



BUFFALO MUSEUM OF SCIENCE

CAMP-IN LEADER INFORMATION

The following information is provided to help you prepare for your Buffalo Museum of Science Camp-In Program experience. If you have any questions, please call (716) 896-5200 x345.

LEADER RESPONSIBILITIES

Museum policy requires that all campers be under direct supervision of an adult leader at all times. We require one adult for every six campers, ages 6-8. For 9-12, one adult for every eight campers is required.

The cooperation and support of parents is vital in order to make the experience a worthwhile one. As a parent, please encourage proper conduct and be prepared to offer guidance, if necessary, for those that may need help.

SPECIAL NEEDS

Wheelchairs can be accommodated. Special dietary needs may not be met, but those individuals are encouraged to bring whatever is necessary to make their visit a positive one. Refrigerator space is available.

MEALS

Please, no food in the Exhibit Halls at any time! The Museum will provide an evening snack of cheese sticks, pretzels, breakfast bars and juice (at ~ 9:00 pm) and continental breakfast (at 7:15 am), so plan on eating dinner ahead of time. Parents will be provided complimentary instant coffee and tea during designated hours (5:30-10:30 pm). Please make sure another adult directly supervises your group should you take a coffee break.

WHAT TO BRING

Each participant should bring a sleeping bag. You will be sleeping on a HARD floor, so you may wish to bring a foam pad or air mattress as well. We strongly suggest that you place all belongings together in one package or bedroll to facilitate storage. Packing gear in a large, sturdy garbage bag works well. To minimize loss of items, please have all items labeled with your name.

Wear comfortable shoes and clothing. Shoes must be worn at all times. The Museum's temperature fluctuates, so it is best to wear loose fitting clothes that can be layered i.e., shorts and T-shirt under sweats. A minimum amount of personal items such as a water bottle and basic toiletries are all that are necessary.

Please do not bring pajamas, food, headphones or roller skating shoes, i.e., Heelys. Only leaders may bring and use flashlights.

ARRIVAL & REGISTRATION

Please do not arrive before 5:15 PM. Proceed with your group to the Registration Desk. At this time you will be given an information packet containing a map of the building, schedule of events, and other pertinent information. Please familiarize yourself with this material and adhere closely to the schedule.

You will be assigned a sleeping area. Make sure your campsite leaves clear passages and doesn't block exits. After lights out, you are also expected to remain with your group at all times. Children need to be accompanied by an adult when going to the restrooms after lights out.

DEPARTURE

The program officially ends at 9:00 AM. Please make sure your group has packed their belongings and cleaned the campsite before departure.

EMERGENCIES

As a public institution, the Museum is required to meet certain standards. Security guards are on duty throughout the evening. Fire and police protection are only minutes away. Please check with Security or other staff personnel if an emergency arises. Some emergency lights will be on during the night and Security Guards make routine rounds of the building.

A first-aid room is available for minor problems. Again, please notify Security or staff if a medical emergency arises. Refrigeration for medical supplies is available.

IMPORTANT BASIC RULES AND GUIDELINES

- Campers must be supervised at all times. Anyone found wandering without adult supervision will be issued a verbal warning. If not cooperative, parents will be notified and camper will be asked to leave.
- No one is allowed to leave the building except in the case of an emergency and Museum staff has granted permission.
- Smoking is prohibited throughout the Museum.
- No food or gum is allowed in the Exhibit Halls.
- Groups are responsible for cleaning their campsite.

PAYMENT / CANCELLATION / REFUND POLICY

- A \$102 non-refundable deposit must be paid at time of registration to guarantee your date
- The remaining balance of payment is due 1 month prior to the Camp-In
- A roster of names of each person attending the event is due 1 week prior to the Camp-In
- Refunds, of the balance, are only provided until 10 days before the Camp-In
- The Buffalo Museum of Science reserves the right to cancel at any time. In the event the Museum cancels the program, a full refund (including deposit) will be issued if the Camp-In is unable to be rescheduled within the 2014-15 Camp-In season.

BMS CAMP-IN MERCHANDISE

Camp-In T-shirts (\$15:00 + tax) and patches (\$2.99 + tax) will be available for purchase in our Gift Shop.

Note: The information, including prices, is subject to change