

Student Name: _____ *circle one:* Male Female Ethnicity (optional): _____

Age: _____ DOB: _____ School Currently Attending: _____

Parent/Guardian Name(s): _____

Address: _____ City: _____ State: _____ Zip: _____

Cell Phone: _____ Alternate Phone(s): _____

Parents Email Address: _____

Emergency Contact other than above Parent/Guardian: _____ Contact #: _____

Authorized Adults for Child's Pickup (no one will be permitted to pick up a child if they are not on this list):

- | | | | |
|---|-------|------------|-------|
| 1 | _____ | Contact #: | _____ |
| 2 | _____ | Contact #: | _____ |
| 3 | _____ | Contact #: | _____ |

Full Day Camp runs from 9:00am – 4:30pm (Students need to have completed Kindergarten to enroll in their specified weeks)
\$145 (City of Savannah Residents) // \$165 (Non-City Residents)

Please mark next to the dates you would like to enroll your child(ren):

_____	Session #1	June 4-8, 2018	Ages 6-12
_____	Session #2	June 11-15, 2018	Ages 6-8
_____	Session #3	June 18-22, 2018	Ages 9-12
_____	Session #4	June 25-29, 2018	Ages 6-8
<i>NO CAMP THE WEEK OF JULY 4TH</i>			
_____	Session #5	July 9-13, 2018	Ages 9-12
_____	Session #6	July 16-20 2018	Ages 6-8

Special Placement Requests (note: older will be placed with younger group):

Payment Method: (circle one)

CASH CHECK M.O. CREDIT CARD

Check #: _____ CC #: _____

Exp. Date: _____ CVC #: _____

Cardholders Name: _____

Cardholders Signature: _____

Please feel free to call and make payment over the phone

****We only accept Visa or MasterCard // Make Checks payable to City of Savannah – Arts ****

Summer Art Camp Quick Facts:

- Registrations should be made as soon as possible; class size is limited and spaces are filled on a first-come, first-served basis.
- Camp Registration closes at 2pm the Friday before the next week of camp if there is still availability. Please call to confirm. If the session is full you will be notified as soon as possible.
- Payment Full payment is due upon enrollment. Cash, checks and credit cards (Visa/MasterCard) are accepted. Registration forms received without payment will not be processed.
- By Mail/Fax Complete the registration form and send it with check or money order made payable to Cultural Affairs or complete credit card information.
- Cultural Affairs will not provide make-up classes or issue refunds to those who miss classes due to illness or other events beyond our control
- Cultural Affairs reserves the right to refuse enrollment to participants with a history of unacceptable behavior.
- Cancellations/Refunds: There is a \$25 withdrawal and/or transfer fee. Notice of withdrawal/transfer must be made in writing to Cultural Affairs, and it must be received by noon the Friday before the first day of class. NO refunds will be made after that time. Failure to attend sessions or verbal notification will NOT be regarded as an official notice of withdrawal.

Department of Cultural Affairs is located at 9 West Henry Street Savannah, GA 31401

(Between Bull and Whitaker street)

Phone 912-651-6783 // Fax 912-651-3677

In Person Office hours are Mon - Fri, 9am – 5pm.

General Information:

Parents must sign students in and out each time the student is picked up or dropped off. In order to maintain the privacy of our students, we ask that parents refrain from entering the camp during camp hours. Please see the front desk if you need to speak with your child

Drop Off: (See map for drop-off and pick-up info) please drop off your children no earlier than 8:30 a.m., unless prior arrangements have been made. Adults/guardians must sign in all camp participants. Students arriving after the 9:15am bell must enter camp through the Henry Street entrance and be signed in at the front desk by an adult.

Pick Up: Adults/guardians must sign out all camp participants at the back door. Late fees of \$25 will be imposed for pickups between 5:30 pm and 5:45 pm. Students will ONLY be released to the individuals listed on the registration sheet.

