



**Umbrella Family and
Child Centres of Hamilton**

3.2 CREATIVE ART POLICY

MANUAL	Child Care Centre Program Policy Manual
SECTION	3- Expression
POLICY	3.2 Creative Art Policy
LAST REVISED	June 19, 2024

RATIONALE

Creative expression is a form of communication. “Encouraging the creative expression of ideas, feelings, and interpretations using a variety of materials also helps solidify children’s learning” (HDLH). It is an essential foundation for reading, writing, mathematics, and scientific reasoning.

At UFCC, in alignment with our mission and vision, we strive to deliver excellent programs that nurture a wide range of interests, abilities, and skills.

RESPONSIBILITY

All staff.

PROCEDURE

1. There will be a creative art shelf or cart available to the children at all times during the day.
2. The daily schedule will allow for extended periods of time to engage in creative play. When routines interfere in this process, staff members will make every effort possible to allow children time and space to continue their work.
3. The materials will be regularly replenished by staff members, taking into consideration the children’s current interests, and use of the existing materials.
4. The materials will be kept in an orderly manner, and children will be encouraged to be involved in the set up and tidying of the shelf or cart regularly.
5. Coverings for tables will be readily available.
6. Materials will be chosen with consideration for their suitability to open ended projects and also to the age and abilities of the group of children using them.
7. Scrap materials such as paper or cardboard will be appropriately recycled and the children will be involved in this process.
8. Pre-cut shapes, worksheets, or colouring book pages will not be used in any program.
9. Any known allergens or anaphylactic foods will not be used for creative activities.

Required Materials

UFCC Protocols have, in greater detail, an example of materials that should be made available to children. However, each day, the following materials must be available to children in our programs as indicated in the chart below:



**Umbrella Family and
Child Centres of Hamilton**

Materials	Program		
	Infant/ Toddler	Preschool/ Kindergarten	School Age
Assorted paper, including newsprint, construction, manila, in various sizes (include multicultural skin tones).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Crayons and markers in appropriate sizes and in individual containers (include multicultural skin tones).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paint easel with several colours of paint available and clean paint smocks.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Painting tools including brushes with large handles, print makers, scrapers, sponges, textured wands, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Collage materials arranged in containers that are see-through or otherwise easy to view. Consider nature items, string, fabric, scraps of paper, wool.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scissors for both left and right handed users, “loop” and “helper” scissors in sufficient numbers for all children in the group.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paper paste in container with lid. Include paddles.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Play dough with accessories.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rulers, hole punchers and various types of tape.		<input type="checkbox"/>	<input type="checkbox"/>
Clay, plasticene, play foam or other moulding materials with modelling tools.*		<input type="checkbox"/>	<input type="checkbox"/>
Beads and strings, pipe cleaners, popsicle sticks, vinyl lacing, wire, elastic cord, rice or pasta, paper bags, magazines, newspaper, chalk, charcoal, novelty markers tracing paper, crepe paper, cartridge paper, finger paint paper, cardboard, paint pucks with palettes and water.*		<input type="checkbox"/>	<input type="checkbox"/>

* Materials can be included on a rotating basis

Paint

1. There will be paint smocks available in sufficient numbers and sizes for all children.



**Umbrella Family and
Child Centres of Hamilton**

2. An easel will be available to children on a daily basis. There will be materials stored nearby, including various colours and or types of paint, various types and sizes of brushes and painting tools, cloths and water to wipe up spills.
3. When using paint at a table, the table will be covered with an appropriate cloth.
4. Paint will be prepared in an appropriate container and instruction given as to its use, as necessary.
5. Children will be encouraged to write their own name in the upper left corner of the paper if able, or it will be written by the teacher.
6. The mixing of paint colours is allowed and encouraged. Empty containers will be supplied for this purpose.
7. Leftover paint will be covered and stored for use the next day. Lids, brushes and other materials will be washed and allowed to air dry for use the next day. Paint will not be allowed to dry in the bottom of containers.

Paper

Teachers will support children as they explore the interactions between paper and various mediums. The following types of paper will be available on a daily basis:

Type	Uses
Newsprint	Paint easel, paint print activities.
Finger paint paper	Finger paint, or thick, heavy paint. Also good for other types of media (e.g., shaving cream, pudding, etc.)
Construction paper	Cutting and pasting, drawing on with thick markers or chalk, projects that involve 3D construction.
Manila paper	Thicker grade – suitable for paint, glue and/or drawing with markers or crayons.
Scraps of paper	For use in collages, or as recycled material to draw or glue on.

The following types of paper should be considered as well:

Type	Uses
Cartridge paper	A finer finish, suitable for sketches using pencil, charcoal, oil or chalk pastels.
Tag Manila	A stiff, cardboard type paper suitable for 3D projects/construction.
Tracing paper	See-through. Suitable for various projects using pencil or charcoal.
Crepe paper	For use in projects as planned by staff and children.
Tissue paper	For use in projects as planned by staff and children.



**Umbrella Family and
Child Centres of Hamilton**

Specialty paper (i.e., multicultural design, prints, etc.)	For use in projects as planned by staff and children.
Mural paper (kraft paper) rolls	For use in projects as planned by staff and children.
Recycled paper and cardboard (e.g., wallpaper)	For use in collages, or as recycled material to draw or glue on.

Policy Attachments: UFCC Protocols