



ABOUT VMFA'S CURIOSITY CAMPS FOR 3-5 YEAR OLDS

Immersed in the rich environment of VMFA, children will explore, connect, and grow, both as individuals and as part of a community of learners in these nontraditional art camps. Emphasis will be placed not only on art but also on play, music, and movement activities, and the museum grounds--all guided by the interests of the group.

- Ages** 3-5 (for youth summer classes visit <http://vmfa.museum/youth-studio/kids/>)
- Dates** Jun 6-Jul 1
- Times** M-F, 9:30 am-noon
- Tuition** \$130 per camp (VMFA members \$115)
- Register** Online at www.vmfa.museum, phone 804.340.1405, or visit the VMFA Visitor Services desk during public hours

WHAT TO BRING

EMERGENCY FORM The **Emergency Form** must be completed by a parent or guardian and submitted in-person on the first day of every camp.

Medical Notice: VMFA Early Childhood Education Instructors are not authorized to administer medications orally or by injection. If a student is to self-carry a medication, it must be noted on the **Emergency Form**. If your child has an allergy of any kind, it is important to inform VMFA staff on the first day of camp. If your child has a serious life-threatening allergy, you should remain on campus while your child is participating in the program. In the event of an emergency, VMFA Staff will attend to the situation promptly and accordingly, and a staff person will immediately attempt to reach the parent or guardian.

PHOTO ID All authorized adults planning to pick up children from camp are required to show a valid ID during checkout each day.

SNACK Campers may bring a small, healthy snack to eat and drink during snack time.

Food & Allergy Notice: For the health and safety of others, students cannot share food. We also ask that caregivers be mindful of other children who may have potentially life-threatening allergies. To reduce the risk of accidental exposure, please avoid bringing foods with traces of peanuts, tree nuts, or other common allergen products. Snacks and lunches will be stored in a designated area.

WHERE TO GO

PARKING Allow ample time to park, walk to the building, and check in before the start of camp, especially on the first day. The **VMFA Deck** parking is free with a 30-minute parking pass for camp participants. Please note that parking is strictly prohibited in the Entry Plaza, or fire lane. Extra parking permits will be available during check in on the first day of camp.

CAMP LOCATION Camps take place in the **MWV Art Education Center** Classroom inside the museum. We strongly recommend that caregivers familiarize themselves and their children with the area prior to the first day of camp.

UPON ARRIVAL use the **Student Entrance** (left of the main entrance) to access the **Art Education Center**, as the rest of the building is closed to the public. (VMFA hours of operation are Mon-Sun, 10 am-5 pm, with extended hours Thu-Fri until 9 pm.)

WHAT TO WEAR

ART ATTIRE Wear clothes that are appropriate for an art studio (not something that could be ruined during class). Comfortable, closed-toed shoes are recommended. We also encourage dressing in layers or bringing a long-sleeved shirt—while it may be hot outside, it's often cool inside!



CAMP POLICIES + PROCEDURES

CHECK-IN Don't forget the **Emergency Form** on the first day of camp! Additionally, a parent or authorized adult is required to check in to the Art Education Center daily by filling out the **Attendance Sheet** with the student's name, the contact for that day, and the name of the adult scheduled to pick up your child.

CHECK-OUT When campers are ready for dismissal, a staff person will ask you to present a photo identification and initial the **Attendance Sheet** to verify pick-up.

TIMELY PICKUP Pick-up time begins promptly at the end of camp (noon). Late pick-ups may result in dismissal from the program. If your child is not picked up within 10 minutes, VMFA staff will attempt to reach you, the pick-up person for that day, and other contacts. If you are **running late**, leave a message at **804.340.1343**.

CANCELLATION POLICY Curiosity Camps are non-refundable and cannot be transferred to another camp. Be sure to mark your calendar and save your confirmation email upon registering for camp(s). Refunds for missed programs are not available.

CAMP CONDUCT

Parents and guardians are responsible for reviewing the following information with their children before the start of camp.

RULES

1. Be kind – to teachers, classmates, and materials
2. Be careful and safe - in the studios, galleries and museum grounds
3. Have fun! 😊

CONSEQUENCES

We use positive reinforcement and logical consequences for challenging moments. We engage children in a dialogue about behavior, allowing them to have a constructive role in solving and fixing problems. VMFA staff will inform parents when behavioral issues arise.

EVALUATIONS

Students and/or parents may be asked to complete a survey at the end of camp. We value your opinion and would greatly appreciate your taking the time to help us improve our program and exceed your expectations.

QUESTIONS

EMAIL preschoolprograms@vmfa.museum

PHONE 804.340.1343

EMERGENCY INFORMATION FORM | VMFA EARLY CHILDHOOD EDUCATION PROGRAMS

Student's Full Name _____ Gender Female Male

Prefers To Be Called _____ Age _____ D.O.B. ____ / ____ / ____

Title of Camp/Class* _____

**A new form is collected at the beginning of every camp/class in order for the instructor to retain immediate access to your child's up-to-date, emergency information. If your child is attending multiple classes and the information remains the same, we recommend making copies.*

Parent/Guardian _____ Cell/Primary # _____

Street Address _____ Secondary # _____

City, State, Zip Code _____ Email _____

Other Emergency Contact _____ Cell/Primary # _____

Relationship to Student _____ Secondary # _____

Other Person(s) Authorized to Pick-up Student *(You may include family members, carpool drivers, friends, etc.)*

1. Name _____ Phone # _____ Relationship _____

2. Name _____ Phone # _____ Relationship _____

3. Name _____ Phone # _____ Relationship _____

Pick-up Notice: *Students (under 13 yrs) must be picked up promptly at the end of class by an authorized pick-up person with a Photo ID. Late departures may result in dismissal from the program. If your child is not picked up within 10 minutes, VMFA staff will attempt to contact you, followed by the other contact and authorized pick-up person(s). If VMFA staff cannot reach contacts within 30 minutes, the student will be escorted to security staff who will then determine the next course of action. If you are running late, call 804.340.1438 and 804.340.1331.*

Family/Primary Doctor _____ Office Phone # _____

Dentist (optional) _____ Office Phone # _____

Insurance Provider _____ Insurance ID # _____

Known Allergies _____ Reactions _____

Medical Conditions _____ Current Medications _____

Developmental Conditions _____ Special Needs _____

Do you have any additional information to share with the teacher that would help your child have a successful camp experience?

*"I certify that the information provided above is accurate. I have read and understand the content provided in the **Studio Programs Information Sheet** and have reviewed the Studio Rules and Consequences with my child. My child has permission to participate in all program activities. While VMFA and its instructors make every effort to provide a safe learning environment, I understand that there is always the risk of an accident. I will not hold the museum responsible for any accident or injury that may result during these activities. In the event of any medical emergency, I authorize VMFA Staff to administer first aid and/or to seek emergency medical treatment for my child."*

Parent/Guardian's Signature _____ Date _____

**30-MINUTE
PARKING PERMIT**

Expires 8/26/16

VMI

VIRGINIA MUSEUM OF FINE ARTS
200 N. Boulevard | Richmond, Virginia 23220

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