

ROXY REGIONAL
T H E A T R E

School of the Arts

Student Handbook
(9-18)
Fall 2022

SCHOOL OF THE ARTS
Student Handbook
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STATEMENT ON EQUAL OPPORTUNITY

The Roxy Regional Theatre School of the Arts does not discriminate on the basis of race, religion, national origin, gender, sexual orientation, gender identity, gender expression, language or ability. ASA is in compliance with state and federal laws covering health, safety, disability and insurance.

Title IX

No person on the basis of sex, shall be excluded from participation in, or be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance.

PAYMENT

Tuition must be paid monthly for the duration of the program. Monthly tuition payments are due on the 1st class of each month. Electronic, monthly invoices will be sent from the Executive Director one week prior to payment due date.

TOBACCO

The possession or use of tobacco or tobacco products is not permitted at the Roxy Regional Theatre School of the Arts or at any Roxy Regional Theatre School of the Arts, including trips.

ALCOHOL AND OTHER DRUGS

Using, possessing, transmitting or being under the influence of any illegal drug or alcohol by a Roxy Regional Theatre School of the Arts student while on the site of any Roxy Regional Theatre facility or in attendance at any Roxy Regional Theatre function at any location is strictly prohibited; trips are included. Violation of this rule will result in being withdrawn from the Roxy Regional Theatre School of the Arts, referral to the student's high school and referral to appropriate law enforcement agencies.

WEAPONS OR FACSIMILES

Possession of firearms, knives, explosives or other dangerous weapons, B-B/pellet guns, mace, pepper gas or facsimiles on the site of any Roxy Regional Theatre facility or in attendance at any Roxy Regional Theatre function at any location, including trips, is forbidden. Violation of this rule will result in being withdrawn from the Roxy Regional Theatre School of the Arts, referral to the student's high school and referral to appropriate law enforcement agencies.

ASSAULT AND ASSAULT & BATTERY

Assault is defined as an unlawful threat or attempt to harm another physically. Assault and battery is defined as the carrying out of threatened physical harm. Battery is defined as any bodily hurt, however slight, done to another in an angry, rude or vengeful manner. Battery, assault or assault & battery will result in being withdrawn from the Roxy Regional Theatre School of the Arts, possible referral to the student's high school and referral to appropriate law enforcement agencies.

HAZING

Hazing or any type of activity considered “initiation” is prohibited and will result in disciplinary action.

SEXUAL HARASSMENT AND ASSAULT

Sexual harassment is forbidden. Sexual harassment shall be understood to be: *unwelcome sexual advances; requests for sexual favors and other sexual verbal communications; or physical conduct of a sexual nature in which the conduct substantially interferes with a student’s performance or creates an intimidating, hostile, or offensive school environment.*

Sexual assault and/or harassment will result in disciplinary action, referral to the student’s high school, and possible referral to appropriate law enforcement agencies. The Roxy Regional Theatre School of the Arts is a bully-free zone.

DISCIPLINARY MEASURES

The Executive Director and Educational Staff of the Roxy Regional Theatre School of the Arts have the authority to exercise whatever disciplinary measures are appropriate in dealing with student misbehavior. Such measures include short-term and long-term suspension as well as withdrawal from the Roxy Regional Theatre School of the Arts. At the discretion of the Executive Director, the high school may be notified of misconduct. Suspension from the high school will also result in suspension from the Roxy Regional Theatre School of the Arts; however, suspension from the Roxy Regional Theatre School of the Arts may not result in suspension from the high school. Students who have serious or repeated behavior problems may be withdrawn from the Roxy Regional Theatre School of the Arts.

FOOD

Food consumption is permitted only in specific areas designated by the Executive Director and Educational Staff. Students may bring food to the Roxy Regional Theatre but may only eat in those designated areas and must clean up after themselves.

RESPONSIBILITY FOR THE SCHOOL ENVIRONMENT

Each member of the Roxy Regional Theatre School of the Arts community shares responsibility for the school building and the environment. We are fortunate to have beautiful historic buildings with unique architectural features as well as brand new state-of-the-art equipment. Collectively, we share the challenge of caring for these buildings and the responsibility of guarding against acts of littering, graffiti and other vandalism of the building. You are expected to set the tone of the building by comporting yourself responsibly, cleaning up after yourself, throwing away trash in receptacles and not littering, being aware of your noise level, and treating everyone with courtesy and respect.

