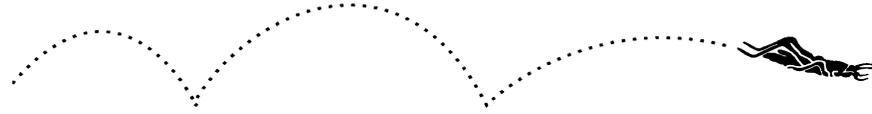




# Old Sturbridge Village



## Hop into History Overnight Guide

### Registration Process

Please find the overnight registration form(s) at the end of this guide. This guide and registration forms may be downloaded from our overnight page by visiting [www.osv.org/youth](http://www.osv.org/youth). You may also contact us directly at 508-347-0285 to register your group. If registering by phone, please know that we still require your completed registration form (with an estimated number of children and adults) and deposit to finalize the registration process. We are unable to hold dates without this information. ***Your final payment and a completed roster (with emergency contact information) are due FOUR weeks prior to your overnight.*** *We require that you utilize the attached roster. Groups reducing their size are responsible for finding replacements for their participants. Overnight fees are non-refundable.*

### Overnight Dates

A list of open registration dates may be found on our website (<http://www.osv.org/docs/hopintohistovnt>). Open dates are available for all groups and there is no minimum number of participants required. However, smaller groups are encouraged to contact other groups to participate. If we do not hit the minimum number of participants (36), Old Sturbridge Village reserves the right to reschedule or cancel an overnight program. If this should occur, any cancelled groups will be refunded. Rescheduled groups will carry all deposits to the rescheduled date. If your group meets the minimum number of participants (36), you may schedule a private overnight. However, in order to accommodate as many groups as possible, we may ask if you are open to another group joining in your overnight. As we have found with our overnights – the more, the merrier! Our maximum number of participants is 80. For larger groups, you may consider a camp-out in our countryside! Please inquire with our sales department!

### Ages

Our Hop into History Overnight program is available to children between the ages of 6 and 12 and adults. Unfortunately, we cannot make exceptions for younger children, even when accompanied by parents/guardians due to safety concerns.

### Chaperones

We require one adult chaperone for every five children between the ages of 8-12. There is a one-to-one (child-to-adult) ratio for children age 6 and 7.



## Program Fee

Our Hop into History Overnight program fee is \$50 per person. This fee includes: two-day admission into Old Sturbridge Village (day of and day after your overnight), overnight accommodations in our Museum Education building, evening program and activities, a light evening snack and continental breakfast.

## Overnight Arrival

Please plan to check in at the Museum Education building at 6:30. The Museum Education building is located on Old Sturbridge Village Road. Please park your vehicle in the parking lot adjacent to the Museum Education building. Please call us if you need directions: 508-347-0285 or 508-347-0273 after hours or on weekends.

Once you arrive, we will direct you to your designated sleeping area so that you may drop off your sleeping gear. At this time, you may use the facilities prior to an overview of the program!

*Of special note: Please be aware that Old Sturbridge Village closes at 5:00 (April – October) and 4:00 (November & January – March). The overnight program does not begin until 6:30. Most groups choose to conclude their day at the museum with dinner at a local establishment and then return for the overnight program. Other groups prefer to use our Museum Education Lunchroom and have dinner delivered. Use of the space is complimentary, Please inquire with our sales department if you would like to utilize this space prior to the overnight program.*

## Overnight Program

Your check-in begins at 6:30. The overnight program begins at 7:00 with an orientation. Participants will then be separated into small groups. ***NOTE: While we make every effort to keep your group members together, please know that your group will likely be split into several (smaller) groups and/or combined with others for evening activities. It is very important to follow OSV group assignments and stay in your assigned group.*** For the next few hours, your group will enjoy a one-hour lantern tour through the Village, hands-on studio activities and an evening snack. Other than the tour, all activities will take place in the Museum Education building. Adult chaperones are encouraged to attend all activities. Please know that while every effort is made to keep individual groups together, children and adults may be paired with additional groups for studio, tours and additional activities.

The following morning, you will enjoy a continental breakfast and a special performance in the Village prior to opening! At the conclusion of the performance, you will return to the Museum Education building. You will receive a schedule of daily events within the Village and a map and you may spend the rest of the day touring on your own. All children will receive a special OSV Overnight Patch!

