

westport arts center



2011-2012 Education Calendar & Policies

Registration begins:

August 15 for WAC Members*

August 29 for Non Members

*Anyone can become a member of the Westport Arts Center when registering for a program.

Fall Session (7 weeks)

Weeks of September 19 – October 31

(October 10 / Columbus Day – classes cancelled, make up date November 7)

(September 29 / Rosh Hashanah – classes cancelled, make up date November 10)

(October 7 / Staff Development Day – classes cancelled, make up date November 11)

Winter Session (7 weeks)

Weeks of November 21 – January 9

(Wednesday, Thursday, and Friday programs begin one week later and end one week later due to Thanksgiving Holiday)

(Classes do not meet Christmas week)

(January 2 – classes cancelled, make up date January 23)

Winter II Session (7 weeks)

Weeks of January 30 – March 19

(Classes do not meet week of February 20th for April Vacation)

(January 27 / Staff Development Day – classes cancelled, make up date March 26)

Spring Session (7 weeks)

Weeks of April 9 – May 28

(Classes do not meet week of April 16)

(May 28th / Memorial Day – classes cancelled, make up date June 4)

Continued on next page...

2011/12 Education Programs



Allergies/Special Needs

For the safety of your child and his/her classmates, please alert us about any dietary or behavioral needs upon registration.

Attire

Please dress your child in comfortable clothing that is okay to get messy. Art materials such as ink and acrylic paint can leave permanent stains.

Gallery/Drop Off Rules

- Walk quietly through the Gallery at all times. Please NO RUNNING.
- Hold the hand of any younger children under 3 years of age
- Parents must sign in during drop off and pick up

Late Pick Up Policy

Parents will be charged \$15 if they are more than 15-minutes late for pick up. If an emergency arises, and you are unable to pick up your child during the designated time, please call the office at (203) 222-7070 extension "0."

Cancellation Policy

Registration fees are non-refundable one month or less prior to the start of a program. Prior to, or on, the one month deadline date, cancellations will incur a \$35.00 processing fee. **As a non-profit organization, the Westport Arts Center cannot issue credits or refunds for missed classes for any reason.**

Inclement Weather Policy

The Westport Arts Center's education programs follow the Westport Public Schools delay and cancellation schedule. In the event of inclement weather, please check with the Westport Public Schools hotline at (203) 341-1SNO, and visit our website for a notice on the homepage. We will do our best to reschedule any class that is missed due to weather.

Questions/Comments

Should the need arise, please contact Director of Education, Danielle Ogden, at (203) 222-7070 or danielle@westportartscenter.org. We welcome your feedback!