

## CaPAA CODE OF CONDUCT AGREEMENT & GUIDANCE POLICY 2023-2024

CaPAA STAFF will communicate and emphasize these THREE RULES: Be safe with your body, Be kind with your words & HAVE FUN!

### FACILITIES & EXPECTATIONS:

- CaPAA uses designated rooms in The Ritz Theater & Performing Arts Center for its programming. It is expected that students will be mindful of those who use these spaces and work in this building. Unruly behavior is never appropriate.
- There is no running in the studios, theater, halls or rehearsal rooms.
- If anyone is caught defacing any walls, removing any items or causing damage in any way to the building, it is a means for immediate dismissal.
- Food and drink are only permitted in designated areas. Students are expected to clean up after themselves and to keep the area litter-free. Food and drink are **NOT ALLOWED in the THEATER**, only water bottles - no exceptions.
- There is NO SMOKING or VAPING permitted in any of the facilities.
- Cubbies or lockers, when available, are not supervised. Please do not bring valuables to the theater, as CaPAA will not be responsible for individual property that is lost, damaged, stolen or destroyed.
- Please label your child's belongings with your child's name.
- Cellular phones or tablets will not be permitted in classes & rehearsals. They are collected upon arrival.

### BEHAVIORAL EXPECTATIONS:

- The guidelines of this Code of Conduct Agreement are established to ensure that everyone has a positive, safe and enjoyable experience at CaPAA. A positive attitude leads to success. Encourage your child to do their best, listen carefully and follow directions. Disruptions during activities not only limit learning but also undermine the success of everyone participating.
- The CaPAA program provides an environment of mutual respect, which facilitates effective teaching, learning and fun. Respect for individual differences and alternative viewpoints will be always maintained. One's words and use of language should be temperate and within acceptable bounds of civility and decency. Being courteous and attentive to others is essential to learning and succeeding in all areas.
- To maintain an atmosphere of mutual respect and safety in this program, students must **refrain from public displays of affection and intimate behavior** while in the Ritz building or at events hosted by CaPAA/ Ritz. Being affectionate in this space creates an environment that is not conducive to concentration and learning. Students are asked to refrain from inappropriate, intimate behaviors during program hours as well as during community events. This behavior will result in a parent meeting and possibly dismissal from the program.

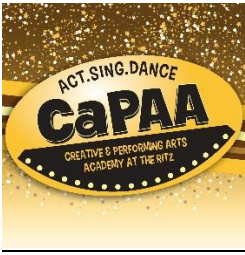
**CLOTHING:** Our recommendations and requirements are listed below:

- Students should come to rehearsals in clothing that they can comfortably move & dance in for a few hours.
- All students are required to wear appropriate footwear. It is recommended that sneakers and/or jazz shoes are available for dance activities- **No open-toed shoes or slippers.**
- All shirts and dancewear **must always cover the midriff.**
- No tank tops with straps thinner than 2 inches, strapless, off the shoulder, low cut or bare back shirts.
- All pants and shorts must fit at the waist. **No booty or short-shorts.**
- Clothing or jewelry that depicts illegal activity, sexually related or obscene gestures, alcohol, drugs or violence intimidation may not be worn.
- Shorts and skirts must be of appropriate length. **Bicycle shorts must be worn under tennis skirts- no exceptions.**
- If your child comes to the theater wearing an article of clothing that is deemed inappropriate by these requirements, they will be required to change into something appropriate.

### SOCIAL MEDIA:

CaPAA students are not to take pictures of other students and staff, rehearsals or activities without permission from the Director. Students may not post pictures or video of other students or staff on social media or exchange with peers through texts or other apps-NO EXCEPTIONS. Disparaging language, images, and / or video about CaPAA, its students, staff or families will not be tolerated. This can be grounds for immediate dismissal.

**CaPAA has a zero-tolerance policy on bullying** - in person or on social media. CaPAA reserves the right to deny, cancel, sever, or suspend a child's enrollment if deemed in the best interest of the program and the other children.



**All new & returning CaPAA students must sign and return the CaPAA CODE OF CONDUCT AGREEMENT at the beginning of each trimester and summer season.** Please be sure that you and your child understand the expectations before you sign the acknowledgment document. Thank you for your support.

**STUDENT NAME** \_\_\_\_\_ **DATE** \_\_\_\_\_

**PHOTOGRAPHY/VIDEOGRAPHY POLICY AGREEMENT**

CaPAA reserves the right to use photographs and video taken during classes, performances, and other programs for the promotion of the organization. Any student, parent or guardian who does not wish to be photographed or have a child photographed, must notify the CaPAA director upon registration.

**(INITIAL YOUR CHOICE BELOW)**

- \_\_\_\_\_ I have read the Photo/ Video Policy and approve the use of any photos or videos of my student.
- \_\_\_\_\_ I have read the Photo/ Video Policy and DO NOT approve of the use of any photos or videos of my student.

I have read the **CODE OF CONDUCT AGREEMENT** in its entirety and have emphasized CaPAA's expectations with my child.

STUDENT'S SIGNATURE *(if able)* \_\_\_\_\_

PARENT/ GUARDIAN SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

**OFFICE ONLY: Date Received** \_\_\_\_\_