

Nadia Carol Lynn Childres Presents...



**ORIENTATION PACKET
AND PARENT
HANDBOOK
2024**

General Information

June 3rd – July 26th

Holiday Closings

Monday, June 19th, 2024 – Juneteenth

Tuesday, July 4th, 2024 – Independence Day

Days/Hours:

Monday – Friday

8:30a.m. – 5:30p.m.

(Extended Hours 7am-6pm: Additional Fee \$10 per week)

Location:

LilyRoze Studios

810 S. Main St.

Memphis, TN 38106

OUR MISSION

The mission of LilyRoze Inc. is three-fold: First to create a superior theater experience for the community through education and entertainment. Second, to create inventive material revolving around communal issues and values relevant to the lives of all people. Third, to teach people through the art medium to be good conscientious citizens.

OUR OBJECTIVES

- To educate and increase the public's understanding and appreciation of the arts by providing performances of an artistic nature in public places, senior citizens homes, community centers, and educational institutions and providing seminars relating to such performances.
- Foster appreciation performance, analysis and awareness of arts
- Inspire self-creativity, discover and build talent
- Promote ethics, social skills, life skills and management skills
- Enhance free expression and creative imagination through the discipline of art form
- Coach artistic education to members by exposure of the phenomenon of art
- To teach theatre, music, dance, and vocal disciplines
- Train members in all trade skills of theatre production
- To act as an educational and non-profit society
- To produce performing arts festivals for the purpose of educating and advancing the public's understanding and appreciation of performing arts and to educate artist through participation in such festivals and related workshops

STAFF

Our camp counselors are college and high school students carefully selected through a comprehensive application and interview process. Each staff member completes 30 hours of training emphasizing safety, creativity, fun, professionalism and character development. All

counselors have had criminal background checks and drug tests. We set high expectations for our summer camp staff and will evaluate them on a regular basis.

LATE FEES:

There will be a late fee charged if your child is not picked up by 5:30 p.m. The fee of \$1 per minute will be after a ten-minute grace period. The late fee serves to cover the staff expenses associated with the late camper pick-up. Two counselors will remain with the camper until the camper's ride arrives. We will begin calling emergency contacts to pick up children remaining after 6:00 p.m.

FAILURE TO PICK UP CHILD:

If you or someone else fails to pick up your child, the following will happen:

1. All phone numbers we have on file for your child will be called.
2. If no contact can be made at those numbers, we will continually assure the child that everything is okay. Your child will never be left alone with only one LilyRoze staff person in attendance.

DROP OFF AND PICK UP PROCEDURES:

Parents may drop children off between 7:00 a.m. and 8:30 a.m. at the studio. A Lead Counselor will be available at this time with attendance sheets to sign in your child and a runner will be there to take your child to their group. Campers must be "signed in" to the program each morning and "signed out" of the program in the afternoon. You should notify us in writing if your child will be arriving late or leaving early at least one day in advance, if at all possible. We cannot and will not permit children to leave camp on their own. Your child's safety and wellbeing are top priorities. Only parents or legal guardians may pick up a child unless written authorization is given. If you plan to have someone else pick up your child, please notify us in writing. In addition, each person picking up a child will be Required to show a photo ID before the child will be released.

ABSENTEE POLICY

If a child does not attend camp two or more days in a row a person on the paperwork will be contacted to assure no miscommunication has taken place during registration or orientation. If for some reason you know in advance days your child will not be attending camp, please inform the director. If your child misses a mandatory film date and understudy will serve as a replacement.

COMMUNICATION

Parents it is extremely important that we communicate as a team. Any notices, flyers, newsletters, payment concerns or any updates will be sent via email.

SEVERE WEATHER PROCEDURES

In the event of severe weather such as thunderstorms or tornado warnings we will take immediate cover. The studio will stay alert for weather advisories issued over the radio. Counselors are trained to handle severe weather conditions such as storms, tornadoes and heat conditions. During heat advisories, campers continue activities at a slower pace. We will adjust group schedules so that children will not be participating in field activities during the hottest part of the day. During ozone alerts of orange or red, most activities will take place indoors.

