



# Spruill Center FOR THE Arts

## SUMMER CAMP



Summer Camp Handbook 2018

## **This Packet Includes:**

Welcome Letter from the Camp Director  
Spruill Arts Summer Camp 2018 Program Information  
Important Camp Information  
Carpool & Additional Care Information  
Carpool Map  
Registration Information

## **Camp Dates:**

Week 1: \*5/29-6/1 (4 days)  
Week 2: 6/4-6/8  
Week 3: 6/11-6/15  
Week 4: 6/18-6/22  
Week 5: 6/25-6/29  
Week 6: \*7/2-7/6 (4 days)  
Week 7: 7/9-7/13  
Week 8: 7/16-7/20  
Week 9: 7/23-7/27  
Week 10: 7/30-8/3

Complete camp listings, information, and registration are available at  
[www.spruillarts.org](http://www.spruillarts.org)

# Welcome to Spruill Arts Summer Camp 2018

I'd like to begin with a huge **Thank You** to all of our campers, parents, instructors, volunteers, and staff members who helped make last summer an amazing experience! We're super excited to kick off Summer Camp 2018 as we welcome our returning camp families and our new families to the Spruill Center for the Arts. We're so happy to have you join us this year!

Summer Camp at Spruill is such a special time of year, the energy and excitement of both our campers and instructors permeates throughout the building for 10 fun filled weeks. The children are eager to dive in and explore new creative art projects while the instructors are thrilled to share their love of art.

Each day of summer camp offers something new and exciting starting with our all camp Pep Rally which is followed by our wacky Tacky Tuesday all camp dress up day. Campers and staff always look forward to Pizza Day on Thursday while parents immensely enjoy our Art Shows each Friday afternoon.

The entire Spruill Summer Camp team is ready for another fabulous art filled summer! If there is anything we can do to help you prepare for a summer of creative fun and adventure, please don't hesitate to call or email.

We look forward to seeing you this summer.

Rochelle Nation  
Director of Summer Camp  
Sпруill Center for the Arts  
770-394-3447 ext. 226  
spruillsummercamp@gmail.com

# Spruill Arts Summer Camp 2018

May 29<sup>th</sup> – August 3<sup>rd</sup>

Ages 5-14

## Camp Programs By Age

### Ages 5-6: Creative Arts Camp

Explore the wonders of art in a playful, stimulating environment offering visual art projects, music, dance, games, and storytelling. Campers will exercise their imagination each day through interactive activities. Discover clay, collage, drawing, painting, and more! No two camp sessions will be the same as each week will offer new and exciting creative opportunities for campers to enjoy. A Creative Arts exhibit will take place on the last day of each camp session at 2:30pm.

All campers must be 5 years of age and potty trained at the time of camp. We are aware that accidents can happen so please send a change of clothes with all 5-6 year old campers.

### Ages 7-10: Visual Arts Camp

Exciting hands-on art projects allow campers to explore art, meet creative challenges and exercise their imaginations. Campers will broaden their creativity through drawing, painting, sculpture, printmaking and many other artistic mediums. A Visual Arts exhibit will take place on the last day of each camp session at 2:30pm.

### Ages 7-10: Performing Arts Camp

Discover the art of acting, improvisation, song, dance, and how to perform before a live audience. Campers will explore how to create characters and costumes as well as prop and set design while learning about stage direction. No two camp sessions will be the same as each week will offer a unique and exciting theatrical experience. A performance will take place on the last day of each camp session at 2:00pm.

### Ages 11-14: Studio Arts Camp

Explore new and exciting specialty art camps each week! Sessions are led by seasoned professional instructors providing campers the opportunity to experiment or refine techniques in a specific art medium. Comprehensive art camps are a great way for campers to strengthen their skills and learn to express their creative talents. A Studio Arts exhibit will take place on the last day of each camp session at 2:15pm.

## A Typical Day at Camp

Campers experience creative discovery each day by participating in structured and self-directed art projects and activities. Professional instructors engage campers throughout the day in a variety of ways. Spruill Arts Summer Camp is a welcoming and supportive program that encourages campers to make new friends, build self-confidence, and exercise the imagination through art. There will be breaks for lunch, snack, and also for outdoor play in the enclosed courtyard.

