

The Repertory Theatre of St. Louis

Camp Rep Parent Handbook



The Department of Learning and Community Engagement

March 2022

Overview

The Repertory Theatre of St. Louis will host summer camp for children in grades 2 through grade 8. Camp Rep is unlike any other theatre camp in town. Our campers will experience a 2-week artistic immersion which culminates in a creative showcase for families and friends to see. We are providing engaging instruction from some of the region's leading teaching artists. Campers will take classes on Broadway Dance, Acting, Music, Creative Storytelling, Circus Arts and more. Camp Rep is an excellent opportunity to introduce youth to the benefits of arts education and performance. Each camper will have an opportunity to perform, to be celebrated, and to thrive.

COVID-19 Restrictions

Due to COVID restrictions, space is limited to 50 students per session. That is no more than 18 students per class with 2 additional teachers (20 max in a classroom). For more on COVID litigation, see our Safety Guidelines.

If a camper has been exposed to a person with COVID 19 or is exhibiting symptoms of any kind, they must stay home and quarantine for the remainder of the week and follow up with the camp director. A return to camp will only be allowed following a negative Covid test result.

All campers will be dropped off in the Loretto-Hilton Center circle drive, where a designated camp teacher will receive them and walk them into the building. Parents and guardians are not allowed inside the building at this time, except for the showcase performance. All campers must wear masks for all classes, both indoors and outdoors. During outdoor classes, students will have an opportunity to get fresh air but are still required to wear masks. Masks must be at least 3 layers; cloth masks are not allowed.

Dress Code

Campers joining us for CAMP REP will spend their time in a variety of different classes and environments, and we want to make sure that all campers and parents are as prepared as possible for those situations. For the safety and wellbeing of each individual camper, we are implementing the following Dress Code Policy for all students.

1. Students should wear breathable and comfortable clothing, as some classes may take place outdoors.
2. Students should be prepared for movement-based activities, and dress accordingly. This means:
 - a. No flip-flops or open-toed shoes. Tennis shoes/sneakers or dance shoes are recommended. Close-toed sandals are also permitted.
 - b. No revealing or loose-fitting clothing. Campers should dress for comfort, but clothing should be appropriate for a camp environment.
 - c. No loose accessories, such as dangling necklaces, earrings, or bracelets.
 - d. No sunglasses inside the building.
3. Students will wear their CAMP REP t-shirt for the final showcase performance.
4. Students will agree to wear masks when it is required, following the directions of the camp counselors and instructors.

Attendance Policy

CAMP REP will function as a cumulative learning experience across the span of nine (9) or ten (10) days. Students will learn skills in their classes that will then be applied in future classes and rehearsals for the final showcase performance. This means that it is imperative that students attend every scheduled day of camp in order to be prepared for the final presentation.

Campers and parents agree that they will attend camp every day through the two-week period, barring any unforeseen complications, such as illness or emergencies. In case of a complication, parents will notify the camp director as soon as possible of their camper's absence.

Campers and parents will also agree to arrive on-time, so as not to delay the learning of the group. Camp will begin daily at 9:00am, and all campers will agree to have arrived and settled, ready to begin class, at that time. Should a camper be delayed in arriving, the camp director should be notified as soon as possible.

Should a camper violate these terms more than twice in the second week of their session, they may be subject to removal from the final showcase performance. Final decisions about removal from performance due to attendance will be made by the camp director and artistic director.

EXAMPLE: Daily Summer Camp Schedule*

9:00-9:30	Full Group Warm-Up
9:30-10:30	CLASS
10:30-10:45	Morning Break
10:45-11:45	CLASS
11:45-12:45	Lunch
12:45-1:45	CLASS
1:45-2:45	CLASS
2:45-3:00	Afternoon Break
3:00-4:00	CLASS
4:00-4:10	End of Day/Dismissal

CLASSES will include the core Acting, Music, and Dance, as well as a variety of Masterclass options such as Storytelling, Stagecrafts, Design, etc. During the second week of each session, classes/instruction will be replaced by tech rehearsals for the final showcase performance.

