

## ASF HALF-DAY CAMP FAQs

### Pick-Up & Drop-Off Information

- Location: 1 Festival Drive, Montgomery, AL 36117 (Drop-Off Map Attached)
- Students should be dropped off and picked up at the Staff/Rehearsal Hall entrance (at the back of the theater) every day. A map is included for reference.
- Drop-off each day will be from **8:15AM – 8:30AM (Morning session) or 1:45-2:00 PM (Afternoon session)**.
- Pick-up each day will be from **11:30AM – 11:45AM (Morning session) or 5:00-5:15pm (Afternoon session)**.
- Please plan to bring your student inside on the first day to check in, pick up t-shirt(s), and meet the staff. We will have **First Day Orientation** at the beginning of your child's session in Pleasants Rehearsal Hall at the back of the theater. For the remainder of the time with us, it will not be necessary for you to enter the building. Drop-off and Pick-up is done "Airport Valet-style."
- Parents will be given pickup tag(s) to have in hand when coming to the door. Campers will be dismissed individually as parents arrive.

Please be timely in regards to the pick-up/drop-off times. **Please do not drop off your student without a Camp staff member present outside the building.** No one will be admitted into ASF outside of normal camp hours. If there are any circumstances that would require a change in arrival or departure time such as heavy traffic, doctors' appointments, emergencies, etc., please give Camp staff as much of an advance warning for preparation as possible by calling the Camp Coordinator.

### Cancellation Policy

Enrollment is limited and advance payment is required for all camps. In the event of circumstances that prevent your child from attending camp, you may request a cancellation with the following schedule:

- Cancellations received on or before May 31, refunded 90%
- Cancellations received after May 31 but on or before June 10, refunded 75%
- Cancellations received after June 10 but on or before two weeks prior to session start date, refunded 25%
- Cancellations received within two weeks of the camp starting, refunded 0%

## Daily Details + CAMP PROCEDURES

- **Dress Code:** Your student will be stretching, dancing, painting, gluing, and moving around a *great deal* during their time at Camp Shakespeare. We recommend that campers wear **closed-toed shoes** and comfortable, relaxed clothing.
- **Food:** ***Campers will be provided snacks and water or juice during breaks throughout the day.*** Water bottles are also highly encouraged (we have filling stations around the building). If your child has a special diet, feel free to pack a snack for him/her to enjoy during snack time. Please be considerate of any food allergies other campers may have (No peanut products!). Students will not be allowed to share food with other campers. Please email [cwilliams@asf.net](mailto:cwilliams@asf.net) if you have questions or concerns about this.
- **Medications:** Any medication brought to camp must be in the original container and accompanied by a complete description of instructions (Please note this in the Parent Waiver).
- **Personal Items:** Any personal items brought to camp are the responsibility of your child. Camp Shakespeare Jr. staff assumes no responsibility for these items. Please make sure to label all of your children's items with their name. **Please do not bring any devices** (your child will not need them or have time to use them)!
- **Personal Conduct:** We are proud of the outstanding and positive role models our campers are for one another. <sup>1</sup>If there should be any negative behavior such as use of profanity, bullying, or discourteous behavior to other students or our Staff, then students will be given a warning and parents will be notified as well. If behavior continues after this warning, then students can and will be dismissed with no refund.
- **Attendance:** Theatre is an ENSEMBLE effort... that means that everyone has to work together to make the final performance the best that it can be. It is VERY important that each camper be present every day. We understand emergencies come up, but if that is the case, please call us ASAP and let us know if you will be late, not coming, or need to leave early.

### Final Performance

On the last day of camp, your camper will be performing in a final showcase of what they've learned for friends, family, and fans! Camp will be held as usual at ASF from 8:30AM – 11:30AM (Morning) or 2:00pm-5:00pm (Afternoon) Monday - Friday. Campers should be picked up at the regular time. Showcases will take place in our Rehearsal Halls at 11:30AM (morning) and 5:00PM (afternoon) on the final day of camp. You'll receive notification of specific details before the final day of camp.

**<sup>1</sup>Any participants who exhibit behaviors related to racism, homophobia, xenophobia, or discourteous conduct toward those with disabilities or exceptionalities will constitute immediate grounds for dismissal; the student will not be permitted to participate in any future ASF Education programming. NO exceptions.**