

# Traveling Players

## Policies, Terms & Conditions: Summer Sleepaway Camps & Residential Conservatories

Traveling Players Ensemble, Inc. (Traveling Players) in partnership with Christchurch School (the “School”) expects Campers to support, encourage, challenge, and inspire each other in a safe, respectful, and fun community. Campers and parents/guardians agree to honest conduct and trustworthy interactions with each other, Traveling Players employees, and all other members of the Traveling Players and Christchurch School community.

To that end, certain policies, rules, and community standards are fundamental and essential. Traveling Players expects all members of its community, including Campers and their parents/guardians, to act honorably, behave as responsible citizens, and follow the Policies, Terms & Conditions: Summer Residential Camps contained herein (“Policy”). Traveling Players reserves the right to dismiss any camper who exhibits behavior that, in our sole discretion, is unsafe, or disrupts or distracts from the program’s educational mission.

### Equal Opportunity

Traveling Players Ensemble is committed to ensemble values of collaboration, inclusiveness, equality, mutual respect, and teamwork. Traveling Players 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.

### Challenging Curriculum

Our goal is to provide an outstanding theatre experience for students 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 summer residential camps are physically, emotionally, and intellectually demanding, and therefore not appropriate for all students. The following describes some, but not all, of the possible program demands:

- Understanding heightened classical language.
- Collaborating with peers artistically to perform complicated and emotional stories.
- Sharing a dorm room/tent with peers.
- Spending the majority of the day outdoors, with access to shade and water.
- Hiking steep inclines/declines with a backpack after dark.
- Carrying heavy objects, either individually or as part of a team.
- Performing live to the general public, not just family and friends.

If you have concerns about whether the program is appropriate for your child, then please call the Traveling Players Office at (703) 987-1712.

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### Health Statement

All participants must be free of medical or physical conditions that 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.

### COVID and Infectious Diseases

All students, staff, and faculty at Traveling Players are required to be fully vaccinated, including for COVID-19, before arrival at camp. If there is a medical reason that a student cannot be vaccinated, then please contact the Traveling Players Office at (703) 987-1712 to see if we can safely accommodate your child.

- Prior to arrival at camp, if any member of your household or any one of your close contacts shows symptoms of or tests positive for COVID-19 or other infectious diseases, please call the Traveling Players Office at 703-987-1712 immediately.
- We reserve the right to dismiss any camper with an infectious disease.
- Depending on a camper's symptoms and our capacity, we may be able to isolate them at Christchurch School as they recover. Determinations by the Traveling Players staff about our capacity to care for ill children are final.
- Campers may be able to recover off campus and return to camp to finish their camp session depending on a number of factors (symptoms, timing, role, etc.). If we have space in a later session, we could transfer a student's registration to a later session.
- Withdrawals or dismissals from camp due to infectious disease (either before or after the first day) are treated the same as withdrawals for any other reason - the full tuition is non-refundable, and any outstanding balances are immediately due.
- We reserve the right to dismiss any camper who is unable or unwilling to comply with infectious disease safety guidelines as directed by our staff.

### Cell Phones and Other Electronics — Traveling Players is UNPLUGGED!

Cell phones, iPods, kindles, smart watches, fitness trackers, other Bluetooth devices, etc. are NOT allowed at camp. Campers are allowed to bring these items 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 (such as 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 phones that we provide.
- Campers who are starting college this year will have access to their phones and computers to register for college classes, fill out college paperwork, etc.
- Parents, family members, and friends are encouraged to write letters and postcards to campers. An address will be provided.
- If there is a family emergency during camp, 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

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make sure you are up to date with anything that's going on at camp.

### Arrival and Departure from Camp

Parents/guardians are responsible for their camper's timely arrival at the camp location on the day and time that the camper's session starts. Parents/guardians are responsible for promptly picking up the camper at the camp location on the day and time that the camper's session ends. Only authorized individuals may pick up campers. Traveling Players is not obligated to provide transportation to/from camp; it is the parent/guardian's responsibility to make arrangements and pay for transportation.