* This schedule is subject to change

Cell Phone Policy

It is our desire to facilitate an engaging and exciting camp experience, therefore, we ask that all campers and their parents/guardians adhere to the following CELL PHONE/TECHNOLOGY policy while camp is in session.

- Campers will be allowed to keep their phones and other electronic devices with them during camp **to be used during breaks between classes/sessions**.
- Campers will agree to keep these devices with their other personal belongings to avoid distraction or possible injury during all classes and rehearsal sessions.
- Campers will not be allowed to go LIVE, stream, or record from their personal devices during camp sessions, unless given permission by their instructors.
- Campers will not be allowed to create orders for delivery during camp sessions, including but not limited to food and drink orders.
- Campers understand that use of their personal devices during camp is for communication purposes only, not for entertainment.
- Additionally, parents/guardians will agree that, should they need to contact their camper during sessions, they will reach out via the camp director (443.386.0707) and not through their camper's personal devices.

Failure to adhere to this policy may result in the confiscation of a camper's personal device during camp sessions for the duration of the camp day. All confiscated devices will be returned to campers at dismissal and guardians will be notified of the event.

General Behavior Agreement

CAMP REP will be an enjoyable, productive, and safe environment for all campers, counselors, and instructors. We ask that all participants and their parents review the following statements of intent. By registering for our camp sessions, you agree to these following statements:

*I will be respectful of myself and my fellow campers
I will be respectful of my teacher and their expertise
I will be mindful of everyone's time
I will respect the facility and classroom spaces
I will participate in all activities to the best of my ability*

During camp sessions, we will avoid...

- chewing gum.
- eating during class.
- wearing hoods during class.
- wearing sunglasses while indoors.
- touching/physical contact without prior consent

- using loud/outdoor voices when indoors, unless given permission
- touching the belongings of others
- running through communal areas (without permission)

Anti-Bullying Policy

The Rep believes that all students have a right to a safe and healthy learning environment promoting mutual respect, tolerance, and acceptance. Therefore, we will not tolerate behavior that infringes on the safety of any camper. A camper shall not intimidate, harass, or bully another camper through words or actions. Such behavior includes direct physical contact, such as hitting or shoving; verbal assaults, such as teasing or name-calling; written assaults on social media, notes, or some other means; and social isolation or manipulation.

We expect campers and/or staff to immediately report incidents of bullying to their teacher. Staff who witness such acts will take immediate steps to intervene. Each complaint of bullying should be promptly investigated.

The Camp Director will discuss this policy with their campers on the first day of camp and will give reminders daily. Campers who bully are in violation of this policy and are subject to disciplinary action up to and including dismissal.

The Behavior Agreements include, but is not limited to:

- Any camper who engages in bullying may be subject to disciplinary action up to and including dismissal.
- Campers are expected to immediately report incidents of bullying to the camp director.
- Campers can rely on staff to promptly investigate each complaint of bullying in a thorough and confidential manner.
- If the complainant camper or the parent of the camper feels that appropriate resolution of the investigation or complaint has not been reached, the parent or student should connect with the Director of Learning and Community Engagement for further action.

The procedures for intervening in bullying behavior include the following:

- All staff and campers will receive a summary of restorative justice practices and the best ways to implement them as a conflict resolution tool.
- The camp will make reasonable efforts to keep a report of bullying and the results of investigation confidential.
- Staff who witness acts of bullying shall take immediate steps to intervene. People witnessing or experiencing bullying are strongly encouraged to report the incident with no fear of retribution.
- All unresolved acts or continuing instances of bullying will be reported to parents and guardians.

THE REPERTORY THEATRE OF ST. LOUIS **CAMP COVID SAFETY GUIDELINES**

Regulatory Environment

The Repertory Theatre of St. Louis will only proceed with the plan described below if permitted by applicable state and local regulations.

State of Missouri: This plan is developed in alignment with the guidelines of the Missouri Department of Health and Senior Services' *Show Me Strong* Business Pledge.

