

# 2009 LAMAR UNIVERSITY MIDDLE SCHOOL BAND CAMP JUNE 21-25, 2009 HANDBOOK

## I. Opening Day Information

### A. Opening Day Schedule:

noon - 3:00 p.m.	Check-in at Brooks-Shivers Hall
12:30 - 4:00 p.m.	Ensemble placement auditions in Brooks-Shivers
4:30 - 5:00 p.m.	Parent Meeting (optional) in the University Theatre
6:00 p.m.	Camp Meeting begins in the University Theatre
7:00 p.m.	First Rehearsals begin
9:00 p.m.	Rehearsals end. Campers will return to the dorms for floor meetings
10:30 p.m.	Lights Out

### B. Check-in Procedures:

#### **\* Option 1: *SKIP THE LINES AND CHECK-IN BY MAIL!!***

To expedite the check-in process, the following check-in by mail procedures are available as an option to all 2009 campers. Campers not electing to exercise this option may go through the regular check-in procedures detailed in "Option 2" below.

**Step 1:** Campers may check-in to camp early by mailing the following items to the Band Camp Office before June 13, 2009:

1. Notarized Health Form - all health forms **MUST** be notarized.
2. Swimming Form
3. Payment in Full

*So that these items will be received in the Band Camp Office before the beginning of camp, these items must be postmarked no later than June 13, 2009.*

**Step 2:** Beginning at 12 noon on Sunday, June 21, campers who have mailed ALL of the above items to the Band Camp Office before the deadline may report directly to the lobby of the Brooks-Shivers Hall where their wrist bands will be available to be picked up. Please pick up your wrist band from this location before proceeding to the audition and dorm check-in. **YOUR WRIST BAND IS YOUR IDENTIFICATION DURING BAND CAMP. PLEASE WEAR IT AT ALL TIMES.**

**Step 3:** As soon as you have picked up your wrist band, please proceed to your audition room to audition. Room assignments will be posted throughout Brooks-Shivers Hall.

Audition results will be posted on the door of your audition room before the 6:00 p.m. Camp Meeting. Campers must check these results before coming to this meeting.

**Step 4:** After you have auditioned you may proceed to Cardinal Village to check-in to the dorms. There will be separate check-in areas for boys and girls. **LOST KEYS WILL RESULT IN A \$100 FINE PER KEY.**

**Step 5:** You may move your luggage into the dormitory. It is imperative that you **DO NOT HANG OR POST ANYTHING ON THE WALLS, CEILINGS, OR DOORS OF THE DORM ROOMS.** Please make sure that you note the condition of your room when you move in. Please report any problems with the room to a band camp counselor immediately.

## **\* Option 2: Regular Check-In Procedures**

For those that do not check-in by mail, check-in for camp will take place from 12 noon to 3 p.m. in Brooks-Shivers Hall. Every effort has been made to make this procedure as efficient as possible. In some instances, however, it may be necessary for you to wait during this process. Your patience during this time is greatly appreciated.

**Step 1:** Please report to Brooks-Shivers Hall for check-in. You will need the following items at that time:

1. Notarized Health Form - All health forms **MUST** be notarized. For those campers whose health forms have not been notarized, a notary public will be set-up outside of the Brooks-Shivers Hall beginning at noon on Sunday. **A fee of \$5.00 per health form will be charged for this service.** Parents must present valid identification to the notary public. Campers must have their health forms notarized **BEFORE** entering the line to check-in to camp.
2. Signed Swimming Form
3. Balance of tuition due to camp

There will be a line for those who have paid in full and a line for those who need to make a final payment. As you move through the line you will receive your wrist band which will be your identification for camp. **PLEASE WEAR THIS WRIST BAND AT ALL TIMES.**

**Step 2:** As soon as you have checked in at Brooks-Shivers Hall, please proceed to the Brooks-Shivers Hall to audition. Room assignments will be posted throughout the Brooks-Shivers Hall. Audition results will be posted on the door of your audition room prior to the 6:00 p.m. Camp Meeting. Campers should check these results before coming to this meeting.

**Step 3:** After you have auditioned you may proceed to Cardinal Village to check-in to the dorms. There will be separate check-in areas for boys and girls. When possible, campers are asked to check-in to Cardinal Village with their roommates. **LOST KEYS WILL RESULT IN A \$100 FINE PER KEY.**

**Step 4:** You may move your luggage into the dormitory. It is imperative that you **DO NOT HANG OR POST ANYTHING ON THE WALLS, CEILINGS, OR DOORS OF THE DORM ROOMS.** Please make sure that you note the condition of your room when you move in. Please report any problems with the room to a band camp counselor immediately.

