

# Camp Handbook

## Overnight and Commuter Tracks

### Penn Band Camp 2025



## Contact Information

### Before Camp:

Kushol Gupta c/o The Univ. of Penn. Band  
Rm 182 Stouffer Commons, Platt Student Performing Arts House  
3702 Spruce Street  
Philadelphia PA 19104-6026

Kushol Gupta, Ph.D.  
Camp Director, Penn Band Summer Music Camp  
Assistant Director, Penn Band  
[kgupta@upenn.edu](mailto:kgupta@upenn.edu) • 267-259-0082

### During Camp:

Kushol Gupta Cell Phone Number:	267-259-0082 (call at any time)
Band Office Phone Number:	215-898-8719
King's Court/English House Front Desk:	215-898-3574

 Penn Band

## Communication

**Remind ([remind.com](https://www.remind.com))** is a communication platform our camp staff will use for general announcements directed to participants and their parents. Simply, week-to-week reminders about upcoming Penn Band Camp sessions and activities!

Use this link to join the camp Remind group on your handheld device:  
<https://www.remind.com/join/pbcamp2025>

## Driving Directions and Parking

- [Directions and Parking Information for the University of Pennsylvania Campus](#)
- [Directions to The Philadelphia Episcopal Cathedral at 38th and Chestnut Streets \(Google Maps\)](#) (Camp-end concert)

## Overnight Track | Move-In

- [Map of King's Court/English House Location \(between 36<sup>th</sup> and 37<sup>th</sup> and Sansom Street, next to the Penn Law School\)](#)

The overnight track is scheduled to run from Sunday, July 6<sup>th</sup> to Saturday, July 12<sup>th</sup>.

Arrival and registration begins at 2:00 PM on July 6<sup>th</sup> at [The King's Court/English House Dormitory on the University of Pennsylvania Campus](#). Camp staff will be on-site to assist with Move-in.



By this time, all Camp Forms (required for participation) will be due.

**Please bring a photo ID with you.** You will receive a packet with a PennCard (if you do not already have one) and 4-digit personal access code which you will use to swipe through the portals of the building and into your assigned apartment.

Each room has its own air-conditioning units which you can adjust. Each bedroom is furnished with an extra-long twin bed, a dresser, a desk, and a desk chair. Upon your arrival on campus please go to the Information Center located in the lobby to check in. Trash cans are in the hallways outside each community bathroom. Check out our 360° room tour [here](#).

**Linen Rental Option** | An optional service provided by Housing Services is Linen Pack rentals for visitors for \$110. If you are interested in this option, please contact Dr. Gupta as soon as possible. ([kgupta@upenn.edu](mailto:kgupta@upenn.edu))

For those of you arriving in the evening the desk is staffed 24/7 so you will be able to check in. As a reminder this reservation is for you only and we will unfortunately be unable to accommodate any family members/children/guests/pets. If you are bringing friends or family to assist you with moving in, they **MUST** present a photo ID to be signed into the building. Guests with no photo ID will not be admitted under any circumstance. Please double-check before your departure.

## Commuter Track | Programming

- ❑ Commuters are required to attend the 9AM-5PM programming each day;
- ❑ **Evening programming is optional but strongly encouraged.**
- ❑ Dr. Gupta will communicate with each parent/guardian to understand which days the commuting student will and will not stay after for the evening programming.

## All Tracks | Orientation and Program Start

**Orientation, Dinner, and Evening Activities will begin promptly at 4:00PM at the Platt Student Performing Arts House Band Room (3702 Spruce Street) on Sunday July 6th.**

➤ [Directions to The Platt Student Performing Arts House](#)

➤ [Map of the Penn Campus](#)

## General Information about Visiting Penn

➤ [The Daily Pennsylvanian's Summer Guide](#)



### Wireless Internet Access

All visitors are welcome to use the [SSID "Air-Pennnet Guest" for WiFi](#). After connecting, use a web browser to complete registration.

### Dining

➤ All institutional meals will be provided at [Hill College House \(cafeteria-style dining options – Breakfast "swipe"\)](#) or [Houston Hall Market \(à la carte dining for Lunch, "conference dollars"\)](#)

Students will be informed in detail on the location

and swipe-in process at the Dining Halls at camp orientation. All dinners will be catered by third-parties.

