



**SUMMER CAMP GUIDE  
2014**

# **DOUGHERTY ARTS CENTER**



**NEW**

**THEATRE SUMMER CAMP @ ZILKER ELEMENTARY**  
**JUNE 16 TO AUGUST 1 FOR AGES 7-12**

**1110 Barton Springs Rd.  
Austin, TX 78704**

**[austintexas.gov/Dougherty](http://austintexas.gov/Dougherty)  
512-974-4000**

# DOUGHERTY **ARTS** CENTER

The Dougherty Arts Center is an award-winning Cultural Arts Center that offers a variety of visual, performing and digital arts experiences for a broad audience through its three programming components: Dougherty Arts Center Theater, the Julia C. Butridge Gallery and the Dougherty Arts School.

Over the years, the Dougherty Arts School has received awards from the National Recreation and Parks Association (NRPA), the Texas Recreation and Parks Society (TRAPS), the Austin Chronicle Readers Poll and Austin Family Magazine. In 2006, school staff received two ACE Awards for Creativity from the City of Austin. Recently, in celebration of July as Parks and Recreation month, Austin's Parks and Recreation Department received the national award for NRPA's 2011 Rock Your Park flash mob contest.

The Dougherty Arts Center received Nickelodeon's first annual 2008 Parent's award for Best Artsy Class in Austin for teens. The Dougherty also developed the nationally recognized outreach program Totally Cool, Totally Art.

The Butridge Gallery has received critical attention for its involvement in The Texas Biennial Project in Art in America, San Antonio Current, Glasstire and Dallas Arts Revue. In 2007, the Butridge Gallery was awarded Best Independent Project and Best Group Exhibition by the Austin Critics Table.

The Dougherty Arts Center Theater has hosted several award-winning companies including Second Youth Family Theater, The Gilbert and Sullivan Society of Austin, the Austin City Ballet, Teatro Vivo, Latino Comedy Project and more. The theater is available to new and emerging performance companies, as well as used by local movie companies and non-profits for film screenings, rehearsals and corporate meetings.

The Dougherty Arts Center was formerly the Naval and Marine Reserve Center, built in 1947. In 1978 the building was dedicated to the City of Austin and named for the late Mary Ireland Graves Dougherty, an active arts advocate.

## DOUGHERTY **ARTS** SCHOOL

The Dougherty Arts School is a community-based arts education organization focused on developing creativity in a multi-disciplinary environment.

The Dougherty Arts School's mission is to provide quality and multi-discipline arts educational programs for all ages through collaborations at all levels by teaching students to become future skilled workers, innovative leaders, and professional artists who make valued contributions to society.

We offer a range of programs for ages three years to senior adults with classes in drawing, painting, darkroom and digital photography, ceramics, jewelry and metals, textiles, artist development, digital design and animation, theater and more.

### Sign up early!

Classes have a minimum number of students needed for the class to make. If the minimum enrollment is not met, the class will be canceled two (2) business days before the first class. Classes are learning studios; therefore, use of studios for commercial production work is discouraged.

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# STAFF

## DAC Arts School Staff

Russell Wiseman,  
General Manager

Mary Ann Vaca-Lambert,  
Culture & Arts Education Supervisor

Guiniviere Webb,  
Culture & Arts Education Coordinator

Daphne Holland,  
Culture & Arts Education Specialist

Nancy Moore,  
Culture & Arts Education Specialist

Emily Emigh Nelson,  
Customer Service Registration Specialist

Lori Luce, School Registrar

## DAC Staff

Brenda Benton, Lead Receptionist

Jim McClurg, Maintenance

Norma Zapata, Lead Housekeeping

**Photos:** by DAC Staff unless otherwise indicated

You are invited to join the Friends of the Dougherty Arts Center (FODAC). We are a citizen's group who advocates and supports the DAC. Make a difference in Austin's arts world. Join FODAC today!

Email your interest to: [brenda.benton@austintexas.gov](mailto:brenda.benton@austintexas.gov)



The City of Austin is proud to comply with the Americans with Disabilities Act. If you require assistance for participation in our programs or use of our facilities, please call 512-974-4000.





# CREATIVITY CLUB PLAYHOUSE

## CREATIVITY CLUB PLAYHOUSE THEATRE SUMMER CAMP

provides a structured, yet artistically energized and rewarding experience for students. The goal of this year's programming is to explore theatre arts lessons and activities that integrate exciting topics, plus special events, guest artists and speakers, and student performances! Join the Dougherty Arts School this summer at your school's campus for a three week romp through an entire theatrical production from start to finish. Family and Friends are invited to view the final production.

Join in the fun this summer with the Dougherty Arts School's newest program, the Creativity Club Playhouse Summer Theatre Camp! The Creativity Club Playhouse Summer Theatre Camp is a unique way for participants to learn the nuts and bolts of Theatre and Performing Arts, including acting, creating costumes and props, stagecraft, directing, and more.