HEALTH AND WELLNESS

It is our sincere desire to provide quality care for your camper while they are participants in the LilyRoze Spotlight Day Camp. It is imperative that we work together to make this happen. Please be advised that staff will not exclude your camper from care unless one or more of the following conditions exist:

1. The illness prevents the camper from participating comfortably in camp activities.
2. The illness results in greater care need than the counselor can provide without compromising the health and safety of the other campers.
3. The camper has any of the following conditions:
 - a. Fever
 - b. Signs of Possible Severe Illness: Examples include lethargy, uncontrolled coughing, irritability, persistent crying, difficulty breathing, wheezing or other unusual signs – until medical evaluation allows inclusion.
 - c. Uncontrolled Diarrhea: Examples include one or more watery stools in a 24-hour period. d. Vomiting

If your camper has any of the symptoms listed above or is removed from camp because of an above listed condition, please refrain from returning to camp until condition discontinues (a minimum of 24 hours).

This is in the best interest of all the campers in the program. Please assist us in our efforts to maintain a healthy environment for our children.

MEDICATIONS

Medication is only given when accompanied by a completed medication form (available in the office.) Medication must be in its original container with the child's name on the prescription label

DISCIPLINE POLICY

Inappropriate behavior during camp will result in the following course of action:

1. Student receives a verbal warning.
2. Student will be asked to sit out of the activity until the counselor invites the student to return to participate.
3. A member of the staff will contact the parent.
5. The staff and parent will collectively determine further action.

SUGGESTIONS FROM "EXPERIENCED" PARENTS

- Dress for the weather. The camp day will continue rain or shine.
- Campers are very active during camp. Therefore, have your camper wear "play clothes" that can become dirty.
- Your camper will probably come home tired and may need additional rest after a day of high energy activities.
- Label all items with camper's name including swimsuits, towels, water bottles and backpacks.
- Please don't send valuable clothing or valuable items to camp

WHAT TO BRING:

Clothing

Please dress your child appropriately. You should take into consideration the weather forecast and the camp activities. We encourage you to have your camper wear play clothes and close-toed shoes as your camper will be participating in outdoor activities. Campers should also bring a swimsuit and towel each day. Campers can come dressed in their bathing suits under their clothing. Also, for safety reasons, sandals are not permitted at camp.

Campers should wear tennis shoes each day.

Bathing Suits

Please send a bathing suit and towel with your child on Wet-N-Wild Days.

Costumes

LilyRoze Studios will provide all the costumes

Rest Mat/Nap Pads Money

Concessions will be sold during lunch and snack time.

Other items

Campers take frequent water breaks; however, it is highly recommended that campers keep a water bottle with them throughout the day to prevent dehydration. An inexpensive backpack works well to keep all personal items together. Please make sure to label all items. **Sunscreen** To help prevent sunburn, it is recommended that parents apply sunscreen prior to arriving at camp. In addition, parents should provide campers with sunscreen to keep with them throughout the day. This can be sent in a zip lock bag labeled and given to the counselor or camp director. As needed, staff will aid children in applying sunscreen.

Mosquito Repellent

WHAT NOT TO BRING:

Camp is a natural setting to retreat from the amenities of electronic technology and get more in touch with peers. Toys, radios, electronic games, cellular phones, beepers and walk-mans do not fit into this setting. Please leave these items at home. In addition, please leave firearms, fireworks, knives, matches, lighters, tobacco products, expensive items, illegal drugs, money, trading cards and bad attitudes at home. Canned repellent is not allowed at camp. Insect repellent must be in the form of lotion or wipes. Aerosol cans become a safety hazard around other children.

CHANGE OF CLOTHES:

To avoid interrupting you at work, please make sure your child always has a change of clothing at the center. A change of clothing consists of a top, bottom, socks, and underwear. If you do not provide a change of clothing, you will be contacted to pick up your child.

LOST AND FOUND

We will make every effort to return lost and found items while your camper is in camp. Your camper can do more than anyone else to insure that nothing is lost. Please mark all items with a permanent marker or laundry label for easy identification. If you discover something is missing, please check lost and found immediately. The more time that passes, the less likely it can be found. LilyRoze is not responsible for lost, stolen or damaged clothing or equipment.

