

## **PARENT HANDBOOK & FORMS**

JACKSON STATE UNIVERSITY • COLLEGE OF LIBERAL ARTS  
DEPARTMENT OF ART & THEATRE

# **CAMP STARS**

**THEATRE SUMMER CAMP**



**For Grades 3 through 12  
July 5th - 28th, 2019**

**JSU Campus - Rose E. McCoy Auditorium  
(Corner of Prentiss & Lynch Streets)  
(769) 972-1776 / (601) 979-2426 / (601) 979-4309  
Email: [nadia.c.bodie@jsums.edu](mailto:nadia.c.bodie@jsums.edu)  
Website: [www.jsums.edu/art](http://www.jsums.edu/art) - click on Theatre**

## CAMP STARS HANDBOOK –Parents

**Dear Parent/Guardian,**

Thank you for choosing Camp Stars in the Department of Speech & Theatre at Jackson State University. Our goal is to provide every camper with a fantastic camp experience. We want to help the youth of our community better appreciate the arts. We are dedicated to helping them learn more about themselves, be able to positively express themselves, and receive training that can be utilized not only in theatre but also in life. We hope that CAMP STARS Theatre Camp becomes a yearly tradition for your family.

On the following pages you will find required forms and information about your camper's experience at Camp Stars. You may fill out and return forms via mail or at **Parent Orientation Sunday, June 30th, 2019 at 3pm, Rose McCoy Auditorium, Room 102**. If you have any further questions or concerns, call or email our office Monday through Friday 9:00 am- 5:00 pm at **(601) 979-4309/ (601) 979-2872** or e-mail Camp Director, Nadia Bodie-Smith [nadia.c.bodie@jsums.edu](mailto:nadia.c.bodie@jsums.edu) or [mark.g.henderson@jsums.edu](mailto:mark.g.henderson@jsums.edu)

### **I. Registration Form**

This form provides contact /emergency information, your child's interests and shirt size.

### **II. Release and Indemnification Agreement Form**

This form is an Insurance Liability Release form required by the University, and must be signed and dated.

**III. Media Consent Form** – Consent form to use pictures taken during camp for future publicity.

### **IV. Letter to my Teacher AND Letter to my Child's Teacher**

This form provides you and your child an opportunity to communicate with the camp teachers. This letter is very important because teachers gain valuable insights that help them facilitate a positive experience for each camper.

### **V. Photo Identification Form & Concessions Form**

The Photo Identification Form is used to authorize specific individuals to pick-up your child at camp. Please be sure to list parent/guardian names on this form. Only people listed on this form will be able to pick-up your child. The Concession Form allows parents to pay in advance for campers to purchase snacks during the day.

**To complete registration these five (5) forms must be completed.**

**Tuition:** Our office must receive the \$450 camp tuition **by June 30th**. The first \$100 of the camp tuition acts as a non-refundable deposit. An additional fee of \$5.70 may apply to cover student insurance for the duration of camp. An unpaid balance will result in the loss of your child's space at camp. Please send your balance due as soon as possible to:

Department of Art & Theatre  
Jackson State University  
Box 17126 Jackson, MS 39217.

**Pay Online at:** <http://www.jsums.edu/summercamps/academicsartsactivities-k-12/> and click on "Camp Stars Theatre Summer Camp."

**Make Checks/Money Orders Payable to:** JSU Dept of Art & Theatre (Camp Stars)

Thank you for your attention to these important details. We look forward to seeing you and your child this summer!

Sincerely,

Jimmy Mumford

Department Chair

Phone: 601-979-3005

E-mail: [jimmy.mumford@jsums.edu](mailto:jimmy.mumford@jsums.edu)

Dept. Website: [www.jsums.edu/speechandtheatre](http://www.jsums.edu/speechandtheatre)

Nadia Bodie-Smith, PhD

Camp Director/Theatre Studies Coordinator

Phone: 601-979-4309 / Fax: 601-978-9072

E-mail: [nadia.c.bodie@jsums.edu](mailto:nadia.c.bodie@jsums.edu)

## **TUITION**

\$450 (includes lunch). Additional fee of \$5.70 may apply to cover student insurance for the duration of camp.