St. Louis County: This plan has incorporated the St. Louis County public health orders and reopening guidelines for entertainment venues.

City of Webster Groves: The city of Webster Groves has not issued any regulatory directives regarding COVID-19, beyond the St. Louis county directives.

Camp Rep will occur in the East Academic Building on Webster University's campus and within the Loretto Hilton Center. When work takes place in these venues, The Rep's COVID safety guidelines will be implemented *in addition to* any other procedures that Webster has in place.

Health and Safety Personnel

Dr. Stephen Liang and Dr. Joseph Cherabie of Washington University Medical School's Infectious Disease department have served as medical advisors in the development of this plan. They will also be available on an ongoing basis in a consulting capacity as the public health situation evolves.

The Rep's health and safety team will facilitate testing and contact tracing, if necessary, during Camp Rep sessions.

Terms and Definitions

Close Contact: Interaction within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the patient is isolated.

Confirmed COVID-19 Case: Person who has tested positive for COVID-19.

High-Contact Areas: tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks.

Probable COVID-19 Case: Person showing symptoms of COVID-19 and/or high risk of exposure, but without confirmatory laboratory evidence.

Proper Hand Hygiene: When possible, washing hands with soap and water, lather the backs of hands, between fingers, and under nails. Scrub hands for at least 20 seconds. When hand washing is not available, using an alcohol-based hand sanitizer that contains at least 60% alcohol. Rub the gel over all the surfaces of hands and fingers until hands are dry. This should take around 20 seconds.

Social Distancing: Maintaining a minimum distance of 6 feet between individuals. Applies in outdoor and indoor spaces, including interactions during which individuals are wearing masks.

Camper: This includes the actual registered camper, and that camper's immediate family.

General Facility Maintenance & Procedures

Cleaning and Disinfecting

- Disinfectant wipes and touchless sanitation stations will be provided near all high-contact surfaces including tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks.
- Trash bins dedicated to the disposal of PPE (gloves, masks, wipes) will be placed throughout common areas of all buildings.
- Procedure Signs will be posted throughout all buildings
- Facility Hygiene Signs in common areas – disinfecting wipe procedures for high traffic areas, etc.
- Entry and Exit Signs to create separate points for entry and exit
- Clear Traffic Flow Signs through each building
- Proper Use of PPE Signs – masks should be worn over both nose and mouth, how to remove single-use gloves, etc.
- Access Signage/Blocking off areas – rehearsal areas, meeting room, etc.
- Physical Distancing (6 foot rule) Reminder Signs
- Masks required
- As possible, doors will remain open within facilities throughout the day to promote contact free travel in all buildings.
- Disinfecting fogger will be used to deep sanitize porous and non-porous surfaces. The product will be VitalOxide, used with an electrostatic sprayer.
- Routine cleaning will include wiping down all high-contact areas listed above.

HVAC

- All HVAC units in the rehearsal halls have MERV13 filters.
- With Webster's settings, there are 2-3 air exchanges per hour.

East Academic Building 50% Room Capacity

Classroom 1: 20 people (18 students, 2 teachers)

Classroom 2: 20 people (18 students, 2 teachers)

Administrative Staff Procedures

Contact Tracing

- Every in-person classroom teacher will have a daily attendance sheet. Counselors must mark that campers are in the classroom.
- Every Rep employee working on site should keep a careful log of any close contact they may have with any other Rep employee or camper each day.
- If a Rep employee or camper presents with symptoms of COVID-19, individuals who are known to have come into close contact (as defined above) with the individual should self-isolate until the individual with symptoms has received test results. If a Rep employee or camper tests positive for COVID-19, individuals who are known to have come into close contact with the individual must be tested.

COVID-19 Testing

- Staff members will get tested before returning to work and send their negative test to the Camp Director.
- In order to perform unmasked during the showcase performance, campers must be tested during the final two days of their camp session, regardless of vaccination status. Tests will be provided by The Rep.
- We strongly encourage ALL campers to test at one of the Nomi Health locations the week of the camp performance to mitigate any exposure to COVID. Appointments can easily be made at: <https://nomihealth.com/mo/>.

