

King's College Summer Course

Royal School of Church Music America

Monday, July 20-Sunday, July 26, 2020

Thank you for registering for this year's King's College RSCMA Course for Girls, Boys, Young Adults and Adults. This letter contains important information about this summer's Course.

If you have further questions, please contact Course Co-Manager Daley Whitaker at adaley.whitaker@gmail.com or (860) 819-1948.

Communication during the Course Week

The emergency phone numbers during the week are (570) 208-5900 ext. 5620 or (570) 328-0711 (King's College) and (570) 825-6653 (St. Stephen's Church). You may also call the Course Co-Manager, Daley Whitaker, at (860) 819-1948.

Mail to course participants may be sent to RSCMA Course, c/o King's College, 133 North River Street, Wilkes-Barre, PA, 18711. Be sure to include RSCMA Course in the address. Mail will not be delivered on Saturday or Sunday of the course week, so send things early as the college mailroom is sometimes staffed a bit thin during the summer.

Arrival and Registration

MONDAY, JULY 20

Registration tables will be set up at Esseff Hall (N. Main & Jackson St.) on the campus of King's College. Registration will run promptly between **3 p.m. and 5 p.m.** Short-term parking for drop off is available on the east side of Esseff Hall on N. Main.

Esseff Hall

121 N. Main Street

*Wilkes-Barre, PA 18701

***Make sure to enter Wilkes-Barre into your GPS**—there is another 121 N. Main Street twenty minutes away, in Plains, PA!

Further directions can be found on our website: <http://kingscollegcourse.com/directions/>

The first residential meetings for all participants are scheduled to begin at 5:00 p.m. Notify Daley Whitaker if travel delays cause you to arrive later than 5 p.m.

Adults, Young Adults, and Staff driving their own cars to Wilkes-Barre will receive specific directions about where to park their vehicles when they register. Adults will park and unload in the school lot just across the street and north of O'Hara Hall. Because the college runs a daycare in this same building and for the safety of these small children and you, please do not park along N. Main St. to load or unload.

Arrival by Plane or Bus

The staff of the King's College Summer Conference Office will meet those traveling by plane to the Scranton/Wilkes-Barre airport. The airport is small and the King's College staff is easily identified and will be looking for those people who register their flights with us. If you are arriving at the Scranton/Wilkes-Barre airport and have not already forwarded that flight information to Daley Whitaker (adaley.whitaker@gmail.com) please send it immediately. We must receive this information **no later than July 10** to schedule the college van. If the King's driver is not right at the bottom of the escalator near the baggage claim, he will be found just outside the baggage claim doors helping others at the college van/bus.

The King's staff will also meet you at the downtown Wilkes-Barre bus station if you are arriving by bus. The bus station is just two blocks south from Esseff Hall on N. Main.

Don't hesitate to call or text Daley Whitaker ([860-819-1948](tel:860-819-1948)) with questions or arrival updates.

Medical Information

The King's Course is privileged to have a registered nurse serving on the staff. All medications for student-aged choristers, both prescription and non-prescription, will be dispensed by the medical staff and should not be kept in dorm rooms. Be prepared to give all medications to the medical staff at the registration table. Medications along with instructions should be put in a plastic zip-lock bag with the child's name clearly visible. Any concerns or questions about medications may be addressed at registration with the medical staff or by contacting the Course Manager.

The course will not collect Young Adult or Adult medications; however, if you need any medical assistance during the course, please feel free to speak with the medical staff.

Dietary Restrictions

Also included in the online registration process was information about any special dietary needs and/or allergies. Those requirements have been reviewed and passed on to the Kings College kitchen staff. The college staff is well-versed in dealing with food allergies. Please feel free to review your special requirements with the medical staff during registration. They will have a copy of whatever you submitted during your online registration process.

Compline Choirs and Music (Young Adults & Adults)

Compline is the traditional office sung at the close of the day. It has been a unique hallmark of this Course and provides a moving and peaceful closure to the day. Compline services are offered Tuesday, Wednesday, Thursday, and Saturday evenings by Staff, Adult, and Young Adult participants who choose to be involved with this additional ensemble. Music needed for Compline will be provided by the course. There will be two Compline groups this year—one Soprano/Alto choir, and one Tenor/Bass choir. The groups will sing one or two Compline services on their own, and join together for the final Saturday night Compline service. All are welcome.

Liturgies for the Week

St. Stephen's Episcopal Church
35 South Franklin St., Wilkes-Barre, PA 18701

(All services at St. Stephen's are open to the public.)

Daily Holy Eucharist (Holy Communion) will be celebrated each morning in the Chapel of Christ the King on the King's College campus. Attendance is optional. This service is traditionally an abbreviated version of the Episcopal Rite II Communion Service.

