



The Indian School of Acting

Student Code of Conduct

We strive each day to develop the character of youth through quality performing arts education and family entertainment. We work to teach our Ten Characters both on and off the stage and to deliver the very best possible learning experience for our students.

Our Students and Performers will abide by these terms:

- We expect our Students to portray at all times the very best of our Ten Characters. The Ten Characters of ISA are as follows:
 1. **Teamwork:** Be a team player. Everyone has an important role to play, and every role, large and small, is critical to the team's success.
 2. **Leadership:** Be a role model for others on and off the stage and lead others to do and be better.
 3. **Responsibility:** Be accountable for your actions, for delivering on your commitments, and be willing to admit it when things go badly.
 4. **Respect:** Show respect for others and their gifts. Respect for teachers, parents, and one another, and celebrate our differences.
 5. **Confidence:** Believe in yourself and your abilities, and communicate like a winner. Know you have a gift to share.
 6. **Integrity:** Be honest, trustworthy, trust and be trusted, and demonstrate strong moral principles.
 7. **Discipline:** Stay focused on what you are trying to accomplish, and show obedience to those trying to instruct and guide.
 8. **Gratitude:** Give thanks and appreciation through words, actions and thought for the many gifts we have been given.
 9. **Positive Attitude:** Be positive about a wonderful future, and pass along to others your bright outlook.
 10. **Love one another:** Show kindness and patience, and be inclusive and accepting of others and build lasting relationships.

- Show respect for others: Our students will respect the rights and feelings of the other participants. Fighting, bullying, name calling, intimidation, bigotry of any

kind, inappropriate language or any other form of emotional or physical abuse or unwanted contact directed at one another, Directors, Staff or Volunteers will not be tolerated, both in and out of the class, or in digital media.

- Maintain a Professional Focus: Our students are expected to pay attention to and follow the guidance of the Directors so that they can get the most out of their time here. Disruptive, distracting or problematic behavior that affects this learning environment will not be tolerated. Students may not use cell phones or electronic games during instructional periods, rehearsals, or performances. Cell phones must remain off during these periods. Our students are expected to maintain a professional focus if referring to ISA in digital media.
- Respect our class: Participants will respect the institute facilities, costumes, props, sets, and all other playhouse property including the property of other participants. They will pick up after themselves and work to keep the theatre and class rooms clean.
- Not handle Dangerous Items: Our students never carry or wield any potentially dangerous weapons, tools or equipment while on ISA premises without proper permission.
- Drugs & Alcohol: Our students are not permitted to have in their possession or use drugs, alcohol, or tobacco on ISA premises or at ISA sanctioned events and their use is always discouraged.
- Not Engage in Public Displays of Affection: Our participants will not engage in inappropriate public displays of affection. Our students and performers are expected to act as professionals on and off the stage, and no unprofessional or suggestive conduct will be tolerated.
- Always Be On Time: Our participants show up to rehearsals, classes and shows on-time and ready to work with all necessary props, costumes, notes or scripts. Applicable monetary fines are to be taken from the students for lack of punctuality.
- Not Leave Unless Dismissed: Our Students will not leave ISA premises during any activity unless excused by the Director.
- Respectful and Positive Social Media Interaction: Our participants will not engage in social media communications that are of a critical, negative or bullying nature of fellow cast members, ISA or its Directors or volunteers, and will refrain from posting video or audio content that violates ISA licensing rights.
- Never Discriminate: Discrimination on the basis of race, color, religion, gender, national origin, disability, or on any other basis prohibited by law, is never allowed.
- Abide by the Three Strike Rule: Students breaking any of the code of conduct rules may be subject to the following disciplinary actions: In the first instance, the student will be given a verbal warning by the Director; in the second instance the

student will be given a verbal warning, dismissed temporarily from participation and the parent notified. In the third instance, the student may be dismissed permanently from the activity. Directors with guidance of the Managing Director, may dismiss a Student from a show or activity and all ISA privileges revoked without completing the Three Strike Rule process.

