



## **HELLO AND WELCOME TO ARTSCOPE'S CAMP CREATE AND SCHOOL'S OUT CAMPS!**

In this packet, you'll find the basics about our camps, what to expect, and how to prepare your kids for a great camp experience. Take some time to read through for important information about camp and don't forget to bring this packet signed with your kiddo(s) to camp!

We're here to make camp an unforgettable and joyful experience! If you have any questions or need clarity, **please give us a ring at 314-865-0060, text 314-314-750-9934 or email [info@artscopestl.org](mailto:info@artscopestl.org)**

### **ARTSCOPE OVERVIEW**

- Our art camps are anywhere from one day to a week-long, immersive, artist-led experience.
- Our staff is entirely made up of local teachers and artists.
- Students will explore community, arts, nature, and facilitation during their time at camp.
- We lead by example and model behavior that builds community within camp.
- We are here to support the success, enrichment, and joy of each child.
- We are discovery led and encourage students to identify and reflect on their interactions with the world around them through the lens of lifelong artistry.
- We strive to see ourselves in each other and to approach each day with genuine empathy and connection.
- We strive to utilize education as a collaborative art form and are so excited to learn, create, and discover right along with your camper!

## ARTSCOPE DAILY SCHEDULE

We leave lots of flexibility in our days to follow our campers' flow, but this is generally how our days look.

|             |                       |
|-------------|-----------------------|
| 9:00-9:30   | Welcome/Free Art      |
| 9:20-9:50   | Circle Time           |
| 9:50-10:40  | Lesson 1              |
| 10:40-11:05 | Snack                 |
| 11:05-11:55 | Lesson 2              |
| 11:55-12:45 | Lunch/Free Play       |
| 12:45-1:35  | Lesson 3              |
| 1:35-2:00   | Clean Up Time!        |
| 2:00-2:45   | Outdoor Explore Time! |
| 2:45-3:00   | Transition to Pick Up |

## ARTSCOPE DAY OF LOGISTICS

### CAMP TIMES

- Camp begins at 9:00 AM and ends at 3:00 PM
- Drop off begins at 8:45 AM
- Extended day (only during summer camp) runs from 3:00 PM to 6:00 PM with an additional cost of \$75/week

### DROP OFF AND PICK UP

- Please accompany your camper to our building as you will need to sign them in and out each day.
- Each day your child is signed in upon arrival and signed out by an authorized adult. An adult is defined as a person at least 18 years of age.
- No child will be allowed to leave with any person who has not been pre-approved by the

parent/guardian and indicated in advance to Artscope staff.

- The adult responsible for picking up a child **MUST** come to the building and personally sign the child out.
- At the end of the day, please help your camper gather their belongings and all the things they have made that day.
- If a person will be picking up your camper other than a parent or the emergency contact listed on your registration form, we cannot release your camper unless you have sent us written authorization in advance.
- Please advise us of any child custody arrangements/restraining orders and who may pick up and/or visit your camper(s).
- Make staff aware of any additional approved people that are allowed to pick up kids.
- **PLEASE NOTE!** Camp ends at 3:00. Campers picked up after 3:15pm will be charged for extended care that day, at a price of \$25/day. If you foresee an issue with getting your camper(s) on time, please reach out in advance so we can make a plan to support you and your camper(s).

## **LOCATION**

- Artscope is located at the intersection of Arsenal and Tower Grove Avenue.
- Please park your car on the Northside of our building on W. South Dr, or on Arsenal
- W. South Drive is a one-way street. You can enter the loop on the north side of the park and drive around the full loop or enter off Kingshighway Northbound.
- Please do not drop off your child using the turn lane in front of the building. We do not want to cause congestion or create traffic that could lead to accidents ever, but especially with our campers around.

## **ARTSCOPE SAFETY**

### **EXPECTATIONS OF CAMPERS**

- Campers are able to follow directions and show respect;
- Campers are able to engage and respond thoughtfully throughout a 6+ hour day, with the support and encouragement of staff;
- Campers maintain respect for materials and space, and work to be good stewards of our communal space;
- Campers stay with groups and understand rules meant to keep them and fellow campers safe;
- Campers do not show anger with their bodies, especially against other people (hitting, shoving, gesturing, etc.);
- Campers do not use abusive or violent language;
- Campers understand respecting the privacy and personal space of each other.

