



Program Policies and Guidelines

Behavior & Discipline

Exploration Place fosters a respectful, safe environment for all participants. Our discipline philosophy centers on affirming each child's self-worth while maintaining clear, age-appropriate behavioral expectations.

All participants and Guardians are expected to:

- ▶ Treat fellow participants, staff, and visitors with respect.
- ▶ Care for personal and shared property.
- ▶ Actively engage in group activities.

Exploration Place reserves the right to suspend or dismiss any participant whose behavior compromises the safety or wellbeing of others. Immediate removal may occur if a participant:

- ▶ Strikes or attempts to strike a staff member, another participant, or any other person.
- ▶ Exhibits violent or aggressive behavior.
- ▶ Leaves the program area without staff permission.
- ▶ Uses profanity or disrespectful language.
- ▶ Damages or takes property belonging to others.
- ▶ Engages in any conduct that jeopardizes the safety of themselves or others.

When persistent or escalating behavior disrupts program activities, temporary suspension or permanent dismissal may result. Please note: no refunds are issued for suspensions or dismissals due to behavioral violations. Parents and participants are encouraged to report any concerns promptly to senior camp staff.

Special Needs & Accommodations

Exploration Place is committed to accommodating the individual needs of each participant within the structure of our programs. Parents or guardians of participants with special needs or medical conditions must schedule a consultation with the Director of Education or Program Lead prior to enrollment. Please call 316.660.0600 to arrange an appointment.

Medication

Exploration Place adheres to KDHE medication procedures. All medications must be handed directly to the Camp Director upon arrival. Medications should never be placed in backpacks or lunch boxes.

Drop-Off & Pick-Up

All authorized pick-up contacts must be entered into Playground prior to the participant's first day. Photo identification may be requested before any child is released. Emergency contacts and authorized pick-up individuals should be reviewed and updated annually.

Late Pick-Up:

Participants must be picked up by the designated program end time. If an emergency arises, please contact us immediately. A \$15 fee per participant will be assessed for each late pick-up. After three late pick-ups, we reserve the right to dismiss a participant from the program. Outstanding late fees must be settled before the participant may return.

Attire

Participants are required to wear sturdy, closed-toe shoes and comfortable, weather-appropriate clothing. Many programs include outdoor activity time. Participants wearing clothing unsuitable for weather or planned activities may be unable to participate until appropriate attire is provided.

Prohibited Items

The following items are not permitted at any Exploration Place Informal Education Program:

- ▶ Electronic devices, including cell phones, gaming devices, cameras, tablets, and iPads.
- ▶ Personal toys or games not required for the program.
- ▶ Tobacco, alcohol, or any illegal substances.
- ▶ Weapons or tools of any kind.

Prohibited items may be confiscated; parents may be contacted to retrieve them. Repeated violations may result in dismissal. Exploration Place is not responsible for lost or stolen items.

Illness

Exploration Place follows KDHE illness procedures. This means any participant with a fever of 100.4 or higher will require a prompt pick up from parents or guardians. A physician's release may be required before the participant may return to the program. Participants must be fever free, no diarrhea, or vomiting for 24 hours without medication.

Contact Us

For questions or concerns, please reach out to our team:

- ▶ Email: STEMEd@exploration.org
- ▶ Phone: **316.660.0600**