



AstroCamp Virginia Planning Packet

This packet contains all the information and forms you will need to plan your trip to AstroCamp Virginia. Feel free to share any of the information included with chaperones, teachers, parents, and students.

If you have further questions after reviewing this packet, you may contact AstroCamp Virginia administration:

Scheduler

schedule@astrocampva.org

Phone: (434) 454-4059

Fax: (434) 454-4075

Program Planning

Numbers of attendees

Schedules/Dorm Assignments

Special Needs

Secretary

secretary@astrocampva.org

Phone: (434) 454-4059

Fax: (434) 454-4075

Store information/preorders

All other general questions/concerns

Guided Discoveries, Inc. Main Administrative Office

(909) 625-6194

New School Orientation

Contract information

Payment information

Camp dates and adjustments

Remember to complete all forms required by AstroCamp Virginia:

- ★ **Program Planner Form:** (pages 15-16) → deadline found in **Planning Packet Email**
- ★ **Store Preorder Form (optional):** (page 17) → emailed 2 weeks prior to trip
- ★ **Student Health Form:** (page 13) → due upon arrival at AstroCamp Virginia
- ★ **Chaperone Waiver:** (page 14) → due upon arrival at AstroCamp Virginia

TABLE OF CONTENTS

<u>Introduction</u>	3
<u>Location, Travel Information, Weather</u>	3
<u>AstroCamp Virginia Trip Planning</u>	4
<u>Trip Planning Countdown</u>	4-5
<u>Packing List</u>	5
<u>Arrival/Departure Day Schedules</u>	6
<u>Class Descriptions</u>	7-8
<u>Rules & Expectations</u>	9
<u>AstroCamp Virginia Visitor Guidelines</u>	9
<u>Emergency Procedures</u>	9
<u>Chaperone Agreement</u>	10
<u>Camper Agreement</u>	10
<u>Dining Hall Information</u>	11
<u>General Information</u>	11
<u>Basic Menu</u>	12
<u>Forms</u>	13
<u>Student Health Form</u>	13
<u>Chaperone Waiver</u>	14
<u>Program Planner Form</u>	15-16
<u>Store Preorder Form</u>	17

INTRODUCTION

Planning Your Trip to AstroCamp Virginia

Planning a school trip to AstroCamp Virginia requires an investment of time and effort by dedicated teachers and responsible parents. This packet is designed to assist you with planning and coordinating with those who will be coming along on your trip.

The best way to plan your trip and communicate with AstroCamp Virginia is to have one person designated as the **Lead Chaperone**. The lead chaperone should be in charge of all planning aspects of the trip, and should be the only person who communicates with AstroCamp Virginia administration during the planning process. He/she should also be in charge of communicating to parents, chaperones, and students all information related to preparing for a trip to AstroCamp Virginia.

A lot of planning for your trip happens on our end as well. Please pay attention to deadlines indicated in the **Planning Packet Email** to give us plenty of time to make your class schedule, assign dormitories, and schedule instructors for your groups. If you cannot meet the deadlines we will need to assign classes for you.

Location

AstroCamp Virginia is located in the small town of Clover, Virginia. It is situated on 520 acres of picturesque scenic rolling hills and forested woodlands, complete with 17 acre lake for swimming and fishing, swimming pool, over 20+ miles of off-road tracks and trails, paved karting tracks, bike trails, sports fields, and several miles of river frontage on the Staunton river.

AstroCamp Virginia's address:

8144 Mount Laurel Rd.

Clover, VA 24534

Travel Information

Arrival time at AstroCamp Virginia is anytime between **11:00 AM and 12:30 PM**. Each group is responsible for its own round-trip transportation to AstroCamp Virginia. Cars and buses arriving at AstroCamp Virginia may park in the main parking lot of campus for arrivals and departures only. Visitor's parking lots are available for vehicles that will remain at camp during your stay. *Please keep vehicles parked in these lots and do not drive through campus or park near dorms.*

Upon arrival, your **Program Coordinator (PC)**, an AstroCamp Virginia instructor who is in charge of your trip, will greet you. He/she will instruct you where to unload your luggage and what your schedule for the remainder of the day will be.

Departure time is between **12:15 and 1:00 PM**. Please allow time to load your luggage and pick up sack lunches, which will be provided for you. Your PC will assist you in departure procedures.

Weather

The weather at AstroCamp Virginia is extremely variable. It can snow or rain anytime between October and early June. Please check weather conditions at NOAA.Gov before coming and bring appropriate clothing. **If road conditions are severe, we will contact you.**

ASTROCAMP VIRGINIA TRIP PLANNING

Trip Planning Countdown

Following the guidelines outlined below will help you plan a successful trip to AstroCamp Virginia. Please use the checklists and pay attention to deadlines.

6 Weeks Prior to Your Trip

- Arrange Transportation:** You are responsible for making arrangements for round-trip transportation to and from AstroCamp Virginia. See **Travel Information** on page 3.
- Recruit Chaperones:** You need 1 chaperone per every 16 students you are bringing (co-ed groups must have at least 1 male and 1 female chaperone).
 - **Half-price chaperones:** for every 16 students you bring, one chaperone may come at half price. See contract for pricing details.
 - **Chaperone Meeting:** Arrange a Chaperone Meeting for all adults attending your trip. Review **Visitor Guidelines** and **Chaperone Agreement** (pages 9-10). Print a copy of the *Chaperone Waiver* (page 14) and have all chaperones sign it and turn it in to you before coming to AstroCamp Virginia.
- Communicate with Parents:** Schedule a parent meeting and go over Rules and Expectations.
 - **Student Health Form** (page 13): Print a copy of the Student Health Form for each student attending. A parent/guardian signature is **required** on this form for participation in AstroCamp Virginia activities.
- Program Planner** (pages 15-16) and optional **Store Preorder Form** (page 17): Confirm that your forms have been received by the deadline found in your **Planning Packet Email**. *Completed forms submitted early will receive priority consideration.* If you cannot meet your deadline, we will need to schedule classes for you.

