

Homeschool Once A Month

STUDENT HANDBOOK



**ADVENTURE
SCIENCE
CENTER**

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A MESSAGE TO OUR FAMILIES

Dear Parents/Guardians,

Welcome to Adventure Science Center's Homeschool Once A Month Program! We have a great time here and are very excited to have you with us. We hope that this class experience is one that your child will not only enjoy but will remember for a lifetime.

Educational success for all students cannot be complete without an effective partnership with you. You are the most essential part of your children's education, and it is vital that we build a strong relationship with you in order to best serve your children's educational needs. We strongly encourage you to contact us with any questions, comments, and concerns that you may have during your time at our facility.

You will find in this Student Handbook some very important information regarding some of the policies and procedures established for the safety of the children and the smooth operation of our program. **Please read this information carefully and keep it for future reference!** Again, should you have questions, feel free to contact us at our emails seen below.

Our hope is that the partnership you develop with your children's teachers and the science center will reflect a positive feeling about science and education and that this will be a pleasurable experience for everyone.

Sincerely,

Jason Moeller

jmoeller@adventuresci.org

OUR MISSION

Our mission is to open every mind to the wonders of science and technology, fostering a better understanding of ourselves and the world around us.

INCLUSION STATEMENT

Adventure Science Center is committed to fostering, cultivating, and preserving a culture of diversity and inclusion. The collective sum of our individual differences, life experiences, knowledge, inventiveness, innovation, self-expression, unique capabilities, and talent is essential not only to our culture but to our reputation and achievement as well.

We embrace and encourage our employees', students', and family's differences in age, color, ability, ethnicity, family or marital status, gender identity or expression, language, national origin, physical and mental ability, political affiliation, race, religion, sexual orientation, socio-economic status, veteran status, and other characteristics that make our employees, students, and families unique.

All employees of Adventure Science Center, students, and families have a responsibility to treat others with dignity and respect at all times.

OUR CURRICULUM

Your instructors at the Homeschool Once A Month program write the curriculum for each class. We design the curriculum to be age-appropriate and follow the Tennessee State Science Standards while also being fun and engaging. You may view these standards at

https://www.tn.gov/content/dam/tn/stateboardofeducation/documents/massivemeetingsfolder/meetingfiles4/10-20-17_III_J_Non-Substantive_Changes_to_Math_ELA_Science_Standards_Attachment_3_-_Science.pdf

WHAT IS HOMESCHOOL ONCE A MONTH?

Homeschool Once A Month is an hour-long demonstration or lab of fun and science for homeschool students, offered once a month. Classes are purchased online through the specific class registration link and are limited to 20 students per class.

FALL 2026 CALENDAR

Dates	Grade Levels	Lab
August 24, 27, & 28	K-2nd	Experimental Design (Elephant Toothpaste)
August 24, 27, & 28	3-5th	Experimental Design (Elephant Toothpaste)
August 24 & 27	6th and up	Experimental Design (Elephant Toothpaste)
September 21, 24, & 25	K-2nd	Hurricane Tracking Simulation
September 21, 24, & 25	3-5th	Hurricane Tracking Simulation
September 21 & 24	6th and up	Hurricane Tracking Simulation
October 19, 22, & 23	K-2nd	Marble Roller Coasters
October 19, 22, & 23	3-5th	Marble Roller Coasters
October 19 & 22	6th and up	Marble Roller Coasters
November 16, 19 & 20	K-2nd	Owl Pellet Dissection
November 16, 19 & 20	3-5th	Fetal Pig Dissection
November 16 & 19	6th and up	Fetal Pig Dissection