Our Theatre Camp is divided by age. Session One (BFA - Born For Acting) is created specifically for developing skills in Theatre including games, songs, movement, and more, for campers ages 7-8. Session Two (MFA - Made For Acting) will focus on developing additional dramatic skills utilizing an adaption of a Shakespearean work for campers ages 9-12.

Our Theatre Camp curriculum is aligned with the 40 Development Assets®, a recognized standard in youth programming. This approach encourages the development of key attributes in areas including Support, Empowerment, Boundaries, and Expectations by providing participants opportunities to exercise these qualities. Please visit [www.search-institute.org](http://www.search-institute.org) for more information.





# BFA- Born for Acting!

FOR AGES 7-8

40 Development Assets®

In this exciting camp, students will have the opportunity to develop the Internal Assets of Self-Esteem and Cultural Competence. Participants will learn what special talents they possess, learn about their own cultural identity, and will be encouraged to interact positively with children of different backgrounds.

Being able to participate in theatre can be a transformative experience for youth and their families. Theatre Arts helps to foster an exciting combination of commitment, imagination, collaboration, discipline, creativity and passion.

## SESSION 1: BORN FOR ACTING! CLOUDY WITH A CHANCE OF MEATBALLS

Reach for the stars! Learn all about theatre in this three week camp. You will have fun while exploring the fundamentals of the Dramatic Arts including movement, singing, and acting. Design your own props, create costumes, unleash your imagination through theatre games and active play, and put on a final performance for your friends and family!

**Note: Due to Building Maintenance, there will be no class week of June 30 - July 4**  
**June 16 – July 11      M – F      9AM to 5PM      \$648/3 weeks**



**EARLY STUDIO** M – F, 7:30AM to 9AM | \$99 per session    **LATE STUDIO** M – F, 5PM to 6PM | \$66 per session





# MFA- Made for Acting!

FOR AGES 9-12  
40 Development Assets®

Above all, Summer Camp is fun! Summer Camp is more than just a time when school has let out, it's when children get to experience a different side of themselves, while engaging in creative exploration, spending time with friends, and meeting new people.

Students in MFA Summer Playhouse will focus on the Internal Assets of Interpersonal Competence, including making friends and meeting new people, developing a sense of Personal Power, and increasing Self Esteem through a fun and rewarding camp experience.

## SESSION 2: MADE FOR ACTING! A MIDSUMMER'S NIGHT DREAM

Do you like being the center of attention? Or are you more comfortable behind the scene? Either way, this is your chance to get into the act! Learn what Shakespeare meant when he said "All the world's a stage." This exciting camp lets everyone be a star. You will participate in acting workshops, develop your stage presence and skills, design your own background and props, learn fun new theatre games, and put on a final show for your friends and family!

**July 14 – August 1**  
**June 16 – June 27**

**M – F**  
**M – F**

**9AM to 5PM**  
**9AM to 5PM**

**\$648/3 weeks**  
**\$648/3 weeks**



**EARLY STUDIO** M – F, 7:30AM to 9AM | \$99 per session **LATE STUDIO** M – F, 5PM to 6PM | \$66 per session



# SUMMER ARTS ADVENTURE

## COME JOIN OUR FUN AND CREATIVE CAMPS

where young artists discover their imagination through visual and performing arts! The goal of our camps is to provide an organized and accommodating environment where campers are encouraged to experiment and develop their own ideas with plenty of support from our staff of artists. Daily activities in our 2D/3D visual and performing arts classes reflect the session theme.

Student breaks include active play. Students should bring two (2) healthy snacks (AM, PM), a lunch, water, closed-toe shoes, and appropriate clothing.

**Ages: 5 – 6**

### SESSION 1: OUT OF THIS WORLD

Become an astronaut and plan an outer space adventure. Explore far off galaxies and meet aliens in this space adventure camp. This will inspire you to create fantastic new art and drama based on your vision of the universe. You will be investigating the planets, stars and nebulas through a wide variety of 2D and 3D materials. Come join the fun!

**June 16 – June 27**

**M – F 9AM to 5PM**

**\$432/2 weeks**

### SESSION 2: WILD THINGS

“Lions, tigers and bears! Oh my!” Start off your summer with a journey into the animal kingdom. Students learn about different animals big and small through a variety of performing and visual art projects. Check out the stripes, patterns and colors of the animal world through paint, clay, collage and through other new materials and techniques. Join us and be part of the Wild Friends Parade!

**June 30 – July 11**

**M – F 9AM to 5PM**

**\$389/2 weeks**

**No class on July 4**

### SESSION 3: EXPLORE ASIA

From the Great Wall to the Himalayas you will trek across the land on the other side of the world. Traditional arts from calligraphy to printmaking, the ancient use of Noh masks and traditional Indian miniatures are just a few of the things you could explore. A few of the countries we will visit may include: China, Japan, Korea, and Thailand.