### Guest and Visitors

We will have an Open House in the spring to welcome families onto the new summer residential camp at the Christchurch School campus, give tours, and answer questions. On Drop-Off and Pick-Up days, family members/guardians agree to NOT leave the Drop-Off/Pick-Up area and NOT enter campus buildings.

During camp, parents/guardians, family members, guests, or visitors are NOT allowed to visit the Christchurch School campus or enter any campus buildings.

### Authorization for First Aid

In the event of illness or injury, I authorize Traveling Players staff members to administer first aid and obtain assistance from EMTs, doctors, and/or nurses for medical, surgical, or any other appropriate treatment for my child. As the parent/guardian of the Camper, I understand that all medical expenses incurred by my child as a result of participation in summer residential camp are my responsibility. I agree to reimburse Traveling Players for my child's medical expenses incurred during camp or while under the supervision of Traveling Players.

### Photo Release

As the parent/guardian of the Camper, I grant Traveling Players Ensemble and Christchurch School the right to use images and likenesses of my child, myself, or my family, whether on film, video, broadcast, electronic media, or other format, for publicity, marketing, or any other purpose which Traveling Players and/or the School deems appropriate.

### Safe Environment

Traveling Players is committed to creating a safe environment on the School's campus and property for all members of its community. For this reason, Traveling Players and, if necessary, the School, reserve the right to search a camper's dorm room, belongings, possessions, clothing, wallets, electronic devices, mail, vehicles, and other property, with or without notice, when concerns arise over prohibited substances, theft, self-harm or potential Major Camp/Campus Rules (discussed in the following section) or any other Policy violations. Christchurch School reserves the right to maintain – and in many instances maintains – cameras in common areas and hallways of the dormitories, in the student center, and other common areas around campus to help ensure the safety of Campers, their possessions, Traveling Players property, and Christchurch School property. If it is necessary to access and review camera footage for a camp disciplinary reason, Traveling Players and the School will work together in partnership to do so. As noted, camera footage may occasionally be used in Camper disciplinary investigations. Cameras may be moved, removed, or added by Christchurch School at any time, consistent with the law. Campers may not cover or

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tamper with any cameras.

No Camper or parent/guardian may make any photographic or video recording of any non-public conversations or meetings at camp. Likewise, cameras, including those in mobile phones, tablets, laptops, and other devices, may not be used during camp in areas where privacy is reasonably expected such as locker rooms, bathrooms, or dorm rooms. The use of undisclosed hidden recording devices of any kind is prohibited, as is the transmission and/or distribution of any such recordings and/or pictures.

### General Expectations and Standards

The following acts by Campers and/or Parents/Guardians are violations of Traveling Players' and the School's Major Camp/Campus Rules ("MCR" or "MCRs"). Traveling Players and the School each reserve the right to dismiss any camper who violates policies, MCRs, and/or exhibits behavior that, in the sole discretion of the Founder & Producing Artistic Director ("FPAD"), and if/when deemed necessary by the School's Head of School ("HOS"), in the HOS's sole discretion, is unsafe or disrupts or distracts from the educational mission of the Traveling Players' Camp, the School's mission, the School's community at large and any School community members who reside on the School's campus ("School Community"), as well as any other camps and/or programs that may be occurring or taking place on the School's campus at the same time as the Traveling Players' Camp ("School Summer Programs").

- Bullying, Hazing, Harassment
- Sexual Misconduct
- Prohibited Substances
- Misuse, Damage, or Vandalism of Property
- Stealing
- Being Off-Campus without permission
- Off-Dorm or in Dorms Rooms without permission or in Off-Limit areas
- Trespass
- Weapons & Other Prohibited Items
- Repeated Rule Breaking

***A Note About Mandatory Reporting:*** A violation of one of the following MCRs, depending on the nature of the report, may trigger mandatory child abuse and neglect reporting obligation by Traveling Players, and in certain circumstances by the School.

