

## **GCYT Code of Conduct**

Due to the nature of our program, GCYT does not operate out of one specific facility, thus, all members, staff, board members, and employees of GCYT must obey the specific rules of the facility. The current facility is the Gananda Middle School, thus, the rules of the school apply first and foremost.

GCYT expects all members and staff to abide by their rules with no exceptions. Due to the number of members involved in GCYT programs, these rules must be enforced to assure the safety of all members and GCYT staff. The rules for the Gananda Middle School can be found in the school's handbook. This is also available online at: <http://www.gananda.org/files/263206/MSHandbook08-09.pdf>. If you have any questions regarding any of the facility rules, or GCYT rules or procedures, please direct your questions to a board member. As a guideline, do not do anything you would not wish your parents to see, and do not do anything you would not want done to you.

All GCYT board members and staff have the right to discipline a member who breaks the rules. Rules will be enforced on a "three strikes" guideline:

1. The first offense shall be followed with a verbal warning
2. Upon the second offense, the member shall be warned again, and shall be removed from the rehearsal for a period of time determined by the enforcer (generally 5 to 15 minutes, depending upon the offense). An incident report shall be filed with the GCYT board and presented to the parent / guardian.
3. If the member commits a third offense, the member shall be removed from the rehearsal, and their parents / guardians shall be asked to remove them from the facility. An incident report shall be filed with the GCYT board and presented to the parent / guardian.

If a member is determined to be a repeat offender, any of the first two steps may be bypassed at any time. In addition, repeat offenders are subject to temporary or permanent expulsion from the program. If a member is expelled from the program, the forfeit any and all funds invested in the program and are legally obligated to pay any outstanding expenses.

Certain offenses are serious enough in nature that they shall result in immediate expulsion from the program. Depending upon the nature of the offense, the member shall either be expelled from the current session, or shall be permanently expelled from participating in any GCYT event. Examples of such behavior are:

- Committing an illegal act (i.e. stealing, assault, etc.)
- Use or possession of a weapon or an illegal substance
- Any type of harassment (i.e. verbal, physical, etc.) or continued disruptive behavior
- Damaging, defacing, or destroying any property owned by the facility, GCYT, or another member.
- Any act that jeopardizes the safety of another member, GCYT staff, or anyone else present in the facility.

In order for a member to be expelled, the GCYT board must review the incident report and unanimously vote on expulsion. The member has a right to appeal this decision to the board. An appeal must be made during the current GCYT session and presented to the GCYT board in writing. The board shall then review the appeal and vote to either approve or disapprove the appeal. All GCYT board rulings on appeals are final.

The GCYT Code of Conduct was created to assure the safety of all GCYT members and staff and to promote a safe environment for learning the fundamentals of the theatre experience. If you have questions and / or concerns regarding the GCYT Code of Conduct, please address the GCYT board in writing. Your questions and / or concerns shall be reviewed at the next GCYT board meeting.

Thank you,

The GCYT Board

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## **Conduct Contract**

I \_\_\_\_\_ have read and understand the GCYT Code of Conduct.

I agree to the terms listed in this document and agree to abide by the rules set by the GCYT board. I also understand my right to appeal any decision made by the GCYT board.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

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As the parent / guardian of the above listed member, I have read and understand the GCYT Code of Conduct. I agree to support the rulings of the GCYT board and encourage my child / children to follow the GCYT Code of Conduct. I also understand my rights to appeal any ruling by the GCYT board and understand that all rulings by the board are final.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Please Print Your Name: \_\_\_\_\_