Videotaping & Photography

LilyRoze Studios photographs children frequently for publicity, brochures/publications, and news media. For your child to be photographed or filmed parents must sign a photo release form that will remain on file for the school term. Forms will be updated annually.

FINANCIAL POLICY

Do not send your payments in with your child.

Returned Checks: A \$35 fee will be assessed to your account. Another payment method will be required for the remainder transaction.

Under no circumstances will LilyRoze Studios credit for absenteeism or cancellations in a child enrollment. No refunds will be issued to campers who are expelled or suspended. All camp fees are nonrefundable.

PAYMENT DUE DATES

The First Installment is due before the First Day of Camp.

If you need to create a customized payment plan, please do so during Orientation. Weekly payments will be subjected to the part-time rate of \$95 per week.

PAYMENT METHODS

- CASH APP, ZELLE, PAYPAL & ALL MAJOR CREDIT CARDS accepted.
An additional 2.73% will be added to call credit/debit card & PayPal transactions.
- Payments must be submitted electronically.
- Receipts will be given after every transaction.

LATE FEE

- A late fee of \$15.00 will be charged the following Monday and will be due along with the missed tuition payment when your child is picked up. If you do not pay on the date listed on your payment agreement the late fee will apply to your balance.
- Students will not be admitted to camp until the tuition and late fee is paid.

DISMISSAL LATE FEE

- You will be charged \$1.00 per minute after a 10-minute grace period. We ask that all parents pick up their child/children by the specified dismissal time.

MEALS

Complimentary Breakfast is included for Early Care Students (Cereal & Milk)!
Lunch and a Snack will be provided daily.

Concessions will be sold in the Gift Shop during Lunch & Snack time.
Campers may bring a sack lunch. Food/Beverages cannot be refrigerated or microwaved.

DRESS CODE

- Please keep in mind your child/children will be running or playing, so please think of their safety (tennis shoes only). Sandals and Open toe shoes are strictly prohibited
- No skirts, exposed body parts, etc. Please be tasteful.

TICKETS

Our Finale Premiere will take place at Malco Cinema Studio on the Square. We will have a 6pm & 8pm Showing. Tickets are \$10 and will come on a first come, first served basis. The seating capacity is only 200, we sold out at our last premiere, so tickets will go fast. Each Student is asked to sell a minimum of 5 tickets. We cannot reserve tickets or space!

SAMPLE DAILY SCHEDULE

7:00am	Early Care	<i>Table Games, TV and table art</i>
8:30am	Arrival / Check-In	
9:00am	Camp Games	<i>(Circle, Tag, Water, Nature, Dramatic, High Activity, Parachute, Cooperative, Sports)</i>
9:30am	Themed Enrichment (In age Groups)	Electives
10:15am	Break	
10:30am	Dance Class	
11:30am	Lunch & Park Excursion	<i>Or Song Writing & Script Writing</i>
12:30pm	Break & Round-Up	
12:45pm	Acting Class/Rehearsal	
1:45pm	Showcase	
2:45pm	Break	
3:00pm	Movie Time	<i>Or Studio Art & Set Building</i>
3:30pm	Snack Time	
5:30pm	Dismissal	

The daily Schedule is subject to change due to weather, field trips, filming, special activities, and special guest.

FIELD TRIPS

Field Trips are designed for campers to relax and take a break from the weekly scheduled activities. Campers will be charged the cost associated with any planned field trip including transportation. Parents will be informed in advance concerning field trip places, dates, and cost. Campers who do not wish to attend a specific field trip have the option to remain at the studio for the day. Campers should wear a LilyRoze Studios Spotlight T-Shirt on all field trips and every Friday.

OTHER FEES

T-Shirts \$12

Tickets to Finale Performance \$10

On-Campus (Wet-N-Wild) \$3.00

DVD'S \$10.00

SPOTLIGHT PARTNERS



L3 MEDIA

MEDIA

LIVE | LAUGH | LOVE