

TABLEROCK THEATRE CAMP
SALADO, TEXAS
July 15 – July 22, 2012

STUDENT AND PARENT
HANDBOOK

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STUDENT GUIDELINES

Responsibilities

1. To adapt and learn from a structured theater environment.
2. To comply with all theater, housing, and program rules.
3. To attend all classes and activities on time, unless officially excused.
4. To meet with counselors, teachers, tutors, and staff when scheduled.
5. To keep room/bunk space and personal belongings neat, clean and orderly at all times.
6. To pay for repair or replacements of any damaged property.
7. To complete and update medical history, residence, and any pertinent information as soon as changes are in effect.
8. During any Tablerock Theatre Camp program events/activities, to not wander away from the group, or proceed anywhere without informing proper staff.
9. During the Tablerock Theatre Camp, to remain on campus at all times unless accompanied by a staff member, parent, or guardian.
10. Smoking or any tobacco products are not allowed.
11. Program policy prohibits the use or possession of alcohol, controlled or illegal substances or any weapons while enrolled in the program.
12. All prescribed medications must be registered with the program director and be listed on your application.
13. To respect all fellow students, teachers, tutors, program staff, and visiting presenters.
14. Over-display of affection will not be allowed. This includes kissing, excessive hugging, and caressing, etc.
15. No Walkie-talkies or Family Radio (FRS or GMRS) devices will be allowed to be used by participants during any theater camp activity.
16. No electronic devices (cell phones, MP3 players, video games, ear phones or the like) will be allowed to be used by participants during any classes, meetings, or rehearsals.
17. Revealing clothing will not be permitted anytime.
18. No visitations by friends during the camp term.

Standard of Conduct & Ethics

Behavior

Participants are expected to behave in accordance to standards which contribute to a learning environment. This behavior is essential for the development of respect, trust, and leadership abilities that are promoted by Tablerock Theatre Camp and any negative behavior is not tolerated. Flagrant or habitual violation of these standards of conduct may result in the student's parent/guardian being notified and student removal from the program with no refund of fees.

Campus

As you know, Tablerock Festival, Inc. of Salado, Texas is hosting the Tablerock Theatre Camp and has provided access to its resources, facilities, and cooperating entities. With this in mind, we ask that all participants respect the privilege that has been given by ensuring that each activity, event, or visit is respectfully accepted and utilized to the fullest extent in order to maximize this learning experience. Full utilization demands care and respect of one's area as well as visited resources.

Attire

Attire should not interfere with or distract from the positive learning environment we support. Therefore, any attire with depicts drugs, alcohol, satanic, vulgar, pornographic or gang-related material will not be allowed. The manner in which each participant presents himself/herself is important for many reasons—most importantly to provide a clean, safe and positive learning environment.

Residential Staff

When the participants reside at Bonnie Posey Cottage and/or Crawford Dorm there will be Tablerock staff member available and/or on call to facilitate, monitor and maintain all events and activities during the duration of their stay. Campers are to abide by the rules and regulations provided. Any violations will be subject to review by the Director.

Bonnie Posey Cottage and Crawford/CenturyLink Dorm

Throughout the duration of the Campers' stay at Tablerock, whether in the Cottage or Dorm, it will be each individual's responsibility to maintain their area in a neat and presentable manner. Any damages to the facility shall be the responsibility of the student and parent/guardian(s).

Safety

The safety and welfare of each participant and the group as a whole is paramount. We ask that each participant regard safety in the same manner. To maintain safety at all times we also ask that each participant behave in a manner that will promote safety by making sure other participants abide by our safety rules.

1. No participant shall cause harm to themselves or others.
2. All participants shall be cautious in their daily activities.
3. No participant may wander around the campus without a staff escort.
4. All accidents or incidences must be reported immediately to the Director or his representative (no matter what time it is).
5. All rules and regulations shall be followed to ensure maximum efforts towards a safe environment.

Security

All students are to remain in their dorms after “lights out”. The facility will be secured at that time and students will not be permitted to leave until the designated wake up time established by the Director.

Tablerock is not responsible for the loss or theft of any valuables to include, but not limited to, money, jewelry, or entertainment devices. In the event you have an essential item that requires special protection (e.g., an insulin pump), inform the staff; otherwise, we recommend you leave your valuables at home.

Medical History & Insurance

In order for Tablerock Theatre Camp to provide the maximum effort in safety, we require that each parent/guardian provide their sons/daughter’s current medical history and insurance information. Those forms must be completed prior your son’s/daughters’ entrance into Tablerock and should be updated as information changes. As for the medical insurance/Medicaid/Medicare information, these should include all physicians and policy numbers. Students should submit a copy of the card or information with all telephone numbers. Parents of students without medical insurance must provide a letter claiming financial responsibility for any emergency medical expenses that may arise during the camp.

The medical history should include a list of medications being taken and amount of dosages, as well as a list of allergies. Please ensure that all documentation remains current and accurate should a medical emergency occur and your child needs immediate attention.

During Tablerock Theatre Camp any participants taking medications must submit their medications to the Camp Director to keep safely from others.

Release of Participant

While your son/daughter is in our care, we request that any time your son/daughter must leave early that you submit the student pick-up/drop-off form with your signature prior to our releasing him/her. A photo ID will be required by the person picking up the student and the time of the student’s departure and anticipated return will be noted.

Emergencies

In case of emergencies we have requested various forms to be provided for Tablerock Theatre Camp. These forms are to allow Camp personnel to obtain/provide medical attention for your child in the event of an accident or medical emergency.

Should there be a medical emergency our procedures are as follows:

- If any medical emergency or accident occurs a member of the Tablerock Theater Camp staff should be notified immediately.
- The Tablerock Theatre Camp staff is to notify the Director immediately. The Director will notify the family as soon as possible.

- Depending on the situation, emergency medical facility will be called through 911 or participant transported to hospital, or first aid will be rendered by staff.
- Tablerock Theatre Camp personnel will fill out an incident report with information regarding the emergency.

Directions to Tablerock Theatre Camp and Registration

Registration will commence at the main theater building at 409 Royal Street, Salado, Texas promptly at 9:00 am on **July 15, 2012**. Salado is half-way between Waco and Austin, just off Interstate Hwy 35 and can be reached by following map drawn below:

What to Bring to Camp

Essential Paper Work:

1. Front and back copy of camper's insurance card
2. Copy of 5 pages of signed Liability Release and Waiver
(See Students Application)
3. Proof of car insurance (if you will be driving to and from Tablerock)
4. Receipt for \$300.00 deposit and cash or check (no credit cards) to pay remainder due.

Check off list:

Belongings:

Twin size bedding, blanket & pillow rolled into a sleeping bag

Hand sanitizer, laundry bag,

Hand towels, wash cloth and bath towels - marked with camper's name or initials

Clothes for 8 days, shorts, tops, nice jeans & tops for trips, rehearsals clothes

A black set of clothes + shoes, no flip flops on stage, black character shoes

Detergent, dryer sheets and quarters if you plan to use a washing machine

Backpack, walking shoes or tennis shoes

Hygiene items, deodorant, bath soap, sanitary napkins, toothbrush, toothpaste,
razor, shampoo, conditioner, blow dryer, curler, make-up.

Guitar or musical instrument must have ID attached

Alarm clock or cell phone with clock, bug spray, sunscreen, iPod, camera, batteries,
snacks, water bottle, gum, mints, cell phone charger, etc.

For Classes:

Laptop (optional) with your ID attached. Bring appropriate batteries/attachments.

Pens, pencils, highlighters, notebook.

Medication:

Must be listed on your application and registered with the Director

Bring ample supply to last 8 days.