



# CAMP PARENT GUIDE

*Preparing your child for fun and success at zoo camp*

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## CAMP PARENT LINE 206.548.2555

If at any time you need to reach a staff member during camp hours, you may do so by calling our Camp Parent Line at 206.548.2555.

## CLOTHING

- What not to wear: Skirts, dresses, and delicate or special clothes are not advised. Campers will play and get dirty!
- Raingear: Since camp runs daily, rain or shine, please make sure your child comes prepared each day in case of inclement weather. We recommend campers bring waterproof boots and a change of socks. Most camp activities take place outdoors, regardless of rain, wet and muck!
- Labels: Please label your child's belongings. We end up with a lot of unclaimed items after camp.
- Footwear: Closed-toe shoes are strongly recommended in case toes accidentally get stepped on. Please no flip flops as they make it difficult for playing and lots of walking.
- Change of clothes: Though not required, we always appreciate you sending a spare set of clothes in campers' backpacks in the case of accidents/spills.

## CAMP T-SHIRTS

Camp t-shirts are issued for summer Kinder Camp and Zooper Day Camp programs. Zoo U and School Break Camp programs do not receive t-shirts. For safety reasons, all summer Kinder and Zooper campers, staff and CITs are required to wear a camp t-shirt at all times during camp. Campers automatically receive one t-shirt with their camp registration and additional t-shirts may be purchased during online registration or throughout the summer. Children registered for multiple camp sessions receive all t-shirts on the first day of their first week attending camp. If a camper arrives at camp without their t-shirt, you may either retrieve it from home or purchase a replacement t-shirt for \$5.00. Due health guidelines, we are unable to loan t-shirts.

## LUNCH & SNACKS

Half-Day campers should bring one snack every day. Full-Day campers should bring two snacks and a lunch every day. Please note that we are unable to provide refrigeration or heat for food items. Since snack breaks typically take place on zoo grounds and away from the lunch location, it is helpful if snacks can be easily/already separated from lunches. Although we do not prohibit nuts from camp, due to the high prevalence of nut allergies/sensitivities, we ask that you please consider sending nut-free snacks and lunches with your child. We also ask that you do not send money with your child for food or use in the gift shop. All concessions and snack machines are off-limits during camp.

## MEDICATION

If you are bringing any medication to camp with your child (including rescue inhalers and EpiPens), we ask that you please adhere to the following guidelines:

- Please give all medications to your child's camp instructor at check-in and advise whether the medication should be returned at the end of each day or stay at the zoo for the duration of camp.
- The adult dropping off your child will be asked to sign a release form that authorizes camp staff to administer medication to your child (required by state law).
- All medications must be in their original packaging and labeled with appropriate prescription, dosing and/or pharmaceutical information.
- Over-the-counter medications can only be accepted and administered with written authorization and dosing information from a healthcare provider.
- We are unable to accept damaged/expired medications or loose medicine in unmarked packaging.

## LATE ARRIVALS

If you are arriving late (after the end of the listed drop-off period) for any camp, please proceed to the south end of the zoo.

If you arrive between 9:10-9:30 a.m., go directly to the Education Center entrance and call the number posted on the door. If you arrive after 9:30 a.m. proceed to the South Gate and advise the admissions staff that you are there with a camper. You will be directed to camp staff.

## EARLY PICK-UP

Please note that prior notification of any early check-outs will help to ensure a safe and organized process. Families who would like to pick up their children prior to regular check-out may do so up until 11:30 a.m. (for half-day morning sessions) or 3:30 p.m. (for full-day or half-day afternoon sessions). After 11:30 a.m./3:30 p.m. families will need to wait until the camp doors open for regular pick-up at 11:55 a.m./3:55 p.m. As the end of the camp day is very busy with groups returning from zoo grounds and all staff are occupied with end of day duties, we are unable to manage those early pick-ups after 3:30 p.m. while maintaining our high standards of safety and organization.

## PARKING

If you are picking up your child from the south end of the zoo, please be aware that there will be a parking attendant in the Hippo Lot to direct camp families to available parking spaces. You do not have to pay for parking, however please activate your hazard lights while you are away from your vehicle. If you are not immediately leaving the zoo after picking up your camper, you will need to pay for parking at one of the kiosks in the Hippo Lot.

## EXTENDED DAY PROGRAM

We offer afternoon Extended Day for all camps and morning and afternoon Extended Day care for summer camps. Please visit our [website](#) for information and rates. If you would like to pre-register for Extended Day, please email us at [camps@zoo.org](mailto:camps@zoo.org). Pre-registration is optional as there will always be space in Extended Day for all registered campers in a given week.

