



Releases, Procedures, and Policies

Please read the below information and keep these papers for your records. Acknowledge receipt of and agreement to this information on your camper's registration form.

Phone: 717-559-0570

Email: lauren@larktheatrestudio.com

Releases

Release of Liability

As the legal parent or guardian, I release and hold harmless Lark Theatre Studio, its owners and operators from any and all liability, claims, demands, and causes of action whatsoever, arising out of or related to any loss, damage, or injury that may be sustained by the participant and/or the undersigned, while in or upon the premises or any premises under the control and supervision of Lark Theatre Studio, its owners and operators or in route to or from any of said premises. Lark Theatre Studio is not responsible for damage or loss of any camper's personal items including, but not limited to, any electronics, musical instruments, clothing, jewelry, cash or personal equipment.

Media Release

I hereby assign and release Lark Theatre Studio all rights to reproduce for the purpose of illustration, advertising or publication in any manner, any, but not limited to photographs, video, film, and/or sound taken of my child or myself. Lark Theatre Studio may also publish the name of any child in connection with the publication of any photograph or video or film or sound without such child's parent (or guardian's) express consent.

Medical Information

There is no nurse on site during camp. Lark staff members are not permitted to give medication to students. If your child requires medication between the hours of 8:30am and 3:30pm, a parent or guardian must come to camp to administer the medication. Certain Lark staff members are certified in first aid. The undersigned grants Lark staff members the authority to administer first aid to their child.

Medical Emergency

The undersigned gives permission to Lark Theatre Studio, its owners and operators to seek medical treatment for the student in the event they are not able to reach a parent or guardian. I hereby declare any physical/mental problems, restrictions, or condition and/or declare the participant to be in good physical and mental health.

Policies and Procedures

Registration fee

There is a one-time \$50 registration fee for all campers due at the time of registration. This may be paid via check or by credit card online. A registration form is required for each camper.



Tuition

The cost for camp is \$285 per camper (\$50 deposit + \$235 tuition). This covers two weeks of instruction, snacks, drinks, a pizza dinner on July 26th, and four tickets to the summer showcase performance. A non-refundable, non-transferable deposit of \$50 per camper is due at the time of registration. The remaining tuition is due by July 10th.

If a family is registering multiple siblings, the cost for the first sibling will be \$285, and then \$255 for each subsequent sibling (\$50 deposit + \$205 tuition). If you are registering more than three siblings, please contact us for additional discounts.

We accept both checks and credit cards. Checks can be mailed to the Lark PO Box and made payable to Lark Theatre Studio. Online credit card payments can be made on the student payment portal on the Lark Theatre Studio website. There will be a \$25.00 returned check charge for any checks returned by the bank.

Location

Lark Theatre Studio classes and camps are held at The Bridge in Hummelstown, PA. Our July 26th showcase will be held at the Lower Dauphin High School auditorium.

Attire

Campers should wear appropriate, comfortable attire designed for movement. We recommend campers wear clothes they don't mind getting stained. Students may not wear sandals or flip flops.

Lunch and Snacks

Students must bring a packed lunch to camp. Students should label their lunch clearly with their name. All food will be stored in a refrigerator prior to lunchtime. Water, morning snacks, and afternoon snacks will be provided by Lark Theatre Studio each day.

On Tuesdays and Fridays, students will have lunch at Schaffner Park, weather permitting. By registering your camper for Lark Theatre Studio summer camp, parents/guardians are granting Lark Theatre Studio staff permission to walk campers to and from the park. Lark's liability release also covers trips to the park.

Cancellations

Requests to cancel registration or receive a refund for tuition are only available when cancellation requests are made in writing to the director as below.
(Please note: deposits are non-refundable.)

*Written Cancellation Request Received: Tuition Refund Rates

Before April 30, 2019: 75% of tuition paid

May 1 to May 31, 2019: 50% of tuition paid

June 1 to June 30, 2019: 25% of tuition paid

July 1, 2019 or later: No refund



Pick Up/ Drop off Procedure

For drop off, students may be dropped off in the Bridge parking lot between 8:30 and 9am. Parents/guardians may leave the parking lot once their child enters the building. For pick up, parents/guardians must come to the main door to sign their child out between 3 and 3:30pm. A Photo ID is required from all parents and/or guardians who pick up a student for safety reasons. Only parents, guardians, emergency contacts, and adults listed on the registration form will be permitted to pick up campers. Campers who are 13 and older may walk home if they live close enough, with parent permission. (Permission can be granted on the registration form.)

Harassment Policy

Lark Theatre Studio will not tolerate any harassment, bullying or other inappropriate behavior between or amongst its students, including the student's parents. Any student or parent who experiences any sort of harassment, bullying or inappropriate behavior during classes should immediately contact Lauren Grove at lauren@larktheatrestudio.com

Parent Observation

During classes, parents are requested to remain outside the classroom to avoid possible distraction. If a parent wishes to wait inside to pick up their student, they may wait in the Bridge lobby.

The Lark Theatre Studio Showcase

On Friday, July 26th, campers will present our summer showcase at 6pm at the Lower Dauphin High School auditorium. Instead of leaving Lark at 3:30pm on the 26th, campers will stay straight through to the performance. A pizza dinner will be provided. Each family will receive four free tickets to our summer showcase. (For additional tickets, please contact our camp director, Lauren Grove by emailing lauren@larktheatrestudio.com)

Communication and Questions

We will communicate with you through email, Facebook, Twitter, and Instagram.