



MARCH 2025

SUMMER CAMP: ICCGS Terms & Conditions

Cancellation Policy: You may cancel your session for a refund (minus a \$15 administrative/processing fee) no later than two weeks (14 days) before the first day of camp. No refunds or transfers will be allowed with less than 14 day's notice. Refunds will take up to 30 days. Please email us at info@iowaCeramicsCenter.org about your cancellation as soon as possible.

Transfer or Cancellation Fee: A \$15 administrative/processing fee is required to transfer from one session to another (if space is available) and for cancellations with at least 2 week notice. This must be done at least 14 days prior to the start of camp. You may email us at info@iowaCeramicsCenter.org about your transfer or cancellation request. Refunds will take up to 30 days.

Cancellation Due to Low Enrollment or Weather: ICCGS reserves the right to cancel sessions due to the minimum enrollment not being met. Registrants will be notified within 48 hours or 2 days prior to the first class session or workshop event. In the event of a cancellation, from low enrollment or weather, participants will be notified and full refunds will be issued. Refunds will take up to 30 days. Inclement weather closings will be posted on ICCGS Social Media (Facebook, Instagram).

Registration: Pre-registration online is required for classes and workshops. Registration using gift certificates must be done via email info@iowaceramicscenter.org.

What to Wear and Bring: Campers should wear appropriate clothing suitable for working with clay or glass: for example, can be easily laundered, closed toed shoes, and no uncovered thighs while working with glass. Longer hair should be kept away from the face when operating any ceramic wheel. Food is prohibited in the working spaces within the studio. Water bottles (with secure tops) are allowed. All prior-mentions are REQUIRED for safety.

Age Restrictions: We structure our camps by age in order to target our camper's ability levels for each class. When their camp begins, children must be the minimum age requirement for their camp. In order to ensure the success and enjoyment of our Summer Camp classes, please observe the following guidelines when registering. Please check our updated policies located on our [website here](#) for any questions regarding our safety procedures.

Drop Off/Pick Up: for all wheel and glass camps, check-in and check-out will take place at the main entrance. For all other camps, check-in and check-out will take place at the entrance to the ICCGS STEAM Workshop (located on the 11th Avenue side), located next to the main studio inside the Cherry Building. This is the side with the large cherry sculpture.

Parents/adults must sign their child in and out of camp every day. Sign-in begins no more than 5 minutes before the start of camp. Please be punctual with all drop-offs and pick-ups, all campers should be picked up within 5 minutes after class ends. You must come in to pick up your camper for safety. Please call the office at 319-365-9644 if you are delayed. Unless previously arranged, campers will not be released until the end of class. For the best creative experience, parents/adults are not allowed in the classroom studio space during class time. Parents are welcome to wait in the Cherry Building lobby until the end of class.

Completed Project Pickup: Student work will be available for pickup 4 weeks after the end of their session/workshop. Please note that you will not be emailed or called to pick up your work. All remaining projects will be discarded after 60 days from the end of camp.

When you pick up your campers item, be sure to have the date and name of the workshop with you (all Summer Camps have a code). Before coming in, please check studio hours to ensure we are open. Please double check the item's details and name on the bottom before removing it from the studio.

Monday - CLOSED we are open only for Summer Camp Workshops June-August.

Tuesday - Thursday 10am-8pm

Friday - Sunday 10am-4pm

Parking: There are two small parking lots on the 10th Avenue side and 11 Avenue side of the Cherry building. There is also plenty of street parking on both sides of the Building (11th Ave & 10th Ave). You can enter the building from either side. ICCGS is located on the first Floor.

Waiver of Liability: In signing up your child for this session you understand that there are certain dangers, hazards, and risks inherent in working in a Ceramic and Glass Studio. If tools and/or equipment are used improperly, they can cause personal injury or harm to another individual. ICCGS does not assume responsibility for any such personal injury or property damage including stolen personal items while on the property. In addition, by putting items in our kilns, you understand that there are intrinsic risks to the firing process and projects may get damaged.

Photo Release: Registration for an event at ICCGS may involve photos to include your child's likeness and association with ICCGS for commercial purposes. With registration you are allowing ICCGS to grant the possible use of their likeness for commercial purposes. Please email us at info@iowaceramicscenter.org if you do not want photos of your child to be included.