4 Weeks Prior to Your Trip

- Student Health Forms:** Collect **signed** Student Health Forms (page 13) from all students attending. Discuss prescribed medication administration with parents and know the schedule and dosages of regularly administered medications.
- Chaperone Waivers:** Collect signed Chaperone Waivers (page 14) from all adults attending.
- Final Payment:** Arrange with your school or organization for final payment to AstroCamp Virginia by check or money order. Final payment is due upon your arrival at AstroCamp Virginia.

ASTROCAMP VIRGINIA TRIP PLANNING

Trip Planning Countdown (cont.)

2 Weeks Prior to Your Trip

- Final Numbers:** Notify AstroCamp Virginia of your final numbers of students and chaperones attending. A decrease in numbers may affect your deposit.

- Logistics:** Arrange your students into **Research Groups** and **Dorm Rooms** based on your Schedule and Dorm Assignment. Organize the Student Health forms by **Research Groups** and make sure **all are signed**.

- Dietary Restrictions:** Be prepared to supply AstroCamp Virginia with any dietary needs for your school (i.e. Gluten Free, Lactose Intolerant, Vegan, Vegetarian, etc.). Having advanced notice helps AstroCamp Virginia to provide options for these food restrictions during your stay.

- Review Guidelines:** Go over all guidelines and expectations outlined in this packet with students and chaperones that will be attending AstroCamp Virginia. Discuss AstroCamp Virginia's program and your objectives of the trip.
 - **Prepare Students:** Review camper guidelines and packing list with students. Discuss the objectives of the trip to AstroCamp Virginia and what they hope to gain from the experience.

- Communication:** Please give parents your school's telephone number so they may call to see if their children have arrived at AstroCamp Virginia safely. *Please do not have parents call AstroCamp Virginia directly, except in the case of emergency.*
 - **Camper Mail:** Tell parents they may send mail to their students while at camp (no care packages please). Mail will be delivered to the chaperone lounge, please remember to include a **Return Address**. Chaperones: check there daily for student mail. Mail can be sent to:

Student Name – School – Camp Dates
AstroCamp Virginia
8144 Mount Laurel Rd.
Clover, VA 24534

AstroCamp Virginia Packing List

Please review this list when packing for AstroCamp Virginia. Many activities at AstroCamp Virginia are outdoors, so you should bring clothing that can get dirty or torn. We do not provide bedding or toiletries, so please remember to pack those items.

What To Bring:		Optional Items:	What <u>not</u> to bring:
Shirts	Towels	Camera	Electronic Devices
Pants/shorts	Wash Cloths	Sunglasses	Weapons of any kind
Shoes (close-toed)	Shampoo	Sunscreen	Drugs/Alcohol
Sweaters/jackets	Soap	Lip Balm	Fireworks
Rain gear	Toothbrush/toothpaste	Insect Repellent	
Sleepwear	Bedding/Sleeping Bag	Sunhat	
Underwear	Pillow	Pencil/Paper	
Socks	Water Bottle	Money for Store Purchases	
Winter clothing (When applicable)	Flashlight	Swimsuit (Required for Neutral Buoyancy Lab or Free Swim)	

ASTROCAMP VIRGINIA TRIP PLANNING

Arrival Day Schedule

AstroCamp Virginia does not provide lunch on arrival day. Please pack your own.

- **11:00 AM to 12:30 PM – Arrival Time**
 - When you arrive at AstroCamp Virginia, your **Program Coordinator (PC)**, an AstroCamp Virginia instructor who is in charge of your trip, will greet you. The PC will:
 - Meet the Lead Chaperone and give preliminary directions.
 - Organize moving your group into dorms.
 - Advise you where to eat packed lunches.
 - Collect **Student Health Forms** and **Chaperone Waivers**.
 - Issue chaperone keys:
 - **Key 1:** Dorm Key → opens your particular dorm doors
 - **Key 2:** Chaperone Key (Red) → opens first aid room
- **12:30 PM – Move in to Dorms**
 - You will have time to unload luggage and move in to dorm rooms. You are responsible for dorm assignments and supervising children until the 1:15 PM Orientation Meeting.
- **1:15 PM – Orientation and Tour**
 - Your PC will tell you where to meet for the Orientation Meeting. All students and chaperones must attend. After this meeting, students will split into their research groups and take a tour of campus with their instructor.
- **2:00 PM – First class**
 - Students will go with their instructors to the first class at 2:00 PM.
- **3:45 PM – Second Class/Chaperone Meeting**
 - All Chaperones will go to an introductory meeting with the Program Director (located in the Chaperone Lounge). You will have a physical copy of your school's schedule by the time this meeting concludes.
 - While at this meeting, the Program Director will schedule an appointment time with the Lead Chaperone for final payment and rebooking.

Departure Day Schedule

Please have students and chaperones clean up dorm rooms and have luggage packed the night before departure. The PC will go over checkout procedures with you on your last night.

