



# DA VINCI SCIENCE CENTER™

Open for *Exc*iting Possibilities™

## **Scout Camp-in Survival Guide**

Thank you for choosing a Da Vinci Science Center Scout Camp-in and allowing us the opportunity to share our love of science with you. This Survival Guide should provide you with all the information necessary to prepare you for an exciting visit. If, after reading this guide, you require additional information, please call 484.664.1002, Ext. 121, for reservation questions, or Ext. 110, for program questions.

Your Survival Guide contains the following items:

- Camp-in refund and cancellation policies
- General information for parents or group leaders
- Camp-in participation list with emergency contact information; please bring this with you the night of the camp-in and hand it to the camp-in coordinator
- Camp-in packing list of what to bring and what not to bring
- Directions to the Da Vinci Science Center and parking instructions

## **Camp-in Refund and Cancellation Policies**

**Camp-in Refund Policy:** Cancellations made by groups up to three (3) weeks before the camp-in will receive a full refund, less a \$50.00 processing fee. Full refunds will not be given for group cancellations made less than three (3) weeks before the camp-in.

If your group needs to reduce the number of campers in your reservation, the group leader needs to notify the Da Vinci Science Center at least one week in advance in order to request a refund for that camper. Groups notifying the Da Vinci Science Center at least one week prior to the camp-in will receive a refund for the camper. A refund check will be mailed out to the group leader after the camp-in. Refunds will not be issued for campers who do not attend the camp-in unless the Da Vinci Science Center is notified at least one week in advance.

**Camp-in Cancellation Policy:** The Da Vinci Science Center reserves the right to cancel a camp-in if the minimum number of registered participants (25 paying guests) is not met 1 week prior to the camp-in date. If the Da Vinci Science Center is forced to cancel a camp-in, the group leader will have the option to reschedule to another available date or to receive a full refund.

**Camp-in Inclement Weather Policy:** If we are expecting snow and/or ice the day of a camp-in, a decision will be made by 12 p.m. the day of the camp-in as to whether it will be necessary to reschedule the program to another date. You may go our website at [www.davinci-center.org](http://www.davinci-center.org) to check the camp-in status or call 484.664.1002 and listen to our automated voice message. If it becomes necessary for us to reschedule a camp-in program due to weather, your group will have the option of moving to another camp-in date if possible or requesting a full refund.

If the Da Vinci Center does not cancel a camp-in, but your group is driving from a location where the weather conditions (snow and ice) are more severe and you feel it is necessary for your group to cancel, you may do so as long as you call our reservations department prior to 12 p.m. on the day of the camp-in and tell them your group will not be coming due to inclement weather. You can request a full refund or try to be rescheduled into another camp-in. The phone number for reservations is 484.664.1002, Ext. 121. Failure to call before 12 p.m. on the day of the camp-in will result in forfeiture of all money paid.

## **Information for Parents or Group Leaders**

The staff at the Da Vinci Science Center will do everything possible to make your stay with us as enjoyable and educational as possible. If at any time during the camp-in you have questions or concerns, please feel free to speak to a staff member or the camp-in coordinator.

### **General Information**

**Please return the following information to the Da Vinci Science Center at least two weeks prior to the event:** Camp-in balance due, registration form, and copies of membership cards.

**Things to bring with you as a group the night of the event:** Final Camp-In Participation List with every person listed (adults and children) and an emergency contact name and phone number for each person listed. Also, please bring a first aid kit.

**Each child must be assigned to a chaperone or parent from your group that is responsible for his or her behavior and well-being throughout the night,** a maximum of 5 children per adult. Children must remain with a chaperone at all times. Adults must remain with their group throughout the evening and morning.

**The Da Vinci Science Center staff can not provide any type of medical aid.** Each group is responsible for bringing their own first aid kit to the overnight. Should an emergency arise that the adults in your group can not handle, 9-1-1 will be called to transport the injured or sick person to the Lehigh Valley Health Network's Cedar Crest campus.

**Guests attending the camp-in who do not wish to sleep overnight are welcome to leave at the conclusion of the evening program, approximately 10:30 p.m.** Guests leaving without sleeping over do not receive a discount on the program price.

## Check-In Process

Please plan on arriving at the Da Vinci Science Center **as a group** between 5:45-6 p.m. The front doors unlock at 5:45 p.m. The program will start **promptly** at 6 p.m.

When your group arrives, please have the group leader go to the registration desk with the updated Participation List.

When the scouts arrive, please ask them to check-in with their leader. Scouts may leave the lobby to store their gear, eat dinner (if their group is eating dinner at the Center), or explore the exhibits as long as they are accompanied by an adult chaperone from their group. The scout leader must remain in the lobby until all scouts have arrived.

## Food

### Dinner

There are three dinner options available to each group

1. Ordering pizza from Domino's Pizza in advance of the camp-in; this preference must be noted on the group's camp-in registration form when booking the camp-in; groups can order either large cheese pizzas or large pepperoni pizzas for \$10.00 each
2. Bringing your own food and eat in it in the Da Vinci Science Center's café
3. Eat at home before arriving

### Snack

A light snack is served around 8 p.m., consisting of items such as crackers, pretzels, fruit, juice, water, and coffee for the adults

### Breakfast

A continental breakfast is served at 7 a.m., consisting of items such as bagels, cereal, yogurt, fruit, juice, milk, coffee, and tea.

