



*The mission of ArtsConnect is to create an engaged and vibrant community through the arts and community events.*

Summer 2022  
Welcome!

Dear Parents and Camp Participants,

We are so happy to welcome you to our ArtsConnect family! We look forward to inspiring your child as an art camp participant. Your child will grow in his or her appreciation, understanding, and production of artwork. We want to thank you for your participation and your support of our summer art camp.

As mentors and educators, we strive to inspire a passion for the arts in our participants. Our goal is to motivate our campers to think creatively, critically, and aesthetically. It is also our goal to educate our campers, to learn how to use their artwork and skills to make a difference in their communities. We are committed to providing rich, artistic experiences guided by qualified and nurturing educators in a safe, child-centered environment. Campers of all ethnicities, diversities, and abilities can thrive in our camp environment. Counselors are trained to modify and diversify instruction to be inclusive to all.

We look forward to seeing the artistic growth and awareness of your child at camp. This handbook will serve as your guide to the ArtsConnect Kids Camp and upcoming ArtsConnect events this summer.

Here's to a fun and educational summer!

The Faculty of ArtsConnect Kids Camp  
Key contact information for the ArtsConnect Kids Camp:

ArtsConnect  
Lisa Zupon  
Education Director  
9158 Winton Rd, Building A  
Cincinnati, Ohio 45231  
(513) 728-4266  
lzupon@springfieldtwp.org  
[www.TheArtsConnect.us/camps](http://www.TheArtsConnect.us/camps)

## ArtsConnect Kids Camp Overall Philosophy

The ArtsConnect Art Camp is not a traditional summer camp program. We give children the necessary resources and instruction to flourish as young artists. We also strive to educate them on how they can use their artistic knowledge and artistic skills to make positive contributions to their communities. Our camp curriculum has been created with that intent. We have employed counselors who can successfully create, implement, and reflect upon art lessons and also serve as positive role models.

## Operation of the ArtsConnect Kids Camp

### Camp dates of operation:

The ArtsConnect Kids Camp will operate Monday through Friday beginning Monday, June 6 until Friday, August 5, 2022. There is no camp July 4 - July 8 in observance of the Independence Day holiday. Traditionally, this is the week most of our families and our camp educators choose to take vacation.

### Camp hours of operation:

The ArtsConnect Kids Camp will be in session during the hours of 9:00 a.m. to 4:00 p.m. All campers should arrive before 9:00 a.m., no earlier than 8:30 a.m. so that no one is left out of any activities. Please make arrangements to pick up your child by 4:00 p.m.

**Fines for late pick up are \$1.00 per minute after 4:15 p.m.**

### Drop-Off and Pick Up:

To protect campers, parents and teachers from the threat of COVID-19, our drop off and pick up procedures are as follows. Unless there is a special situation, we are not allowing parents in the main camp room, which is located in the lower level of the arts center. Children will be dropped off and picked up from the carport during the regular drop-off and pick up times of 8:45-9:15 am and 4:00-4:15p.m. Late drop off or early pick up will be done at the front desk of the Arts Center. (Please bring your child into the lobby – do not just drop them off.)

### Fees, Payments and Registration:

Fees for camp are to be paid in full 7 days prior to the week attending. Parents and guardians can pay with cash, check, or credit card. Payment plans are available when registering for multiple weeks. A payment plan can be made with a credit card. For the payment plan, a non-refundable, \$50.00 deposit must be made to secure a space. Full payment is due seven days prior to the week of the registered camp session. Payments can be made anytime until the total fee is due for the particular camp session(s) registered. Any remaining balances must be paid 7 days prior to the first day of the registered week.

Membership in ArtsConnect has its advantages. If your family has an ArtsConnect family membership, each camper in the family will receive \$10 off the fee for each weekly session registered.

Our fee price listed is for one weekly session but participants can sign up for as many sessions as desired. Our fee schedule is as follows:

ArtsConnect Kids Camp weekly fee	\$200.00 per weekly session
ArtsConnect Member Rate	\$190.00 per weekly session

We are understanding of last minute changes in schedules and are exercising a more lenient policy for campers who must quarantine. However, great care has been made to comply with staffing standards and camper/counselor ratios as well as supplies to be provided. Transfer requests (a switch from one registered session to another session) or cancellations (a decision not to attend the camp session for which the camper has registered) should be made in writing 12 business days prior to the camp start date. Refunds will only be given for valid medical reasons and a doctor's note will be required for a refund. If cancellations are made, a \$50.00 fee will be applied per session.

