



FAQ's for Parents & Caregivers:

- **Drop off and pick up:** When dropping off your child, please park in the parking structure located above the gallery and walk in with your child
 - **Check in:** please sign in next to their child's name when dropping off. **On the first day of each session, you will need to fill out and sign a release form**
 - **Check out:** When parents/caregivers are picking up their child each day, they will need to sign their child out before leaving
- **AM & PM Sessions:** Art program participants staying for both sessions in a week will need to **bring their own lunch**. If lunches need to be refrigerated, please let a staff member know. **Participants staying for the lunch hour will be supervised by Blue Line Art's.*
- **3. Personal Items:** we ask that personal items be limited to water bottles. Please keep your child's personal items such as lunch boxes, water bottles and bags labeled and kept in a separate bag to ensure personal items are kept separate from others.

Cancellation/Refund Policy

Blue Line Arts reserves the right to make changes to programs and instructors at any time in order to provide the best experience possible for participants.

Please note: all membership fees and event registrations are non-refundable.

Refunds: a full refund will be granted if a program is canceled by Blue Line Arts staff (for example: a cancellation could be due to low enrollment). In the event that a program cancellation occurs, registrants will be notified at least 24 hours before the start of the program. Registrants will be given the option to use

their registration as a credit towards another program or receive a full refund. When full refunds are processed, please allow 5-10 days for it to show up on your bank statement.

Cancellations & Withdrawals: if a registration needs to be canceled or withdrawn for any reason, Blue Line Arts needs to receive the request in writing by the parent:

by mail: 405 Vernon St. #100, Roseville, CA 95678

or email: adriana@bluelinearts.org

All event registrations are non-refundable but the exact amount can be **transferred as a credit to another program as long as Blue Line Arts receives notice at least 7 days before the start of the scheduled registration.** Please notify Blue Line Arts immediately by phone or email if you or someone you have registered for is unable to attend the program so that a participant on our waiting list may attend.

Charter School Vouchers: we currently accept purchase orders (PO's) from the following Charter Schools listed below. It is the parent's responsibility to make sure that the purchase order is sent to Blue Line Arts at least 7 days before the start of the scheduled registration. If Blue Line Arts does not receive the PO, the parent will be responsible for the registration fees.

- Cottonwood School
- Feather River School

If you do not see your Charter School on this list, please contact your Charter School to see if they provide Purchase Orders. If so, Blue Line Arts will become a vendor.

For questions about this process, please contact: adriana@bluelinearts.org