SPRING 2027 CALENDAR

Dates	Grade Levels	Lab
January 25, 28, & 29	K-2nd	Experiment Design - Absorption Lab
January 25, 28, & 29	3-5th	Experiment Design - Absorption Lab
January 25 & 28	6th and up	Experiment Design - Absorption Lab
February 22, 25 & 26	K-2nd	Tardigrade Microscope
February 22, 25 & 26	3-5th	Tardigrade Microscope
February 22 & 25	6th and up	Tardigrade Microscope
March 29, April 1 & 2	K-2nd	Invasive Species Game
March 29, April 1 & 2	3-5th	Invasive Species Game
March 29, April 1	6th and Up	Invasive Species Game
April 19, 22 & 23	K-2nd	Turtle Dissection
April 19, 22 & 23	3-5th	Turtle Dissection
April 19 & 22	6th and up	Turtle Dissection

TOPIC DESCRIPTIONS

EXPERIMENTAL DESIGN (ELEPHANT TOOTHPASTE): Students will learn about the scientific method as they make observations, change variables, and design an experiment to recreate a classic chemistry demonstration - elephant toothpaste!

HURRICANE TRACKING SIMULATION: Step into the shoes of scientists at the National Hurricane Center as they track a hurricane, attempt to determine where it will make landfall, and decide who needs to evacuate.

MARBLE ROLLER COASTERS: Get ready for a wild ride as we push Newton's laws to their limits with hands-on coaster challenges. Along the way, we'll demonstrate potential and kinetic energy, Newton's laws of motion, and more!

OWL PELLET DISSECTION: Our youngest friends will explore the world of Owls as we take a deep dive into a regurgitated pellet to discover what this incredible nocturnal predator had for dinner.

FETAL PIG DISSECTION: This fun and challenging dissection is perfect for older students who want to learn more about both medicine and their own bodies. Join us for a dissection often booked by college medical anatomy classes for an in-depth look at how our bodies work.

EXPERIMENTAL DESIGN - ABSORPTION LAB: learn about the scientific method as they make observations, change variables, and design an experiment to see which paper towel brands absorb the most liquids.

TARDIGRADE MICROSCOPES: Prepare to look at the hidden worlds of tiny organisms! We'll learn the parts of a microscope, how to use them properly as we stain samples, and examine an animal tough enough to survive the vacuum of space - the tardigrade!

INVASIVE SPECIES GAME: In sprawling species, students will meet Adventure Science Center's Eastern Chain Kingsnake while playing a Go-Fish style game that shows how the Burmese Python, an invasive snake in Florida, is making things hard for everyone - including us.

TURTLE DISSECTION: Turtles offer budding biologists a unique introduction to the dissection process! Discover the adaptations of a turtle as we learn about these aquatic animals.

TIME & LOCATION

K-2nd Grade Labs	Terra Room from 2:00 PM to 3:00 PM
3-5th Grade Labs	Learning Lab from 2:00 PM to 3:00 PM
6th - Up Labs	Learning Lab from 12:00 PM to 1:00 PM

PROGRAM COST

Full Year Members - \$190.00 per participant

Full Year Non-Members - \$230.00 per participant

Individual Class rate Members - \$25.00 per participant per class

Individual Class rate Non-Members - \$30.00 per participant per class

*Students may have one accompanying adult with them in the program. Siblings who wish to attend must also purchase the program.

WHAT AGE MAY I REGISTER FOR?

GRADE	AGE
K- 2nd Grade	5 years old – 8 years old
3rd - 5th Grade	8 years old – 11 years old
6th Grade and Up	11 years old and up

Students must be five years old to enter the program. Students **must** register for their proper age group. Students caught intentionally registering for the wrong grade level will be removed from the program and will not be granted a refund.

ROBOTHINK CLASSES AT ADVENTURE SCIENCE CENTER

In addition to the Homeschool Once A Month classes, Adventure Science Center also hosts RoboThink of Middle Tennessee. RoboThink staff teach ninety minute robotics class once a month to homeschool students at Adventure Science Center. Classes are purchased online through the specific class registration link and are limited to 20 students per class.

