

# Young Performers Institute 2013

## General Information

Young Performers Institute 2013 is designed for rising 7<sup>th</sup> -10<sup>th</sup> graders. It will run Monday-Friday, July 29<sup>th</sup> – August 9<sup>th</sup> from 9:00 AM to 4:00 PM.

The tuition fee of the camp is **\$525** per camper, which includes a Young Performers Institute T-shirt, daily snack, supplies, and materials for all workshops, as well as two tickets to the final Showcase. We offer a \$50 Discount per additional sibling.

We offer an extended day option, which is designed for parents needing to drop campers off early or pick them up later. Our 8:00 AM – 9:00 AM or 4:00 PM – 5:00 PM options cost **\$70** each, or you can choose both for **\$120**.

Registration, deposit payment, and full payment can all be made either online or by check.

In this packet, you will find:

Registration Process Instructions.....	2
Camp Rules.....	4
Registration Form.....	6
Waiver/Release and Medical Authorization.....	9
Camper Behavior and Discipline Agreement.....	10
Tuition Payment Forms.....	13

For more information please contact Sarah Roquemoire at 804.783.1688 ext. 1151 or at [sroquemoire@va-rep.org](mailto:sroquemoire@va-rep.org). We will be happy to answer any questions or concerns you might have.

## Registration Process

1. **Registration** can be performed one of two ways.

**OPTION A:** Registration can be performed online at [http://va-rep.org/camps\\_summer.html](http://va-rep.org/camps_summer.html). Please print and sign the Medical Release Form and the Camper Behavior and Discipline Agreement and have the child bring the signed forms to the first day of camp.

**OPTION B:** Please fill out and mail the completed Young Performers Institute Registration Form, signed Medical Release Form, and signed Camper Contract of Agreement.

2. **Deposit**

**OPTION A:** Deposit Payment can be performed online at [http://va-rep.org/camps\\_summer.html](http://va-rep.org/camps_summer.html)

**OPTION B:** Enclose a check of \$100 per child with the registration form.

**You MUST pay your deposit to hold each child's spot. Registration alone does not guarantee enrollment until the deposit has been paid. ENROLLMENT IS BASED ON A FIRST-PAID, FIRST-SERVED BASIS.**

3. **Payment of Remaining Balance**

**OPTION A:** Payment of the remaining balance can be made online at [http://va-rep.org/camps\\_summer.html](http://va-rep.org/camps_summer.html)

**OPTION B:** Only one Tuition Payment Form needs to be filled out per family, per session. We ask that if you have multiple children attending this session that payment be made in a lump sum. Payments may be made with a credit card, check or money order. A 3% convenience fee will be added to all credit card charges. Please make all checks payable to **Virginia Repertory Theatre** and write your child(ren)'s name in the memo blank of your check. **Tuition must be paid in full by July 15<sup>th</sup> to finalize registration.**

4. **Financial Assistance:** All Financial Assistance Applications must be in by Friday, May 31<sup>st</sup>, 2013. Financial Assistance Applications must be accompanied with a \$25 reduced-rate non-refundable deposit for each camper registering. Financial Assistance decisions will be made no later than Thursday, June 13<sup>th</sup>, 2013. We have limited funds to assist children and families in attending our Stage Explorers programs. The majority of financial assistance is funded by the generous gifts of parents and donors. In order to make sure we are able to assist as many families as possible, please limit your application to two children per year.

5. **Refunds and Withdraws:** Your \$100 deposit is non-refundable. Refunds of all fees (except the \$100 deposit) will be made if cancellation is received in written form no

later than **May 17th**. Should a participant have to withdraw due to a medical emergency, injury, or other crisis, refunds (if any) are minimal and will be made at the sole discretion of Virginia Repertory Theatre.