**Bullying, Hazing, and Harassment.** Throughout all Traveling Players programs, there is a zero-tolerance policy for bullying, hazing, or harassment in any form.

1. **Bullying.** Va. Code § 22.1-276.01 defines bullying as "any aggressive and unwanted behavior that is intended to harm, intimidate, or humiliate the victim; involves a real or perceived power imbalance between the aggressor or aggressors and victim; and is repeated over time or causes severe emotional trauma. Bullying includes cyberbullying. Bullying does not include ordinary teasing, horseplay, argument, or peer conflict."
  - a. Traveling Players also considers unwanted behavior that involves written, verbal, or electronic communications, or physical acts or gestures, directed by one or more individuals to another to be bullying under this policy when those incidents cause physical harm to person or property, cause emotional distress, or interfere with educational opportunity or disrupt camp or camp

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activities, the School Community and/or School Summer Programs.

- b. Bullying may take the form of one event or a series of events, and it may be motivated by an individual's association with another individual and their characteristics, behaviors, or beliefs. Cyberbullying is a form of bullying conducted through phones, computers, email, text message, social media, or other electronic systems or media.

**2. Hazing.** Va. Code § 18.2-56 defines hazing as "to recklessly or intentionally endanger the health or safety of a student or students or to inflict bodily injury on a student or students in connection with or for the purpose of initiation, admission into or affiliation with or as a condition for continued membership in a club, organization, association, fraternity, sorority, or student body regardless of whether the student or students so endangered or injured participated voluntarily in the relevant activity." For purposes of this Policy, "student" also means "Camper," "School Community Member" and/or "School Summer Programs" participant ("Community Member").

- a. For purposes of this policy, hazing need not involve pressure or acts relating to a formal camp ensemble or group, School group or program, or official School Summer Program. Hazing may assume numerous forms, including any type of physical activity that may adversely affect the mental or physical health or safety of the above noted community members, physical brutality, any activity that may intimidate or threaten any of the above noted community members, verbal abuse, or social pressure.
- b. In Virginia, depending on severity, hazing can be a crime.

**3. Harassment.** Harassment refers to conduct or behavior that has the effect of impairing morale, interfering with a Community Member's reasonable participation in and enjoyment of residential camp or activities, the School Community, School Summer Programs and their participants, or creating an intimidating, hostile, or offensive camp, School Community, and/or School Summer Program environment.

- a. Harassment can assume numerous forms and may include, but is not limited to verbal, written, visual, and physical conduct, as well as:
  - i. making disparaging statements, telling jokes, or using epithets, slurs, stereotypes, insults, or labels based on classifications noted in this policy;
  - ii. threats of physical harm;
  - iii. intimidating conduct, such as unwanted touching of a person or a person's property; and assault or blocking or impeding a person's movement.
- b. Harassment includes comments on a person's appearance, dress, or physical features, dress consistent with gender identification, or making jokes or inappropriate comments about race, color, national origin, sex, sexual orientation, gender identity, or age, communicated in person, in writing, electronically, or through a third person, or by any other method.

**4. Sexual Misconduct.** Sexual misconduct is a broad term encompassing any behavior of a sexual nature that violates this Policy or Virginia law. Traveling Players will not tolerate any form of sexual misconduct, whether occurring at camp, at camp locations (including all tour locations), on the Christchurch campus and/or School property in general, online, in writing, or in person. All sexual misconduct is prohibited by Traveling Players and the School. Sexual misconduct includes but is not limited to:

- a. **Sexual Intimacy.** All camper sexual activity, including kissing, sexual touching, intercourse, oral sex,

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or any other sex act is prohibited on camp premises and locations for camp activities, at any time. If Campers are found to have engaged in sexually intimate behavior, responses may include but are not limited to conversations with those involved, referral to health professionals, parental/guardian notification, discipline, and/or removal from camp. Some sexually intimate behaviors violate state laws and Traveling Players staff may be required to report such instances to mandatory reporting agencies.

