

## Summer Policies, Terms & Conditions: Residential

### General Expectations and Standards

Traveling Players Ensemble, Inc. is committed to ensemble values of **collaboration, inclusiveness, equality, mutual respect, and teamwork**. **We expect students to support, encourage, challenge, and inspire each other in a safe environment**. Traveling Players will dismiss any student who exhibits behavior that, in our sole discretion, is unsafe, or disrupts or distracts from the educational mission of the program.

The following are absolutely not permitted by participants in Traveling Players Ensemble in-person programs: (1) leaving the campus or staff supervision without permission (2) bullying or harassment, (3) theft or misuse of property, (4) sexual intimacy, (5) the use and/or possession of illegal drugs and/or alcohol, or (6) the use and/or possession of any tobacco products; vaping (also known as juuling) and vape pens, juuls, pods, cartridges, or containers of vaping or juul liquid of any kind; marijuana; and nicotine products. Violations will lead to dismissal and tuition is not refunded.

Throughout all Traveling Players programs, there is a zero-tolerance policy for bullying or harassment in any form, including but not limited to cyberbullying; hazing; physical or emotional abuse; racial, ethnic, gender, or sexual discrimination; or sexual harassment. Participants who engage in bullying or harassment will be dismissed from their program without refund and prohibited from participating in programs in the future.

### Challenging Curriculum

Our goal is to provide an outstanding theatre experience for children and young adults that will contribute to their maturity and foster a lifelong love of both theatre and the outdoors while meeting rigorous artistic and educational standards. Traveling Players Ensemble's programs are physically, emotionally, and intellectually demanding, and therefore not appropriate for all students. If you have concerns about whether the program is appropriate for your child, then please call the office at (703) 987-1712.

### Equal Opportunity

Traveling Players Ensemble, Inc. does not discriminate on the basis of race, color, religion, creed, sexual orientation, gender identity, national origin, age, or disability in the administration of its admissions or employment policies. If Traveling Players Ensemble reasonably determines that a disability or condition could lead to an inappropriate level of danger to the individual or others, based upon a particular activity, then that person may be ineligible for that particular activity or program, but would not be excluded from other opportunities offered by Traveling Players Ensemble.

## Health Statement

This program involves participation in outdoor activities that are, by their nature, physically, mentally and emotionally demanding. Therefore, all participants must be free of medical or physical conditions which might create undue risk to themselves or to others who depend on them. If there is any doubt whatsoever about your child's ability to safely participate in an activity, then you should have a physical examination by a physician and call the office to discuss if the activity is appropriate for your child. We may require a physician's consent as a precondition for participation or a contract that limits the activities in which your child can participate.

The following describes some, but not all, of the possible program demands:

- Understanding heightened classical language.
- Collaborating with peers artistically to tell complicated and emotional stories.
- Hiking steep inclines/declines with a backpack after dark.
- Sharing a cabin/tent with same-gendered peers.
- Hiking inclines for multiple hours.
- Spending the majority of the day outdoors, with access to shade and water.
- Carrying heavy objects, either individually or as part of a team.

**Prior to arrival at camp, if any member of your household or any one of your close contacts show symptoms of or tests positive for COVID-19, please call the Camp Office at 703-987-1712 immediately.**

We reserve the right to dismiss any camper with COVID-19 symptoms.

Details of how we will deal with COVID-19 are outlined in our Communicable Disease Plan (CDP), available on our website. The Communicable Disease Plan is incorporated into our Camp Policies, Terms and Conditions and acceptance of our CDP is required for participation in any camp program. Our CDP is a living document, which we update as we receive updated guidance from the CDC and American Camp Association.

We reserve the right to dismiss any camper who is not in compliance with the guidelines outlined by the CDP.

## Authorization for First Aid

In the event of illness or injury, the parent/guardian authorizes Traveling Players staff members to administer first aid, obtain assistance from doctors and/or nurses for medical, surgical or any other appropriate treatment for my child. The parent/guardian understands that Traveling Players and its staff cannot assume responsibility for medical expenses incurred as a result of his/her child's participation in educational programs.

## Guest and Visitors

Due to COVID-19 restrictions, NO parents/guardians, family members, guests or visitors are allowed on campus.