## **C. Parent Meeting**

There will be an optional information meeting for parents from 4:30-5:00 in the University Theatre. Parents are invited to attend.

## **D. First Camp Meeting**

The first camp meeting will be held in the University Theatre at 6:00 p.m. on check-in day. At this time, introduction of camp staff and personnel will be made and camp rules will be discussed. Parents are welcome to attend this meeting if they so choose.

Before reporting to this meeting, please go by your audition site and check for the band assignments. When you go to the Theatre, specific instruction will be given concerning where to sit.

For this first camp meeting, you should bring all of your equipment-instrument, mallets, and folding music stand. At the conclusion of the meeting, campers will be sent to their rehearsal sites, and the first rehearsals will begin immediately.

Please note: *Dinner will NOT be served in the dining hall on the opening evening of camp. Kappa Kappa Psi and Tau Beta Sigma will have hot dogs, chips and drinks for sale prior to the Camp meeting. No food and drinks are allowed in the University Theatre.*

# **II. WHAT TO BRING TO CAMP**

## **A. Necessary Housing Items:**

Each suite in Cardinal Village is furnished with twin beds. Linens are not provided. Accordingly, campers should bring all bedding items including twin sheets, pillows, towels, and blankets. Toilet paper is not provided. Please plan accordingly.

In addition, each bedroom in Cardinal Village is equipped with a separate, working phone line. Cardinal Village, however, does not provide phones. Campers wishing to have phone access should bring their own phones. In addition, please note that the phone lines will only allow local calling. Campers wishing to make long-distance calls should bring a calling card. The university voicemail system is not reset during the summer, and campers will not have access to the voicemail system. Phone calls not answered within a few rings will automatically go into the voicemail system. Please do not leave messages on the voicemail.

## **B. Clothing:**

Clothing should be worn which is in good taste and which does not attract undue attention. Shoes should be worn at all times. Swimsuits may be brought for recreational periods. A nice set of clothes should be brought for the final concert.

## **C. Instrument and Equipment:**

All campers should provide their own folding music stand, instrument, mutes, valve oil, key oil, pencils, and several reeds for reed instruments. Make sure your instrument is in good playing condition before camp starts. There will not be instrument repair technicians on site. Percussionists should bring their own snare drum, stand sticks, and mallets. Other percussion equipment will be furnished by the camp. No other instruments will be furnished by Lamar University.

Campers are reminded to safeguard all musical instruments. Lamar University is not responsible for the loss or theft of your instrument. All instruments should be labeled clearly with the camper's name, home address, and

school. A record of the make, model, and serial number of your instrument to be kept at home is also a good idea. Students are responsible for any repair made to their instrument at the local music stores during camp.

#### **D. Folding Music Stand:**

All campers must bring their own folding music stand to Band Camp.

#### **E. Spending Money:**

For resident campers, all meals and activities during camp are included in the cost of tuition. Campers may wish to bring a limited amount of cash to spend at Mirabeau's Café in the Setzer Center and to use at the vending machines. Commuters may purchase individual meals in the dining hall.

### III. DAILY SCHEDULE INFORMATION

The following is an example of a typical daily schedule. Depending upon which ensemble a camper is placed in, specific schedules will vary.

6:00	Wake-up
7:00	Breakfast
8:15	Band Rehearsal
9:10	Band Sectional
10:10	Class Lessons
11:10	Recreation
12:00	Lunch
1:30	Band Rehearsal
3:30	Elective
5:00	Dinner
7:00	Recitals / Evening Activity
10:00	Room Check
10:30	Lights out

**Elective placements** will be determined after audition results are posted and will be announced at the first rehearsal. Oversubscribed electives will be determined by the postmark date on the student's registration form.

**Private Lessons** are available to any interested campers. Times and fees for these lessons may be arranged directly with the faculty member. These should be arranged during free times, and campers should not miss scheduled rehearsals or classes for private lessons.

### IV. CAMP REGULATIONS

*Please note: Failure to comply with the following rules could result in the camper being sent home.*

1. The use of alcohol, tobacco, or drugs is strictly prohibited.
2. Campers are not allowed to leave campus. Anyone caught off campus will be sent home.
3. Campers are required to be present and on time to all classes and rehearsals. Roll WILL be checked.
4. Please keep the door to your suite locked at all times, and always keep your key with you.
5. Please do not run, yell, or play loud radios.
6. Wear shoes and proper clothing at ALL times.
7. Please do not hang anything from the ceilings, walls, or doors.
8. Watch for posted meeting times and places.
9. Please use proper conduct while in the dining hall. After you have eaten your meal, please put up your tray.
10. If you are sick or injured, please notify your instructor or counselor or come to the front desk of Cardinal

Village immediately.