- i. On stage kissing/acts of affection are exempt from this definition when in the presence of Traveling Players' artistic staff and part of the rehearsal or performance process. Traveling Players follows industry best practices for educational theatre and intimacy coordination. Great care is taken in the selection of plays, casting, and teaching proper ways for a young actor to show affection on stage. No Camper will be assigned a role without full knowledge of all aspects of that role.
- b. **Sexual assault.** Non-consensual sexual penetration or sexual contact of one person by another.
- c. **Sexual harassment.** Unwelcome sexual advances, requests for sexual favors, and other visual, verbal, nonverbal, or physical conduct of a sexual nature when:
  - iv. submission to such conduct is an explicit or implied term or condition of an individual's participation in camp or any camp activities;
  - v. submission to or rejection of sexual conduct by an individual is the basis for a related decision affecting that individual negatively; or
  - vi. the conduct has the purpose or effect of interfering with an individual's rights, safety, and/or reasonable enjoyment of camp, School Community, and/or School Summer Programs by creating an intimidating, hostile, or offensive environment.
- d. **Sexual Exploitation.** Taking non-consensual, unjust, or abusive advantage of another in a sexual or intimate context, including, but not limited to:
  - i. engaging in, permitting, reproducing, or facilitating non-consensual viewing, photographing, video recording, or audio-recording of obscene, pornographic, sexual, or intimate activity (such as nudity, sexual contact, sexual conduct, sadomasochistic abuse, dressing, showering, toileting or similar activity);
  - ii. prostituting another person; or
  - iii. knowingly infecting another person with a sexually transmitted infection or disease.
- e. **Stalking.** A course of conduct directed at a specific person that is unwanted, unwelcomed, or unreciprocated, and would cause a reasonable person to fear for their own or a third party's safety, security, or wellbeing, or feel material emotional distress due to repetitive contact or the perception of such conduct. Stalking behaviors may include:
  - i. non-consensual communication by any means; use of surveillance in person or via social media or other electronic means without obtaining consent;
  - ii. collecting information about a person's routine, friends, family, or co-workers without their consent; and
  - iii. uninvited visits to any place an individual is commonly found.
- f. **Dating Abuse.** A pattern of behaviors one person uses to gain and maintain power and control in a personal relationship. Dating abuse can include emotional and verbal abuse, isolation, manipulation, abuse through digital media, written or oral communications, stalking, and more.

**5. Prohibited Substances.** Traveling Players and Christchurch School strive to create a safe and healthy environment for all Camp, School, and School Summer Programs community members and work to educate campers and parents/guardians on the dangers associated with prohibited substances. Use of

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such substances can be unlawful, can have damaging effects on physical and mental development, places the wellbeing of the Camper/parent/guardian, Traveling Players, the School Community, and School Summer Programs in jeopardy, and is incompatible with the mission and values of Traveling Players and Christchurch School.

1. Each of the following are considered Prohibited Substances under this Policy:
  - a. alcohol,
  - b. nicotine products,
  - c. electronic nicotine delivery systems (such as e-cigarettes, hookah pens, and other vapor-emitting devices, with or without nicotine content),
  - d. illegal drugs (including marijuana and other cannabis products),
  - e. the misuse of legal drugs, and other chemical substances, and
  - f. the use of prescription drugs not fully in compliance with a valid prescription.

### **Prohibition Against Certain Substances.**

Camper use, possession, manufacture, distribution, sale, or transfer of any Prohibited Substance and/or any paraphernalia associated with any Prohibited Substance, as well as the purchase or being under the influence of any Prohibited Substance, is prohibited, whether at camp, at a camp activity location, or on the Christchurch School campus.

A Camper found in the presence of the use, possession, manufacture, distribution, sale, transfer, or purchase of any Prohibited Substance and/or paraphernalia associated with any Prohibited Substance may be in violation of this Policy. Also, any parent/guardian who facilitates the use of any Prohibited Substance by a Camper, School Community member, or School Summer Programs participant in any way, whether at camp, at a camp activity location, or on the School campus or the School's property, is in violation of this Policy.

