

Procedures for Check-In and Check-Out for @GLSC Summer Camp

We appreciate your compliance and understanding with the following procedures. They have been carefully researched and developed based on current recommendations and guidelines from federal, state, and local health agencies. These procedures were developed to help ensure the health and wellness of all of our campers, GLSC staff, and their families.

Check-In:

- All campers will be checked-in through the Main Entrance only. Please queue in the front circle drive and do not pull into the parking garage.
- Please remain in your vehicle during check-in and check-out. Please form a single line when entering the front drive in order to avoid cutting off other vehicles and to expedite the process. **(This also applies to before-care and aftercare).**
- **DO NOT EXIT YOUR VEHICLE.** A GLSC staff member will approach your car and explain the health screening procedures. They will ask several questions on recent health history of the camper and family members.
- If symptoms have been identified by the health screening process, the camper will not be allowed to exit the vehicle and we will ask you to return home and not attend camp that day. A GLSC staff member will contact you that day to discuss next steps.
- Once your child has successfully completed the health check, your child will be checked-in and allowed to enter the building. GLSC staff will be inside the entrance to safely guide your child directly to their classroom.

Check-Out:

- All campers will be checked-out through the Main Entrance only. Please queue in the front circle drive and do not pull into the parking garage.
- **Please remain in your vehicle during check-out.** A GLSC staff member will be approaching cars and asking for the camper's name and grade.
- Please have your picture ID out and ready for the staff to check. **We will not release the camper without proper ID that matches our authorized pickup list.** Please double-check that all persons that may be picking up your child are added to this list in your UltraCamp account.

Before-Care and Aftercare Procedures

Before-Care:

- Check-in for before-care starts at 7:30 am. Please pull into the front circle and wait inside your car at the designated sign until approached by a GLSC staff member. We will follow the Health & Safety procedures listed above and sign in your camper from your car. **Please do not exit your vehicle.**

Aftercare:

- Aftercare hours are 4:00 pm - 5:30 pm. When picking up your child from aftercare, please pull into the front drive. When picking up your child from aftercare, please pull into the front drive and park your car near the entrance. Enter the Science Center at the Main Entrance and show your ID to the Box Office table in the lobby. They will call for your camper to meet you.

Thank you. If you have any questions about these procedures, please email campsandclasses@glsc.org.