



# Summer Camps 2017

## Parent Orientation Packet

SSPA MAIN OFFICE 650 738-8648

Camp Directors Contact Info	
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SS I & II SSR	Gary Schoenfeld 408-309-7754
BB I CAB	Erica Lopez 650 392-4385
BB II SSR	Lizzie Chapman 650-892-4573
AS I	Tin Le (415) 992-0043
Teen Training	Tin Le (415) 992-0043
Center Stage	Erica Lopez 650 392-4385
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Intensive	

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 20th year of 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 (or NEW-ISH) 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 web-site. **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.
- **CHILDCARE:** You must have a current up to date credit card on account. We will account for all hours used and charge only what was used at the end of camp. We will request your best guess for childcare usage as normal through our childcare calendar (attached) for staffing purposes.
- **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.
- **SHOW CHOICES:** In our beginning years we focused more on the content, story and musicality of a show. We gradually shifted focus to finding shows that had lines for every single student. We are moving back to more ensemble oriented shows where every student may not have lines but the importance of the ensemble is crucial. Ensemble shows actually give students more to do as they focus on group numbers. The value of camp has never been proportional to # of lines. As parents, we all understand the desire for your child to feel important and be challenged, we feel we work very hard to accomplish this whether your child has 0, 5 or 100 lines. Please read the section on "CASTING" as that offers more insight to the opportunities for life lessons that theatre offers.
- **SHOW TICKETS:** Will be \$5.00 through Brown Paper Tickets if purchased in advance. We HIGHLY encourage tickets be purchased on-line, if that's not possible and IF we have tickets available they'll be sold at the door for \$7.

## 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.

## THE FIRST DAY OF CAMP

**PLEASE go on-line and update your child's emergency information NOW!** We will be using those instead of the emergency forms and information must be up to date before camp starts. If we do not have an updated form we will ask you to fill one out first day of camp before leaving your child.

Go to: [www.SpindriftSchool.org](http://www.SpindriftSchool.org)

On the front page, click the red "parent portal" button. Log in using your email.

Go to "MY ACCOUNT" and update your family information and Emergency Contacts.

Go to "My CONTACTS" and "MY STUDENTS" and ensure all fields are filled out.

Please bring the **Conflict Calendar** (please let us know of any KNOWN absences)

Please file out the **after care calendar** if you need after care, to the best of your ability. This helps us for staffing purposes. See information below on Extended care.

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 signed by a parent, otherwise a named person must come into the building & sign them out.

## EXTENDED CARE

**WHERE:** Extended care is available at our Cabrillo & Sunset Ridge Sites for BB & SS as below:

**HOURS:** 8-9 am and 12-6pm

**WHEN:**

**SESSION I:** We offer extended care hours Monday through Thursday with **Friday care available if enough children sign up. FOR SESSION I FRIDAY CARE: On the Fridays there is no camp if there are enough sign ups, childcare will be offered from 8-6 but ONLY at Cabrillo. Sunset Ridge Students may attend but will need to be brought to Cabrillo at 601 Crespi Drive.**

**SESSION II:** all camps are 5 days so regular childcare hours apply.

**ONE WEEK CAMPS AT SSPA;** We do not offer morning care. We offer after care between the AM and PM camps from 12 to 1 and then from 4 to 6.

**HOW TO SIGN UP:** Please fill out the **childcare calendar** that has been provided. Drop-in is fine too but 24-hour notice is helpful so we can plan staffing appropriately.

**COST:** Extended care fees are \$7.00 per hour. There is a 15 minute grace period before and after camp during which you will not be charged. If your student is on-site before or after that they will be taken to childcare.

**HOW DO I PAY?** You must have a current credit card on account to use childcare. We will charge all hours used at the end of camp. Please remember to sign your child in and out each day so we have accurate accounting.

## 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 (If your student is staying for childcare, please pack extra snacks) Broadway Bound students leaving at noon need only pack a snack.
- **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 midriffs 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).