**Reporting Prohibited Substances.** Campers and parents/guardians must immediately report all known violations of this Policy regarding Prohibited Substance to a Traveling Players staff member. Traveling Players expect Campers to immediately seek staff assistance if/when they may be at risk from their own association with a Prohibited Substance. Making an intentionally false report or failure by any Camper to report their knowledge of another Camper's association with a Prohibited Substance is a violation of this Policy.

**Investigation related to Prohibited Substances.** Depending on the circumstances of the report of a Camper or parent/guardian association with a Prohibited Substance, Traveling Players may investigate, and at times this may be done in partnership with the School and/or local law enforcement. Campers and parents/guardians must cooperate in any investigation, including answering questions by any Traveling Players staff member or agent, and at times the School and/or local law enforcement, truthfully and providing all relevant information.

Traveling Players, and if necessary the School, reserves the right to test Campers for any Prohibited Substance at any time for any reason, including (1) suspicion that a Camper is using, possessing, manufacturing, distributing, selling, transferring, purchasing or under the influence of any Prohibited Substance or the Camper is displaying signs of psychological distress. All Prohibited Substance testing

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will be conducted at the expense of the parents/guardians whose Camper is the subject of the testing.

**Discipline for Prohibited Substances**

- a. The association of a Camper or parent/guardian with a Prohibited Substance, as described herein, is an MCR violation, and any such Camper or parent/guardian will be subject to discipline, including the camper's removal from camp.
- b. If testing shows that a Camper has used a Prohibited Substance, the Camper will be subject to discipline, including removal from camp.
- c. A Camper may be removed from camp because of their parent's/guardian's conduct on campus as it relates to Prohibited Substances as described herein.

**6. Misuse, Damage, or Vandalism of Property.** The misuse, damage, or destruction of property including but not limited to Traveling Players or Christchurch School property, equipment, and furnishings, whether such misuse, vandalism, or destruction occurs on or off campus is a violation of this Policy, as well as being in the presence of others committing vandalism or destruction of property and not disclosing such information to Traveling Players.

- c. Any Camper who causes property damage in any area of campus is required to promptly report that damage to a Traveling Players staff member.
- d. The parents/guardians of a Camper causing damage to Traveling Players or Christchurch School property will be required to cover all costs of the damage.
- e. Failure to report the property damage may result in additional consequences.

**7. Stealing.** Knowingly stealing the property of others is a violation of this Policy.

**8. Being Off Campus.** Being off campus without permission, including but not limited to riding in a vehicle without prior authorization of Traveling Players is a violation of this Policy.

**9. Off-Dorm, Dorm Rooms, & Off-Limits.** Being off-dorm during specified 'on-dorm' times, being in another Camper's room without his/her permission, or being in an 'off-limits' area without Traveling Players' permission, or if applicable School permission, is a violation of this Policy.

**10. Trespass.** Trespassing, including in a personal office, a locked room, building or vehicle, or in other areas, on or off School campus and/or property, where a camper's presence is unauthorized is a violation of this Policy. This includes the unauthorized possession of Traveling Players or Christchurch School keys, key cards, fobs, room keys, or any other property.

**11. Weapons & Other Prohibited Items.** The possession or use of weapons by campers at camp or on the Christchurch School campus, grounds, buildings, dorm rooms, vehicles (including in locked trunks or other containers), or property or in personal vehicles on Christchurch School property is strictly prohibited. A weapon is any object or substance used, attempted to be used, or intended to inflict a wound, cause injury, or incapacitate, including but not limited to all firearms, explosive agents, chemicals, air or canister-propelled guns, knives, martial arts weapons or any other weapon as described in Va. Code § 18.2-308. Prohibited items under this policy also include lighters, matches, fireworks, mace, and pepper spray. Possession of any prohibited item will result in the item's confiscation and the camper will be subject to discipline, including removal from camp.



