

Registration Form for The Little Pac Players Summer Camp

A camp offered for 5 to 7 year olds through a partnership between Oregon Coast Council for the Arts (OCCA) and Jennifer Hamilton

Location: Newport Performing Arts Center (PAC) 777 West Olive St. Newport, OR

July 29 – August 2 from 9:30 AM – 12:00 noon (see attached policies regarding dates as well as drop-off and pick-up information)

Child's Name: _____

Age: _____

Parent/Guardian Name(s): _____

Mailing Address: _____

Cell Phone(s): _____

Email Address: _____

Emergency Contact Name: _____

Emergency Contact Phone: _____

Please list any allergies, activity restrictions, medical conditions, medications or other safety or custodial concerns. If none, write "none":

Is it ok to contact you via text messaging?: yes _____ no _____

By signing this, you agree to the attached class policies and payment schedule. If you do NOT want your child's photo used in any publicity materials, please submit that request in writing to OCCA P.O. Box 1315 Newport, OR 97365.

Please sign and return completed form with your non-refundable deposit of \$25 to the OCCA no later than Friday, July 19. The deposit will be applied to the total fee of \$125. Registration forms and payments may be dropped off at the PAC during box office hours (9:00 – 5:00, Monday through Friday).

Signature: _____ Date: _____

For Office Use	CC:	Ck:	Cash:
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The OCCA and Jennifer Hamilton are excited to have you join us for this pilot program For 5 – 7 year olds at the PAC. We need a minimum of 8 students for the class to occur and we can take up to 12 students. We hope you and your student find it to be a rewarding and engaging experience. Students will learn the basics of theatre performance and rehearse a Story Drama (a short play based on a children’s book) to be shared with friends and family on the last day of camp. Following are the dates for this year’s **summer camp**:

July 29 – August 2

On August 2 students will have a Share Day for friends and family.

Theatre Class Policies

1. Performance activities have inherent and necessary risks. Oregon Coast Council for the Arts (OCCA) and any contracted instructors do not assume any responsibility for injury.
2. All fees and payments are non-refundable and non-transferable. No credit will be given for days missed. Your \$25 registration deposit will apply toward your total fee of \$125. Checks should be made out to Oregon Coast Council for the Arts. Credit card payments can be made directly through the box office. There are limited spots so be sure to enroll soon.
3. Students are expected to conduct themselves with respect. We will discuss this concept at the start of each class. Respect for themselves, respect for the instructor, respect for each other and respect for the facility are essential to the success of the class and its participants. OCCA and any instructors contracted with them have the right to dismiss a participant whose conduct, influence or behavior is deemed unsatisfactory to the best interest of the class. OCCA and Jennifer Hamilton must be informed of any special needs prior to the first day of class.
4. OCCA and contracted instructors will not distribute any type of medication, prescription or over the counter, to any student at any time.
5. Our first aid policies will be to handle minor injuries such as, but not limited to, cuts, bruises, etc.
6. In case of severe accident or illness, participants may receive emergency medical or surgical treatment. Every effort will be made to contact the parent(s) /guardian(s) or the emergency contact.
7. Regarding dress: t-shirts, sweatshirts, loose-fitting clothes and tennis shoes are the best attire for Theatre Camp. Please do not wear skirts, dresses, sandals or heels.

8. **Drop Off:** Students may be dropped off at the PAC as early as 9:15. Please do not bring your child any earlier. The teachers will not be ready to receive your child until 9:15.
9. **Pick Up:** The Little Pac Players Summer Camp ends at 12:00 noon each day. This means we will end class and head to the front doors of the PAC for pick up between 12:00 noon and 12:15 (the latest your child can be picked up). If you need to pick your child up earlier than 12:00 noon, please notify OCCA and/or Jennifer Hamilton. Your child should be picked up in a timely fashion. For safety reasons no minor will be left unattended. Therefore we are enforcing a 5-minute rule. A child must not be picked up more than 5 minutes too late (12:20). After that time, a fee of \$10 per minute will be charged. We understand that occasionally emergencies (such as a flat tire or car wreck, etc.) happen. We will work with you in extenuating circumstances, but we ask that you respect our time and the 5-minute rule. Please notify OCCA and/or the instructor ahead of time if someone other than those listed on the registration form will be picking up your child.
10. Nothing should get in the way of students being able to give their best, be treated fairly and feel safe from unwanted attentions or actions. Inappropriate contact of any kind is strictly forbidden. If behavior of this kind happens, it should be reported immediately to a teacher or OCCA staff member so that we may follow up and resolve the issue. We cannot act unless we know about it. Inappropriate contact, aggressiveness or coercion may lead to dismissal from theatre camp. All reports will be handled in confidence appropriate to the resolution of the issue. Please counsel your children concerning inappropriate behavior and how to handle and report it.

Students and parents must review the policies, sign and turn in the registration form with deposit (\$25) for the first month by Friday, July 19. If you have any questions regarding Theatre Camp policies or class content, do not hesitate to contact Jennifer at jvbhamilton@gmail.com or 785-249-5341.