

SPOTLIGHT SUMMER CAMP

CARNEGIE VANGUARD HIGH SCHOOL

AUG 6-17 2018

MON-FRI / 9AM - 3PM



**WORKSHOPS / PLAYWRITING / POETRY / LIGHTING
DICTION / MOVEMENT / ACTING / VOICE / TECH**

**EARLY BIRD REGISTRATION
until May 15, 2018**

AGES 11-15

\$600



CARNEGIETHEATRE.COM

Dear Parent,

Let me be the first to welcome you and your child to Carnegie Theatre Company's Spotlight Camp. We thank you for letting your child join the creative and fun experience that is Spotlight. He or she is now a member of our theatre company!

THE CAMP

Our camp program is full immersive theatre training because we offer insight into all parts of theatre, while still making sure that each individual student has a great time. Campers experience all types of dramatic production including acting, voice and movement, stage combat, makeup and costume design, poetry, sound and light design, and playwriting all taught by award-winning Carnegie Theatre students.

We welcome your child to voice their goals and shape this program to their interests. We will provide the students with many tools and resources, but their inspiration and dedication will fuel our work as a theatre company. The first week of camp is structured as an introduction to theatre and the many technical and acting techniques that they will use when they begin rehearsing their student-written, casted, and performed shows the second week (performance date and time below).

ORIENTATION MEETING

We look forward to seeing you and your child at the required orientation meeting, which will be held from 8:00 a.m. to 9:00 a.m. on August 6th, the morning of the first day of camp. For planning purposes, this meeting will be a chance for you to turn in your forms and voice any comments or concerns. It is a chance to meet many of the camp counselors, go over the curriculum, and for us to answer any further questions you may have before dropping your child off.

AFTER CARE

We do offer the option of after care for parents who are not able to pick their child at 3. Unfortunately, we cannot stay past 5, but if this option would be viable for you, please include the cost in your final payment and reach out to me through email before camp begins. After care is an extra cost of \$400 for the continuous 2 weeks, but if you do not sign up for after care and need to pick your child up at 5 on a certain day due to an emergency, then you can pay the program director \$25/hr for that day.

Enclosed is the orientation packet for Carnegie Spotlight Camp 2018. Inside are emergency contact and media release forms along with a supply list, policies, general information, and payment plans. **Please be sure to read all information and fill out all of the forms then bring them with you to the orientation meeting. We will not be able to accept your child into the camp without them.**

The entire staff at Carnegie is eagerly anticipating the arrival of the campers. Counselors are planning many action-packed sessions - so get your sleep now; you're going to need it!

Program Dates: August 6th- August 17th

Times: 9:00 AM-3:00 PM, Monday-Friday

Final Performance: Friday, August 17th at 3:00 PM

Sincerely,

Steward Savage
Artistic Director
Email: ssavage1@houstonisd.org

Policies and Checklists

Policies:

- Respect yourself; respect others; respect property.
- Be prompt: “On time” in the theatre is 5-10 minutes early.
- If you must miss class for any reason, it is your responsibility to contact the program director or head counselor in advance or as early as possible. We must keep track of students at all times.
 - This goes for leaving the group for water, restroom, or any other purpose. Speak with your head counselor so they know where you are.
- Cell phones and other electronics must be turned off and put away prior to the beginning of the camp day.
- Keeping track of your belongings is your responsibility. No storage space is available. We recommend leaving valuable items (and/or other items you fear losing) at home or in a small backpack.
- Carnegie Vanguard is still a high school building. Please respect the building and everything that is in it.
- Follow instructions from any adult or counselor.
- Carnegie enforces a zero-tolerance policy for weapons, controlled substances, and substances illegal for minors. If you are found to have one of these items, you will be dismissed from the program.

IMPORTANT: Please bring all completed and signed forms to the orientation meeting. If you and your child do not complete these forms, they will not be able to remain in the camp.

Food: Please bring a lunch every day. Please bring enough food to keep yourself energized throughout the day. A small amount of refrigerator space is available. No food or gum is allowed in rehearsal/performance spaces. There will be a set time and space for lunch daily.

Water: Water fountains are available at Carnegie, but you may wish to bring bottled water or a refillable water bottle to drink throughout the day. Water (but not other drinks) is allowed in rehearsal/performance spaces.