In cases where a camper must quarantine for 5 days, we can offer a pro-rated refund minus \$50.00 as a user credit. (For a non-member, the daily rate is \$40. For a member, the daily rate is \$38)

If you need to transfer to another week, or you must cancel a registration, please contact Lisa Zupon at [lzupon@springfieldtwp.org](mailto:lzupon@springfieldtwp.org) or (513) 728-4266.

### Scholarships:

Scholarships are available for up to 50% of one weekly session fee. Participants who would like to enter to receive a scholarship should fill out the application posted on the website. It can be sent, along with any attachments to ArtsConnect, 9158 Winton Road, Building A, Cincinnati, Ohio 45231, attention Lisa Zupon. All scholarship requests are due by May 1. There are a limited number of scholarships available. Those who enter an essay and/or artwork will be notified about the scholarships by May 31.

### Lunch:

Campers will bring their lunches, a refillable water bottle, and a snack with them each day. A refrigerator is available to store lunches. Feel free to use a "reusable" lunch bag. We will notify families each session if there is a rare airborne food allergy. It is very possible that a restriction on foods such as peanuts may not be permitted in camp.

## Safety Plans Due to COVID:

ArtsConnect has safely operated classes during a pandemic since July, 2020 and have standards in place to reduce the risk of contracting or spreading COVID. The following procedures are in place for camp:

- Masks for campers and staff will be optional this summer. Hamilton County Health Department has been reporting record low COVID cases, as well as, local schools have removed their mask requirements for students and staff. We are dropping our mask requirements to be in line with local schools. You may continue to have your child/ren wear a mask to summer camp if you feel more comfortable. The choice is completely up to the parent.
- ArtsConnect retains the right to re-implement mask mandates if CDC recommendations change or Hamilton County infection rates increase to a dangerous level.
- A maximum of 20 children are permitted in each camp session.
- Teachers will take campers on frequent hand washing breaks.
- Seating at camp will be 1 - 2 people per 4' round table or seated 6' apart for long table groupings. Siblings are permitted to sit next to one another if they choose.
- Lunch will take place outdoors unless it is raining. In the event that it is raining, students will eat inside at their table. We ask that there is no sharing of food.
- Sharing of supplies will be limited.
- Sign-in procedures will be contactless. **(See "Drop Off and Pick Up" section of the handbook for important details.)**
- Students and any staff who have not been vaccinated will be sent home to quarantine for 5 consecutive days if they test positive for COVID. See the section below on COVID Symptoms for an explanation of these terms.
- Students and teachers who have not been vaccinated, living with anyone who tests positive for COVID should also quarantine for 5 consecutive days. It is strongly suggested that the camper tests prior to returning to camp. A negative test confirms they are no longer contagious. Rapid test kits can be purchased at local drug stores, Wal Marts, etc. Free test kits can be ordered through a government website: [COVIDtests.gov](https://www.covidtests.gov).
- Camp equipment will be sanitized daily. This includes tables, chairs, non-porous art supplies, and toys/games.
- Hand sanitizer will be issued to campers and staff throughout the day and always before and after lunch.

## COVID Symptoms:

We are following the lead of school districts and the Hamilton County Health Department on how to determine if an individual may have **COVID-19**. To be at-risk, a person must have one (1) of the “more common symptoms” AND two (2) of the “less common symptoms”.

- **More common symptoms:** fever 100.4+, new or worsening cough, difficulty breathing, loss of taste or smell
- **Less common symptoms:** sore throat, nausea, vomiting, diarrhea, chills, muscle pain, excessive fatigue, severe headache, nasal congestion, or runny nose

## Illness:

If a child becomes ill during camp, they will be separated from other campers and parents will be notified. Likewise, if any camper has a fever, it is advised that he or she remain at home until his or her temperature returns to normal. Please contact the camp if your child is staying home because of an illness. A note will be posted if there is any outbreak or presence of illness at the camp.

