

NURSERY SCHOOL OF THE NYACKS AFTERNOON ARTS AT CREATIVE ARTS WORKSHOP

Assisting in self-discovery, self-growth, cultural appreciation, and creativity



**OUR CHILDREN
THRIVE AT NURSERY
SCHOOL OF THE NYACKS
AFTERNOON ARTS AT
CAW**

**FAMILY HANDBOOK
2025**



Nursery School of the Nyack's Afternoon Arts Program at CAW

Family Handbook

Welcome to Afternoon Arts at Creative Arts Workshop!

We are thrilled to welcome you and your child to our arts-based program designed for our 3, 4, and 5-year-old friends. Afternoon Arts has been thoughtfully developed to create an engaging and fun environment where children can create, explore, and play. This handbook will provide you with all the essential information to ensure a smooth and enriching experience for your family.





Program Overview:

- Program Name: Afternoon Arts at Creative Arts Workshop (CAW)
- Ages: 3, 4, and 5-year-olds
- Schedule: Monday to Friday, 12:00 PM - 3:00 PM
- Arts & play based programming
- Sliding scale and scholarship available
- Choose 2, 3, or 5 day options for Fall, Winter and Spring sessions
- Summer program operates by weekly enrollment with a 2, 3, or 5 day option. Afternoon Passes available when seats are open.
- Program follows the Nyack Public Schools Holiday/Day off Schedule





Daily Schedule:

1. Arrival & Community Lunch (12:00 PM)

- Children enrolled in day programming at Nursery School of Nyack (NSN) will be escorted to CAW by their teachers.
- Upon arrival, we begin with a community lunch where children can relax, connect, and refuel.

2. Circle Activity

- After lunch, we gather for a circle activity inspired by theatre and meditative techniques. This time encourages connection, listening, and imaginative play, setting a positive tone for the afternoon.

3. Story Time

- Each day, we read a carefully selected book that aligns with our values of kindness, friendship, togetherness, creative thinking, problem-solving, and biographical storytelling.

4. Creative Activity

- The story leads directly into our afternoon activity, which may include crafting, art, culinary arts, or sculpture. These hands-on projects inspire creativity and allow children to express themselves in a variety of mediums.

5. Studio Clean-Up

- After completing our projects, we work together to clean up our studio space, fostering a sense of responsibility and teamwork.

6. Snack & Playtime (2:30 PM)

- We conclude the afternoon with a snack and unstructured playtime, allowing children to wind down and socialize before heading home.

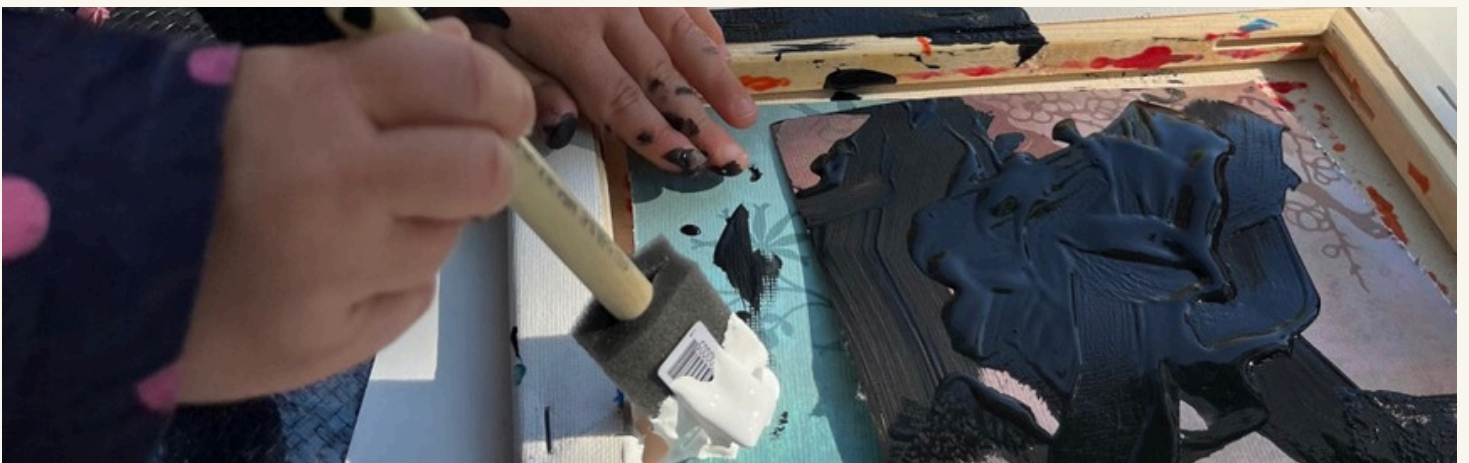
7. Dismissal (3:00 PM)

