

# Jazz Camp 2023 is almost here!

Be sure to review this information as you prepare for your arrival.

## Check-In Information

Date: Sunday, June 25, 2023

Time: 2 pm – 3 pm

Location: Lot 2

Calculate your travel time at:

<https://www.uww.edu/campus-info/map-and-directions>

## Check-Out Information

Date: Friday, June 30, 2023

Time: 12 pm – 1 pm

Location: Arey Hall

Traffic Impacts: US 12 Reconstruction

<https://projects.511wi.gov/us12/map/>

## Important Phone Numbers

**Camps Office** (262) 472-3165

M-F, 7:45am-4:30pm

**Emergency Residence Hall** (262) 472-4255

M-F, 7am-10pm; Sat & Sun Noon-10pm

**Camp Director** (608) 239-8413

Emergency Phone

**Campus Police** (262) 472-4660

Non-Emergency

## Resident Campers

Resident Campers will be housed in **Arey Hall**. Camp staff will be available 24 hours a day, including in the residence hall. A 10:1 camper to staff ratio is mandatory and maintained throughout the day.

Room assignment requests are not guaranteed and will be shared when campers arrive at the dorms. Due to the volume of campers, available space and camp specifics, each request is considered but cannot be guaranteed.

## Commuter Campers

**Commuter campers should participate in camp check-in on the date/time included above. It's recommended to arrive towards the end of the check-in window, as camp move in is not required.** While commuter campers will not receive a room key at check-in, they will receive dining access and meet with athletic trainers.

The registration fee for commuters covers campus lunch and dinner, breakfast is not provided.

Commuter campers should be picked up Sunday, June 25th at 7:45 pm in the Center for the Arts (CA) Atrium. Monday – Thursday, campers should be dropped off by 8:30 am and picked up at 5pm at the earliest or they are welcome to stay for dinner and evening activities between 7:30 pm – 9pm in the Center for the Arts Atrium. Commuter campers should be dropped off Friday at 8:30am in the Center for the Arts Atrium. Authorized drivers can pick up commuter campers at the conclusion of camp after checking out.

Arey Hall, 1024 W. Starin Rd. Whitewater, WI 53190



## Parking

Please feel free to park the lot nearest the Residence Hall (see included map). Campus police will not be issuing tickets during camp pick-up and drop-off times. If you plan to participate in camp presentations, shows or visit camp outside of the pick-up/drop-off windows, please purchase a day pass at <https://uww.aimsparking.com/> and follow the steps below.

Choose "Purchase Event Permit", Select "CAMPS" as the event type, Choose the "Event", Enter **CES2023** as the Voucher Code, add your vehicle (You will need to add 1 vehicle, but can add a 2<sup>nd</sup> one), submit and enter your email address for a receipt showing you purchased a permit, and a permit number will be assigned.

Resident campers with their own vehicle will need to purchase their parking pass following the steps above.

## Mailing Address

University of Wisconsin Whitewater, 800 W. Main Street Roseman 2005, Whitewater, WI 53190. If you are sending mail for your camper, please include the camp name and first and last name of your camper.

## Money

Campers are not required to bring any money to camp. The University Bookstore has mementos and souvenirs that campers can purchase during store hours. Camp staff is not responsible for lost or stolen property.

## Refund Policy

All summer camp events require a minimum of a \$100 **non-refundable** deposit.

In the event of a cancellation, Continuing Education Services should be notified no later than 21 days before the start of the event to receive a refund, less the deposit. Most cancellation requests received less than 21 days from the start of camp will receive a refund minus 50% late cancellation fee. See summer camp event website for specific policy.

Cancellations due to medical reasons will receive a full refund, less the deposit, if the cancellation is requested and medical documentation is provided **prior** to the start of event. Valid medical cancellations must include a signed letter from a licensed physician to qualify.

**NO REFUNDS** will be given for withdrawal due to early departures, disciplinary reasons or no show after the camp has started.

All cancellation requests must be submitted to [cesevents@uww.edu](mailto:cesevents@uww.edu); provide registrant's name, camp title and medical documentation, if applicable. Refunds will be returned to name and address of payer.

We reserve the right to cancel any event for any reason; in such case, all fees paid will be refunded or contact [cesevents@uww.edu](mailto:cesevents@uww.edu) for alternate arrangements.

## Registration Transfer Policy

The registration reservation is a purchase that cannot be transferred from one person to another person after the reservation is made. In the event you need to cancel (due to change of plans, injury, etc.) the registration cannot be passed to another musician, friend, family member, etc.



## Camper Safety

### Medications and Field Trips:

All participants **must** complete the [health/field trip form](#) prior to arrival.