Choral Evensong (sung Evening Prayer) will be sung at 6:45 p.m. on Monday (at King's College), and 5:30 p.m. on Tuesday, Wednesday and Friday in the nave of St. Stephen's Church. Attendance by all course participants is required. There is no Evensong on Thursday or Saturday. If the weather is severe, these mid-week services will be conducted on the King's College campus on the 3rd floor of the Student Center Building (Choir Rehearsal Space).

Compline will be sung at 9:00 p.m. on Tuesday, Wednesday, and Saturday, and at 8:30 p.m. on Thursday in the nave of St. Stephen's Church. Attendance is determined by each proctor group.

Choral Eucharist will be sung by the entire course choir at 10:30 a.m. on Sunday, July 28 at St. Stephen's Church. A Catholic Mass (spoken) will be offered Sunday morning at 7 a.m. in the King's College Chapel for our Catholic participants.

Festal Choral Evensong sung by the entire course choir is at 3 p.m. on Sunday, July 26 at St. Stephen's. This marks the end of the Course. Parking and seating is limited, so arrive accordingly.

Other Events

* A variety of activities will be offered and organized by the Course Activities Director and Adult/Young Adult House Education Director. These activities and enrichment opportunities include but are not limited to: swimming, organized sports, inside games, improvisation games and movie day for the kids and interest sessions for adults and young adults.

* Evening activities traditionally include such things as a talent show, team-building games and a dance.

What to Bring

Be sure to bring your choir robes and music. Neither will be available at the Course, and no robes will be available for borrowing from St. Stephen's.

Pre-Course Music Preparation and Music Purchase

All participants are responsible for arriving at the Course having previously rehearsed the repertoire for the week. Please visit <http://kingscollegecourse.com/repertoire-list/> to see a list of this year's repertoire. Except for those selections noted, copies of music will not be provided by the Course and will not be available in Wilkes-Barre. Please consult with your home church choirmaster about purchasing and rehearsing the music in advance of the Course.

You may order music directly from Lois Fyfe Music at 800-851-9023.

Dress Code: Dress for the week is casual. However, remember that many rehearsals and worship services occur in St. Stephen's Church or in King's College Chapel. **Clothing should be appropriate for a sacred space.** Parents, please be involved in the packing process.

Double-check the seven-day weather forecast before you pack. It's usually hot and humid, and we always have rain. Weather in Wilkes-Barre can be very hot and very cool all in the same week (and sometimes on the same day). Do bring at least one pair of long pants or jeans and a sweater or jacket for the evenings. If there's room in your suitcase and if it is to be very hot/rainy, try to include an extra outfit or two for backup in case of rain!

Casual clothing for daily activities

- Both shorts and long pants
- a jacket and rain gear are highly recommended
- swim suit and pool towel
- Comfortable, supportive shoes for walking and standing. The walk to St. Stephen's is approximately $\frac{3}{4}$ mile each way. Adults may opt to drive or bring a bicycle, but parking can be difficult at the church. The course does not provide rides to/from the church.

Clothing for Sunday Services:
(Men and boys)

- dark slacks
- dark, dress shoes
- dress shirt and tie

(Women and girls)

- appropriate slacks or skirt and blouse or dress
- dark dress shoes (flip-flop type shoes/sandals are not appropriate with vestments)

Recommended:

- alarm clock
- toiletries
- deck of cards or other quiet activities for "down times"
- beach towel for the pool
- flashlight
- extra blankets or a sleeping bag for use on dorm bed (basic linens are provided, but an extra blanket is highly recommended!)

Kids: Showers are centrally located on each floor of the choristers' dorm.

Adults/Young Adults: The adults and young adults live in campus apartments and share a bath with apartment mates, usually one shower per two people. Sleeping rooms for adults and young adults are all private, single rooms.

Hangers for clothing are not available in the rooms so send enough for Sunday clothes and choir robes at a minimum.

Rooms have only a single overhead light. Reading lamps are recommended if you want to read in bed.

Additional money: Access to vending machines is limited. There is sometimes an opportunity to shop in the college store and to play arcade games. The college souvenir shop is usually available once during the week. Sending additional money is optional and the course takes no responsibility for lost money.

Cell Phones, Computers, Tablets Policy

Adults and Young Adult participants are allowed to have cell phones at the Course; however, even these people may not use their phones during rehearsals, services or other camp activities.

Choristers will be asked to give up their cell phones brought to the Course to the Course Manager at the time of registration. Even better--leave cell phones at home or with the person who is providing your transportation. Cell phones have proven to be a serious distraction in the past to the community environment of the Course. Since we all attend the Course to sing, participate and interact with friends old and new, we prefer to keep our focus on this positive community. Electronics that don't connect to the internet are acceptable; however, if they become a distraction they will be confiscated until the end of the course.

Family members back home, please restrict your calls to the King's Course manager for emergencies only. The staff is very busy during the course providing a wonderful time for the participants. If there is a real problem that we can't handle during the week, we'll contact you-we promise! You may also email the Course Manager during the week if you have difficulties reaching the staff by phone.

