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# COMMUNICATIONS PLAN

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## UTA Summer Concert Band Camp June 2021



UNIVERSITY OF  
TEXAS  
ARLINGTON

## **UTA Information, Brand Requirements, etc.**

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*The following must be included in each publication:*

The University of Texas at Arlington is a Carnegie Research-1 “very high research activity” institution. With a global enrollment of over 60,000, UTA is one of the largest universities in the state of Texas. Guided by its Strategic Plan [Bold Solutions | Global Impact](#), UTA fosters interdisciplinary research and education within four broad themes: health and the human condition, sustainable urban communities, global environmental impact, and data-driven discovery. UTA was recently cited by *U.S. News & World Report* as being sixth in the nation for undergraduate diversity. The University is a Hispanic-Serving Institution and is ranked as No. 1 in the country for veterans and their dependents on *Military Times’* 2020 Best for Vets list.

*If you would like to include information about UTA’s rankings and accolades, they are available here: <https://www.uta.edu/about/rankings>*

## **Description of Program**

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The UTA Summer Music Camps strive to provide each student an opportunity to work with and learn from the highest quality instructional staff from around the nation. It is our desire that each student return to their own group having grown musically and personally while at the same time enjoying all the fun and excitement of summer camp life. The "group think" nature of our camp exposes students to a diversity of ideas from other schools. It is our hope that we can all learn from each other and return to our schools better equipped to have our best season possible.

## **Program Staff & Contact Information**

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*Chris Evans – Camp Director 817-272-1049*

*Chris Sample – Camp Administrator 817-272-6278*

### **Lead Counselors**

George Ishii  
Alana Sewell

### **Instructional Staff**

Alicia DeSoto (Lewisville HS)  
Christin McNair (Brooks Wester MS)  
James McNair (Argyle MS/HS)  
Chris Meredith (Lewisville HS)

Chris Nadeau (UTA Faculty)  
Mike Nguyen (UTA Faculty)  
Additional Staff TBA

## Emergency Contact Information

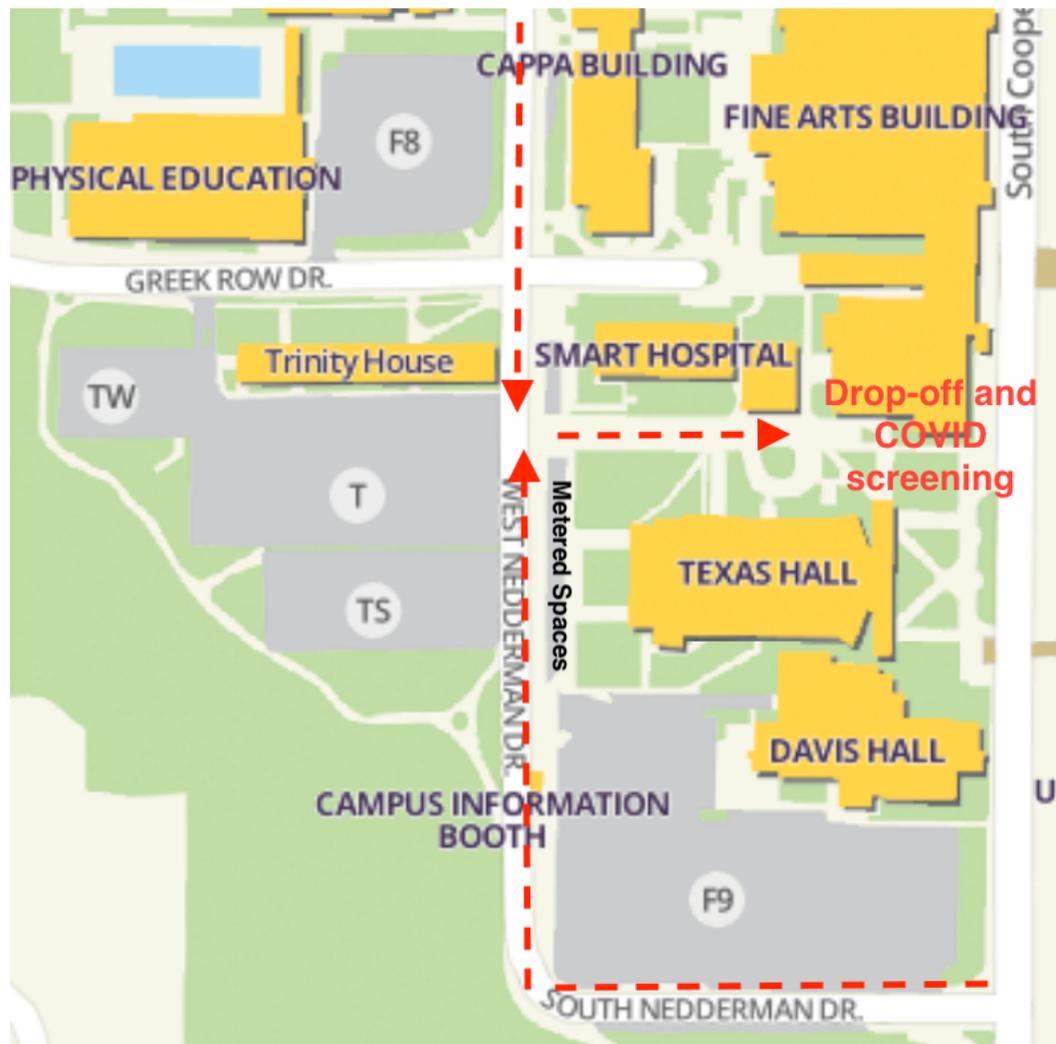
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Parents who need to get hold of their student between 8am-5pm should contact the camp office at 817-272-6278. After hours inquiries should be emailed to christopher.evans@uta.edu.