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**12. Repeated Rule Breaking.** Flagrant or consistent defiance of the Policy, including but not limited to repeated unexcused absences from camp activities; verbally abusing or disrespecting any other Camper, Traveling Players staff member, School employee, School Community member, or School Summer Program participant; repeated antagonistic, uncooperative or disruptive behavior; and/or publicly disparaging of Traveling Players or the School by word or action is a violation of this Policy.

### Reporting Violations and Disciplinary Process

Any Camper who violates camp rules is subject to discipline, including removal from camp. Traveling Players decides discipline for a violation on a case-by-case basis at the sole discretion of the Founder & Producing Artistic Director and/or the HOS. If a Camper is removed from camp for any reason, there shall be no refund of any tuition, fees, costs, or deposits.

1. **Reporting Policy Violations.** If Campers, parents/guardians, or Traveling Players staff witness or become aware of violations of policy, they should report their concerns to a Traveling Players staff member with whom they are comfortable, who will then assist with next steps.
  - Any report of possible violations should be *specific* and *include all relevant information* so that Traveling Players, and if necessary the School, may appropriately investigate. While Traveling Players does not limit reporting time, *immediate reporting is important*. To be clear, letting time pass between the alleged violation and its reporting will *negatively impact the effectiveness of the investigation*.
  - Traveling Players and Christchurch School will not tolerate retaliation against anyone who in good faith reports a suspected Policy violation or participates in an investigation. Retaliation may result in disciplinary action, including removal from camp. Retaliation includes but is not limited to taking sides against an individual, spreading rumors about or shunning an individual, or making real or implied threats of intimidation toward an individual.
  - If Traveling Players receives a report of a violation, it strives to protect the reporting party's identity.
  - Intentionally making a false Policy violation report is itself a violation of Traveling Players' behavioral expectations, and doing so may result in disciplinary action, including the Camper's removal from camp.
  
2. **Disciplinary Process.** Traveling Players will, and if/when necessary, the School and/or local law enforcement, to the best of all parties' ability, investigate all alleged violations. Campers and parents/guardians **MUST** understand that Traveling Players, and if/when necessary, the School and/or local law enforcement *can only investigate if it receives information about the alleged violation*.
  - Upon receiving a report of a violation or possible violation, Traveling Players staff, and if/when necessary, the School and/or local law enforcement, may request additional information and conduct an initial inquiry to determine if the report alleges a Policy violation.
  - Traveling Players staff, and if/when necessary, the School and/or local law enforcement, may meet with the individual(s) who made the report, as well as the individual(s) who were reportedly subjected to Policy violations, and others.
  - If Traveling Players, if necessary the HOS, determines that the report pertains to behavior that may violate this Policy, Traveling Players, and if/when necessary, the School and/or local law enforcement, will investigate the reported conduct.

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- Campers and parents/guardians must cooperate in any investigation, including meeting with the investigator, including if/when necessary, the School and/or local law enforcement, truthfully answering questions posed to them by the investigator and those noted above, and providing all relevant information.
- Any individual interviewed during an investigation is prohibited from discussing the substance of the interview, except as otherwise directed by Traveling Players staff, and if/when necessary, the School and/or local law enforcement, or as required by law. Anyone who discusses the content of an investigation, or fails to cooperate with the investigation, is subject to discipline, including removal from camp.
- Traveling Players, and if/when necessary, the School and/or local law enforcement, in their sole discretion, determine the necessity and scope of any interim measures, including if/when to contact the parents/guardians of an alleged victim, the accused, a witness, or others. Appropriate interim support and reasonable protective measures will be taken, if and as needed, based on the circumstances, to protect against further acts of misconduct and/or retaliation, to provide a safe environment, and/or to protect the investigation's integrity.
- Throughout the disciplinary process, Traveling Players, and if/when necessary, the School and/or local law enforcement, will fully consider as wide a range of corrective actions as possible.
- If at the end of an investigation, it is determined a violation has occurred, Traveling Players' Founder & Producing Artistic Director, and if/when necessary, the School and/or local law enforcement, will determine if any disciplinary and/or other action is needed, including dismissal/removal from camp and prohibition from participating in programs in the future.

