



51 Milton Road
Rye, NY 10580
914-967-0700

www.ryeartscenter.org

Half Day for Half Pints (“HDHP”) Pre-K Creative Kids Program 2017 – 2018 Registration and Information Packet



Thank you for your interest in The Rye Arts Center’s Half Day for Half Pints Pre-K Creative Kids Program! This half day program is an educational, multi-disciplinary creative arts immersion program designed specifically for your Pre-K child. Your child will explore the arts while developing cognitive, social, creative and motor skills through drawing, painting, music and creative movement. This program is offered as a stand-alone half day morning or afternoon program, or as a companion program to augment and extend a preschool day. Students will have the opportunity to participate in classes in our Preschool Room, Dance Studio, Performing Arts Room and Gallery.

Before registering your child for this program, we ask that you read through the information included in this packet to educate yourself about the RAC, the program, and whether it is right for your child. If you have any questions, please contact Jeanette Rudolph, HDHP Coordinator or Anne Bach Fumasoli, Music School and Outreach Director.

Jeanette Rudolph: jeanetterudolph@ryeartscenter.org - 914-967-0700, ext. 31
Anne Bach Fumasoli: anne@ryeartscenter.org 914-967-0700, ext. 23

About The Rye Arts Center

The Rye Arts Center is a community-based, not-for-profit organization whose mission is to inspire interest and maximum participation in the arts in Westchester and the surrounding region. We are committed to offering programs that are characterized by artistic tradition, educational value, and a spirit of innovation. The RAC is run by a Board of Directors and employs a small staff in addition to teaching artists and musicians. Staff members are certified in CPR and first aid courses. In addition staff and teachers have passed background checks.

The RAC has an emergency action plan in place to ensure the safety of our students and visitors at all times. **Please note:** The RAC is not a preschool and is not licensed as a New York State Child Care Provider. We are not legally affiliated with Rye Presbyterian Nursery School, Christ Church Nursery School, or any other school.



About the Half Day for Half Pints (HDHP) Program

Class size is limited to 8 students, and children must be at least 3.5 years old by September 1, 2016. Each class is taught by a qualified instructor, and assisted by our HDHP Coordinator, Jeanette Rudolph, with additional support given by Music School and Outreach Director, Anne Fumasoli.

The RAC is required to keep its program duration less than three hours during the school year. We are unable to accommodate early drop-off or later pick-up times. It is possible, at times, that an adult volunteer will be with each class to maintain a low student to teacher ratio. Please be assured that all volunteers will be subject to the same background checks as they pertain to staff and instructors.

Instructors: Our instructors are experienced in early childhood education with backgrounds in art and music. Each class focuses on self-expression through art, music and movement activities. Jeanette Rudolph, Half Day for Half Pints Coordinator, works closely with the instructors to ensure that the needs of the students are met on an individual basis, and that the activities integrate as closely as possible with the core curriculum.

Educational Approach: In accordance with the New York State Prekindergarten Foundation for the Common Core, The Rye Arts Center incorporates activities that focus on the development of the child as a whole. Through social interaction, a positive environment, daily creative activities, and more, children will begin to have a deeper understanding of their world.

Art activities will make use of a broad range of media, such as watercolor, tempera, and pastels, and will be applied using a variety of techniques - all while exploring forms such as mixed media, collage, and more. Development of fine motor and observation skills are key to reaching early milestones, and creating art is a wonderful way to hone them.

Music and creative movement activities will give students a chance to express themselves in spontaneous and imaginative ways. Students will listen to and sing songs which relate to preschool curriculum, perform simple rhythms on percussion instruments and use music and movement to tell stories.



Schedule

Monday and Friday mornings: 9:15am -12:00 pm
Tuesday and Wednesday afternoons: 11:30am-2:15pm

Local Participating Nursery Schools

Rye Presbyterian Nursery School: Monday and Wednesday afternoons; Friday mornings
Christ Church Nursery School: Tuesday afternoons

Monday and Friday Mornings

9:15am: Parents drop off children at The RAC followed by classes and lunch.

11:45am: Classes end and parents pickup children not attending RPNS from The RAC. The RAC staff walk children to their local preschool.

