



## Vision Kids Policies – 2025

### Class Format

- Classes are held on Saturdays at Vision Gallery at 10am and 1pm and are two hours long.
- Students who arrive 10 minutes or more after the class start time will not be admitted.
- Unless your family has an emergency, please plan to stay for the duration of the class. It is disruptive when students leave early.
- Parents and guardians are no longer required to stay during the class. After registering, please complete a release form for us to keep on file for your child: <https://forms.gle/qLX9rdh9KwRvgnYz9>
- If you choose to drop your child off, please return 30 minutes before the end of the class.

### Registration and Supplies

- Registration will take place online via Eventbrite; go to [visiongallery.org/vision-kids](https://visiongallery.org/vision-kids) to view the schedule of classes and links to register. Registration opens Saturday, December 14 at 10am.
- Registration is first-come, first-serve, and remains open until all classes are full. There is a limit of 20 students per class.
- There is a registration limit of three classes per child, per semester (ex. July – December). If you register your child for more than three classes in a semester we will contact you to choose which classes to keep. If we are unable to reach you, we may adjust your reservations for you.
- We keep a waitlist for all our classes. If a class is full, it never hurts to put your name on the list! If you are able to attend a class because of a waitlist, we will waive the 3-class rule.
- All materials will be supplied by Vision Gallery.

### Cancellation and No-Show Policy

- We will contact you one week prior to class to confirm your attendance. **You will need to confirm your attendance by 5pm on the Wednesday before each class you are registered for. If you do not confirm by that deadline, you will lose your reservation.** It is the parent/guardian's responsibility to manage your reservation and check your emails and voicemails.
- Participants who do not show up for class and make no attempt to contact us may be removed from future classes. To avoid this, please review the class schedule carefully before registering and cancel your reservation as soon as you know your family will no longer be attending. If something comes up at the last minute, please let us know.

### Safety Measures

- Hand sanitizer and face coverings will be provided.
- Individual supplies will be provided for students as much as possible.
- If anyone in your household is not feeling well, please cancel your reservation.
- Any updates to our protocols will be communicated prior to the class.

### Accessibility

- We would be glad to do what we can to make our classes accessible for your child. Please contact us at 480-782-2697 or [vision.gallery@chandleraz.gov](mailto:vision.gallery@chandleraz.gov) and we will try to accommodate your request.
- Guests who use screen readers may have difficulty registering for classes using Eventbrite; please call us at 480-782-2697 and we can get you registered over the phone.

We appreciate your participation in this program! Please feel free to contact us at 480-782-2697 or [vision.gallery@chandleraz.gov](mailto:vision.gallery@chandleraz.gov) with any questions or feedback.