



Huntsville Botanical Garden Summer Camp 2020

4747 Bob Wallace Ave. SW Huntsville, Al 35805

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Dear Parent/Guardian,

The Huntsville Botanical Garden is thrilled that your child will be joining us for (Insert camp name) Summer Camp 2020, the week of (Insert Date). The Garden is actively monitoring and structuring summer camps based on the Centers for Disease Control and Prevention (CDC) and Alabama Department of Public Health (ADPH) guidelines in response to COVID-19. The information below will outline the changes to our summer camps for 2020.

Camp will be hosted completely outdoors at the Grisham Pavilion in the Blue Parking lot (weather permitting).

Inclement weather may result in moving campers to an indoor location that allows for appropriate social distancing, such as the Nichols Arbor. If we experience severe weather, the Garden may be required to end camp early or completely cancel camp for the day. **We will notify you of any changes or cancellations no later than 6:00pm the night before.**

Check-In:

Program begins at 9:00am with check-in at 8:30am at the hygiene station located between the Linda J. Smith Admin Building and Grisham Pavilion. Look for the tent set up between the two locations! If the location for drop-off or pick-up should change, you will be notified with instructions no later than 6:00pm the night before. **Early drop-off begins at 7:30am and is available with an additional cost per camper.**

To eliminate traffic congestion, parents/guardians will be required to park in the Blue Parking lot before exiting the vehicle for check-in and check-out.

A staff member equipped with PPE gear will be taking your child's temperature with a no-contact infrared thermometer at check-in. In accordance with current CDC and ADPH guidelines, any child with a temperature elevated to 100.4 or higher will not be admitted.

Parents/Guardians will receive an email invitation the week before your scheduled camp from the mobile app Brightwheel. At no cost to you, Brightwheel is a secure way for Education staff to manage the camp roster digitally, share what is going on at camp throughout the day, and contact you with important information.

Arrival at Camp:

We will be using Brightwheel for no-contact check- and check-out at camp. You will scan a QR code at the hygiene station with your app, and then follow the instructions on your screen to complete check-in or check-out.

Once admitted to camp, your child will be required to sanitize his/her hands before entering the pavilion.

During lessons, campers will sit at a picnic table that ensures proper social distancing of six feet. Each camper will be assigned to the same seat for the duration of the week. You will need to discuss appropriate social distancing practices prior to the first day of camp with your children. For health and safety reasons, any children unable to adhere to the social distancing practices will be asked not to return to camp

Pick-Up:

Camp ends at 4:30pm each day. Parents will be required to park in the Blue Parking lot before going to the hygiene station for checkout. Again you will scan the QR code for checkout.

Effective June 2020, the Garden will be offering aftercare until 5:30pm at an additional cost of \$10.00 per camper per day.

The Garden is only accepting payments for early drop-off and aftercare in advance online. **No payments or registrations will be accepted at the Garden.** To register, visit <https://hsvbg.org/camps/>

A parent or legal guardian must sign your child in and out of camp each day. Please provide the names of the approved individuals who are allowed to pick up your child on the attached PDF document and add them in the Brightwheel app. We encourage, **but do not insist**, that the same parent/guardian drop off and pick up the child.

Lunch/Snack Procedures:

Effective June 2020, the Garden will no longer provide campers with snacks. Parents/guardians must provide a sack lunch, as well as a morning and afternoon snack. Campers will not have access to a refrigerator, so any lunches that must remain cold will need a cold pack. Lunches will remain with the campers at their assigned seat/table.

Campers will not be permitted to trade or share food.

Emergency Forms/Brightwheel App Information:

Please complete the attached fillable PDF Emergency Contact form. Note any medical conditions (physical or developmental) that staff should be made aware of concerning your child. This information will also need to be added to the Brightwheel app for each child. **This will only need to be done once for the entire summer.**

What to Send with your Camper:

Ensure that your child is appropriately dressed to spend the entire day outdoors.

Parents/guardians is asked to provide the following:

- Face mask or face covering (visit <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html> to learn how to create your own cloth facemask)
- Personal hand sanitizer
- Hat(s)
- Spray sunscreen
- Bug spray
- Backpack
- Camera (optional)
- Disposable water bottles (2-3 per day)

When moving through a building or gathered in the pavilion, campers will be required to wear a face mask or face covering, so please make sure they come prepared. Masks will also be required anytime campers are interacting with staff or guests. It will remain optional to wear a mask as we walk through the Garden. If you prefer that your child wear a mask at all times, please let us know.

To protect your child and our staff members from the potential spread of germs, the following items are prohibited:

- iPads
- Tablets
- Gaming systems
- Toys (e.g. stuffed animals or Legos)

Cell phones are permitted as they allow your child to contact you. Please make your child is aware that cell phones are to be used only for contacting parents/guardians or taking photos of the Garden. Because gaming on phones encourages children to gather close together, phones may not be used for playing games. Violation of this rule will result in phones being confiscated for the remainder of the day.

Gift Shop:

Campers will have the opportunity to visit the gift shop during the week. We suggest sending your camper with \$15-\$20 on gift shop days. To help prevent the spread of germs, campers will not be permitted to play with items purchased from the gift shop during camp. Items must be kept in the bag and under the camper's assigned seat.

Please make sure you share the following with your camper prior to attending camp:

More information to discuss with your camper before attending summer camp:

- How to maintain a six-foot distance from other campers.
- How to put on a face mask or face covering
- If you need to cough or sneeze, do so into your elbow or a tissue, and then immediately wash your hands.
- Hands should be washed with soap and warm water, scrubbing for a minimum of 20 seconds.
- Avoid touching your face, eyes, mouth, and nose.

Please sign the attached page to acknowledge you have received and read this information in its entirety. For additional information or questions, please contact Misty Hertzig at (256) 830-4447 ext.253 or mhertzig@hsvbg.org

We know summer camps are going to look significantly different from previous years, and we thank you for your patience as we all adjust to these new procedures to make every part of camp run as smoothly and safely as possible. Again, we look forward to having your child join us for (Insert Camp Name) Summer Camp 2020.

Warm regards,

Misty Hertzig

Manager of Youth Programming

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