



Youth Camp Procedures 2024

Dear Parent/Guardian,

The Bellingrath Gardens & Home is thrilled that your child will be joining us for camp. Our camps are filled with exploration, experimentation, and most importantly, FUN! Below are all of the details you need to know in preparation for your child's camp experience.

Location/Check-in:

You will receive an email invitation the week before your scheduled STEM camp from the mobile app Brightwheel. Through the mobile app, our Education staff manages the camp roster, shares what is going on at camp throughout the day, and contacts you with important information. If you have already signed up with Brightwheel during previous camps, you will not need to sign up again.

A parent, legal guardian, or authorized adult must check your child in and out of camp each day. Please provide the names of the approved individuals who are allowed to pick up your child on the Camp Release Form and add them to the Brightwheel app. They will need to have the app on their phone or be provided with a 4-digit code to check campers in and out.

Camp begins promptly at 9:00 am with check-in starting at 8:45 am at the Admissions building. If the location for drop-off or pick-up should change, you will be notified with instructions no later than 6:00 pm the night before. Morning Extended Care is available at an additional cost per camper, and is from 7:30 am until 8:45 am. The Garden accepts payments for Morning and/or Afternoon Extended Care online and must be made 72 business hours in advance. No payments or registrations will be accepted at the Garden. To register, visit <https://bellingrath.org/youth-camps/>.

- Enter the Garden at its main entrance, 12401 Bellingrath Gardens, Theodore, AL.
- Park closest to the Admissions building. Parents/guardians will be required to exit the vehicle, and walk / sign in your child to camp each day.

Arrival at Camp:

Garden Staff will be using Brightwheel for check-in and check-out at camp. You will scan a QR code with your app, and then follow the instructions on your screen to complete check-in. You will need to have the 4-digit code at check-in and check-out each day. Be sure to share the 4-digit Brightwheel code with any adults who have permission to pick-up your child.

Lunch/Snack Procedures:

Parents/guardians will provide a morning snack, lunch, and an afternoon snack. Please separate and label each accordingly. Any lunches should be able to be outdoors and will remain with the camper. Refrigeration and heating of food are not available. Please refrain from using glass containers in snacks/lunches. Campers will not be permitted to trade or share food.



Pick-Up/Check-Out:

Camp activities/lessons end promptly at 3:45 pm each day, and you may check out your child between 3:45 and 4:00 pm. Parents/Guardians are asked to park near the Admissions building and enter the building. Again, you will scan the QR code and provide the 4-digit code for check-out.

If you need to pick up your child early, please notify the camp teacher in advance so they will be prepared for your child's departure, so arrangements can be made to bring your child to the Admissions building to meet you. Campers will be located within the Garden throughout the day.

Afternoon Extended Care is available from 4:00 pm until 5:00 pm at an additional cost per camper. The Garden accepts payments for Morning and/or Afternoon Extended Care online and need to be made 72 business hours in advance. No payments or registrations will be accepted at the Garden. To register, visit <https://bellingrath.org/camps/>

Inclement Weather Procedure:

Inclement weather may result in moving campers to an indoor location, such as the Magnolia Room, Theatre Room, or Admissions building. If we experience severe weather, the Garden may be required to end camp early or completely cancel camp for the day. We will notify you of any changes or cancellations ASAP, but ideally no later than 6:00 p.m. the night before.

Emergency Forms/Brightwheel App Information:

Please complete the Camp Release form. Note any medical conditions (physical or developmental) that staff should be made aware of concerning your child. Please note that due to staff limitations we are unable to provide 1:1 services for your child. This information will also need to be added to the Brightwheel app for each child. This will only need to be done once for the entire year of 2024.

What to Send with your Camper:

One camp T-shirt will be provided for each camper. Children should wear comfortable clothes that can get messy and are suitable for being outdoors all day. Closed-toe shoes are required due to the uneven terrain in the Gardens. Hats are recommended. Apply bug repellent or sunscreen before camp, if desired. Parents/guardians are asked to provide the following:

- 2 Snacks (1 Morning / 1 Afternoon) & Lunch (with ice pack, if needed), separated & labeled
- Refillable water bottle or 2-3 bottles of water per day
- Spray sunscreen
- Bug spray
- Backpack
- Camera (optional)
- Hat
- Change of clothes
- Personal hand sanitizer



To truly immerse your child in our camp experience, we ask that the following be left at home.

- iPads
- Tablets
- Gaming systems
- Toys (e.g. stuffed animals or Legos)

Cell phones are permitted as they allow your child to contact you, but we are not responsible for damage or loss. Please make sure your child is aware that cell phones are to be used only for contacting parents/ guardians, using apps such as iNaturalist or Merlin, or taking photos of the Garden. Other uses such as gaming may result in phones being confiscated for the remainder of the day.

Shoppe at the Garden:

Campers will have the opportunity to visit the gift shop during the week to purchase items that may extend camper's experience at home. We suggest sending your camper \$15-\$20 on gift shop days in a Ziploc bag labeled with his/her name and the amount of money that was placed in the bag. The shopping day usually falls on Thursdays, but the weekly camp newsletter will include this information.

When you sign the Camp Release Form you are acknowledging that you have received and read this information in its entirety. For additional information or questions, please contact our STEM Education Manager, Felicia Henderson, at 251-459-8987 ext. 987 or email fhenderson@bellingrath.org.

What if there are no age-appropriate camps for my child's sibling?

Unfortunately, due to limitations of staff, space, and planning developmentally appropriate activities, we are not able to accommodate those outside of the specified age groups.

In the Event that You Need to Cancel or Transfer your Reservation:

Cancellations are subject to a \$25 processing fee per child. Refunds cannot be issued for missed class days, nor can cancellations be made less than 10 business days prior to the class. Transfer requests must be made at least two (2) weeks prior to the start of camp, and there is a \$25 transfer fee per camper.

We look forward to having your child join us for camp!

Warm regards,

Felicia Henderson

STEM Education Manager

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