

CHAUTAUQUA MUSIC CAMPS

Policies and Procedures 2019

Subject to change prior to start of camp.

Chautauqua Institution Gate Pass Information

Everyone over the age of 12 is required to have a gate pass or event ticket to visit the grounds during the summer season. Campers who will be 13 and older during Camp Week will receive their gate pass provided through Chautauqua Music Camps upon arrival at camp check-in on Aug. 10 for Orchestra Camp and the morning of Aug. 12 for all other Camps. Parents dropping off students from outside the grounds of the Institution will be allowed in without a gate pass for that purpose only. The gate pass will admit the bearer to all evening Amphitheater events during the week, including Chautauqua Symphony Orchestra concerts Tuesday and Thursday, the Music School Festival Orchestra concert Monday, and family events Wednesday and Friday.

Campers arriving Saturday, Aug. 10, to stay on grounds for the week may arrange for their pass to be left at Will Call at the Main Gate Welcome Center. Only those staying on grounds are being offered this service. Please notify Peter Lindblom before Aug. 1 via email at plindblom1@gmail.com to request a gate pass for Aug. 10. Chautauqua Gate Passes are extremely valuable, and as such, we cannot replace lost passes. Lost gate passes must be replaced at camper expense – campers with no gate pass will forfeit place at camp. Withdrawals from camp due to lost gate passes are non-refundable. Info regarding gate passes for family members attending camp concerts is provided under Concert Info below.

Camp Daily Hours

Chautauqua Orchestra Camp: 9 a.m. to TBA, Monday–Friday with events Aug. 10–11 and concert at 10 a.m., Saturday, Aug. 17. Details will be sent upon registration from our partners at Youth Chamber Connection (YC2).

Chautauqua Band Camp: 9 a.m. to 3:15 p.m., Monday–Friday and concert at 12 p.m., Saturday, Aug. 17.

Chautauqua Jazz Camp: 9 a.m. to 4 p.m., Monday–Friday. Concert is on Friday at 2 p.m.

Locations for Check-in, Administration and Camp Activities

First Day Check-In: See procedures below.

Orchestra Camp: String players in Orchestra should report to Fletcher Music Hall each day. Orchestra Camp begins on Saturday, Aug. 10. Specific check-in information will be sent upon registration.

Middle School Band Camp: Cases go in Studios 1 & 2; rehearsals are in McKnight Hall.

Jazz Camp: Jazz Camp will rehearse in Jane A. Gross Opera Center and perform in Fletcher Music Hall.

Camp Office: Main office during Camp week is the School of Music Office. Staff use Studio #6 between McKnight and Elizabeth S. Lenna Halls.

First Day Check-in Procedures for Band Camp

Already Registered: Check-in times are 8:15 a.m. to 8:45 a.m. Monday morning outside McKnight Hall for students already registered and fully paid. Signs will be posted outside McKnight Hall to check in by last name.

First Day Check-in Procedures for Jazz Camp

Jazz Camp students should report directly to the Jane A. Gross Opera Center — across Route 394 from the Institution next to Shaw Laundry. Parking is available behind the building for students who drive.

Drop-off Procedures

Parents: Music facilities (Fletcher, McKnight, Lenna, studios & practice cabins) are close to the Turner Gate Entrance to Chautauqua. Parents of students residing outside the grounds of the Institution will be allowed to drop off students directly in front of the music buildings beginning at 8:30 a.m. each day. Campers arriving before 8:30 a.m. will be UNSUPERVISED, as staff reports at 8:30 a.m. (not including check-in day). Parents dropping off campers should tell the

attendant at the Turner Entrance that they are dropping off or picking up, and they will be allowed in without a gate pass for that purpose only. Please see enclosed map and directions below.

To Fletcher: After entering at the Turner Gate, proceed straight ahead and Fletcher is on the right.

To McKnight and Lenna: After entering at the Turner Gate, proceed straight ahead, past Fletcher, to Palestine Avenue. Turn right on Palestine Avenue; Lenna is the first building on the right and has a surrounding porch; McKnight is the second and has white columns.