Graffiti, vandalism, and theft are antithetical to all that the Roxy Regional Theatre community represents. A student who commits any of these acts willfully will be subject to disciplinary action. Additionally, the student and his or her family will be held responsible for monetary reparation for damage.

Students should not leave their belongings unattended in the lobby, auditorium, backstage or dressing rooms. Please keep personal belongings close at hand and take them with you when you leave, even if it is for a short time, as unattended items could be stolen. Passageways and entrances must be kept clear at all times to comply with the fire code and for the safety of others.

SELF-SUPERVISION

During extra time before and after classes, during class breaks and occasionally on rehearsal and performance days, students will be responsible for themselves without direct adult supervision. This may occur before rehearsals or performances begin, or at scheduled breaks or meal times. Students are not to leave the premises during these times without the permission of the Executive Director.

COPYRIGHT POLICY

We ask that our audiences (students, parents and members of the community) do not take video, photos or recordings of any kind at the Roxy Regional Theatre School of the Arts rehearsals, performances and exhibitions — whether from cell phones, video cameras, cameras or audio recording devices.

There are several reasons for this policy:

- First and foremost, it is a serious safety issue for the performers.
- It is an annoyance and distraction for fellow audience members who are trying to enjoy the performance.
- There are legal issues with regard to intellectual property rights for composers, playwrights and choreographers.
- There are privacy rights for members of the cast.
- Web posting video of the Roxy Regional Theatre School of the Arts activities is prohibited except by specific permission of the Executive Director.

As a pre-professional arts training institution preparing students for the standards of the professional arts world, we consider this an important policy. Every aspect of our work with our students reflects the practices and policies in professional theaters and concert halls — and must also respect current legal standards regarding intellectual property rights.

We know and certainly understand that families of our students cherish the opportunity to see videos of their children in performance. For that reason, the Roxy Regional Theatre School of the Arts takes on the responsibility of videotaping or recording major performances. When these DVDs are made available to the Roxy Regional Theatre, they will then be made available to the Roxy Regional Theatre School of the Arts students and parents.

RESPECT FOR THE WORK OF OTHERS

As artists, each of us understands the seriousness with which artistic expression is taken. The willful vandalizing or theft of artwork is among the most serious possible breaches of the rights of the artistic community of which you are a member. Any violations of the work of others may result in disciplinary review and action by the Executive Director.

PUNCTUALITY

The professional arts world is punctual. Lateness is not acceptable in professional activities or at the Roxy Regional Theatre School of the Arts. Roll will be taken at the appointed class and performance call time in the appointed place. Students who arrive late for class and/or the performance call others may result in disciplinary review and action by the Executive Director.

SCHEDULE CONFLICTS

If you have a conflict with a Roxy Regional Theatre School of the Arts class or performance obligation, please speak with the Executive Director at the earliest possible opportunity. The student's first performing arts obligation is with the Roxy Regional Theatre School of the Arts performances.

EXPECTATIONS FOR SUCCESSFUL PARTICIPATION

1. Attend all classes regularly and punctually.
2. Be prepared for your work by having an 8 1/2-by-11 inch, 3-ring loose-leaf notebook, daily planners, and the necessary equipment and materials requested by your Educational Staff.
3. Contribute to all your classes by participating in discussions and by being attentive to what is being said by your teachers and classmates.
4. Talk with your teachers when you have questions or when there is a problem. If necessary, schedule an appointment with your teacher.
5. Work hard and be courteous to classmates and members of the faculty and staff. Your progress, or the lack of it, in any class will be determined by your work, your behavior and your attitude.
6. Following an absence, remember that it is your responsibility to identify and make-up any missed work.

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I, _____ (Parent/Guardian Name)
and my child, _____ (Child's Name)
agree to the rules and regulations presented in the Fall 2022 School of the Arts
Handbook.

Should any questions or concerns arise during the Saturday School of the Arts Program,
direct contact and communication will be made with Roxy Regional Theatre Executive
Director, Ryan Bowie (ryan@roxyregionaltheatre.org).

School of the Arts STUDENT Name

School of the Arts STUDENT Signature

DATE

School of the Arts PARENT Signature

DATE

EXECUTIVE DIRECTOR Signature

DATE