

# Summer Camp Information

This document contains information about the Yorktown Stage Summer Camp. Consider this your go-to resource to help your camper feel prepared, confident, and ready for an unforgettable week at Yorktown Stage. Topics are in alphabetical order or you can select 'Find' and locate one of the key words of your inquiry. If you cannot find the answer you are looking for, please email the Office Manager at [gabbysofficemanager@gmail.com](mailto:gabbysofficemanager@gmail.com).

## ACCESSIBILITY

All camp spaces, including entrances and exits, are accessible by wheelchair, with the exception of our upstairs studio.

## AIR CONDITIONING

All camp spaces are air-conditioned. We recommend that campers bring a light sweater or cover in their backpack.

## ALPHABETICAL CAMPER LIST

A Camper Alphabetical list, with the group preceding the name, will be sent 7-10 days before the first day of each camp week. The group number is important to know when reviewing the Costume Sheet, which lists colors by group.

## BABYSITTERS

Some of our counselors are interested in babysitting. Please contact [gabbysofficemanager@gmail.com](mailto:gabbysofficemanager@gmail.com) if interested.

## BATHROOMS

Counselors take the campers on bathroom breaks whenever necessary.

## BEHAVIOR EXPECTATIONS

Please understand that we are unable to accommodate campers with significant behavioral challenges.

Examples include:

- Refusing to participate in workshops
- Refusing to listen and follow counselor directions
- Taunting or teasing other campers or counselors
- Any behavior requiring one-on-one supervision from a counselor

You will be notified if a behavioral issue occurs. If necessary, we will ask that your child be removed from camp.

## CALENDAR WEEKLY

On Monday, campers receive their Yorktown Stage T-Shirts.

On Tuesday, campers wear their Yorktown Stage T-Shirts to Camp.

On Wednesday, campers wear anything they have consistent with the theme of that day.

On Thursday, campers wear performance costumes and bring a change of clothes in their backpacks.

On Friday, campers should wear their costumes to camp. No change of clothes is necessary.

## Theme Days:

- Week 1: Halloween Day: Wear Crazy Outfits, Colors, Insanity!
- Week 2: America Day: Wear Red, White and Blue!
- Week 3: Pajama Day: Wear PJs! NO slippers and not what you sleep in!
- Week 4: Color Wars: Wear group color. (1/ red, 2/ orange, 3 /yellow, 4/ green, 5/ blue, 6/ purple)
- Week 5: Halloween Day: Wear Crazy Outfits, Colors, Insanity!
- Week 6: America Day: Wear Red, White and Blue!
- Week 7: Pajama Day: Wear PJs! NO slippers and not what you sleep in!
- Week 8: Color Wars: Wear group color. (1/ red, 2/ orange, 3 /yellow, 4/ green, 5/ blue, 6/ purple).

## **CAMPERS ARE NEVER ALONE**

The counselors are always with the campers: during workshops, lunch, start of the day and end of the day.

## **CANCELLATION AND REFUNDS**

The Cancellation policy for Yorktown Stage Summer Camp is:

Cancel before June 15: 75% refund

Cancel on or after June 15: 75% credit toward future programs at Yorktown Stage; no refunds

## **CELL PHONE USAGE**

Campers may bring their cell phones to camp, but phones must remain in their bags at all times and should not be carried on their person. Campers may only use their phones in the morning during drop-off, or at the end of the day while waiting for pickup.

### **Staff Cell Phone Policy**

Staff members may not use or carry cell phones during camp hours. Phones remain in staff bags except in the following cases:

- When accompanying campers to the bathrooms
- When accompanying campers to the Lunch Truck
- In case of emergency

### **Head Counselors**

Head counselors must have their cell phones on at all times for:

- Communication with camp staff
- Parent contact, if needed
- Emergency situations

## **COMMUNICATIONS**

We communicate by email and, in certain instances, by text. Emails will come from:

- [augustysdirector@gmail.com](mailto:augustysdirector@gmail.com)
- [gabbyysofficemanager@gmail.com](mailto:gabbyysofficemanager@gmail.com)
- [barryysproducer@gmail.com](mailto:barryysproducer@gmail.com)

## **CONFIRMATION**

You will receive an email confirmation of enrollment once you complete the registration process. This email confirmation will contain important information. If you do not receive this confirmation, please check your spam folder. If not received, contact [gabbyysofficemanager@gmail.com](mailto:gabbyysofficemanager@gmail.com)

## **COSTUME SHEET WEEKLY**

Each group will wear a different color as their costume for the camp performance. There is no need to buy anything. You will receive:

- A Camper List indicating each camper's group
- A Costume Sheet indicating each group's color.