## SECRET PAL INFO FOR Spotlight Stars, Center Stage & Teen Training only.

The first week of camp each student is given a secret pal. They will be given info about that student; some likes and dislikes, favorite color etc. Each week on Thursday, students bring their secret pal a small gift (\$1 or under) with their name on it. These are distributed Thursdays. On the final show, a final Secret Pal gift is given (limit \$5) and the secret pal is revealed! Students who do NOT wish to participate, don't have to but it is a lot of fun and a good way to get to know the other kids. Broadway Bound students do NOT do Secret Pals.

## 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

Shows are auditioned for and a cast list is made by the first Tuesday or Wednesday of camp. For Broadway Bound and Spotlight Stars camps, we start with a voluntary talent show and students may perform anything they like, after which they may audition for specific parts they are interested in. Your child will be given an audition form that asks them if they would like a lot of lines or a dance or singing solo, etc. and they will be offered the opportunity to audition for certain parts. You would be surprised at how often they fill out the form with "whatever" or don't audition. Sometimes they are ready and sometimes they are not. We offer but do not push. However, it is important to know, if your student wants a lead role or solo and will not sing solo or audition when we call for those interested in the part, it is unlikely they will be given a lead or a solo. We offer the opportunity but do not require them to get up if they are not ready.

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 (**EXCEPT Broadway Bound actors** who need to arrive 45 minutes before a show or a preview).
- 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.)

**Potluck for SS:** There will be potluck on the last day of camp, between the performances for SS camps. These serve as cast parties, families are welcome to attend so please look at your calendar and bring something to share! If you have a sibling in BB, the siblings are more than welcome to attend the shows and potlucks as well.

### TICKETS

All tickets for all shows are \$5.00 on-line or \$7.00 at the door. We highly encourage purchasing tickets in advance. 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.

*THANK YOU for choosing Spindrift for your child's summer arts experience  
and welcome to our Spindrift Family!*

**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 <b>NO CAMP</b>	5	6	7 <b>MAKE UP CAMP DAY</b>	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

# Camp Childcare Planner

Name of Child(ren) \_\_\_\_\_ Age \_\_\_\_\_

I will NOT need childcare \_\_\_\_\_  
 I WILL need childcare \_\_\_\_\_  
 If you WILL need childcare, please complete planner below.

Hrs Offered: **8am to 9am (BB & SS only) & 12pm or 3pm to 6pm**  
 I understand if I use childcare I must have a valid credit card on my account and that all hours used will be charged at the end of camp. \_\_\_\_\_ (Initial)

**SESSION I CAMPS AT CABRILLO & SSR IS M-TH. SESSION II CAMPS AT CABRILLO & SSR IS M-F.**

**NOTE: WEEK 3 OF SESSION I ONLY: NO camp July 4 -MAKE UP DAY is Friday, July 7th.**

**THE LAST FRIDAY** of the camp session is always a regular day. This means during Session I there will only be 2 Fridays where all day care is offered at Cabrillo. If you need Friday care on weeks 1 & 2 you **MUST** sign up in advance. No drop in on Friday Care days. Sunset Ridge Session I students needing Friday Care must come to Cabrillo. For Session II camps Before and after care is offered at the same time every day.

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>WEEK ONE</b> SESS I June 19-22 SESS II July 17-21 Fri Care at Cabrillo	AM (Check if needed) <input type="checkbox"/> PM _____ (Approx hours)	AM (Check if needed) <input type="checkbox"/> PM _____ (Approx hours)	AM (Check if needed) <input type="checkbox"/> PM _____ (Approx hours)	AM (Check if needed) <input type="checkbox"/> PM _____ (Approx hours)	AM (Check if needed) <input type="checkbox"/> PM _____ (Approx hours)
<b>WEEK TWO</b> SESS I June 26-29 SESS II July 24-28 Fri Care at Cabrillo	AM (Check if needed) <input type="checkbox"/> PM _____ (Approx hours)	AM (Check if needed) <input type="checkbox"/> PM _____ (Approx hours)	AM (Check if needed) <input type="checkbox"/> PM _____ (Approx hours)	AM (Check if needed) <input type="checkbox"/> PM _____ (Approx hours)	AM (Check if needed) <input type="checkbox"/> PM _____ (Approx hours)
<b>WEEK THREE</b> SESS I July 3, 5, 6, 7 NO Camp July 4 SESS II July 31-Aug 4	AM (Check if needed) <input type="checkbox"/> PM _____ (Approx hours)	AM (Check if needed) <input type="checkbox"/> PM _____ (Approx hours)	AM (Check if needed) <input type="checkbox"/> PM _____ (Approx hours)	AM (Check if needed) <input type="checkbox"/> PM _____ (Approx hours)	AM (Check if needed) <input type="checkbox"/> PM _____ (Approx hours)
<b>WEEK FOUR</b> (Session I only) SESS I July 10-14	AM (Check if needed) <input type="checkbox"/> PM _____ (Approx hours)	AM (Check if needed) <input type="checkbox"/> PM _____ (Approx hours)	AM (Check if needed) <input type="checkbox"/> PM _____ (Approx hours)	AM (Check if needed) <input type="checkbox"/> PM _____ (Approx hours)	AM (Check if needed) <input type="checkbox"/> PM _____ (Approx hours)