- ❑ All Breakfasts, Lunches, and Dinners are included with the Overnight Track.
  - ❑ All Lunches, and Dinners are included with the Commuter Track.
- Also, important to note is that Penn Dining does strive to accommodate people of all dietary restrictions and needs – *you need only ask!*
- In addition, there are several restaurants, grocery stores, and convenience stores conveniently located within a few blocks of the dormitory in case other provisions are needed. Visits must be coordinated with camp staff.

- Institutional dining options are supplemented with meals provided by the camp (e.g., pizza, subs, continental breakfast, etc.). If you have ANY dietary restrictions, please inform Dr. Gupta ([kgupta@upenn.edu](mailto:kgupta@upenn.edu)) as soon as possible.

## Things to Bring to Camp!

### Overnight Track:

- A photo ID for move-in.
- Extra-long single bed sheets, towels, and a pillow.
- Kings Court has community bathrooms – bathrobes and shower caddies or the like can be useful. Toilet paper and hand soap are provided!

### All Tracks:

- Cell phones are permitted, *with the stipulation that they are turned off and not used during rehearsals and other camp activities.*
- Shorts/T-shirt/sneakers for the walking tour and Penn Park Night, as well as mosquito repellent!
- Sunblock and comfortable walking shoes for tour of Philadelphia.
- Spending money for incidental expenses (snacks, soda machine, etc.).
- Water Bottles will be provided to each camper. The Platt Center provides refilling stations with easy access.
- Concert Attire for the Saturday Performance:
  - "Sunday Best" - no jeans, no sneakers, all black suggested.
  - Men - slacks, dress shoes, collared shirt. Tie and jacket are optional.
  - Women: black pants, dress shoes, and white blouse, or dark dress.
- The attire for the Friday Performance will be the provided camp t-shirt with jeans or shorts and comfortable shoes.
- Your Instrument, including valve oil/slide cream, reeds, and other accessories. Brass players are encouraged, but not required, to bring mutes. Percussion and Tubas will be made available for use.
- *A limited number of instruments are available to loan to participants during the week of the camp.* If you need to borrow an instrument for the program, contact the Camp Director (Kushol Gupta) at [kgupta@upenn.edu](mailto:kgupta@upenn.edu) at least two weeks before the start of the program.



## Rules of Conduct

These rules have been drawn up to ensure the comfort and safety of all students and to provide a secure, stable environment for the program.

PLEASE NOTE: These rules will be strictly enforced during the program. Disciplinary action, which may result in immediate dismissal from the camp, may be taken by the Program Director against any student found guilty of committing, attempting to commit, or intentionally assisting in the commission of any of the following prohibited forms of conduct:



1. Failure to observe curfew and lights out by being outside of the room or building past designated times without specific permission from counselors.

Curfew: 10PM; Lights Out: 11:00PM

2. Unauthorized entry into university-related living units that disrupts sleep or study, that damages the physical facility or that invades the privacy of others.
3. No boys in girls' rooms or girls in boys' rooms under any circumstances.
4. Failure to attend camp activities.
5. Failure to attend scheduled performances in which the individual is a participant or other scheduled performances that are designed for the Camp participants.
6. Failure to demonstrate a cooperative, positive attitude.
7. Tampering with fire-fighting equipment, turning in a false alarm or engaging in behavior that constitutes a significant fire hazard.
8. Use of unreasonably loud stereo equipment in the housing units during the program.
9. Possession or consumption of alcoholic beverages, or the furnishing of alcoholic beverages, on university-owned or controlled property or at university-sponsored or supervised activities.
10. Intentional disruption or interference with the process of instruction.
11. Damage, destruction, theft, or unauthorized use of personal property located on or off the Penn Campus.
12. Unauthorized entry into or use of university property, including facilities, residence halls, equipment, or resources.
13. Possession, use, or threatened use of firearms, knives, explosives, or dangerous chemicals.
14. Illegal use, possession, or furnishing of dangerous or narcotic drugs on university-owned or

controlled property or at University sponsored or supervised activities.

15. Indecent or unacceptable conduct on university property or at University-sponsored or supervised activities.

16. Physical abuse or conduct that threatens imminent physical harm or endangers the health or safety of any person on university property or at University-sponsored or supervised activities.

17. Smoking is prohibited for campers under the age of 18.

\*We have zero tolerance for drugs, alcohol, and weapons. Offending students will be sent home immediately.