Tuesday and Wednesday Afternoons

11:30am: The RAC staff arrives at participating nursery schools to pickup children from their classrooms. Staff walks children to The RAC. 11:45am: Parents drop off children not attending RPNS or CCNS at The RAC. Children eat lunch followed with classes. 2:15pm: Parents pick up children at The RAC.

*Note: As previously mentioned in this packet, The RAC is required to keep its program duration less than three hours during the school year. We are unable to accommodate early drop-off or later pick-up times.

The schedule for this program will follow The Rye City School District calendar. If school is not in session, there will not be a program on that day.

Weather and Illness

Weather: In case of inclement weather, we will follow The Rye City School District. If there is no school, there is no class at The RAC. If the Rye City School District is delayed, classes will begin at 9:45am. In the case of severe or threatening weather conditions occurring during class time, it will be at The RAC's discretion whether or not to continue holding class. Contact will be made with the nursery schools and parents accordingly. Our general guideline for "travel conditions" to and from The RAC is a cutoff of 32°. If there is a low wind chill, we will walk when temperatures are in the high 20s. Walking may be restricted in cases of high wind, heavy rain, thunderstorms and snow/icy conditions. If so, the nursery schools and parents will be contacted. Parents are encouraged to arrange carpooling if it is at their discretion not to have their child walk to and from nursery school due to weather conditions.

Illness: If your child is sick or will be late for class, please email Jeanette Rudolph or Anne Fumasoli or call us at 914-967-0700.

Changes in Drop Off/Pick Up of Your Child

Safety is our prime concern when we are with your children. The RAC must be notified in writing, by phone or email if there are any changes to the drop off/pick up of your child.

The RAC staff and instructors will be with the children at all times. When walking to and from either RPNS or CCNS we will be using a STOP SIGN and the children will hold on to a colored rope for crossing at designated crossing locations. Each child's nursery school teacher will sign The RAC pick up/drop-off log to confirm your child's departure and arrival to and from school.

Lunch & Food Safety

Children should pack a healthy lunch and must be able to feed themselves. We would be happy to reheat kid-friendly items like chicken nuggets or mac n' cheese. The Rye Arts Center has a water fountain and water cooler available, and we also are happy to supply water to your children. Although The Rye Arts Center is not a nut-free facility we do request that you pack a nut-free lunch due to some food allergies.



Backpacks, Clothing

Please pack rain gear when the weather requires it and bring hats and mittens when the months grow cold. Our staff will assist children when necessary with the task of putting on outerwear.

Is Your Child Ready For A Long Day?

Adding a morning or afternoon creative arts program to your child's school day is a perfect way to give them a much needed outlet for their creativity. This program could be right for your child if:

- Your child will be 3.5 years old by September 1, 2017.
- Your child is completely toilet trained and needs little or no assistance in the bathroom.
- Your child can follow simple directions within a group setting.
- Your child has some physical endurance (e.g. can walk without being carried, no longer needs a nap).
- Your child enjoys time away from their primary caregiver and is resilient (e.g. he or she likes to be with other children, usually separates easily to go play).

Registration and Fees

The fee schedule for the school year is as follows. Please note that some days have a different number of classes and therefore a different fee for the year. **You must be a member at the Family level or above for the entire school year to participate in this program.** Family membership at The Rye Arts Center is \$100.00 per year. *A non-refundable deposit of \$400 is required upon registration. There are no refunds for missed classes.

	Early Bird Discount				
Day	Deposit Due Upon Enrollment	Second Payment Due April 1	Third Payment Due August 1	Early Bird Total	Total Due if paying after August 1
Monday AM: 9:15am-12:00pm (31 classes)	\$400 non-refundable deposit	\$699	\$699	\$1,698	\$1,798
Tuesday PM: 11:30am-2:15pm (33 classes)	\$400 non-refundable deposit	\$757	\$757	\$1,814	\$1,914
Wednesday PM: 11:30am-2:15pm (34 classes)	\$400 non-refundable deposit	\$786	\$786	\$1,872	\$1972
Friday AM: 9:15am-12:00pm (30 classes)	\$400 non-refundable deposit	\$670	\$670	\$1,640	\$1,740

(An exact schedule with session dates for the year will be distributed when The Rye City School District calendar is finalized. Since the HDHP Program is driven by The Rye City School District calendar, the number of classes as well as fees may be adjusted accordingly.)

