

Hedgerow Theatre Summer Camp Policies

Hedgerow Theatre's Summer Camps provide a rich learning environment and a fun, memorable camp experience. Below is a guide to help you and your child have the best experience possible.

Drop-off and Pick-up:

- **Drop-off:** On the first day of each camp session, please be prepared to show ID and stay a few minutes to meet with the director to sign in. Subsequent days you will bring your child directly to their Camp location and sign them in. The child will then go to their classroom. Please note camp location. **Hedgerow Theatre School 146 West Rose Valley Road, Rose Valley, PA 19086 (1 week Creative Camps)** or **Hedgerow Theatre 64 Rose Valley Road, Rose Valley, PA 19063(3 week Performance Camps)** Early drop-off is offered as long as a prior arrangement has been made. Drop-off begins at 8 AM. Please do not drop off your child early without prior arrangement. This arrangement must be made by Friday of the previous week.
- **Late Drop-off/Missing Camp:** Camp starts at 9:00 a.m. If you are running late or cannot make it to camp that day, please call 610-565-4211 by 9:15 a.m..
- **Pick-Up Protection:** You or a designated person is required to initial your child in and out with a staff member daily. Additionally, the person completing the Camper Information Form is the only one who can add or delete individuals with pick-up authority.
- **Aftercare:** If you need aftercare, please note this on the Registration Form or call 1 week prior to start of camp. The cost is \$10 per hour. Payment is expected the first day of the camp session. If something unexpected arises and your child needs to stay for aftercare, call 610-565-4211 to make the counselors aware. The same aftercare rate will apply. Pack an extra snack if needed for afternoon extended care. **Aftercare will be at Hedgerow Theatre School 146 W. Rose Valley Road, Rose Valley, PA 19086**
- **Late Pick-up:** If you are more than 15 minutes late to pick up your child, the \$10 per hour cost goes into effect.

Staffing:

- **Professional Staff:** The Hedgerow Theatre Camp counselors and educators are theatre professionals. The Jr. counselors are members of the Hedgerow Teen Ensemble. All staff is required to attend a pre-camp training and submit to a criminal background check.

Health:

- **Medication:** Hedgerow Theatre will not provide any medication (except topical) that is not supplied by the parent. For non-prescription and prescription medicine, please request and complete a Medication Form. For any new medication, please administer at least one dose of a prescription medicine at home prior to camp to assure there are no adverse reactions at camp. All medicine must be sent in the original container; refrigeration is available.
- **Sickness:** Please use discretion when sending in a child who may be sick. A child will be sent home if staff feels he cannot participate in the day's events or if he may infect others.
- **Allergies:** Hedgerow Theatre Camp includes time inside the Hedgerow Farmhouse Studio, as well as outdoors (as weather permits.) Please make sure to pack any allergy medication your child may require during the course of the camp day along with printed instructions as to how it must be administered,. The instructions and medication should be given to your

student's counselor on the first day of camp. Please alert your student's counselor and the administrative staff as to the needs regarding the medication.

What to Pack:

- **Clothing:** Light colored, comfortable clothing should be worn by the Campers. The campers may go outside for lunch, an activity or a break and they need to be prepared.
- **Additional items:** We suggest that campers bring a hat, sunscreen and insect repellent.
- **Labeling:** All personal items need to be labeled including backpacks, water bottles, lunches and clothes. *Hedgerow Theatre is not responsible for any lost/stolen personal items.*
- **Lost and Found:** If, during the camp season, your camper loses anything, please check the classroom first. Every effort is made to return lost items to the camper. On the last day of each camp session we will exhibit everything that was lost for your convenience.
- **Electronics:** Please leave all electronics, games and other valuable items at home.

Food and Beverages:

- **Lunch:** Send a hearty, non-perishable lunch with your camper each day. We suggest non-throw-away thermal bags to promote environmental stewardship. Refrigeration is available. We will provide a peanut-free area for the children. Please **DO NOT** send any peanut butter or nut products with your child.
- **Snacks:** Pack **healthy peanut-free snacks** for your children. Due to allergies and safety concerns, Hedgerow cannot provide snacks and juice.
- **Water:** Send full water bottles with camper each day. Refills are available throughout the day.

Cancellation Policy: Hedgerow Theatre reserves the right to cancel any camp session due to insufficient enrollment. If this occurs, you will be notified immediately and all fees will be refunded.

Refund Policy: A full refund, less a \$50 administration fee, will be issued for cancellations made in writing at least 10 days prior to the start of the program. ***No refunds will be issued for withdrawal or absence with less than 10 days notice.***

Behavioral Expectations: Hedgerow is committed to providing a positive and healthy environment for each child. Our Camps are built around shared group activities and experiences. Please reinforce the need for appropriate behavior with your child. Significant behavioral problems can have a detrimental effect on other participants. If behavioral problems persist despite the best efforts of our staff, the parent/guardian will be contacted and be asked to remove the child from camp. No refunds will be issued in such an event.

Prohibited behaviors include but are not limited to the following:

- Bullying
- Threats
- Theft
- Defacement or destruction of Hedgerow Property
- Foul language

- Derogatory or hurtful language
- Abuse
- Assault
- Use of or possession of controlled or illegal substances, paraphernalia or firearms
- Any behavior that puts in jeopardy a healthy, safe, constructive & creative experience for any of the students, staff or administrators of the Hedgerow Theatre School Camp.

Signature below signifies that the parent has read and acknowledges the policies and procedures for the Hedgerow Theatre School Summer Camp Program.

Name of Parent/ Guardian: _____

Signature: _____

Date: ___ / ___ / ___

Questions?

If you have any questions, please contact the office at 610-565-4211 or company@hedgerowtheatre.org.