

Dear Parents,

Welcome to **Upstage Theatre Schools 2022 Summer Camp**! We are delighted your child is joining us for ***Encanto***. Our staff is planning a fantastic summer session in South Pasadena. I know this email is long, but please read in its entirety, as it contains very important information and please, email me confirmation you received it!

We have an amazing Staff this summer Director- Katy Corbus; Musical Director - Mason Smajstrla; Choreographer - Gary Roberts; and Program Director -Tara Kawakami! You can read about us here:[Upstage Staff](#)

Camp Location: Calvary Presbyterian Church 1050 Fremont Ave. South Pasadena, CA 91030

Dates & Time: Monday-Friday June 6th-June 10th from 9:00 am to 3:30 pm

Parent Share Day/Time: Friday, June 10th at 2:30 pm. Parents are invited for the last part of the last day of camp for a staged rehearsal so the students can share what they have worked on that week!

Materials: You can find all of the music available for download by clicking on these links,[Guide](#) [Vocals](#) and [Performance Tracks](#). There are two versions of the songs they are working on (guide vocals have words and performance accompaniment are without).

Everyday for camp please have your child bring:

- An extra mask
- Pencil or pen, Highlighter
- **Lunch/Snack:** Students will need to bring a lunch, at least 2 snacks and plenty of water and drinks. We will have a lunch break and 2 other short breaks. Please send 2 large bottles of water, minimum, as the kids get very thirsty during the day.
- A beach towel and sunscreen-we will be outside for lunch.

Camp Dress Code: Students need to wear comfortable clothing, such as soft t-shirt and shorts, sweatpants or leggings with tennis shoes and socks. No jeans, skirts, or other restrictive clothing. No hard soled tennis shoes, rigid "high tops," sandals, or any open toed shoes. Long hair should be worn up.

Cell Phone Policy: All electronic devices must be turned off and put away for the entire camp day (including lunch and snack times).

COVID Safety: Please refer to our [Covid Safety Information](#)

Masks: All students will be required to wear a cloth or medical grade (kn95 is not required) mask to camp. Please pack a back-up as they often get damp throughout the day.

Sign In/Out: Each child will need to be signed in and out every day by a parent or other designated adult. You may drop your child off as early as 8:30 am and pick up by 3:45 latest. Please be patient during this process as it will take some time.

Absences/Lateness/Health: Please text me Tara Kawakami (626) 399-3826 if you are going to be absent or are running late. Late Pick Up Policy: Regular Camp Day ends at 3:30 p.m. Please make every effort to be prompt for drop off and pick up. We understand that issues arise, if you are going to be more than 15 minutes late, we ask that you text me at (626)399-3826. Please understand that if you are later than 15 minutes, there will be a late fee of \$1 per minute payable at the time to the staff person on site.

If your child has a fever, vomiting or diarrhea please do not send them to camp unless they have been symptom-free for 24 hours.

Please do not hesitate to call or email us with any questions or concerns. Your child's safety, happiness, and creative growth are top priority. We look forward to seeing you on the first day of camp! Thank you for reading this email.

Best regards,

Tara Kawakami