

Theater Arts Camp 2009

PARENT & STUDENT INFORMATION HANDBOOK

Contains important information about what is expected of each student and parent for the 2009 Fine Arts Association Theatre Arts Camp.

Camp Dates and Times

June 22 through July 31 (6 Weeks)
Monday-Wednesday-Friday
9:30 AM to 3:00 PM

There will be no camp on Friday, July 3. Fine Arts will be closed that day.

Performance Dates: July 31, August 1 & 2 at 7:30 PM, August 1 & 2 at 2:00 PM.

Parent & Camper Orientation

There will be an orientation meeting on the first day of Theatre Arts Camp, Monday, June 22, 2009, in the Corning Auditorium for all campers and an accompanying parent or guardian from 9:15 AM to 9:30 AM. Sandy Kosovich Peck, the Program Director, will be there to review the summer's expectations and answer any questions you may have. **If you are unable to attend, please ensure all necessary forms and paperwork are returned prior to the beginning of camp.**

Arrivals & Departures

Children must be at the Fine Arts Association in the Corning Auditorium **no later than 9:30 AM and no earlier than 9:00 AM**. Campers must be picked up **no later than 3:15 PM**. Although staff members will be actively supervising campers from 9:00 AM until 3:15 PM, outside these times staff supervision can't be guaranteed.

In order to avoid unsafe congestion, at dismissal, vehicles will not be permitted to pull into the traffic circle outside the FAA entrance. Please park your vehicle and walk to the entrance to pick up your camper. If you are unable to leave your vehicle due to other small children, a disability, or other need, staff members will be available to walk your camper out to you. **Please let the Program Director know in writing if you require such service.**

Students arriving late or leaving early from camp must check in with the front desk. It is absolutely necessary for TAC to have an accurate accounting of all campers present at all times in case of an emergency such as a tornado, fire, or other situation.

If you have an emergency and are running late (past 3:15 PM), please come inside to pick up your camper. After 3:15 PM, all campers are asked to wait inside and to sign out at the front desk when their ride arrives.

Early Drop-Off Care is now available for students from 3rd through 6th grade. Students may be dropped off as early as 8:30 AM each camp day. **There is an extra charge of \$90 for this program, no pro-rated or daily use fees are available.** Contact the Education Director Jeannie Fleming-Gifford at 440-951-7500 (ext. 118) for more information about this program.

Camp Attire

Students should wear comfortable clothing that can be used for dancing as well as activities on the floor, grass, or in art class. Athletic shoes are recommended. **No high heels, backless shoes, or flip flops are permitted.**

Lunch Procedures

Lunch break is at approximately 11:45 AM. Campers should bring a sack lunch. **Please ensure their name is on their lunch.** All campers store their lunches in their cubby holes located on the lower level between the dressing rooms prior to reporting to the Corning Theatre by 9:30 AM. Neither refrigeration nor microwaves are available for campers, so please ensure their lunches will not require either. Campers may, if they wish, purchase drinks or other snacks from the vending machines located on the main floor. Weather permitting, lunch will be eaten behind the main building in our picnic area. Campers are not permitted in the ravine or on the

sides of the building.

After eating, campers are responsible for cleaning up after themselves and may then play on the front side of the building. They must go through the building, not around the sides, to reach this area. They may not go into the streets on any side of the front area. They may not reenter the building before classes resume, with the exception of using the restroom facilities. Some games and outdoor equipment will be available for the students in the front area at this time.

In the event of rain, lunch will be eaten inside in the lobby with entertainment following in the Corning Auditorium.

No food or drink is permitted during rehearsal or classes, except in the case of medical reasons. **No food or drink, except water, is permitted at any time in the Corning Auditorium.**

Schedule Conflicts

Because our camp creates a production to be shared with the general public, it is important that we know of any vacation or prolonged conflict with the camp schedule no later than the first week of camp. **Attendance during the sixth week of camp and at all performances is mandatory.** If your camper must miss a day unexpectedly, please call and leave a message with the front desk. This is necessary for all faculty and staff to keep an accurate accounting of all campers throughout the day.

Materials

The Fine Arts Association will provide most materials needed. We may ask that some costume pieces and shoes come from a camper's own wardrobe. The costumer will provide a list of what will be needed. Please provide "street makeup" (blush, lipstick, mascara). TAC will provide special makeup and costuming as needed.

Guest Policy

Due to liability and staffing issues, **Fine Arts does not permit campers to bring guests to the camp.**

Classes & Rehearsals

Each camper will receive a folder and is responsible for bringing the folder to camp every day that they attend. All students must bring their folders and pencils to every class and rehearsal as well as any scripts they may receive. Each student will have a schedule sheet in their folders. Any important information that needs to be communicated to parents will be placed in their folders to take home, so please make it a practice to check your camper's folder each day after camp.

Campers may be rehearsing on the main stage, in the lobby, in the green room, or even outside, weather permitting.

Each student will have two one-hour classes per day, plus an extended rehearsal session which will include play rehearsal, choreography, and music time. Campers will rotate classes every other day, so that throughout the camp they will be attending four classes: art, music, dance, and theatre.

