

DAC Arts Camps Registered Parent Info

Updated September 2023

Durham Arts Council, Inc.

All communication should be directed to Arts Education Assistant Manager, Wendy Leigh (primary contact) at wleigh@durhamarts.org and/or School Director, Amanda Miller at amiller@durhamarts.org

Parents will be emailed information in the week prior to the camp session starting.

- COVID Policy
 - Campers should remain home if they have a fever, any symptoms of COVID-19, a positive test result for COVID-19, or if they have been exposed and are awaiting COVID-19 test results.
 - If a camper has been exposed to COVID-19, they must test negative and be showing no symptoms prior to coming to camp. They must also wear a mask for at least 10 days from the time of exposure.
 - If a camper tests positive for COVID-19 they must isolate for a minimum of 5 days, be fever-free for 24 hours and have improving symptoms (without the use of fever-reducing medication), and they will need to show proof of a negative home test to return to camp, where they must wear a mask for at least another 5 days.
 - Generally, masks are welcome in the DAC Building but not required. We encourage everyone to wear a mask if they will be in close proximity (less than 6 feet) to other visitors, campers, or employees for any extended period of time.

- Camp Groups
 - We split the campers into groups by age. If you have a request for a particular grouping, we will need this information as soon as possible and no later than the Friday before camp at 12noon as we will be creating rosters and name tags. We might not be able to accommodate all requests depending on enrollment and other factors, such as an age gap of more than one to two years.

- Drop-Off / Pick-Up
 - Drop-off time is 8am - 9am. Please walk your campers into the building located at 120 Morris St. for check in. Once your campers are checked in, you will need to walk your campers to their classrooms. Stairwells are located at both ends of the large hallway and inside the Pavilion. Elevators are available for those who need, as well.
 - You are allowed to park on Morris Street (in front of the building) specifically for drop off/pick up. **Make sure you turn your emergency flashers on to alert parking enforcement that you are temporarily parked for drop off/pick up and you do not need to pay.** There are also three 15-minute parking spaces and limited non-metered spaces in the lot to

the right of the building. The Durham Center Garage across Morgan Street is paid parking.

- As a reminder, camps are designed for drop off and only the registered campers should remain in the camps. Visitors are not allowed.
 - Pick up is from 2:30pm – 3:05pm. Please come into the building to pick up your campers from their classrooms. You must sign out with the teacher before leaving with your campers. As a reminder, our late pickup policy is as follows:
 - **CAMP Late Pick Up Policy:** Participants that are picked up after the closing time of camp will be taken to Afternoon Adventures and you will be charged a late fee. The fee is as follows: For participants who are registered until 3pm, a \$5 fee will be charged per family if participant(s) have not been picked up by 3:15pm. For participants who are registered until 5pm, once the parent/guardian is up to 15 minutes late a \$5 fee will be charged per family. Payment is due at the time of late pick-up.
 - If your campers are registered for Afternoon Adventures, they will be escorted by camp staff or volunteers to their Afternoon Adventures classroom during pick up time. **You will receive a separate email for Afternoon Adventures.**
 - Please be sure to let us know if someone other than a guardian/parent is picking up your campers. If you have an alternate pick-up person, they should have been included in the information you provided at registration, otherwise we need something in writing that includes their name, phone number, and your signature. **Everyone noted on the Authorized Pick-Up list will be required to show photo ID when picking up campers.**
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- **Medical / Behavioral Needs**
 - All medical needs should have been noted on your campers' registration. If your campers have any medical needs that need attention throughout the camp day, such as timed medication, guardians/parents must notify the Education Office in writing providing detailed instruction prior to the start of camp. If the needs of the campers are determined to be too sensitive for our staff to manage alone, the guardians/parents may be asked to accommodate the needs themselves by coming on-site during the camp day to address those needs directly.
 - If a camper has a medical or behavioral incident or accident, they will be escorted to the Education Office and guardians/parents may be called depending on the severity. Serious behavioral issues and/or repeated behaviors may result in expulsion from camp without refund.
 - In the event of a serious medical emergency, we will call 911 prior to contacting guardians/ parents.
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- **What to Wear / Bring**
 - Campers should wear clothes that can get dirty or bring a smock. (We use mostly washable materials, but art can get messy!)
 - Please have campers dress appropriately for the weather.

- No flip flops please. Shoes should be closed-toe and sturdy, preferably soft-soled like tennis shoes and the like. Campers will be required to remove their shoes to enter a dance studio.
- Campers must bring a lunch that does not need to be refrigerated or microwaved. Please also pack a refillable water bottle. We will have prepackaged snacks available for the morning and for Afternoon Adventures. *If your camper has food allergies / sensitivities, please pack extra snacks, as we cannot accommodate all dietary needs.*
- Please do not bring toys, phones, or other extraneous items to camp as they could get lost. This includes trading cards. We have toys and games onsite for campers to play with. If it is imperative for a camper to bring a phone, it must remain set on silent or powered off and stored in their backpack during camp hours. The only exception to this rule is with pre-approval from the Education Office.

Please understand that any correspondence to families regarding camp will be through email if additional information needs to be provided.