



SANTA FE

CHILDREN'S
MUSEUM

SUMMER CAMP

Ages 5 – 8

7 Weeks of Adventure

OPERATIONS GUIDE

2023 SUMMER EXPLORER'S CAMP OPERATIONS GUIDE

Last Updated : 6/7/23

This 2023 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.

Santa Fe Children's Museum is CDC-compliant and since March 2020 has made changes to keep you, your family, and our staff safe and healthy. Some of the new operations include a policy for staff, interns and volunteers to be vaccinated, being outdoors as much as possible during programs and camps, adjustments to exhibit availability, upgrades to our HVAC system, and the purchase of new hospital-grade air purification systems.

As of February 17, 2022, New Mexico does not require face masks in all indoor spaces. This policy applies to our guests, staff, and volunteers. However, everyone may continue to wear a mask to protect themselves and others from getting Covid 19. If you feel more comfortable with your child wearing a mask, that is ok!

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 policies of SFCM is abiding by the mission to keep all of your campers and our staff equitable, healthy, and safe.

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



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REGISTRATION

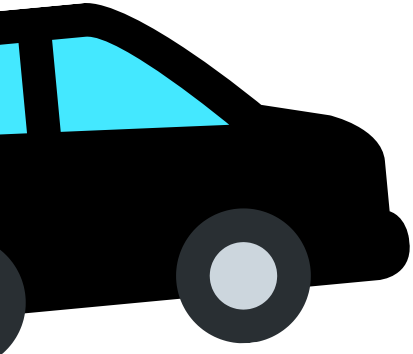
Registration may be completed online:
santafechildrensmuseum.org

By phone:

(505) 989-8359

or In person:

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



Cost: \$375 per child

Monday – Friday

Drop Off: 8:45 am – 9 am
Pick-Up: 3 pm – 3:15 pm

Aftercare:

Available daily from 3 pm – 5:30 pm. All registered parents will receive a registration link to purchase their After Care Session(s).

*All sessions must be pre-paid prior to camp.
There will be no day-of or in-person transactions available.*

Camp Scholarship Information:
children@santafechildrensmuseum.org

Week

DATES & THEMES



(June 12th-16th) – Prehistoric Planet Explorers

Travel through time to a world before humans: Investigate prehistoric plant life, find fossils, learn about lava, and follow ancient tracks on this geological journey.



(June 19th-June 23rd) – Underwater Explorers

Leave land behind: Examine all aspects of the hydrosphere. Create your own coral reef, put wheels on a whale, dig for shark teeth and see with a snorkel as we dive into deep fun.



(June 26th-June 30th) – Forest Explorers

Climb new heights of knowledge and imagination as we unearth the magic world of the forest floor and its folklore. Discover new species, make shelter, forage food, and wildcraft fairy crowns as we study this stunning biome and its woodland worlds.



(July 10th-14th) – Outer Space Explorers

3-2-1 Blast off! An out of this world expedition to learn about stars, galaxies, and worlds beyond our own. Excavate Ice orbs, fabricate a model spacecraft and design your own astronaut attire as we gravitate towards understanding the immensity and beauty of our universe.



(July 17th-21st) – Lego Explorers

Let's go Legos! Unleash your inner engineer as we learn with Legos. Make machines that move, design your dream house, get technical with gears and pose for minifig portraits as you become a Lego Master brick by brick.



(July 24th-28th) - Pirate Explores

Prepare for peril as we embark on an adventure across the seven seas. Sharpen your sword, and your skills, as we build boats, track treasure, curate costumes, and put on our own pirate play! Children's theater coach, Abby Cole, joins us every afternoon to bring our swashbuckling stories to life.



(July 31st - Aug. 4th)- Robot Explorers-

Join us young humans! Your "Human" educators will show you how to act like a robot! We will draft metallic masterpieces, make motors move, create code, and battle robo-bugs for an exciting experience into the nuts and bolts of robotics.

Communication Prior to Camp



- The 2023 Summer Explorers Camp Operations Guide is provided via 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 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 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 or sharenm.org



Screening Questions

- *In the past 5 days 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 5 days 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?*
- *If so, have you been tested for COVID-19?*
- *Have you been asked to quarantine or been exposed to a person who is confirmed positive for COVID-19 in the past 5 days?*
- *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 ~ DROP-OFF:

Parents will drop off through the main entrance of the Museum between 8:45 am – 9 am. Parents must escort their camper into the building and sign them in each day.

- Please, only one adult walking children in for drop-off.
- 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:

- Due to our exciting Backyard renovation, Parents will now pick up campers from our Sculpture Garden located in front of our Museum Office Entrance. Campers who have pre-registered for Aftercare are picked up using the main entrance and will sign out at the front desk.



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
- For safety reasons, aftercare will be held in one of our classrooms.

