



## **Youth Art Camp Policies and FAQs**

We strive to maintain clarity and communication with parents and guardians. If you have any questions or wish to discuss our policies call Youth Education Director Kelsie Christian at 276-628-5005 ext. 112. If you need to reach Kelsie or the lead counselor DURING camp and the above number is unanswered, call the front desk (276-628-5005) or the security office (276-628-5005 ext. 200) and ask them to hail the lead camp counselor via the walkie talkies.

### **General Policies**

- All campers are expected to follow instructions, bring a positive attitude, and treat fellow campers with friendliness
- Kids should wear play clothes that can get messy and comfortable sneakers
  - We will spend a lot of time outside, have outdoor play time, and work with messy art supplies
- We reserve the right to dismiss any child from camp without a refund
  - This could result from continued failure to listen to instruction, any violent or aggressive behavior, or younger campers not being fully toilet trained
- All campers must be fully toilet trained and able to use the bathrooms with stalls independently
- All campers must be placed in the correct age group
- Parents are required to sign children in and out of camp each day: do not drop off or pick up a child without signing the check in sheet
  - You could be asked to provide ID during drop off and pick up
- Drop off and pick up will take place in the children's wing on the first floor of the museum each day at 9 AM. We will not allow campers into the classroom before 8:50 AM.
- Apply sunscreen and insect repellent to your child before camp each day. Campers can bring sunscreen and insect repellent to reapply
  - Counselors are only permitted to help with the application of spray sunscreen or repellent, lotions must be applied by the parent or by the child themselves
- Breakfast/snacks are not provided by the museum
- We recommend that each child brings:
  - A hat
  - A change of clothes (especially ages 4–6)
  - A lunch



- An extra snack
- Extra sunscreen and insect repellent
- A refillable water bottle
- Any medication they may need during the day, including over the counter medications
- Children should **not** bring:
  - Toys from home
  - Video game systems or electronics
  - Valuables
- WKMA is not responsible for lost/damaged items
- Lunch/snacks should...
  - Include a cold pack if containing refrigerated items
  - Include any utensils needed
- Lunch/snacks should not...
  - Include peanuts, tree nuts (like hazelnuts), or peanut butter
  - Require reheating or cooking
  - Be shared among campers
- Every child will have a cubby at camp where they can keep their things and artworks until the end of the week
- Missed camp days do not automatically incur make-up days. Cases can be addressed individually.
  - With the exception of illness (see safety policies)
- Children must be picked up by 4 PM. If you are unable to get to the museum by 4 PM, you are responsible for arranging for someone to pick up your child by 4 PM. This also applies to Early Childhood campers, but for 1 PM instead.
  - Failure to comply with pick up times may result in dismissal from camp
- **There is a no refund policy for summer camps.** If a child is unable to attend camp, their registration fee is considered a donation to the museum.
  - Make-up days can be used as a form of refund in certain circumstances
- Refunds will be issued in the case that WKMA cancels camp for unforeseen circumstances or a if WKMA is unable to host the camp
  - If camp is canceled due to too many counselors getting sick from an outbreak of illness, this circumstance does not automatically incur a refund. We will plan a make-up week or half-week of camp if possible.



- A camp exhibition will be held in the children's wing on Fridays during pick up every week. Parents are invited to bring extra family members to Friday pick-up and hang around to see the artwork.
- Children must take all artwork home on Fridays
  - We will do our best to hang onto artwork that gets left behind for a few days and contact parents if we know who made it

### **Safety Policies**

- Do not bring sick children in to camp: campers who appear ill will be sent home
  - If a camper has to miss camp days due to illness, they can have those days transferred to another week of camp (make-up days)
  - If a camper is sent home after they are brought in appearing sick, they will forfeit that particular make-up day of camp
  - If a camper has to be sent home BUT had no symptoms when dropped off for camp, they will not need to forfeit that particular make-up day of camp
- Staff will not come in if exhibiting any symptoms of illness. Substitute counselors will fill in for sick staff members.
  - Staff who exhibit signs of illness will also be sent home
- Lunches can not include peanuts or peanut butter due to allergies
  - It is important to be aware of severe allergies because kids play together after eating lunch
- Campers can only eat lunch and snack items brought from home. Food items can not be shared among campers. The museum does not provide food.
- Emails with important information will be sent to parents each week before camp
  - Specific allergens that we need to be aware of for that week will be noted in the email
- Parents must sign a hold harmless agreement at the beginning of camp and be aware of the assumed risks of camp, playing outside, etc.
- Counselors will review safety information with campers at the beginning of camp each week, including how to identify poison ivy and ticks
- Counselors will be aware of safety protocols, the location of the nearest fire extinguisher, and the location of first aid kits
  - At least one staff member present will be CPR and first aid certified at all times
- Campers are not permitted to climb trees