## Information Handling Policy

All personal information supplied by students and parents will be used only by the University of Pennsylvania for the purpose of mailing Summer Music Camp literature and application forms to those interested in our summer music programs and will not be sold, given, or lent to any other parties outside of the Penn Band.

## Commitment to Diversity, Inclusion, and Equity (<https://diversity.upenn.edu/>)

As a flagbearer for the University of Pennsylvania, the Penn Band draws its strengths from a multitude of races, ethnicities, genders, sexual orientations, historical traditions, ages, religions, disabilities, veteran status, interests, perspectives, and socioeconomic backgrounds. The Penn Band Summer Music Camp is committed to reflecting these values in all aspects of its programming, including staffing, music and programming, inclusion, and access.

## Requests for Reasonable Accommodations

Participants with documented disabilities and special needs can rely on our program to explore and facilitate reasonable accommodation. Any participant and their parents/guardians are encouraged to reach out to Dr. Gupta either before or after enrollment at [kgupta@upenn.edu](mailto:kgupta@upenn.edu) or 267-259-0082 to discuss these needs.

- [The University's Policy for Accommodations for Faculty, Staff, & Visitors with Disabilities and Special Needs.](#)

## Insurance and Health Care

Student Health Services and numerous other local hospitals are available for any camper who may experience health problems. Health forms will be sent to you along with your handbook. These forms must be completed and returned on or before the first day of camp. Parents/Guardians must provide health insurance for campers. For more questions on insurance coverage, please contact us at 215-898-8719.



## Staff and Roles

There are five official Penn Band staff members, including the program director, who will interact and correspond with participating students via telephone and the Remind App. As per University guidelines, all staff members undergo criminal background checks with the service [HireRight](#), including checks with the State of PA, the FBI, and fingerprinting. In addition, there will be announced special guest speakers who will interact with participants under the direct supervision of the camp staff. No other people will be participating in this programming without notification.

## Contact Authority for the Program

The contact authority for all issues regarding the Penn Band Camp program is its program director, Dr. Kushol Gupta. His email is [kgupta@upenn.edu](mailto:kgupta@upenn.edu), and his contact phone number is 267-259-0082.

## Privacy Statement for The Penn Band Summer Music Camp

The University of Pennsylvania and The University of Pennsylvania Band are committed to protecting your privacy. This Privacy Policy is intended to explain how we collect, use, and protect information concerning our participants. We periodically update the Privacy Policy. We will post any changes on this page, and at the start, always tell you the date of the last update.

If you have any questions or concerns, please do not hesitate to Dr. Gupta at 267-259-0082 or [kgupta@upenn.edu](mailto:kgupta@upenn.edu).

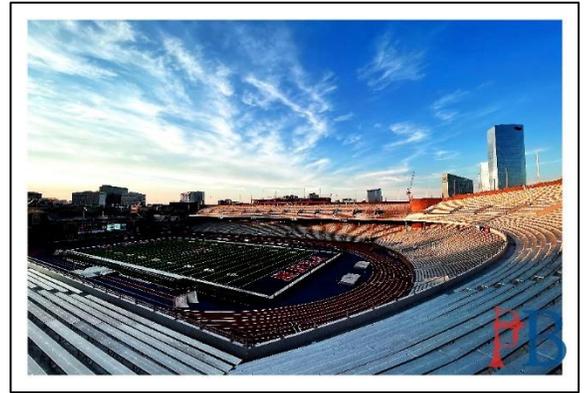
## Third Party Software, Applications, and Services Not Covered by This Privacy Policy

### External Websites

Occasionally our content will include external links to websites not hosted at Penn, usually within the realm of music performance, technology, and enrichment. We do not control, and are not responsible for, the content or practices of these other websites. Our use of such links does not constitute our endorsement of these other websites, their content, their owners, or their practices.

### Social Media Features

Our program makes use of social media applications to share content and information, including Facebook, Instagram, YouTube, and Twitter. Our Privacy Policy does not apply to these services. Your interactions with these features are governed by their respective privacy policies:



- [Facebook](#)
- [Instagram](#)
- [YouTube](#)
- [Twitter](#)

### Software

Our program this year will make use of Zoom and Remind; our Privacy Policy does not apply to these services. Your interactions with these features are governed by their respective privacy policies, and these policies are linked below.