## Sleeping Arrangements

Each group will be assigned a specific location inside the Da Vinci Science Center where they will sleep. If your event is a Girl Scout camp-in and you will have any men or boys attending, please notify the Da Vinci Science Center at least two (2) weeks in advance so we can be sure to provide them with a separate sleeping location inside the Center. Similar accommodations can be made for Cub Scout overnights as well, if requested in advance. If any members of your group are provided with a separate sleeping location, please remember that you must maintain a ratio of at least 1 adult for every 5 children at all times in all locations.

## Program Conclusion

The Camp-in will end **promptly** at 9 a.m. We ask kindly that all campers leave at this time to allow our staff to prepare the Da Vinci Science Center for the day. There will be plenty of free time to explore the museum during the camp-in program. The Center's store, The Curiosity Shop, will be open in the morning for those who wish to shop.

## Sample Schedule

This is a **SAMPLE SCHEDULE** of the program activities. When you arrive in the evening you will receive an **actual schedule**, which **WILL** be different than the sample shown below.

5:45-6 p.m.	Arrival
6:30 p.m.	Check-in, free time, dinner (optional)
6:45-10:30 p.m.	Orientation, program activities, snack ( <i>provided by the Center</i> ), exhibit floor exploration time
11 p.m.	Lights out! <i>Sleep among the exhibits</i>
7 a.m.	Wake up call
7-8 a.m.	Breakfast available
8-9 a.m.	Center exploration time (free time), gift shop open
9 a.m.	Camp-in concludes

# Camp-in Packing Information

## What to Wear

- Comfortable clothes (you **will** be sleeping in them)
- Layers – the temperature may vary in the building

## What to Bring

- Lots of enthusiasm!!!
- Sleeping bag or blanket
- Small air mattress (our floors are hard) – not oversized please
- Pillow
- Toothbrush and paste
- Washcloth, soap, and small hand towel
- Bag to store belongings, with your name clearly visible
- Money for the gift shop (optional)
- **Adults only – first aid kit (required)**
- **Adults only – emergency information for each camper**
- Adults only – flashlight (optional)

## What NOT to Bring

- No flashlights for the scouts please
- Change of clothes or pajamas
- Valuables – such as mp3 players, personal game players, etc
- Food, drinks or gum
- Hairdryers, curling irons, etc

# Camp-in Participation List

(Please complete and bring with you the night of the camp-in)

Camp-in Date: \_\_\_\_\_

Group Name/Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_

<b>Name of Participant</b>	<b>Emergency Contact Information</b>		<b>Age</b>
Please list ALL children and adults	Name	Phone Number	(Children only)
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____
6. _____	_____	_____	_____
7. _____	_____	_____	_____
8. _____	_____	_____	_____
9. _____	_____	_____	_____
10. _____	_____	_____	_____
11. _____	_____	_____	_____
12. _____	_____	_____	_____
13. _____	_____	_____	_____
14. _____	_____	_____	_____
15. _____	_____	_____	_____
16. _____	_____	_____	_____
17. _____	_____	_____	_____
18. _____	_____	_____	_____
19. _____	_____	_____	_____
20. _____	_____	_____	_____

Please continue on the back if more space is needed.

# **Directions to the Da Vinci Science Center**

## **Our Location**

3145 Hamilton Blvd. Bypass  
Allentown, PA 18103

The Da Vinci Science Center is at the corner of the Hamilton Blvd. Bypass and Cedar Crest Blvd., bordering the campus of Cedar Crest College. The Center can be accessed and exited along Hamilton Blvd. Please do not drive through the Cedar Crest campus to access the Center.

## **From the Lehigh Valley - Points East or West**

Take Route 22 to the Cedar Crest Blvd. exit. Turn left at the top of the exit on to Cedar Crest Blvd. Follow Cedar Crest Blvd. to traffic light at Hamilton Blvd. (King George Inn). Turn left onto Hamilton Blvd. and follow to U-turn for Hamilton Blvd. Bypass. Bear left onto the bypass and follow to parking lot entrance on the right.

## **From the South (Philadelphia region) and North (Pocono region)**

Take the Northeast Extension of the Pennsylvania Turnpike (I-476) to Exit #56, Lehigh Valley. Follow Route 22 East to Cedar Crest Blvd. exit. Turn left at the top of the exit on to Cedar Crest Blvd. Follow Cedar Crest Blvd. to traffic light at Hamilton Blvd (King George Inn). Turn left onto Hamilton Blvd. and follow to U-turn for Hamilton Blvd. Bypass. Bear left onto the bypass and follow to parking lot entrance on the right.

## **From New York and New Jersey**

Take I-95 South to I-78 West into Pennsylvania. Take Exit #55/PA-29 Cedar Crest Blvd. Follow Cedar Crest Blvd. for 1 mile to intersection with Hamilton Blvd. (King George Inn). Turn right onto Hamilton Blvd. and follow to U-turn for Hamilton Blvd. Bypass. Bear left onto the bypass and follow to parking lot entrance on the right.

## **From Western Points in Pennsylvania (Harrisburg)**

Take I-81 North toward Allentown and follow I-81 for approximately 19 miles. Take Exit #89 onto I-78 East and follow I-78 for approximately 54 miles. Take Exit #54 US-222 and turn left onto Hamilton Blvd. (US-222). Follow Hamilton Blvd. For approximately 1.5 miles, past intersection with Cedar Crest Blvd. (King George Inn) to U-turn for Hamilton Blvd. Bypass. Bear left onto the bypass and follow to parking lot entrance on the right.

## **Parking**

A free, well-lit parking lot is adjacent to the Da Vinci Science Center with plenty of parking spaces for everyone.