### **COVID and Illness Specific Safety Policies**

- We encourage vaccination against COVID-19 to reduce the chances of transmission and infection, but do not require vaccination for campers or councilors
- If your child is immunocompromised and you are worried about exposure to COVID-19 please call Kelsie at 276-628-5005 ext. 112 to discuss extra precautions we can take.
- If a child has to miss camp due to COVID-19 or influenza infection, the missed days can be transferred to a different week of camp.
- Camp may be canceled if too many camp instructors test positive for COVID-19 and are unable to teach. *Closure from COVID-19 outbreak does not incur a refund* as it does not fall under the category of unforeseen circumstance—it is a known and preventable risk that we share a responsibility to address.

### **FAQs**

*My child is a grade above their age group/has friends in the older age group/is advanced for their age: can I have them placed in the older age group?*

- All campers must be registered for the correct age group and work in the classroom assigned to that age group. Each classroom will be working on different art projects designed for the different developmental stages associated with each age group, relating to their focus and dexterity, and also sometimes to the types of tools it is safe for them to use. Keeping the correct age groups together helps everyone have the best camp experience! Kids who have friends or siblings in different age groups will be able to play together during lunch, recess, and game time every day. If it is imperative for two kids to be together, an older kid can opt to join the younger group.

*The half day schedule for the 4–6 age group is difficult for me to manage with my schedule: can my child stay with the older campers until 4 PM for pickup?*

- We aren't able to accommodate split registration for campers, as it would require us to take up two registration slots for one camper in order to keep the right ratio of counselors to campers. The full day camps are tiring and challenging for younger campers.

*Can I sign up for one week now, and then sign up for the other weeks of camp after my child attends the first week to see if they like it?*

- Yes, it is best to register in the way that will best suit you and your child, but make sure you are aware of registration deadlines. The last date to register for each week of camp is



two weeks before the start of that camp, which allows us time to plan and purchase art supplies. Some weeks of camp may sell out as well. These registration deadlines are applicable to Early Childhood (4-6), Youth (7-12), and Teen (13+) camps.

- May 18th - **Wildlife Art School Day-Camp** registration deadline
- May 25th - **Jungles and Forests** registration deadline
- June 1st - **Oceans and Sea Creatures** registration deadline
- June 8th - **Arctic and Desert** registration deadline
- June 22nd - **Appalachia** registration deadline

*Ahh! The week that my child really wanted to do was sold out. Is there a waitlist I can sign up for?*

- We don't offer a waitlist for sold out camps because spaces almost never reopen, and we don't want to get anyone's hopes up or have parents planning their summers around something that is unlikely.

*Why aren't you offering early drop off or late pick up this summer?*

- It was difficult for us to accommodate early drop off and late pick up in the main museum building because of our security hours, and it was also difficult to keep the service up to the standards of the rest of our camp experience. Instead, we have extended the camp hours to begin an hour earlier and offer ranged drop off and pick up times to make it easier for parents.
- Drop off is from 9 AM to 9:15 AM
- Pick up is from 3:30 PM to 4 PM

*Are camp tee shirts included?*

- We decided not to include shirts to avoid raising the cost of camp higher. The cost of commercial printing is especially high at the moment, and it takes several weeks for orders to be fulfilled making it difficult to predict the right number and sizes of shirts. Instead, we will still have a unique design to represent this year's camp theme and have it turned into a laser-cut printing block so that campers can make a unique take-home as memorabilia each week. We will also plan to have small freebies for campers (not guaranteed).

*Why do you have a no refund policy?*

- WKMA is a small 501C non-profit organization that seeks to provide affordable, quality art experiences to children in this region. Unused registration fees are considered



donations to the museum's operating costs. Because we don't offer refunds, we make an effort to offer make-up days or discounts in response to certain circumstances. Thank you for your understanding of this policy.