



Summer Camps 2017 Parent Orientation Packet

Actor's Studio

SSPA MAIN OFFICE 650 738-8648

Director: Tin Le (415) 992-0043

Dear Parents and Students,

On behalf of the Spindrift School of Performing Arts we would like to welcome you and your child or children to our Summer Performance Arts camps! We have an exciting summer ahead of us! Attached is a calendar with all the important dates, final rehearsals, performances and other information including contact numbers for the instructors.

HIGHLIGHTING: THINGS THAT ARE NEW THIS YEAR

- Weekly notes home will be sent via email. Please log into your parent portal before summer and make sure all your information is up to date. You can find the link on the front page of our website. **These notes contain important information. Please be sure you are getting them and reading them weekly.**
- **SHOW RECORDINGS:** We will **NOT** be offering videos or photo cds of the shows this year. Sadly, we have one videographer who has done this for years and he is no longer available. We will set up galleries in the various venues for those of you that would like to film.
- **SCRIPTS & PIZZA DAY:** This changed last year but it is worth repeating, Scripts and Pizza day are now included in the cost of camp. All students may keep their scripts but must pay \$10 for a replacement script if lost.
- **NO CELLPHONES:** We work hard to make this an interactive experience for children and believe that the majority of the benefits from camp are through social interaction. We are unable to monitor what your child is doing or seeing on their phone or what content they are seeing on other's phones. We also cannot be responsible for loss or damage. If it is your desire as a parent to send your student with his or her phone you may of course do that but please let them know that we will ask that they not use them during camp hours or if they are in childcare. If this becomes an issue, we reserve the right to collect phones at the beginning of the day and return them at the end. There will always be an adult present with a phone for emergencies.
- Tickets for shows are still \$5 but will be available through Brown Paper Tickets. The links will be available on our website through the calendar and on the "Buy Tickets" page.
- **WE ARE ASKING YOU GO ON-LINE BEFORE CAMPS START AND UPDATE THE EMERGENCY FORM SECTION OF YOUR CHILD'S INFORMATION.** We will send an email with the link before camp starts but you can access it by logging into the parent portal on the front page of the website.

CONTACTING INSTRUCTORS

We will have someone in the office daily relaying phone messages so we ask that you save the instructors' cell phones for urgent use only and use the main number as much as possible. They will not answer phones during class time but will check their messages daily.

ITEMS WHICH MUST BE FILLED OUT AND RETURNED BY THE FIRST DAY OF CAMP

Emergency Information filled out on line.

Conflict Calendar (please let us know of any KNOWN absences)

We are including a calendar of events for you to keep. We hope to make this experience thoroughly enjoyable for you and your child and feel one of the ways to do that is to provide you with as much information as possible.

TIMES AND DATES AND LOCATIONS

See attached calendar for camp and performance dates and times.

NOTE: For ALL camps, please arrive 15 minutes early the first day to sign in and complete registration.

On a daily basis, adults must accompany all Broadway Bound kids for sign in and sign out. Spotlight Stars & Teen Training & Actor's Studio may sign in and out by themselves ONLY if they have the release form (located on the Emergency Form) signed by a parent, otherwise a named person must come into the building & sign them out.

EXTENDED CARE

After care is not offered for Actor's Studio.

DAILY THINGS TO BRING:

THE FIRST DAY:

- **A cardboard box or plastic bin, labeled with your child's name. Big enough to fit their backpacks, jackets, shoes, etc. and later their costumes.** This helps keep belongings separate. We are big on preventative measures to avoid the spread of lice (sorry, it is a fact that it exists, vigilance is the key!) We recommend you educate your child to not share combs/hats etc. and that long hair is kept in a pony or braids. We also recommend you check your child often during the summer. If a case is reported we notify the camp it applies to and do camp-wide checks and return checks. We are extra vigilant around costuming time.
- A pencil
- A folder with pockets for papers
- Loose fitting clothes (for moving, dancing and possibly painting in)
- Shoes that cover the toes and provide good support and/or Jazz shoes for dance class
- Lunch & a snack. We have a fridge and microwave available.
- **Their Scripts/Music (Once issued) A note on scripts:** FOR ALL CAMPS: Scripts are included with each camp. Your child may highlight their lines, their cue lines and should make blocking notes, the script is theirs to keep.

DRESS CODE AND BEHAVIOR RULES

These are similar to most schools: no extra baggy pants for boys or extra tight pants or midribs showing for girls. Keep in mind all camps have a dance component and require comfortable, loose fitting clothing. NO open-toe shoes OR flip flops may be worn. We reserve the right to remove any child who exhibits behavior that is dangerous to him/herself or to the other children or who is continually inappropriate or disruptive. This includes leaving the premises without telling an adult as well as hitting or biting or consistently being where they are not supposed to be. Every effort will be made to work with the student and the family including a behavior contract if necessary. Safety is our first concern.

Any student who does not comply with the rules or who is chronically late or unprepared, i.e., fails to bring their script or **learn lines in a timely fashion**, may lose their role and/or be dismissed and not entitled to a refund.

PARENTS: With this packet is a **conflict calendar**. PLEASE fill out any KNOWN dates of camp that your child will miss. This will allow us to cast appropriately or double cast a role if it is known a child will be missing on a crucial day. Attendance is VERY important and is vital in the final days of rehearsal (the last week of camp).