***It is strongly recommended to purchase the entire year's program for these classes. These robotics classes are skills based and build on each other.**

FALL 2026 CALENDAR

Dates	Grade Levels	Lab
August 20th	3-5th	Motors & Switches
August 20th	6th and up	Battle Robots
September 17th	3-5th	Battle Robots
September 17th	6th and up	Gears
October 1st	3-5th	Spinning Drill
October 1st	6th and up	IR Sensors
November 12th	3-5th	IR Sensors
November 12th	6th and up	Motors & Controllers

SPRING 2027 CALENDAR

Dates	Grade Levels	Lab
January 21st	3-5th	Robot Rubber Bands
January 21st	6th and up	Robot Dance Party
February 18th	3-5th	Robot Dance Party
February 18th	6th and up	Gardening Bot

March 18th	3-5th	Machine Learning
March 18th	6th and up	Machine Learning
April 15th	3-5th	Transformers
April 15th	6th and up	Robot Basketball

TOPIC DESCRIPTIONS: 3rd-5th Grade

- August: In our first lesson, we'll teach students to build a moving robot utilizing dc motors and switches.
- September: We'll be introducing the mainboard and guiding students in building battle robots for smash 'em up fun!
- October: Students will learn how to add a 3rd dc motor to any robot to create a spinning drill on the front of their robots.
- November: Join us to build a bot that utilizes IR sensors to "know" when to move.
- January: We'll be teaching students how to utilize special gears to create a bot that shoots rubber bands.
- February: Learn the basics of coding while building a robot to dance while also controlling the 'stage' lights and music.
- March: Learn how to utilize machine learning while building a grabber bot that follows hand gestures.
- April: This month's class will bring it all together and provide the opportunity to build a robot that transforms from a person to a car.

TOPIC DESCRIPTIONS: 6th Grade & Up

- August: Learn how to build a battle bot using a mainboard, dc motors, switches and wired controller
- September: Learn and build with different types of gears to gain an understanding of gear ratios, gear trains and the useful worm gear.
- October: Join us to build a bot that utilizes IR sensors to "know" when to move.
- November: We'll be building bots that utilize both dc and servo motors along with a wireless controller.
- January: Learn the basics of coding while controlling the 'stage' lights and music and building a robot to dance.
- February: We'll learn how to code and control servo motors while building a 'gardening bot' to water plants.
- March: Learn how to utilize machine learning while building a grabber bot that follows hand gestures.
- April: This month's robotics class brings together all of the skills learned in previous classes to build a basketball robot.

TIME & LOCATION

3-5th Grade Labs	Nova Room from 1:30 PM to 3:00 PM
6th - Up Labs	Nova Room from 11:30 AM to 1:00 PM

PROGRAM COST

Full Year Participants - \$280.00 per participant - again, this is strongly recommended.

Individual Class Participants - \$35.00 per participant per class

*Students may have one accompanying adult with them in the program. Siblings who wish to attend must also purchase the program.

WHAT AGE MAY I REGISTER FOR?

GRADE	AGE
3rd - 5th Grade	8 years old – 11 years old
6th Grade and Up	11 years old and up

Students **must** register for their proper age group. Students caught intentionally registering for the wrong grade level will be removed from the program and will not be granted a refund.

GENERAL INFORMATION – BUILDING HOURS

MONDAY	9:00 AM – 3:00 PM
TUESDAY	CLOSED
WEDNESDAY	CLOSED
THURSDAY	9:00 AM – 3:00 PM
FRIDAY	9:00 AM – 3:00 PM
SATURDAY	9:00 AM – 5:00 PM
SUNDAY	9:00 AM – 5:00 PM

GENERAL INFORMATION – EMAILS

The week before a class, your instructor will send you an informational email about the program. Generally, this email will contain the following information.

1. An introduction to the subject (e.g. Experimental Design) and topic (e.g. Elephant Toothpaste)
2. A list of all materials used in the class.
3. Any safety/hazard observations pertaining to the materials.
4. Any other notes or observations about the program.

