



Parking, Pick Up and Drop Off Procedures for Zoo Camp 2017

The Rosamond Gifford Zoo places top priority on the safety of your child. To this end, we have implemented some procedures for dropping off and picking up your child for camp. Please call us at (315) 435-8511 x357 if you have any questions or concerns.

Parking: If you are visiting the zoo while your child is at camp, please park in the parking lot. If you are not visiting the Zoo, you may temporarily park in front of the zoo while you drop off or pick up your child. You may not park in front of the zoo for any other reason (i.e. visiting the gift shop, etc.).

Drop Off: Instructors will meet their campers in front of the main entrance to the zoo **10 minutes** before class starts each day. Instructors will be wearing bright shirts with ZOO STAFF written on the back. If your child is enrolled in a morning session and you arrive after 9:05 a.m. the doors will be locked, as the zoo does not officially open until 10:00 a.m. If there is no staff in the lobby to let you in, please call or text the camp director cell phone at (315) 474-7406 to alert camp staff that you have arrived.

Daily drop off times: **Full day camps (ages 6-11); 8:50-9:05 a.m.**
Half day camps (ages 3-5); 8:50-9:05 a.m. or 12:50-1:05 p.m.
Zookeeper Boot Camp (ages 12-14); 7:50-8:05 a.m.

Pick Up: Pick-up will take place in the classrooms located across from the Jungle Café. Half day camps and Zookeeper Boot Camp pick-up takes place in the birthday party room across from the octopus exhibit/cave entrance. For your child's safety, those responsible for picking up your child are required to sign them out each day. This includes parents. Please sign and complete the form below which must be mailed with the medical form 2 weeks prior to the beginning of your child's camp session. Your full name and the full names of those allowed to pick up your child should be included. If a person is not on your list for pick up, they will not be allowed to take your child. You will be notified immediately if this occurs. **Our staff will be checking your driver's license at pick up times so please have it readily available.**

Daily pick up times: **Full day camps (ages 6-11); 3:50-4:00 p.m.**
Half day camps (ages 3-5); 11:50 a.m.-Noon or 3:50-4:00 p.m.
Zookeeper Boot Camp (ages 12-14); 3:55-4:05 p.m.

Play Care: Play Care hours are from 8:00 to 9:00 a.m. and 4:00 to 5:00 p.m. everyday. You may drop off or pick up your child anytime within Play Care hours. Pre-registration is required; we cannot accommodate drop-ins. If you registered for PM Play Care and are late picking up your child (after 5:00 p.m.) the late fees described below will apply.

Our Zoo Camp staff works very hard to ensure that your child has fun at Zoo Camp and must feel confident that they can prepare for their next class or meet their own evening commitments at the end of each day. For this reason, we must ask that you pick up your child during the designated times. A \$10.00 late pick up fee per child shall be imposed for every 10 minutes beyond the daily pick up times stated above (i.e., 1-10 minutes late, \$10.00; 11-20 minutes late, \$20.00, etc.). The late fee must be paid before your child is granted admission to Zoo Camp the following day.

Camper's Full Name: _____

I have read and understand the enclosed 'Zoo Camp 2017 Information Sheet and drop-off/pick-up procedures, including parking and late fee information.

Parent or guardian signature

Please list every individual that is allowed to pick up your child (**including yourself**). All drivers must have their license with them to pick up a child.

Full names of those authorized to pick up your child (use the back of this sheet as needed):

1. _____
2. _____
3. _____