BYO LUNCH: *Please send non-spoiling sandwiches, fruit, or vegetables in packaging that your child can open. ABSOLUTELY NO NUTS PERMITTED IN CAMP.*

Appropriate Attire Reminders: For safety reasons, we suggest tennis shoes. Aprons are provided but we advise dressing your child in clothing appropriate for art making.

Supervised Outdoor Activity Weather Policy: Daily outings are planned to historic Forsyth Park/or St. Paul's gym. Activities will be held in Cultural Affairs in the event of rain or excessive temperatures.

Disciplinary Action

- **Verbal Warnings:** Instructors will inform the student that their behavior is inappropriate when the incident occurs. The discussion should cover why the behavior is inappropriate, and how the behavior will be corrected. When the child is returned to the parent's care, the instructor will also inform the parent about the behavior and the corrective action that was undertaken.
- **Disruptive Behaviors:** When a minor, who is a registered participant, displays disruptive behavior, the Camp Director should adhere to the following process: A Verbal Warning will be completed as above. The Camp Director will remove the participant from the activity, or event for its remainder or the
- **Suspensions are subject to the following guidelines:** Fighting, Profanity, Vandalism. Upon return, the student must attend a follow-up conference that addresses and reaffirms the Bureau's policies.
- **Expulsions:** the behavior has become chronic, the Arts Programs Coordinator can elect to expel the participant from the program. Expulsion is the punishment of last resort, and will only be used when all other avenues of corrective action have been exhausted. It may also be used where multiple inappropriate behaviors are displayed. Expulsions from the particular facility, activity, or program are permanent.

Waivers & Releases

Permission to Participate: I/we, the undersigned, consent for me, my/our minor child/ ward to participate in the programs sponsored by the City of Savannah. In consideration of me, my/our child's/ward's participation in the program I/we hereby agree(s) to assume all the risks and hazards incidental to said participations and do further agree(s) to release, absolve, indemnify and otherwise hold harmless the City of Savannah, its employees, administrators, agents and assigns and others who assist the above, for any loss, damages or personal injuries that I, said child/ ward may receive as a result of such participation. I/we hereby agree(s) to waive all claims against the City of Savannah, its employees, administrators and agents.

Photo Release: By signing below, I give permission for the City of Savannah and the Department of Cultural Affairs to use my child's photographic likeness for purposes of documentation and marketing of program activities in newsletters, brochures and other publications and media.

Medical Release: Please list below any medical conditions, (including allergies), or other special needs concerning the participant. I/we understand that there are some risks inherent in the activities that are included in the Program, but willingly assume these risks in order to allow my child/ward to participate and I/we give permission for any emergency medical care or treatment by a physician, surgeon, nurse, doctor's assistant, or medical care facility that may be required.

