

USS *Cobia* Overnight Guide for Group Leaders

Things You Can Do to Have a Smooth Check-In:

1. Be certain that all your participants have filled out the liability waiver forms and any medical forms for the museum.
2. Arrange those forms in the order in which they appear in your roster.
 - a. This will increase the speed at which staff can verify all forms are accounted for.
3. Be sure to arrive no later than 19:30 (or 7:30PM civilian time).
 - a. Often your group may not be the only one visiting and it is rude to make others wait. We do understand that life happens and some of you are making quite the trek to visit us. After 7PM there is a good chance a staff member will be able to answer the phone if you are running late. If staff does reach out to ask for your ETA, don't be offended and give us your best guess erring on the side of caution. This allows our staff to adjust the plans as necessary.
4. When you arrive, find the blue door at the East end of the building up the short stairs, slightly behind the power substation. Once in the door, staff will direct you to the Riverview Room where we will stage your gear for the evening. An adult leader with the collected paperwork will meet with the staff lead to check the paperwork.

What to pack:

1. The essentials:
 - a. Sleeping Bag
 - b. Pillow
 - c. Comfort Item (i.e., stuffed animal, blanket, favorite socks)
 - i. These are the only three things you need to take on the sub to sleep.
 - d. C-Pap Machine (and 25' extension cord if not battery run)
 - i. Each sleeping compartment has at least one place to plug in.
2. The recommended:
 - a. Ear plugs – You don't want to find out too late that the other parents snore like a chainsaw.
 - b. A digital camera – Capture all those cool scouting moments.
 - c. Phone charger or a power brick. There are some outlets in the museum to charge phones, but none in the sub.
 - d. A couple of sleeping mats would be wise. If your group is coming on a particularly full night, we may ask for volunteers to sleep in the museum. We also have areas we normally don't rack in that may be used if you have mats.
 - e. Snacks – There will be an opportunity for snack time between the end of the tour and racking down time.
3. The not needed:
 - a. Video Cameras – We encourage you to take pictures all night long, but video is not allowed.
 - b. Flashlights – The sub will never be dark enough to need one. Even after lights-out enough lights are left on to allow navigation of the sub.

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Guidelines For Your Stay

These policies apply to all youth AND adult participants.

- **Respect the Space**

- USS *Cobia* is a historical artifact and is full of very fragile pieces and parts. Please do not manipulate controls (wheels, levers, switches, buttons), unless explicitly told otherwise by a staff member. Many systems onboard still do work - and we'd like to keep them that way!
- We do not allow any food or drink onboard USS *Cobia* or in the Museum galleries besides plain water in a sealable drinking container. This is to prevent messes and/or pests on board. You will be able to eat snacks/breakfast in the Riverview Room as a group.

- **Respect Each Other (and Yourself)**

- No running or rough-housing inside or outside of the submarine and Museum building. This includes the following morning while exploring the Museum galleries.
- Please keep your shoes on, unless you are in your bunk.
- Participants are 100% responsible for their own belongings. There are many cracks and crevices in the submarine, so please secure any loose items (keys, phones, etc.) before boarding.
- All youth participants must follow the "buddy system" and be accompanied by either another youth or an adult chaperone at all times. This includes bathroom breaks during the night and in the galleries the following morning. Groups are welcome to enforce stricter policies.

- **Respect the Staff**

- We enforce a "three strike" policy for all groups staying aboard USS *Cobia*. Reaching three strikes may result in your group being asked to leave, regardless of the time of day (or night).
- Your Overnight Program Guides are here to give you the best experience possible. Please give them your attention and respect, especially when it comes to safety protocols.

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Arrival to the Museum

Parking: To ensure a short walk to the museum, park in the East lot (closest to Lake Michigan).

Entrance: Overnight Groups do not enter from the main museum door. Instead, they enter from the side door on the East side(Lake Michigan side) of the museum. If you are looking at the museum, the USS *Cobia* should be on your left.

