



# Creative Theatre Experience Summer 2023

## **BEGINNING OF DAY DROP-OFF:**

Please plan to use the drive-thru color locations described in the table below to drop-off your student(s) each day.

- Drop-off for Arts Festival opens at 8:50am.
- Drop-off for Showcase/Spotlight/Production Team opens at 12:50pm.
- Convenient drive-thru drop-off locations.
- Staff will be at each drop-off location to escort your student(s) into the building.

**Please Note:** If you have multiple students to drop-off, we ask that you please drop them each off at their designated color location.

## **END OF WORKSHOP PICK-UP:**

### **Arts Festival: noon pickup**

Due to the number of cars that can potentially build up and block the SPSCC campus road, it is now required that you park in Parking Lot A or L and walk to the pick-up locations (same as drop-off location) to meet your student. We will provide each **Arts Festival** student with **two color cards**, corresponding to their Circle Group, to be displayed at student pick-up. If you have more designated pick-up people, we will be happy to provide more cards.

### **Tech Team: noon pickup**

Just like at drop-off, you may drive in the lower entrance of Parking Lot B and pick up at the loading dock. Exit via the upper entrance.

### **Showcase & Spotlight: 5pm pick up**

Since you signed a self signout waiver your student may walk to parking lot A or L. L is closer and requires no crossing of the main campus roads. Please arrange with your student which parking lot they should meet you at. Alternatively, after parking your car, you may walk to meet them at the same spot where you dropped off.

### **Production Team: 5pm pick up**

Just like at drop-off, you may drive in the lower entrance of Parking Lot B and pick up at the loading dock. Exit via the upper entrance.

**Note: Showcase, Spotlight, Tech Team & PT parents do not need color cards.**

**Note:** If you have siblings to pick-up, your pick-up location will be that of the youngest sibling.

**FIRST DAY NOTES:** If you did not attend Parent Meeting 6/28 you will receive an email with your student's Circle Group so you will know which color drop-off location to use.

**Please ask for your color cards at drop-off on the first day OR if you prefer, arrive before 11:45am and park in one of the parking lots, come to the office (located in Lobby, right hand side) to pick-up color cards.**

**MYMEDBOT:** CTE will be using MyMedBot again this summer. MyMedBot allows us to check student health and attendance each day prior to arrival. **It is important that you complete this information for each of your students prior to attending CTE every day.**

MyMedBot can also now be used to notify us if your student is arriving late, or leaving early for any reason.

In case of a campus emergency, CTE will use MyMedBot to send an alert, as well as sending a global email to all participants' families.

Please sign-up with MyMedBot before the first day of CTE. You will receive an invitation in your email for instructions on how to do this. If you do not receive the invitation by July 1 or have any issue signing up, please let us know so we can help you be ready for the first day of CTE.

**IMPORTANT REMINDERS:**

- Please sign up with MyMedBot before the first day of CTE.
- If you haven't signed up with MyMedBot the first day at drop off, you will be asked to park and come into the building, load the app, & check your student in.
- Send a water bottle (clearly marked with student's name) each day.
- Showcase, Spotlight and PT students bring an afternoon snack
- Arts Festival students - there is no designated snack time but if your child needs a snack please send one labeled with their name to the office. (see [Parent Guide](#) on our website [ctekids.org](http://ctekids.org) for more information).

**CONTACT INFORMATION:**

If you have any questions, or need to reach us at any time, please contact our office at: [contact@ctekids.org](mailto:contact@ctekids.org) or call: (360) 867-8816 and leave a message.

**DROP-OFF LOCATIONS: We will show you these locations at the Parent Meeting and they will be clearly marked with sandwich boards during the first week.**

Location	Color	9:00am	1:00pm
Main entrance of Minnaert Center	Green & Orange	1. Early drop-off (8:00am) 2. Arts Fest Green & Orange Circle Groups	Showcase
Main entrance (Ticket office side)	Red & Blue	Arts Fest Red and Blue Circle Groups	Spotlight
Parking lot B (Loading Dock)	N/A	Tech Team	Production Team

Click here for campus map: [SPSCC Campus Map showing Parking Lots A, B & L](#)

## **Other Things to Note:**

### **DVDs**

You can pre-order a DVD (physical or digital) of the Arts Festival (Jungle Book Kids) and/or Showcase (Mean Girls Jr) performances by going to our videographer's website:

<https://www.soundpix.net/cte-2023-arts-festival-order>

### **Website [www.ctekids.org](http://www.ctekids.org)**

Visit the website to see the [2023 Calendar](#), the [2023 Parent Guide](#), CTE Policies and much more. You can also meet the Staff and look at photos from our past 40 years.

### **Sign Up to Volunteer**

[Sign up to volunteer this season at the performances!](#) We need parent help to man the shows both ushering and at the Merchandise table.

### **Join our Board!**

The CTE Board of Directors meets monthly from October - May then twice in June in preparation for the summer season. We welcome [applications](#) from parents interested in serving on the Board!