Payable by cash, check or money order.

## **STUDENTS**

Camp Stars students will be instructed in two groups: 3-6 graders and 7-12 graders, July 5-28, M thru F, 9am-5pm with classes offered in: Dance, Creative Writing, Acting for the Stage & Film, and Media Production.

Drop-off begins at 8:15am and pickup ends at 5:30pm.

## **PREPARING FOR CAMP**

Camp Stars will make every effort to help your child have a wonderful camp experience. Parents can help by informing us in advance by calling the Camp Director, Dr. Nadia Bodie-Smith at 601-979-4309 or by including information on the registration form about specific behavioral, health-related, emotional, or other issues that affect your child. With sufficient notice, we can contact parents in advance of arrival at camp to discuss strategies to aid in their child's success.

**Teamwork is a big part of the camp experience.** Many of our activities are designed to give campers the opportunity to take a step out of their comfort zone (i.e. improvisational dance, team building activities, etc.).

**Camper Behavior Management** is implemented with care and respect by our staff. There are times when a camper's behavior detracts from the overall experience of the group by requiring excessive one-on-one attention from the staff. As a commitment to the success and enjoyment of camp by each camper, we want you to know our usual steps for redirecting challenging behavior.

- Teachers will talk about the specific undesirable behavior with the camper and together make a verbal corrective plan for success. Camp teachers will let the Camp Director as needed.
- If the behavior continues, the Camp Director will have a conversation with the camper and create a plan for change. If behavior still continues the Camp Director will call the camper's home, explain what has happened, let a parent/guardian know the approaches that we have tried, and ask for advice with the situation ("what do you do at home when \_\_\_\_\_ occurs?" "Is there something that might be causing this behavior?" "Do you have any suggestions?") Partnering with parents is a successful strategy.
- If the behavior continues after these steps, the Camp Director will involve the parent in a face-to-face conversation with the camper.
- If none of these strategies are successful and the behavior continues, campers will be removed from camp activities and parents will be asked to pick up their child from camp without a refund. This, of course, is not our preference, but for the well-being and safety of the whole group, or as a logical consequence for continued inappropriate behavior, dismissal from camp may be required.
- There are also some behaviors that may result in immediate dismissal from the camp program. These include, but are not limited to: physical violence, possessing alcohol, tobacco, or drugs, damage or theft of property, sexual misconduct and bullying.

## **Develop Realistic Expectations**

Developing realistic expectations about camp is very important. Parents can sometimes over-glamorize the camp experience. ("Honey, you're going to have the best time of your whole life!" or "You'll make the greatest friends you've ever met!") Going to camp will be fun and worthwhile, but it is important to make sure your child understands it may not be fun every minute. There may be problems to solve, feelings of worry and/or insecurities to work on and these problems and feelings are normal. Go ahead and talk about the fun they'll have, but also discuss rainy days; about liking some people more than others (both campers and teachers); about making choices at camp; and how it can be tough to not get your way when a group is making decisions together. Discuss worries they might

have about not being “good” at an activity or about making friends. By doing this you help children understand their feelings, so they are better able to recognize and cope with them.

### **Visit Camp Early**

Many children fare better at camp if they are able to see the facilities beforehand. Consider taking a trip to visit us in the Rose McCoy Auditorium during an Open House or make an appointment, so your child will have an opportunity to see the facilities. Cautious children especially need to know: where the bathrooms are; where they will sit, where the Dining Hall is and how they’ll get food. **If interested in a tour of the facilities, contact Camp Director, Dr. Nadia Bodie-Smith at 601-979-4309 to schedule an appointment. Also see Department website: [www.jsums.edu/art](http://www.jsums.edu/art) – click on Theatre**

## **GENERAL ATTIRE**

### **Clothing**

Please make sure that your camper’s clothes provide adequate coverage for their active time at camp. Students will be painting and building scenery in set design class and will need shoes that provide complete coverage of the foot. In dance class students need to wear clothes conducive to movement, eg. Sweat pants. *Spaghetti strap tank tops, string bikinis, short shorts, shirts that do not cover the midriff, and pants that reveal undergarments do not belong at camp.* Clothing with inappropriate or disrespectful logos/topics, such as alcohol or tobacco, should also be left at home.