Physical Distancing

- Maintain a distance of at least 6 ft. radius from others at all times when possible.
- If speaking loudly or singing, maintain a distance of at least 20 ft. radius from others at all times.

Hand Washing and Disinfection

- Staff Members and campers are advised to wash (with soap and water) or sanitize (with disinfectant) their hands regularly throughout the day.
- The Rep will have hand sanitizing stations at key entry points to buildings and hand sanitizer available in all build spaces.

Personal Protective Equipment (PPE)

- All Rep personnel will provide their own face mask without an exhalation valve. Adequate face coverings must be worn over the nose and mouth and fit securely around

the face. All persons entering any building must wear a face mask. Additional masks will also be supplied in case a camper requires a mask.

- Medical masks are single use. Masks must be at least 3-layers (preferably an N95 or KN95). No cloth masks will be allowed.
- Campers should bring extra masks each day in case theirs is in need of replacement.
- Proper hand hygiene must be used before and after touching a mask.
- While not wearing this mask (for meals or taking a mask break in isolation), masks should be allowed to dry in a paper bag.
- If face shields are required, they will be provided by The Rep.

Onsite Arrival:

- Parents will drop off campers in front of the Loretto-Hilton Center.
- Counselors will sign in students each day.
- Parents are not permitted to enter the facility except for the showcase performance.
- Designated staff will escort campers into building.

Dismissal:

- Campers will be dismissed by class.
- They will be escorted to the curb and will wait for parents and guardians to pick them there.
- Counselors will sign them out when they have been picked up.

Space Usage

- The Rep will place entry and exit signs to create separate points for entry and exit.
- The Rep will post Proper Use of PPE Signs
- Physical Distancing Reminder Signs will be posted
- As possible, doors will remain open within facilities throughout the day to promote contact free travel in all buildings.
- The Rep Staff Members will maintain a clean and sanitized environment by engaging in the following procedures:
 - Disinfectant wipes and sanitation stations will be provided by The Rep in common areas such as main entrances, hallways, breakroom and near any high-contact areas.
 - Routine cleaning will include wiping down all high touch areas in classrooms and restrooms

Pod Behavior Outside of Camp

- Staff and campers are expected to follow social distancing guidelines and wear masks in any public space, even when not at Camp Rep. For example, in grocery stores, at the park, and interacting with others in the community.
- Staff and campers are expected to minimize potential exposure to COVID by only spending time in public spaces when necessary. (For example, grocery shopping or picking up food, but limiting play dates, etc.)

Additional Procedures

Showcase

- Only 2 family members per camper can attend the event. Only (2) showcase tickets will be issued for each camper.

Minimal-Contact Ticketing

- All patrons must show proof of full vaccination against Covid-19 and a valid photo ID to enter the performance space. If not fully vaccinated, patrons must show negative test results from a PCR test taken within 72 hours of the showcase or a rapid antigen test taken within 24 hours of the showcase.
- All patrons must wear a mask to enter the showcase. If someone arrives without a mask, The Rep will provide a disposable mask. If an individual is unwilling to wear a mask, they will not be permitted entry.
- Masks must remain on at all times during the showcase.

Performance Space

- Clear signs, rope and stanchions, and floor stickers in the lobby will indicate traffic flow and proper social distancing.
- No concessions will be sold.
- Families will be socially distanced when seated. Families will be seated together and distanced 6 feet from others.

(end of safety guidelines)

Photo/Video Release

I, _____ (Parent/Guardian Name), hereby grant THE REPERTORY THEATRE OF ST. LOUIS to use photographs and/or videos of _____ (Camper's Name) taken during CAMP REP activities and performances to be used in publications, news releases, websites, and in other communications related to the marketing needs of THE REPERTORY THEATRE OF ST. LOUIS.

Parent/Guardian Signature _____

Date _____