## Location Information – Maps, Directions, Parking

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Camp Activities will take place in the Fine Arts Building, Texas Hall, and PE Building. Drop-off and COVID screening will occur in the Texas Hall turnaround on the north side of the building (see map below). If a parent needs to park for any reason, the closest parking spots will be in the metered spaces on the west side of Texas Hall. Students who drive themselves to camp and park on-campus must purchase a pass during the camp registration process. A specific lot for camp parking will be specified and sent to campers prior to the beginning of camp. Please be aware that parking enforcement will issue a citation for any unregistered vehicles parked on campus.



## Program Rules/Code of Conduct

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1. **Attendance at rehearsals and performances** is mandatory of all participants. Roll will be taken and any absence must be cleared in advance by notifying, in writing, the camp director and instructors in charge.
2. All students must remain in their assigned areas at all times. **Any student leaving campus** (with permission) must sign out through the Camp Office, rm. 102.
3. **Camp Name Tags** must be worn in a visible location on the shirt at all times. Lost badges must be replaced in the Camp Office for a \$5.00 charge.
4. **Food and drinks** are not allowed in Irons Recital Hall, rehearsal halls, or classrooms.
5. The **Camp Office** is located in the Fine Arts Building, room 102. For your assistance, staff are on duty here 7:30am-5:30pm.
6. **NO STUDENT IS PERMITTED TO REMAIN IN THE FINE ARTS BUILDING/TEXAS HALL AREA AFTER 5:30pm. NO EXCEPTIONS.**
7. **Students leaving the UTA campus for any reason without written permission from parent or guardian may be dismissed from camp without refund.** Students should not enter any university building not being used by our camp.
8. **All personal property, including instruments, purses and money are the responsibility of the owners at all times. The university and summer camps take no responsibility for lost or stolen belongings.** It is not advisable to keep large sums of money with you. Items of value should not be left unattended in any university room or building. Names should be clearly marked on all property. It is strongly recommended that parents make note of instrument make, model, and serial numbers.
9. **Automobiles belonging to campers may not be used during the hours of the camp unless written permission is obtained in advance.** Permits for parking your car on campus are required; these should be purchased during the camp registration process.
10. **Students taking prescription drugs** should notify camp administrators on the medical release form and include the specific medicine, dosage, and frequency of medication. **Failure to adhere to this policy will be considered a violation of university drug policies and may result in dismissal from camp without refund.**
11. **Students should dress appropriately.** Inappropriate clothing or clothing with offensive slogans will not be tolerated.
12. **Pets, alcoholic beverages, knives, illegal drugs, smoking, gambling, explosives, and weapons of any kind are forbidden on the university campus at all times.** Violation of this policy will result in dismissal from camp without refund as well as possible prosecution.
13. **Use of cell phones during any instructional session is prohibited unless specifically allowed by an instructor for educational purposes**

14. Inappropriate behavior of any kind between any campers will not be tolerated and may result in dismissal from the camp.

## **Program Schedule/Activities**

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This schedule is provided as an overview. A final schedule will be available at the beginning of camp.

