



VMFA'S CURIOSITY CAMPS FOR 3–5 YEAR OLDS

INFORMATION PACKET

These Reggio-inspired, inquiry-based camps include daily adventures inside the Museum and out in the Sculpture Garden. As a collaborative community, groups begin their mornings in the classroom and then have creative adventures outside daily, weather permitting. Each camp follows the same format, with each group of children making the experience as unique as they are themselves.

WHAT TO BRING

FORMS Required forms (listed below) must be **submitted via email prior to the first day of camp**. Completing forms in advance speeds up the check-in process. Blank forms will also be available on-site, if needed.

The [Camper Information Form](#) allows us to learn more about your child and keep them safe. *It must be submitted prior to the first day of camp.*

The **Emergency Medication Permission Form (if necessary)** should be completed if a student is to self-carry a medication for use in the event of an emergency.

- **Clearly written instructions on the administration of medicine must be provided by the parent or legal guardian.**
- It is strongly advised that if your child will bring emergency medication, VMFA staff is notified at least two weeks ahead of the program via email: earlychildhood@vmfa.museum.
- **Medical Notice:** *In an emergency, VMFA Staff will respond promptly, and a staff person will immediately attempt to reach the parent or legal guardian.*

The **Photography Release Form** allows us to include children in photos documenting camp activities to share with caregivers via a Google photo album. VMFA photographers may document the camp for web and advertising purposes.

The **Policies and Emergency Treatment Certification Form** ensures your understanding of camp policies. *Must have wet signature on first day of camp.*

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 should bring a small, healthy snack and a water bottle daily. **Health & Food Notice:** *For the health and safety of others, students cannot share food. In consideration of children with potentially life-threatening allergies, foods that contain any traces of peanuts and tree nuts are not allowed.*

CHANGE OF CLOTHES Campers should bring an extra set of clothes complete with a shirt, shorts/pants, underclothes, and socks.

WHERE TO PARK

Allow ample time to park, walk in, and check in before the start of camp. The VMFA Parking Deck is free for members and free for the first 30 minutes for nonmembers; after that, it is \$6 to park for the day. You may also choose free parking along the street. **Note: Parking is strictly prohibited in the Entry Plaza, or fire lane, in front of the museum.**

WHERE TO GO

CAMP LOCATION Camps take place in the **Art Education Center**, inside the museum. We strongly recommend that caregivers familiarize 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**. The rest of the building will be closed to the public (VMFA hours of operation are Mon–Sun, 10 am–5 pm, with extended hours Wed–Fri until 9 pm).

WHAT TO WEAR

Wear weather appropriate clothing ready for a messy art camp! We will be outside (mostly under tree cover) as much as possible so apply bug spray or sunscreen ahead of time if needed. Comfortable, closed-toed shoes are recommended. Pack a long sleeve shirt if your child gets chilly when inside.

CAMP POLICIES + PROCEDURES

CHECK-IN Upon arrival, please wait in line while we verify paperwork or welcome students to camp. We appreciate your patience!

- Campers must be checked in by an authorized adult.
- Please be mindful and physically distance from others while waiting in line.
- **Only students, staff, and interns are typically allowed in the studios** (no caregivers or siblings).

CHECK-OUT When campers are ready for dismissal, a staff person will begin the checkout process. Staff will check IDs while you wait and gather students every few minutes.

- Authorized adults must show a **valid Photo ID** before we can release a camper from the studio.
- Checkout is located in the **Art Education Center**.
- **Plan for extra time on Fridays**, as students bring most of their artwork home at the end of the week.
- If you need to pick up your child early from camp, make arrangements during check-in, when possible. Otherwise, camp staff may not always be available to assist you right away.
- In the **event of an emergency, phone Visitor Services at 804.340.1405** and ask them to radio camp staff.

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 first, and then 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).

EARLY CHILDHOOD EDUCATION PROGRAMS RESPONSE TO COVID-19 VMFA staff are committed to providing a safe and healthy space for our students, teachers, staff, and volunteers. VMFA Early Childhood programs continue to follow guidelines from [VDH](#) and the [CDC's Operational Guidance for Early Care and Education](#), and monitor [COVID-19 community levels](#). VMFA's Early Childhood Education Coordinator works directly with our Human Resources Dept. (HR) regarding COVID-19 mitigations, exposures, and cases.

CAMP CONDUCT Please review the following rules with your children before the start of camp:

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 empower children to have a constructive role in solving and fixing problems. VMFA staff will inform parents when behavioral issues arise.

FEEDBACK Students and/or parents will be asked to complete a survey at the end of camp. We value your opinion!

QUESTIONS EMAIL earlychildhood@vmfa.museum PHONE 804.340.1343

FREQUENTLY ASKED QUESTIONS

How can I prepare my child for class?

Review what will happen when you arrive at the museum. Students should **visit the bathroom on the way into class** and wash their hands before check-in. Bathrooms are directly inside the Art Education Wing to the right. Caregivers will sign children in and say goodbyes at the door. Children will enter and put their belongings in their cubby and proceed to exploring, playing and creating.

What if my child misses a class?