If your child is having excessive difficulty fulfilling these expectations, they will be asked to leave camp. The length of time away will be a case-by-case basis and is at the discretion of Artscope staff. No refunds will be issued for students who have been suspended.

## **EMERGENCIES**

- If you need us during the day, you can call or text our cottage phone number at **314 750-9934** which will connect you to an internal staff member.
- If you are not available to answer your phone while your camper is with us, please make sure your emergency contact is aware, and prepared to respond if needed.
- In case of an emergency, Artscope staff will contact you or the emergency contact provided on the enrollment form with information and instructions.
- If a child is ill or injured, Artscope will attempt to contact a parent/guardian and, if necessary, seek medical attention.
- At the staff's discretion, a parent/guardian, or authorized adult may be required to pick up the ill or injured child.
- In the case of an emergency, we will attempt to contact the parent/guardian, legal authorities, or medical personnel as needed. If necessary, Artscope may relocate students to a safe location if the situation requires doing so.

## **WELLNESS**

***\*Artscope staff are First Aid/CPR Certified. Artscope staff are not medical professionals and are not authorized to administer medication. If your camper requires medication during camp hours, please let us know what arrangements you will be making to have this medication administered.***

- Members should not attend Artscope if the child has:
  - strep throat which has not been treated with an antibiotic for 24 hours;
  - any rash or acute onset associated with fever or symptoms of illness;
  - a temporal temperature of 100.4 degrees or higher;
  - persistent vomiting and/or diarrhea in the past 12 hours;
  - head lice;
  - any communicable diseases – chicken pox, conjunctivitis (pink eye), cold/flu, etc.
- Once the child has been diagnosed with one of the above, we must receive notice from your doctor saying that the child can be allowed back in Artscope.
- Children who become ill at camp will be separated from the other children until a parent/guardian or authorized adult arrives to pick them up.
- If your child presents or develops any symptoms associated with any illness or severe allergies, they'll need to be picked up and stay home and get their rest!
- If your child falls ill during camp and is unable to attend a few days or the rest of the week, we are not able to issue refunds for that missed time.

## VISITORS

- Due to the public nature of our facility (in the park), camp staff works diligently to maintain an acute awareness of persons in our area to ensure the safety of our campers and staff.
- Please advise us if you are planning to visit your child during camp so that we can ensure you know where we will be at the time of your visit as we often explore the park during camp.

## WEATHER

- In general, we will not cancel camp in the case of rain unless there is a severe weather advisory and active storms in play. Our team will make that call (refunds will only be issued if camps that are canceled by our executive team).
- If a pop-up shower catches us off-guard, there's plenty of room on our porch and/or inside the cottage and we have plenty of rainy-day activities and art supplies to keep the fun going.
- If severe weather presents itself, we will be inside.
- If there is extreme weather, we ask that you do not show up to pick up your child, unless we directly contact and provide you that option to do so.

## ARTSCOPE CAMP BASICS : TO BRING OR NOT TO BRING

### CLOTHING AND SUNSCREEN

- Campers should wear clothes that can get messy and wet as well as supportive shoes.
- It can't hurt to send your camper with an extra set of clothes for any paint/mud/water messes.
- Hat, sunglasses, bandanas, rain boots... whatever they need to feel comfortable for an outdoor exploration is welcome.
- During summer camp, please apply sunscreen to your camper in the morning before camp and send them with some to camp so they can reapply.
- **Please label all items such as lunch boxes, water bottles, backpacks, sunscreen, and extra clothing clearly with your camper's name.** We would love to be able to keep track of items easily and return them where they belong if they get left somewhere.
- We have a lost and found box for misplaced items; please feel free to check it regularly for your missing things. **Items left after camp ends each week will be donated or discarded by the following Tuesday.**

## **FOOD & DRINKS**

- You will need to send your child with food for the day.
- Please send a sack lunch, snacks, and a reusable labeled water bottle with your camper.
- There is no refrigeration available at camp. Lunch packs are kept in the camper's cubbies.
- Aftercare kiddos will need an extra snack for after camp.
- **ARTSCOPE IS PEANUT AND TREE NUT FREE!**
- Please do not send food or drink with peanuts or tree nuts such as peanut butter, almonds, pecans, walnuts, pistachios, pine nuts, etc. with your camper.
- Many campers as well as some of our staff have allergies that result in reactions simply from being touched by others who have handled nut/peanut products.
- Seed products such as sunflower seeds, sesame seeds, tahini, sunflower seed butter, etc. are fine.
- **NO EXCESSIVE CANDY OR CAFFEINATED BEVERAGES ALLOWED!**