## Medical Information:

A medical emergency form must be on file 7 days prior to the week attending camp. On this form, parents or guardians will be able to inform the director, lead counselors, and assistant counselors of any dietary requirements, allergies, or medications needed by the campers.

Any medication will be administered by the Education Director and *must be delivered to the director by the parents* with a written note giving permission to administer the medication. Prescription medication **will not be administered if we do not have an “administration of medication” form on file from the doctor.**

All medical information should be noted on the medical form.

## Emergencies:

The ArtsConnect Kids Camp staff is trained in CPR and First Aid. In case of emergencies, the staff is directed to call 911 immediately and then notify the parent or guardian. An accident report will be completed with any accident or emergency and a copy will be given to the parents.

## Dress Code Requirements:

Art can be messy. Aprons will be given for very messy projects but not for all projects. Please make sure campers wear appropriate clothing for the activities and the weather each day. **Tennis shoes** are recommended for daily activities. Campers are expected to observe good hygiene habits.

### Studio Habits:

Artists must learn to maintain an art studio with supplies. Work in an art studio requires daily habits in order for everything to run smoothly. We will foster these studio habits in our campers.

Camp teaches children how to participate and interact in groups. We encourage students to treat other students, the teachers, and the township property with respect. Our counselors are trained to use constructive techniques of discipline to maintain a positive camp experience. The following studio habits will be expected.

Campers will:

- Display positive behavior and attitudes. Camp counselors will address campers who exhibit unacceptable behavior or attitudes. The counselors will tell the camper what is wrong and direct the student toward a more positive approach or behavior. If the behavior continues after a warning, the camper will be asked to sit out of the activity for a short period of time before rejoining the group. If a disruptive behavior is still repeated, the camper's name will be written down on our behavior form and given to the parent in an envelope at the end of the day.
- Keep their hands to themselves so that they can create art. If a camper strikes another camper, the two are respectfully separated and each child is asked to explain his or her version of the incident. The campers will be asked how to solve the problem to reconcile with one another. The parents of each camper involved will be notified about the incident.
- Contribute to a positive and supportive atmosphere. If a camper consistently creates a negative or antagonistic atmosphere, then the camp is not a good fit for that camper. The Education Director will ask the camper to leave the camp. No refund will be issued.

### Anti-bullying Statement:

Bullying is when one or more people exclude, tease, taunt, gossip, hit, kick, or put down another person with the intent to hurt another. Bullying happens when a person or group of people want to have power over another and use their power to get their way, at the expense of someone else. Bullying can also happen through cyberspace: through the use of e-mails, text messaging, instant messaging, and other less direct methods. This type of bullying can also lead to persons being hurt during or between the camp seasons and be especially hurtful when persons are targeted with meanness and exclusion.

**At ArtsConnect Kids Camp bullying is inexcusable, and we take a firm stance against all types of bullying.** We work together as a team to ensure that campers gain self-confidence, make new friends, and go home with great memories.

Unfortunately, campers who are bullied are denied a full camp experience. As counselors, we will address all incidents of bullying. To achieve that goal, we will train counselors to promote communication with the campers so everyone will be comfortable alerting the lead counselors and the education director to any problems during their camp experience. Every person has the right to the best possible experience at camp, and by working together as a team to identify and manage bullying, we can help ensure that all campers and staff have a great summer at ArtsConnect Kids Camp.

### **Personal Items:**

Any extra clothing or shoes that are brought to camp should have the camper's name properly labeled on them. Campers will be provided with a chair and a storage bin in which to keep their items. We will have a lost and found bin at the camp and we will make every effort to return lost items.

Electronic devices are not necessary at our camp. The counselors and the director have worked hard to plan and schedule activities and experiences for each camper's day so that "down" time can be used in a variety of ways. The counselors will not be held responsible for any items that the camper's bring to the camp.

### **Photo Policy:**

Pictures taken at the camp will be used on our Facebook page, website, and any marketing information we will send out to the public. A permission form will be provided in the packet of forms you will receive prior to the camp. On the form, parents or guardians can indicate whether they allow their child's picture to be taken or not.