Due to state regulations, we are required to collect all reported medications used by minors. Medications will be collected by our athletic trainers at event check-in and returned at check-out. Please remember to properly label and pack minors' medication. All medication, including vitamins, supplements and over the counter medication, should be in their original containers. If using an EPI pen or inhaler, we recommend bringing two to event - one to keep on the person and another with the athletic trainers. If only one is available, it will be kept with the minor unless otherwise requested. If medications are not picked up at check out, medications will be mailed to the address provided in at registration.

### Authorized Pick-Up:

To ensure camper safety, camp staff will request any individual picking up a camper to present a state issued photo identification. All individuals will need to be listed on the camper's registration or communicated prior to pick-up by calling/emailing the Camp Director or Continuing Education.

### Health Service:

Parents will be called for advice and recommendations if the problem does not require immediate medical attention. Should your child require medical attention, the camp health supervisor will assess appropriate measures to take. UW-Whitewater camps have the full cooperation of Fort Memorial Hospital and emergency room personnel. For participants taking medication, please complete the health form prior to arrival. When possible, the Athletic Trainers and health staff will contact parent(s)/guardian(s) before seeking treatment.

You will be required to provide health information in the registration. Athletic Trainers and health staff will refer to the registration whenever medical treatment is necessary; this is the only guide a health care provider will have in case of an emergency.

### Injuries during Camp:

Should an injury occur the event director will seek medical attention from UW-Whitewater Athletic Trainers or call 911 in a medical emergency.

1. After the registrant is being cared for the event director will report to the Youth Compliance Coordinator details on the injury. The event director will distribute the [Injury Claim Form](#) to the injured participant and their family. See "Filing Accident Claim" tab for more details on how to file a claim.
2. The Youth Compliance Coordinator will notify UW-Whitewater Risk Management of the incident/injury.
3. Injury claim form is submitted to Gallagher by the parent; Gallagher then submits injury claim form to HSR (Claims Company for accident policy).
4. HSR will contact UW-Whitewater Risk Manager to authorize the incident via phone or email.
5. Upon confirmation of a covered claim, HSR will add the injury to their claims system so that corresponding medical bills will be eligible for coverage.



## Camper Safety continued

### **Dining/Dietary Services:**

All campers will be served lunch and dinner. Only resident campers will be served breakfast. Any special dietary needs and questions can be accommodated/answered there by Rachel Omdoll, Campus Dietician, at [omdollr@uww.edu](mailto:omdollr@uww.edu) or 262-472-1357.

### **Inclement Weather:**

In the event of inclement weather, Camp Directors will move campers to identified safe spaces on campus. Campus police and Continuing Education support each camp in communicating potential storms and developing a plan to ensure participant safety.

### **Excessive Heat:**

Participants are advised to bring fans, as many of the residence halls are not air conditioned. Greenhill Center of the Arts, Moraine Bookstore, Upham Hall, University Center and dining halls are air-conditioned. During periods of heat, directors will provide a cool area for participants and will take all the necessary precautions to avoid heat fatigue.

## Other Camp Information

### **Facebook Page:**

Please “like” the jazz camp Facebook page for potential extra pre-camp info in addition to updates and photos during the camp! <https://www.facebook.com/uwwjazzcamp>



## Packing List

- Casual Clothes
- Socks
- Flip Flops
- Deodorant
- Fan (no AC in dorm)

- Athletic Clothing (Optional)
- Rain Coat/Jacket
- Soap/Shampoo/Towel
- Toothpaste/Toothbrush
- Sleeping Bag/Blanket

(Twin XL Bedding, Sheets, Blankets, Pillow etc.)

## Camp Specific Items

- Dress-up clothes for the Friday's concert (camp t-shirt)
- Swim Wear
- Recreational Equipment
- Practice Equipment (tuner, metronome)
- Cooler for drinks, snacks

### Saxophone

- Instrument in sturdy case, mouthpiece(s), extra reeds, neck strap

### Brass

- Instrument in sturdy case, mouthpiece(s), valve oil, slide lubricant



## Camp Schedule:

### Sunday (June 25th)

12:00 pm	Staff meeting in Light Recital Hall
1:00 pm	Faculty/Staff Check -in
2:00 pm	Student Camp Check-in , Commuter & Resident Faculty meeting in Light Recital Hall
3:00 pm	Auditions in Light Recital Hall (saxes, horns, rhythm section) <b><i>**Please prepare a short Jazz etude/solo of your choice. Drummers should demonstrate a swing feel, bossa nova/latin and rock style (bring your own sticks and brushes. All other equipment will be provided). **</i></b>
5:00 pm	Pizza Party in CA Atrium
6:00 pm	Camp meeting in Light Recital Hall (students, faculty, and staff)
6:30 pm	1st Big Band Rehearsals
**7:45 pm	Commuters picked up from Center for the Arts (CA)
8:00 pm	Camp meeting, basement of Residence Hall (students and staff)