**2017 SUMMER CAMP CALENDAR Schedule:**  
**BROADWAY BOUND**  
**SESSION I Monday-Thursday 9am-12pm June 19 to July15**  
**Cabrillo: 601 Crespi Drive, Pacifica**

	MON	TUE	WED	THURS	FRI	SAT
WEEK 1 SSR Sess. I CAB Sess I	<b>FIRST DAY</b>  <b>BB</b> <b>9AM-12PM</b> <b>Please ensure online emergency info is updated</b>			<i>Dress up Day</i> <b>LETTER HOME</b>	No Camp Friday Childcare 8-6 at CABRILLO SCHOOL ONLY  Must pre register	
WEEK 2				<i>Dress up Day</i> <b>LETTER HOME</b>	No Camp Friday Childcare 8-6 at CABRILLO SCHOOL ONLY Must pre register	
WEEK 3		<b>4th of July</b> <b>NO CAMP</b>		<i>Dress up Day</i> <b>LETTER HOME</b>	Regular Camp Schedule Make up day	
WEEK 4				<b>LETTER HOME</b>	<b>BB Regular camp schedule 9-12 PM</b>  <b>11:00 PREVIEW</b>	<b>BB</b> <b>10:15 AM Call</b> <b>11:00 AM SHOW</b>  <b>STRIKE</b>

**SESSION II Monday - Friday 9am-12pm July 17 to August 5**  
**Sunset Ridge 340 Inverness Drive, Pacifica**

	MON	TUE	WED	THURS	FRI	SAT
WEEK 1	<b>FIRST DAY</b>  <b>BB</b> <b>9AM-12PM</b> <b>Please ensure online emergency info is updated</b>			<i>Dress up Day</i> <b>LETTER HOME</b>		
WEEK 2				<i>Dress up Day</i> <b>LETTER HOME</b>		
WEEK 3				<i>Dress up Day</i> <b>LETTER HOME</b>	<b>11:00 PREVIEW</b>	<b>BB</b> <b>10:15 AM Call</b> <b>11:00 AM SHOW</b>  <b>STRIKE</b>

Call Times for ALL PERFORMERS are :45 before curtain. All Actors help with strike and must turn in costumes and check-out with the Director before leaving after the final show.

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 chairs and loading sets if last camp, is appreciated!

DRESS UP DAYS: are optional, not mandatory.

# SSPA Summer Camp Special Event Schedule

## 3-week Broadway Bound & Spotlight Stars

**\*\*Broadway Bound does not do Secret Pals or Pizza Day.**

### Week 1:

**Monday** -intro, building safety, rules, short classes - teach "call-back" script read through, choose secret pals, audition prep & auditions. Cast show.

**Tuesday** - Classes start, cast list posted.

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

**Secret Pals: Spotlight Stars only:** *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!**

**Note:** **BROADWAY BOUND** Does not participate in Pizza Day

**\*WE PROVIDE PIZZA, FRUIT, DRINKS!**

### Week 3:

**Friday - PJ'S DAY!**

Theatre Olympics and Awards

Preview Performance 11:00 am for BB/1:00 pm for SS

Performance SS \*Opening Night/Day- (special secret pal gift)

**Saturday- Performances**

**Broadway Bound-11:00 am**

**Spotlight Stars-1:00 pm & 4:00 pm**

**with cast party/family potluck in between**