- 6. Young Artists Fund:** Virginia Repertory Theatre is committed to providing enriching opportunities such as Young Performers Institute to children and families in the Greater Richmond Area who would be otherwise unable to afford them. 75% of Richmond City K-12 students apply for free/reduced priced lunches. We aim to invite these students to grow and learn through Young Performers Institute alongside their peers, but we need your help. Through our Young Artists Fund, you can give the gift of art, education, and fun to Richmond's most wonderful and talented underprivileged youth. Please see the Young Artists Fund donation sheet if you wish to take part in enhancing and enriching the lives of these young artists. The donation sheet may either be turned in with a camper's tuition payment, or separately. We encourage you to make all contributions by May 17<sup>th</sup>, 2013 in order for Virginia Repertory Theatre to distribute all funds accurately. However, donations will continue to be accepted year-round.

## Camp Rules

1. **Clothing:** All campers must wear comfortable clothes suited for movement. They will participate in dance, acting, and other movement workshops and, therefore, cannot wear restricting clothing. Campers must wear tennis shoes. Campers may bring jazz/ballet shoes if they already have them, but they are not required. No sandals, heels, roller shoes, crocs, or skirts are permitted. Any camper not wearing close-toed shoes will be asked to sit out of that day's instruction for safety reasons. Campers should not wear items they do not want to get dirty.
2. **Personal Items:** Due to the physical nature of our workshops, we ask that campers not bring jewelry. Any and all personal items need to be individually labeled. You will not be able to lock up any valuables during camp. Space is limited, so please have your campers bring only what is needed for camp. No electronic items (including cell phones, handheld games, etc.) are allowed to be turned on at camp. Virginia Repertory Theatre is not responsible for any lost or stolen items.
3. **Food:** There will be a 30 min. lunch break each day; please bring a bagged lunch every day, as meals will not be provided. Please pack a water bottle for your child to bring to camp each day. We will provide a snack during the day. Snacks and soda will be available at our concession stand for one dollar. Please identify any special dietary needs or concerns, as well as allergy issues, on your registration form.
4. **Schedule:** Young Performers Institute is a day camp and will run Monday-Friday from 9:00am-4:00pm. We do offer an extended day option for parents who need to drop campers off early or pick them up later. Please see the registration form for pricing. Classes will start promptly at 9:00am each morning. It is important that your child arrive on time each day so that he/she does not miss any important instruction or rehearsal time. This is a group-oriented camp, and it is important that campers remain part of the team, working together to achieve similar goals in theatre. It is disruptive to enter a class late and will affect the group work being developed. It is important to us to respect your time as well; to ensure that your pick-up runs as smoothly and efficiently as possible, our instruction will not go past 4:00pm each day. Due to the nature of the group activity, we cannot allow your child to miss important instruction or rehearsal time. Outside of an emergency, we ask that your child remain in camp for its entire duration.
5. **Young Performers Showcase:** At the end of each camp session all campers will perform/participate in a final Young Performers Showcase. The performance will take place on the final Friday of camp from 4:00pm-5:00pm. The campers will have an opportunity to display and perform everything they've learned, created, and

experienced throughout their camp session. Camp tuition includes two tickets to the final Showcase; any additional tickets may be purchased for \$5 during the camp session.

6. **Pick-Up/Drop-Off:** Please park in the Willow Lawn parking lot to drop off/pick up your child. You may not park in the fire lane outside of the theatre due to congestion and safety issues. You must come inside to pick up your child. No child will be released to an unknown adult. If someone other than the parent/guardian will be picking up your child, you must contact the Camp Director for approval. Your child's safety is our primary concern. On the first day of camp we will be holding a brief camp orientation from 9:00-9:25am. We encourage parents to attend the initial orientation, as we will be introducing our Staff and Teaching Artists, as well as going over important camp rules and information.
7. **Cell Phones/Emergency Contact:** Children will not be allowed to have cell phones or other electronic devices turned on at camp, as they can disrupt the group activity. They may carry a phone with them to contact you in case of emergency. Should you need to reach your child during the camp, please contact the Camp Director.

# Registration Form

Please fill out one registration form for each child registering.

