



*The mission of ArtsConnect is to create an engaged and vibrant community through the arts and community events.*

Summer 2026  
Welcome!

Dear Parents and Camp Participants,

Welcome to the ArtsConnect Summer Camp program! Enclosed is the parent handbook, designed to share our camp philosophy, operations, procedures and general policies. We are thrilled to embark on a creative journey that engages your child and introduces them into new art experiences. Our camp aims to inspire and nurture young artists, providing a supportive environment where they can unleash their creativity and develop their skills.

You will find that what separates our camp from others is that we empower kids to make a difference in their community through art.

We strive to inspire a passion for the arts in our participants. Counselors will motivate campers to think creatively, critically, and aesthetically. We are dedicated to delivering an enriching experience with supportive counselors within a secure, child-focused setting.

Our diverse range of activities ensures there's something for everyone to enjoy! Please be sure to complete all required forms 10 days prior to your child attending camp. I invite you to contact me at any time with any questions. Together, let's make this summer a masterpiece! Here's to a fun summer!

The ArtsConnect Kids Summer Camp staff!

Laurie Rusnak  
Summer Camp Director  
9158 Winton Rd (ArtsConnect Annex at the Grove)  
Cincinnati, Ohio 45231  
(513) 728-2004  
lrusnak@springfieldtwp.org  
[www.TheArtsConnect.us/camps](http://www.TheArtsConnect.us/camps)

## ArtsConnect Kids Camp Overall Philosophy

The ArtsConnect Art Camp is not a traditional summer camp program. We give children the necessary resources and instruction to flourish as young artists. We strive to educate them on how they can use their artistic knowledge and artistic skills to make positive contributions to their communities. Our camp curriculum has been created with that intent. We have employed counselors who can successfully create, implement, and reflect upon art lessons and also serve as positive role models.

## Operation of the ArtsConnect Kids Camp

### Camp dates of operation:

The ArtsConnect Kids Camp will operate for 8 weeks, Monday through Friday beginning Monday, June 1 until Friday, July 31, 2026. There is no camp June 29 - July 4 in observance of the Independence Day holiday.

### Camp hours of operation:

The ArtsConnect Kids Camp will be in session during the hours of 9:00 a.m. to 4:00 p.m. All campers should arrive before 9:00 a.m., but not earlier than 8:45 a.m. Please make arrangements to pick up your child by 4:00 p.m. **Fines for late pick up are \$1.00 per minute after 4:15 p.m.**

### **Drop-Off and Pick Up: 2026 Summer Camp will take place at the ArtsConnect Annex at the Grove.**

Our drop off and pick up procedures are as follows. Children will be dropped off and picked up in the semi-circle at the ArtsConnect Annex at the Grove during the regular drop-off and pick up times of 8:45-9:15 am and 4:00-4:15p.m.

### **Registration, Fees, and Payments:**

All required forms must be completed and fees must be paid in full 7 days prior to the week attending camp. Payments can be made with cash, check, or credit card.

Payment plans are available when registering for 3 or more weeks of camp. Payment Plans can be set up by calling ArtsConnect at 513-522-2108. A non-refundable \$50 deposit per camp session will be charged up front for each session enrolled in a payment plan. The \$50 deposit goes towards your balance owed. All payment plans require a credit card on file. Full payment of the balance will be deducted from the credit card on file 7 days before the registered session begins.

Membership in ArtsConnect has its advantages. If your child has an ArtsConnect membership, they will receive \$10 off the fee for each weekly session registered.

Our fee price listed is for one weekly session but participants can sign up for as many sessions as desired. Our fee schedule is as follows:

ArtsConnect Kids Camp Non- Member fee	\$230.00 per weekly session
ArtsConnect Kids Camp Member fee	\$220.00 per weekly session

### Cancellations and Transfers:

Great care has been made to comply with staffing standards, camper to counselor ratios, and art supply needs.

**Transfer Requests:** A switch from one registered session to another session must be made in writing 10 business days (M-F) prior to the week attending camp start date if space allows.

**Cancellations:** A decision not to attend the camp session for which the camper has registered, must be made in writing 10 business days (M-F) prior to the week attending camp start date. Cancellations beyond a 10 business day notification qualify for a refund, minus \$50. Cancellations made less than a 10 business day notification does not qualify for a refund unless there is a valid medical reason.

