

**Policies & Procedures**  
**2020 STEM School Support Camp at**  
The Asheville Museum of Science (AMOS)

**Mission and Focus for School Camps**

School Camp is a museum program designed to help children get through the virtual school day while caregivers get through their workday.

At School Camp, children in grades 1-5 can attend school virtually from the AMOS Stem Lab. In quiet spaces, under the supervision of our dedicated team, students will participate in their classroom lessons and work on their daily assignments. When live sessions are over, science will take center stage with a grade-appropriate enrichment program featuring engaging activities that align with NC curriculum standards. Students will also have the chance to explore select AMOS exhibits from time to time, under supervision and in accordance with safety protocols. The day will end with independent learning time for students to work on asynchronous assignments.

The program aims to ensure kids remain focused and on task throughout the virtual school day as well as providing them with basic educational assistance when needed. Please note that we consider your child's teacher to have primary responsibility for their educational needs. Our educators are science specialists who can provide basic support but are not tutors or classroom educators.

We are continuing to follow all federal, state, and local guidelines related to COVID-19, and these guidelines are at the center of our ongoing work to create and maintain a safe environment for all Campers and staff throughout the semester. Guidance for our COVID-19 School Camp Safety protocols comes from the U.S. Center for Disease Control and Prevention (CDC); the North Carolina Department of Health and Human Services (NCDHHS); and the American Camp Association (ACA).

As of the start of school, the AMOS Exhibit Halls are closed to public visitation. It is possible that our exhibits may open back up to the general public during the School Camp semester. Should that be the case, AMOS is committed to continuing to keep students as safe as possible through all CDC-recommended guidelines.

**Essential Functions of a School Camp Participant**

A student must have the following capabilities to participate in School Camp at AMOS:

- Be able to move independently from place to place
- Take care of their own personal needs
- Have effective interactions in our group-based environment (pair work, group projects, etc.)
- Abide by the code of conduct and behavior guidelines

If you have any questions about the essential functions listed above, please contact us. We would be happy to talk to you about your Camper's specific needs. Please note:

- AMOS is not a therapeutic setting, however we work with families to accommodate their children's needs as long as they can abide by the essential functions of a participant (above).
- If a student has a current IEP issued from the school system that requires an aide or other resources, AMOS will accommodate those individuals. Caregivers or members of the family are not considered a licensed aide or support person.

- AMOS does not administer oral or topical medications. Students must be able to administer their own medications during the program hours.

## Daily Student Requirements

Several student requirements are in place to best protect all of our students and staff. These include:

- All students must come to Camp with a face covering (gator style, cloth mask or bandana) each day. AMOS will not provide masks to those who forget to bring one.
- Students must bring lunch and snacks for the day, as no food options will be offered onsite.
  - Students attending After School may want to bring an additional snack.
- Students should bring a refillable water bottle with them. Water fountains will not be utilized by individuals at the museum.
- Students will be required to bring their own school supplies, including a computer/tablet, charger/cord, headphones, and all school learning packets.
- Some teachers will require additional materials or handouts, please supply those as appropriate. Parents also need to communicate all log in credentials for programs, software, and virtual meetings.

AMOS will provide all materials for enrichment activities. These will be provided in an individual kit that only the student will use throughout the week. These kits may include a pair of scissors, crayons, markers, glue sticks, etc.

Additional supplies to bring each day include lunch and snacks, water bottle, a book or quiet activity, a change of clothes, and a sweater or jacket.

## Personal Property

- Students are prohibited from bringing toys, stuffed animals, gaming devices, trading cards, personal sports equipment or live animals.
- Each student's belongings will be kept in their designated areas the entire time.
- AMOS is not responsible for personal property lost or stolen during School Camp.
- Cell Phones: If a cell phone *must* be brought to Camp, it must be put away during Camp hours (8am-5pm) This also includes Smart Watches with messaging capabilities.
- It is strongly recommended that all items, including sweaters, lunch boxes and water bottles, be labeled with the student's first and last name.

## School Camp Drop-Off and Arrival

**8:00-8:15am** School Day Drop-Off

**2:30-2:40pm** After School Only Drop-Off

Please drop your child off across the street from the museum, Curbside on Church Street, directly across from the museum entrance. Staff will be waiting to greet your child and complete the temperature check and health questionnaire. If possible, we kindly ask that parents do not enter into the museum at this time. AMOS staff will escort your child across the street and into the museum to begin the school day.

If your child needs to arrive late, a staff member will gladly meet you outside. Please call (828-254-7162) the museum for those requests and email [edu@ashevillescience.org](mailto:edu@ashevillescience.org).

## Health screenings

- Temperature checks of students will take place prior to entering the Museum. Those students who record temperatures of 100.4 degrees (F) or higher will not be allowed inside.
- Parents/Guardians will be asked a series of questions regarding their student's health. Depending on the results of the screening, your student may not be allowed to participate in Camp.
- If a child fails to pass a health screening and/or temperature reading, or is sent home due to illness, that student will not be allowed to return until they meet the NCHHS guideline around schools and camps found here.
- Siblings of students who fail to meet screening criteria will also be unable to participate until the affected student is free of symptoms for the prescribed windows of time.
- Students are required to wear a face covering and will not be permitted inside without the mask being properly positioned on his/her face. AMOS will not provide masks to those who forget to bring one.