**Full Camper Name:** \_\_\_\_\_ **Preferred Name:** \_\_\_\_\_

M  F **Date of Birth:** \_\_\_/\_\_\_/\_\_\_\_ **Age at Camp:** \_\_\_\_\_ **Rising Grade:** \_\_\_\_\_

**Previous Stage Explorers Camper:**  No  Yes **If yes, how many years?** \_\_\_\_\_

**Parent's Name:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Street Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_

**Mother's Business Phone:** \_\_\_\_\_ **Father's Business Phone:** \_\_\_\_\_

**Mother's Cell Phone:** \_\_\_\_\_ **Father's Cell Phone:** \_\_\_\_\_

## **T-Shirt Size**

Youth M(10-12)  Youth L(14-16)  Youth XL (18-20)  Adult S  Adult M  Adult L  Adult XL

## **Medical Information**

Please list any and all allergies and please give specific details of each allergy listed:

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Please list any and all medication/medical/behavioral conditions:

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Please list any and all dietary concerns:

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Insurance Policy Carrier: \_\_\_\_\_

Insurance Policy & Group Number: \_\_\_\_\_

### **Camper Questionnaire**

1. Is there one aspect of performance or design that you are specifically interested in (e.g. voice, dance, improvisation, Shakespeare, costumes, set, etc.)?

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2. What in particular do you hope to learn / grow in at Young Performers Institute?

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3. Why did you choose to attend Young Performers Institute this summer?

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4. Please list any previous performance experience below. Include all roles, classes, camps, you have done here at Virginia Rep or elsewhere. If Young Performers Institute will be your first performance experience, that's OK, too! We welcome young artists with all different experiences and backgrounds.

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**You MUST pay your deposit to hold each child's spot. Registration alone does not guarantee enrollment until the deposit has been paid. ENROLLMENT IS BASED ON A FIRST-PAID, FIRST-SERVED BASIS.**

**If you are not paying your deposit online, please pay your deposit now by enclosing a check of \$100 per child with this registration.** Please make all checks payable to **Virginia Repertory Theatre** and write your child(ren)'s name in the memo blank

**REGISTRATION PAPERWORK CHECKLIST:**

- Registration Form     Waiver/Release and Medical Authorization
- Camper Behavior and Discipline Agreement     \$100 per child deposit (online or by check)
- Tuition Payment Form (must be returned with payment by July 15 deadline)

**PLEASE MAIL OR FAX ALL COMPLETED PAPERWORK TO:**

*Summer Camp Registrar*  
Virginia Repertory Theatre  
114 West Broad Street  
Richmond, VA 23220

Fax: 804-775-2325

**WAIVER/RELEASE AND MEDICAL AUTHORIZATION**

(To Be Completed by Parent/Guardian for Each Camper Attending)

I, the undersigned parent/guardian, hereby authorize \_\_\_\_\_

**Child's Name**

to attend Young Performers Institute at Willow Lawn. Virginia Repertory Theatre has permission to video and/or photograph my child to use for publication/marketing purposes. I agree to be responsible for all medical bills, costs, and expenses (including ambulance services) incurred in providing necessary care to my child; and I authorize the direct billing of my health insurance carrier noted below.

In cases of emergency, Virginia Repertory Theatre shall act merely as my agent and neither Virginia Repertory Theatre nor the staff shall incur any liability for the good faith exercise of the authority granted by this release and medical authority authorization.

I give permission for Virginia Repertory Theatre staff member to administer emergency medical care for my child.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Emergency Contact:

\_\_\_\_\_  
(Contact Name/Relationship)

\_\_\_\_\_  
(Contact Number)

\_\_\_\_\_  
(Contact Name/Relationship)

\_\_\_\_\_  
(Contact Number)

\_\_\_\_\_  
(Contact Name/Relationship)

\_\_\_\_\_  
(Contact Number)

\* WAIVER/RELEASE AND MEDICAL AUTHORIZATION forms are needed for each camper in order to finalize registration.

## Camper Behavior and Discipline

It is important that we maintain a safe and encouraging environment for each camper. Our priority is keeping your child in the most positive group setting possible. We strive to help children and parents clearly understand acceptable and unacceptable behavior at camp.