**July 14 – July 25**

**M – F 9AM to 5PM**

**\$432/2 weeks**

### SESSION 4: MODERN MASTERS

Paint like Picasso, be a mime like Marcel Marceau, sculpt like Giacometti and practice being a silent movie star. You will look at many modern masters of the 20th and 21st Century and learn the techniques of these famous masters to develop your own unique style. We will experiment innovations in theatre of this era. Let's focus on these creative and visionary thinkers who changed the directions of art and performance.

**July 28 – August 8**

**M – F 9AM to 5PM**

**\$432/2 weeks**

**EARLY STUDIO** M – F, 7:30AM to 9AM | \$66 per session **LATE STUDIO** M – F, 5PM to 6PM | \$44 per session





# SUMMER STUDIO ART PLUS!

**BORN FOR ART! (BFA) AND MADE FOR ART! (MFA) SUMMER STUDIO** provides a structured, yet artistically energized and rewarding experience for students. The goal of this year's programming is to explore visual arts lessons and activities that integrate exciting subjects, plus special events, guest artists and speakers, and student portfolios!

MFA and BFA camp's daily activities reflect the session theme in 2D/3D visual arts, performance, and media arts classes held in the computer labs.

**BFA – BORN FOR ART!**

**Ages: 7 – 8**

**MFA – MADE FOR ART!**

**Ages: 9 – 12**

## SESSION 1: GAME ON!

Are you into games? From the time of Senet, the oldest known board game in ancient Egypt to now, learn about the history of games. Use photography, clay, paint, sculpture, multimedia, performance, and more to create your own characters, design your own worlds, and construct your own quest. Finally, you get to make the rules!

**June 16 – June 27**

**M – F 9AM to 5PM**

**\$432/2 weeks**

## SESSION 2: MAKERSPACE

Learn all about the “Maker” movement. Get ready for an exciting exploration of how art and technology go hand in hand in the 21st century. Explore remixing, repurposing and upcycling, and learn how to DIY! Get hands on with recycled materials, be theatrical with how you share your ideas, learn new tools, and hold a mini Maker-Faire.

**June 30 – July 11**

**M – F 9AM to 5PM**

**\$389/2 weeks**

**No class on July 4**

## SESSION 3: GET FURREAL

Find out fabulous facts about your favorite furry creatures. Take a walk on the wild side while working with watercolor. Quell your curiosity about clay, collage, chalk, cameras, color theory and more. Feed your need for art and become the leader of the pack in producing paintings, posters, portraits, performances and more. See you soon raccoon!

**July 14 – July 25**

**M – F 9 AM to 5 PM**

**\$432/2 weeks**

## SESSION 4: DESTINATION: PLANET AUSTIN

Become an art citizen! Explore the different types of art that Austin has to offer. From guerrilla art to art in public places, Austin has never been shy about its love of the strange, the new, and the now. Make your own stamp on Austin while you explore painting, printmaking, drawing, clay, sculpture, fashion and theatre. Help keep Austin weird with your unique style!

**July 28 – August 8**

**M – F 9 AM to 5 PM**

**\$432/2 weeks**

**EARLY STUDIO** M – F, 7:30AM to 9AM | \$66 per session **LATE STUDIO** M – F, 5PM to 6PM | \$44 per session

# SUMMER CAMP 2014 REGISTRATION PROCEDURES

## SUMMER CAMP PRE-REGISTRATION LOTTERY FOR AUSTIN RESIDENTS AND NON-AUSTIN RESIDENTS

### SUMMER CAMP WALK-IN REGISTRATION

To better serve the growing number of parents enrolling their children in summer camps, the Dougherty Arts Center is offering a Pre-registration Lottery for 2014 Summer Camp, in advance of the regular Walk-in Registration. A lottery is the most convenient way to register and the most equitable way of making our camps available to the greatest number of interested participants. New this year, the Parks and Recreation Department will give Austin residents priority access to register for programs. The Pre-registration Lottery allows both Austin residents and non-Austin residents to participate in the same open lottery period.

Pre-registration is a lottery, meaning it does not matter when you submit your registration form within the open lottery period. There is no need to stand in line early in the morning to turn in a registration form, and no payment is required to participate in the lottery. Simply complete your registration form and submit it to the Dougherty Arts School office any time between December 16, 2013 and January 7, 2014, and your registration will be entered into the lottery. The lottery will be run to place City of Austin residents into camps first, followed by non-Austin residents. Participants who are offered a space in a camp will have until February 5th to secure their space with a \$35 deposit for each session. Waiting list calls begin February 6th.