### Acceptable Use of Technology

While Traveling Players Campers are “unplugged,” various technological resources may be available on the School campus. Any School technology that is or may be provided to support Traveling Players' summer residential camp and business operations is a privilege and not a right and may be revoked at any time by the School for inappropriate use.

Campers may be extended the temporary use of technology for specific purposes (telehealth appointments, college class enrollment, viewing allergen information for meals, etc.) Use of technological resources by campers without express permission or not for the intended purpose is prohibited. This includes personal devices, the Christchurch School network, and wireless access, along with all Traveling Players computers, as well as any equipment, hardware, software, voice systems, and other accounts and systems owned, leased, or licensed by Traveling Players or the School (“Technology”).

### Prohibited Activities:

- Camper use of Technology, including any posts on social media, electronic communications, emails, or texts, etc., must not violate any Traveling Players or School policy, or cause any damage to the reputation of the Traveling Players or the School.
- Account login and password information may not be shared with others.
- Campers may not access personal or confidential accounts or files of others and are prohibited from acting in ways that are unethical or illegal or that invade others' privacy.
- Campers may not impersonate other individuals via any electronic communications.
- Campers may not view, download, upload, record, produce, store, print, or distribute electronic content that Traveling Players would consider to be profane, obscene, lewd, offensive, degrading,

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demeaning and/or otherwise inappropriate; including pornography, hate material or other material that may damage the reputation of Traveling Players or Christchurch School, its employees, students and/or campers.

- Campers may not use Technology to knowingly or recklessly make false or defamatory statements about a person or organization.
- Campers may not tamper with, attempt to gain unauthorized access to, or change any settings to any Technology in any manner whatsoever.
- Campers are prohibited from using Technology for the acquisition, storage, or distribution of any digital content that they do not have the legal right to use, including through the unauthorized downloading of software, images, music, movies or other media, or other forms of intellectual piracy.
- Campers are required to have updated virus protection software on their devices and security updates on their devices when connecting to the Christchurch School network.
- Campers should use extreme caution when opening email attachments or other internet files that may contain malicious software or links to malicious websites.

### Proper Conduct Representing Traveling Players

As a Traveling Players Camper, you represent Traveling Players while at camp, Tysons Corner Center, on tour, at performance venues, and at any other camp activity location, as well as Christchurch School while on the School's campus and/or property.

Therefore, Campers are expected to uphold respectful behavior and proper conduct, as outlined in this document, while spending time in the general vicinity of, or traveling to and from, Traveling Players camp locations, Studio, tours, performance locations, or any other camp activity location. Actions on behalf of the camper that would reflect poorly on Traveling Players or the School (including but not limited to anti-social behavior, trespassing, vandalism, stealing, and alcohol or drug use) are grounds for immediate dismissal from camp without refund.

### Use of Traveling Players and Christchurch School Name and Logo

Use of the Traveling Players Ensemble, Inc. and/or Christchurch School's name and/or logo should not appear on any internet site that directly violates or represents a violation of any Traveling Players or School policy. Traveling Players and the School each reserve 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 or the School's mission, brand, identity, image, core values, or reputation. Participants known to have used any logo or name without proper permission may be removed from their program without refund and prohibited from participating in programs in the future.

### 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/>.

## Traveling Players Ensemble - Policies, Terms & Conditions: Sleepaway Camps & Residential Conservatories (cont.)

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.

- <https://ultracampmanagement.com/privacy-security-policy>
- For information on the policies for donations through the Spur Local, see their website, <https://www.cfp-dc.org/cfpdc/privacy.php>.

### Payments, Deposits, Installments and Fees

**Payments:** For all summer programs, the full tuition is due on/by April 15. For all registrations after April 15, the full tuition is due at the time of registration.