There is a five minute transition period between each class. Assistants will guide groups through transitions. There are restrooms and water fountains available for use during this transfer period.

Standards of Student Behavior

Campers at Theatre Arts Camp are expected to maintain the highest standards of personal behavior while on Fine Arts property. Under no circumstances will incidents of foul language, bullying, tobacco, drug, or alcohol use, cutting classes or rehearsals, insubordination towards staff members, or any other behaviors deemed disruptive or destructive by staff members be tolerated at Theatre Arts Camp.

Campers are to remain in their designated classes and locations at all times, and are permitted outside the building only under the supervision of staff members at lunch and after-lunch break. During lunch and break, campers are permitted only in the west field outside the main entrance and the back patio.

Campers found disobeying or disregarding these expectations and boundaries may be dismissed from camp without refund or appeal.

Communication

If you need to speak directly with Sandy Kosovich Peck, the Program Director, the best and most efficient way is a written note handed to the front desk. Please include your name, your child's name, and your contact phone number on the note. The front desk will ensure the Program Director receives the note at the earliest possible opportunity.

Performance Information

Friday, July 31 at 7:30 PM
Saturday, August 1 at 2:00 PM and 7:30 PM
Sunday, August 2 at 2:00 PM and 7:30 PM

***STUDENT PARTICIPATION AT ALL
PERFORMANCES IS MANDATORY***

Ticket Prices & Box Office Hours

Adults: \$15.00
Seniors (Age 60+) & Students (18 & under): \$13.00
Children 10 & under: \$6.00

Box Office Hours:
Monday through Thursday 10:00 AM - 9:00 PM,
Friday 10:00 AM - 5:00 PM
& 1 hour prior to all performances

Check, cash, and credit cards accepted at box office window, phone orders Visa/Mastercard only. Payment required at time of reservation.

NO REFUNDS OR EXCHANGES ON TICKETS.

Fine Arts box office (440)951-7500
www.fineartsassociation.org

Fine Arts box office: (440) 951-6637

No exchanges or refunds.

Parent / Guardian Priority Ticket Sales

There will be a Parent/Guardian Priority Ticket Sales period to ensure that all concerned get a chance to purchase tickets before the general public sale. **Tickets will go on sale to parents and guardians of campers beginning June 26, 2009. There is a limit of 2 tickets per performance per camper during the priority sale.** To purchase tickets during this period you must provide the box office with the name of your child. We encourage you to purchase at least a portion of your tickets during this priority sales time. Fine Arts can not be responsible if a production sells out and parents or guardians have not purchased tickets.

General Public Ticket Sales

Tickets will be placed on sale to the general public on July 13, 2009. There will be no limit on ticket sales beyond this point. Additional tickets may be purchased at this time by parents/guardians.

Seating Policy

A ticket is required for all persons attending a performance at Fine Arts Association, regardless of age.

Due to fire code regulations, no "babes-in-arms," or infants in baby carriers are permitted at performances. This not only creates a distraction for other audience members, but for the performers as well. We welcome all children. However, most children under the age of 3 will not appreciate a performance in its entirety. Therefore, we ask that each parent use good judgment so as not to spoil anyone's experience. Fine Arts reserves the right to ask any person creating a disturbance to leave the performance. If your child is the cause of the disturbance, you will be asked to accompany them out of the auditorium. Refunds will not be offered in such instances.

Video / Digital Recording & Photographs

No forms of video or audio recording are permitted during performances. Photographs are not permitted during performances. House managers and ushers are strictly instructed to remove any such devices found in the auditorium. You may

check any such devices with our box office; they will be held there safely during the performance.

Please be sure all relatives and friends who might be attending performances are aware of these policies.

Parental Assistance and Volunteers

For each performance, Theatre Arts Camp will need 3 to 4 parents to assist faculty members backstage with makeup, costumes, and general supervision. Volunteers are also needed to help usher for the performances. Please turn in a Parent Volunteer form if you are able to help in this. Your support and assistance are needed and greatly appreciated. Please note that parents helping backstage are present to help backstage, and will not be able to watch the performance either from backstage or from the back of the theatre. It is not necessary to volunteer for every performance.

Theatre Arts Camp Staff 2009

Program Director, Sandy Kosovich Peck
Musical Director, Lois Davis
Choreographer, Becky Pavlock
Technical Director, Paul Gatzke

Art Instructor, Dave Peck
Dance Instructor, Jacklyn Czekaj
Music Instructor, Molly Richards
Theatre Instructor, Doriann D'Apice

Fine Arts Association Education Director, Jeannie Fleming-Gifford

Fine Arts Association
38660 Mentor Avenue
Willoughby, OH, 44094

(440) 951-7500

Signature Page

In order to ensure that parents and students have read and understood the 2009 TAC handbook please print, then sign and date this page and bring it to the parent meeting on the first day of camp on June 22, 2009, at 9:15.

Camper Name _____
(PLEASE PRINT)

Parent Name _____
(PLEASE PRINT)

Camper Signature _____

Parent Signature _____

Date _____