

# Saturday Art

Explore the visual arts with DAAP Saturday Art Program

*Our mission is to facilitate student and community collaboration to create visions of possibilities.*

Welcome!

Dear Parents, Guardians and Saturday Art Participants,

We are happy to welcome you to our DAAP community family! We look forward to inspiring your child as a participant to grow in appreciation, understanding, and production of artwork. We want to thank you for your participation and your support of our Saturday Art Program.

As educators, we strive to inspire a passion for the arts in our participants. The mission of Saturday Art is to create a space where artmaking provides opportunity for diverse individuals to come together and forge student and community relationships, collaboration, empathy, and visions of possibilities. We are committed to providing rich, artistic experiences guided by qualified and nurturing educators in a safe, child-centered environment.

We look forward to seeing the artistic growth in the Saturday Art participants. This handbook will serve as your guide to Saturday Art.

Sincerely,

Dr. Katherine Smith  
Art Education Adjunct Professor  
School of Art, DAAP  
University of Cincinnati  
smith4kk@ucmail.uc.edu

## Operation of Saturday Art

### Saturday Class Dates:

The Saturday Art program operates for 6 Saturdays in the fall and 6 Saturdays in the spring semesters. For 2022, the dates are: 2/19, 2/26, 3/5, 3/12, 3/20, 3/26 (Online Exhibition 4/2 – 4/9/22).

### Saturday Art hours of operation and drop-off/pick-up procedures:

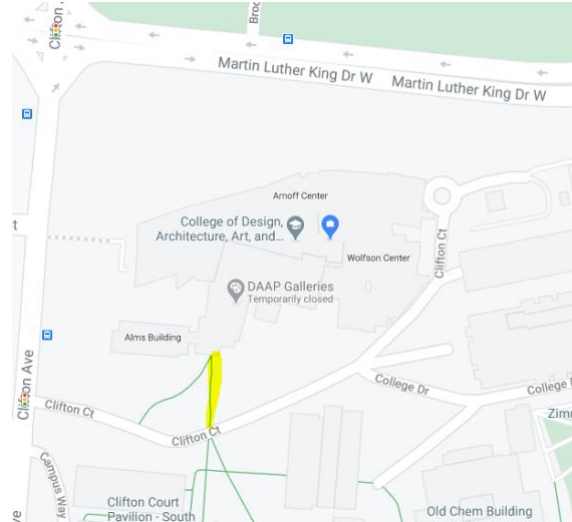
DAAP Saturday Art takes place on the fifth floor of the Wolfson Center in the university classrooms. The Saturday Art program will be in session during the hours of 10:00 a.m. to 12:00 p.m.

#### Morning Arrival:

- Begins at 9:40 and ends at 10 a.m.
  - Ages 10 – 16 drop off at 9:40 a.m.
  - Ages 7 – 9 drop off at 9:50 a.m.
  - Ages 5 – 6 drop off at 10 a.m.
- Participants should be dropped off at the “Blue Box” entrance of the Alms Center of the DAAP building. It is the main entrance to the DAAP building on Clifton Court. (Please see map and photograph listed below.)
- Parents will form a car line with the first car stopped at the main entrance sidewalk.
- Participants will exit their cars when they arrive at the main entrance sidewalk, not before.
- Participants will be greeted by the Saturday Art Director and shown to their teachers and classes waiting on the walk-way.
- Participants will walk into the main entrance with their class once everyone has arrived.

#### Noon Dismissal:

- Begins at 11:50 a.m. and ends at 12:10 p.m.
- Teachers will escort the participants to the “Blue Box” main entrance sidewalk at their allotted time of departure.
  - Ages 5 – 6 pick up at 11:50 a.m.
  - Ages 7 – 10 pick up at 12:00 p.m.
  - Ages 11 – 16 pick up at 12:10 p.m.
- Parents and guardians will form a pick-up line along the Clifton Court drive with the first car parked at the main entrance sidewalk.
- The Saturday Art director will approach each car to receive the participant(s)’s name who will be picked up that day. He/she will send that name to the teachers.
- The teachers will dismiss participants as they receive their names.
- Participants will exit down the sidewalk and enter their cars on the sidewalk side.
- Cars will dismiss one at a time, as the car in front leaves first. Cars should not drive around each other as the drive is narrow and children will be entering in their cars.