The Parks and Recreation Department will begin Summer Camp Walk-in Registration for City of Austin residents on Saturday, February 22, 2014. The Dougherty Arts Center will be open on February 22nd from 10:00 am until 12:00 noon. Summer Camp Walk-in Registration for non-Austin residents will begin at 10:00 am on Monday, March 10, 2014. Registration continues during normal business hours until camp begins.

#### REGISTRATION DATES:

##### **DECEMBER 16, 2013**

*Summer Camp pre-registration lottery opens for Austin residents and non-Austin residents*

##### **JANUARY 7, 2014**

*Summer Camp pre-registration lottery closes*

##### **JANUARY 21, 2014**

*Summer Camp pre-registration lottery results sent*

##### **FEBRUARY 5, 2014**

*Summer Camp deposits from lottery due*

##### **FEBRUARY 22, 2014**

**10:00 am – 12 Noon**

*Summer Camp walk-in registration begins for Austin residents*

##### **March 10, 2014**

**10:00 am**

*Summer Camp walk-in registration begins for non-Austin residents*

**Registration continues during normal business hours until camp begins.**

#### CONTACT INFORMATION:

Dougherty Arts School Registration Office  
1110 Barton Springs Rd.  
Austin, TX 78704  
512-974-4040

Monday – Thursday	9:00 am to 6:00 pm
Friday	9:00 am to 5:30 pm

#### **WWW.AUSTINTEXAS.GOV/DOUGHERTY**

#### **TO VIEW ALL PARKS AND RECREATION DEPARTMENT CLASSES AND CAMPS:**

**WWW.AUSTINTEXAS.GOV/PARKS**

Select the picture for Class Registration  
To browse, search Camps  
Browse all camps, or search by location, such as  
Dougherty Arts School  
**Online registration is not yet available**



# SUMMER CAMP REGISTRATION FAQ

## **How do I participate in the lottery?**

Complete a registration form (waiver and camp selection) with the desired camp sessions for each student. The registration office staff are available to assist you with the forms Monday – Friday 10:00am through 5:30pm. Submit the registration form to the office between December 16 and January 7. You will receive a receipt confirming your entry into the lottery.

## **How is the lottery run and how will I know if I got a space in camp?**

The lottery is generated through an automated process in our specialized software that sorts all the registrants in a random order, not in the order received. The software will produce a roster of registrants who are offered a space in the camp and the registrants placed on the waiting list. The lottery will be run to place City of Austin residents into camps first, then non-Austin residents. Each registrant will receive an email on January 21st notifying them of their status after the lottery. If you don't have an email address, the notice will be sent by mail.

## **If I get a space in a camp, how long will the space be held and how do I secure it?**

If you are offered a space in a camp from the lottery, secure it by paying a \$35 deposit by cash, check or credit card to the School registration office by February 5th. The balance is due two weeks prior to the start date of the session. If you don't want the space in camp, call us to decline the space. If you let the February 5th deadline expire without making the deposit payment, we will remove the student from the roster and offer the space to the first student on the waiting list. Please check your email January 22nd for the lottery results.

## **What happens if I don't get into a session of camp?**

If there are more lottery participants than available spaces, the software will produce a waiting list in random order. Each person on the waiting list will receive an email notifying them of their status after the lottery, including their number on the waiting list. There is no fee to be on the waiting list. If a participant drops a camp, that space will be offered to the first person on the waiting list. If you are offered a space in camp from the waiting list, we will notify you of the deadline to secure the space with the \$35 deposit. If you let the deadline expire without making the deposit payment, we will remove the student from the roster and offer the space to the next student on the waiting list.

## **If I make an ADA Accommodation request, do I have to wait to speak with staff before registering my child?**

No. Please enroll in the lottery or walk-in registration as usual. Indicate on the waiver that you are making an accommodation request. We also appreciate a call to the school office, so that we can expedite your request.

## **Can I make multiple camp selections or request first and second choices?**

Register for all the sessions of camp that you are interested in. It is not possible to process a first, second, third, choice. If you register for the camp, you will be entered in the lottery for that session.

## **Can I arrange for my siblings or friends to be in the same camp?**

A lottery is the most fair way of making our camps available to the greatest number of interested participants, regardless of their availability to attend a walk-in registration. Because the lottery sorts the registrants randomly, it is not possible to guarantee that siblings or friends will each be offered a space in the camp. If a sibling or friend is placed on a waiting list, they may be offered a spot in the camp at a later date.

## **What if my plans change and I can't attend the camp?**

We will issue a full refund, minus the \$35 non-refundable deposit with up to seven days notice before the start of the camp. No refunds will be issued within seven days of the start of the camp.

## **How can I register for camp if I miss the lottery?**

Walk-in registration for Austin residents begins Saturday, February 22nd from 10:00am to 12:00 noon at the Dougherty Arts Center. Walk-in registration for non-Austin residents begins at 10:00am on March 10. Registration continues during normal office hours until the start of camp. All registrations beginning February 22nd will be processed in the order received. Registrations are also accepted by telephone if using a credit card at 512-974-4040.

