



## **ONLINE CODE OF CONDUCT AGREEMENT**

Please review the following agreement before participating in classes delivered online at Manitoba Theatre for Young People.

Theatre School students may be asked to participate online in the following circumstances:

1. Special singing classes as part of a Musical Theatre Course during the COVID-19 pandemic. Three classes out of a 10-week session can be expected to take place online.
2. Any class, if pandemic conditions or other emergencies make meeting in person at MTYP impossible.

As the parent, guardian, or caregiver of a child registered for a course at MTYP, you and your child agree to the following:

- My child/youth has permission to participate in classes delivered online, facilitated by Manitoba Theatre for Young People (MTYP).
- I give permission for MTYP staff to send me emails containing class materials, information, and invitations to meetings on a video conferencing service (Zoom). Invitations will be sent to the adult listed on the student's account and to additional email addresses of teens age 13 and up who have made this request. To make changes to your contact information, please contact us.
- I will not hold MTYP or its staff or instructors responsible for the inappropriate conduct of other students as they connect and communicate online.
- My child's first name and last initial will be used to identify them in the online classroom (e.g. Omar S.).
- I will not share the online Zoom class link with anyone who is not registered for the course.
- I will not record the online class (no photo, video, or audio recordings of any kind).
- I understand that the instructor of film classes at MTYP may record part or all of a class on Zoom for the purposes of creating and sharing a class video project.

-I understand there may be instances when the student and instructor are one-on-one in the online classroom, or when students are in an online break-out room to work in small groups without instructor supervision for a short period of time.

-I have read and understand the section titled “Additional Online Program Information” (see below).

-I will bring any concerns to the attention of Kent Suss, Theatre School Director, by emailing [ksuss@mtyp.ca](mailto:ksuss@mtyp.ca) or calling (204) 954-1706.

-Students will remember that in their online conduct, they are ambassadors of MTYP.

-Students will use online communication in an appropriate, kind, and legal manner in all communications with other students and instructors in the course, even if those communications are not directly part of the course.

-Students will conduct themselves as they would in an MTYP class: they agree to respect others, the instructors, and themselves; they will listen to and follow instructions; they will refrain from bullying, harassment, or disrespectful speech and behavior; and they will have fun!

#### Additional Online Program Information:

Manitoba Theatre for Young People will be using Zoom as our primary online platform for classes. For the best possible online experience, we ask that:

-If you have never used Zoom, please download and test it on your device several days prior to the online class. If you encounter problems or have questions, please contact Kent Suss, Theatre School Director, at [ksuss@mtyp.ca](mailto:ksuss@mtyp.ca) or (204) 954-1706.

-If possible, use a computer or laptop for the Zoom class. This makes it easier to see all participants in the class.

-Prepare a space to participate in class that allows for lots of room to move around freely, with minimal distractions.

-Students should arrive in the Zoom waiting room approximately 5 minutes before class begins.

-As this is an interactive drama class, your child, the other students, and the instructor will gain the most value out of the experience if your child’s camera and microphone are on (unless otherwise requested by the instructor).

-If other household members are present in the space where the student is participating in class, please refrain from distracting the student, the instructor, or other students.

-We encourage parents of young children age 6 and under to supervise and support their child during online classes.

- Updated February 17, 2021