- **Clean up:** Collect all personal items and trash from dorm rooms and bathrooms. Double check under beds, in closets, drawers, shower stalls, and bathrooms for personal items. Empty room wastebaskets into trash containers located outside dorm.
- **Inspection:** The PC or another instructor will inspect all dormitories with the help of chaperones. Both parties must agree to the condition of the dorm. If an inordinate amount of cleaning is required after a group leaves, an additional cleaning charge will be levied.
- **Return Keys:** Your PC will collect all keys that you were given at the beginning of the trip.
- **Departure Lunch (12:00 PM):** After your last class, your PC will help you pick up and distribute sack lunches. You may eat them at camp or take them with you when you leave.

ASTROCAMP VIRGINIA TRIP PLANNING

Program Class Descriptions

Below you will find descriptions of all the classes offered at AstroCamp Virginia. If you have questions about the classes, please contact AstroCamp Virginia.

Daytime Classes

- **Fundamental Forces:** Experience the Power of Our Universe!
 - **Electricity:** Out of the darkness 300,000 volts explode through the air in our Electricity Lab! Instructors lead students in a hair-raising experience with our giant Van de Graff generator, and launch bolts of lightning from our Tesla Coil. Along with more exciting demonstrations, students explore and gain a real understanding of static, current, voltage, and what electricity is.
 - **Magnetism:** The mysterious power of magnets has puzzled even the greatest of scientists. Here, the veil is lifted, as students are able to see the magnetic field that drives it all! From there, students explore the lab on their own to discover how magnets can generate electricity and overpower gravity!
 - **Gravity:** The universe is at the same time held together and pulled apart because of gravity. In this lab, students get a hands on introduction to the way this forms our universe, as well as take a trip into a black hole to see how the recently discovered gravitational waves are formed!
- **Lights & Lasers:** Light is the most important tool scientists have to explore the universe! In our unique Lights and Lasers lab, students will gain a new understanding of what light is and what It can be used for through a myriad of amazing experiments including an infrared camera, modulating lasers, and phosphorescent wall! One of our most famous activities involves the inversion goggles, which lets students see upside down and try to complete various tasks.
- **Atmosphere & Gases:** Learn about planetary atmospheric conditions and states of matter in our most requested class. Hands-on experimentation allows students to learn about temperature, pressure, density, and other gas properties. The exploration includes working with space-like vacuum conditions, incredibly cold liquid nitrogen, and a controlled explosion of hydrogen!
- **Cosmic Lander:** The history of space exploration has been an exciting roller coaster of ups and downs! From the first successful manned missions to the recent journeys, students will get a brief overview of where we've been and where we're going. Students will design prototype, test, and redesign "cosmic landers" using a variety of materials and our unique extraterrestrial landscape.
- **Craters:** Students learn about comets, asteroids, and meteorites and even get to simulate impact craters! Then they hunt for micrometeorites all over camp with powerful magnets. Student then work in teams and use microscopes to sift through the magnetic particles they collected, searching for their personal piece of the solar system that they can take home!
- **Planetary Sciences:** Take a tour and study the extreme environments of the solar system through the lens of exciting, hands-on experiments. Experience the incredible winds on Neptune, crazy rotational speed of Jupiter, and immense atmospheric pressure on Venus. There is also a water chemistry section where students can turn water to acid using only their breath!
- **Whirling Windmills:** Generate electricity by harnessing the power of the wind using your own windmill design. Test and improve your windmill as many times as possible and see if we can produce enough power to light up a tower!
- **Solar Studies:** Learn about the structure and physics of the sun and safely view sunspots, prominences, and other solar features through telescopes using special solar filters. In addition, learn about solar energy through hands-on experiments involving solar cells, ovens, water heaters, and building solar powered cars! The Solar class concludes with a little treat: solar cookies that are baked in our Sun Ovens.
- **Building & Launching Rockets (2 class periods):** In this class, students will learn the basics of rocketry based on Isaac Newton's three laws of motion to design rockets that can go over 400 feet high! Our one-of-a-kind launchpad system is adjacent to our classroom, allowing for students to build, test, and modify their rockets several times throughout the class. Using simple math, students will estimate the height of each launch to track their improvement. Each student needs to bring a 2-liter soda bottle with a standard size opening.

ASTROCAMP VIRGINIA TRIP PLANNING

Daytime Classes (cont.)

- **Neutral Buoyancy Lab at AstroCamp:** In order to prepare for the sensation of weightlessness in space, astronauts first practice their missions in a giant tank of water known as the Neutral Buoyancy Laboratory. We at AstroCamp do the same. In this activity students will experience this feeling of near-weightlessness as they undergo their own “mission” in our indoor pool. After the “mission” has been completed the students will discuss how this activity might compare to a real space mission. Topics of conversation may include the difficulties of a frictionless environment, teamwork, and astronaut life.

Day Trip Options (Five Day Groups Only): Combinations may be possible.

- **Lake Day:** Your entire school will enjoy the fun and sun at Lake Orion. From swimming and paddle-boarding to fishing and volleyball students will get a chance to relax and have fun, while also enjoying a fantastic lakeside barbecue lunch.
- **Kart Driving:** After learning the basic physics and engineering behind gas-powered karts, students will get in-depth safety and performance driving training from our Performance Driving Staff. Students will break into groups and get to drive karts on the best kart track on the east coast.
- **Advanced Rockets!:** Go beyond water bottles and build real combustion rockets that go thousands of feet high. This class will be a true adventure in rocketry. Students will design their own rocket either from scratch or from a kit. The class will conclude with an on-campus rocket-launching trip to see which rockets go highest.
- **Field Day:** Students compete in teams and spend the day competing in soccer, volleyball, badminton, human foosball, Frisbee, Frisbee golf, and basketball. They will also get to enjoy a delicious barbecue lunch and picnic.

