Overnight Program Chaperone Guide

ATTENTION ALL CHAPERONES:

- Please review all information enclosed in this document. Please review "Rules of Conduct" with your child prior to your arrival.
- Please DO NOT call the Center for Aquatic Sciences OR Adventure Aquarium with questions/concerns about your Overnight Program. Please address these with your group leader and have them contact us.
- The Overnight Program is a lock-down, and all exterior doors will be locked after 7:00 pm. Guests are not permitted to leave the building to smoke between 7:00pm and 7:00am. Please contact Overnight Program staff if you have questions regarding this policy.
- The Overnight Program is an alcohol and drug-free event. Guests found drinking or in the possession of alcohol or drugs will be asked to leave the event. For the safety of our animals and the health of our guests, the Aquarium is a **smoke-free** facility.
- Inclement Weather: Please DO NOT call the Aquarium to find out if the program has been canceled due to inclement weather. The Center will make the decision by NOON the day of your program and will then email and call the group leaders from each group. It is your group leader's responsibility to notify you if the program is cancelled. If you have not heard from your group leader by 1pm, you may call the Overnight Hotline (856-361-1024). The voicemail message on the Hotline will be updated to reflect program status.
- If you or any of the children in your group are unable to attend the Overnight program for any reason, please contact your group leader to see if anyone can take your place. The Center does not provide refunds once final payments have been made. It is up to the group leader to update the Center with changes to the group roster and arrange any substitutions and payments between participants. Please do not call the Center to ask for a refund.

RULES OF CONDUCT: All groups must read these rules prior to attending their overnight. Any groups not following these rules may be asked to leave the Overnight Program. Chaperones are responsible for making sure that children in their group follow these rules.

- **No running!**
- All children must be always accompanied by an adult.
- Stay with your assigned group. This is a self-guided night. Check your program schedule for stations and timing related information.
- Please listen to the staff. We are here to ensure that you and your group are safe and have a great time, but we can only do this if you follow our instructions.
- Anyone caught damaging exhibits or displays will be held financially responsible for repairs.

WHAT TO BRING:

- Sleeping gear (sleeping bag, foam pad, pillow)
- Toiletries (toothbrush, toothpaste, etc.)
- Reusable water bottle. The Center does not provide bottled water, but there are refilling stations throughout the Aquarium. ***There will be no food or beverage sales during the night as the Café is closed.**
- Wear comfortable clothes. There may not be an opportunity to change clothes in private, so participants

should wear clothes comfortable enough to sleep in. ***Some clothes will get wet during touch exhibit stations so bring a spare shirt just in case.**

- The Overnight Program is an exciting adventure that lacks some of the comforts of home. For your safety, the aquarium is never completely dark. Within a large group, it is rarely totally quiet. We urge you to bring sleep masks and earplugs if these things are an issue for you.

WHAT NOT TO BRING: ***Guests bringing these items into the Aquarium for an Overnight Program will be asked to leave them in the lobby to be picked up in the morning.***

- Food & Drinks (Water bottles are ok. Please plan to eat dinner before you arrive)
- Alcoholic beverages
- Cots, lawn chairs, and tents
- Wagons or carts
- **Only twin-size air mattresses are permitted. Larger mattresses will be removed if set up.**
- Hair dryers/curling irons
- Electronic games, personal music players and other electronic devices other than cell phones
- Balloons and other toys

HOW TO PACK YOUR GEAR:

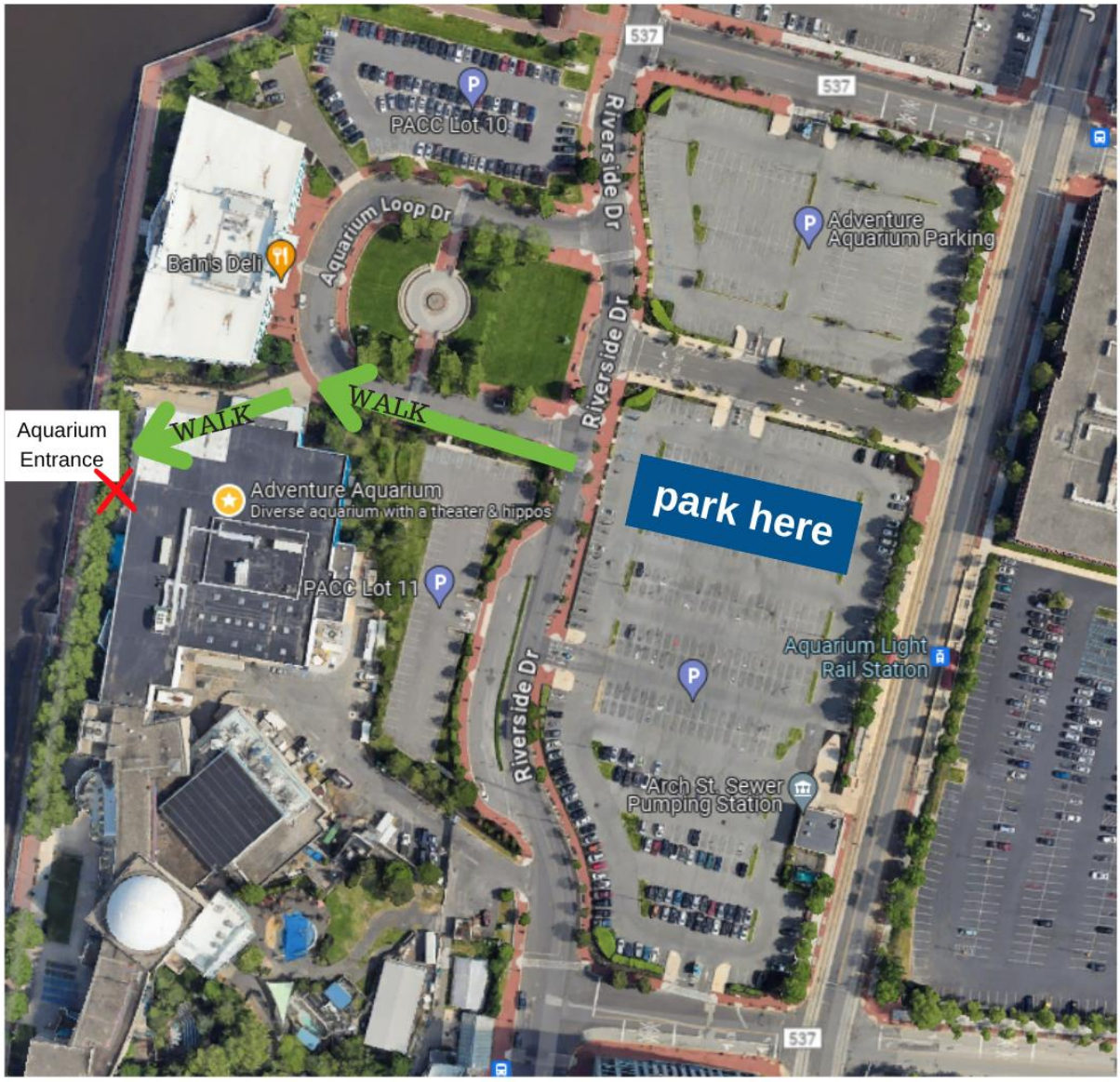
- Each individual's / family's gear should fit inside one large waterproof bag (such as a trash bag or duffel bag).
- Remember that you are only packing for **ONE NIGHT,** and you will be carrying your own gear from the Aquariumentrance to the storage area, from the storage area to your sleeping area and back out to your cars in the morning.
- Storage space for gear is limited! Please be respectful of other guests attending the event and pack light. Name and Group should be clearly marked on the outside of the bag. Your gear will be stored with up to 350 other people's gear. Make it easy to find your stuff!