Please read these emails! They often contain important information. We send these emails to keep you informed of what is happening in the program.

GENERAL INFORMATION – CONTACT INFORMATION

In addition to the weekly email, we also have an open-door policy. Please feel free to reach out to your instructors with questions and comments, using the following contact information.

Jason Moeller
(615) 401-5082
jmoeller@adventuresci.org

CHECK-IN PROCEDURES

1. Check your ticket to ensure you know the day of the week and time that your class is scheduled. You should have received the ticket in your email when you purchased the class.
2. Arrive for check-in at the Science Center 10 - 15 minutes prior to class start. You may park in any of the science center's guest parking spaces. We have a small upper parking lot close to the center and a larger lower parking lot across the street from the science center.
3. Look for the Homeschool Check-In sign just outside Adventure Science Center doors, of either Jack Wood Hall or the main lobby entrance. Please enter the coinciding doors.
4. The Homeschool Check-In table will be just inside the doors.
5. The Check-In table will have a roster, a sign with illness questions, a highlighter, and a pen.
6. To sign your student in, you will first read the illness questions. If you can answer no to all the following questions, you may do the following:
 - a. Highlight your child's name on the roster.
 - b. Check the box on the roster stating that you have read the illness questions and can answer no.
 - c. Sign your name (parent/guardian's name) in the Sign In column on roster.
7. If you answer yes to any of the illness questions, your child may not attend class that day.
8. Students and parents will wait in Jack Wood or the lobby until it is time for class.
9. At class time, the instructor will lead students and parents to the classroom.

CHECK OUT PROCEDURES

1. After class, the instructors will escort students and parents back to the Check-In table.
2. Checkout is done at the same table as Check-In.
3. To check out your child, sign your name (parent/guardian's name) in the Sign Out column on the roster.
4. Students must be checked out at latest 15 minutes after the end of class.
5. Drive home safely!

LATE ARRIVALS/TARDINESS

We understand that there are occasions when a student will run late to class. Unfortunately, your instructors must start class on time and will not be able to wait.

First, sign your student in at the check-in table in Jack Wood Hall, as you would normally.

For members: Use your membership to check-in at the front desk. After checking in, escort your student(s) up to the classroom, and knock on the door. Your instructor will let you in. You may stay in class with your student or leave to enjoy the Science Center.

For non-members: Go to the front desk, introduce yourself, and explain that your child is late to the homeschool class. You may then escort your student(s) up to their classroom. Knock on the door, and your instructor will let you in. You may stay in class with your student. Otherwise, you may not stay in the Science Center unless you have purchased a ticket or a membership.

For safety reasons, a parent or guardian must escort their late student to class.

ABSENTEEISM POLICY

We understand that there are occasions when a student will need to miss class. If your child is going to be absent, please email your instructor to notify them of the absence and the reason. You may find your instructor's email on page 3 of this handbook.

WHERE DO I GO DURING CLASS?

Each child is allowed to bring one accompanying adult with them to class. Due to space restrictions, siblings are not allowed into the program unless they have also purchased a ticket for the class.

If you do not wish to stay, that is fine, too! You have the following options.

For Members: Adventure Science Center members are welcome to stay and enjoy all Adventure Science Center has to offer during class time. If you plan to stay in the museum, after checking your student into class at the check in table,

please check into the museum at our membership desk. Parents often also enjoy watching a Planetarium show! You may purchase tickets at the front desk or membership desk.

However, you do not need to stay at Adventure Science Center during class. You may relax in the car, enjoy a beautiful day at Fort Negley, or even run an errand! If you plan to leave the Science Center during class, please leave an emergency contact number on the Notes section of the sign-in sheet. This will allow your instructor may contact you in the event of an emergency.

For Non-Members: Non-members must purchase an admission ticket or a membership if they wish to explore the Science Center before class or remain in the Science Center during class time. The restrooms will be open for anyone who needs them.