Campers will wear this costume for both the Dance and Musical portions of the performance. Each week's Costume Sheet will also be placed in your child's folder.

### **Reminder:**

Campers wear their costumes on Thursday and bring a change of clothes in their backpack.

### **Reminder:**

Campers wear their costumes to camp on Friday for the performance at 2:00pm, followed immediately by pick up.

The weekly costume sheet details accessories that can be added, i.e. hats, scarves, bracelets, jewelry, etc.

Do not use: boas, light up sneakers or sandals, or shirts with logos or prints.

Always wear shorts under skirts.

### **Costume Sheet 2026:**

The 2026 Costume Sheet will be sent to you and posted here as soon as it becomes available.

## **COUNSELOR ROSTER**

A Counselor Roster will be sent 7-10 days before the first day of each camp week.

Please stop in on the first morning of camp to discuss anything with the Head Counselor.

The Counselor Roster will be posted in the theater lobby.

If you wish to tip at the end of the week, you can see the total number of counselors in the group.

## **CRAFT SUPPLIES**

Every camper must have their own materials. Please put these materials in your child's backpack.

You may bring materials already owned.

- Crayons
- Glue Sticks
- Pencils
- Colored Pencils

## **CREDIT CARD FEES**

You must provide all credit card information at the time of registration.

**You must fund the credit card account (if necessary) for the time period from registration to the last day of camp. You must ensure that the credit card is up to date and valid during that time period.**

If a supplied credit card is declined for any reason, a \$25 fee will be charged.

## **DAILY CAMPER REQUIREMENTS**

Campers should have a back pack including:

- Sneakers or Comfortable Shoes (No Sandals)
- Folder and 2 pencils (for papers, scripts, music, and notes)
- Camper Materials (glue sticks, markers, pencils, crayons)
- Lunch, 2 snacks, and 3 drinks (or cash for lunch truck)
- A full Water Bottle

**Please NO CANDY OR GUM OR PEANUT PRODUCTS!**

## **DROP OFF**

Campers will be dropped off under the theatre marquee.

Drop off is 9:00 – 9:30 AM, unless they are dropped off between 8:00 – 8:50 AM for Before Care.

Please enter the parking lot and drive around to that spot.

If you need to talk to a Head Counselor, you must park and proceed to the walk up line.

## **ELIGIBILITY**

Children aged 5 – 13 or entering Grades 1 – 9 in the fall.

## **EMERGENCY CONTACT**

You will receive a text or call for emergencies. You may text us as well:

– Gabby Paige (845-803-4397) or Barry Liebman (914-497-4283)

## **EXTENDED CARE**

**NOTE: There is no aftercare on the Last Day of each camp week.**

We offer extended care for your child before and after scheduled camp hours:

– Cost of \$8.00/hour.

– We are here each camp day from 8:00am – 9:00am and 3:30pm – 6:00pm.

– No reservation is necessary.

– You automatically authorize us to charge your credit card for any and all extended care charges.

– You must use a credit card for Extended Care, no other payment option is available.

– If you do not pick up your child before 3:30pm, they will remain in the program until you arrive.

– If a camper remains past 6:00pm for any reason, you will be charged an additional \$25.00.

– Your credit card will be charged at the end of the week for the time your child has spent in Extended Care.

– The counselors treat the extended care as another workshop of the day.

– Activities include dancing, group games, crafts, learning the dances of other groups, discussions, etc.

– Campers may use the time for video games or down time for themselves.

## **EXTRAS**

In addition to the six workshops, activities that are included at camp are: Dance Party, Relay Race, Fashion Show, Freeze Dance, Talent Show and a Disney Movie.

## **FEES**

\$359 for each week.

There is a one-time discount of \$15 for each sibling registered. Use code **CAMPSIB** during registration.

A fee of \$25 will be charged for declined credit cards.

Please do not supply credit card information if funds are not available.

Included for each child is a Yorktown Stage T-Shirt.

## **FOOD SHARING**

There is no food sharing at camp. We ensure the safety of all campers.

Please do not pack peanut products for lunch/snack, including Nutella.