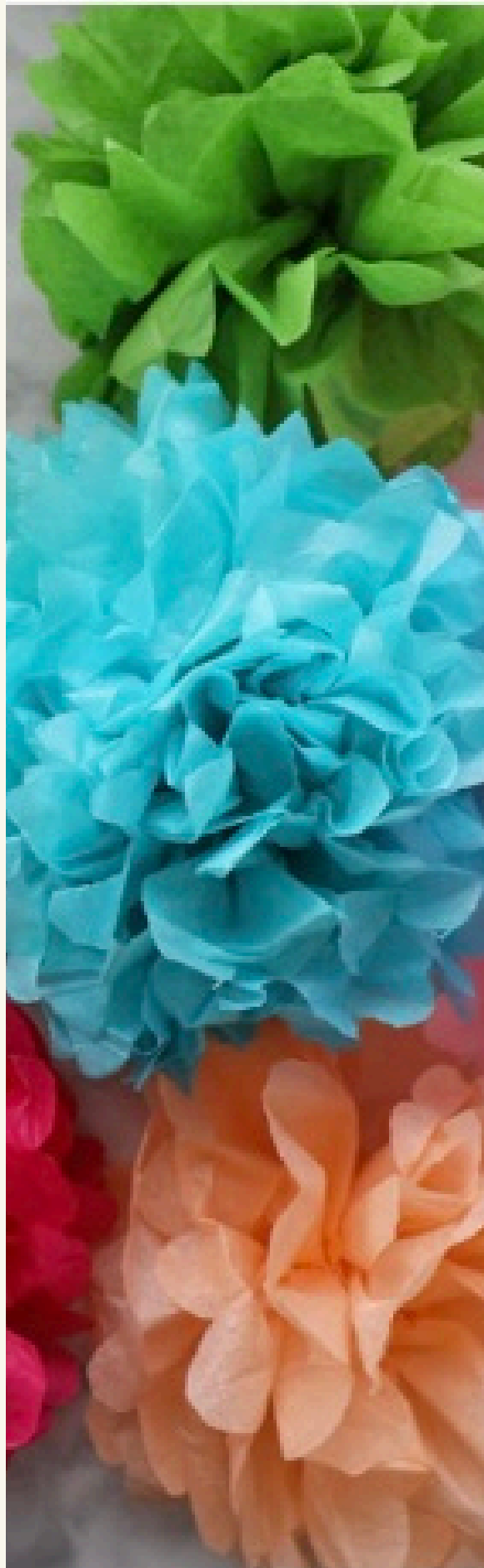
- Children are picked up promptly at 3:00 PM. Please ensure timely arrival for pick-up.



Program Values:

- Creativity: Encouraging self-expression through various art forms.
- Connection: Building friendships and fostering a sense of community.
- Exploration: Inspiring curiosity and discovery through thematic activities.
- Kindness: Promoting empathy, respect, and understanding.
- Responsibility: Teaching care for our shared spaces and materials.





MEDICAL INCIDENT/ACCIDENTS

Medical Compliance:

Medication: CAW staff *cannot* give any medication to any child. If a child requires daily medication, CAW team can set a timer and alert the child when it is time to take their medication.

Epipen: CAW staff will have 1 trained CPR/AED members on-site to administer epipen if needed in emergency.

