



Main
Line

ART CENTER
in Haverford



OF COLOR!

Camp Handbook

Welcome to Main Line Art Center!

Meet Our Camp Directors:

Rosemary Campellone & Amanda Lampel

Camp Co-Directors

Campdirector@mainlineart.org

610-525-0272 x113 (Rosemary) & x116 (Amanda)



MLAC Contact Information

<p>Camp Co-Directors campdirector@mainlineart.org</p> <ul style="list-style-type: none">• Rosemary Campellone 610-525-0272 x113• Amanda Lampel 610-525-0272 x116	<p>Reach out to:</p> <ul style="list-style-type: none">• Make Palette Pals placement requests by email (must be 2 weeks prior to each session)• Discuss accommodations for your camper• RSVP “no” to the weekly Art Party
<p>Registrars (front desk) info@mainlineart.org</p> <p>610-525-0272 x110</p>	<p>Reach out to:</p> <ul style="list-style-type: none">• Return emergency contact forms• Withdraw from a camp• Register for more camps• Notify about late arrivals or early dismissals• Ask general questions

Camper Emergency Contact Forms

Every child under the age of 18 must have a current emergency contact form on file. **These forms must be completed and returned to us one week before the start of your child's camp session.**

Emergency Contact Forms enable us to contact guardians quickly in case of an emergency, and they let us know of your child's allergies and needs. New forms are required for all campers each year for camp.

[Emergency Contact Form](#)

Daily Schedule

8:45 – 9 AM – car line drop-off

9 AM – morning and full-day camp sessions start

10:20 – 10:30 AM – snack

11:45 AM – 12 PM – morning camp sessions end, car line pick-up

12 – 12:30 PM – lunch for full-day campers

12:15 – 12:30 PM – car line drop-off for afternoon campers

12:30 PM – afternoon camp sessions begin and full-day camp sessions resume

1:50 – 2 PM – snack

3:30 PM – car line pick-up

Drop-Off and Pick-Up

CAR TAGS

For the safety of your child, all adults picking up must have a visible car tag provided by the Art Center. **Car tags are provided at drop-off on the first day of each camp week.** If you do not have a car tag, you will be asked to park and provide ID. You must be listed on the Emergency Contact Form to pick up your camper.

DROP-OFF

- Arrive at the designated time and follow the directional signs in the parking lot. Camp check-in is not permitted before 8:45 am.
- Form a car line and pull up to the check-in table located under the green tent. Once checked in, you will receive a car tag for pick-up.
- Make sure your camper has all of their belongings and is ready to quickly exit the vehicle.
- Camp staff will direct each camper to their assigned group.
- Walking campers will come directly to the check-in table under the green tent and check in with camp staff.

PICK-UP

- Place your car tag with camper's name on the driver's side dashboard.
- Arrive at the designated time and follow the directional signs in the parking lot.
- Form a car line and wait for a staff member to dismiss your camper.
- **We ask that parents do not leave their car during drop-off or pick-up. If you need to buckle your child, please pull into a parking spot to allow the car line to keep moving.** We appreciate your assistance.

Check-in staff cannot answer questions during car line. If you have a question or concern, please park your car and speak with the Registrar on duty at the front desk.

To ensure the car line moves quickly, please return all required forms before the start of camp and have your camper ready to exit the vehicle upon arrival!

AFTER CARE PICK-UP

- Bring ID and car tag with you to the front desk
- Enter art center through automatic door on left side of the building
- Sign child out with Registrar
- After care ends at 5pm, please call 610-525-0272 if you are running late

What to Bring to Camp

- Wear clothes that can get messy!
- Water bottle
- Snacks (morning & afternoon snack breaks for all campers)
- Lunch (Full-Day campers only) – **NO NUTS & NO REFRIGERATION**
- Sunscreen and bug spray that campers can self-apply
- Bag large enough to hold all belongings

Art Parties

Join us at 3 PM on the last day each week for an art party featuring your young artist's work. We will also be selling Art Center t-shirts to support our scholarship program.

Registration Policies

- **Summer Camp Refunds:** Withdrawals made more than 2 weeks prior to start of camp session will result in a full refund minus a \$50 fee per transaction. **Refunds will not be given for withdrawals made less than 2 weeks prior to session. There are no exceptions.**
- **Switching Summer Camp Sessions:** Based on availability, you may switch sessions for a fee of \$25. Deadline for requests is 2 weeks prior to the session you're currently registered for. Refund policy applies.
- **Placement Requests for Palette Pals:** Placement requests must be made 2 weeks prior to your week of camp by email to campdirector@mainlineart.org. Requests will not be accepted and changes will not be made on the morning of camp.

Health and Safety

- Please do not send your child to camp if they have a fever, confirmed case of COVID-19, or show any signs of illness.
- Someone on the approved pick-up list must be available to pick up your child from camp if they begin to show signs of illness during camp.
- Students will treat all other campers, teachers, assistants, and Art Center staff with respect. Verbal and physical abuse, foul or obscene language or gestures, as well as disregard for physical safety to myself, other campers or artwork will result in expulsion from camp.