVID-19 Safety Checklist**

**II. "All Together New Mexico COVID-Safe Practices for Day Youth Camps and Programs"**

**III. "Talking To Children About COVID-19"  
National Association of School Psychologists**

**IV. CDC Recommendation for Schools and Youth Programs**

**V. American Camp Association Field Camp Guide**

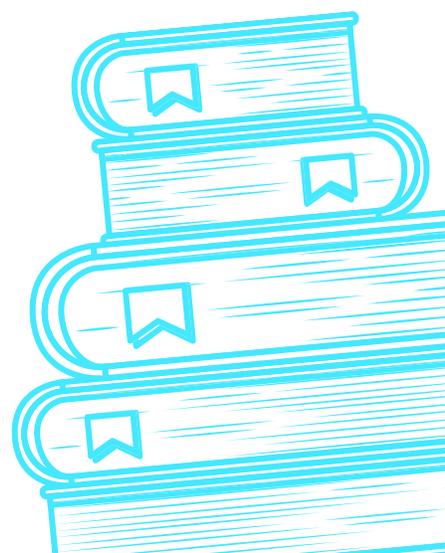
**VI. Updates and Communication from CDC**

**VII. Updates and Communication from OSHA**

**VIII. Updates on State Specific Guidelines**

- [cv.nmhealth.org](http://cv.nmhealth.org)
- [newmexico.gov](http://newmexico.gov)

**IX. Santa Fe Public Schools and the New Mexico Department of Education COVID-19 Response Toolkit for New Mexico's Public Schools**



# Acknowledgment and Consent Form



I have read the Santa Fe Children's Museum 2022 Summer Explorer's Camp Operations Guide, and have reviewed it with my child. I will print and turn in this signed consent form with my child on the first day of camp.

By signing below, I acknowledge that there is a risk that my child will be exposed to COVID-19 while at camp, and I expressly release SFCM, its officers, directors, employees, volunteers, agents, licensees, successors and assigns from and for any and all claims, demands or causes of action which I have, or may have, relating to COVID-19.

Campers who repeatedly do not respect social distancing or hand hygiene requirements will have their parent/guardian called and may be dismissed from camp.

**Camper's Name (Print)**

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**Age**

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**Date**

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**Parent/Guardian Name (Print)**

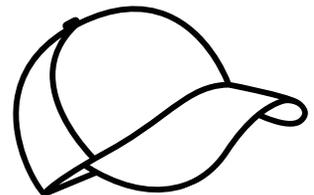
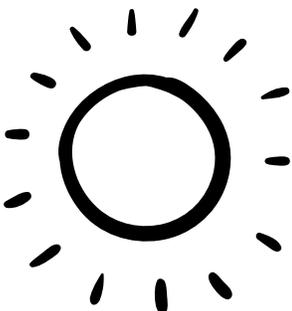
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**Signature**

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**Phone Number**

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**If you have further questions, comments, or concerns, please contact us at [programs@santafechildrensmuseum.org](mailto:programs@santafechildrensmuseum.org)**