



Policies & Parental Authorization

*All JuMP Company Policies must be read and signed by parents and participants prior to auditioning for any production. By signing the membership form you agree to abide by these policies.

JuMP Company Youth Protection Guidelines

Our intention is to provide advance notice of appropriate and inappropriate behaviors in order to keep both youth and adults safe and avoid behaviors that put them at risk.

One-on-one contact between adults and youth is prohibited No adult involved in a JuMP Company activity should ever be alone with any non-family youth member. In any situation requiring a personal meeting, the meeting is to be conducted in view of other adults and youths. Interactions with all youth volunteers/paid techs of a JuMP production should follow the same guidelines. This includes cyber-space. Another adult leader should be aware of any electronic communication between an adult and a youth.

Privacy of youth respected All participants must respect the privacy of all youth in all situations. Understanding that theater requires a certain amount of clothing changes and costume fittings, all care will be taken to respect individual privacy wishes. When any adult presence is required, at least 2 adults or additional youth must be present.

No bullying No verbal (name calling, criticizing, mocking, demeaning, etc.), physical, or cyber bullying is tolerated within JuMP Company. No hazing activities are permitted. Any present adults will intervene immediately to prevent bullying.

Discipline must be constructive Discipline used should reflect JuMP Company values. Corporal punishment is never permitted. If discipline is needed, parents will be notified.

Appropriate attire for all activities Proper clothing for activities is required. For example, no overtly sexual, revealing, violent, or vulgar clothing will be appropriate for any adults or youth.

Grooming Behaviors The following list of behaviors are considered “grooming behaviors” and are not acceptable regardless of intention or parental permission:

- Granting special privileges or assistance to an individual meeting privately in unsupervised settings
- Providing rides home without an additional adult or youth present, writing letters, emails, or giving gifts
- Moving closer and closer physically or being inappropriately close.
- Using inappropriate language including, but not limited to, swearing or sexual comments or innuendo.
- Furnishing alcohol or unauthorized substances or encouraging their use.

Adults who interact with youth outside of these parameters place themselves in an extremely vulnerable position regarding complaints of inappropriate behavior.

Reporting and Action: Violations of any of these Youth Protection Policies must **immediately be reported to the JuMP Company Executive Board**. All reports will be investigated. The individual reporter doesn't necessarily need to have been personally involved. A report may be anonymous.

Any individual who reports a complaint in good faith, will be free of consequences for the report regardless of the outcome. In some cases, the Executive Board President may request that the violation be reported in written form. The Executive Board will discuss the specific behavior or situation and resolve it by using any of the following measures:

1. Deciding that no inappropriate actions have been taken.
2. A reminder of the official signed policy and a written warning.
3. A notification to any parent who may be concerned with the situation.
4. A temporary removal from any current JuMP activity or event.
5. An immediate and permanent removal from any current JuMP activity or event
6. An immediate removal from any further contact with the youth in the organization.
7. Loss of refund/payment for any fees paid.
8. A notification to local law enforcement agencies.

A child removed under this policy may not return for a period of no less than 12 months. The JuMP Company Executive Board will keep a written record of all reports made and investigative materials. This record will not be purged at any time. This record will be maintained in the possession of the current JuMP Company Senior Board President. A duplicate copy will be maintained by the current JuMP Company Senior Board Vice President.

Sexual abuse or misconduct of any kind will not be tolerated and any claims of such will be taken seriously. If it is determined that a JuMP Company member, board member or volunteer is in violation of the Youth Protection Guidelines by sexual abuse/misconduct they will receive an immediate and permanent removal from participation in the organization.

Awareness: All adults involved with JuMP Company will be informed of these policies. Senior Board Members will all sign a document indicating that they know and understand these policies.

Other involved adults will be given notification at Parent Meetings and as deemed appropriate by any Senior Board member.

SUBSTANCE ABUSE POLICY

Due to the increased occurrence of substance abuse by young people, it has become necessary to define rules of conduct for JuMP Co. The following policy is written to establish procedures to deal with suspected abuse at JuMP Co. sponsored activities or promotional activities.

Due to the age range of its membership, JuMP Co. is adopting a ZERO tolerance policy for substance abuse, that is no use or distribution of tobacco (including e-cigarettes), alcohol, illegal drugs, recreational misuse of prescription drugs or inhalants at JuMP Co. sponsored events or promotional activities.

If it is determined by two JuMP Co. Board of Directors that a JuMP Co. member is in violation of the policy, his or her parent(s) will be called, and he or she will be removed from JuMP Co. In addition, the appropriate law enforcement agency will be notified at the time of the suspected occurrence.

The child removed under this policy may not return for a period of no less than 12 months. After that time, they must supply a drug evaluation by a recognized authority stating they are not using the above listed substances.

JuMP Members with their parent(s) may have the opportunity to petition the Board of Directors for reinstatement within 7 days of the suspected occurrence with a physician's statement.

