

PARENTAL GUIDELINES

Arkansas Arts Center Museum School

Dear Parent or Guardian:

Thank you for registering your child for a Museum School class! In order for everyone to have the best art-making experience, here are a few guidelines we ask that you follow:

- Making art can be messy! Please make sure to dress your child appropriately. We do provide aprons but sending a smock or a large old t-shirt to cover clothes that you otherwise don't want paint, glue, ink or other art making materials on is also a good idea.
- For safety reasons we ask that students wear clothes toed shoes in the studio and the theatre. **NO FLIP FLOPS!**
- It is also helpful for students with long hair to keep it pulled back. This keeps students from getting art making materials in their hair. For theatre students it helps keep hair out of their faces while acting and moving.
- Drop off happens during the 10 minutes before a class begins. Please do not drop a child off any more than 15 minutes before a class begins.
- **The Arkansas Arts Center Child Safety Policy requires that parents of children aged 13 or under bring them directly to the studio where class is taking place.**
- Please check in with the instructor before leaving a student in a classroom.
- Pick up happens promptly when a class is over. There will be a 15 minute grace period from the time class ends. **After the grace period the parent may be charged a fee of \$10.00 for every 5 minutes the student is not picked up.**
 - If there are extenuating circumstances that prevent you from picking a child up on time please contact Miranda Young at 501-563-5365. She will let the teacher know what is happening and when to expect you.
- If your child's class is cancelled during the quarter, the instructor will notify parents of the cancellation as soon as possible and when a make-up class has been scheduled.
- Sometimes class are moved to different studios to accommodate special workshops, in this event the instructor will let you know ahead of time when possible and will inform you of the new location in the building.
- The Museum School's **Inclement Weather Policy** states: If the LRSD announces they are closed or opening late due to weather, the AAC will be closed or opening late Mondays-Fridays. To learn if Saturday/Sunday classes are being held, call 372-4000 after 7:00a.m. or watch our social media pages.

Thank you for your cooperation with these policies. We are looking forward to having your child in class.

Miranda Young

Youth and Community Engagement Manager

Arkansas Arts Center | Education Team

PO Box 2137 Little Rock, AR 72203

501-396-0384 | ryoung@arkansasartscenter.org