Evening Classes

- **Space Night:** Space night is our signature evening program. Clover, Virginia sits in one of the few Dark Sky areas of the country and provides unparalleled night sky viewing. Be prepared to be amazed! After touring our solar system on a planetary walk under the stars, groups will visit our state of the art observatory. Assigned their own portion of the viewing area, each group has at their disposal: seven night sky binoculars, two massive 12” Dobsonian telescopes, and a computerized 11” Celestron telescope. Groups will also rotate through using our 17” Celestron Deep Space Telescope and CCD Camera to capture incredible space images.
- **AstroImaging:** Take advantage of our spectacular night skies by using specialized photography techniques for astronomical objects and large areas of the night sky. Students will use DSLR cameras to capture spectacular images of the Milky Way and other celestial objects. They will also use our 11” Celestron RASA imaging telescope to capture deep space images. Students will leave with a new skill set and incredible images too!
- **Night Hike:** Students bring flashlights and explore some of our 400 acres. Instructors will lead a mix of sensory awareness activities, wildlife ecology, and old school story telling giving students a chance to “experience” Clover at night.
- **Whirling Windmills:** Generate electricity by harnessing the power of the wind using your own windmill design. Test and improve your windmill as many times as possible and see if we can produce enough power to light up a tower!
- **Campfire:** This is a chance to enjoy Clover at night, maybe with a marshmallow or two. Your school staff will be responsible for planning and conducting campfire. Skits, songs, stories and/or wrap-up activities work well for campfires.
- **Space is Right:** Based on the popular gameshow The Price is Right, this activity introduces students to the mind-boggling numbers seen in Astronomy. Each question will come with some background information, and then open up the floor to the students to make guesses. This makes for an entertaining learning environment with some great prizes!
- **Interstellar Auction:** Students will be broken into groups and given currency to spend on making a new colony. Groups will bid on real exoplanets and futuristic technologies to make the best destination in a fun and fast paced gameshow setting with science mixed in.

RULES & EXPECTATIONS

General Visitor Guidelines

1. **Emergencies:** Please review **Emergency Procedures** below. Go over these procedures with all AstroCamp Virginia attendees.
2. **Smoking Area:** AstroCamp Virginia and the surrounding forest is a high fire-risk environment. We strive for a smoke-free campus, but adult smoking is allowed in a designated area only. Smoking inside buildings is strictly prohibited.
3. **No weapons/fireworks:** Weapons or fireworks of any kind are prohibited on campus.
4. **Wildlife:** Protect all animals and plant life. Do not feed animals. Do not collect wildlife, plants, or other natural objects.
5. **Children must be supervised at all times:** Most accidents occur during free times, so please monitor your students. Students can only use free time areas if they have chaperone supervision. AstroCamp Virginia equipment may not be used without staff supervision with the exception of designated free time areas.
6. **Technology:** Please advise students not to bring cell phones, laptops, MP3 players, gaming systems, or other electronic devices that will be disruptive to our program and the experience of AstroCamp Virginia visitors. If students bring any electronic devices they should be collected by chaperones and held until departure. AstroCamp Virginia is not responsible for lost or stolen items.
7. **Valuables:** Personal belongings, jewelry, money, and other valuables are your responsibility and should not be left out or unattended. AstroCamp Virginia is not responsible for lost or stolen items.

Emergency Procedures

All AstroCamp Virginia instructors are Red Cross First Aid and CPR certified. All staff is trained in emergency procedure protocol and should be reached in case of injury or illness.

1. **Be Prepared:** Discuss AstroCamp Virginia emergency protocol with your chaperones and students. In case of an emergency, remain calm. Wait for instruction from AstroCamp Virginia staff and cooperate with their directions.
2. **Fire Emergencies:** If anyone sees a fire, immediately call 911. Report to the main office for further instruction.
3. **Administering Medication:** It is the responsibility of chaperones to administer regular medications to students. Communicate with parents about dosages and schedules of medications. If other medications need to be given, consult the student's health form and record any medication administered in the First Aid Logbook (located in the first aid room).
4. **First Aid:** It is the responsibility of chaperones to supervise children at all times, especially during recreation time, to prevent injury or accidents. Chaperones are also responsible for first aid treatment to injured children.
 - **Minor injury:** If a minor injury occurs during program time, let your instructor know before you bring the child to the first aid room for treatment. Always check the student's health form before administering treatment, and record any treatment given in the First Aid Logbook (located in the first aid room).
 - **Serious injury:** If a serious injury occurs, first call 911 for professional assistance. Be prepared to give the dispatcher information on the type of injury, your location, the victim's age, and the victim's condition. An adult will remain with the injured individual while another person reports to the main office.
5. **Contacting Parents:** It is the Lead Chaperone's responsibility to contact parents as soon as possible about any serious medical needs that a student may have.