### **What Not to Bring**

Our program is focused on collaborative group efforts. Many electronic items distract campers and can create conflict. We ask that campers refrain from using *radios, cell phones, electronic games and I Pods*, during classes. Also, *knives, weapons of any kind, alcohol, tobacco, drugs, inappropriate reading material and/or valuables* are not permitted.

## **CHECK-IN**

Campers are expected to check-in at the lobby area of the Rose McCoy Auditorium every day of camp.

### **Drop Off**

Parents are asked to drop off campers between 8:15am-9:00am. Camp staff will greet you in the Rose McCoy Auditorium Lobby. If campers are running late, please check in with camp staff in the lobby, and they will assist the camper in getting to the appropriate class session.

### **Pick Up**

Parents are asked to pick up campers between 5:00pm-5:30pm. Camp staff will wait with camper in the Rose McCoy Lobby. If parents are running late, please call the main office and let us know (601-979-2426).

## **Refund Policy**

If camper must withdraw from camp during the first week, any tuition paid will be refunded, minus the \$100 deposit. If camper must withdraw during the second week, 50% of tuition will be refunded, minus the \$100 deposit. No refunds will be issued after the second week of camp. If camper is dismissed from camp because of behavior, there will be no refund.

## **Transportation**

All families must provide their own transportation to and from camp. Driving directions can be obtained from our department website: [www.jsums.edu/art](http://www.jsums.edu/art) then click on Theatre and Contact Us.

## **Camper Health**

If camper takes medication, please let us know on registration form and bring medication in its original container with camper’s name.

## Insurance

All campers at Camp Stars are covered by the camp's accident policy, which is secondary coverage to the family's own insurance. Parents may be asked to pay a one-time fee of \$5.70 for individual insurance for their child.

## Meals

Lunch period is one hour long. Well-balanced, healthy meals will be provided for all campers. If your child has specific needs, please let us know. Campers sit as a group with Camp Teachers and/or Assistants for all meals. Additional snacks will be available for sale every day at the concessions booth.

## Lost & Found Items

We will make every effort to return lost and found items while your child is at camp. Please label items plainly with your child's name to help staff identify the owner of lost and found items (cell phones, mp3 players, etc). Unclaimed items will be brought to the check-in/out area in the lobby at the end of each day. Please look to see if your child is missing any items. After one month, any unclaimed items will be donated to the Department's Prop & Costume Shop. *Camp Stars in the Department of Speech Communication & Theatre is not responsible for lost, stolen, or damaged articles.*

## WHILE AT CAMP - Camp Schedule

Working with (4) Teachers and (8) Assistants, CAMP STARS will be held over a four-week period beginning July 5-28 from 9am-5pm from Monday to Friday. Students will be split up into two groups determined by grade levels - GROUP 1 (STARS) and GROUP 2 (GALAXIES). These two groups will have (4) hour and ten-minute class sessions per day with three (10) minute breaks and an hour-long lunch break. From Monday to Thursday students will attend classes in Acting for the Stage & Film, Dance, Creative Writing, and Media Production until 3:20pm. The rest of the day is spent rehearsing for the end of camp production.