### **Monday, June 21 - Thursday, June 24**

7:30 a.m.	Check in and temperature screening
8:00 a.m.	Morning Classes
c. Noon	Lunch
1:00 p.m.	Afternoon Classes
5:00 p.m.	End of Rehearsal Day

### **Friday, June 25**

7:30 a.m.	Check in and temperature screening
8:00 a.m.	Morning Classes
c. Noon	Lunch
1:00 p.m.	Afternoon Classes
5:00 p.m.	End of Rehearsal Day
<b>6:00 p.m.</b>	<b>Final Performance</b>
7:00 p.m.	Camp Ends

## **Registration Information**

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All registration will take place online. Please visit [www.tinyurl.com/utacbc](http://www.tinyurl.com/utacbc). Each student must register separately, even if a school is paying the registration fee for multiple students. We will accept both personal and school checks. Personal checks must be received by June 1. Students are not guaranteed a spot at camp until payment is received.

Due to COVID-19 protocols, there may be a point where students will be wait-listed for camp if we reach our population cap. Please be sure you register early to avoid possibly being left out!

There are no refunds after June 1 unless there are extreme, extenuating circumstances. There are no refunds once camp begins, even if a camper becomes ill or is required to quarantine due to COVID protocols. If camp is cancelled before completion due to COVID protocols, a partial refund to all campers **may** be available but will be contingent on multiple factors including incurred expenses, how many days of camp were completed, etc.

**Please note that walk-in registrations will not be permitted during Summer 2021.**

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## Required Program Forms

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All forms are due no later than 1 week prior to the start of camp.

### Required forms for Minors and Adults:

- [Photographic Consent and Release](#)
- [Notice of Privacy Practice](#)
- [Release and Indemnification \(for MINORS\)](#)
- [Release and Indemnification \(for ADULTS\)](#)

### Required forms for Minors only:

- [Consent to Treat](#)
- [Transportation Plan](#)

## Returning Program Forms

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Program forms will be returned via email to Katie Marchant [katie.marchant@uta.edu](mailto:katie.marchant@uta.edu)

## Check-In and Check-Out Process

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Students who are dropped off must have their temperature checked before their ride can leave. We will have a station set-up at the Texas Hall turnaround to quickly accommodate this. Students who drive themselves must still check-in at the Texas Hall turnaround for check-in.

Students should complete the following items before reporting to camp each day.

Everyone must measure their temperature daily.

Prior to coming to campus if campers are experiencing any of the following symptoms that are new, worsening or occurring in a way that is not normal for any chronic conditions you may have, please remain home. If campers experience any of the following symptoms while on campus, they should notify their Youth Program Director immediately so their parents can be contacted for immediate pick up.

- Fever or Chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or Body Aches

- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

If you have been in close contact with a person who is lab-confirmed to have COVID-19, you may not return to the youth program (camp) until the end of the 10-day self-quarantine period from the last date of exposure. You are required to notify the youth program director. The youth program director will then notify the Executive Director, University Compliance Services who will make the other required notifications. If diagnosed with COVID-19, you are also required to notify the youth program director. You may return to camp **when all four of the following criteria are met:**

- At least 3 days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications);
- Improvement in symptoms (e.g. cough, shortness of breath);
- At least 10 days have passed since symptoms first appeared
- You have obtained a note from a medical professional clearing you for return to the youth program (camp).

If you have symptoms that could be COVID-19 and do not get evaluated by a medical professional or tested for COVID-19, you are assumed to have COVID-19 and may not return to the youth program (camp) until you have completed the same four-step criteria listed above.

If you have symptoms that could be COVID-19 and want to return to the youth program (camp) before completing the above self-isolation period, you must obtain a medical professional's note clearing you for return based on an alternative diagnosis.

**Unaccompanied minors are not permitted at drop-off during Summer 2021.**

## **Meals**

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Students have the option to bring food from home or, for an additional cost, purchase a box lunch from UTA. Box lunch meals will be brought to the music building and, weather permitting, will be eaten outside in the vicinity of the Fine Arts Building. Students with dietary restrictions are encouraged to bring their food from home (thus ensuring proper preparation and ingredients) or to contact Dr. Evans ([christopher.evans@uta.edu](mailto:christopher.evans@uta.edu)) a minimum of 1 week prior to the beginning of camp. We will do our best to accommodate dietary restrictions whenever possible.

