

YAS Policy Agreement

(Please Read Carefully)

Refund Policy

No refund of tuition will be made after the **last day to register for your session**. If a student withdraws by the last day to register, tuition will be refunded minus a \$75 cancellation fee. No refunds will be given to cast members removed from the program by YAS staff for behavioral reasons.

Parent Commitment

Each family must commit to fulfilling one parent committee position. If you are unable to fulfill a parent position, you may choose to “opt out” by including an additional \$100 fee with your registration. If you sign up for a parent committee position and are unable to fulfill it or arrange for your position to be covered, you will be billed the \$100 opt-out fee, due prior to the last performance.

Costumes

Each cast member will be responsible for providing their own costume and certain accessories.

Absences

Attendance is very important. Due to our limited rehearsal time, we are not able to go back and re-teach or re-stage material for students who are absent. **Cast members may not miss more than 3 rehearsals**. If a cast member misses a rehearsal, they may not be able to participate in material taught or staged during that rehearsal. Please list all known conflicts on your registration form.

Tech week rehearsals and all performances are mandatory. No absences are permitted. Missing a mandatory rehearsal or performance may result in removal from the production. Please do not register for a session if you know your child will be unable to attend a scheduled mandatory tech rehearsal or performance.

Late Pick Up Policy

It is very important that cast members are picked up promptly at the end of rehearsal. There is no charge for the first 10 minutes after the scheduled pick-up time. After 10 minutes, a late pick-up fee of \$1 per minute, per child, will be charged. Late pick-up fees must be paid prior to the first performance. Three late pick-ups within a session may result in removal from the program.

Disciplinary Process

Rehearsals require cast members to remain focused, follow directions, participate, and treat fellow cast members and staff with respect. Cast members may receive warnings for disruptive, disrespectful, or destructive behavior; repeated failure to listen or follow directions; or refusal to participate in rehearsals.

The general disciplinary process is:

Incident 1: Verbal warning to the cast member.

Incident 2: Cast member may be asked to sit out of rehearsal and may not participate in what is being taught.

Incident 3: Contacting the parent/guardian to discuss the behavior and possible dismissal from the program.

Serious behavior, including fighting, physical intimidation, harassment, or other behavior that threatens the safety or well-being of cast members or staff, may result in immediate dismissal at the discretion of the Director.

Email Communication

All important program communication is sent by email. Parents/guardians are responsible for providing an accurate email address and checking their email regularly for production information, schedule changes, and updates.

Additional Rehearsals and Schedule Changes

Additional rehearsals or schedule changes may be made as needed during the session. Families will be notified of any changes by email.