11. Keep rooms clean at all times. A counselor will check rooms every day. Trash cans are provided for your use.
12. Please do not slam the doors.
13. Campers are required to attend all planned activities throughout the duration of camp.
14. Use vending machines at your own risk. Lamar University is not responsible for lost change.
15. Fire procedures will be discussed in detail at the first dorm meeting.

## V. ILLNESS/ACCIDENT PROCEDURES

Every effort is made to maintain a safe camp. At times, however, students may become ill or have an accident while attending camp.

In the event of illness, parents will be notified and will have two options:

1. Pick up the child (if the medical problem is resolved, the student may return to camp).
2. Advise the camp staff to take the child to a local health clinic or hospital. The health clinic or hospital will charge their normal fee.

Please note: *In both instances the parent or guardian is responsible for any illness expense.*

In the event of an accident, Lamar University Summer Clinics will provide accident insurance that covers the first \$100.00 of an accident claim. After the initial amount is used, the insurance company will refer back to the parents' or legal guardians' insurance to cover any additional charges. In the event of an extreme emergency, parents or guardians will be notified as the camper is being taken to the emergency room.

If you do not want the camp staff to follow these procedures, please provide a written statement to the camp director indicating your desires in the event of an emergency illness or accident.

## VI. VISITATION RULES

Parents and other family members are welcome to visit their students at camp under the following stipulations:

- After move-in, no visitors will be allowed to go inside of Cardinal Village. All dorm visits must occur in the Cardinal Village Clubhouse. This is for the safety and security of all campers.
- All visitations must conclude by 10 pm so that the camper may prepare for lights-out.

## VII. CHECKING-OUT OF CAMP

Parents that need to check their child out of camp for any reason are asked to come to the Front Desk of Cardinal Village to ask for their child. For the safety of our campers, *if a parent is unable to pick up his or her child, written permission **must** be given by the parent to have the child picked up by someone else. Without written consent signed by the parent or legal guardian, the child will not be released from camp.*

## VIII. FINAL DAY INFORMATION

### A. Final Day Schedule

7:00 a.m.	Breakfast
8:15 - noon	Regular Classes
noon - 1:30	Lunch
1:30 - 4:00	Final Rehearsals/Classes
4:30	Dinner
6:15	Concert Begins in University Theatre. Performance order:
	a. Concert Band II ( <i>approx. 6:15-6:45</i> )
	b. Concert Band I ( <i>approx. 6:45-7:15</i> )
	c. Symphonic Band II ( <i>approx. 7:15-7:45</i> )
	d. Symphonic Band I ( <i>approx. 7:45-8:15</i> )

### B. Check-out Procedures

Campers may check-out of the dorms following their final concert. To expedite this process, it is suggested that campers begin to pack in between dinner and the concert.

**STEP 1:** After the final performance, all campers may return to Cardinal Village to begin check-out procedures.

**STEP 2:** Before campers check out, their room must be clean and straightened. Campers are encouraged to do the majority of this *before* the final concert. Counselors will be stationed throughout Cardinal Village to assist you with check-out. Once your room is completely clean and straightened, go find a counselor and have him or her inspect your room. If the room passes inspection, a check-out slip will be given to both campers.

**STEP 3:** Once the camper receives a check-out slip, he or she may take that slip and his or her room key to the dorm personnel. At that time the key deposit will be returned to the camper. Lost keys will be charged \$100 per key.

**STEP 4:** After turning in the key and having a signed check-out slip, the camper is free to leave campus.

**STEP 5: HAVE A SAFE TRIP HOME!**

# CAMP CHECKLIST

Use the following to ensure that you come to camp properly prepared:

## Registration Materials:

- Notarized* Health Form
- Signed Swimming Form
- Balance of tuition owed to camp

## Personal Items:

- Instrument and Equipment
- Pencils
- Folding Music Stand
- Spending Money
- Bedding and linens
- Telephone
- Phone card for long-distance calls
- Toilet paper
- Appropriate clothes for classes and rehearsals
- “Sunday” dress clothes to wear for the final concert
- Umbrella or raincoat