



Welcome



# CHAPERONE SURVIVAL GUIDE

Thank you for choosing Chabot Space & Science Center as your overnight destination among the stars!!! We value our youth and scouting community and we are here to make your overnight stay an easy, memorable, and enjoyable experience. If we can be of further assistance, do not hesitate to contact us with your questions or ideas. (510) 336-7329 | [Overnights@chabot.space.org](mailto:Overnights@chabot.space.org). Please note that on overnight days we do not arrive to answer inquiries until 3pm.

The following information covers all our frequently asked overnight questions.

## WHAT TO BRING:

- Sleeping bag/pad/pillow/cot/mattress
- Tent (optional)
- Jacket, change of clothing, pajamas
- Toiletries, medications, CPAP, etc.
- Water bottle
- Eye masks, earplugs for light and sound
- Snacks
- Chargers

## WHAT NOT TO BRING:

- Cooking appliances
- Alcohol
- Valuables
- Noise generating devices
- Shoes with wheels



**CHAPERONE POLICY:** Chabot staff, overnight hosts and volunteers are not responsible for the supervision of minors. Chaperones, group leaders and teachers are responsible for the supervision of all minors throughout their visit. Adults must remain within view of youth constantly. Chaperones are responsible for the behavior of the children under their care and must ensure that their group is under their control at all times. We have the following overnight rules: 1. No inappropriate language, teasing or put-downs; 2. Listen and follow the directions of the instructors and overnight hosts; 3. Respect the materials, equipment, facilities, and the outdoor environment. Additionally, we have a zero-tolerance policy for overnights who deliberately physically harm other people or damage property. If you encounter an issue with another group, please go to your Chabot host for assistance.

**MEALS:** Dinner and breakfast are included with your overnight stay. The meals are pre-ordered and delivered. Therefore, we may not be able to accept last minute adjustments. The deadline to indicate meal preference type is due no later than 10 days prior to the overnight. If unspecified, meat is the default selection. We understand that there are many who have additional dietary restrictions for which we may be unaware. None of the meals contain nuts but they are prepared in catering kitchens where nuts may be present. When in doubt, we recommend those persons bringing their own food. Please note that there is refrigeration or heating available. Alcohol is also not permitted except when served or sold during adult overnights.

**ARRIVAL & CHECK-IN:** Check in may begin through the main entrance once the museum is closed at 5pm.

**SLEEPING LOCATIONS:** Scout and youth groups will be preassigned to sleeping locations based on size. Your location will be given to you during the orientation immediately following check-in.

**PROGRAM AND SCHEDULE:** Upon arrival scout and youth groups will receive an all-in-one overnight passport which contains a map, schedule and scavenger hunt. If enrollment exceeds 100, groups will be divided into an A or B itinerary. Your A or B designation will be given to your group during orientation. Groups will be kept together when purchasing separately.

## SAMPLE SCHEDULE (Subject to change)\*

### GROUP A

5:30pm	Check in
6:00pm	Orientation
6:15pm	Workshop
6:45pm	Lab
7:15pm	Dinner
8:00pm	Live Zeiss Program
8:30pm	Telescope viewing/Exhibits
10:00-11pm	Museum Shutdown Lights Out
7:30am	Planetarium Show
8:00am	Breakfast
8:45am	Exhibits, Badges, Store, Pack
9:45am	All guests must exit

\*Girl Scout programs and public overnights may differ.

### GROUP B

5:30pm	Check-in
6:00pm	Orientation
6:15pm	Dinner
7:00pm	Workshop
7:30pm	Lab
8:00pm	Live Zeiss Program
8:30pm	Telescope viewing/Exhibits
10:00-11pm	Museum Shutdown Lights Out
7:30am	Breakfast
8:15am	Planetarium Show
8:45am	Exhibits, Badges, Store, Pack
9:45am	All guests must exit



**ADA COMPLIANCE:** The Center provides a wide variety of accommodations to individuals with disabilities.

- Accessible parking is located near the main entrance across from the parking structure. Additional parking is located in the Staff Parking Lot below the observatory complex.
- Wheelchairs are available at the Front Desk on a first come, first served basis. Please call ahead to reserve one.
- Wheelchair seating is available in the planetarium on a first come, first served basis.
- With the aid of special eyepiece, Nellie, our 36" reflector telescope, is wheelchair accessible.

**AGE RESTRICTIONS:** The minimum age is 5 years for youth and scout programs, 4 years for family Slumber with the Stars program, and 21 and over for adult overnights.

**CONSENT AND WAIVER:** Please complete our online consent, liability and meal selection form no later than 10 prior to visit at <https://forms.gle/jtRozw8US7xXL7XE8>. This link is also available via the website and in the receipt for all online orders. A separate form is required per participant. We will have extra forms onsite for last minute or forgetful attendees.

**BADGES:** You may purchase souvenir Chabot badges or Girl Scout Space Science badges in advance from our website or during the morning following the overnight up until opening for \$3 each, cash or charge. Exact change is appreciated.

**GIRL SCOUT SWAPS (Girl Scout events only):** Girl Scouts often make small tokens of friendship to exchange with the Girl Scouts they meet while traveling. These little gifts are called "SWAPS," which stands for "Special Whatchamacallits Affectionately Pinned Somewhere." We encourage you to perform your SWAPS in the morning.

**STAFFING/SECURITY:** Chabot staff, volunteers, astronomers, members of the East Bay Astronomical Society will lead the primary parts of your program including workshops, hands-on activities, planetarium shows and telescope viewing. A team of overnight hosts will remain onsite and on-call for the entirety of your overnight program.

**CANCELTION POLICY:** There are no cancelations or reductions for group reservations or online ticket orders. This includes outstanding balances for overestimated attendees.

### COVID-19

**Involuntary Reschedule:** Due to the unique and changing nature of COVID-19, previously scheduled events that are unable to occur as a result of local, state or federal government policies outside the control of Chabot ("Force Majeure") will be rescheduled to a later available date as availability permits. In the event of a Force Majeure, groups/families are entitled to reschedule without penalty until such a time that regulations allow event gatherings in accordance with the following regulations: California State Guidelines: <https://covid19.ca.gov/> Alameda County Health Department Guidelines: <https://covid-19.acgov.org/index.page>.

**Voluntary Reschedule:** Overnights are entitled to voluntarily reschedule their event once due to COVID-19, without penalty, with 60 days prior notice. Should the reservation be voluntarily rescheduled a second or successive time by the client, a rescheduling fee of \$10 per ticket will apply.