**SCCT Spring Drama Camp Policies and Procedures**

**Please read carefully and sign registration form.**

**REGISTRATION**: Tuition must be paid in advance. A student is registered only upon receipt of payment in full.

**FINANCIAL ASSISTANCE:** If the $249 Tuition constitutes a financial hardship for your family, please contact SCCT Board President, MaryAnn Marlar, for information on financial assistance options at maryann@silvercitycommunitytheater.com.

**REFUNDS**: You must notify SCCT in writing **on or before February 27th**of withdrawal from the spring program for a full refund minus a $20 cancellation fee. If you withdraw from the program **from February 28th -March 11th** one half (1/2) of the cost of tuition will be refunded. **From March 12th, 2023, there will be no refunds.**

**RETURNED CHECKS:** A $25 fee will be charged for any returned/bounced check.

**CAMP SCHEDULE:** Mon-Fri, March 13th-March 17th. Early drop off is 8:15 am for breakfast. Classes begin at 9 am and end at 3 pm. **PICK UP NO LATER THAN 3:30 pm**. Final Presentations on Sat, March 18th (Time TBA).

**DROP-OFF AND PICK-UP:**Pickup and drop off will happen at the front door of Oasis Coffee and Tea House, 714 N. Bullard St, with only students and staff permitted in the building.

**MEALS AND SNACKS**: There will be designated snack and lunch times for all programs. Meals/snacks will take place outside weather permitting. SCCT will provide breakfast, snacks and lunch for students, or students may bring meals/snacks from home.

**EARLY DROP OFF & MEALS:** Campers may be dropped off at 8:15 am and receive a hot and healthy breakfast and lunch.

**LATE PICK-UP**: Please be considerate of staff by being on time for pick-up. The SCCT Drama Camp will automatically assess a $15 late fee if your child is picked up more than 30 minutes after the assigned hour his/her program ends and $45 if your student is picked up more than 50 minutes past that hour. *(Regular camp day ends at 3pm)*

**AGE/GRADE LEVEL**: All participants should be registered only for programs listed for their age level as of Spring 2023. We understand that skill and experience levels var; however, students are required to register for their age-appropriate programming.

**ACCESSIBILITY**: The SCCT Drama Camp is committed to creating an environment where all students can thrive in an inclusive and welcoming space. Located at Oasis Coffee and Tea House at 714 N Bullard St, we also have access to the Pocket Park and Mainstreet Plaza, next to and behind Oasis for outside activities when the weather is warm. If your child requires assistance, we encourage you to contact SCCT Youth Program Director Wendy Spurgeon, wendy@silvercitycommunitytheater.com. prior to enrollment to discuss reasonable and respectful accommodations. We are happy to discuss support strategies to help make sure your child has a successful camp experience.

**GUESTS**: In order to provide a safe environment, guests are not permitted to stay in the Oasis classrooms during the camp day.

**PHOTOGRAPHY AND VIDEOGRAPHY**: SCCT reserves the right to use photos and videos taken in SCCT programs for promotional purposes only.

**STAFFING**: SCCT reserves the right to make faculty substitutions in any of our programs.

**NON-DISCRIMINATION POLICY**: SCCT does not discriminate on the basis of race, color, religion, gender, gender expression, age, national origin, disability, marital status, sexual orientation, or military status, and complies with all applicable laws governing discrimination.

**SUPERVISION**: SCCT is not responsible for any child or teen in or around the camp location beyond the specified hours of the particular program in which they are enrolled.

**ELECTRONIC DEVICES**: Students are encouraged to leave all electronic devices at home. Devices may be taken by staff members and returned to campers at the end of the day.

**BEHAVIOR**: SCCT expects campers to value the contributions of others and to treat fellow students, instructors, and counselors with respect. We reserve the right to dismiss, without refund, any camper whose behavior is inappropriate and disruptive to the successful functioning of the camp group. If a camper is a direct threat to the safety of themselves or others, they may be immediately dismissed from the camp program.

**CLOSED-TOE SHOES/APPROPRIATE CLOTHING**: Students must wear closed-toe shoes during the camp day. They should come wearing appropriate clothing that does not restrict movement.

**MEDICAL CARE**: In the event of an emergency requiring immediate medical attention, your child will be taken to the nearest hospital emergency room unless SCCT staff is instructed otherwise by parents before the program begins. SCCT staff members may provide basic first aid but do not administer medication of any kind to campers. If your child requires medication dispensed during the camp day or a special arrangement of any kind, please contact SCCT Youth Program Director Wendy Spurgeon, wendy@silvercitycommunitytheater.com.

**LIABILITY WAIVER**: I understand that SCCT makes every effort to provide a safe, enjoyable atmosphere in which to explore both the art and craft of acting. I recognize and acknowledge, however, that there are always risks of accident or injury and knowingly and voluntarily assume all risks of such injury. I release SCCT from any and all liability and/or claims or damages arising out of personal injury of any kind. I agree to be responsible for any medical bills incurred resulting from illness or injury during my child’s participation at SCCT Drama Camp **(signature required on registration form).**

**COVID-19 LIABILITY WAIVER:**By completing this registration, I acknowledge the contagious nature of COVID-19. I voluntarily assume the risk that my child and I may be exposed to or infected by COVID-19 by attending The SCCT Youth Theatre Project Fall Break Drama Camp.  The SCCT staff will follow Covid protocols and CDC guidelines, but I understand that risk of exposure cannot be fully eliminated. I release SCCT from any and all liability and/or claims or damages arising out of personal illness of any kind. I agree to be responsible for any medical bills incurred resulting from illness during my child’s participation at the SCCT Youth Theatre Project Spring Break Drama Camp **(signature required on registration form).**

If there is a COVID exposure within a camp, a parent/guardian will be notified by an SCCT staff member via email as soon as possible.