### Fees, Payments and Registration:

Fees for Saturday Art should be paid in full by the registration deadline. No cash is accepted for registration as it is done online.

We are understanding of last-minute changes in schedules. However, great care has been made to comply with staffing standards and student/teacher ratios as well as supplies to be provided. Cancellation (a decision not to attend Saturday Art for which the participant has registered) requests should be made in writing 5 business days prior to the program start date. Refunds will only be given for valid medical reasons and a doctor's note will be required for a refund. If cancellations are made, an \$8.00 administrative fee will be applied per session.

Scholarships are available for up to 75% off of the session fee. Participants who would like to enter to receive a scholarship may have a teacher send a one-page essay to Dr. Katherine Smith, [smith4kk@ucmail.uc.edu](mailto:smith4kk@ucmail.uc.edu). The letter should address the participant's interest level in visual art and the reasons that a community-based art program would enhance his or her education. Parents or guardians of participants are also asked to write a brief statement addressing why their child should be considered for a scholarship. All scholarship requests are due **by October 1, 2019**. Those who apply will be notified about the scholarships October 8, 2019.

**\*\*Parents should refrain from registering until they have received notice that their child has been granted a scholarship. A discount code for registration will be issued upon notification.**

### Illness:

Parents will be notified if their child appears to be too ill to participate. Likewise, if any participant has a fever, it is advised that he or she remain at home until his or her temperature returns to normal. Parents and guardians will be notified if there is any outbreak or presence of illness.

### **Medical Information:**

A medical emergency form must be on file 7 days prior to the start of Saturday Art. On this form, parents or guardians will be able to inform the staff of any allergies. Since the program only lasts for two hours each Saturday, medications will not be administered to participants.

All medical information should be noted on the medical form.

### **Emergencies:**

Some of the Saturday Art staff is trained in CPR and First Aid. In case of emergencies, staff is directed to call 911 immediately, administer basic first aid care and notify the parent or guardian. An accident report will be completed with any accident or emergency and a copy will be given to the parents. \*The DAAP Saturday Art Program does require a health form on file. We require authorization to transport via ambulance for emergency care.

### **Covid-19 Protocols:**

1. UC student teachers will have their temperatures taken when arriving to teach on Saturday morning.
2. All UC student teachers will be required to wear a mask that covers their noses and mouths when in the building and teaching.
3. Class size will be limited between 5 – 10 participants. This will allow for proper spacing between students and instructor during class time.

#### *Arrival Protocols:*

4. All participants will wear masks over their noses and mouths during the whole Saturday Art class time.
5. Participants will be dropped off at the “Blue Box” entrance. They will be greeted by the Saturday Art Grad assistant and will have their temperature taken before entering the building.
6. UC student teachers will wait in the main entrance hallway for all of their participants to arrive. Upon arrival, each teacher will squirt hand sanitizer on the participants hands. Participants will stand 3’ apart or more while waiting to proceed to the classroom.
7. UC student teachers will escort their classes of participants directly to the fifth floor classrooms via the route labelled on the walls. Door will remain open so that a point of contact is eliminated.

#### *Classroom Protocols:*

8. Once in the classrooms, students will sit in designated seats that are spaced 6 feet or more apart.
9. Bathroom breaks will be allowed with one person at a time. Each classroom will have a time designation for bathroom breaks. The hope is to eliminate multiple participants in the bathroom at a time.
10. Participants will use hand sanitizer when re-entering the classroom.

11. Art supplies for Saturday Art participants will be prepared prior to the class series in individual art kits. Each participant will use and leave his/her art kit at the classroom for weekly use.

