

**Education Class Handbook**  
Spring Break Fine Arts Camp

**Contact Information**

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Facebook page [www.facebook.com/MCTEducationDepartment](https://www.facebook.com/MCTEducationDepartment)

**Spring Break Fine Arts Camp Overview**

Spring Break Fine Arts Camp is a week-long camp for K-6 grade during MISDs Spring Break. The camp meets from 8:30 AM to 3:30 PM Monday-Friday. Students participate in acting, art, puppetry, dance, music, and rehearsal classes throughout the week. There is a final showcase on Friday for parents to attend. Students are placed in groups by MCT based on their age or grade level in school and stay in these groups for the entire week.

**General Information**

Spring Break Fine Arts Camp classes take place throughout the Midland Community Theatre building. Students are to bring a **nonperishable lunch and drink** each day. Weather permitting, lunch takes place in the outdoor amphitheatre. Two snacks, provided by the Education Department, will be given during each day of camp. Students participate in art and physical activities and may also be outside. Be sure your child is dressed appropriately for the day. Flip flops and wheelie shoes are not allowed. Clothing and lunch boxes need to be labeled in the event that they may be misplaced. Any lost items will be taken to the Education Office. Once students are sorted into their groups, they may place any items in a tub assigned to their group. Cell phones should be put away with their things at this time. Students may check their cell phones at lunch time.

**Registration and Refund Policy**

We fill classes on a first come first served basis and they usually fill up rather quickly. A student is considered registered when they have completed the registration form and paid tuition. A spot in class cannot be held without tuition payment. Also note, there are no refunds or transfers of tuition, so be sure you are ready to commit the time and money to our program.

**Drop Off and Pick Up Information**

Drop off begins at 8:00 AM. Students and parent should come into the Midland Community Theatre lobby and check in. Students will be told what group they are in. Parents should meet their child's group leaders at this time. After the first day of camp, students need to check in at the main table in the lobby and then go to their groups.

Pick up occurs at 3:30 PM by the outdoor canopy that wraps around the north and east sides of the building. Students are to remain with their group leaders until they have been checked out by the parent or guardian picking them up. Parents should check in with their child's group leaders after the first day of class to let them know of any changes to pick up information (if someone else will be picking their child up from the theatre). On the last day of camp, students will be taken back to their classrooms to gather materials. Pick up will happen as normal after the showcase.

### **Observation Policy and Separation Anxiety**

For Education classes, it is our policy that parents do not stay during class time. This can create a stressful situation for other students who do not understand why their parent is not in the classroom too. A quick, loving goodbye from the parent allows the child to connect with group leaders and other campers. Often group leaders engage students in some sort of activity to pass time until camp officially begins. Once they are engaged in activities, the anxiety typically goes away. There is a performance in MCT's Davis Theatre One on Friday afternoon at 2:30 PM. Parents and family members will have the chance to see what their student has been working on at this time.

### **Absences and Late Arrivals**

Check in for Spring Break Fine Arts camp occurs between 8:00 AM to 8:30 AM. Students arriving after this time should report to the Education Office, where they can check in and someone will take them to the appropriate class. If a student is not present by 9:00 AM, the primary phone number listed on the ACTIVE registration will be called. If you know a student will not be at camp please let the Education Staff and their group leader know.

### **Inclement Weather**

In the event of poor weather, the Education Department may not hold camp that day. Information about class cancellations will be posted on our Facebook page, [www.facebook.com/MCTEducationDepartment](http://www.facebook.com/MCTEducationDepartment).

### **Wellness Policy**

In order to maintain a healthy environment for our campers, we ask that a child not come to Education Department classes with

- A fever of more than 100° in the past 24 hours.
- Persistent or heavy cough.
- Green/yellow mucus from eyes or nose.
- Sore throat.
- Stomach ache accompanied by vomiting or diarrhea.
- Contagious rash of any type.

**Discipline Policy**

Inappropriate behavior during class will result in the following course of action:

1. Student receives a verbal warning.
2. Student will be asked to sit out of the activity until the teacher invites the student to return to participate.
3. Student will be asked to leave class and report to the Education Office. The student may return to class once the problem has been resolved.
4. The Education staff and parent may determine a plan for further action if the behavior persists.

**Special Needs**

The Education Department will note any medical conditions or allergies a student may have. Please inform the attendant at the check in table of allergies and medical needs. This information will be passed on to group leaders on a need to know basis. For more information regarding special needs students, contact the Education Office.

**Further Questions**

If you do not see the answer to a question regarding Spring Break Fine Arts camp at Midland Community Theatre, check the FAQs and Programs sections of the website. You may also contact the Education Office for more information.