## **DON'T BRING TO ARTSCOPE. PLEASE LEAVE AT HOME!**

- **Please keep all personal toys at home.**
- **Electronic devices are not allowed at camp.**
  - Artscope is all about going unplugged. Please do not send iPods, iPads, Kindles, cell phones, video games, or other electronic toys to camp.
  - Campers are welcome to use our office phones if they want/need to check in with their adults.
- Artscope is not responsible for the loss or damage of any personal items brought to camp. Although we do provide a storage area for items such as backpacks, campers are ultimately responsible for their own belongings.
- All items brought to Artscope may be temporarily removed to a staff member's area at the discretion of the staff member until the end of camp.
- No weapons or contraband of any type, including toys resembling weapons will be permitted. All other items will be allowed with permission from staff.

## ARTSCOPE AGREEMENTS AND RELEASES

**All program participants must agree to the following waivers and policy information in order to participate in an Artscope program. Please read the following carefully.**

- Parent/Guardian represents and warrants that he/she/they have read and understands the policies and procedures set forth in this welcome packet and shall abide by them, as now or hereafter amended.
- Policies and terms shall be effective from the time of initial enrollment through the duration of the defined camp.
- Artscope reserves the right to terminate enrollment without notice should a child or family's presence jeopardize the health, safety, or well-being of other children, families, or staff.
- Parent/Guardian represents and warrants that he/she/they have provided full and accurate information to Artscope on all registration forms completed in connection with enrollment.
- Parent/Guardian understands that the special needs of a camper will be evaluated on a case-by-case basis.
- I hereby agree to indemnify and hold harmless Artscope and its directors, officers, agents, and employees from and against all claims for personal injuries or damages of any kind arising from participation in Artscope programming and any loss or liability incurred as a result of a breach of any representation or obligation by me under this agreement.
- Further, I authorize Artscope staff and faculty to seek emergency medical help if this becomes necessary. I realize that Artscope staff makes safety their priority. However, in the event of a medical emergency involving my child(ren), I realize that every effort will be made by Artscope staff to contact me as quickly as possible and I agree to indemnify and hold harmless Artscope and any personnel in seeking medical care for my child(ren).

### ARTSCOPE MEDIA RELEASE & COPYRIGHT LICENSE FORM

**I, the undersigned, hereby grant Artscope the following :**

1. Permission to record my likeness and/or voice on photographic, audio, video, digital, electronic or any other media (collectively referred to as the "Recordings") and to use, reproduce, exhibit, distribute, or broadcast in any medium the Recordings in whole or in part without restrictions or limitations for any purpose which Artscope deems appropriate.
2. A non-exclusive, royalty-free, non-revocable license to use, modify, perform, display, reproduce and distribute any artwork or other copyrightable material (the "Licensed Material") created as a participant in Artscope programs.

I understand and acknowledge that the Recordings and Licensed Material may be used for websites, social media, pictorial exhibits, news releases, professional publications, and professional conferences. I hereby waive any rights to inspect or approve the Recordings or depictions of the Licensed Materials, or other matter that may be used in conjunction with them now or in the future, whether or not that use is known to me or unknown. I will make no monetary or other claim against Artscope or its employees, for the use of the Recordings and Licensed Material. This Agreement is effective immediately and will last until terminated as provided herein. Artscope may terminate this agreement at any time by stopping all use of the Recordings and Licensed Material.

## ARTSCOPE CAMPER PERMISSIONS

I, \_\_\_\_\_, give Artscope permission to (initial next to the lines you want to allow):

\_\_\_\_\_ Offer my camper sunscreen

\_\_\_\_\_ Offer my camper bug spray

\_\_\_\_\_ Offer my camper a snack or hydration drink if the situation calls for it (allergies taken into consideration)

\_\_\_\_\_ Allow my camper to have their shoes off during water play/free time

**ADDITIONAL RESTRICTIONS TO CONSIDER (please list any other restrictions or notes on your child in the space below):**

**STUDENT NAME :**

**PARENT - GUARDIAN SIGNATURE:**

**PRINTED NAME :**

**DATE :**