## Daily Camp Themes

Campers enjoy these fun-filled daily activities each week:

- **Magical Monday:** All Camp Pep Rally!
- **Tacky Tuesday:** Campers and Staff Dress up Wild and Crazy!
- **Wonderful Wednesday:** Art with a Heart = Making art for the community!
- **Tasty Thursday:** Pizza Day = \$5 for pizza, lemonade, and cookies! (\*Gluten Free Pizza is available for \$7 per camper)
- **Fabulous Friday:** Each camp will have an exhibit, show, or presentation on the last camp day:
  - Ages 5-6: Creative Arts Exhibit 2:30pm
  - Ages 7-10: Visual Arts Exhibit 2:30pm
  - Ages 7-10: Performing Arts Show 2:00pm
  - Ages 11-14: Studio Arts Exhibit 2:15pm

# Important Camp Information

## Summer Camp Office Hours

The Camp Director is available in Room 16 from 8:00am-4:00pm Monday - Friday. All camp voicemail and email will be returned during that time. Please call the camp office 770-394-3447 ext. 226 or email [spruillsummercamp@gmail.com](mailto:spruillsummercamp@gmail.com).

## Camp Instructors

The student to instructor ratio is approximately 15 campers per instructor. Background checks are run on all camp employees at the county, state, and federal levels. Our instructors include certified public and private school art teachers, professional artists, and Spruill Arts instructors.

## Camp Communication & Contacts

- Summer Camp Communication, including receipts, will be sent electronically to the email address provided.
- A reminder including a link to the Parent Handbook will be emailed on the Wednesday before the start of each camp session and will also be available on the Spruill Arts website.
- Rochelle Nation, Director of Summer Camp (May 29th through August 3rd):  
(p) 770-394-3447 ext. 226, (e) [spruillsummercamp@gmail.com](mailto:spruillsummercamp@gmail.com)

## What to Bring

- Send a sack lunch, snack, drink, and a refillable water bottle each day. Include an ice pack if contents are perishable.
- Campers attending after care will need to bring an additional snack and drink.
- Optional: bug spray and sunscreen for outdoor breaks.
- Optional: smock, apron or old t-shirt for art activities.
- Please label all items sent to camp with your camper's name. We are not responsible for lost items.

## What to Wear

- Art camp can get messy! Dress your child in older, comfortable play clothes.
- NO FLIP FLOPS, SANDALS, OR SNEAKERS WITH WHEELS.

## Grouping & Instructor Requests

- Grouping requests are submitted with registration. Friends must list one another and be within a two (2) year age range. We do not guarantee placement.
- We do not accommodate camper requests for specific instructors.

## Special Needs

As a community art center we unfortunately do not have the resources or support staff available to provide the necessary services to campers with special needs. *Atlanta Parent Magazine* has a listing of camps in the Atlanta area and beyond for children with special needs, for more information, please visit:

[https://www.atlantaparent.com/directory/wpbdp\\_category/special-needs-camps/](https://www.atlantaparent.com/directory/wpbdp_category/special-needs-camps/)

## Medical Needs and Medications

If your child has medical needs that require our attention (EX: Nut allergy, Asthma), please make those details clear when completing the medical information form at registration. For medications that may need to be taken during camp hours (including EpiPen and asthma inhaler), you must complete the Permission to Dispense Medication Form and submit it to the Camp Director. All medication must be labeled and given to the Camp Director for proper storage, supervision, and dispensing on the first day of camp.

## Photographs

Photographs are taken during camp. If you do not want your child photographed, notify the camp director on the first day of camp and note this information with your medical information form during the registration process.

## Scholarships

- There are a limited number of scholarships available for our summer camp program.
- Contact the Education Director, Kristin Wilder, at 770.394.3447, extension 229 for an application.

# Carpool & Additional Care Information

## Camp Location

Spruill Arts Education Center  
5339 Chamblee Dunwoody Road, Atlanta, GA 30338

## Camp Hours

Camp begins at 9:30am and ends at 3:00pm. Campers can enter the classroom at 9:15am. Campers arriving prior to 9:15am will be charged a per diem fee for before care.

## Morning Carpool Drop Off

- Walk your child inside the building on the first day of camp.
- Tuesday – Friday 9:10am-9:30am: carpool drop off is at the front entrance to the Spruill Center.

## Early Pick Up

- Monday – Thursday before 2:45pm in Room 16.
- All parents must be issued an Early Release Form by the camp director in the camp office (room 16) prior to picking up their child.
- If someone other than a parent will be picking up a child, that person's name must be included at the time of registration or submitted in writing to the camp director prior to pick up.