RULES & EXPECTATIONS

Chaperone Agreement

*A visit to AstroCamp Virginia requires the cooperation of all chaperones. Please share responsibilities and be involved in all activities. **We require that you bring at least one chaperone for every 15 students, plus 1 extra in case of emergency.***

- 1. Student Care:** The top priority of chaperones is to supervise students and keep them safe from injury or harm.
 - **Water:** Dehydration is the leading cause of illness at AstroCamp Virginia. Please encourage your students to drink plenty of water throughout the trip.
 - **Supervision:** Chaperone supervision is required at all times, even when students are in program areas. Please also review and enforce the **Camper Agreement**.
 - **Accidents/First Aid:** Please review **AstroCamp Virginia Emergency Procedures** (page 9).
 - **Clothing:** Make sure students bring and wear appropriate clothing and close-toed shoes.
 - **Birthdays:** If any of your students is having a birthday during your trip to AstroCamp Virginia, let us know! We will have a special treat available for them.
- 2. Dorms:** Enforce quiet hours (10-7) and order among students while in dormitories. Please conduct daily inspections of dorm rooms. Report damaged or broken furniture or appliances to your PC. Lock chaperone rooms if they contain valuables and keep the exterior doors locked whenever the dorm is not occupied. Make sure that all personal items are removed from dorm rooms before departure.
- 3. Meals:** Supervise students and help AstroCamp Virginia staff during meal times. Participate in meal set-ups and clean-ups. Encourage students to maintain a quiet, orderly environment in the dining hall.
- 4. Camp Property:** A \$35 fee will be charged per bed to cover labor and costs to restore beds to their original condition if they are dismantled. Lost and unreturned keys will incur a \$10 dollar fee.

Camper Agreement

The Camper Agreement is for the safety of all AstroCamp Virginia visitors and staff and should be shared with all students attending AstroCamp Virginia.

- 1. Stay with your school:** No camper may leave the camp property without the head chaperone's and AstroCamp Virginia administration's knowledge.
- 2. Participate:** All campers must report to and participate in their scheduled activities. If a camper must leave the immediate program area, (e.g., to visit the first aid room) they must inform the instructor and be accompanied by an adult chaperone.
- 3. Wear shoes:** Shoes are required to be worn at all times while in program areas. Please bring close-toed shoes for outdoor activities.
- 4. Play safely:** Do not throw rocks, sticks, snowballs, or any other objects. Do not climb trees or buildings. No horseplay of any kind is allowed.
- 5. Be on time:** Arrive on time and be prepared for all programs and meals.
- 5. Seek help with problems:** If you are injured or have a problem seek chaperone help immediately.
- 6. Personal property:** Personal belongings are your responsibility and should not be left out or unattended. AstroCamp Virginia is not responsible for lost or stolen items.
- 7. Respect quiet hours:** Quiet hours are maintained from 10:00 PM to 7:00 AM.
- 8. Follow dorm rules:** Only enter the dorm assigned to your group and only enter when you have adult supervision. The staff residences are off limits, *except in case of emergency*.

Note: AstroCamp Virginia reserves the right to dismiss individuals or groups who violate the rules and regulations outlined here. No refunds will be rewarded to individuals or groups who are dismissed from AstroCamp Virginia early as a result of violating rules or regulations.

DINING HALL INFORMATION

Prior to each meal, an AstroCamp Virginia instructor will meet schools to go over meal procedures and give announcements. Please review the following dining hall information. If you have any other questions, please call AstroCamp Virginia at (909) 625-6194.

Dining Hall Rules:

1. Do not remove any food or tableware from the dining hall.
2. Supervise your students during meal times. If possible, one adult should be sitting at each table.
3. The cereal station is available during breakfast, but is off limits when breakfast is over.

Special Needs Accommodations:

Vegetarian options are available at each meal. **Gluten Free** options are available upon request.

Kosher: We do not provide kosher meals, but we can provide vegetarian options as an alternative.

Nut Allergies: No nuts are served with meals and peanut oil is not used in cooking. However, some foods are labeled as being processed on equipment that has also processed foods containing nuts. Our cookies are processed in factories that contain nuts. Please don't eat them if you have a nut allergy.

Food Labels: We can provide labels for you to read on the day foods are prepared. Due to possible menu or supplier changes, we cannot send you label information ahead of time.

Questions: Our cooks are available during meal times to answer questions and accommodate special dietary needs. Please talk with them if you have any concerns or special requests.

Packing Meals for Students with Special Dietary Needs:

We have limited refrigerator space in the kitchen for pre-packed meals. We **can** heat up prepared meals for people upon request. School chaperones are responsible for retrieving meals from the kitchen and may use a microwave to heat up these meals.

Departure Day Lunches:

Our departure day lunches consist of:

- Turkey/Cheese Croissant Sandwich
- Bag of Chips
- Oreo Cookies
- Juice

Two weeks prior to your trip to AstroCamp Virginia, please inform AstroCamp Virginia of any dietary restrictions for departure day lunches. Sandwiches can be adjusted to accommodate dietary needs.