Before April 15, registrants may elect to pay:

- the full tuition in a single payment, or
- pay the deposit at registration and the remainder according to the payment plan in monthly installments. There is a \$35 installment fee.

**Deposits:** The non-refundable deposit amount is 30% of the full tuition. The deposit is non-refundable except for cancellations as outlined below.

**Late Fees:** A late fee of \$50/month will be added to overdue balances starting on May 1.

### Refunds and Withdrawals

**Before April 15:** If you choose to withdraw your child from camp, Traveling Players Ensemble, Inc. will refund your payments, less the non-refundable deposit.

**On or After April 15:** If you choose to withdraw your child from camp 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, and any outstanding balances are immediately due.

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 at our discretion.

### Dismissals During Camp

Traveling Players, and if necessary the HOS, reserves the right to dismiss any camper who violates policies and/or exhibits behavior that, in the sole discretion of the FPAD or HOS, is unsafe or disrupts or distracts from the educational mission of the camp, School mission, School Community, or School Summer Programs. Tuition will not be refunded, and any outstanding balances are immediately due.

If at any point, Traveling Players, and if necessary the School, 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, and any outstanding balances are immediately due.

In the case of a dismissal from a residential program, parent(s)/guardian(s) must pick up the camper within

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12 hours of being notified of dismissal. Extensions may be considered on a case-by-case basis depending on logistics and severity of the violation or reason for 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 canceled and full tuition will be refunded. 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.

If cancellation results from government restrictions or acts of God (an event outside of our control or activity, such as a fire, flood, earthquake, etc.) tuition will not be refunded. If cancellation results from an outbreak of infectious disease, including COVID-19, tuition will not be refunded. Traveling Players will not be held liable for private arrangements (e.g. transportation to campus) that are made prior to a program cancellation.

### Programmatic Changes

Traveling Players reserves the right to make changes to the structure, logistics, and content of our programs at any time. Significant programmatic changes will be communicated by email. The changes 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.

### Policies, Terms & Conditions Changes

Traveling Players Ensemble and Christchurch School reserve the right to make changes to these policies, terms, and conditions at any time. Currently registered participants will be notified via email if and when the policies, terms, and conditions are revised. 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 campers.

### Severability

In the event any provision or part of this agreement is found to be invalid or unenforceable, all other provisions shall nevertheless continue in full force and effect.

The failure of any party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

### Assumption of Risk, Indemnity

As the parent/guardian of the camper, or as an adult camper aged 18, I understand 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 residential

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camp.

In consideration of the camper's participation in Traveling Players Ensemble's programs, I hereby voluntarily assume the inherent risks of Traveling Players activities, including those occurring on Christchurch School's campus and/or property, and other unknown or unanticipated risks, including any resulting personal injury and/or loss of life, arising from the applicant's participation, including any acts or actions taken on Christchurch School's campus and/or property, and further agree that Traveling Players Ensemble, Inc. and Christchurch School shall have no responsibility or liability in the event that my child suffers any injury or harm, and hereby release Players Ensemble, Inc. and Christchurch School from any liability for injuries sustained by my child, including those arising from negligence, to the fullest extent permitted by law.

On behalf of myself, any minor child I register, my predecessors, successors, assigns, agents, heirs, executors, administrators, and representatives, I hereby agree to defend, protect, hold harmless and indemnify Traveling Players Ensemble, Inc., Christchurch School, and their respective Board of Directors, affiliates, subsidiaries, officers, employees, contractors, and other agents and representatives, both in their individual and official capacities, from and against any and all liabilities, injuries, damages, 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, or any activity on the School's campus and/or property, except in cases of gross negligence as provided by applicable law.

Read and Understood, by:

On Behalf of \_\_\_\_\_ (Camper/Child Name)

\_\_\_\_\_  
Parent/Guardian Name

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

\_\_\_\_\_  
Date

(Parent/Guardian is signing both for themselves and on behalf of their minor camper/child)