*Dismissal Protocols:*

12. Dismissal will follow similar procedures to the arrival. Classes will be escorted to the fifth floor hallway by the UC student teachers following the path designated on the walls.
13. A runner will be used to bring participants out to the car pick up area.
14. The Saturday Art Coordinator will stand outside at the pick-up area to oversee the dismissal.
15. Once participants have left, UC student teachers will wipe down participant work areas in the classrooms with disinfectant wipes.
16. Considering that the classrooms will not be occupied for a week, there is no other need for disinfecting. However, if the classrooms will be used by UC students during the week, a disinfectant spray should be sprayed as well.
17. UC student teachers will need to thoroughly wash their hands when done teaching and prior to leaving the building.

**Dress Code Requirements:**

Art can be messy. Aprons will be given for very messy projects but not for all projects. Please make sure participants wear appropriate clothing for the activities and the weather each day. Tennis shoes are recommended for daily activities. Participants are expected to observe good hygiene habits.

**Studio Habits:**

Artists must learn to maintain an art studio with supplies. Work in an art studio requires daily habits in order for everything to run smoothly. We will foster these studio habits in our participants.

Community programs teach children how to participate and interact in groups. We encourage students to treat other students, the teachers, and the university property with respect. Our teachers are trained to use constructive techniques of discipline to maintain a positive art experience. The following studio habits will be expected.

Participants will:

- Display positive behavior and attitudes. Teachers will address participants who exhibit unacceptable behavior or attitudes. The teachers will tell the participant what is wrong and direct the participant toward a more positive approach or behavior. If the behavior continues after a warning, the participant will be asked to sit out of the activity for a short period of time before rejoining the group. If a disruptive behavior is still repeated, the participant's name will be written down and shared with the parent/guardian at the end of the session.

- Keep their hands to themselves so that they can create art. If a participant strikes another participant, the two are respectfully separated and each child is asked to explain his or her version of the incident. The participants will be asked how to solve the problem to reconcile with one another.
- Contribute to a positive and supportive atmosphere. If a participant consistently creates a negative or antagonistic (bullying) atmosphere, then the Saturday Art program is not a good fit for that participant. The professor in charge will ask that participant to leave the program. No refund will be issued.

### **Anti-bullying Statement:**

Bullying is when one or more people exclude, tease, taunt, gossip, hit, kick, or put down another person with the intent to hurt another. Bullying happens when a person or group of people want to have power over another and use their power to get their way, at the expense of someone else. Bullying can also happen through cyberspace: through the use of e-mails, text messaging, instant messaging, and other less direct methods. This type of bullying can also lead to individuals being hurt during or between Saturday Art program seasons and to be especially hurtful when persons are targeted with meanness and exclusion.

**At the DAAP Saturday Art Program, bullying is inexcusable. We take a firm stance against all types of bullying.** We work together as a team to ensure that participants gain self-confidence, make new friends, and go home with great memories.

Unfortunately, participants who are bullied are denied a full program experience. As teachers we will address all incidents of bullying. To achieve that goal, we train teachers to promote communication with the participants so everyone will be comfortable alerting the program director to any problems during their Saturday Art program experience.

### **Personal Items:**

Any extra clothing, shoes or personal sports equipment that is brought to the Saturday Art program should have the participant's name properly labeled on them. We will have a lost and found space and we will make every effort to return lost items.

Electronic devices are not necessary at our program. The teachers and the program director have worked hard to plan and schedule activities and experiences for each participant's day so that "down" time can be used in a variety of ways.

Teachers and program directors of the DAAP Saturday Art program are not held responsible for any items brought into camp which are lost, stolen or broken.

Unless approved by the Program Director in advance, animals should not be brought into camp.

**Prohibited:**

Alcohol, illegal drugs and weapons of any kind are strictly prohibited in the Saturday Art Program. Violation of this rule is cause for immediate dismissal from the program without refund. The DAAP Saturday Art staff has the right to search personal belongings if any prohibited items are suspected.

**Photo Policy:**

Pictures taken at the DAAP Saturday Art program will be used on our website and any marketing information UC DAAP will send out to the public. A permission form will be provided in the packet of forms you will receive when registering. On the form, parents or guardians can indicate whether they allow their child's picture to be taken or not.