### Monday – Thursday

7:00 – 8:15 am	Breakfast
**8:30 am	Commuters dropped off at CA
8:30 am	Instrument Masterclasses/Warm-ups
9:30 am	Big Band Rehearsals
10:30 am	Music Class: Improvisation
11:30 am	Lunch
12:30 pm	Individual Practice
1:00 pm	Big Band Rehearsals
2:00 pm	Combo rehearsals or Music Class: Jazz Styles/Jazz Theory
3:00 pm	Break/Faculty Rehearsal
4:00 pm	Big Band Rehearsals
5:00 -6:30 pm	Dinner
6:30 pm	Individual Practice (Mon/Tues)/Sectionals (Wed/Thurs)
7:30 pm	Evening Concert/Activity
**9:00 pm	Commuters must be picked up by 9
9:00 pm	Free time



## **Special Events Schedule**

(Subject to change)

### **Monday**

7:30 pm Bowling (UC) or other activity

9:00 pm Swimming/Free time

### **Tuesday**

7:30 pm Movie (CA30) or outdoor activity

9:00 pm Swimming/Free time

### **Wednesday**

7:30 pm Staff Combo performance and student jazz jam (University Center, Down Under)

9:00 pm Swimming/Free time

### **Thursday**

7:30 pm Faculty/Staff Jazz Ensemble concert (LRH) Free and open to public

9:00 pm Swimming/Free time

### **Friday**

8:30 am Warm-up/sound check (LRH)

10:30 am Student Concert (LRH)

Noon Check out/dismissal

# Camp Swim

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*hosted by Rec Sports & Facilities*

**Swim Test:** The lifeguard on duty may request an individual to perform a swim test in order to swim in the diving well (1 lap/ 2 lengths of swimming in the training pool on their stomach, ex. Freestyle or breaststroke).

**Disciplinary Action:** Individuals will be given one warning and then they will be asked to leave the pool for the day. If action continues, pool privileges may be revoked indefinitely. Rec Sports & Facilities will work with the camp counselors and director of the camp as needed if further action is required.

## **General Rules:**

1. Campers are not permitted to swim when the facility is closed and/or without lifeguards present..
2. Swimsuits required
  - Allowed: T-shirts and board shorts may be worn over swimsuits
  - Not Allowed: Athletic shorts, compression shorts/spandex, sports bras
3. Do not enter the pool if you have a communicable disease or an open cut.
4. Shower before entering the pool and after use of toilet facilities.
5. Do not bring food, drink, gum or tobacco into the pool.
6. Do not run or engage in rough play in the pool area.
7. Do not bring animals into the pool area.
8. Diaper changing on the pool deck is prohibited.
9. Glass and shatterable items are prohibited in the pool area.
10. Prohibited:
  - Street shoes on deck
  - Hitting/hanging on flags or lane lines
  - Flipping off the side of either pools or diving in the training pool
  - Jumping or diving off lifeguard chairs or diving blocks
  - Leisure rafts
  - Eye or sun glasses worn in the water
11. Rules regarding the diving board
  - Only one person is allowed on the board at a time
  - Only forward motions are allowed
  - No double bouncing
  - Use of high dive is prohibited

The Lifeguard staff will strictly enforce all rules and regulations mandated by the Office of Recreation Sports and Facilities and the Wisconsin Department of Agriculture, Trade and Consumer Protection.



# CAMPS & CONFERENCES

## Participant Code of Conduct

### As a participant, I agree to the following statements. I will...

- Respect differences of all participants and will not discriminate against anyone else on the grounds of gender, race, sexual orientation, ability, or other identity
- Report any incidents of bullying to adults immediately
- Support and encourage all other program participants
- Respect all staff, directors, and volunteers
- Follow online safety and internet use policies

### Prohibited Conduct:

- Abusive language towards a staff member, volunteer, or another participant
- Bringing dangerous or unauthorized materials such as explosives, firearms, or weapons onto to campus property
- Inappropriate or rude treatment of a peer, staff member, or volunteer
- One-on-one interactions with any program staff member before, during, or after any program
- Verbal, physical, or visual harassment of another participant, staff member, or volunteer
- Actual or threatened violence toward any individual or group
- Conduct endangering the life, safety, health, or well-being of self and others
- Failure to follow any UW System or campus policy, including but not limited to sexual assault/violence/harassment policies, dishonest academic behavior policies, or emergency procedures
- Bullying or taking unfair advantage of any participant
- Failure to follow directions of supervisors/youth programming staff/event leaders
- Possession or use of alcoholic beverages or illegal drugs on campus property or reporting to the program while under the influence of drugs or alcohol