## Afternoon Carpool Pick Up

- Monday – Thursday 3:00pm-3:10pm: pick up your child at the rear of the Library parking lot.
- Please follow the PM Carpool Signs!
- Parents and campers are not permitted to walk through the carpool line for safety reasons.
- If you miss carpool, your camper will be taken to after care (Room 14) where they will need to be signed out. There is a per diem fee charged for all late pick-ups.
- If it is raining, carpool will take place under the awning to the main entrance of the Library.
- If someone else will be picking up your child and they were not listed at the time of registration, you must notify the camp director in writing with a signed and dated note.
- If your camper will be walking home unsupervised at the end of camp, you must notify the camp director in writing with a signed and dated note.
- Campers will not be released to the library for pick up.

## Additional Care

### **Before Care (8am-9:30am)**

- Activities include age appropriate movies, drawing, games, and outdoor play in the fenced courtyard, weather permitting.
- Fees: 4 Day Camp: \$27 per week / 5 Day Camp \$34 per week

### **After Care (3pm-6pm)**

- Activities include age appropriate movies, drawing, games, and outdoor play in the fenced courtyard, weather permitting.
- Fees: 4 Day Camp: \$54 per week / 5 Day Camp \$68 per week

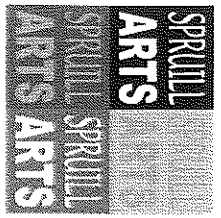
## There is a fee for early drop offs and late pick-ups

Drop off before 9:15am: \$10

Pick-Up After 3:00pm= \$20

After 6:00pm= \$5 for every 5 minutes late

# Carpool Map



COURTYARD

SIDEWALK

STAGE DOOR PLAYERS	SPRULL CENTER FOR THE ARTS	LOBBY	DUNWOODY LIBRARY
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**RAINY DAY  
PM  
PICK UP**