LETTERS HOME

In order to keep you informed of our progress; letters will be e-mailed to you the last day of camp each week (Thursday or Friday depending on the schedule).

COSTUMING INFORMATION

SSPA will be providing most of the costuming for most of the shows. Footwear is usually the item we will request. For modesty's sake, it is prudent to invest in a basic black leotard for girls that they can wear under their costume. This makes changing in a crowded dressing room less stressful. Your director will inform you if there are any other basics that are needed (jeans, etc.). More details for specific camps will be given in your letters home.

CASTING

One of the hardest parts to the performing arts is that everyone cannot have a lead role. We do our best to give students the roles they want but if 5 people all want the same role it will come down to many different factors such as: who is playing opposite that role, sometimes height, (rarely) gender, (sometimes) vocal ability (if that lead has a solo) etc. If your child wants a role that requires singing, they should be prepared to sing a song to show their vocal range. If your child really wants a speaking part but is uncomfortable singing, have them choose parts that do not require solos.

It is always best to prepare your child for auditions and casting. Tears are sometimes part of casting day; such is the heartbreak of theatre. We wish that it was not so but there you are. They recover quickly and rarely does any upset remain past a day or two. We work very hard to keep every student busy in both classes and on stage and we try and choose shows that have capacity for lots of ensemble work so everyone has lots to do.

SHOWS AND TICKET INFO

SHOWS:

- Please see the calendar for all show dates & times
- Performers must arrive ONE HOUR before show time
- Please have all performers ready upon arrival (hair, make-up, costuming, this will vary by character, most performers will have their entire costumes at the theatre and will do make-up there as well)
- Please no flash photography during performances. Videotaping is perfectly fine and digital pictures that don't require a flash are fine. We will set up a "gallery" during shows where you can set up a tripod and film so bright lights don't interrupt the show for all.

All performers must help with strike! (Strike is where the show is dismantled, costumes returned, personal stuff gathered, sets put away, clean up of the space so it is ready for the next show.)

TICKETS

All tickets for all shows are \$5.00 and may be purchased through Brown Paper Tickets or at the door. If you see more than one show, you need more than one ticket. We do this to ensure that all family members get the opportunity to see the shows. We are a non-profit and while we understand the price of camp is not minimal, it remains quite a bit below the average summer camp in the Bay Area. Ticket Sales are incorporated into our summer budget & our box office proceeds are a big help in allowing us to continue to operate these camps, we appreciate your support!

FEEDBACK

We appreciate any and all feedback both during the run of camps and after. If there is any situation that is not optimum we prefer to handle it as soon as possible. Instructors and Camp Directors are available every day after camp and some mornings before camp. Parents are always welcome at any time to observe any and all parts of the camp day. If you feel you need to speak to someone other than the camp director, please contact the office and speak to us here.

CONFLICT CALENDAR— PLEASE CIRCLE ANY DATES YOU KNOW YOUR CHILD WILL BE ABSENT AND RETURN.

STUDENT'S NAME: _____ CAMP _____

June 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	19	20	21	22	23	
	26	27	28	29	30	

July 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	3	4 NO CAMP	5	6	7 MAKE UP CAMP DAY	8
	10	11	12	13	14	15
	17	18	19	20	21	22
	24	25	26	27	28	29

August 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	31	1	2	3	4	5

2017 SUMMER CAMP CALENDAR
Schedule for: ACTOR'S STUDIO CAMP
Monday—Friday from 9:00 am to 3:00 pm
June 19th to July 8th
1053 Crespi Drive in Black Box Theatre

	MON	TUE	WED	THURS	FRI	SAT
WEEK 1	FIRST DAY 9 AM—3 PM			Note Home		
WEEK 2				Note Home		
WEEK 3		4TH OF July NO CAMP		Pizza Day Note Home	Regular camp schedule 9-3 PM 3:00 pm go home 6:00 call 7:00 PM	SHOWS 1:00 PM Call 2:00 PM SHOW break 6:00 PM Call 7:00 PM SHOW STRIKE

Call Times for ALL PERFORMERS are ONE HOUR before curtain. All Actors help with strike and must turn in costumes and check-out with the Director before leaving after the final show.

Pizza day & Scripts are included with camp.

Strike=Strike is done after a show is over & means the set & costumes are taken down & put away. Cast members participate. Parent help in rounding up personal items, putting away props/costumes and loading sets is appreciated!

SSPA Summer Camp Special Event Schedule

Actor's Studio

Week 1:

Monday -intro, building safety, rules, Begin Blocking

Friday - secret pal gift, note home, **ROCKSTAR DAY!** Dress like your favorite Rock star!

Secret Pals: *Secret Pals is for those who wish to participate...students pick a name and bring a small (\$1.00 gift) the first 2 weeks and then a (max \$5.00 gift) for opening night.*

Week 2:

Friday - secret pals gift, note home, line through (all lines/dances/songs memorized).

Crazy Hair/Socks/Clothes Day!! & PIZZA PARTY DAY!

*WE PROVIDE PIZZA, FRUIT, DRINKS

Week 3:

Friday - **PJ'S DAY!**

Preview Performance 1:00 pm

Performance 7pm *Opening Night- (special secret pal gift)

Saturday- Performances -2:00 pm & 7:00 pm

with cast party/potluck in between

Strike All cast help with strike