Fridays are a departure from the normal schedule because students will participate in workshops, and fun, confidence-building activities for the first half of the day, hosted by theatre artists/professionals and faculty. Past workshops and activities have included: rock climbing, summer Olympics, fencing, stage combat, and horseback riding. After lunch, students will rehearse and prepare for the end of camp production. The students will be integral to mounting the production from the writing of the script, building of set, props, costume design, lighting design, and acting/dancing for the performance.

| TIME            | SCHEDULE           | GROUP 1 (3-6 grades STARS)       | GROUP 2 (7-12 Galaxies) |
|-----------------|--------------------|----------------------------------|-------------------------|
| 8:15 - 9:00am   | Drop off - ALL     | <b>DROP OFF / WARM UPS</b>       |                         |
| 9:00 - 10:10am  | <b>1st Session</b> | <b>ACTING</b>                    | <b>CREATIVE WRITING</b> |
| 10:10 - 10:20am | Break (10mins.)    | <b>BREAK - Lobby</b>             | <b>BREAK - Lobby</b>    |
| 10:20 - 11:30am | <b>2nd Session</b> | <b>DANCE</b>                     | <b>ACTING</b>           |
| 11:30 - 11:40am | Break (10 mins.)   | <b>BREAK - Lobby</b>             | <b>BREAK - Lobby</b>    |
| 11:40 - 12:50pm | <b>3rd Session</b> | <b>CREATIVE WRITING</b>          | <b>MEDIA PRODUCTION</b> |
| 1:00 - 1:45pm   | <b>LUNCH</b>       | <b>Heritage Cafeteria -ALL</b>   |                         |
| 2:00 - 3:10pm   | <b>4th Session</b> | <b>MEDIA PRODUCTION</b>          | <b>DANCE</b>            |
| 3:10 - 3:20pm   | Break (10 mins.)   | <b>BREAK - Lobby</b>             | <b>BREAK - Lobby</b>    |
| 3:20 - 5:00pm   | <b>REHEARSAL</b>   | <b>CAMP PRODUCTION REHEARSAL</b> |                         |
| 5:00-5:30pm     | Pick- up           | <b>PICK - UP</b>                 |                         |

## **AFTER CAMP**

### **Evaluations**

At the end of camp, parents and campers will receive instructions of how to complete a camp evaluation. Please take the time to give us feedback. If you see or hear of a problem with any part of our program or staff, please contact the Camp Director immediately, so that corrections can be made. We take all feedback that we receive very seriously and welcome your input as we strive to continually improve our program. We also enjoy passing on positive comments to the camp assistants who work very hard to create a positive experience for every camper. If you'd like to speak to someone directly about your evaluation, please call the Camp Director, Nadia Bodie-Smith at 601-979-4309.

### **Contributions**

Feel free to show your appreciation by making a donation to the Camp Stars Scholarship Fund. We hope to raise funds to send children to camp each year.

### **Keep up with us during the year!**

The Department of Speech & Theatre at JSU produces (3) shows in the Fall semester and (1) in the Spring semester. We host numerous workshops and produce student directed projects. We welcome you to be a part of our audience for spectacular performances and workshops during the year. Remember to check out our website for show information and upcoming events: [www.jsu.edu/art](http://www.jsu.edu/art) then click on Theatre and click on Calendar or Upcoming Productions.

Because we want to support our campers' interest in theatre, we will provide two complimentary tickets to all of our shows to our campers. Just give your name at our box office before each show, and tickets will be provided free of charge. They can be mailed to you by request. Purchasing additional tickets are available for sale online. Visit our website and click on Box Office.



## Registration Form

Jackson State University. College of Liberal Arts

Department of Art & Theatre

## CAMP STARS

Student Name: \_\_\_\_\_

Age: \_\_\_\_\_ Grade: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Cell: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

Email: \_\_\_\_\_

Areas of Interest (circle): Dance • Creative Writing • Acting • Make Up • Set Design • Prop Design • Media Production

Shirt size (circle one): small medium large x-large xx-large xxx-large

Food & Health Concerns/Special Needs: \_\_\_\_\_

### METHOD OF PAYMENT

Check or Money Order: Please make checks payable to: JSU Dept. of Art & Theatre (Camp Stars)  
or Pay Online at: <http://www.jsums.edu/summercamps/academicsartsactivities-k-12/> and click on "Camp Stars Theatre Summer Camp."

