

# 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 First Stage Theatre. 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 each year 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. 425-392-2900, ext 101
- ☒ Food and Drink: For all classes that meet **more** than one hour, please bring a water bottle and healthy snack (NO PEANUT products)

**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 425-392-2900, ext 101.**

- ☒ Classes meet at the **First Stage Theatre**, 120 Front Street North in Downtown Issaquah.
- ☒ Directions & Parking: Heading east on I-90 from Seattle: Take Exit 17 (Front Street Exit) into Issaquah. Drive approximately 1/2 mile south on Front Street. **First Stage Theatre** is on the left. There are many parking areas available for **First Stage**. In addition to the on-street parking on Front Street, there is a public lot by the historic Train Depot (behind the theatre).
- ☒ 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.

KIDSTAGE students receive a half price ticket to all Mainstage Village Theatre Productions and Village Originals. Please contact the Village Theatre Box Office at 425-392-2202 for more information.