Please mark your calendars. VMFA does not provide refunds or allow transfers for missed classes. If your child has symptoms of COVID-19, however, please contact Visitor Services via [email](#) or phone 804.340.1405 prior to class, if possible, and VMFA may waive this policy.

Will classes visit the galleries or special exhibitions?

Yes, Curiosity Camps will visit the galleries and Sculpture Garden daily.

What does a day in a VMFA Curiosity Camp look like?

Campers spend most of their day in play and free exploration. Upon arrival, children will explore a variety of offerings and materials in our indoor space. Teachers will take cues from the class to determine the flow of the day with the majority of camp being spent in our outdoor classroom located in the Sculpture Garden. Throughout the week there will be visits to the galleries, story time, and lots of opportunities to use various creative materials and make art! Classes will always have a dedicated snack time part way through the day. In the event of inclement weather or extreme heat, the camp will be in our indoor space.

Will my child come home daily with art projects?

Curiosity camps are centered on the child and the group's interests. Children explore play materials, art supplies and VMFA's campus with instructors providing experiences in response to their expressed preferences. Children will draw in journals daily, however, as they are encouraged to participate and build upon activities and art as they enjoy them, they may not make art every day. All art will be compiled and ready to be taken home on the last day of camp.

Will VMFA Teachers still share images and quotes via a Google Photo Album?

Yes, teachers and staff will continue to document the events of class each day through quotes and photos. Caregivers will receive an email at the beginning of the week, mid-week and at the end of the week, with updates to the google photo album. Teachers always appreciate your feedback and comments when reviewing the album.

Does VMFA offer scholarships for Curiosity Camps?

Unfortunately, currently, we are unable to offer scholarships for Curiosity Camps. Scholarships are available for other Early Childhood Education programs. For more information, please email earlychildhood@vmfa.museum.



Emergency Medication Permission Form

Medications prescribed for an individual student in the event of an emergency **MUST** be kept in the original container bearing the original pharmacy label with student's name, medication, and dosage. **NO medication (prescribed or over the counter) shall be dispensed without written permission of the legal guardian of the student.** The pharmacy label can serve as the written order of the physician.

Name of student _____

Name of medication _____

Dosage _____

Emergency Parameters _____

Pharmacy _____ Prescription # _____

To Be Completed By the Parent/Legal Guardian

Please supply written, detailed directions on the administration/dispense of emergency medication:

I authorize VMFA personnel to administer the above medication to my child in an emergency using instructions I have provided on this form.

Parent/Guardian signature _____ Date _____

Home Address _____

Home Telephone _____ Work Telephone _____



VIRGINIA MUSEUM OF FINE ARTS

Guardian and Minor Model Release Form
(Age 17 and below)

Virginia Museum of Fine Arts (VMFA) frequently has photographers/videographers photographing different events, tours, and programs held at the museum for the photographic archives; photographs to be used to document the various educational programs and to be used for the museum's print and electronic promotional use such as but not limited to brochures, advertisement / announcement of events and studio classes, museum calendar, museum website, etc.

[PLEASE PRINT]

I, _____ (please print parent or legal guardian name), agree to allow the VMFA unencumbered use of photographic images or film taken of or that include myself and/or _____ (print child's / minor's name*) for VMFA promotional use.

Signature _____

Address _____

Telephone _____ Date _____

Email: _____

*Name of child / minor is never identified or notated in captions when photographs/videos are used

OPT OUT

Please do not photograph my child / minor _____ (print name of child / minor) during their museum visit. (I will notify the teacher, group leader who will discreetly identify your child to the museum's photographer or videographer at the beginning of the visit)

Signature _____

Address _____

Telephone _____ Date _____

Email: _____

VMFA Event & Date: _____



Policies and Emergency Treatment Certification

VMFA Early Childhood Education Curiosity Camps Summer 2023

Pick-Up Notice:

Students must be picked up during designated times by an authorized adult with a **Photo ID**. Please do not be late as this may result in dismissal from the program. If your child is not picked up on time, VMFA staff will try to reach you immediately, followed by emergency contacts and other adults authorized to pick up. If you are running late, call **804.340.1343** to leave a message.

Certification:

- I certify that the information provided previously through Google Forms and on all other forms is accurate. I have read and understand the content provided in the **Early Childhood Curiosity Camp Information Packet** and have reviewed the Camp Conduct with my child.
- *I have read and understand VMFA's Summer Camp Cancellation Policy listed in the Early Childhood Education Programs Information Packet.*
- 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 and accept that there are inherent risks of accidents and being exposed to illnesses such as COVID-19. I will not hold the museum responsible for any accident, injury, or illness that may result during this program.
- In the unlikely event that my child requires emergency medical treatment, I authorize VMFA Staff to administer first aid and/or seek necessary treatment.

Child Name: _____

Parent/Guardian Signature: _____

Date: _____



- A** Student entrance for kids summer camps
- B** Pauley Center entrance for teen summer classes
- C** VMFA Studio School entrance
- P** Parking Deck entrance
- Handicapped parking
- Walkways
- Main walkway from Parking Deck

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