- [Remind's Privacy Statement](#)

### Information We Collect

Our program collects important participant data for enrollment into our annual program. This personal information, including contact information, medical information, date of birth, gender, and school information are held strictly confidential and not shared with any third party under any circumstances. Our policies mirror those for The University of Pennsylvania.



- [The University of Pennsylvania's Privacy Policy](#)

## How We Use Your Information

We will never sell your Personal Information to any third party.

We will use the information to contact you when it is necessary for business purposes, with specific regards to enrollment and participation in an upcoming program/offering, or to promote our camps and programs.

## Retention of Personal Information

We will keep your Personal Information only for as long as is reasonably necessary to comply with our legal obligations, resolve disputes, or enforce our agreements. In making this determination, we consider the amount, nature, and sensitivity of Personal Information, the purposes for which we process it, and whether we can achieve those purposes through other means. In the case of Personal Information used for marketing communications, we will retain your data only until you unsubscribe.

When retention of Personal Information is no longer reasonably necessary, we will securely destroy it in accordance with applicable laws and regulations. In some circumstances, we may anonymize your personal data so that it can no longer be associated with you, and thus is no longer Personal Information.

## Security of Your Personal Information

We use all available measures within reason to help protect your Personal Information from unauthorized access, use or disclosure.

## Unsubscribing from our Marketing Communications

You may unsubscribe from our marketing communications by clicking on the “unsubscribe” link located on the bottom of our emails or by emailing us at [kgupta@upenn.edu](mailto:kgupta@upenn.edu).



# Schedule

## Penn Band Camp 2025

Sunday, July 6<sup>th</sup>, 2025

Time	Activity	Location
<b>First Day of Camp!</b>		
2:00 PM – 4:00 PM	Overnighter Move-In	King's Court/English House
3:00 PM – 4:00 PM	Open House – All Tracks – Penn Band Room	Band Room, Platt Center
3:45 PM	Parent/Guardian Briefing	Main Lounge, Platt Center
4:00 PM – 6:00 PM	Programming Begins: Rehearsal, Introductions	Band Room, Platt Center & Penn Campus
6:00 PM – 7:00 PM	Pizza Dinner	Platt Center
7:00 PM – 8:45 PM	Camper Orientation	Penn Campus
9:00 PM	Return to King's Court/English House (Overnight Track)	King's Court/English House
	Commuter Pickup in Front of Platt Center	Platt Center
11:00 PM	Lights Out	King's Court/English House

Monday, July 7<sup>th</sup>, 2025

Time	Activity	Location
<b>Welcome to Philadelphia!</b>		
7:00 AM – 9:00 AM	Breakfast (Overnight Track Only)	Hill College House
8:30 AM	Platt Center and Band Room Open; Commuter Track Arrival	Platt Center
9:00 AM – 11:30 AM	Rehearsals	Band Room, Platt Center
11:30 AM – 12:30 PM	Lunch – Dining Dollars	Houston Hall Cafeteria
12:30 PM – 5:00 PM	Rehearsals and Clinics	Band Room, Platt Center
5:00 PM – 5:30 PM	Break	Platt Center
	Optional 1 <sup>st</sup> Commuter Pickup	Platt Center
5:30 PM – 9:00 PM	Dinner and Philadelphia Walking Tour	City of Philadelphia
9:00 PM	Resident Floor Meeting with Counselors	King's Court/English House
	Commuter Pickup in Front of Platt Center	Platt Center
11:00 PM	Lights Out	King's Court/English House
Clinic #1: TBA		



Tuesday, July 8<sup>th</sup>, 2025

Time	Activity	Location
Camp T-Shirt Day		
7:00 AM – 9:00 AM	Breakfast (Overnight Track Only)	Hill College House
8:30 AM	Platt Center and Band Room Open; Commuter Track Arrival	Platt Center
9:00 AM – 11:00 AM	Rehearsals	Band Room, Platt Center
11:00 AM – 2:00 PM	TBA	Center City, Philadelphia
2:00 PM – 5:00 PM	Rehearsals	Band Room, Platt Center
5:00 PM – 6:00 PM	Dinner	Platt Center
	Optional 1 <sup>st</sup> Commuter Pickup	Platt Center
6:00 PM – 9:00 PM	Rehearsals	Band Room, Platt Center
9:00 PM	Resident Floor Meeting with Counselors	King's Court/English House
	Commuter Pickup in Front of Platt Center	Platt Center
11:00 PM	Lights Out	King's Court/English House
Clinic #2: Master Class #1   TBA Clinic #3: Master Class #2   TBA		