## Cell Phones and Other Electronics — TPE is UNPLUGGED!

**Cell phones, iPods, mp3 players, kindles, smart watches, fitness trackers, other Bluetooth devices, etc. are NOT allowed at camp or on the buses.** Your child is allowed to bring these items with him/her, but must give them to our staff when they arrive at camp. We will keep them safe, make them available at our discretion, and return them at the end of camp.

- Some personal electronics (for instance, a single-function white noise generator for kids with sleep disorders) may be acceptable for use at camp. **Please contact the office to check in with us before camp.**
- Campers with standing therapy appointments will, of course, be able to attend those using their phones. Campers who are starting college this year will have access to their phones for the purposes of registering for classes, filling out their paperwork, et cetera. Students doing six weeks of camp (in Shakespeare Troupe or in two sessions of a 3-week program) will have a slightly modified set of cell phone rules, to account for the extended stay away from home.
- Parents, family members, and friends are encouraged to write letters/postcards to campers at this address:  
    <Camper's Name>  
    Traveling Players  
    C/O Camp Highroad  
    21164 Steptoe Hill Road  
    Middleburg, VA 20117
- If there is a family emergency, please call the Camp Office at 703-987-1712. We will make sure your child, as well as his/her staff members, are up to date with anything that's going on.
- If there are issues related to your camper while at camp, expect a call from the camp office. We will make sure you are up to date with anything that's going on at camp.

## Photo Release

Parents/guardians of all participants grant Traveling Players Ensemble, Inc. the right to use their camper's images and likenesses, whether on film, video, broadcast, electronic media or other format, for publicity, marketing, or any other purpose which Traveling Players Ensemble deems appropriate.

### Arrival and Departure from Camp

Parents/guardians are responsible for their camper's arrival at the camp location on the day that the camper's session starts. Parents/guardians are responsible for picking up the camper at the camp location on the day that the camper's session ends. If a camper must leave camp earlier for COVID-related reasons, parent(s)/guardian(s) (or a nominated party) must pick up the camper within 8 hours of being notified. Traveling Players will not provide transportation from camp; it is the parent/guardian's responsibility to make arrangements and pay for transportation.

### Clothing and Equipment

Parents/guardians are responsible for providing proper clothing, footwear, and equipment as outlined on the "What to Bring to Camp" page on the website. This includes, but is not limited to:

- Closed-toe shoes. When you go into the real woods, you need real shoes. Sneakers are good; hiking boots are better, especially if they extend above your ankle. Shoes should enclose the toes and give support. **No flip-flops or sandals** – these are great shoes for wearing while showering, but not for walking to and from the showers. Exception: you can wear Keen sandals if they are the kind that **enclose your toes** and give support (must have a heel strap).
- Clothing that fully covers the performer and allows her or him to move freely, bend, stretch, climb without undo exposure.
- Rain-gear.
- Sleeping bag.
- Jacket/layers for cool evenings.

### Use of Traveling Players Name and Logo

Use of the Traveling Players Ensemble, Inc. name or logo should not appear on any internet site that directly violates or represents a violation of any Traveling Players policy. Traveling Players reserves the right to ask for the program's name or logo to be removed from any site that is not in line with the mission or values of Traveling Players' programs.

### Payments, Deposits, Installments and Fees

For all summer programs, the full tuition is due on/by June 9th. For all registrations after June 9th, the full tuition is due at the time of registration.

Before June 9th, registrants may elect to pay:

- the full tuition in a single payment, or
- pay in installments, calculated based on the proximity of the enrollment date to the paid-in-full due date. There is a \$35 installment fee for selecting this option.

**Deposits:** The non-refundable deposit amount is 20% of the full tuition. This deposit is non-refundable any circumstances, excepting cancellation on behalf of Traveling Players.

**Late Fees:** A late fee of \$30/month will be added to overdue balances starting on June 9th.

### Refunds and Withdrawals

**Before May 1st**, if you choose to withdraw your child from any program, Traveling Players Ensemble, Inc. will fully refund your payments, less the non-refundable deposit.

