

## **Camp Creativity Policies & FAQ's**

### **What/when/where is Camp Creativity?**

Camp Creativity is the Corcoran Gallery of Art's summer camp for kids ages 3 to 16. Our studios offer a variety of age-appropriate thematic classes that range from traditional artistic fields to contemporary interdisciplinary areas. Inspired by the work of international artists from different time periods, your child will find new avenues of self-expression and gain an understanding of his or her creative potential.

Week-long camp sessions are offered with full-day, mornings-only, or afternoons-only options and run from June 30<sup>th</sup> to August 15<sup>th</sup>. Morning sessions will begin at 9am and end at 12pm. Afternoon sessions will begin at 1pm and end at 4pm for classes at Capitol Hill Day School and the downtown locations; for all other locations, the afternoon session ends at 3pm.

Our camp classes are offered all over the city. The Hill Center, Capitol Hill Day School, THEARC, and our Georgetown campus will host camp sessions for Studios Preschool (ages 3 to 4), A (ages 5 to 7), and B (ages 8 to 10) while our downtown location will host Studios C (ages 11 to 13), D (ages 14 to 16), and Kid Pan Alley (ages 5 to 16).

### **Who may attend camp?**

We have camp sessions for anyone ages 3 to 16.

### **When is registration?**

Early registration is available for Members of the Corcoran beginning on January 27<sup>th</sup>. Regular registration begins on February 10<sup>th</sup>. Please note that all tuition must be paid in full at the time of registration. No adjustments will be made for student absences. Refunds and credit cannot be issued for classes missed as a result of illness, personal emergencies or any other event beyond our control.

Classes do fill up so we suggest that you have back-up classes selected before you begin the registration process.

### **Are there additional options for care before and/or after camp?**

Pre-Camp and Post-Camp care options are offered as a part of registration for students at the Georgetown and Hill Center locations. Please note that no drop-in or pro-rate will be accepted. Pre-Camp runs from 8am until 9am, and Post-Camp runs from the end of the afternoon session until 5:30pm at Georgetown and 6pm at the Hill Center. During Pre- and Post-Camp care, students may participate in creative games and outdoor activities led by trained counselors. A snack is provided during Post-Camp care.

Parents must be prompt in picking up students. Those who are repeatedly late will be required to pay \$\_\_\_ for each quarter hour past the scheduled pick up time. Payment will be made to the Corcoran staff supervising the student at the time of pick up.

### **What happens after I register?**

Shortly after completing your registration, you will receive a confirmation email summarizing the camp sessions you have purchased. In the weeks before your first session, you will receive an email with two attached forms that must be completed before your session starts.

Please note: you WILL NOT receive any tickets for camp, only a confirmation email.

**What does sign-in and -out entail?**

All students under 12 must be signed in at the beginning of the day and signed out at the end of the day by their guardian or caregiver. Only those authorized in writing by the student's guardian may pick up the student. Students 12 and over may sign themselves out with the written permission of their legal guardian.

**What is the daily schedule for students attending full-day?**

8:50am : Students arrive and are signed in by guardians.

9am : **Morning Session** : Class time with instructor.

12pm : **Lunch and break time** : Students eat their lunch (not provided) and have supervised free time inside or outside depending on the weather

1pm : **Afternoon Session** : Class time with instructor

3pm (Georgetown, the Hill Center, and THEARC) or 4pm (Capitol Hill Day School or downtown campus) : Students are signed out by guardians.

**What about lunch and snacks?**

Half-day campers are advised to bring a light non-perishable snack for break time. Full-day campers will have supervised lunch period between 12pm-1pm. Lunch is NOT provided by the Corcoran. Students should bring non-perishable lunches or food in insulated containers with cold packs. Nutritious snacks will be provided to students in Post-Camp care. Parents must inform the Corcoran in writing if a student has any food restrictions or allergies.

**What about allergies or medical information?**

A medical information and permission form will be required for each student. No child will be allowed to attend camp unless this form has been completed.

**What is the refund policy?**

In the event that a course is cancelled by the Corcoran for whatever reason, all tuition and fees will be refunded. If the student withdraws from the class, the withdrawal must be made in writing and submitted to the Registrar's office. Tuition is refunded on the following schedule:

Received on or before May 31st 100%

Received after June 15th but before the first class 75%

Received after the first class 0%

**Is there a wait list?**

Once a course's limit for maximum number of students is reached, a wait list will be established. If space becomes available, those on the wait list will be contacted. Students on the wait list are not registered and may not attend class without confirmation from the Registrar's office.

**What about course cancellations or changes?**

Corcoran Camp Creativity reserves the right to cancel or reschedule any course, or change the instructor. If courses are cancelled due to insufficient enrollment, students registered in those courses will be notified accordingly.

**Are there scholarship opportunities?**

A limited number of full and partial tuition scholarships are available for students whose circumstances indicate both need and promise. First round deadline is May 1, 2014. To obtain a scholarship application, please visit [www.corcoran.org/family](http://www.corcoran.org/family).

**What is Kid Pan Alley?**

Kid Pan Alley is the final week-long session of Camp Creativity, August 11<sup>th</sup> through the 16<sup>th</sup>, where students participate in a songwriting workshop that combines creativity, music, and art. This session is open to anyone ages 5 to 16. For more information, see our Kid Pan Alley FAQ's.