**Mail To:** Dept. of Art & Theatre  
Jackson State University  
Box 17126  
Jackson, MS 39217

Mail check along with Registration Form, Media Release Form, and Release and Indemnification Agreement Form  
Or drop by main office, located on the Jackson State University Campus in the Rose E. McCoy Auditorium

Phone: 601-979-4309 / 601-979-2872 / Fax: 601-979-9072  
Camp Director e-mail: Dept. Chair e-mail: [jimmy.mumford@jsums.edu](mailto:jimmy.mumford@jsums.edu)  
Dept. Website: [www.jsums.edu/art](http://www.jsums.edu/art) then click on Theatre

## **JACKSON STATE UNIVERSITY RELEASE AND INDEMNIFICATION AGREEMENT**

In consideration of the opportunity to participate and/or travel for CAMP STARS and to receive the benefit of services rendered by the Administrators, faculty, staff, agents, and other representatives of Jackson State University, the undersigned hereby acknowledges and agrees as follows:

I acknowledge that activities conducted in the course of the program, event, activity, or travel may entail known or unanticipated risks which could result in harm to me or third parties or damage to property.

I certify that I have no medical physical conditions which could interfere with my safety or the safety of others in connection with my participation in the activity, and I hereby assume and agree to bear the costs of all risks that may be created, directly or indirectly, by any such condition, whether or not disclosed to the University. My participation in the activity is purely voluntary.

I understand that this release is related to non-essential services, and I have the choice not to sign the release. However if I choose not to sign it, I cannot participate in the non-essential activity or program. Non-essential activities include those which a person has or had the option not to participate, and this specifically includes transportation provided by anyone, including myself. I agree that other options are available to me aside from the one that requires this release. Potential other options include, but are not limited to, finding alternate forms of transportation, not participating in the nonessential event, and purchasing insurance for personal property or other harm rather than attempting to hold Jackson State University or its employees responsible for any such damages.

\*\*\*I HEREBY VOLUNTARILY RELEASE, INDEMNIFY, AND FOREVER DISCHARGE THE UNIVERSITY, AS WELL AS ALL COMMUNITY PARTNER AGENCIES, THEIR EMPLOYEES, OFFICERS, AGENTS, AND ASSIGNS, ON BEHALF OF MYSELF, MY CHILDREN, MY PARENTS, MY HEIRS, ASSIGNS, PERSONAL REPRESENTATIVES, AND ESTATE FROM ANY AND ALL CLAIMS, DEMANDS, OR CAUSES OF ACTION WHICH IN ANY WAY RELATE TO OR ARISE OUT OF MY PARTICIPATION IN THE PROGRAM/ACTIVITY OR MY USE OF THE UNIVERSITY'S EQUIPMENT OR FACILITIES, INCLUDING ANY SUCH CLAIMS ALLEGING NEGLIGENT ACTS OR OMISSIONS OF THE UNIVERSITY.\*\*\* I AGREE NOT TO DEMAND OR BRING ANY LEGAL ACTION, ON BEHALF OF MYSELF OR ANY DEPENDENT, AGAINST THE UNIVERSITY OR ITS AGENTS ARISING FROM MY PARTICIPATION IN THE EVENT, ACTIVITY, OR PROGRAM.

I am eighteen (18) years of age or older and am competent to execute this agreement. If the participant is not eighteen (18) years of age, this release must also be signed by a parent or guardian.

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Parent/Guardian Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

(Only if Student is not eighteen (18) years of age)





## Media Consent Form

I, \_\_\_\_\_, hereby consent to Jackson State University to take or have taken by others, photographs, digital images and/or audio and/or video footage (the images) of the individual named below, and to store the images, make copies of the images and publish the images in any form, in whole or in part, and distribute them in any medium including, but not limited to, print media, the Internet, CD-Rom, other multi-media uses or graphic representation, cinematography or video.