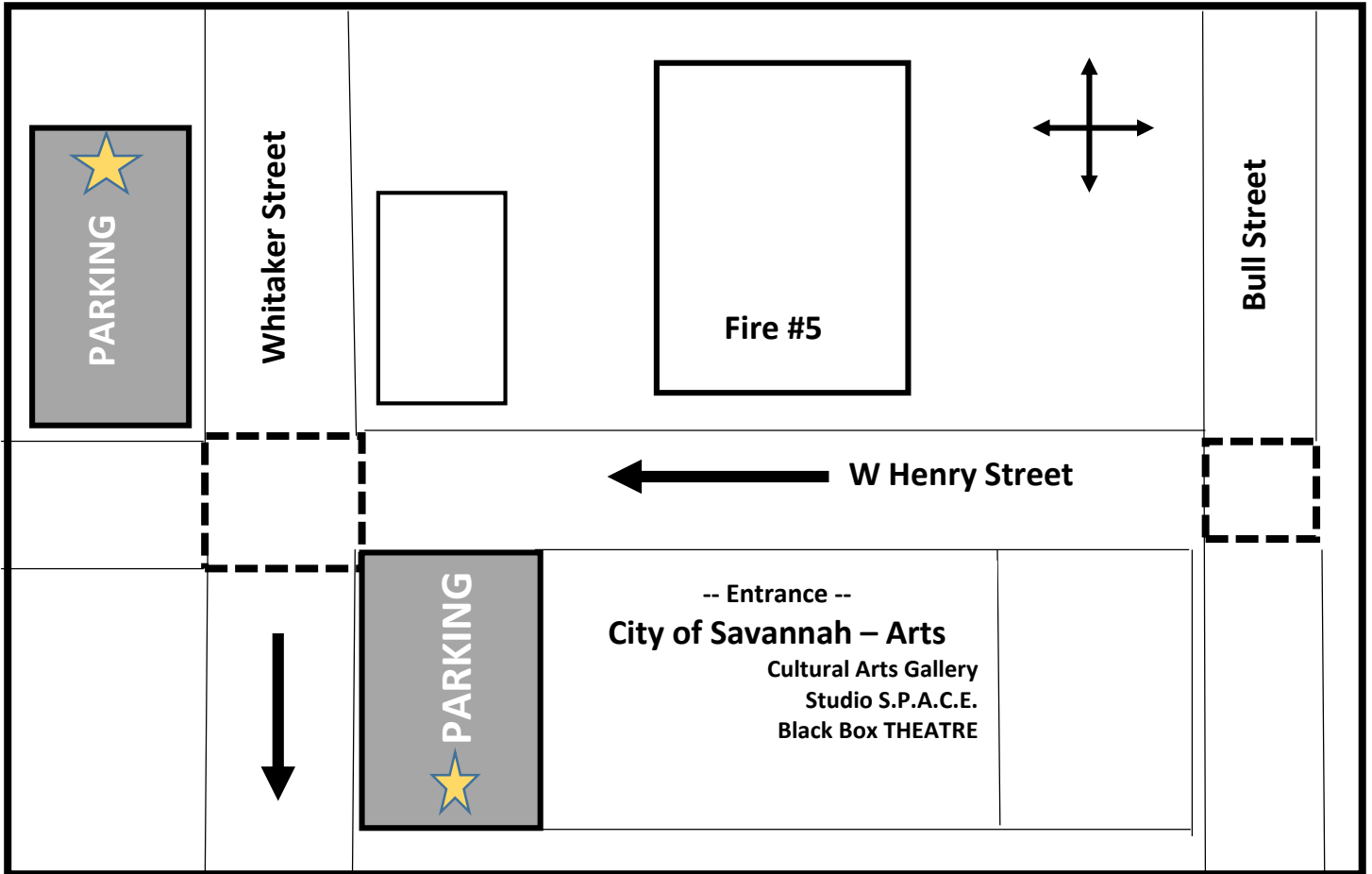
(List Medications here):

Transportation Form: I/we give permission/consent to the Leisure Services Department of Cultural Affairs to transport my/our minor child/ward to camp supervised free time at Forsyth Park /St. Paul's Gym daily between 12:30 p.m. and 2:00 p.m.

I HAVE READ AND FULLY UNDERSTAND THE ABOVE INFORMATION AND AGREE TO ASSUME ALL RISKS.

Signature: _____ **Date:** _____

Art Camp Drop Off/Pickup Info



For your convenience and safety we have a great “Car Pool” system for dropping off and picking up your children each day from art camp.

- Turn Left into Cultural Affairs Parking lot. • Pull up to camp entrance door where you will be greeted by an Art Camp Staff member.
- Adult/guardian must sign in or out all camp participants. • Children will then be escorted into camp by staff. • You may then pull forward to exit on to Whitaker Street.

Drop Off: Please drop off your children no earlier than 8:30a.m. unless prior arrangements have been made. Students arriving after 9:15am should enter the camp through the Henry Street Main/Office entrance and be signed in at the front desk by an adult.

Pick Up: Dismissal is at 4:30pm. You may pick your child up through the car pool system by driving up to our back door entrance. Adult /guardian will be greeting by art camp staff member to sign out all camp participants.

Early pick-up from camp is available until 4:00p.m. via the front desk. Please park and come into the building through the Henry Street Main/Office Entrance.

PARKING

W Henry Street

Whitaker Street

Bull Street