## **GOALS**

Our goals for all campers:

– Develop a Positive Attitude

– Advance Self Esteem

– Expand Communication Skills

- Establish Confidence
- Experience the Thrill of Performing
- Discover Exciting New Interests
- Make New Friends
- Enjoy Traditional Camp Activities.

## **GROUP PLACEMENT**

Groups are created using the following factors:

- We create 6 equal groups by grade.
- Youngest campers group 1, oldest campers group 6.
- Kindergarten campers are in group 1 and noted in grade '0'.
- If necessary, campers are then divided by school.
- You may request your child to be in the same group with another camper by listing that information in the Studio Pro Parent Portal.
- The request may only be for campers who are the same age or 1 grade apart.
- Different age requests may be honored, if possible.
- Campers more than one year apart will never be placed together.
- Group placement and switches are solely at the discretion of Yorktown Stage.
- Group numbers, i.e., 1-6, depend solely on the ages of campers registered.
- Requests to be with a certain counselor will not be honored.

## **HAND OUTS TO CAMPERS**

On the first day of each camp week, the following are distributed to each camper:

- Costume Sheet
- Musical Script (campers' line will be noted)
- Yorktown Stage Summer Camp T-Shirt.

Absent campers receive the hand outs on their first day of attendance.

## **HEALTH INFORMATION**

A Health Form and Vaccination History must be received before the first day of camp.

- Please scan or take a picture of the camper's latest medical and send to [gabbysofficemanager@gmail.com](mailto:gabbysofficemanager@gmail.com).
- Your doctors' forms are acceptable as long as the Vaccination History is included.
- There is no need to mail the medical forms if they have been emailed.

## **HOURS OF CAMP**

8:00-9:00am Extended Care (Before Care)

9:00-9:30am Drop-Off Campers

9:30am-3:00pm Workshops

12:00-1:00pm Lunch

3:00-3:30pm Pick-Up Campers

3:30-6:00pm Extended Care (After Care)

## **LATENESS OR ABSENCE**

If your child will be absent or late, call the office at (914) 962-0606 or email [gabbysofficemanager@gmail.com](mailto:gabbysofficemanager@gmail.com).

## **LOCATION**

Workshops held indoors and outdoors at the air-conditioned theater located at 1974 Commerce Street, Yorktown Heights, NY 10598. GPS Address: 268 Veterans Road.

## **LUNCH**

Parents must provide lunch, snacks, and drinks daily.

Send camper with a full day's supply of water!

A lunch truck is usually available on location.

Lunchtime is held indoors.

**PLEASE** do not pack any nuts or nut products for camper's lunches.

There will be at least one child in your group with a life threatening peanut and/or tree nut food allergy. We are protecting the campers who have these allergies.

There is **NO refrigeration** for lunch foods. We ask that all lunch items sent with the camper be properly packaged, in thermal bags if necessary.

Include snacks as desired. Yorktown Stage does not supply snacks.

Please send your camper with \$5-10 cash if they would like to buy at the **Lunch Truck**:

– Offerings include hot dogs, mozzarella sticks, chicken nuggets, grilled cheese, candy, and ice cream.

– **NOTE:** The Lunch Truck line can get long and we can only guarantee that lunch will be available.

– Ice cream and candy will be available only if time permits.

– If for some reason the Food Truck will not be present on any given day, you will be notified in advance.

– Place cash in a clear zip lock bag with your camper's name on it

– Each camper must have their own bag, not combined for siblings

– The camper and counselor will make purchases together at the lunch truck

– The counselor will make payment and receive change

– The camper will receive the food

– The counselor will place the zip lock bag in the camper's bag, so please be sure to look for it.

If necessary, Staff will lend money to campers who have come without money.

If Staff does lend, please be sure to pay them back ASAP.

## **MEDICATIONS**

Your child's medication will remain in their backpack, to be used only as necessary or required.

## **NAME LABELS**

Place your child's name on ALL belongings, including:

– clothes, costume pieces

– medicines, backpacks, games, cell phones.

If lost with a name on it, we will contact you concerning recovery.

Each year we have bags and bags of camper items left behind without names.

At the end of your child's camp week, check to see that all belongings are accounted for.

The Lost and Found will be discarded at the end of the camp season.

## **OUTDOORS**

Rehearsal Time and Counselor Time workshops are held outdoors in the Gazebo area by the walking track.

## **PARKING FOR PERFORMANCES**

There is ample parking on Veteran's road (in legal spots) and the Triangle Shopping Center.

If parking in the shopping center, take the stairs across from Acme to walk to the Theatre.