## **The Camp Day**

General Itinerary

**8:00-8:30am** Check-in & Arrival

**8:30am-9:55am** Live virtual learning via electronic device - independent learning

**10:00am-10:30am** STEM Enrichment break (Discussion- STEM Enrichment break)

**10:35am- 11:55am** Live virtual learning via electronic device - independent learning

**12:00-12:45pm** Lunch/Free time (**This may vary based on student schedules**)

**12:50pm-2:20pm** Live virtual learning via electronic device - independent learning

**2:25-2:40pm** End of School Day transition/ (Personal Station- STEM Enrichment Break)

**2:45-4:00pm** Science Enrichment (Project Based Activity- STEM Enrichment break)

**4:05-5:00pm** Homework or independent learning

Snack times, breaks, and exhibit exploration will be included throughout the day.

\* Please note: Due to varying bell schedules, AMOS will work with each student to ensure they are online for all live virtual sessions and will complete independent assignments during the school day as time provides.

## **School Camp Pick-Up and Departure**

**2:20-2:30pm** School Day Only Pick-Up

**5:00-5:10pm** After School Pick-Up

AMOS staff will escort your child to the same location on Church Street for Pick-Up. If your child needs to leave the program early, a staff member will gladly meet you outside. Please call (828-254-7162) the museum for those requests and email [edu@ashevillescience.org](mailto:edu@ashevillescience.org).

## **Classroom Management Strategies:**

Staff will employ the tools of Pro-Action, Redirection and Intervention. Additionally, our program employs a behavior management system that will help support classroom rules while also reinforcing the idea that each day is a new opportunity to thrive. Instructors and staff work diligently to reward students for positive behavior and continually strive to identify any situation that might prevent them from having a successful day.

## **COVID-19 Protocols & Procedures**

We have implemented health and safety procedures and protocols related to COVID-19. These protocols, which were tested during our recent Student Workshops, primarily fall into the categories of intensified cleaning, health and hygiene best practices, and social distancing efforts.

### **Limiting Exposure**

- Camps will practice social distancing of six feet as much as possible. Certain activities or care may make this unrealistic for the entirety of the Camp week. Contact will be minimized.
- The members of each Camp, both the students and the staff, will remain the same all week, to the extent this is feasible. If you are registered for multiple weeks, the group of students and staff may change week to week.
  - Lunch and snack times will be held within the individual classrooms.
  - To limit the number of communal items being used, students need to bring all items they require to conduct their schoolwork. AMOS will provide all materials for enrichment activities. These will be provided in an individual kit that only the student will use throughout the week. These kits may include a pair of scissors, crayons, markers, glue sticks, etc.
  - Areas being used for multiple Camp groups, like exhibition spaces, will be scheduled to prevent group overlap and will be thoroughly cleaned between each use. Should the Museum open to the public, this will no longer be possible.
  - Water fountains will not be available for use by students.
  - Parents/Guardians will not be permitted to stop in during the Camp day.

### **Cleaning Protocols**

- Throughout the day, classrooms will be cleaned regularly, including before students arrive, between Camp activities, and before & after snack times & lunch. Among other things, cleaning will include disinfecting of surfaces such as door handles, tables and sinks within each classroom.
  - Bathrooms will be cleaned throughout the day in between class use
  - Classrooms and other Camp spaces will be deep-cleaned at the end of each day
  - All cleaning products meet local and national guidance regarding treating against COVID-19

### **Hygiene Protocols**

- Students will be required to wash their hands upon entering their classrooms, before and after consuming food, before and after activities, as part of all bathroom breaks and upon re-entering the classroom from another area of the Museum.
  - All classrooms will have sinks within the room.
  - Students and staff who display signs of illness will be sent home. Students who show signs of illness will be immediately removed from their group and kept in a safe space under adult supervision. Parents/Guardians will be contacted to come and pick them up. Depending on the type of symptoms they may be required to self-quarantine for up to 14 days. If the student is attending Camp with siblings, those children will also be gathered for pick up. Staff procedures and requirements
    - All School Camp staff are required to wear masks while working with students at our Museums.
    - School Camp staff will undergo daily temperature checks and health screenings. Staff who do not pass the check and/or screening will not be allowed inside.

### **Notifications**

AMOS is committed to keeping families in the loop. If a child is sent home with a temperature of 100.4 or higher, all students in that class will be notified. In the event that AMOS becomes aware of a COVID-19

exposure at School Camp, families with a student at the impacted site will be notified as soon as possible. Please be sure that AMOS has an email address on file that you check regularly

### **Cancellation and Refunds Policy**

Cancellations and refunds are made on a week to week basis. AMOS understands the uncertainty caused by COVID-19, and will fully refund registrants on a week to week basis if a cancellation is necessary. Refunds will not be possible per diem.

**Please note: Our procedures and protocols may change as the conditions around COVID-19 change. We will send out an updated policy should changes occur.**