



Creations with Mrs. P – Children’s Arts & Craft Class

Parent Information Packet

This packet includes important rules, waiver, and safety forms for participation in Creations with Mrs. P’s Children’s Arts & Craft Class. Please review carefully, sign where required, and return to the instructor before your child attends class.

Rules & Policies

Classroom Rules

- Respect the instructor, assistants, and other students at all times.
- Students must use materials safely and not ingest craft supplies.
- Students must remain safe around potentially dangerous tools (e.g., scissors, hot glue — though children will not directly use hot glue).
- Students must not run, roughhouse, or engage in unsafe behavior.
- Students are not permitted to use personal cell phones or electronic devices during class time, unless for a pre-approved reason.
- Background music may be played during class for atmosphere. Efforts are made to ensure selections are age-appropriate. If you have concerns regarding music, please notify Creations with Mrs P prior to class.
- Parents/guardians must notify Creations with Mrs P if their student will be absent.

Health & Safety

- Parents/guardians must disclose any allergies or medical conditions in advance.
- Snacks and drinks will be served at every class. Parents/guardians must note all allergies or dietary restrictions on the enrollment packet. Creations with Mrs P is not liable for allergic reactions if allergies are not disclosed.
- Students must be able to escort themselves to the restroom.
- Students must wear clothing suitable for art activities that may become stained.
- No outside food or drink is allowed unless pre-approved.
- Sick students should not attend class until they are symptom-free.
- Creations with Mrs P is not a licensed medical provider and does not provide medical care. In the event of illness or injury, staff will act in good faith to seek emergency care if necessary.

Drop-Off Policy

- Students may be dropped off no earlier than 5 minutes before class and must be picked up no later than 5 minutes after dismissal.
- Only individuals listed on the authorized pick-up form may collect a student.
- If a child cannot meet the classroom rules above, we ask that a parent/guardian remain for the duration of class to assist.
- If a child cannot comply with classroom rules, Creations with Mrs P reserves the right to require a guardian to remain in class or remove the child from participation.

Artwork Completion & Drying

- Projects sent home may not always be fully dried or completely finished within the class session. By default, all projects and any necessary materials will be sent home for completion.
- Parents/guardians who prefer to leave unfinished or wet projects for later pickup must notify Creations with Mrs P upon arrival at the first class. Creations with Mrs P will provide reasonable supplies and packaging to help minimize mess.

Liability Waiver and Release of Claims

Creations with Mrs. P – Children’s Arts & Craft Class
Instructor: **Kersten Perez** | Location: **Belvidere, Illinois**

Participant Information

Child’s Full Name: _____

Parent/Guardian Name: _____

Phone: _____

Acknowledgment of Risk

I, the undersigned parent/guardian, acknowledge and understand that participation may involve use of paints, glue, scissors, small craft materials, and other supplies that could present risks of injury, allergic reactions, or accidental ingestion if not properly supervised. I further acknowledge that while Kersten Perez and her staff will take reasonable precautions to ensure safety, risks of minor injuries, stains on clothing, and unforeseen accidents still exist.

Medical Consent

In the event of an emergency, I authorize Creations with Mrs. P staff to administer first aid and/or seek emergency medical care for my child. I agree that I am responsible for any resulting medical expenses.

Release of Liability

In consideration for my child’s participation, I hereby release, waive, and discharge Kersten Perez, Creations with Mrs. P, and any assistants, volunteers, or facility owners from any and all liability, claims, or demands arising out of or related to any loss, injury, illness, or damage that may occur during or as a result of participation.

Property Damage Clause

I accept responsibility for any damage to property caused by my child’s behavior and agree to promptly cover the costs of repairs or replacement.

Photography & Media Release

I understand and agree that photographs and/or videos of my child may be taken during class activities. I grant Kersten Perez and Creations with Mrs. P full permission to use such images solely for promotional or educational purposes, and understand they will not be sold to third parties.

Refund & Payment Policy

Payments are non-refundable once class has begun, except in the event of program cancellation by Creations with Mrs. P. Payment must be received prior to class start for the child to participate.

Acknowledgment & Signature

I have read and fully understand this waiver. I voluntarily agree to these terms and accept full responsibility for my child’s participation.

Parent/Guardian Signature: _____ Date: _____

Printed Name: _____

Creations with Mrs. P – Children’s Arts & Craft Class

Drop-Off & Pick-Up Safety Form

Instructor: **Kersten Perez** | Location: **Belvidere, Illinois**

Child’s Information

Child’s Full Name: _____

Age: _____

Allergies/Medical Concerns: _____

Parent/Guardian Information

(Only required for drop-off students)

Parent/Guardian Name(s): _____

Phone (Primary): _____ Secondary: _____

Email: _____

Authorized Pick-Up Persons

(Only required for drop-off students. Anyone listed here must show photo ID.)

1. Name: _____ Relationship: _____ Phone: _____

2. Name: _____ Relationship: _____ Phone: _____

3. Name: _____ Relationship: _____ Phone: _____

Drop-Off Policy

- Parents/Guardians must sign children **in** each session.
- Drop-off allowed no earlier than 5 minutes before class.
- Children must be escorted into the classroom.

Pick-Up Policy

- Parents/Guardians or authorized persons must sign children **out**.
- Children will only be released to persons listed above.
- Students must be picked up no later than 5 minutes after dismissal.

Parent/Guardian Intention

Please indicate your plan for your child’s participation in class:

I intend to **drop off** my child, and I understand that my child must follow the classroom rules listed in the parent packet.

I intend to **stay and assist** my child for the duration of class.

Acknowledgment

I understand and agree to follow the above procedures for the safety of my child and all participants.

Parent/Guardian Signature: _____ Date: _____

Staff Initials: _____