Medication

Parental permission is required for the camp staff to be able to administer any medication. Please place all medication in a zip-top storage bag with the student's name clearly labeled. Prescription medication must be in its original bottle with the pharmacy label with instructions attached. Medications, such as inhalers, that must stay with your child must be indicated on the medical form. Bags will be collected at registration and returned Friday afternoon. Medications not picked up by the end of camp will be destroyed.

Seating Auditions

All middle school band students will be asked to demonstrate a few basic skills, such as scales, sight reading and high and low ranges during their first small group sectional rehearsals on Monday. Students should do their best, but do not stress about the audition. This is just to give faculty a sense of how students play to place them in a part that is appropriate for their level and/or ability. Percussion parts will be assigned by percussion staff to give those students an opportunity to rotate instruments. No audition excerpts are being sent at this time. Orchestra Camp players may be contacted upon registration by our partners at Youth Chamber Connection (YC2) for further details on placement within the orchestra and chamber groups.

Lunch Hour

Student assigned lunch chaperones will remain with each group for the week. *Please email plindblom1@gmail.com to request inclusion in a nut-free group if needed.* Groups will be chaperoned by staff and parent volunteers, and group size is dependent on the number of available chaperones. Students should bring a sack lunch or money to buy lunch in Bestor Plaza. Groups will decide on how to spend the remaining portion of lunch hour each day, for example: swimming, hackey-sack, walking around the grounds, getting ice cream, etc. Students with family on the grounds may elect to go home for lunch with written parental permission submitted each morning. Students going home must return to camp on time each afternoon or away privileges will be lost. Students going home for lunch will still be assigned a lunch group in the event they want to stay with camp for lunch later in the week. On Friday, students will not be allowed to go home for lunch so they may attend the pizza party, social events, and Jazz Camp concert.

Parent Lunchtime Chaperone Information

Parents who indicated on the registration form that they would like to chaperone campers at lunch during the week will be contacted in late July to confirm availability. Gate passes will be issued to parent chaperone volunteers. Chaperones are responsible for their own parking each day. Daily lunch group chaperones should stop by the Camp Office Monday morning during check-in to pick up your gate pass for the week if possible. There will be a short orientation meeting 11:30 a.m. Monday at Studio 6 before students emerge seeking a chaperone for their group at 11:45 a.m. Lunch groups will be intact Monday through Thursday. The lunch hour is 11:45 a.m. to 1 p.m. each day. Lunch group chaperones are also welcome to take part in the Friday Pizza Party. Please see below for more information.

Friday Pizza Party Parent Chaperone Information

Parents who indicated on the registration form that they would like to chaperone campers during the Friday pizza party will be contacted in late July to confirm availability. Gate passes for Friday will be issued to parent chaperone volunteers and sent home with campers Thursday of camp week. Chaperones are responsible for their own parking. Pizza party chaperones should plan to arrive by 11:15 a.m. Friday, Aug. 16 at McKnight Hall. Chaperones will be asked to assist in picking up the sheet pizzas, driving them to Bestor Plaza, accompanying all campers to Bestor Plaza on foot after they are excused from rehearsals at 11:45 a.m., and helping set up chairs and stands for small group performances at the plaza during lunch. Chaperones will then "float" and respond to needs as they arise, accompanying students who wish to enjoy some free time before attending the 2 p.m. Jazz Camp concert at Fletcher Music Hall or string orchestra rehearsal. Chaperones will be needed to assist the full camp's move back from Bestor Plaza to McKnight Hall/Fletcher Music Hall. Chaperones are welcome but not required to stay for the 2 p.m. Jazz Camp concert.

CSO Dress Rehearsal Information

Band and Orchestra campers will observe a Chautauqua Symphony Orchestra dress rehearsal at the Amphitheater on either Tuesday or Thursday. The student's gate pass will also grant them admission to the Tuesday and Thursday night CSO concerts if they are interested in attending. Parents will need to provide their own gate pass to also attend. Evening passes, good 4 p.m. to midnight, are available for purchase at the Institution ticket office.

Concert Attendance Gate Pass Information

Each registered camper will receive two non-Amphitheater passes to be used for concert attendance. Additional gate passes may be purchased at the Institution ticket office. Parking is available at the Main Lot. (See Handicap Drop-off Procedures below.) Concert performers should wear their camp T-shirt for performances.

