



## Charles M. Schulz Museum Summer Camp 2019

### Information and Guidelines

Thank you for enrolling in Summer Camps at the Schulz Museum. We hope the information below will help you plan for your child's Schulz Museum experience.

Our morning camps run from 9:00 am – 12:30 pm; afternoon camps run from 1:00 – 4:30 pm. Students enrolled in both camps will enjoy a supervised break between camps with a lunch brought from home or from the Warm Puppy Café (see below).

**CLASSROOM LOCATIONS:** The Schulz Museum has two classrooms. The classroom location for each camp can be found in the camp description for each camp under "Place" on the Schulz Museum's website at <https://schulzmuseum.org/learn/classes-camps/>. Our classroom locations are:

- **Education Annex classroom.** To reach the EDUCATION ANNEX, park in the Northwest corner of the Schulz Museum parking lot near the baseball diamond. Look for the walking path between the ball field and large tiled private building. Walk through the open gate and continue down the walking path to the classroom. You will see Charlie Brown's black and yellow zigzag to your left once you pass through the gate. **Please do not park or drop off in the Children's Museum's parking lot unless you require accessible parking, which is available by parking at 1835 Steele Lane directly in front of the EDUCATION ANNEX glass sliding doors.**
- **Education Room classroom.** To access the EDUCATION ROOM, park in our parking lot at 2301 Hardies Lane and come to the front entrance of the Museum. Let Museum staff know you are here for summer camps.

**DROP-OFF AND PICK-UP:** To ensure the safety of every child, we ask that all children be signed in and out each day by an adult parent or guardian who is over 18. Please make sure to come inside the Museum or classroom with your child to sign them in and out at the beginning and end of the day, even in inclement weather. Please allow extra time for sign-in on Monday so we can collect all the information we need for the week, including shoe size so we can help children find their appropriate skate size.

**SNACK AND LUNCH:** Summer campers can order bag lunches from the Warm Puppy Café that will be delivered to their summer camp classroom. The Warm Puppy Summer Camp menu and order form can be found on our web site at <https://schulzmuseum.org/learn/classes-camps/>.

- **Please send your child with a snack every day of class.** The Museum does NOT provide snacks or lunch but will allow time for snack breaks.
- **If your child is spending the whole day in classes, please send a lunch or order one from the Warm Puppy Café. Students attending the morning and afternoon class will enjoy a supervised lunch break between classes and will be escorted to the afternoon class.**

**CLASS ACTIVITIES:** We want children attending classes at the Museum to be exposed to the entire Schulz complex. Therefore, all of our classes include experiences outside of the classroom such as visits to the Museum and/or ice arena, outdoor games in the ball field, and walks and hikes around the surrounding area. Children will be supervised on all of these excursions.

- Our classes often involve paint, glue, and other messy media. **Please have your child wear clothes that can get dirty and messy.**
- Please consider applying sunscreen each day before class.
- **Please leave all electronic devices at home.** The Museum provides all materials and iPads needed for its classes. We have telephones in both classrooms in the event a camper needs to call home. Personal electronic devices are distracting to the campers trying to engage in camp activities. Campers who bring electronic devices will be asked to put them away and keep them in their backpacks.

**BEHAVIOR MANAGEMENT:** Our goal is for you and your child(ren) to have a safe, fun, and meaningful experience this summer. We are committed to working with every child and will do all we can to help them have a good experience. However, we reserve the right to remove a child from class if their behavior becomes too disruptive and jeopardizes the experience of other children in the class. If your child has a potential behavior problem of which we should be aware, please let us know by calling us at (707) 284-1272.

**ABSENCES:** Please call us at (707) 284-1272 if your child will be missing class for any reason. We often delay the start of each class until all children are present so it is helpful to know if your child won't be attending.

**LOST AND FOUND:** Items left behind in classes will be kept in the classroom for the week of class. At the end of each class, left-behind items will be moved to the front desk of the Schulz Museum where they can be picked up between 11:00 am and 5:00 pm daily. After September 16, 2019, all items left in lost and found will be donated to a local non-profit organization.

**REFUND AND CANCELLATION POLICY:** If you need to cancel a class, please let us know as soon as possible by calling (707) 284-1272. Cancellations cannot be made online. If you cancel a class with more than 48-hours' notice, the Schulz Museum will provide you with either a full credit for a future class or with a refund minus a \$15 per class processing fee. We cannot provide any refunds or credits for classes cancelled with less than a 48-hour notice or after a class has begun.

**LEGO ANIMATION and Other iPad/Movie-Making Camps:** If your child is attending LEGO ANIMATION, DIGITAL CARTOONIST or iPad MOVIE MAKING class, they do not need to bring any materials with them. The Museum will supply all materials for this class.

- All final projects will be uploaded to the Museum's Education YouTube channel within a week of the end of class. You should be able to view, share, and download your child's work from YouTube.
- If your child must bring their own LEGOs from home, we recommend bringing already-built creations or figures in a zip lock bag labeled with your child's name. Your child must take personal responsibility for any LEGOs brought from home. The Museum cannot take any responsibility for LEGOs brought from home.

**TAX ID NUMBER:** The Charles M. Schulz Museum's classes are educational programs and not childcare as defined by the State of California. Our TAX ID Number is 68-0422370.

**PHOTOS:** The Charles M. Schulz Museum reserves the right to photograph activities and participants for potential promotional use. All photos will remain the property of the Schulz Museum and may be used for publicity and promotional purposes only. If anyone in your family should not be photographed, please let us know by speaking with the Camp Director or by calling us at (707) 284-1272.

Thank you again for choosing the Schulz Museum this summer. Our goal is for you and your child(ren) to have a safe, fun, and meaningful experience. Please feel free to contact Jessica Ruskin with any concerns or questions. Jessica can be reached at (707) 284-1265.

Thank you,  
The Schulz Museum Education Team