**Refunds:** Will only be given for valid medical reasons and a doctor's note will be required for a refund. If cancellations are made, a \$50.00 non-refundable fee will be applied to the refund per session.

If you need to transfer to another week, or you must cancel a registration, please contact Laurie Rusnak at [lrusnak@springfieldtwp.org](mailto:lrusnak@springfieldtwp.org) or (513) 728-2004.

### Scholarships:

Scholarships are available for up to 50% of one weekly session fee. Participants who would like to enter to receive a scholarship should fill out the application posted on the website. All scholarship requests are due by May 1. There are a limited number of scholarships available. Those who enter an essay and/or artwork will be notified about the scholarships by May 30.

### Lunch:

- Campers must bring their own lunch and a snack for the afternoon each day.
- All campers must bring a refillable water bottle with their name on it.
- A refrigerator is available to store lunches.
- Please note, we are not a nut-free facility. If your child has a food allergy and requires a "safe table" for lunch, please contact the camp director in advance to discuss accommodations.

### Illness:

Parents will be notified if their child exhibits signs of illness (fever, vomiting, diarrhea, etc.) and will need picked up from camp. The child must remain symptom free for 24 hours or have been released by a doctor to return to camp. If your child is staying home due to an illness, please contact the ArtsConnect Summer Camp. An email will be sent if there is any outbreak or presence of illness at camp.

### Medical Information:

**Medical emergency forms must be on file 10 days prior to the week attending camp.**

On this form, parents or guardians will inform the director, of any dietary requirements, allergies, or medications needed by the campers.

Medication will only be administered by the Summer Camp Director with a completed medication form. Prescription medication **will not be administered if we do not have an “administration of medication” form on file from the doctor.** All medical information should be noted on the medical form.

### Emergencies:

All ArtsConnect Summer Camp staff is trained in CPR and First Aid. In case of emergencies, the staff is directed to call 911 immediately and then notify the parent or guardian. An accident report will be completed for any accident or emergency and a copy will be given to the parents.

### Dress Code Requirements:

Camp often involves various creative activities and materials, making a bit of mess part of the creative process. Aprons will be given for very messy projects but not for all projects. Please make sure campers wear appropriate clothing for the activities and the weather each day.

### Personal Items:

Any extra clothing or shoes that are brought to camp should have the camper’s name properly labeled on them. Campers will be provided with a storage cubby to store their items. We will have a lost and found bin at the camp and we will make every effort to return lost items. Please ensure that you child/ren remembers to bring home all personal items and artwork on the last day of camp.

Electronic devices are not necessary at our camp. The counselors and the director have worked hard to plan and schedule activities and experiences for each camper’s day so that “down” time can be used in a variety of ways. The counselors will not be held responsible for any items that the campers bring/lose to the camp.

### Photo Policy:

Pictures taken at the camp will be used on our Facebook page, website, and any marketing information we will send out to the public. A permission form will be provided in the packet of forms you will receive prior to the camp. On the form, parents or guardians can indicate whether they allow their child’s picture to be taken or not.

## 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 campers.

Camp teaches children how to participate and interact in groups. We encourage students to treat other students, the teachers, and the ArtsConnect property with respect. We work together as a team to ensure that campers gain self-confidence, make new friends, and go home with great memories. Our counselors are trained to use constructive techniques of discipline to maintain a positive camp experience.

- Display positive behavior and attitudes.
- Keep their hands to themselves so that they can create art.
- Contribute to a positive and supportive atmosphere.

## Behavior Policy

Bullying will not be tolerated.

Children enrolled in the ArtsConnect Summer Camp program are expected to follow rules of good behavior and treat one another with kindness and respect. Discipline will be handled with consistency, kind words and understanding with the rules being made very clear with each child. To assist counselors with inappropriate behavior, progressive discipline guidelines have been established. These procedures are in place to ensure the safety and welfare of all participating children and staff.

Our expectation is to assist children in making appropriate choices but when necessary, the following steps will be taken:

- Level 1: Verbal correction or warning. Direct the student toward a more positive approach or behavior. Camper will be asked how to solve the problem to reconcile the situation.
- Level 2: Removal from current activity and a verbal notification to the parent that there is a level 2 behavior problem.
- Level 3: Meeting with Camp Director, and discipline form given to the parent.
- Level 4: Meeting with Camp Director and Education Director, discussion with the parent, child will be excluded from the program for one day, and the discipline form will be given to the parent.
- Level 5: Removal from the program. A refund will not be issued.