### **Camper will:**

1. Have respect for self, others, and personal property
2. Work together in a group
3. Comply with all camp safety and behavior guidelines
4. Exhibit good sportsmanship

### **The camp will not condone/permit:**

1. Profanity/inappropriate language
2. Physical intimacy/exclusivity
3. Use or possession of tobacco products, alcohol, or illegal drugs/substances
4. Abusive, violent, or unsafe behavior
5. Bullying of any kind
6. Refusal to obey authority or follow directions
7. Disrespect to peers and/or staff

### **Behavior which may result in immediate dismissal includes, but is not limited to:**

1. Fighting
2. Any action that could pose as a physical/emotional threat to others
3. Sexual misconduct
4. Possession of tobacco products, alcohol, or illegal drugs/substances

### **Consequences:**

- 1<sup>st</sup> Offense: Verbal warning from Staff Member/Instructor.
- 2<sup>nd</sup> Offense: Report to Camp Director.
- 3<sup>rd</sup> Offense: Final warning/Camp Director will speak with parent/guardian.
- 4<sup>th</sup> Offense: The camper will call his/her parent/guardian to be taken out of camp.

## Camper Behavior and Discipline Agreement

(To Be Signed by Each Camper)

### **Parent/Guardian Agreement**

I have read/read to my child all of the information on Young Performers Institute, including the Behavior and Discipline Agreement and the Camp Rules. I agree to comply with the rules and discipline policies determined by Young Performers Institute.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **Camper Agreement**

I have read all of the information on Young Performers Institute including the Behavior and Discipline Agreement and the Camp Rules, and I feel well informed. I understand that this is a group camp and that my behavior/actions affect the group as a whole. I agree to obey all rules and guidelines asked of me by Young Performers Institute.

Camper Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Tuition Payment Form

(Please see p. 1 for General Information and p. 2 for Registration Process Instructions.)

**Tuition must be Paid in Full by July 15<sup>th</sup>.**

**Number of Children Attending:** \_\_\_\_\_

One Child	@ \$525
1 <sup>st</sup> Additional Sibling	@ \$475
2 <sup>nd</sup> Additional Sibling	@ \$425
3 <sup>rd</sup> Additional Sibling	@ \$375

Tuition Subtotal = \$ \_\_\_\_\_

**Number of Children with Extended Day Offer:**

1. (a) 8:00am-9:00am \_\_\_\_\_ x \$70 = \$ \_\_\_\_\_

2. (b) 4:00pm-5:00pm \_\_\_\_\_ x \$70 = \$ \_\_\_\_\_

3. (c) both (a) and (b) \_\_\_\_\_ x \$120 = \$ \_\_\_\_\_

Extended Day Subtotal = \$ \_\_\_\_\_

Tuition Subtotal plus Extended Day Subtotal = \$ \_\_\_\_\_

**Subtract Paid Deposit = \$ \_\_\_\_\_**

**Total Tuition = \$ \_\_\_\_\_**

Payment may be made in the form of check, credit card, or money order. PLEASE BE AWARE THAT ENROLLMENT IS BASED ON A FIRST-PAID, FIRST-SERVED BASIS. We accept Visa, MasterCard and American Express with a **3% convenience fee**. If you wish to pay by credit card, please fill out the following page.

If you wish to pay by check, please make all checks payable to **Virginia Repertory Theatre** and write your child(ren)'s name in the memo blank. We look forward to seeing you this summer!

Please mail or fax all paperwork and payments to:

**Summer Camp Registrar**  
**Virginia Repertory Theatre**  
**114 West Broad Street**  
**Richmond, VA 23220**

**Fax: 804-775-2325**

## Tuition Payment Form

Please fill out this page only if you are paying by credit card.

Name \_\_\_\_\_

Billing Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone (day/evening) \_\_\_\_\_

Visa                       MasterCard                       Discover

Card # \_\_\_\_\_

Exp. Date \_\_\_\_\_

Signature \_\_\_\_\_

**Amount to be charged \$ \_\_\_\_\_**

A 3% Convenience Fee will be added to all credit card charges.

**I am applying for Financial Assistance. My Financial Assistance Application and \$25 reduced-rate non-refundable deposit are included.**

**I am also contributing to the Young Artist Fund. My contribution form is included.**