## **Medications/Medical Care**

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### **Treatment**

Emergency illness or injury accidents should be brought to the attention of faculty or counselors immediately. If medical attention is necessary, arrangements for treatment will be made with University Health Services. Should any medical services be necessary, a staff member will accompany the student to the appropriate facility and contact the parent or guardian.

### **Insurance**

Parental insurance will be the coverage for services incurred at any of the local hospitals or medical facilities.

### **Prescription Medicines**

Students taking prescription drugs should notify camp administrators in writing concerning the specific medicine, dosage, and frequency of medication. If detailed information is required, please attach a separate sheet to the Medical Release Form. Failure to adhere to this policy will be considered a violation of university drug policies and may result in suspension from camp without refund.

If a camper begins to exhibit COVID symptoms or becomes ill while at UTA, the camper's parents will be contacted and immediate pickup will be required. The pickup area for the Marching Band Camp will be on the north side of Texas Hall in the turnaround.

## **ADA Accommodations**

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ADA parking is accessible in the Maverick Activities Center parking lot. Rider drop-off is accessible in the Texas Hall turnaround on the north side of the building in close proximity to rehearsal sites. ADA seating is available in Texas Hall for the final performance.

Please notify the camp director ([christopher.evans@uta.edu](mailto:christopher.evans@uta.edu)) in advance of any needed ADA accommodations for a student.

## **Parent Visits**

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Due to COVID-19, parent visits will not be permitted during Summer 2021 youth programs. There are no exceptions.

If a camper begins to exhibit COVID symptoms or becomes ill while at UTA, the camper's parents will be contacted and immediate pickup will be required. The pickup area for the (insert name of youth program) will be (insert name of pickup location)

## **What Campers Should Bring**

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### Personal Protective Equipment Requirements

- Musician's Mask (available for purchase during the registration process or online from multiple companies)
- Bell Cover (necessary for all instruments except tuba and percussion)

Brown bag lunch (if you did not purchase a lunch package at registration)

Instrument and all necessary supplies (reeds, valve oil, etc.)

A pencil to mark your music

Campers should bring extra face masks/coverings and hand sanitizer for all in-person day camps.

## **What Campers Should NOT Bring**

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Large sums of money

Expensive, unnecessary personal items (i.e. jewelry, gaming systems, etc.)

Unteachable attitude

## **Youth Protection Program**

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All summer programs involving minors at The University of Texas at Arlington follow guidelines set forth by the Youth Protection Program (YPP). The purpose of the YPP is to promote the safety of minors participating in programs on university premises or participating in those programs sponsored or supported by the University. All programs work closely with the YPP Youth Program Coordinator to ensure that every program operates in accordance with all university policies, rules and regulations, as well as the laws of The State of Texas regarding the safety of minors. More information about the YPP is available online at [www.uta.edu/compliance](http://www.uta.edu/compliance), and questions can be directed to the Youth Program Coordinator at [compliance@uta.edu](mailto:compliance@uta.edu).

## **Social Media & Communications**

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Designated individuals will ensure their personal social media accounts are secure/set to private during the program. Campers may stay in contact with the camp director, faculty or staff after the program via the program's official social media accounts (i.e. on Facebook,

Instagram and/or Twitter). Communication with program staff/faculty through their personal email, social media accounts, or phone (texts/calls) are prohibited.

## **Campus Carry at University of Texas at Arlington**

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On June 1, 2015, Gov. Greg Abbott signed S.B. 11, also known as the "campus carry" law. S.B. 11 provides that license holders may carry a concealed handgun throughout university campuses, starting Aug. 1, 2016. The law gives public universities some discretion to regulate campus carry.

The purpose of the policies and procedures set forth with the Youth Program is to protect all minors in university-sponsored activities and interactions involving members of The University of Texas at Arlington community. Pursuant to S.B. 11 (the "Campus Carry Law"), the Youth Programs Policy prohibits the carrying of a concealed handgun by any person involved in a University of Texas at Arlington camp/program for minors. This Policy also applies to parents and guardians who are visiting or transporting a participating minor to and from camps/programs at The University of Texas at Arlington.

“PURSUANT TO SECTION 30.06, PENAL CODE (TRESPASS BY LICENSE HOLDER WITH A CONCEALED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A CONCEALED HANDGUN”

Please see the [Concealed Carry and Weapons On Campus \(Policy 12-500\)](#) website for more information.