LATE PICKUP

We ask that you please pick up your student immediately after class ends. However, we do understand that there are occasions when you may be late. We don't like Nashville traffic either! For this reason, there will be a 15-minute grace period after class ends.

Please be aware that after 15 minutes, there will be a \$15.00 charge for a late pickup.

PERSONAL ITEMS – VALUABLES

Please do not allow your child to bring large amounts of money and/or valuable items to class. Adventure Science Center is not responsible for lost, stolen, or damaged items.

PERSONAL ITEMS – LOST & FOUND

Your instructors will turn all items found in the classroom or the building into the Science Center's Lost and Found. You may pick up all items from the front desk. To assist in the recovery of lost items, please ensure items have your child's name written on them.

Should you find any items that are not yours, please give them to your instructor, or turn them into the front desk. Thanks!

PERSONAL ITEMS – ELECTRONIC DEVICES

Students may bring electronic devices into the classroom. Unless a teacher allows a student to use the device, it must remain out of sight, or in the case of smartwatches, left alone, until the end of class. Any student using an unapproved electronic device during class shall have the device confiscated until the end of class. The instructor will return the device at the end of class.

Parents/Guardians, please do NOT contact your students during class unless there is an emergency and you need to pick your child up.

BEHAVIOR – DRESS CODE

Adventure Science Center Homeschool Science Enrichment Program students should not wear the following items:

1. Clothing, pins, jewelry, accessories, or other items of adornment displaying obscene, profane, derogatory, violent, or gang-related messages, themes, designs, or pictures;
2. Clothing, pins, jewelry, accessories, or other items of adornment conveying messages related to or promoting the use of alcohol, drugs, or tobacco products, or messages that promote illegal activities
3. Clothing pins, jewelry, accessories, or other items of adornment depicting bawdy, salacious, or sexually suggestive messages.
4. Pajamas
5. Swimsuits
6. Inappropriate footwear (including, but not limited to, shower shoes and beach shoes, such as flip flops, bedroom slippers, and unfastened shoes or shoes missing appropriate closures). Since this is a science class, **all shoes must be closed-toed.**

BEHAVIOR – CONTRACT INTRODUCTION

Adventure Science Center seeks to provide a classroom experience that promotes physical safety, emotional wellbeing, educational opportunities, and just plain fun! For this to occur, everyone must share in the responsibility for making class a great experience.

Sometimes, despite everyone's best efforts, misbehavior will occur during class. We can easily handle most of these situations, but there may be times when we need to include the parent/guardian for disciplinary purposes. In the hope of eliminating these situations and educating everyone about what the appropriate behavior during class is, Adventure Science Center has put into place the following behavior contract.

Please read and sign the contract on page 12. Doing so indicates that both you and your student understand what type of behavior is acceptable during class and understand what the consequences will be in the event of inappropriate behavior.

We appreciate your trust and support! Together we can make our homeschool class a wonderful experience for your child.

REQUIRED FORM – BEHAVIOR CONTRACT

EXPECTATIONS

1. Please do not touch anything unless your instructor says it is ok.
2. Please do not eat or drink any of the science unless your instructor says it is ok.
3. Please keep your hands, feet, and other objects to yourself.
4. Please raise your hand if you have a question or if you would like to speak. Students who “shout out” will not be called upon.
5. Please use your indoor voice when speaking.
6. Please be respectful to the other students and your instructors. Please use kind words.
7. Bullying will not be tolerated in class. This includes both unwanted physical contact and verbal harassment. Negative comments about another person's age, color, ability, ethnicity, family or marital status, gender identity or expression, language, national origin, physical and mental ability, political affiliation, race, religion, orientation, socio-economic status, or other characteristics may be grounds for immediate removal from class.
8. If you have a problem during class, talk to your instructor! We won't be able to help you if you don't speak up.

CONSEQUENCES FOR VIOLATING THE EXPECTATIONS

If a student intentionally violates one of the expectations, the following consequences will occur.