DINING HALL INFORMATION

AstroCamp Virginia Basic Menu

**AstroCamp Virginia's menu is subject to change. Please contact Astrocamp Virginia to receive the most current menu.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Breakfast	STAFF ONLY	Scrambled eggs Sausage Pancakes crispy cubes Muffin/Danish	Scrambled eggs Sausage waffles Tator Tots Hot Cocoa Muffin/Danish	Scrambled eggs Sausage French Toast Crispy Cubes Muffin/Danish	Scrambled eggs Sausage pancakes Tator Tots Hot Cocoa Muffin/Danish	Scrambled eggs Sausage pancakes Crispy Cubes Muffin/Danish	Scrambled eggs Sausage Waffles Tator Tots Hot Cocoa muffin/danish
Lunch	STAFF ONLY	Corn Dogs French Fries Mac & Cheese Veggie Dogs Soups	FOR 5 DAYS ONLY Pizza Chicken Nuggets Departure Day Lunches	HAMBURGERS French Fries Mixed Veggies Veggie Burger	STAFF ONLY Departure Day Lunches	Corn Dogs French Fries Mac & Cheese Veggie Dogs Soups	STAFF ONLY Departure Day Lunches
Dinner	3-Cheese Pasta Spaghetti Alfredo Sauce Marinara sauce Green Beans Bread sticks Meatballs Dessert	Fried Chicken BBQ Chicken Corn Rice Pilaf Stir Fry Veggies Biscuits Butter & Jelly Dessert	Taco Meat Cheese Enchiladas Spanish Rice Refried Beans Chicken Taquitos Chips Dessert	BBQ Chicken Fried Chicken Mashed Potatoes Stir Fry Veggies Corn Dinner Rolls Gravy Dessert	3-Cheese Pasta Spaghetti Alfredo Sauce Marinara sauce Green Beans Bread sticks Meatballs Dessert	BBQ Chicken Fried Chicken Rice Pilaf Stir Fry Veggies Corn Biscuits Butter & Jelly Dessert	STAFF ONLY

The following foods are available at each meal in addition to the hot dishes listed above:

Breakfast: Cold cereals, yogurt, fresh fruit, oatmeal, assorted baked goods

Lunch/Dinner: Salad bar

All Meals: Milk, juices, water

Arrival Day: Bananas and apples available for snacks.



STUDENT HEALTH FORM

School: _____

Student Name: Last: _____ First: _____ Gender: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Parent/Guardian: _____ Cell Phone: _____ Work Phone: _____
 Work Place: _____ Address: _____ City: _____ State: _____ Zip: _____
 Height _____ Weight _____ Student Age: _____ Student Date of Birth: _____

Emergency Contact: _____
 Address: _____
 City: _____ State: _____
 Phone: _____
 Relationship to Student: _____

Health Insurance Co: _____
 Policy No: _____
 Phone: _____
 Family Physician: _____ Phone: _____
 Date of Last Tetanus: _____

IMPORTANT: A signature at the bottom of this form by a parent or legal guardian is required for participation at AstroCamp.

EMERGENCY MEDICAL CONSENT: The Student's medical conditions and information stated on this application is complete and correct. I give permission to the AstroCamp camp staff and School chaperones to, (1) administer the Student's routine medications listed in this Application, as well as needed medications and over-the-counter medications for minor illness or discomfort; (2) in case of a medical emergency to provide appropriate first aid for minor injuries; and (3) seek further treatment from local physicians or hospitals if the medical condition warrants. In the event I cannot be reached in an emergency, I also give permission to the physician selected by AstroCamp or the School chaperone to examine, diagnose, and treat or secure proper treatment for the Student and hospitalize, and to order injection and/or anesthesia and/or surgery for the Student, as the physician shall determine proper and necessary under the circumstances. A photocopy of this Authorization shall be as valid and may be accepted as the original. This completed Application may be photocopied by AstroCamp and released to the physicians or hospitals if requested. This Consent is given pursuant to the provisions of California Family Code §6910.

CONSENT AND RELEASE OF LIABILITY: I have been informed of the nature of the AstroCamp program in which the Student is enrolling. I understand that there are risks associated with the Student's participation in camp programs and activities and transportation to and from camp, which can pose a threat of injury or illness. I am familiar with outdoor sports and activities and the Student's abilities and I am not aware of any physical, emotional, or mental problem or limitation that would prevent, impair, or increase the risk of harm involved in the Student's participation in AstroCamp camp activities. I also recognize that AstroCamp cannot ensure or guarantee that the participants, equipment, grounds and/or activities will be free of accidents or injuries. I am aware and have or will instruct the Student in the importance of knowing and abiding by the AstroCamp camp rules and regulations. I agree to direct the Student to comply with all AstroCamp rules and policies, and to cooperate with AstroCamp personnel. I understand and agree that if the Student fails to comply with AstroCamp rules or policies, he or she may be expelled from camp and sent home at my, the parent or legal guardian's, expense.

With this knowledge and understanding, I grant permission for the Student to participate in all AstroCamp camp activities and on behalf of the undersigned and the Student, I accept and assume the risk and full responsibility for injury and illness or loss of personal property or other damage, and medical or other expense that may result from the Student's presence or participation in the activities at AstroCamp camp.

I hereby release and discharge Guided Discoveries, Inc., AstroCamp, and their agents and employees from liability to us and to the Student for any and all loss, damage, and expense and any illness or injury to person or property, resulting from the Student's travel to or from AstroCamp and participation in the camp activities and programs.

I give permission for AstroCamp to use any photographs, video, or interview taken at camp to be used to illustrate, report, promote or advertise AstroCamp or Guided Discoveries programs or camps.

SIGNATURE: _____
 Parent/Legal Guardian

Please Print Name: _____ **Date:** _____

Rules for acceptance and participation in Guided Discoveries, Inc. programs are the same for everyone without regard to race, color, national origin, sex, or handicap.

