

ADVENTURES IN SCIENCE (AIS) INFORMATION SHEET

REGISTRATION AND FORMS

How do I register?

- Please call Central Reservations at 212-769-5200. They are open Monday – Friday 9am-5pm.

Do you have waitlists?

- Yes. Once a program fills, a wait list is created by Central Reservations. If there is a cancellation, a reservations representative will call those on the waitlist to fill the open spot.

Do I have to fill out any forms?

- A confirmation email will contain a link for paperless, online enrollment forms to authorize your child's participation. **You must complete the enrollment forms in advance in order for your child to participate in the program.** These forms can only be submitted online and must be done once a season (spring, summer, fall).
- If your child is registered in multiple programs during a season, you only need to complete the enrollment forms once. However, new enrollment forms are required for each season (spring, summer, fall).
- Separate enrollment forms must be completed for each child.

CANCELLATIONS, EXCHANGES, OR REFUNDS

- To receive a full refund (100%) you must cancel at least 30 days before the start of the program.
- To receive a partial refund (50%), you must cancel at least 15 days before the start of the program.
- If you cancel less than 15 days before the start of the program, you will not receive a refund.

To cancel your registration in any of our programs, please call Central Reservations at 212-769-5200.

TYPES OF OFFERINGS

What is the difference between Workshops, Camps, and Selections?

Workshops are held one day a week in three-week sessions for children in Pre-K through 1st grade. Selections are one-day experiences held on Saturdays for children in grades 2 through 5. Camps are four or five-day programs held during summer and select public school breaks.

How do the grade levels apply to workshops and camps?

For workshops and for camps offered during public school breaks, the grade level refers to the grade your child is in for the current school year. For summer camps, the grade level refers to the grade your child will enter in September.

Which workshops are for adults and children?

Workshops for grades Pre-K through 1 are designed for adult involvement. A parent or caregiver must accompany each child enrolled in these adult-child workshops. If multiple children are registered together for the same workshop (e.g. twins, siblings, cousins), there must be *one adult for each child*. Adults do not participate in workshops for grades 2 through 5.

What is the boy-girl ratio?

It differs for each program. Children and caregivers are advised to choose a program by the topic—if your child thinks stars are cool, sign up for an astronomy program!

Who teaches the programs?

Our instructors come from a variety of professional and academic backgrounds, including full-time teachers and museum science educators. TAs are usual undergraduate students who have shown a commitment to learning to teach science at the museum.

Who writes program curricula?

The curriculum for each program is developed by museum educators and undergoes a thorough review process by full time managers or science staff.

PRE-K THROUGH 1ST GRADE

Where do we meet for the start of each program?

The instructors will meet the class for pick-up in the [Theodore Roosevelt Memorial Hall](#). The easiest way to access the hall is through the 1st Floor Security Entrance on Central Park West and 79th Street. If you stand in front of the steps leading to the main entrance of the museum, you will see a semi-circular driveway that leads under the stairs. This will take you to the 1st Floor Security Entrance, and directly into the hall.

What do I do if I am late for the start of the program?

If you are late, [you must check in at the 1st Floor Security Desk](#). A security guard will call the appropriate staff member, who will then meet you in Theodore Roosevelt Memorial Hall. As programs are not always in their classrooms, and not all classrooms are accessible to the public, you must wait until a staff member comes down to the hall. ***You may not leave the 1st Floor Security Desk on your own.*** Please note, depending on staff availability and location of the class, it can take up to 30 minutes to pick up latecomers.

Do you have camps for this age group?

We have one camp for children entering 1st grade, First Discoveries, held at the beginning of the summer.

WORKSHOPS:

What is the child-teacher ratio?

Each workshop has up to 15 children with 1 instructor and 1 teaching assistant.

Is food provided during workshops?

No food is provided during workshops. Please eat before coming to the museum.

SUMMER CAMP:

What is the child-teacher ratio?

Each workshop has up to 20 children with 1 instructor and 2 teaching assistants.

Is food provided?

Lunch is not provided. Campers need to bring a non-perishable, **nut-free** bag lunch everyday. A peanut free snack is provided in the morning each day. They will also be given a water bottle.

Will children leave the building?

No. They will stay on museum grounds.

Do you offer before and after care?

We do not currently offer before or after care. Please make arrangements to have an adult drop off your child at 9am and picked up promptly at 1pm.

2ND THROUGH 5TH GRADE

What is the child-teacher ratio?

Each section has up to 27 children with 1 instructor and 2 teaching assistants.

Where do we meet for the start of each program?

Drop-off and pick-up take place in the Theodore Roosevelt Memorial Hall. The easiest way to access the hall is through the 1st Floor Security Entrance on Central Park West and 79th Street. If you stand in front of the steps leading to the main entrance of the museum, you will see a semi-circular driveway that leads under the stairs. This will take you the 1st Floor Security Entrance, and directly into the hall.

What do I do if I am late for the start of the program?

If you are late, **you must check in at the 1st Floor Security Desk.** A security guard will call the appropriate staff member, who will then meet you in Theodore Roosevelt Memorial Hall. As programs are not always in their classrooms, and not all classrooms are accessible

to the public, you must wait until a staff member comes down to the hall. *You may not leave the 1st Floor Security Desk on your own.* Please note, depending on staff availability and location of the class, it can take up to 30 minutes to pick up latecomers.

SATURDAY SELECTIONS AND BREAK CAMPS:

Is food provided?

Lunch is not provided. Campers need to bring a non-perishable, **nut-free** bag lunch and water everyday. A peanut free snack is provided in the afternoon each day.

Will children leave the building?

No. They will stay on museum grounds.

Do you offer before and after care?

We do not currently offer before or after care. Please make arrangements to have an adult drop off your child at 9am and picked up promptly at 4pm.

Where is pick-up?

Pick-up is in the same location as drop-off, the **Teddy Roosevelt Memorial Hall** on the 1st floor. Every adult who picks up a child **will be required to show photo identification** and be listed as an authorized pick-up.

SUMMER CAMPS:

Is food provided?

Lunch is not provided. Campers need to bring a non-perishable, **nut-free** bag lunch everyday. A peanut free snack is provided in the afternoon each day. They will also be given a water bottle.

Will children leave the building?

Most activities take place inside the museum or on museum grounds. However, on occasion and when appropriate, camps may visit Central Park or another location. Caregivers will be notified in advance and required to complete a permission slip.

Do you offer before and after care?

We do not currently offer before or after care. Please make arrangements to have an adult drop off your child at 9am and picked up promptly at 4pm.

STILL HAVE QUESTIONS?

The best way to reach us is through our email address, adventures@amnh.org. You can also call us at 212-769-5357. The AiS team will receive the call so as long as one of us is available at our desk we can immediately answer your questions. If you leave a voicemail, those messages are forwarded to the adventures@amnh.org account where we again can monitor messages and get back to you. Please note, this phone number is for questions about programs or if you need to reach your child. If you want to register for a program,

be placed on a waitlist, or inquire about availability, you need to call Central Reservations at 212-769-5200, as they're the only ones who can help with those requests.