

**CODE OF CONDUCT**

- To ensure the highest level of professional, quality arts education & freedom of expression for our students, all classes are closed at all times.
- Students must follow directions in class the first time they are given.
- Students must always be in the place where they belong.
- Students must work cooperatively with other students and the staff.
- Students must come to class prepared and be ready to work. Being prepared and ready to work includes having their script and a pencil at every class. A syllabus is provided to ensure each student comes to class with the tools to succeed. We appreciate your support at home.
- Inadequately prepared material will result in the reassignment of a line(s), song(s), or roles.
- Students who choose to not follow the Code of Conduct will be given two warnings throughout the course of the production (not two warnings per class). Students who continue to make unwise choices will be given a “time-out” and the parent/guardian will be informed. If the undesirable behavior continues, the student will forfeit opportunities to participate. If none of these consequences is sufficient, the student will be dismissed from the program without refund.
- Participating in this program does not preclude students from completing their schoolwork on any class, tech, or show day. It also does not preclude students from attending school for any reason.

**ATTENDANCE POLICY**

- Students are allowed to accumulate a total of three points throughout the class (excused or unexcused).
  - One missed class rehearsal = 1 point.
  - Tardiness or an early dismissal = ½ point
  - Missing a day of tech = 2 points.
- After accumulating 3 points (on the 3.5 or 4<sup>th</sup> point), the student may lose material in the show at the Director’s discretion.
- **Students must participate in ALL performances. Ample time is given to coordinate any travel plans or important events to not coincide with tech rehearsal or performances. There are NO exceptions!**
- In order to ensure your student’s safety, please report all absences to Admin@JaxxTheatricals.org.

**DRESS CODE**

- Closed-toed shoes are mandatory for the safety of your child. Open-toes shoes are not allowed at ANY time.
- Students should wear non-restrictive clothing on all class rehearsal days. Students wearing skirts or dresses should have appropriate undergarments underneath for choreography and tumbling. This includes AUDITIONS!

**PICK UP**

Students must be picked up promptly from class at the designated release area. After a 10-minute grace period, Jaxx charges \$1/minute for staff’s additional supervision. Your card on file will be charged accordingly.

**NO REFUNDS**

We have a strict no refund policy due to the sensitive nature of casting. There are no refunds after the first class. We employ the philosophy that there are “no small roles, only small actors” & must safeguard the productions accordingly. The tuition is not paying for a role or a solo; it is for a musical theatre class and performing arts education experience. We encourage you & your student to adopt this philosophy. There is so much to learn about theatre by singing & dancing in an ensemble, and our ensemble ALWAYS have A LOT to do and learn.

*“You Get What You Get and You Don’t Get UPSET!”*

**PHOTO/VIDEO/PUBLICITY RELEASE:** I hereby give permission for images of my child, captured during regular and special musical theatre activities, through video, photo and digital camera, to be used solely for the purposes of promotional material and publications, and waive any rights of compensation or ownership thereto.

**REFUNDS/CANCELLATIONS:** Cancellations made prior to the 1<sup>st</sup> audition or class are eligible for a full refund less cancellation fee. THERE ARE NO REFUNDS OR CANCELLATIONS AFTER THIS TIME. Class fees cannot be transferred to other sessions. Classes without sufficient enrollment are subject to cancellation and refunds will be issued. Classes, faculty, and schedules are subject to change.

**AGREEMENT:** I hereby enroll my child in the selected program(s). I understand there is no refund for absent days. I understand there are no makeup days. I understand there are absolutely no refunds after the first audition takes place. I hereby expressly and forever release and discharge Jaxx Theatricals, Inc., their instructors, employees, agents, contractors, and consultants of liability for any claim, demand, injury, expense, damage, action or cause of action arising out of or connected with the services or facilities of these entities including those arising from acts of active or passive negligence.

Student Name \_\_\_\_\_ Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_ Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_