## LATE FEES

If you know in advance that you will be late to pick up your child, please let us know by calling the camp parent line at 206.548.2555. Full-day camp ends at 4:00 p.m. and check out ends at 4:10 p.m. If you are 5 or more minutes late for pick-up your child will join the Extended Day program and you will be charged the daily rate.

Extended Day ends at 5:30 p.m. If you arrive after 5:30 p.m. you will be charged a fee of \$1.00 per minute for every minute you are late up until 5:45 p.m. If you arrive after 5:45 p.m. late fees increase to \$3.00 per minute. Late fees are to be paid by cash, check or credit card at the time of pick-up. The zoo clock will be used to determine late fees.

## CAMP GROUP ASSIGNMENTS & GROUP REQUESTS

Full-Day Zooper Camp groups are typically assigned so that children in a group are no more than 12 months apart in age. This allows the camp instructors to tailor camp activities and learning opportunities in a way that is successful for the entire group. However, depending on the camp and the time of year, group can sometimes extend beyond a 12-month age range.

You can request that your child be grouped with another camper during the online registration process or by emailing [camps@zoo.org](mailto:camps@zoo.org). Although we make every effort to accommodate grouping preferences, please understand that group requests are never guaranteed.

For privacy reasons, we are unable to confirm if your group request has been accommodated prior to the start of camp. Legally, we can only give out personal information about a particular camper to the registering adult. However, if you have submitted a group request that we are unable to accommodate we will make every effort to notify you in advance.

## CAMP STAFF

Our seasonal camp instructors are often professionals in environmental education or college students studying natural sciences and/or education. Camps may also be staffed by full-time educators currently working at the zoo. As we hire new camp staff, we will be posting their photos and bios on our website at: [www.zoo.org/camps](http://www.zoo.org/camps).

Each camp group is led by a teaching team of two Instructors. Groups may also be assisted by ZooCorps volunteers or Counselors-in-Training (CITs). ZooCorps volunteers are teens trained in a variety of zoo programs. CITs are middle school and high school students who are at least 12 years old and have previously attended Zoo U. These volunteers serve as an extra pair of eyes and hands and are always under the supervision of zoo staff.

## CAMP FAVORS

Campers and staff alike are required to follow camp favors at all times to ensure everyone stays safe and enjoys their time at camp. We will go over the camp favors with campers on the first day of camp, but we encourage you to review these expectations with your child prior to camp.

### Be Safe

Everyone's safety is our highest priority! In order to keep campers safe, we ask everyone to stay with the group at all times, do not climb up fences or into exhibits, wear your camp t-shirt so campers and staff are easily recognized, and refrain from fighting (even play fighting) as it may result in serious injuries.

### Listen and Learn

If we listen to the staff, each other and the animals, we can learn many exciting and wonderful things! Listening can teach us things and it can keep us safe. When we listen to others and respect what they say, they are more likely to listen to us when it is our turn.

### Respect

Put simply, respect means to be nice. We all need to work on being nice to each other, respecting each other's space, listening to each other and respecting what everyone has to say. This also includes respecting the plants and animals at the zoo by not picking the plants or their leaves, tapping on the glass at animal exhibits or yelling at the animals.

### Have Fun

We want everyone to have fun, that is what camp is all about! Paying attention to the camp favors can help make camp great. If there is ever a time a camper is not having fun...talk to the staff! We will do everything we can to make things better!

## **SAFETY POLICIES: KID CODES**

We rely on the Kid Code system as vital to ensuring the safety of all children at camp. Thank you in advance for respecting this policy and the staff enforcing it.

When registering your child for camp, you will be asked to create a Kid Code. This is a secret code known only by the adults authorized to pick up your child from camp and staff will only release a child to an adult who provides the correct Kid Code. In lieu of a Kid Code, we can also accept a valid, government-issued ID from the adult who registered your child or any of the individuals listed as emergency contacts.

If an individual arrives to pick up your child without knowing the Kid Code, or if the child says the Kid Code out loud in front of an arriving adult before they are checked out, we will need to contact you or an individual listed as an emergency contact for permission before we can release your child to them.

### **Forgotten Kid Codes**

If you forget your Kid Code, you can refer back to your original registration confirmation email where it is listed. For safety reasons, we are unable to give out Kid Codes over the phone, however, we can confirm whether or not the code you give us is correct. We can also remind you of your Kid Code when you drop off your child at the start of camp.