Concert Information

Friday Jazz Camp Concert: The Jazz Camp Concert is at 2 p.m., Friday, Aug. 16 in Fletcher Music Hall.

Friday Chamber Concert: The Chamber Music Concert is in the late afternoon (Time TBD), Friday, Aug. 16 in McKnight Hall.

Saturday Orchestra Concert: The final concert for Orchestra Camp will be held at 10 a.m., Saturday, Aug. 17 in Elizabeth S. Lenna Hall.

Saturday Middle School Band Concert: The final concert for Middle School Band Camp students will be held at 12 p.m., Saturday, Aug. 17 in Elizabeth S. Lenna Hall.

Dress for the concerts

Nice clothes (khakis, black dress pants, skirts, capris, nice shorts or dark wash denim bottoms, free of holes and rips, please) and the camp T-shirt. T-shirts will not be distributed until Thursday of camp week to avoid misplacement prior to the concerts. Each student will receive their T-shirt in the size indicated on the registration form. Extra T-shirts, if any, will be offered for sale at Saturday's concerts.

Handicap Drop-off Procedures for Concert Days

Any persons attending the Friday or Saturday concerts needing handicap access should enter the Turner Gate and request handicap access at the booth. Guests will be permitted to enter and drop off any passengers with mobility challenges prior to parking in the Main Lot. Or, please ask at the booth about accessible parking for drivers with mobility challenges with a state-issued parking permit.

Large Instrument Storage

Tubas, bari saxes, baritones, and percussion equipment, as well as double-basses, may be kept in the camp business office overnight if needed (at your own risk), but home practice each night is encouraged.

Music Folder Sign-out

Large ensemble music will be placed in folders by instrument. Students may be sharing folders depending on instrumentation. Folders may be signed out for evening practice at the end of the day from a designated staff member. It is the responsibility of the student to make sure that folder is back the following day, regardless of attendance or absence of the student. All music must be returned at the end of the camp. Chautauqua Music Camps depends on the generosity of other institutions from which we borrow music. All music must be returned to these institutions in the same condition it was borrowed. The replacement cost of any music not returned or damaged by the end of camp (which can be more than a \$50 value depending on literature) will be charged to the student or students assigned to that folder.

Cellphones, iPods, etc

You are welcome to bring these items at your own risk to use during breaks or lunch. They are to be off and put away during all camp activities. Staff may temporarily confiscate offending devices.

Behavior

Student safety is a high priority for us, and we make every attempt to balance concerns of student whereabouts with providing a wonderful and musical "Chautauqua Experience." Considering the scope of our offerings and the wide span of ages of our campers, it is important that students follow directions while at camp. Phone calls home will be made for students not following staff or chaperone directions, or disrupting the camp experience. Severe or repeated incidents may result in the student being removed from camp without refund. Additionally, any illegal activity will be reported to the Chautauqua Police. We hope to continue to make this a great all-around experience for all involved.

For additional information, search chq.org.

Camp Checklist

Please bring the following items to camp:

- Pencil
- Folding music stand WITH YOUR NAME ON IT (keep it with you to avoid loss)
- Medicines indicated on medical portion of registration
- Lunch or lunch money (\$10+ depending on location)
- Sunscreen
- Hats, sunglasses (for use during free time only, not during rehearsals or classes)
- Swimsuit and towel (*optional*)
- Sporting equipment (ball, Frisbee, etc.) (*optional*)
- Instrument & all necessary equipment
 - Percussionists: Snare drum or drum pad, mallets and sticks, any additional materials required by percussion instructor.
 - Middle School brass players: Trumpets should bring straight mute if you have one.
 - Jazz Camp trumpet players: Harmon, plunger and straight mutes if you have them.
 - Woodwind players: Extra reeds in case of wear or damage.
 - String players: Extra strings if you have them — we will not have extras. Cello players should bring end pin holders or rock stops. Bring a prepared solo if you have one for the placement audition.

Be sure to like "Chautauqua Music Camps" on Facebook and on Twitter (@CHQMusicCamps)!

Doing so will provide you with access to announcements as camp week approaches, as well as pictures and other information during camp.