



# KIDS ARTS '23 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. We look forward to a great summer program!

## PROGRAM ADMINISTRATION & REGISTRATION

City of Middletown Arts & Culture Office, 245 DeKoven Drive, Middletown, CT 06457  
Kisha McWilliams Michael, Arts & Culture Coordinator, arts@middletownct.gov | <https://www.middletownct.gov/> | 860-638-4511

## PROGRAM PRESENTER

Oddfellows Playhouse, 128 Washington St., Middletown, CT 06457  
Dic Wheeler, Executive Artistic Director, info@oddfellows.org | <https://www.oddfellows.org/> | 860-347-6143

## PROGRAM INFORMATION

- **Attendance Policy:** The Children's Circus is a Performance-based program. Participants may not have more than three absences.
- **Program Hours:** 9:00 a.m. – 3:00 p.m., Monday – Friday
- **Program Dates:** Monday, July 3<sup>rd</sup> – Friday, August 4th **NO DAY PROGRAM and NO BUSSING on TUESDAY JULY 4th**
- **Performance Date:** Friday, August 4th @ 5pm **NO DAY PROGRAM and NO BUSSING on FRIDAY, AUGUST 4th**
- **Rain Date:** Saturday, August 5th @ 5pm
- **Location:** Macdonough Elementary School, 66 Spring St., Middletown
- **Lunch:** Available for all participants, or bring a brown bag lunch to be stored in the refrigerator.
- **Participants:** Teeny Tiny Troupe: ages 5-7 yrs. (must be 5yrs. by July 7th, 2023) | Core Circus Troupe: entering grade 3 (in fall of 2023) or age 8yrs.; and up to age 15 yrs.
- **Program Site Phone:** Phone numbers for the program site will be made available 1 week prior to the program start date. All daily communications are to be directed to the Site Director of the Circus program.
- **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. Participants are released at dismissal only to those listed on this registration form as authorized, with ID.
- **Aftercare:** Provided by the Recreation Division only. Hours of aftercare for Circus participants are from 3:00 p.m. – 5:30 p.m. at the Recreation Center located at 140 Wilderman's Way. Bus transportation from Macdonough School is provided. Contact [rec@middletownct.gov](mailto:rec@middletownct.gov) and visit [this link \(open link\)](#) to register for aftercare with the Recreation Division.
- **Bussing:** The schedule is available [at this link \(open link\)](#) provided. Schedule is subject to minor changes. A final schedule will be provided 2 weeks prior to the start day of the program.
- **Medication:** Participants requiring medication administration during program hours must submit an [AUTHORIZATION FOR THE ADMINISTRATION OF MEDICATION FORM](#) as signed by the child's Physician at the time of registration. Forms are available [online \(open link\)](#) and by request at 860-638-4511. This form must be delivered prior to the first day of the program.

## 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 is 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.