Please do not park illegally, as you may be towed and/or ticketed.

## **PERFORMANCES**

The sole performance is on **Friday at 2:00pm**

Doors will open at **1:30pm**

The performance will run until 2:45pm, immediately followed by pick up.

Each camper is allowed 2 people to attend the performance.

If necessary, parents may bring siblings to the performance.

The performances will NOT be filmed.

There is no charge for admission to the Friday performances.

Campers wear their costumes to camp on Friday for the performance at 2:00pm followed by pick up.

## **PICK UP**

Camper Pick-Up is between 3:00 PM and 3:30 PM. Please DO NOT enter the theater parking lot before 3:00 PM, as workshops are still in session and early arrivals cause a traffic backup. Upon entering the parking lot, give your camper's name to the staff member and follow directions to join the pick-up line.

Please notify us if your child is to be picked up by someone other than those listed on the Registration Form. We will not release a camper to any unfamiliar person.

If your child requires assistance with their car seat, please park and walk up to pick up your camper. Please consider picking up after 3:20pm when the line slows down.

If you wish to designate a pickup person for your camper:

– Send an email to [gabbysofficemanager@gmail.com](mailto:gabbysofficemanager@gmail.com). Indicate the person's name and relationship to the camper.

## **PICK UP DURING THE DAY**

If you must pick up your child during the day OR drop off late:

- Call the office (914) 962-0606 or text (845) 803-4397 to give us a heads up as to time.
- When you arrive at the theater, call the office (914) 962-0606 or text (845) 803-4397.
- The camper will be brought to you under the marquee.
- Please add 10 minutes after calling to pick up as campers need to be retrieved.
- Early pickups are disruptive to the camp workshops. Please try to avoid early pickups if possible.

## **POSITIONS ON STAGE FOR PERFORMANCE**

Every camper spends the exact same time in the front line on stage.

- There are 4 lines of campers, divided alphabetically.
- Each of the 4 lines takes a turn in each of the 4 positions, e.g., 1st row, 2nd row, 3rd row and 4th row.
- Each line spends exactly the same amount of time in the front, middle, middle and back during the song.

## **REGISTRATION DEADLINE**

PLEASE register for any camp week by the Friday before the week begins.

Registration is capacity controlled and will close when that capacity is reached.

A notice on the website will be posted if a week is full.

## **SNACK TIME**

The younger campers have snack time in the morning daily.

## **SUNSCREEN**

Some workshops take place outside in the area inside the running track and the Gazebo.

Please send sunscreen with your campers to be used outdoors.

On days when the heat is oppressive, the campers will stay indoors for all workshops.

## **TAX IDENTIFICATION NUMBER**

The Yorktown Stage tax ID number is 99-1199823.

## **T-SHIRTS**

Campers will receive T-Shirts on the Monday of their first camp week.

Campers will receive only one T-Shirt per season.

T-Shirts must be worn on Tuesday of the camp week.

If not in attendance on Monday, a camper will receive the next day.

If a camper needs a replacement T-Shirt for any reason, the cost will be \$5.

## **TIPPING**

Tips are welcomed and appreciated and split between all counselors in a group.

Tipping is optional, but many parents make gratuities at the end of each week.

We do recommend a gratuity of \$10 for each of the group counselors and \$10 total for the group of instructors. These are only guidelines and gratuities in any amount are greatly appreciated.

Gift cards are often given in lieu of cash.

The counselors are with your child **every minute of the day!**

## **TYPICAL CAMP DAY**

The children arrive between 9:00-9:30am and stay with their counselors and group.

During each day, each group will attend the six (6) workshops for 45 minute segments.

All groups break for lunch at the same time.

## **WORKSHOPS**

Improv: each group is given acting exercises and situations.

Dance: each group is assigned a hip hop dance which they rehearse daily.

Staging: each group is assigned a song from the theme Musical, which they rehearse daily.

Crafts: daily crafts include face painting, picture frames, puzzles, masks, etc.

Rehearsal Time: each group rehearses the dance and musical numbers assigned.

Counselor Time: traditional camp activities, games, or discussions.

## **YORKTOWN STAGE PARENT ORGANIZATION**

At each performance, the Yorktown Stage Parent Organization may be offering small candy bags for sale. This is to reward your camper for a job well done. Each bag is \$5 and you will be helping support the various Yorktown Stage Youth Theatre productions during the season. They are a nice alternative to flowers and each has an encouraging note.