Wednesday, July 9<sup>th</sup>, 2025

Time	Activity	Location
Franklin Field Night!		
7:00 AM – 9:00 AM	Breakfast (Overnight Track Only)	Hill College House
8:30 AM	Platt Center and Band Room Open; Commuter Track Arrival	Platt Center
9:00 AM – 11:30 AM	Rehearsals	Band Room, Platt Center
11:30 AM – 12:30 PM	Lunch – Dining Dollars	Houston Hall Cafeteria
12:30 PM – 5:30 PM	Rehearsals and Clinics	Band Room, Platt Center
5:00 PM	Optional 1 <sup>st</sup> Commuter Pickup	Platt Center
5:30 PM – 10:00 PM	Dinner and Franklin Field Night	Franklin Field, Penn Campus
10:00 PM	Resident Floor Meeting with Counselors	King's Court/English House
	Commuter Pickup in Front of Platt Center	Platt Center
11:00 PM	Lights Out	King's Court/English House
Clinic #4: TBA Clinic #5: TBA		

Thursday, July 10<sup>th</sup>, 2025

Time	Activity	Location
7:00 AM – 9:00 AM	Breakfast (Overnight Track Only)	Hill College House
8:30 AM	Platt Center and Band Room Open; Commuter Track Arrival	Platt Center
9:00 AM – 11:00 AM	Rehearsal	Band Room, Platt Center
11:30 AM – 12:30 PM	Lunch – Dining Dollars	Houston Hall Cafeteria
12:30 PM – 5:00 PM	Rehearsals and Clinics	Band Room, Platt Center
5:00 PM – 6:00 PM	Dinner	Platt Center
	Optional 1 <sup>st</sup> Commuter Pickup	Platt Center
6:00 PM – 9:00 PM	Rehearsals	Band Room, Platt Center
9:00 PM	Resident Floor Meeting with Counselors	King's Court/English House
	Commuter Pickup in Front of Platt Center	Platt Center
11:00 PM	Lights Out	King's Court/English House

Clinic #6: Master Class #3 | (TBA)

Friday, July 11<sup>th</sup>, 2025

Time	Activity	Location
<b>Children's Concert   Prepare for the Camp-End Concert!</b>		
7:00 AM – 8:30 AM	Breakfast (Overnight Track Only)	Hill College House
8:30 AM	Platt Center and Band Room Open; Commuter Track Arrival	Platt Center
	Pack and move to the University Museum	
9:00 AM	Set-up	University Museum of Anthropology and Archaeology, Campus of the University of Pennsylvania
9:30 AM – 11:00 AM	Children's Concert and Museum Tour	University Museum of Anthropology and Archaeology, Campus of the University of Pennsylvania
11:30 AM	Return to Platt Center	Band Room, Platt Center
11:30 AM – 12:30 PM	Lunch – Dining Dollars	Houston Hall Cafeteria
12:30 PM – 5:00 PM	Rehearsals	Band Room, Platt Center
5:00 PM – 6:00 PM	Dinner	Platt Center
	Optional 1 <sup>st</sup> Commuter Pickup	Platt Center
6:00 PM – 9:00 PM	Rehearsals	Band Room, Platt Center
9:00 PM	Resident Floor Meeting with Counselors	King's Court/English House
	Commuter Pickup in Front of Platt Center	Platt Center
11:00 PM	Lights Out	King's Court/English House
Clinic#7: TBA		

Saturday, July 12<sup>th</sup>, 2025

Time	Activity	Location
<b>Last Day of Camp!   Camp-End Concert!</b>		
8:30 AM	Platt Center and Band Room Open; Commuter Track Arrival, Continental Breakfast (All Tracks)	Platt Center
9:00 AM – 11:30 AM	Rehearsal	Band Room, Platt Center
11:30 AM – 12:30 PM	Lunch, Pack Equipment	Platt Center
12:30 PM – 1:30 PM	Depart for Concert venue, Set-up	Philadelphia Episcopal Cathedral
1:30 PM – 2:45 PM	Camp-End Concert Performance	Philadelphia Episcopal Cathedral
2:45 PM	Breakdown, Return to Platt Center	Platt Center
3:00 PM	Program Conclusion	