Registration for the 2017-2018 school year will open on January 15, 2017. Spots will be filled on a first come, first-serve basis. Further information is also available on our website: www.ryeartscenter.org.

A complete application will include the following five documents and a non-refundable deposit* (check payable to The Rye Arts Center):

- **Registration Form**
- **Medical and Emergency Contact Form**
- **Signed Consent/Contract Agreement**
- **A Copy of your Child's Immunization Record**
- **Proof of Your Child's Age (copy of birth certificate, copy of passport)**

*Please note that if you are registering for more than one day, you will need to place a deposit for each class you wish to enroll. If you are not selected for the program, your \$400 deposit will be refunded to you. You may cancel for a full refund less the \$400 non-refundable deposit if you notify the RAC in writing by August 1, 2017. Membership is non-refundable. No refunds will be available after August 1, 2017.



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REGISTRATION FORM

Child's Name _____ Date of Birth: _____

School and Teacher's Name/Class: _____

Primary Parent/Guardian Name: _____

Address: _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____ Email: _____

Parent/Guardian Two: _____

Address: _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____ Email: _____

Please note: All correspondence will go to the primary email address listed on this form.

Check class (es) you wish to enroll your child:

Check if your child is at a participating school:

____ Monday Mornings 9:15am - 12:00pm

____ RPNS

____ Tuesday Afternoons 11:30am-2:15pm

____ CCNS

____ Wednesday Afternoons 11:30am – 2:15pm

____ RPNS

____ Friday Mornings 9:15am – 12:00pm

____ RPNS



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EMERGENCY CONTACT/MEDICAL FORM

EMERGENCY CONTACT INFORMATION

Child's Name _____ Date of Birth: _____

First Emergency Contact Phone Numbers: (other than parent): _____

Second Emergency Contact Phone Numbers: (other than parent): _____

Pediatrician's Name _____ Phone Number _____

MEDICAL INFORMATION

Is your child subject to asthma, allergies, diet restrictions and limits on activities? Yes__No__

If YES, please explain:

Does your child have any medical conditions: Yes ____ No ____

If YES, please explain:

Does your child have any learning, emotional or behavioral challenges? Yes ____ No ____

If YES, please explain and let us know the best way to connect with your child and/or address the challenges:

Are there any other circumstances concerning your child that we should know about?



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PARENTAL CONSENT FORM

This letter confirms that I wish to enroll my child, _____, in The Rye Arts Center's 2016-17 "Half Day for Half Pints" Pre-K Creative Kids Program. As part of my child's enrollment in this program:

- I give The Rye Arts Center staff permission to walk my child to and/or from their preschool. I understand that my child will be crossing Milton Road under The Rye Arts Center's staff's supervision.
- I give my consent for The Rye Arts Center staff to pick my child up from his or her classroom or bring my child to his or her classroom on their enrolled program day(s).
- In a medical emergency, I give The Rye Arts Center staff permission to take my child to a hospital for examination and treatment of injuries and/or to receive other necessary care.
- I understand that the RAC will communicate with me in writing about my child's progress in the class. I understand that the RAC reserves the right to cancel this contract at any time if the staff finds that the program is not suitable for my child due to repeated, unacceptable behavior and that any refund will be at the RAC's discretion.
- I understand that my deposit is non-refundable and that I must make payment according to the fee schedule outlined in this packet. I understand that if I choose not to enroll in the program I must let The RAC know in writing by August 1, 2017. A full refund less the \$400 deposit and membership fee will be issued to me. I also understand that no refunds or cancellations are available after August 1, 2017.
- Photo/Video Policy: The Rye Arts Center retains the right to photograph any class, work, student or event and reproduce the images at its discretion without incurring obligations.

Please note: The Rye Arts Center is not a preschool and is not licensed as a New York State Child Care Provider. We are not legally affiliated with either Rye Presbyterian Nursery School or Christ Church Nursery School or any other school.

Parent's Signature _____ Date: _____