## **How do I know if I am an Austin resident or a non-Austin resident?**

The registration office can provide a list of zip codes used to determine residency for the purposes of Parks and Recreation Department program registration.

## **Will you 'hold' spots for the Walk-in registration?**

No. The lottery will be run based on all available spots in each session of camp. Walk-in registration will be available for remaining spots in camp.

# ENROLLMENT POLICIES & PROCEDURES

## REGISTRATION

### When can I register?

Registration dates are located on the back cover of the brochure, on the Dougherty Arts School website <http://www.austintexas.gov/department/dougherty-arts-school>, and are also available from staff in the registration office. Each participant must complete a registration form (front and back), available on the Dougherty Arts School website.

For the Pre-registration Lottery, simply complete a registration form (waiver and camp selection) with the desired camp sessions for each student. The registration office staff are available to assist you with the forms Monday – Friday 10:00am through 5:30pm. Submit the registration form to the office between December 16 and January 7. You will receive a receipt confirming your entry into the lottery. Please check your email January 22nd for the lottery results.

The Parks and Recreation Department will begin Summer Camp Walk-in Registration for City of Austin residents on Saturday, February 22, 2014. The Dougherty Arts Center will be open on February 22nd from 10:00 am until 12:00 noon. Summer Camp Walk-in Registration for non-Austin residents will begin at 10:00 am on Monday, March 10, 2014. Registration continues during normal business hours until camp begins. Registrations will be accepted in person at the Dougherty Arts School or by telephone. No registrations will be accepted prior to 9AM on the first day of each registration date (refer to registration dates prior to submittal). Registrations received prior to 9AM on the first day of registration will be returned without being processed.

## PAYMENT

### Youth Programs

- **Summer Camp** payment or deposit for the Pre-registration lottery is due February 5, 2014, or you may provide your credit card number in the Auto-payment section below. Do not send checks during the lottery period. Payment information will be sent with the results of the lottery. Payment or deposit is due at the time of registration during the regular camp registration period beginning February 22 (Austin residents) at 9AM and March 10 (non-Austin residents) at 9AM. If you let the February 5th deadline expire without making the deposit payment, we will remove the student from the roster and offer the space to the first student on the waiting list. If you elect to pay a non-refundable \$35 deposit for each camp, then the remaining balance for each camp is due two weeks prior to the first day of camp. All unpaid participants will be dropped from the roster.
- **Youth Late Pick-up Fees:** Program hours are exact class times. Students may be dropped off no more than ten minutes before the start of class or camp. If you arrive prior to this, you must wait with your child until the drop-off time when classrooms open. Pick up time is promptly at the end of class (you may pick up your child earlier, if you like). Late fees begin accruing as soon as the class ends. The late pick-up fee is \$5 for the first 15 minutes past the end of class and \$5 for each 5 minute interval thereafter. Early and Late Studios are offered for some programs (ages 5 and older) for an additional fee. Late fees apply to the Late Studios as well. Please help ensure the safety of your child by dropping off and picking up within program hours.

## REFUND

### Cancellation / Refunds

**Program attendance is the responsibility of the participant.** Failure to attend a class does not entitle a participant to a transfer, make-up, prorate or refund. Substitutions, including family members, are not permitted. Registration fees are refundable in full only if the Arts School has cancelled the class. Registrations cancelled at least 7 days prior to the first day of class may be issued a refund, minus a \$35 non-refundable deposit. If the receipt amount is \$35 or less, the refund will be half of the class fee. **No refunds are issued for registrations that are cancelled without 7 days advanced notice of the first class day.** Refunds are issued to the charging credit card, by check from the City of Austin (please allow 4 - 6 weeks for processing) or you may apply the credit to your account, which may be used by any immediate family member for any program offered at the Dougherty Arts School for up to one year of the date placed on the account. Please note that refunds under \$10 will only be made to the charging credit card or to credit your account. We are sorry that we are unable to process refund checks under \$10 at this time. There is a \$25 cash fee on all returned checks.

### Transfers

A transfer requires a cancellation and re-registration into another class. All procedures listed for cancellations apply to transfers. Failure to attend a class does not entitle a participant to a transfer, make-up, prorate or refund. Substitutions, including family members, are not permitted. If the Dougherty Arts School cancels a class due to low enrollment and you wish to transfer to another class you will not have to pay the \$35 non-refundable deposit.

### Minimum Enrollment

Each class needs a minimum number of students to enroll before the class can "make". **If the minimum enrollment has not been met 2 business days before the class begins, the class will be cancelled.** All students who enrolled in the class will be notified by telephone, and may transfer to a different class or be issued a refund (see refund procedure). We encourage all students to enroll as soon as registration begins. Class receipts confirming processed registrations will be emailed with a copy of the Dougherty refund policy. Please check your phone messages in case a class is cancelled after the payment receipt has been sent.