**After May 1st**, if you choose to withdraw your child from any program **for any reason** (including, but not limited to, voluntary withdrawal, illness or injury, summer school, acceptance into other programs), the full tuition is non-refundable, including any outstanding balances.

All audition fees are non-refundable. If you wish to reschedule your audition, due to sickness or an unexpected conflict, your audition fee may be transferred to a new date.

### Dismissals During Camp

Traveling Players Ensemble, Inc. will dismiss any student who exhibits behavior that, in our sole discretion, is unsafe or disrupts or distracts from the educational mission of the program. Tuition will not be refunded.

If at any point, Traveling Players Ensemble, Inc. determines that the parent(s)/guardian(s) has provided incomplete, misleading, or false statements, Traveling Players reserves the right to dismiss your child from the program. Tuition will not be refunded.

In the case of a dismissal from a residential program, parent(s)/guardian(s) must pick up the camper **within 8 hours** of being notified of dismissal. Traveling Players will not provide transportation from camp; it is the parent/guardian's responsibility to make arrangements and pay for transportation.

### Cancellation Policy

If minimum enrollment is not achieved in any Traveling Players Ensemble program, then the program will be cancelled and full tuition will be reimbursed.

Traveling Players will endeavor to communicate an under-enrollment cancellation as early as possible. Traveling Players will not be held liable for private arrangements (e.g. transportation to campus) that are made prior to a program cancellation.

### Personal Information

Traveling Players Ensemble takes the privacy of our campers and their families seriously and we are committed to protecting it. Information you share with us in the registration process,

through your health form, when making a donation, and in-person or by phone with staff is confidential. Information is shared within Traveling Players and with individual staff members only as needed and to support your child's participation and success in our programs. All staff are bound by confidentiality in our Code of Conduct.

Links to Traveling Players' Privacy Policy and Website Terms and Conditions are in the footer on every page of our website, <https://travelingplayers.org/>.

Financial and credit card information is not accessible to Traveling Players Employees and is safeguarded by our registration and donation systems and their use policies. For more information on the policies of our registration system, Ultracamp, see their website, <https://www.info.ultracamp.com/privacy-security-policy>. For information on the policies for donations through the Catalogue for Philanthropy, see their website, <https://www.cfp-dc.org/cfpdc/privacy.php>.

### Programmatic Changes

Traveling Players Ensemble reserves the right to make changes to the structure, logistics, and content of our programs at any time. These changes will be communicated by email. The revisions shall apply to programs and participants from the date of notification. Continued participation in Traveling Players' programs on or after this date will represent acceptance of any and all changes by parents and students.

### Assumption of Risk, Indemnity

The parent/guardian of the camper understands and acknowledge that there are certain risks and hazards associated with the activities and other aspects of residential camp and, if applicable, travel to and from the location of the activities of Traveling Players summer camp.

In consideration of the applicant's participation in Traveling Players Ensemble's programs, the parent/guardian voluntarily assumes the inherent risks of Traveling Players activities and other unknown or unanticipated risks, including any resulting personal injury and/or loss of life, arising from the applicant's participation and further agree that Traveling Players Ensemble, Inc. shall have no responsibility or liability in the event that a minor child for whom I am responsible suffer(s) any injury or harm.

On behalf of himself/herself, any minor child I register, my predecessors, successors, assigns, agents, heirs, executors, administrators, and representatives, the parent releases and holds harmless Traveling Players Ensemble, Inc., its Board of Directors, officers, employees, contractors, and other agents and representatives, both in their individual and official capacities, from any and all liabilities, injuries, damage, causes of action, complaints, suits, claims, obligations, costs (including but not limited to, attorney's fees and court costs), losses and all

other legal responsibilities suffered by me or my minor child arising from participation in any activity of Traveling Players, except in cases of gross negligence as provided by applicable law.

#### [Policy, Terms & Condition Changes](#)

Traveling Players Ensemble reserves the right to make changes to our policies, terms and conditions at any time. The revised policies, terms, and conditions shall apply to programs and participants from the date of publication of the revised policies and protocols on the website. Continued participation in Traveling Players' programs on or after this date will represent acceptance of any and all changes by parents and students. Changes to Policies and Protocols will be communicated by email.