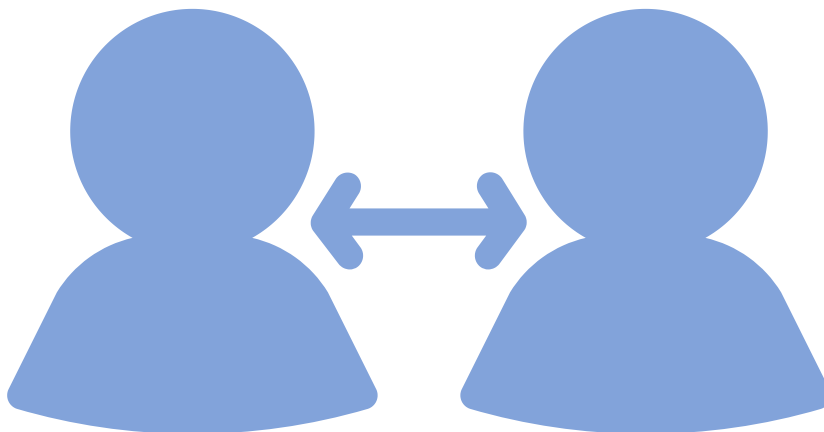


Daily Activities

- 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, with doors and windows open.
- Outdoor Play (Outdoor Space & Backyard)
 - Each day includes a 30-minute morning playtime in our Woods Outdoor Classroom and a 30-minute recess at the New Mexico Military Museum (next door on same campus). Mediation and a 30-minute recess at the New Mexico Military 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 EnviroClean 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, as best as possible. 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

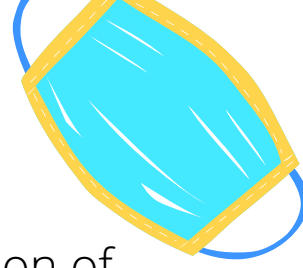


Hand Washing

- 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 encouraged 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 encouraged to wear face coverings throughout the duration of camp, while onsite. However, it is not required.
- Anyone who chooses to wear a mask or respirator will be supported in their decision to do so at any COVID-19 Community Level, including low.



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

- 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

- 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 Enviroco IsoClean CM HEPA filtration systems with UV, 120VISO, with 7 full air exchanges per hour.

In Case of Illness

- Ensure the positive individual has been isolated and sent home. Inform the positive individual and his/her parents/guardians (if a camper), that the positive individual will need to self-isolate for 5 days from the specimen collection leading to the positive test result (or symptom start date) AND until fever-free for 24 hours without fever reducing medication AND until symptoms are improved.
- Campers or staff who come to the Children's Museum with symptoms or develop symptoms while at school should be asked to wear a well-fitting mask or respirator while in the building and be sent home. Symptomatic people who cannot wear a mask should be separated from others as much as possible; children should be supervised by a designated caregiver who is wearing a well-fitting mask or respirator until they leave the Children's Museum grounds.



In Case of Illness

(continued)

- Our team will clean high-touch surfaces regularly with soap and water or with appropriate cleaning products. Sanitizing and disinfecting can further lower the risk of spreading disease and kill germs remaining on surfaces. See detailed guidance from CDC for further considerations with specifics on surfaces and products: [When and How to Clean and Disinfect a Facility | Water, Sanitation, and Environmentally Related Hygiene | CDC](#).
- Once isolation has ended, the CDC recommends wearing a well-fitting mask or respirator around others through day 10. Individuals with moderate to severe covid or who are immune compromised are recommended to isolate for a full 10 days.
- People who were exposed to COVID-19 should follow recommendations to wear a well-fitting mask and get tested. Children's Museum management can decide how to manage exposures based on the local context and the benefits of preserving access to in-person learning.
- When the Children's Museum requires that campers isolate, campers will be provided with the projects and materials that they would have received during that time at camp.

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
- newmexico.gov

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

X. New Mexico Public Schools, New Mexico School Health Manual Chapter 10: Communicable Disease Control

XI. NMDOH COVID hotline for general questions: 1-855-600-3453



Acknowledgment and Consent Form



I have read the Santa Fe Children's Museum 2023 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 health & safety requirements will have their parent/guardian called and may be dismissed from camp.

Camper's Name (Print)

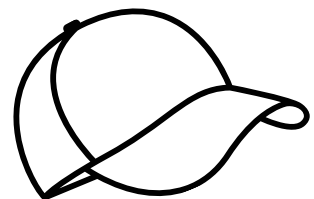
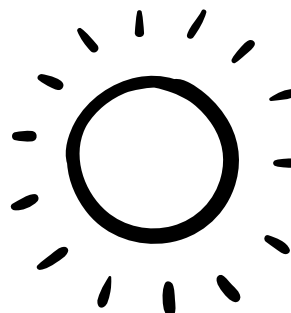
Age

Date

Parent/Guardian Name

**(Print)
Signature**

Phone Number



If you have further questions, comments, or concerns, please contact us at
programs@santafechildrensmuseum.org