

# Village Theatre

## KIDSTAGE

### General Class Information and Guidelines

#### Parents/Guardians:

- ☒ Special points for First day of class:
  - Your student and parent or guardian must check in at the registration table in the lobby of the Everett Performing Arts Center. Please plan to arrive 10-15 minutes early for check in.
  - Be prepared to stay for a short orientation at the beginning of class.
  - Please discuss the KIDSTAGE expectations with the student before classes begin.
  - Make sure we have a signed medical/liability release that includes an emergency phone number other than your home or office. A new form must be completed for each class session in order to ensure all information is up-to-date.
- ☒ Attendance: Please make every effort to make sure your child attends class each week. Absences are difficult for both the child and classmates. If absence is unavoidable, call KIDSTAGE to let us know before class. 425-257-6371.
- ☒ Food and Drink: For all classes that meet more than one hour, please bring a water bottle and healthy snack.

**Please drop off your student no more than 10 minutes before class starts and pick up no later than 5 minutes after class ends. At 10 minutes, we call home and work numbers. If there is no live response, we will call emergency numbers. KIDSTAGE currently charges \$1.00 per minute past 15 minutes for child care. The KIDSTAGE office number is 425-257-6371.**

- ☒ Classes meet at the **Everett Performing Arts Center (EPAC)**, 2710 Wetmore Avenue, in Downtown Everett.
- ☒ Directions & Parking: The Everett Performing Arts Center is located on the southwest corner of Everett Avenue and Wetmore Avenue. (**I-5 Southbound** exit at Hwy. 2/Everett Ave. Go right on Everett Ave. to Wetmore Ave. Turn left on Wetmore.) **I-5 Northbound** exit at either **City Center/Broadway** (proceed North on Broadway. Turn left on Everett Ave. and left on Wetmore Ave.) **or Pacific Ave.** exit (Go left to Broadway, right on Broadway, left on Everett Ave. and left on Wetmore Ave.) Free parking is available on the street (90 minutes – 2 hours). Paid parking is available ½ block south of EPAC, adjacent to the Wells Fargo Bank -- turn left on California Street to Parking Garage entrance.
- ☒ Note: In the event of cancellation of class, tuition will be refunded in full. If student withdraws *before* 2<sup>nd</sup> meeting, tuition is refunded less a \$50 registration fee. **NO REFUNDS WILL BE GIVEN AFTER ATTENDING 2<sup>nd</sup> CLASS.**

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#### Students:

A student in the KIDSTAGE program. . .

- ☒ Is on time.
- ☒ Brings a positive energy to class and a willingness to explore new ideas.
- ☒ Is supportive of other students and treats everyone with kindness.
- ☒ Respects theatre space property.
- ☒ Wears comfortable shoes and clothing, no dresses or overly baggy clothing, sandals, flip flops or platform shoes, no heavy jewelry.
- ☒ Lets us know in advance if missing class for any reason (classes missed cannot be made up.)
- ☒ Does not chew gum in the theatre.
- ☒ Stays in the classroom during class time and does not enter other areas of the theatre space unless accompanied by adults.
- ☒ Waits inside the lobby after class –not outside the building.
- ☒ Takes personal property home after each class. Items left behind will be kept for two weeks then given to charity.
- ☒ Makes a commitment to have fun and meet new friends!

If a student disregards the KIDSTAGE Expectations, the following steps will be taken:

1. Verbal warning.
2. Discussion of behavior choices.
3. Meeting is scheduled between student, parent, and teacher to discuss choices and solutions.

If behavior is repeated, student may be dismissed from class. No more than a 50% refund for remainder of session will be given.

**Final Class Demonstration:** There will be a final class demonstration on the last day of class. This is a great opportunity for students to share their work with friends, families, and other classes. The demonstration generally takes place the last 20-30 minutes of class. Information about the specific time and place will be provided at a later date.

KIDSTAGE students receive a half price ticket to all Mainstage Village Theatre Productions and Village Originals. Please contact the Village Theatre Box Office at 425-257-8600 for more information.