DIETARY NEEDS:
 Vegetarian ___ Vegan ___ Lactose-Intolerant ___ Gluten-Free ___ Other ___

FOOD ALLERGIES: Please Describe: _____

CHECK OFF: All applicable health issues:

<input type="checkbox"/> Allergies*	<input type="checkbox"/> Allergy – Bee Sting*
<input type="checkbox"/> Asthma	<input type="checkbox"/> Backaches/Weak Back
<input type="checkbox"/> Car/Sea Sick	<input type="checkbox"/> Bowel/Bladder Problems
<input type="checkbox"/> Diabetes	<input type="checkbox"/> Epilepsy/Convulsive Disorder
<input type="checkbox"/> Hay Fever	<input type="checkbox"/> Headache
<input type="checkbox"/> Heart Trouble	<input type="checkbox"/> Poison Oak
<input type="checkbox"/> Sinus Issues	<input type="checkbox"/> Respiratory Problems**
<input type="checkbox"/> Sleep Walking	<input type="checkbox"/> Vomiting

*Has your child been prescribed an EpiPen for allergies? YES ___ NO ___. **If YES, the EpiPen must accompany your child to camp in order to participate in activities.**

Does your child require an inhaler(s) on a daily basis and/or for exercise-induced activities? YES ___ NO ___. **If YES, the inhaler(s) must accompany your child to camp in order to participate in activities.

Please specify with YES or NO for each medication that can be administered to your child.

_____ Pepto Bismol (upset stomach)
 _____ Milk of Magnesia (for constipation)
 _____ Ibuprofen (minor aches/pains; fever)
 _____ Throat Lozenge/Cough Drop
 _____ Benadryl (allergy)
 _____ Caladryl (for skin rash)
 _____ Acetaminophen (headaches/elevated temperatures)

Is the student required to take regular medication?

YES _____ NO _____

☆ All medications are administered by the chaperones from the student's school. Please provide instructions (dose) for administration of medication.

WHAT IMPORTANT MEDICAL NEEDS SHOULD ASTROCAMP BE AWARE OF? PLEASE EXPLAIN IN DETAIL.
 (Attach additional sheet if necessary.)

CHAPERONE WAIVER for ALL ADULT ATTENDEES

WE REGRET THAT WITHOUT SIGNING THE RELEASE AND WAIVER OF LIABILITY, YOU WILL NOT BE ABLE TO ACT AS A CHAPERONE, PARTICIPATE IN THE PROGRAM, OR BE ON CAMPUS.

We are pleased that you have volunteered to be a chaperone for your group’s upcoming trip to a Guided Discoveries program. We are looking forward to your visit and are confident that you will find the experience worthwhile. Chaperones are critical to the success of the program. While you will have a lot of fun, being a chaperone is hard work and is a big responsibility.

Safety is of paramount concern, but despite training, safety measures and emergency procedures, many of the activities in and around camp carry some inherent risk. It is for this reason that we must insist that each chaperone read the enclosed Release and Waiver of Liability, agree to its terms, sign and date the form. The completed form should be returned to the group leader well in advance of your trip.

Following is information describing the nature of the activities of our various programs, and of your responsibilities as a chaperone. Should you have any questions or need any additional information about the risks involved, skills or physical demands required, please call the Program Director of the facility you will be attending.

We are confident of your understanding and cooperation and that you will have a rewarding and memorable experience.

*****GUIDED DISCOVERIES, INC.*****
CAMP PARTICIPANT’S RELEASE AND WAIVER OF LIABILITY

This Release and Waiver of Liability is made in consideration of Guided Discoveries, Inc., (“GDI”) consent to my request to be present, participate in and use the equipment at a GDI camp and programs, (the “Program”).

I have been informed of the nature and activities of the Program in which I will participate which include camping, hiking, swimming, diving, boating and transportation to and from the Program. I understand there are numerous risks associated with my presence, participation and use of equipment, which may pose a threat of serious injury, illness or death. I understand these risks are a part of engaging in the type of outdoor sports and activities which are a major component of the Program. I further understand that it is not possible to list all potential risks that I may encounter while present, participating or using the equipment of the Program, but I am familiar with outdoor sports and activities and my abilities and limitations. I have investigated the Program and know the types of activities in which I will engage and I am not aware of any physical, emotional or mental problem or limitation that would prevent or impair my participation or increase the risks involved.

With this knowledge, I accept and Assume the Risk and Full Responsibility for illness, injury and death, loss of personal property and other damage and expense which may result from my presence, participation and or use of equipment in the Program, whether caused by the negligence of GDI, its agents, employees, landlords, lessors, or representatives, (the “GDI Parties”), or otherwise.

I hereby agree to Release, Waive, Discharge and Promise Not to Sue the GDI Parties, and each of them for any liability to me, my heirs, next of kin and personal representatives, arising from any loss, damage claim or cause of action that may result from my presence, participation and or use of equipment in the Program or activities incidental thereto, and any injury to my person or property, including death, whether caused by the negligence of the GDI Parties or otherwise.

I further agree to indemnify, save and hold harmless the GDI Parties and each of them, from and against any loss, liability, damage or expense, including attorney’s fees, they may incur as the result of my breach of this Agreement.

This Agreement is intended to be as broad and inclusive as permitted by, and shall be construed and governed under, the law of the State of California. If any part of this Agreement is held to be invalid the remaining terms shall remain in full force and effect.

PERTINENT MEDICAL INFORMATION

Please list any medical conditions that may be important during your stay at Astrocamp:

DIETARY RESTRICTIONS:

Vegetarian___ Vegan___ Lactose-Intolerant___ Gluten Free___ Other___

FOOD ALLERGIES/OTHER: Please Describe:

Please list any Medications that are pertinent to your time at Astrocamp:

Emergency Contact: _____

Address: _____

City: _____ State: _____

Phone: _____ Relationship: _____

I Have Read and Understand this Agreement and its Legal Consequences and Agree to Be Bound by its Terms.