### **Kid Code Guidelines**

- Please create a one or two-word code, preferably in English
- For safety reasons, never use the child's name, nickname or parent name as the Kid Code (name of a pet, etc. is ok)
- Please do not tell your child their Kid Code, or if you do, please explain the importance of keeping the code secret.

## **SAFETY POLICIES: RESTROOM POLICY**

### **In the Education Center**

If a child needs to go to the bathroom, a camp staff should take a minimum of two children of the same gender identification and accompany the children to the restroom. The camp employee should make sure there is no one in the restroom before the children enter and other people should not be allowed in the restroom while the children are in there alone (this includes zoo staff as well as visitors). If there is another staff person or member of the public, the camp staff person should stand inside the restroom if they are of the same gender identification. Otherwise, once the restroom is clear, the staff person should remain outside with the doors blocked open and not allow any other staff member or member of the public in until all campers are out of the restroom.

### **On Zoo Grounds**

While out on zoo grounds, the entire group will stop at the public restrooms. One WPZ camp employee will remain outside with the children who do not have to use the facilities and the other WPZ camp employee will enter the facilities (as appropriate) with the children and remain there until all participants are finished. The staff person should never remain alone with only one child in the restroom.

If the camp employees are not of the same gender identification as the children, the employee should make sure there is no one in the restroom before the children enter and other people should not be allowed in the restroom while the children are in there alone (this includes zoo staff as well as visitors). Obviously this is difficult for other non-camp individuals, so it is optimal that children take restroom breaks while at the Education Center. The Tundra building, West Entrance and Family Farm have restrooms that are open to individuals only.



# ZOO CAMP

## DROP-OFF & PICK-UP LOCATIONS & MAP

School Year Break Camps	Drop-Off and Pick-Up Location		Drop-Off Period	Pick-Up Period
All School Break Camps <i>Half-Day</i>	South End	Education Center	8:55-9:10 a.m.	11:55 a.m.-12:10 p.m.
All School Break Camps <i>Full-Day</i>	South End	Education Center	8:55-9:10 a.m.	3:55-4:10 p.m.
Afternoon Extended Care <i>Offered Monday-Friday</i>	South End	Education Center	NA	4:10-5:30 p.m.
Summer Camps	Drop-Off and Pick-Up Location		Drop-Off Period	Pick-Up Period
Kinder Camp North End <i>Half-Day</i>	North End*	Old North Entrance – Bear Lot	8:55-9:10 a.m.	11:55 a.m.-12:10 p.m.
Kinder Camp North End <i>Full-Day</i>	North End*	Old North Entrance – Bear Lot	8:55-9:10 a.m.	3:55-4:10 p.m.
Kinder Camp South End <i>Half-Day</i>	South End	Education Center	8:55-9:10 a.m.	11:55 a.m.-12:10 p.m.
Kinder Camp South End <i>Full-Day</i>	South End	Education Center	8:55-9:10 a.m.	3:55-4:10 p.m.
Discoveries Day Camp <i>Seattle Children's Theatre</i>	South End	Drop-Off: South Gate/Pick-Up: Education Center	8:55-9:05 a.m.	3:55-4:10 p.m.
Zooper Day Camp <i>Full-Day</i>	South End	Education Center	8:55-9:10 a.m.	3:55-4:10 p.m.
Zooper Day Camp <i>Half-Day Mornings</i>	South End	Education Center	8:55-9:10 a.m.	11:55 a.m.-12:10 p.m.
Zooper Day Camp <i>Half-Day Afternoons</i>	South End	Education Center	12:55-1:10 p.m.	3:55-4:10 p.m.
Zoo U	North End*	Old North Entrance – Bear Lot	8:55-9:10 a.m.	3:55-4:10 p.m.
Morning Extended Day <i>Offered Tuesday-Friday</i>	South End	Education Center	8:00-8:45 a.m. <i>Except Mondays</i>	NA
Afternoon Extended Day <i>Offered Monday-Friday</i>	South End	Education Center	NA	4:10-5:30 p.m.
Where to Find Drop-Off and Pick-Up Locations				
<b>Education Center – South Entrance</b>	<b>South End</b>	Located at the intersection of <a href="#">N 50th St and Fremont Ave N</a> . The Education Center entrance is located in the Hippo Lot between the Rose Garden and the South Gate. Look for a wooden pergola covering the sidewalk just in front of the doors.		
<b>Old North Entrance – Bear Lot</b>	<b>North End*</b>	Located at the intersection of <a href="#">N 59th St and Evanston Ave N</a> at the south end of the parking lot.		

\*If you have children attending camps at both the north and south ends of the zoo, to save time, we recommend dropping off and picking up at the north end before proceeding to the south end.