Please read the enclosed supply list for required items.

What Not to Wear: Clothes that would violate your school’s dress code are also inappropriate here this includes: halter tops, extremely short shorts or skirts, clothes that show your underwear, or other clothes that are inappropriately revealing or make moving difficult and uncomfortable.

Daily wear: Come to class dressed in clothes you will be comfortable moving in. Dance clothes or athletic wear is ideal. Even outside of movement classes, you will be doing a great deal of physical work, so you will be at a disadvantage if your clothes restrict your movement, prevent you from doing exercises, or make you self-conscious.

Shoes: Please wear closed-toed, rubber-soled shoes without high heels.

Hair: Long hair should be pulled back for movement classes and work in the scene shop.

Warm clothes: The theatre and rehearsal spaces can be very cold, so we recommend bringing a jacket.

Student Supply List

Please bring all of the following items to the first day of class on August 6th. A small bag or backpack to carry your items would help greatly. Please do not hesitate to contact Program Coordinator, Steward Savage, if you have any questions or concerns about the items on the list (email: ssavage1@houstonisd.org).

The List: Daily your child should bring a water bottle, snack, packed lunch, comfortable clothing (dance or movement clothing), comfortable flat shoes (actors will not wear flip-flops or be barefoot in rehearsal).

One Journal: Spiral-bound, lined paper notebook is best as you will write in it daily. This will also be where your 10 minute play drafts will be placed. And pencils! Please put your name on the front cover.

Drop-Off/Pick-Up: Classes will be held at Carnegie Vanguard High School, the address is as follows:
1501 Taft, Houston, Texas 77019. The theatre building is on the corner of Genesse and West Gray.

Drop-Off will be from 8:45 a.m. to 9:00 a.m., Monday to Friday.

Pick-Up 3:00 p.m. to 3:15 p.m.

After Care 3:00 p.m.-5:00 p.m.

Students may be dropped off in the morning, and picked up in the evening at the side door of the Arts building at Carnegie on West Grey. The school is located on Taft and West Grey, and the arts building is behind the school. Temporary drop off parking is allowed on this side but not at the front or in the parking garage.

*If you need to drop your student off earlier or later than the designated times, please make arrangements at least 24 hours in advance. Make sure to fill out the after day care form and pay the additional fee if you plan to pick up your child at 5 p.m. as opposed to 3 p.m. on any day of the week.

Payment:

Bring a check of \$600 at orientation, or more if you choose to add after care. Make all checks out to the Carnegie Theatre Booster with "theatre" written in the memo. Bring all the forms and the check with you to orientation to ensure your student's enrollment into the camp.

Orientation Checklist:

- Payment check
- All student supplies
- Emergency medical information
- Media release
- Emergency contact information

Forms can be found below. Make sure to complete and print them before the orientation meeting.



EMERGENCY MEDICAL INFORMATION

Student Name: _____

Emergency Contact Name: _____

Relationship to Student: _____

Emergency Phone: _____

Primary Hospital or Physician: _____

Allergies (Food or Medicine): _____

Please list and medicines or procedure that the student will need to administer during 9am-3pm:

Does the student have pre-existing conditions that will make movement or speaking challenging?:

All Emergency Information Form will be held by:

Steward Savage
Program Coordinator
Email: ssavage1@houstonisd.org

MEDIA RELEASE FORM

I, _____, grant permission to the *Carnegie Vanguard Theatre Company* to use my child's, _____, image (photographs and/or video) for use in *Media publications*.

I hereby waive any right to inspect or approve the finished photographs or electronic matter that may be used in conjunction with them now or in the future, whether that use is known to me or unknown, and I waive any right to royalties or other compensation arising from or related to the use of the image.

Please **initial** the paragraph below:

_____ - I am the parent or legal guardian of the below named child. I have read this release before signing below, and I fully understand the contents, meaning and impact of this release. I understand that I am free to address any specific questions regarding this release by submitting those questions in writing prior to signing, and I agree that my failure to do so will be interpreted as a free and knowledgeable acceptance of the terms of this release.

Date: _____

Name of child (please print): _____

Signature of parent or legal guardian: _____