

Stage 84

THE YORKSHIRE SCHOOL OF
PERFORMING ARTS



CODE OF CONDUCT

For Students

As a student at Stage 84, The Yorkshire School of Performing Arts, I will abide by the following whilst attending classes;

- I will arrive at class fully prepared and on time.
- I will be respectful and courteous at all times to my fellow students, Stage 84 staff and chaperones.
- I will ensure that all my belongings are stored safely and neatly in the changing area (or studio if applicable) prior to the commencement of class.
- Where a class secretary is present, I may give my mobile phone to them for safe keeping during class time. I recognise that I should not bring valuable items to my classes / rehearsals at Stage 84 in case they are lost.
- I will arrive at the Stage 84 building in outdoor footwear but change into appropriate dance footwear once inside (Bradford students only).
- I will wear full Stage 84 uniform at all times, apart from when instructed to the contrary by a member of staff. I understand that jewellery and watches should not be worn during dance classes and that hair should be tied back.
- I will not consume food or drink in the studio space, but I may bring a bottle of water with me to ensure I remain hydrated. I will endeavour to dispose of any litter in the bins provided.
- I will wait sensibly outside of the studio or teaching space until my teacher asks me to enter the room.
- Upon entering class, I will inform the teacher (and class secretary if present) of any current illness or injury.
- I will listen carefully at all times to teachers in classes and ensure that I follow instructions as they are given.
- I will endeavour to try my best in class in all times and ask for help with dance moves, technique, scripts etc should I need it.
- I will speak directly with my class teacher should I have any issues whilst in class to gain resolution to any problem that may occur. This may, for example, include something which makes me feel unwell or unhappy during the class / rehearsal.
- I will ensure that I will leave the Stage 84 building after my class in a quiet and orderly fashion without noise or disturbance to the local community.
- As a Stage 84 student I will be a positive ambassador for the school at all times, including online.

For Parents & Guardians

We ask as parents / guardians of a child attending classes at Stage 84 that you follow the code of conduct outlined below.

- We ask that you please support your child's regular attendance and punctuality in classes and at all rehearsals called.
- Ensure that your child is respectful of local public areas and that they do not litter or deface company property, or that of any hired venues whilst attending tuition or performing with us.
- Ensure that you drop off and collect your child in person from the venue in which they have been working at the end of the session. Children will not be released from our care under the age of 14 unless an appropriate adult the child recognises is there to collect them.
- Ensure that when arriving and leaving the Stage 84 buildings collecting and dropping off your child, you do so in a conscientious and courteous manner. If driving, this includes consideration to local residents, particularly with regard to parking.
- Outline and help us to uphold the standards of behaviour that are expected of your child whilst they are a member of Stage 84.
- Encourage your child to always be kind and respectful to their peers and all members of staff.
- Bullying will not be tolerated either before, during or after classes under any circumstances. Where a student is found to be in violation of the Stage 84 Anti-Bullying policy or causing harm or distress to another student, they will be subject to the appropriate disciplinary process.
- Ensure that your child is fully prepared for all classes that they attend.
- When a student is unwell or unable to attend classes, parents or guardians should notify the Stage 84 office at the earliest opportunity either by telephone or e-mail.
- Parents / guardians should notify Stage 84 of any allergies or special needs their child has upon application to the school. You also understand that the Stage 84 office should be notified in writing of any changes to these at the earliest possible opportunity.
- Ensure that your child wears the correct Stage 84 uniform for their class including footwear and that they present themselves in a smart and mature way at all times. This should be purchased in all instances from Stage 84's recommended suppliers.
- Parents / guardians understand that Stage 84 cannot be held responsible for any loss or damage to personal property. Parents / guardians should ensure that their child's personal items (including uniform) are named wherever possible.
- Parents / guardians will endeavour to build on the tuition delivered by Stage 84 teachers by supporting my child's learning at home, with regard to learning scripts, song lyrics etc. and general preparation for performances, examinations or festivals they may be working towards throughout the year.
- Stage 84 requires that its Casting Agency Contract be signed upon joining the school. One copy is to be returned to Stage 84 and the other copy should be retained at home in a safe place. A parent or guardian of each student joining Stage 84 is asked to sign this contract, regardless of whether they wish for their child to be *proactively* put forward for professional work, in order to avoid subsequent conflicts of interest. In line with signing this contract, and as a member of Stage 84's classes, parents / guardians understand that their child will be solely represented by Stage 84 and that no other individual, organisation, agent or agency may represent them for professional work.
- It is Stage 84's policy not to allow students to attend classes / workshops / holiday programmes or take part in shows or other projects offered by organisations similar to ourselves, primarily those which are advertised to the public as schools of performing arts, theatre arts, drama, acting or similar. As a rule of thumb, Stage 84 do not allow their students to attend or be a member of an organisation offering tuition or performance opportunities in the same disciplines as those offered across Stage 84's various branches, regardless of location, generally including; Drama / Acting, Musical Theatre, Performing Arts, Speech & Drama, Contemporary Dance, Street & Freestyle Dance, and Singing. To do so will unfortunately put a child's place with Stage 84 at risk, which Stage 84 reserves the right to withdraw at any time, should the company deem there to be a conflict of interest.

- All extra-curricular performing arts-based activities that parents / guardians wish to put their child forward for must be agreed with Stage 84's Managing Director, prior to application.
- Parents / guardians should ensure that if they wish to withdraw their child (or children) from Stage 84, the required 1 month notice period (from the 1st of the month) should be advised to the Stage 84 office in writing.
- Parents / guardians recognise that their child's development may not be the same as that of their peers and that they may develop at a different rate.
- Children are to be encouraged to participate in extra projects organised by Stage 84 which are relevant to them / they are interested in, such as bespoke workshops, Summer Schools, Easter Schools etc.
- Parents / guardians should always report concerns about their child's well-being and welfare to a member of staff and work together with the company to achieve a reasonable and successful outcome.
- Parents / guardians recognise that shows and special events cannot take place without the support of parents / guardians.
- Parents of Performing Arts students are encouraged to obtain a chaperone licence upon their child's commencement of classes at Stage 84, in order to support the company in the provision of care for students during the rehearsal period and performances of productions.
- Parents / guardians are to please encourage family and friends of students taking part in Stage 84 productions to purchase tickets and attend performances in support of them.
- The payment of fees should be made in line with the information provided upon commencement of classes at Stage 84 (or since joining) and detailed in your original Application Form. Parents / guardians should recognise the importance of timely payment for classes and other services at Stage 84 and contact the Stage 84 office, should there be any queries.
- Parents / guardians must ensure that they inform Stage 84 of any changes to personal contact details and information relating to their child. These should be submitted in writing via e-mail to the Stage 84 office.
- Children are encouraged to be mindful of the pitfalls of social media in relation to their own security and wellbeing, and that of their peers.
- Parents / guardians will endeavour to keep up to date with company news via social media, notice boards and updates provided by e-mail.
- We ask that parents / guardians maintain timely communication with Stage 84, in connection with their child's membership of their school and any associated activities their child is involved in.

Should parents / guardians wish to discuss any aspect of their child's membership of Stage 84 they should do this either by telephone on **01274 611984** or by e-mail to **info@stage84.com**.