1. Warning One: Instructor will discuss the behavior with the student.
2. Warning Two: The instructor will discuss the behavior with the student and parent/guardian.
3. Warning Three: The instructor will discuss the behavior with the student and parent/guardian. The student will be suspended for one class.
4. If a student is suspended twice, that student will not be allowed to return to the homeschool class.

Note: Severe violations may result in the student being suspended or asked to leave the program, regardless of the number of prior warnings. Parents/Guardians must also adhere to the student expectations presented above while in the building. There are no refunds when an individual's own behavior requires that they be sent home.

I have read and understand the Homeschool Behavior Contract. I have discussed it with my child in a manner that he/she can understand. All Parents/Guardians dropping off or picking up their child up must sign this contract.

Parent/Guardian Signature

Child's Signature

Date Signed

REQUIRED FORM – EMAIL LIST

I would like to add the following email to Adventure Science Center Homeschool email List.

_____	_____
Print Name	Signature
_____	_____
Clearly Print email to be used	Date

If you have not received an email by the first week of class, please email jmoeller@adventuresci.org, so that we may check the list for errors.

REQUIRED FORM – PHOTO RELEASE

Please sign one or the other.

I hereby grant permission to Adventure Science Center to use photographs of me and/or my child(ren) under 18 years of age for publicity and promotional purposes.

_____	_____
Print Name	Signature

I do not want Adventure Science Center to use photographs of me and/or my child(ren) for publicity and promotional purposes.

_____	_____
Print Name	Signature

SAFETY – EMERGENCY DRILLS

Adventure Science Center routinely practices emergency drills such as fire drills. These drills help prepare staff in the event of an emergency. On occasion, these drills may occur during class time. Students should follow their teacher's instructions to complete the drill, while parents and guardians should follow all instructions given by Science Center staff.

On days where drills disrupt class, class will end later than normal. This will ensure that all students still get the same class experience.

In the event of an actual crisis, Adventure Science Center will implement its Emergency Action Plan, following Adventure Science Center policy. As with the drills, students should follow their teacher's instructions, while parents and guardians should follow staff directions.

Please make sure your emergency contact information with the Science Center is up to date.

SAFETY – WEATHER CLOSING/CLASS CANCELLATIONS

Generally, we will follow Metropolitan Nashville Public School's (MNPS) guidelines and announcements on severe weather. If MNPS announces a school closure for weather related reasons, we will also cancel class.

In addition, Adventure Science Center's Learning and Outreach Manager is authorized to cancel the class in the event of inclement weather or other emergencies that may be hazardous to the health and safety of students or staff.

Your instructor will announce all class cancellations via email, using the same email list we use to send the weekly emails. Adventure Science Center will grant refunds if we cancel a class due to weather.

STUDENTS WITH SPECIAL NEEDS

We make every attempt to serve students who require special attention or consideration. However, as we are not a special needs school, there may be some needs that we are unable to meet. If your child has special needs or requirements, please contact us at the contact information on page 7.

TRANSFER POLICY

We understand that plans change! However, we also need to order supplies early enough to ensure that all students can have the best experience in class, and certain supplies can take a month to arrive.

28 days or more from the day of class – **students may transfer if the class they wish to transfer to has openings.**

28 days or less from the day of class – **no transfers may be made.**

If a class does not have openings, no transfers will be made to that class. Transfers attempting to get a specific teacher will not be processed as Adventure Science Center can't guarantee which teacher will teach each class.

CANCELLATION AND REFUND POLICY

28 days or more from the day of class – **full refund.** A \$5.00 cancellation fee will be charged to cover our credit card fees.

15 – 27 days from the day of class – **50% refund**

14 – days from the day of class – **no refund**

Refund requests will be calculated from the delivery date of the request. Please email jmoeller@adventuresci.org to request a refund. We will only grant refunds as stated above in the cancellation policy.