



## KIDS ARTS '22 PARTICIPANT GUIDE

The Children's Circus is a unique blend of traditional summer camp with an immersive arts performance-based enrichment program, serving kids age 5 – 15 yrs. The City of Middletown, in collaboration with Oddfellows Playhouse, is in full planning mode to ensure that all participants are engaging in a safe and fun summer program. We look forward to a great summer program!

### HOW TO REGISTER

- Registration opens on Friday, March 4, 2022. Space is available to city residents on a first-come, first-served basis. Nonresidents may register on April 1, 2022.
- Deliver forms with check/money order to Municipal Building, Arts & Culture Office, Room B-11, 245 DeKoven Drive, Middletown, CT 06457. Email submissions and credit card payments are not accepted at this time.
- Make check payable to *City of Middletown*.
- Applications will not be processed without parent/guardian signature, required documents and payment or verification of benefits. Spaces are not held prior to submitting an application.
- Registration confirmation will be delivered from the Arts & Culture Office by email from [arts@middletownct.gov](mailto:arts@middletownct.gov).
- Circus is a performance based summer enrichment program with a five week commitment. We ask that you do not register if the participant will be absent for 3+ days.
- Troupe assignments are made by the Circus Administration and is not a part of the registration process.
- Aftercare is available from 3:00 p.m. – 5:30 p.m. for Circus participants at Spencer School. Aftercare is provided by Recreation Division. Email: [rec@middletownct.gov](mailto:rec@middletownct.gov) and visit [this link](#) to register for aftercare with the Recreation Division.

### PROGRAM INFORMATION

- **Dates:** Tuesday, July 5<sup>th</sup> 2022 – Friday, August 5<sup>th</sup> 2022
- **Program Hours:** 9:00 a.m. – 3:00 p.m., Monday – Friday  
**NO DAY PROGRAM MONDAY JULY 4TH**
- **Performance Date:** Friday, August 5th 2022 @ 5pm | Rain Date: Saturday, August 6, 2022 @ 5pm  
**NO DAY PROGRAM FRIDAY, AUGUST 5th**
- **Location:** Macdonough Elementary School, 66 Spring St., Middletown
- **Lunch:** Available for all participants.
- **Participants:** Teeny Tiny Troupe: ages 5-7yrs. (must be 5yrs. by July 8th, 2022) | Core Circus Troupe: entering grade 3 (in fall of 2022) or age 8yrs. and up to age 15yrs.
- **Program Site Phone:** Phone numbers for the program site will be made available 1 week prior to the program start date.
- **Bussing:** Bus schedule will be made available 2 weeks prior to the start day of the program and distributed to all registrants.
- **Outdoor/Indoor Activities:** Program activities and participants will primarily remain outside during summer hours of the day unless forecast of or spontaneous inclement weather occurs.
- **Drop Off/Pick Up:** All participants are to report to their troupe counselor upon arrival.



## SAFETY 1<sup>st</sup> MEASURES FOR PARENTS & PARTICIPANTS

- **Sick Room:** An area will be identified as the designated space for participants/staff with elevated temps or signs of fatigue.
- **Health Screenings:** All staff and participants will be screened each morning upon arrival for any observable illness. It is imperative to keep participants home if sick. Please call the program's Site Director when participant are staying home.
- **Mitigation Strategies:** Group size, face coverings and social distancing will be consistent with federal, state, and local municipality guidelines and orders.
- **Respiratory Hygiene:** Practices will be enforced to promote healthy and safe practices of managing coughing, sneezing and soiled tissues.
- **Hand Washing:** Frequent and regular handwashing will be required by all staff and participants. Soap and water and 60% alcohol-based hand sanitizer will be available throughout the programs site.
- **Cleaning and Disinfecting:** Daily protocols will be implemented and monitored by staff.
- **Ventilation:** The use of fans and open windows will be utilized to increase proper air flow indoors.
- **Protocols and Reporting:** All families and staff will be notified immediately when a report of exposure or diagnose of COVID-19 is identified for a child or staff member of the program. DPH and local Dept. of Health will be notified to respond with appropriate actions of care for the following:
  - Notification of exposure to COVID-19
  - Notification of Testing Positive for COVID-19
  - Returning to camp after sickness with COVID-19
  - Contact tracing and general Public Health guidance

## PARTICIPANT RULES

*Participant rules are to be strictly adhered to for the safety of all participants and staff.*

- **Disciplinary Policy:** based on "three strikes" rules.
- **Dismissal Policy:** Permission to release your child at the daily 3:00 p.m. dismissal time is authorized only to those persons listed on the application form. Identification is required.
- **Sunscreen Policy:** Sunscreen should be applied to participants before arriving to the program site. Additionally, please provide the sunscreen to be labeled with participant's name.
- **Use of Cell Phone and Electronic Devices:** The use of cell phones and electronic devices by participants and staff are not permitted during program hours. Parents, guardians and participants are to contact the program's phone to speak directly with the Site Director.
- **Bussing:** Behavior policy is based on "three strikes" rules

## CONTACT

- **Program Administration:** City of Middletown Arts & Culture Office, 245 DeKoven Drive, Middletown, CT 06457, 860-638-4510, [arts@middletownct.gov](mailto:arts@middletownct.gov) or <https://www.middletownct.gov/296/Kids-Arts-Summer-Enrichment-Program>
- **Program Presenter:** Oddfellows Playhouse, 128 Washington St., Middletown, CT 06457, 860-347-6143, [info@oddfellows.org](mailto:info@oddfellows.org) or [www.oddfellows.org](http://www.oddfellows.org)