### Waiting Lists

One way to deliver quality service is by limiting the class size to provide a good student/teacher ratio. If a class has reached the maximum limit, names are placed on a waiting list and students are called in order received as openings become available. Students will be notified by telephone if the class is full and has a waiting list.

## SAFETY

### Accessibility Accommodations Requests

The City of Austin is committed to compliance with the Americans with Disabilities Act. **If you require special assistance for participation in our programs or use of our facilities, please call 512-974-4040.**

Individuals with disabilities are encouraged to participate in the City of Austin, Parks and Recreation Department Programs. Special



# ENROLLMENT POLICIES & PROCEDURES

accommodations can be requested to facilitate your participation and inclusion in these programs. Please request an accommodation upon enrollment. Requests for reasonable accommodation will be reviewed and determined on an individual basis. Please allow 2 weeks in which to schedule the accommodation interview prior to the program start date. If you have questions for the Inclusion Office prior to the interview date, please call 512-974-3914.

## Emergency Cancellation / Bad Weather Closures

If a class is unexpectedly cancelled due to an emergency, every effort is made to call students and reschedule the class. In addition, a sign is posted on the classroom door. Typically, the class meeting is made up the week following the last day of class. The Dougherty Arts Center observes all emergency closures, including weather closures, for youth and adult classes. **The City Manager determines when facilities close due to weather conditions.** Please stay tuned to your local weather station for updates on city facility closures.

## Arts Center / Video Policy

The Parks and Recreation Department regularly takes photos of participants in our classes, special events and other activities. Photos are for Department use and may appear in presentations, brochures, fliers, public service announcements and other media uses. Please see the Photo Release Waiver section on the Registration Form.

## Safety & Fire Drills

The Parks and Recreation Department conducts random fire drills. We appreciate your participation in making safety our first concern.

## YOUTH FORMS

### Participant Waivers

Waivers for students under the age of 18 must be completed and signed by the parent or guardian before the student can attend class or camp.

This Registration/Participant Waiver form includes:

- Emergency Contacts
- Medical Information
- Accessibility Accommodation Requests
- Privacy Policy
- Photo/Video Release Waiver
- Release of Liability

Credit card registrations by telephone will hold your spot in the class or camp for seven [7] days until the waiver is returned. Registration for classes that start within 7 days must include the waiver with the registration, or may be hand-delivered or faxed by the end of the day. Children cannot participate in City of Austin programs until waivers are completed, signed, initialed and received in the registration office.

### Medication Permission

If a child is taking a prescription or non-prescription medication during program hours, a "Permission to Give Medication" form must be completed at the Dougherty Arts School office. Every effort should be made by the parent/guardian to administer medication prior to or after program hours. If this is not possible, then the Arts School staff will administer medication according to the information on the "Permission to Give Medication" form. The Arts School staff will only accept no more than one-week supply of medication for

a participant. Do not send the complete bottle of liquid, tablets or powder. The medication must be provided in the original container with the following information: child's name, type of medication, time to be given and other specific instructions (ask the pharmacy for an additional container with instructions). Staff may not administer medication that is not in its original container or past the expiration date on the container. Staff will not administer injections.

## Child Placement Policy

Students are placed in camps and classes according to their age, determined by birth date. If the student's birth date falls during a program session, they may enroll in either the younger or older camp. Camp or class size must conform to the City of Austin Childcare Safety Ordinance No. 20130822-121 and the Dougherty Arts School's teacher-to-student ratios. If you would like your child to be placed in a different camp or class than assigned, please request this in writing by submitting a Class Request form. However, placement is not guaranteed and all requests must be submitted 7 days prior to the first day of camp or class. Please contact 512-974-4040 for a copy of the form.

## Friend Requests

Students enrolled in the same camp or class might not be placed in the same group depending upon the total number of enrolled participants. Group lists are made one week prior to the first day of camp or class following the guidelines of the Child Placement Policy. To ensure that two friends are placed in the same group, both parents must request this in writing by submitting the Youth Friend Request form at least 7 days prior to the first day of camp or class. Placement is not guaranteed. Please contact 512-974-4040 for a copy of the form.

## YOUTH PROGRAM SPECIFICS

### Childcare Standards Ordinance

Children's programs / activities supervised by the Austin Parks and Recreation Department and requiring enrollment / registration in order to participate are not licensed by the state; but follow local standards of care as adopted in the City of Austin Ordinance No. 20130822-121. A copy of the ordinance is available at each site.