- Any student who believes that he or she has observed or has experienced improper or inappropriate or prohibited behaviors should report these immediately to an instructor, Director, Managing Director or report through ISA See Something/Say Something confidential email at theisaproductions@gmail.com

ISA may prohibit a student, parent or family from participating in future ISA activities, shows, or events in any capacity for reasons of abuse, misconduct or other injurious actions as determined by a vote of the majority of the Governing Board of Directors.

Students should acknowledge that violation of the above could result in termination from a show or activity and the revocation of all privileges with ISA and tuitions paid may not be refunded.

Please Note - Fee once paid is non refundable under any circumstances.

Parent/Guardian/Patron Code of Conduct

We strive each day to develop the character of youth through quality performing arts education and family entertainment. We work to teach our Ten Characters both on and off the stage and to deliver the very best possible learning experience for our students. To make that possible, we require the adoption by Parents, Patrons and Guardians to this Code of Conduct:

Our Parents, Patrons and Guardians will:

- Ensure they and their student follows the Code of Conduct adopted by ISA, and acknowledges their continued involvement is subject to the “Three Strike Rule” therein.

- Understand the ISA Casting Philosophy and agree to its criteria and terms.
- Ensure their student attends scheduled program activities regularly and shows up on time with all necessary materials and is prepared to complete the expected activities.
- Encourage their students to work at home to learn materials and are ready to perform.
- Ensure the off-stage conduct of their student is conducive to a proper learning environment.
- Willingly participate in Director discussions to review a student's progress and welfare.
- Ensures their student is appropriately dressed for all activities consistent with the published dress code.
- Bring to the attention of ISA Management conditions that may adversely affect their student's learning experience, or that present a current or potential harm to their student or others.
- Maintain communication with ISA as needed. Parents are responsible for providing a means by which to receive communication concerning productions and classes and should maintain home, work and emergency contact information.
- Be supportive of theatre activities, volunteer and show-support requirements, and willingly supports and volunteers to assist as requested. Do not engage in social media, email, group text or similar communications that are critical, negative or of a bullying nature to fellow cast members, ISA, its Board of Directors, Management, or volunteers.
- Ensure their language to their own student and others is supportive, constructive, and age appropriate and of a positive nature. Swearing, yelling, and humiliation are not acceptable disciplinary techniques within the ISA
- Avoid any personal, verbal, non-verbal, physical or sexual harassment between student-to-student, student-to-adult, or adult-to-adult.
- Will follow the direction and guidance of Directors, volunteers or others selected and empowered by the Director to assist in specific responsibilities to produce a given production.
- Understand that the public electronic distribution or live streaming of any video or audio recording of any activity is not permitted, and any recording must conform to the production's associated licensing rights.
- The parent assumes full responsibility for any act or omission of their student during any ISA activity.
- The Parent agrees and understands that the Director is in charge of the production. The Director is accountable for the educational and production outcome and is solely responsible for the creative and artistic process. Concerns

with a Director's actions or efforts should be addressed to the theatre's Managing Director.

- Parents may not influence or attempt to influence, challenge or question a Director's casting, role or line assignment, or other show-related decision.
- Parents may not ask or encourage any Board Member to violate their Board Code of Conduct, by requesting a Board Member take action on their behalf to influence or attempt to influence, challenge or question a Director's casting, role or line assignment, or other show-related decision.
- Understand and agree that the Director may excuse any individual from observing rehearsals.
- ISA may prohibit a student, parent or family from participating in future ISA activities, shows, or events in any capacity for reasons of abuse, misconduct or other injurious actions as determined by a vote of the majority of the Governing Board of Directors.
- A parent may not own or operate a youth theatre organization offering services similar to ISA.

Parents should acknowledge that a violation of the above could result in child's termination from an activity and the revocation of any or all privileges with ISA by determination of a majority of the Governing Board Board of Directors, and fees paid for services may not be refunded.

Please Note - Fee once paid is non refundable under any circumstances.