## Sleeping Arrangements

Upon arrival, staff will direct you to your designated sleeping areas so that you may unpack your gear. Sleeping areas are located within our unique Museum Education building. All sleeping areas are wood, tile or laminate. Please do not trade sleeping areas with another individual or group. Changing your sleeping assignment could compromise the safety of your group in case of an emergency. With mixed-gender groups, children (and adults) will be separated by gender.



## **What to Bring**

Participants must bring their own bedding. Bedding is not provided. Indoor sleeping bags and pillows are highly recommended. Twin size air mattresses or foam pads are also permitted. Standard outlets are available for medical equipment and air mattress pumps. *Please note:* if anyone in your group requires an outlet for overnight use of medical equipment, please indicate this information on your roster form so that we may assign your sleeping location near an outlet. All items should be clearly labeled with your group and individual name to minimize loss of items.

Please bring comfortable shoes/boots as you'll be walking within the Village. We recommend winter gear during the cold months and umbrellas if rain is in the forecast. We suggest dressing in layers as our New England temperatures change drastically from day to night and you will be taking part in indoor and outdoor activities. Other items to bring include: water bottle, camera, basic toiletries, playing cards, small board games, reading material and flashlights. Cell phones are permitted although we ask that you are respectful of our other overnight guests and keep your phone on low or vibrate. Participants may also wish to bring money to purchase souvenirs at the Museum Gift Shop & New England Bookstore (located at the Main Entrance) as well as the Miner Grant store (located within the Village).

## **What Not to Bring**

Please do not bring tents, large air mattresses, cots, hair dryers, curling irons, alarm clocks, electronic toys, games, music or alcohol.

## **Access**

Please notify us prior to your arrival if any member of your group has special needs. Wheelchairs are available at no charge. Our Museum Education access road is closed at 10:00 p.m. and reopens at 5:30 a.m. Therefore, please notify us in advance if any member of your group must arrive late or leave early.

## **Emergencies**

Our overnight staff will discuss emergency procedures with the overnight participants. Group leaders should come prepared with emergency contact information for all members of their overnight group and emergency information **MUST** be provided on your roster. In the case of a family emergency, please call 508-347-0273 to reach our security office. Please be sure that all callers know the participant's full name, group leader's name and organization name.

## **For a successful overnight:**

- Children must be supervised at all times.
- Participants may not use or possess alcohol or drugs while at Old Sturbridge Village.
- Smoking is prohibited throughout Old Sturbridge Village.
- Food is not permitted in the Village exhibits/buildings
- Do not feed our animals. They require special diets – please help keep them healthy!
- Do not sit, stand or climb on rock walls or wood fences.
- Overnight participants may not leave the Museum Education building except in the case of an emergency. If this does occur, we ask that you kindly inform the overnight staff.



## **Sample Overnight Schedule**

### ***Evening***

6:30 – 7:00 p.m.

Arrival & Registration

7:00 p.m.

Welcome & Brief Introduction

7:15 – 9:15 p.m.

Evening Activities

9:15 p.m.

Break

9:30 p.m.

Snack

11:00 p.m.

Lights out!

### ***Morning***

7:00 a.m.

Wake-up & Pack-up

7:30 a.m.

Continental Breakfast

8:15 a.m.

Morning Activities

9:15 a.m.

Morning Orientation

9:30 a.m.

Overnight program ends

Village opens for exploration!

## **Frequently Asked Questions**

### **1. How do we register for the Hop Into History Overnight program?**

Please print and mail our registration form found on our website with your non-refundable deposit of 50%. As soon as we receive your registration form and deposit, we will contact you with a confirmation. If your selected date is not available, we will contact you with alternate dates. You may also call us at 508-347-0285 prior to mailing your registration form to check the availability of your selected date. We are not able to “hold” dates.

Your final payment and participant roster (with emergency contact information) must be submitted to us four weeks prior to your program. We required that you utilize the roster include in our overnight guide.

### **2. Where do we send our completed registration forms?**

Please mail your completed forms to: Old Sturbridge Village, Attn: Overnight Program, 1 Old Sturbridge Village Road, Sturbridge, MA 01566. You may also fax the forms to: 508-347-0295 or email them to [osved@osv.org](mailto:osved@osv.org).

### **3. What time (and where) does the program start and conclude?**

The Hop into History Overnight program begins at 6:30 p.m. and concludes at 9:30 a.m. the following day at our Museum Education building located on Old Sturbridge Village Road in Sturbridge, MA. Your program fee includes 2-days admission into the Village, so you may visit the Village the day of (and after!) the program. The Village opens at 9:30 and closes at 5:00 (April – Oct) or 4:00 (Nov & Jan – March). OSV is closed days during December.