FOOD & DRINK:

- **Please be sure to eat dinner before you arrive**. A light evening snack and grab-and-go breakfast are provided. Outside food and drink, other than bottled water, is not permitted. Please notify Overnight Program staff of any special dietary or medical requirements before your scheduled Overnight.

WHERE TO GO:

- Overnight guests should arrive at the Aquarium between 6:30 and 7:00 pm!
- Park your car in the hippo parking lot, designated at the parking entrances, unless otherwise notified (see Satellite Map on next page).
    - The parking fee is $10 to be paid at the exit of the lot in the morning. This fee can be paid via cash or card at the kiosks near the entrance.
- Overnight guests SHOULD NOT park in the multi-story garage during the Overnight.
- Please bring ALL your gear and belongings that you will need for the evening.
- Staff will be waiting at the main entrance to give further instructions.



CHECK IN:

- Adults will check in themselves and their accompanying children and will receive a group letter and further directions. Adults only will receive a map and a schedule. The program will begin promptly at 7:00 pm!
- Group leaders do not have to wait in the Aquarium lobby for all participants to arrive. However, please notify Overnight Program Check-In staff if there are any changes to your original Roster. Please remember that this time is free exploration time, so we do not recommend having members of your group wait in the lobby for everyone to arrive. Your group can meet up at your first scheduled event.
- Group Leaders will receive Overnight Patches for their entire group. If your group does not receive their patches or has the incorrect number of patches provided, contact a staff member.
- Assign each child a chaperone
    - Each child must be assigned a chaperone responsible for their behavior during the Overnight Program (max 5 children per chaperone). Children may NOT be dropped off before chaperones arrive from their group.
    - Please make sure all children know what letter groups they are assigned to make re-uniting, if lost,

easier.

SECURITY & EMERGENCIES:

- Staff trained in Basic First Aid and CPR will be present. In case of emergency, our Security phone number is (856) 365-3300, ext. 7353. Please leave this number and your group leader's contact number with the parents at home.

SHOPPING:

- The Aquarium Gift Shop will NOT be open during the overnight event. Various third-party vending machines, claw machines, collectable coins, and a photo booth will be available in the evening. *The Center staff is not responsible for lost monies, empty vending machines, or other vending-related issues.*

SLEEPING ASSIGNMENTS:

- Guests will be placed in sleeping areas appropriate to their group's size, in front of exhibits when possible. We cannot confirm your sleeping area prior to arrival. Overnight Program guests will receive their sleeping assignments at the end of the night.Sleeping areas will be set up **after** scheduled stations end, so that we can explore the Aquarium all evening without stepping over (or on) peoples' possessions. Please ensure the participants in your group are prepared to stay up late.
- Guests are not guaranteed a private sleeping area for their group, other groups may also be assigned to that space due to sleeping area capacities. Female-only sleeping areas are available upon request on the roster, however same rules will apply.
- Leave an aisle in the middle and keep stairways, elevators, doors, fire exits and extinguishers clear for emergencies. Please be considerate of others and leave a path for midnight bathroom trips. Children must be escorted by an adult when walking around at night.
- Lights-out is around 10:30 pm, but there is emergency lighting for safety, so the Aquarium is never completely dark.

MORNING:

- Wakeup call is at 7:00am, all guests must pack their belongings and move them to the morning storage location.
- Breakfast will be served in the Cafe at 7:00 AM. Please make sure to clean up your area for other guests to use afterwards and dispose of waste in appropriate containers.
- All gear must be removed from sleeping locations to the morning storage location by 8am.
- All guests must exit the building with their belongings thirty minutes before the aquarium opens.

- If you would like to reenter the building after the aquarium opens, tickets must be purchased at the Adventure Aquarium Ticket window.