### Enrollment Criteria

Students must be potty-trained prior to enrollment and have the maturity level to work in a classroom setting. Students and parents must follow the City of Austin and Dougherty Arts School policies regarding safety, discipline, enrollment and programming which are printed in the City of Austin Local Standards of Care, registration materials and parent guides. Enrollment is secured with full payment for the class. If payment is not received by the due date, the spot will be offered to another child on the waiting list.

### Parent's Handbook

Youth Programs provide a Parent's Handbook for each program (Summer Camp, Afterschool and Preschool). Parents are asked to review the program information about our safety and discipline guidelines before their child arrives for class or camp at the Dougherty Arts School.

### Sign-In and Out Permission

For youth programs, the parent/guardian is required to enter the building each day at the beginning and ending of the program to sign a check-in and check-out list. Please be prepared to show identification to our staff.

**A. Youth Waiver** (please fully complete waiver with a pen):

**Participant Name:** \_\_\_\_\_  
**Birthdate:** \_\_\_\_\_ **Age:** \_\_\_\_\_ **Gender:** ☐ Male ☐ Female

**B.** Completion required by all participants. Primary and Secondary must reside at same Household address. If not, complete box D

**Household Mailing Address:** \_\_\_\_\_  
**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_  
**Household Home Phone:** (\_\_\_\_) \_\_\_\_\_  
**Household Primary Name:** \_\_\_\_\_  
**Birthdate:** \_\_\_\_\_ **Gender:** ☐ Male ☐ Female **Email:** \_\_\_\_\_  
**Primary Cell Phone:** (\_\_\_\_) \_\_\_\_\_ **Provider:** \_\_\_\_\_ **Primary Work Phone:** (\_\_\_\_) \_\_\_\_\_  
**Household Secondary Name:** \_\_\_\_\_  
**Birthdate:** \_\_\_\_\_ **Gender:** ☐ Male ☐ Female **Email:** \_\_\_\_\_  
**Secondary Cell Phone:** (\_\_\_\_) \_\_\_\_\_ **Provider:** \_\_\_\_\_ **Secondary Work Phone:** (\_\_\_\_) \_\_\_\_\_

**C.** Completion required by all participants. List any Emergency Contacts other than Household members listed above.

Emergency Contact Name:	Relation:	Home Phone:	Work Phone:	Cell Phone:	Allowed to Pick Up?
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No

**D.** Only complete this box if a Youth Participant resides within two separate Households.

**Household Mailing Address:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_  
**City:** \_\_\_\_\_  
**Household Home Phone:** (\_\_\_\_) \_\_\_\_\_  
**Household Primary Name:** \_\_\_\_\_  
**Birthdate:** \_\_\_\_\_ **Gender:** ☐ Male ☐ Female **Email:** \_\_\_\_\_  
**Primary Cell Phone:** (\_\_\_\_) \_\_\_\_\_ **Provider:** \_\_\_\_\_ **Primary Work Phone:** (\_\_\_\_) \_\_\_\_\_  
**Household Secondary Name:** \_\_\_\_\_  
**Birthdate:** \_\_\_\_\_ **Gender:** ☐ Male ☐ Female **Email:** \_\_\_\_\_  
**Secondary Cell Phone:** (\_\_\_\_) \_\_\_\_\_ **Provider:** \_\_\_\_\_ **Secondary Work Phone:** (\_\_\_\_) \_\_\_\_\_



**Program Registration and Waiver Form**  
Dougherty Arts School  
1110 Barton Springs Road  
Austin, Texas 78704  
Phone: 512-974-4040 Fax: 512-974-4039

**E.** Completion required by all participants.

**Medical Care Information**

1. Any known allergies to food/drugs, insect stings, poison ivy/other plants, etc.? {Yes \_\_\_\_\_} {No \_\_\_\_\_} Please Specify: \_\_\_\_\_
2. Any known existing illnesses? {Yes \_\_\_\_\_} {No \_\_\_\_\_} Please Specify: \_\_\_\_\_
3. Please list any physical condition that could restrict activities or have a need requiring special care in order to participate in program/activity. \_\_\_\_\_
4. **For Youth & Children Only:** Does Participant require prescription medication during program hours? Program must exceed 1 hour. {Yes \_\_\_\_\_} {No \_\_\_\_\_} If yes, please complete a Medication Authorization form.

**Personal Information Privacy Policy**

We collect personally identifiable information, like names, postal addresses, email addresses, etc., when voluntarily submitted by our visitors. The information you provide is used to fulfill your specific request. This information is only used to fulfill your specific request, unless you give us permission to use it in another manner, for example to add you to one of our mailing lists. {email opt out? \_\_\_\_\_}

**Image Release Waiver**

I hereby consent to allow usage of photographs and video taken during this program and at our sites for publicity purposes in printed materials, and on our website. Photographs remain the property of the City of Austin Parks and Recreation Department. If you do not want to allow photos or videos, then please initial. {opt out? \_\_\_\_\_}

**Accessibility Accommodation Request**

The City of Austin is proud to comply with the Americans with Disabilities Act. If you require assistance for participation in our programs or use of our facilities, please call 512.974.3910. Do you require accommodations? {Yes \_\_\_\_\_} {No \_\_\_\_\_} {Optional}

**Standards of Care Notification**

Children's programs/activities supervised by Parks and Recreation Department and requiring enrollment/registration in order to participate are not licensed by the state, but follow standards of care adopted in the City of Austin Ordinance No. 20130822-121. A copy is available and posted at each site.