**4. What does the overnight fee include?**

The overnight fee includes two days admission into Old Sturbridge Village (the day of and after your overnight), an evening snack, all overnight program activities and a continental breakfast.

**5. Where do we park?**

Parking for our overnight program is located at in our Museum Education parking lot; located on Old Sturbridge Village Road. If you wish to visit the Village prior to (or after) the overnight program, please park in the Main Entrance parking lot located on Stallion Hill Road. It is a short drive from our Main Entrance parking lot to the Museum Education parking lot. During the overnight program, your vehicle must be parked in the Museum Education parking lot.

**6. How do we enter Old Sturbridge Village prior to (or after) our overnight?**

The group leader is responsible for providing a participant roster to our staff as part of the registration process. This list will be provided to the Visitor Center (located at the Main Entrance). For those participants choosing to enter OSV on the day of/after the program, please check-in with our Visitor Center staff. They will need your group name as well as your individual name. Your program fee includes 2-days admission into the Village (the day of your overnight and the day after).

**7. What type of food is served during the overnight program?**

The overnight does not include dinner. We do, however, offer an evening snack and a continental breakfast the following morning. Breakfast may consist of the following items: mini bagels, yogurt, assorted cereals, oatmeal, fruit, juice and coffee.

**8. May we bring our own food and beverages to the overnight/into the Museum?**

Outside food and beverage is allowed in the Village with the exception of alcoholic beverages. Outside food and beverage items must be consumed in designated eating areas. The Museum Education lunchroom may be used for your dinner prior to your overnight if you have made prior arrangements with us by calling 508-347-0285. There are several locations in the Sturbridge area for dining. Please visit [www.sturbridgetownships.org](http://www.sturbridgetownships.org) for more information on dining options in the Sturbridge area.

**9. What if someone in our group cancels?**

Your reservations are non-refundable. Groups reducing their size after their registration date must find replacements for those participants who cancel.

**10. What time does the Village and shops open in the morning?**

Old Sturbridge Village opens at 9:30 a.m. The Museum Gift Shop and New England Bookstore open at 10:00 a.m.

# OLD STURBRIDGE VILLAGE OVERNIGHT REGISTRATION/BOOKING FORM

*Please print clearly and make a copy for your records.*

*We must receive this form in order to confirm your Hop Into History Overnight registration.  
One for deposit/booking; one for balance due.*

Group Leader \_\_\_\_\_

Group Name or Troop \_\_\_\_\_

Mailing Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Email \_\_\_\_\_

Date of Sleepover \_\_\_\_\_

# Of Children Attending \_\_\_\_\_ + # of Adults Attending \_\_\_\_\_ = Total # \_\_\_\_\_

Grade Level(s) \_\_\_\_\_ or Age Level(s) \_\_\_\_\_

**Total # in group \_\_\_\_\_ x \$50 per person = \$ \_\_\_\_\_ Total Fees Due**

**\$ \_\_\_\_\_ 50% non-refundable deposit required when registering.**

**\$ \_\_\_\_\_ Non-refundable balance is due FOUR weeks prior to your Overnight.**

Payment may be made by:

\_\_\_\_\_ Check: (Payable to Old Sturbridge, Inc.)

\_\_\_\_\_ Charge: (Please charge my credit card.)

\_\_\_\_\_ Mastercard \_\_\_\_\_ Visa \_\_\_\_\_ Discover \_\_\_\_\_ American Express

\_\_\_\_\_

Card Number

Exp. Date

3-digit Security Code

\_\_\_\_\_

Name and Billing Address of Card Holder (if different from above)

## TO REGISTER:

By Mail:

Overnight Program  
Museum Education  
Old Sturbridge Village  
One Old Sturbridge Village Road  
Sturbridge, MA 01566

By Fax:

(508) 347-0295

By Email:

[osved@osv.org](mailto:osved@osv.org)

# OVERNIGHT ATTENDANCE FORM

(This form must be utilized for your roster, completed with all information and returned four weeks prior to your overnight)



Group: \_\_\_\_\_

Leader: \_\_\_\_\_

Name	Child & Age	Adult	Emergency Contact Name and Number
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**OVERNIGHT ATTENDANCE FORM (Page 2)**

Group: \_\_\_\_\_

Leader: \_\_\_\_\_