I consent to the images being used by the University or provided to others for the following purposes only:

- ☐ General news or promotion of the University on TV, Radio or in Newspapers, in trade and other journals and on websites and the internet.
- ☐ The production of resources/programs that will assist the University in its educational mission,
- ☐ Promoting and advertising the resulting educational products/ resources,

Jackson State University undertakes not to use the images in any way that would cause embarrassment or misrepresent the intent of the individual's participation.

I understand that neither any representatives nor I will be paid for giving this permission and I hereby waive any claim that I or we may have or may have had for remuneration, residuals, royalties or any other payment in respect of use of the images.

I agree that Jackson State University shall not be bound to make any use of the images.

Participant's name (please print) \_\_\_\_\_

Participant's signature \_\_\_\_\_ Date \_\_\_\_\_

**\*\*\*For participants under 18 years of age\*\*\***

Parent/Caregiver name (please print) \_\_\_\_\_

Parent/Caregiver name signature \_\_\_\_\_ Date \_\_\_\_\_

## A Letter to My Camp Teacher

*(to be completed by camper)*

My name is \_\_\_\_\_ My friends call me \_\_\_\_\_

When I get to camp I will be \_\_\_\_\_ years old. My birthday is on \_\_\_\_\_

I have finished the \_\_\_\_\_ grade at school

I have \_\_\_\_\_ brothers. Their ages are \_\_\_\_\_

I have \_\_\_\_\_ sisters. Their ages are \_\_\_\_\_

In my spare time, the things I do are

\_\_\_\_\_

I am good at

\_\_\_\_\_

\_\_\_\_\_

I want to come to camp because

\_\_\_\_\_

\_\_\_\_\_

The activities I want to do at camp this summer are

\_\_\_\_\_

\_\_\_\_\_

I get along with friends that

\_\_\_\_\_

\_\_\_\_\_

I would like to have a teacher who

\_\_\_\_\_

\_\_\_\_\_

Anything else you want to tell your teacher?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Campers who have been to CAMP STARS before or other summer camps**

While at camp last summer, the things that helped me most were

\_\_\_\_\_

I most enjoyed

\_\_\_\_\_

I least enjoyed

\_\_\_\_\_

## A Letter to My Child's Teacher

Camper Name \_\_\_\_\_ Nickname \_\_\_\_\_

This is my child's \_\_\_\_\_ year at Jackson State University and \_\_\_\_\_ year at Camp Stars.

I want them to go to camp because

---

---

---

While at camp I hope they will

---

---

One skill area I think my child may have an aptitude for is

---

My child is most happy when

---

They are most unhappy when

---

They are enthusiastic about

---

They are not fond of

---

They are likely to be afraid of

---

My child's peer interactions

---

---

They live at home with \_ Mom \_ Dad \_ Brother(s) \_ Sister(s) \_ Other \_\_\_\_\_

My child has been diagnosed as having some special needs such as learning disabilities, emotional or behavior problems? If so, how can we best deal with these?

---

---

---

My child is currently taking the following medications

---

My child has the following dietary needs

---

Any further comments?

---

---

***Additional information or confidential data should be listed on a separate sheet and addressed to the Camp Director.***

***Complete this form and mail it in with payment or at Parent Orientation  
(One per camper)***

Camper's Name \_\_\_\_\_

## **Photo Identification**

**Photo Identification is required for pick-up from Camp**

The following people are allowed to pick-up my child from Camp Stars.

Camper's Name \_\_\_\_\_

Your Name \_\_\_\_\_

Relationship \_\_\_\_\_

Phone Number \_\_\_\_\_

Cell/Pager/Other \_\_\_\_\_

Name \_\_\_\_\_

Relationship \_\_\_\_\_

Phone Number \_\_\_\_\_

Cell/Pager/Other \_\_\_\_\_

---

## **Camp Stars Concessions Card**

**Parents can pay in advance for campers to purchase snacks during the day**

Camper Name \_\_\_\_\_

Deposit Amount \$ \_\_\_\_\_

Date Amount Spent Balance \_\_\_\_\_

We encourage you to leave any remaining balance at the end of the session and donate it to the summer camp scholarship fund. Thanks!