**Release of Liability**

In consideration of participant being allowed to participate in the registered class(es) or program(s), the undersigned hereby releases the City, its employees and agents, from any action, claim or demand for personal injury or property loss arising from or due to any negligent act or omission of the City, its agents or employees. This release shall have no effect with regard to damages caused by the City's gross negligence. In the event the City or a volunteer provides transportation for the registered participant, this waiver and release shall extend to and release the City employee driver from any and all liability. Permission is given for any emergency medical treatment, operation or anesthesia which might become necessary. I agree to be responsible for the expense of medical treatment or service.

Please Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



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**Method of Payment** (payment required at time of registration)

☐ **Cash** (please bring exact amount)      ☐ **Check** (make payable to Dougherty Arts School)      ☐ **Credit Card** (complete info below)

Child Weight:

☐ Visa    ☐ MC    ☐ AMEX    ☐ DISC    Card Expiration Date: \_\_\_\_\_    Card Verification Code: \_\_\_\_\_

**Cardholder Signature:** \_\_\_\_\_

**Mailing Address and Billing Address Same?**    ☐ Yes    ☐ No    (if no, please provide that address)

**Young Program Only** *Parents may select the auto-payment plan, which authorizes our office to automatically charge your*

☐ Yes ☐ No (if no, please provide that address)

**Youth Program Only** Parents may select the auto-payment plan, which authorizes our office to automatically charge your credit card on the program payment due date.

☐ Auto-Payment Authorization \_\_\_\_\_ (today's date)      ☐ Cancel Auto-Payment Authorization \_\_\_\_\_ (today's date)

☐ Cancel Auto-Payment Authorization \_\_\_\_\_ (today's date)

Registration Function Class / Camp / Activity Title	Times AM/PM?	Class Dates	Class Fee	*Camp Deposit (see below)	Office Use Only Amount Paid Today	Cash / Check Number / CC ID & Auth Receipt Number	Date/Time Staff Initials
	AM PM		\$	\$	\$		
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## DOUGHERTY **ARTS** CENTER

1110 Barton Springs Road  
Austin, TX 78704

**Arts Center**                    **512-974-4000**  
**Center Fax**                   **512-974-4005**  
**Arts School**                 **512-974-4040**  
**School Fax**                 **512-974-4039**

### **Center Hours:**

Monday—Thursday	10 AM — 9 PM
Friday	10 AM — 5:30 PM
Saturday	10 AM — 2 PM
Sunday	Closed

### **School Registration Office Hours:**

Monday—Thursday	9 AM — 6 PM
Friday	9 AM — 5:30 PM
Saturday & Sunday	Closed

### **Austin Parks and Recreation Mission Statement**

The purpose of the Parks and Recreation Department is to provide, protect and preserve a park system that promotes quality recreational, cultural and outdoor experiences for the Austin community.

## AUSTIN PARKS AND RECREATION

### **Mayor and City Council**

Lee Leffingwell, Mayor  
Sheryl Cole, Mayor Pro Tem  
Chris Riley, Place 1  
Mike Martinez, Place 2  
Kathie Tovo, Place 3  
Laura Morrison, Place 4  
Bill Spelman, Place 5

### **City Manager**

Marc Ott, City Manager  
Michael McDonald, Deputy City Manager  
Rey Arellano, Assistant City Manager  
Bert Lumbreras, Assistant City Manager  
Robert Goode, Assistant City Manager  
Sue Edwards, Assistant City Manager  
Anthony Snipes, Assistant City Manager  
Ray Baray, Acting Chief of Staff

### **Parks and Recreation Department**

Sara L. Hensley, CPRP, Director  
Kimberly A. McNeeley, Assistant Director  
Jesse Vargas, Assistant Director  
Cora D. Wright, Assistant Director

### **Parks and Recreation Board**

Jane Rivera, Chair  
Jeff Francell, Vice Chair  
William Abell, Board Member  
Susana Almanza, Board Member  
Dale Glover, Board Member  
Lynn Osgood, Board Member  
Susan Roth, Board Member

### **History, Arts & Nature Division**

Laura Esparza, Division Manager

Join our mailing list by visiting us at [www.austintexas.gov/Dougherty](http://www.austintexas.gov/Dougherty)