Participant’s Name (Print)

Participant’s Signature

Date

School Name

TO _____
Dates of Attendance

AstroCamp Virginia Program Planner—Logistics

Page 1 of 2

Turn in to the Scheduler:

Email: Schedule@astrova.org **Fax:** (434) 454-4075 **Mail:** 8144 Mount Laurel Rd. Clover, VA 24534

School Name: _____ Trip Dates: _____ to _____

Lead Chaperone: _____ Phone (Daytime): _____

Address: _____ Fax: _____

City, State, Zip: _____ Email: _____

Time of Arrival (10:30-12:00): _____ **Transportation:** BUS and/or CAR #

Please answer the following questions:

1. Are there any concepts/standards you would like **emphasized** or **omitted** from our curriculum?
2. What classroom management/attention techniques does your school use (raised hand, etc.)?
3. Is there anything you would like our instructors to know about your students (special needs, ESL, GATE, etc.)? Please list below.
4. Do you have any other requests?

Enter the following information for Dorm and Research Group Assignments:

STUDENTS: Boys: _____ + Girls: _____ TOTAL: _____

ADULTS: Male: _____ + Female: _____ TOTAL: _____

GRADE(S): _____ How many times has your school visited AstroCamp Virginia? _____

Please complete the second page of this form

AstroCamp Virginia Program Planner

Class Preference Form

DAYTIME CLASSES			
Classes that span 1 period (1.5 hours) Atmosphere & Gases Neutral Buoyancy Lab Cosmic Lander Planetary Sciences Craters Solar Studies Fundamental Forces Whirling Windmills Lights & Lasers		Classes that span 2 periods (3 Hours) Building & Launching Rockets Day Trip Options (Five Day Groups Only) <i>Day Trips span 4 class periods, choose a combination that equals 4 class periods</i> Advanced Rockets! (Spans 3 class periods) Field Day (Spans 1, 2, 3, or 4 class periods) Kart Driving (Spans 2, 3, or 4 class periods) Lake Day (Spans 1, 2, 3, or 4 class periods)	
NIGHT PROGRAMS			
AstroImaging Campfire	Interstellar Auction Night Hike	Space is Right Space Night	Whirling Windmills

Please fill out your preferences in the appropriate box below.

1 period = 1 ½ hour class. If a class is more than 1 period, write the class in the appropriate number of boxes below.
 (i.e. Building & Launching would be written under Daytime Classes 1&2)

3-DAY SCHEDULE			
Daytime Classes		Night Programs	
1	5	1	2
2	6	Alternates	
3	7	1	2
4	8	Daytime Free Swim?	
Alternates		(Extra Fee)	
1	2	YES	NO

5-DAY SCHEDULE			
Daytime Classes		Day Alternates	
1	9	1	2
2	10	Night Programs	
3	11	1	3
4	12	2	4
5	13	Night Alternates	
6	14	1	2
7	15	Daytime Free Swim? (Extra Fee)	
8	16	YES	NO

I have read the AstroCamp Virginia Planning Packet and agree to support the policies outlined therein.

Signature: _____

Date: _____

If you cannot meet the deadline in the Planning Packet Email, we will plan your classes for you.

ASTRO CAMP VIRGINIA STORE PREORDER FORM

School Name: _____

Trip Dates: _____

If you would like to preorder items, please fill out this Preorder Form with the quantity/size of sweatshirts and t-shirts for your school, and turn in **6 weeks** prior to your trip. We use those 6 weeks to purchase from our manufacturer anything we need to fulfill your order.

Payment is due upon arrival to AstroCamp Virginia. Please write ONE check payable to AstroCamp Virginia, and include your school's name somewhere on it.

Send Preorder Form to:

Fax/Email:

Secretary@astrocampva.org

Fax: (434) 454-4075

-OR-

Mail to:

AstroCamp Virginia c/o Secretary

8144 Mount Laurel Rd.

Clover, VA 24534

All clothing comes in Adult Sizes

Hooded Sweatshirts (\$30)		
Size	Quantity	Total \$
Small		
Medium		
Large		
X-Large		
XX-Large (\$32 per item)		
Short Sleeve T-Shirts (\$15)		
Small		
Medium		
Large		
X-Large		
XX-Large (\$17 per item)		
GRAND TOTAL:		

Your preorder will be delivered to your dorm by dinner on Arrival Day.

We can ship your preorder to your via UPS (please call for shipping & handling fees).

Available for purchase at AstroCamp Virginia*

Note: Parents may send cash or checks with their children payable to AstroCamp Virginia for in-store purchase. If a check amount exceeds the amount spent on store purchases, we will give a cash refund.

Hooded Sweatshirts	\$	30.00	Carabiners	\$	4.00
PJ Bottoms	\$	22.00	Astronaut Ice Cream	\$	4.00
T-shirts	\$	15.00	Plastic Water Bottles	\$	3.00
Glowing Astro Frisbees	\$	15.00	Chapstick	\$	2.00
Baseball/Stocking Hats	\$	12.00	Post cards	\$	1.00
Glowing Nalgene Bottles	\$	12.00	Gatorade	\$	1.00
Beanie Critters	\$	8.00	Bottled Water	\$	1.00
Magnetic Rocks	\$	6.00	Pencils	\$	0.50

*Products and prices are subject to change

We cannot guarantee your school's request if you don't meet our deadline. There is a \$30 fee for returned checks.