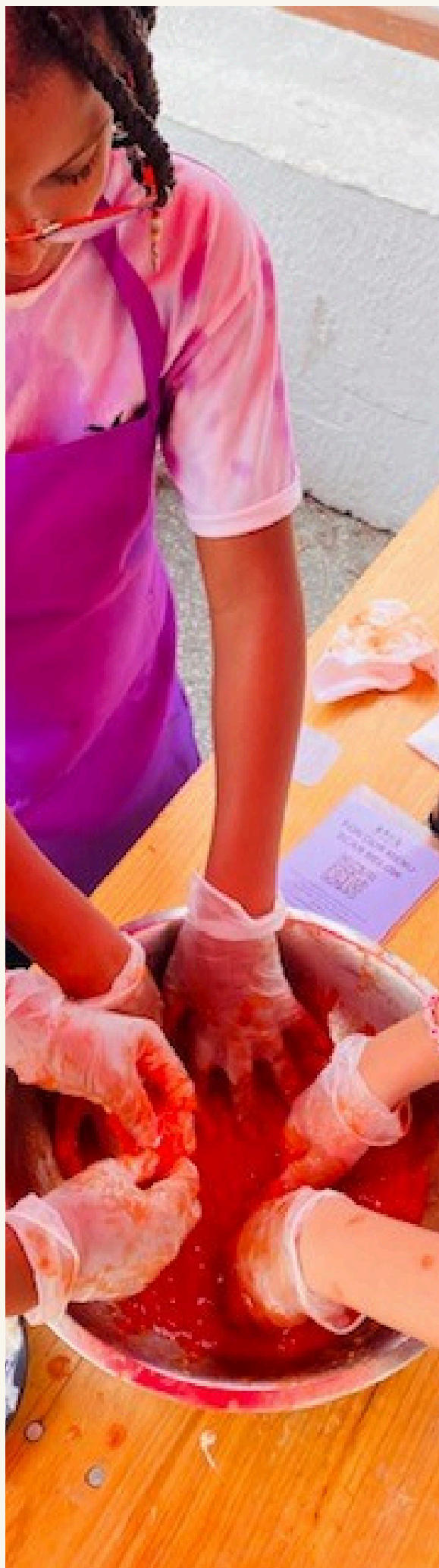
Reports: Parents will be contacted if there is any accident or incident that calls for attention. I.e. fighting, cuts, scrapes, bruises, falls, bangs. CAW staff member will write an incident/accident report for each case which will be emailed to the family.

Staff Ratio: 1:4

Registration: CAW will handle all registration, forms, documents, and compliance.

Documents: CAW will have a copy of each participant safety form and staff emergency form onsite and a copy at CAW office.

Complete CAW safety plan can be found at www.arts-workshop.com



PICK UP AND DROP OFF

ATTENDANCE & SICKNESS

Pick-up Policies and Procedures

Only names on the emergency contact roster will be able to sign out a child. If you are sending an adult who is not on your emergency contact roster, please let CAW know in advance.

Drop-off: 12:pm-12:15pm

Pick-up: 3:00pm

Running late? Please call or text 845.535.9966 to alert us.

Need an early pick up? Please call or text 845.535.9966 to alert us of an early pick up.

Emergency Contact Information:

If your phone numbers or Emergency Contacts change please contact the office ASAP to update your contact roster.

Attendance and Sickness

Please email info@arts-workshop.com to alert us of any absences.

If a participant is ill with a fever, please stay home.

If a participant becomes ill during the day, their adult will be notified and the child can wait in a calm space until pick up is arranged.

We cannot administer medication to any child.

Masks are not required at the workshop.



EMERGENCY CANCELLATIONS

Emergency Cancellations

Please be advised that CAW is subject to daily cancellations without notice. In case of a weather emergency, such as a snow storm, severe heat wave, or an emergency, such as a black-out, CAW may be cancelled. We will make every effort to contact parents as early as possible.

If a severe weather pattern occurs midday, we may send an alert for early pickup.

Safety for the children and staff is the most important factor.

You can always email us or text 845.535.9966 if you are concerned.



Our Staff:

Our team is a collective of professional teachers and teaching artists with extensive experience in schools, early childhood education, and a wide array of artistic disciplines. Each staff member brings a unique background and diverse perspective, enriching our program with their passion for the arts and commitment to fostering creativity in young learners. You can visit our website to see and learn more about our team.

Direct Team Contact Information:

NSN:

Violet Ingersoll: Lead Teacher

violet@nurseryschoolofthenyacks.org

Rachel Skelly: Lead Teacher

rachel@nurseryschoolofthenyacks.org

Creative Arts Workshop

Joseph Garreffa: Programs Director

jgarreffa@arts-workshop.com

Tam Orlando: Communications & Enrollment

Tam@arts-workshop.com

Contact for early pick up and general questions:

CAW 845-535-9966



Registration & Additional Information:

To register, view our safety plan, and schedule a visit, please visit our website:

www.arts-workshop.com

Monthly Rates:

- 2 day - \$340
- 3 day - \$415
- 5 day - \$640

Summer rates by Week:

- 2 days per week: \$110 per week
- 3 days per week: \$135 per week
- 5 days per week: \$200 per week
- Afternoon Pass (single session, based on availability): \$55 per session

Contact Information:

For any questions or additional support, feel free to reach out to us via our website or contact the Creative Arts Workshop directly.

Direct Line: 845.535.9966

Studio Phone: 845.906.2171

We look forward to a fun-filled, creative, and inspiring afternoon with your child!

Warmly,

The Afternoon Arts Team at Creative Arts Workshop
& Nursery School of the Nyacks