Do not bring:

- cell phones
- iPads, table computers, readers, or any electronic devices that can or could connect to the internet (Note: Some people have sent devices in the past with the intension of their children to use them for alarm clocks or music only. Please do not send any device that can connect to the internet for these purposes.)
- valuable items such as jewelry, cameras, laptop.
- excessive money
- pyrotechnic devices
- alcoholic beverages
- non-prescription drugs that you don't give to the medical staff during registration
- laser lights/pointers

The Course, King's College and St. Stephen's Church will not be responsible for any loss of personal property. Bottom line: if you can't afford to lose it, don't bring it.

Choristers found with alcoholic beverages, non-prescription drugs, or weapons of any form will be sent home immediately at the expense of their parents or legal guardian.

Behavior Contract - Kings College RSCM Course - 2020

Youth

- 1. No use or possession of illegal drugs, alcohol or tobacco products. Chorister found in possession of any of** these items will be sent home immediately at the expense of the parents or guardians,
- Lights out will be strictly enforced. This time is defined as the time for bed - lights off, quiet, going to sleep.
- Full participation is expected for scheduled activities (rehearsal, liturgies, meals, activities). The Medical Staff and Course Manager must approve exceptions.
- No visitors are allowed during the Course. Parents are welcome to attend public church services but are requested to limit interaction with participants. No one is allowed to visit participants in the dorms at any time. This is for the safety of all children.
- No participant may leave the site of the Course.
- Course participants of the opposite sex will not share dorm rooms at any time and will refrain from inappropriate physical actions and/or sexual behavior during the course.
- Course participants of the same sex will respect fellow roommates and refrain from inappropriate physical actions and/or sexual behavior during the course.
- Inappropriate social conduct will not be allowed.
- Profanity and language not befitting Christian youth will not be allowed.
- Personal phone calls, incoming and outgoing, will be limited and coordinated by course staff. Cell phones and any other electronic devices that can/could connect with the internet must be given to the Course Manager for the duration of the Course.
- Youth may not drive or ride in any car (including their own) during the course without prior approval of the Course Manager.
- Adjudication of these rules and any other behavioral issues will be under the jurisdiction of the Course Managers and Head Proctor.

Adults and Young Adults (YA)

- Adult/YA participants are expected to demonstrate professional decorum and discretion, a positive attitude, and outward charity, especially in the company of the younger choristers.
- Use or possession of illegal drugs is strictly prohibited.
- Smoking and consumption of alcoholic beverages are strictly prohibited in and around the buildings at King's College and St. Stephen's Church.
- Adult/YA participants living in the dorms shall be considerate of others during the quiet times.
- Adult/YA participants who must leave the Course for an extended time are asked to notify the Course Manager. Participation in scheduled activities is strongly encouraged.
- Adult/YA participants may not transport any "youth participants" without prior knowledge and consent of the Course Manager. This has to do with the course's insurance policy.
- No adults/YA, including parents or choir directors, are allowed as visitors in the choristers' dorm.
- Rooms and designated sleeping areas should not be shared except where two or more registrants are assigned to one room. Visitors must arrange for separate accommodations.
- Adult/YA participants are encouraged to engage in healthy interaction with younger participants, but are advised to associate primarily with other adult/YA participants. This includes limiting interactions during movement to/from St Stephen's Church and during meal times.

10. Use of cell phones and other electronic devices is permitted away from Youth choristers, rehearsals, services, and other course activities where these devices would be distracting. Only certain lobby areas at King's College are equipped with Wi-Fi. Wi-Fi password will be provided during the first House meeting Monday at 5 p.m.

The Course Managers and Head Proctor will impose consequences for infraction of this Behavior Contract. Warnings will be issued for lesser offenses, but course management reserves the right to ask any participant to leave the Course. Parents will be responsible for the expense of sending a child home before the end of the Course. The Course Manager has the right to refuse registration to participants who have not complied in previous years with the Behavior Conduct.

All participants will review the Behavior Contract during the residential meeting at 5 p.m. on the first day of the course.

Feel free to contact Daley if you have any questions. Don't forget to get your flight information to us ASAP so we can schedule the King's van to come and pick you up. A few of you still have some outstanding Pastor/Priest & Choirmaster reference forms, and/or Personal Adult/YA/Staff reference forms. These forms are required and must be received right away or you will risk losing your spot at the course along with your \$150 registration fee. Reference Forms are all automated and accessible on our website or by following this link:

<https://www.formstack.com/forms/?1382378-8E5sZwvMgl>

Please direct your references to that site, where they will click on the "References" tab. Once there, it takes only a couple of minutes to complete the online form.

Should you need to make final payments, you can either mail a check to Addie Peyronnin or go to the course website and use the "Donate" button to make a payment. (Although it says donate, we will know it is your payment and there will be a comment box you can leave us a note in to clarify any payments.)

I am looking forward to seeing you all very soon!