PM  
CARPOOL  
PICK UP  
3:00-3:10pm  
Mon-Thurs

AM  
CARPOOL  
DROP OFF  
9:10-9:30AM  
TUES-FRI

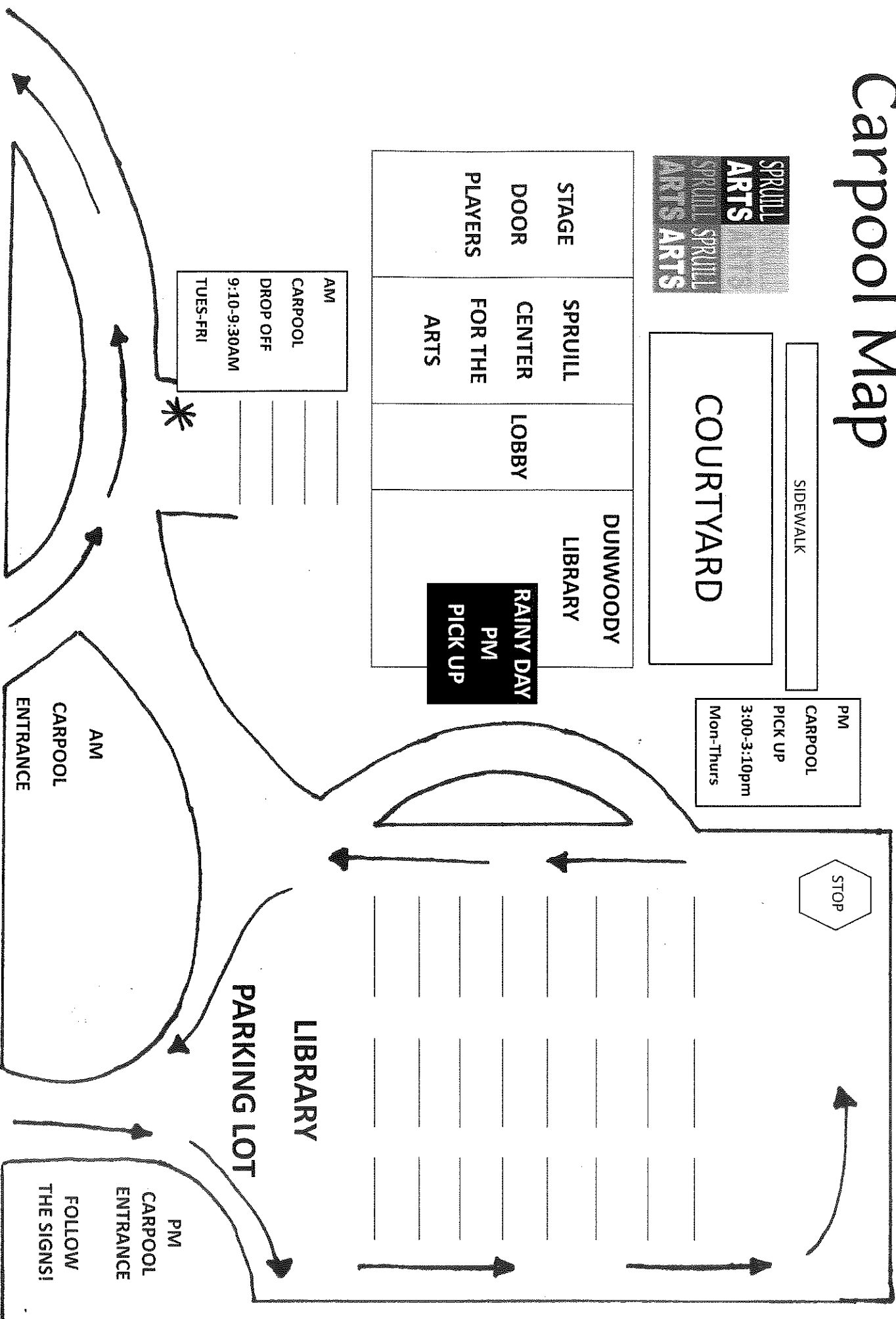
STOP

LIBRARY  
PARKING LOT

AM  
CARPOOL  
ENTRANCE

PM  
CARPOOL  
ENTRANCE  
FOLLOW  
THE SIGNS!

TO MT. VERNON  
CHAMBLEE DUNWOODY ROAD



# Registration Information

## Registration

- Campers must be within the age range for each camp at the time of the camp session, without exception.
- Registration forms must be completed in full and include payment to be entered.
- The Spruill Center for the Arts does not offer partial camp sessions or pro-rate camp fees.
- Payment is due at the time of registration.
- We accept Cash, Checks, VISA, MasterCard, and Discover. We do not accept American Express.
- Registration is available online and by fax, mail, and drop off at the Education Center.
- Early registration is encouraged to ensure space in the camp of your choice.
- Each camper must have a completed 2017 Emergency Contact & Medical Release form on file prior to registering for camp.
- The Emergency Contact & Medical Release information is included in the paper registration form and can also be completed through the online registration system.

## Multi-Camp Discount

- Register for 3 or more camps at once and receive \$10 off per camp registration.
- Register for 3 camps at once = discount will apply to all 3 camps and subsequent registrations.
- Register for 2 camps at once + a 3rd camp in a separate registration = discount will apply ONLY to the 3rd and subsequent registrations.
- Camps are not discounted retro-actively or refunded.
- You must register through the office to receive the discount; registrations completed online will NOT receive the discount.
- Submit forms by fax, mail, or drop off at the Education Center.

## Changes, Cancellations, And Refunds

- All summer camp changes/cancellations must be confirmed by a Spruill Arts employee at least two (2) weeks prior to the start of the camp session for which your child is enrolled.
- Spruill Arts reserves the right to refuse/cancel registration, change or cancel any class for any reason.
- Campers will be notified in the event of a course changed or cancelled by Spruill Arts as soon as possible.
- No refunds, transfers, and cancellations after a course has begun or beyond the registration deadline.
- Emergency/Medical refunds may be available at the discretion of The Registrar with documentation.
- Memberships and donations are NOT REFUNDABLE.
- Monies will not be held as a credit for future use.
- Previously retained fees will not be refunded.
- There is a fee for all student cancellations and changes, based on the camp fee.

Camp Fee	Transfer Fee	Cancellation Fee
\$0 - \$50	\$0	\$5
\$51-\$75	\$5	\$10
\$76 - \$99	\$5	\$15
\$100-\$199	\$10	\$20
\$200-\$300	\$15	\$30
Over \$300	\$20	15% of course fee

## Registration & Payment Contact:

Registration Office

(p) 770.394.3447 x 0

(e) [registration@spruillarts.org](mailto:registration@spruillarts.org)

(f) 770.394.6179