Behavior Policy

As an education-based program, JuMP Company is committed to providing an environment of growth and learning for everyone involved. Bullying, hazing, abuse and unkind behavior in any form will not be tolerated. As a participant of JuMP Company, you agree to contributing to the success, confidence and enjoyment of everyone involved. You also agree to foster an environment of learning, respect, and progress. It is expected that you contribute in positive ways toward the creative team, the JuMP Company Board members and to your fellow cast members. If there is a violation of the behavior policy by any cast member please speak to a board member immediately. Behavior violations will be handled as follows:

- 1. Warning:** A board member will address the concern with the offender and offer a warning. This will be considered STRIKE ONE. Together, the board member(s) and offender will seek to resolve the issues. If there are no further incidents, the matter will be considered "resolved" and no further action will be taken.

- 2. Talk to Parents:**

If a JuMP Co. member has received a warning and continues to violate the behavior policy, their parent(s) will be notified. This is considered STRIKE TWO.

3. Probation to be determined by Board:

If a JuMP Co. member continues to violate the behavior policy after parents are notified, the issues will be brought before the Executive Board of Directors to vote on the appropriate course of action for that member. If the Board votes in majority for removal, the member will receive in writing a termination of membership.

Membership can be re-instated after one year following a meeting between the JuMP Co. member, parent(s), and at least two members of the Executive Board of Directors, and the approval vote by a majority of the Board of Directors.

Parent Participation Policy

JuMP Company is a volunteer run, non-profit, organization. It would be impossible to put on a successful, high-quality production without the help of parents. As part of your child(ren)'s participation in JuMP Company, we ask that parents offer a **minimum of 8 volunteer hours** on a specific committee AND sign up for at least **3 chaperone positions** (or 4 if you have more than one child in the production). There is a \$75 volunteer fee that will be refunded to you at the end of the production if your volunteer requirements have been met. If you feel that you are unable to fill the volunteer requirements, we can deposit your volunteer fee as an alternative. We will discuss the many ways that you can volunteer at the **mandatory parent meeting on Thursday, April 25th, at 6:00pm at Valley Christian Church**. We encourage all parents to offer their time and talents so that we can make this a wonderful experience for your child(ren) and for all the youth involved.

Cell Phone Policy

We recognize the importance of students having cell phones in order to stay in contact with parents. We require that practice areas be silent during rehearsals/performances and that performers pay attention so that they can learn from the other actors working on stage and so that they do not miss their own cues. Due to the distracting nature of cell phones, we require that cell phones be put away and silenced during rehearsal time. Cell phones may be used during break time and in break room ONLY. If you need to use your cell phone outside of break time and space you will need to get permission from a board member. If you violate this policy your cell phone may be taken away by a board member for the duration of the rehearsal.

Attendance Policy

Attendance at all rehearsals is important for a successful production. We understand that JuMP Company is just one of many good things these youth are participating in. However, participation in a JuMP Production is a big commitment and there is an expectation of making sure that participants give high priority to their attendance.

Please review your personal/family schedule prior to auditions and **note all conflicts on your audition form**. By noting conflicts on your audition form you will not be liable for violation of the attendance policy.

It is expected that all participants arrive on time to rehearsals. If a member is more than 10 minutes late for rehearsal a parent will be contacted. 3 tardies equal an absence. A tardy greater than half of the rehearsal time will be counted as an absence.

It is expected that participants have no more than 5 absences during a production. If a participant has more than 5 absences, without prior approval, they risk being removed from the production. Consequences will be determined by the Board of Directors.

It is expected that participants no absences or tardies beginning **June 3**. This begins our NO MISS period. If a participant chooses to be late or miss a rehearsal during the no miss period, without prior approval, they risk being removed from the production.

The only exceptions to this policy are family emergencies and contagious illness. If one of these situations arise, please contact a board member for approval.

PARENTAL AUTHORIZATION

Production: *Les Misérables* Year: Summer 2024

1. I have read the Participation Policies. I understand these requirements and will ensure that my child(ren) and I adhere to all requirements.
2. I will make sure that my child can reach me or another responsible adult during rehearsals.
3. I will make sure that my child is dropped off and picked up from rehearsal on time. If my child drives it is understood that they must leave the rehearsal property after the designated rehearsal time and that all JuMP Company Board members and volunteers are not responsible for them once they leave.
4. I hereby release JuMP Company, its Board of Directors, officers, agents, employees, and members from all liability for any injury occurring to my child at any JuMP Company practice, function, sponsored activity, or performance.
5. I understand that my family is responsible for volunteering for 8 hours, including chaperoning at 3 rehearsals (4 rehearsals if I have 2+ kids in the cast), OR donating \$75. We are also responsible for paying a \$125 production fee per cast member at the parent meeting on April 25th, as well as a \$50 check (per cast member) for a materials deposit, to be shredded when all show items have been returned.
6. I understand that the production of *Les Misérables* contains sensitive/mature content. I give my consent for my child to participate in this production. I support the direction of the creative team and trust their creative vision in dealing with this subject matter.