

Rainbow Youth Theatre Society

Mission Statement: April 2002

"Enabling children and youth to gain confidence, artistic skill, and friendships through theatre".

We are an inclusive group including children, youth and adults with an emphasis on youth and children. The RYT Family includes many long term volunteers committed to serving the community and offering opportunities for learning and growth in the performing arts.

History:

Rainbow Youth Theatre was started the summer of 1988 by: Mike Butler, Carol Coulson, Dale Burgess and Hans Peterson.

The Season currently encompasses July through October.

RYT was incorporated under the Province of BC Society Act – December 23, 1999. Mike Butler has been the Society's President since inception.

Board Meetings:

The RYT Board meets monthly on the first Tuesday of the month or as agreed by consensus of the Board. At a Minimum six (6) meetings are held each year as per the Provincial Society act of BC.

A quorum is three (3) members in good standing.

Board composition: President, Vice-President, Secretary, Treasurer, Membership Secretary, Archivist and seven (7) members at large.

Annual General Meetings:

RYT Annual General Meeting is held in March or a date agreed by consensus of the Board. In any event an AGM is convened within 90 days of fiscal yearend as per the Provincial Society act of BC.

Fiscal Year end: December 31

Rainbow Youth Theatre Policy and Procedures

Policy Regarding Actors:

1. All RYT members are encouraged to choose one production to perform in per season. Consideration by the Board will be given for specific casting issues and requirements of the director.
2. No children or youth who are not registered with RYT are permitted to be present at rehearsals.
3. Children 6 years and old are encouraged to audition for productions as desired. RYT encourages it's members to have completed one year of school. Exceptions can be made by special request to the Board by the Director.
4. All performers 5 and under must be accompanied full-time by a parent or designated adult at all rehearsals
5. Two parent supervisors must be present at each rehearsal involving children 12 years and under.
6. All RYT Members must sign in when they arrive at rehearsal. Members are required to remain at the rehearsal unless excused by the Director or Stage Manager. Children under the age of 12 will not be permitted to leave the rehearsal space during a break during the rehearsal process, without a written note from a parent or guardian.
7. To remain consistent with RYT mandate to provide opportunities and experience in theatre and performing arts to the children and youth of the Comox Valley as defined by School District #71 boundaries

Rules and Guidelines for Membership in Rainbow Youth Theatre:

1. Members will conduct themselves in a manner that will not cause embarrassment to themselves, the society, any Board Members, Production Team or fellow member of RYT.
 2. Members will be helpful when asked to perform tasks that lead to a pleasant production and will perform in a professional manner at all times. If a problem arises because of a members attitude or actions and it is not resolved the Director or Stage Manager, then the member will be interviewed by a committee, designated by the RYT Board, with the presence of one or more the member's parents or designates. If the problem is not resolved dismissal from RYT is possible.
 3. There will be no tolerance for the use of, or being under the influence of alcohol or illegal drugs. There will be no smoking by of tobacco by anyone under the age of 19.
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Policy Regarding Membership and Production Fees:

1. Annual Family Membership: \$35 – Must be paid at time of audition
2. Production Fee: \$10.00 per week of production- for families of 3 or more a production fee of \$25.00 per week will apply.
3. A \$5 fee will be assessed to provide liability coverage for Technical, Musicians, Directors, Producers or anyone involved with the working of any production produced by RYT. If a current paid up Family Membership is not in place. A Membership form must be completed for each individual

Policy Regarding Volunteer Commitment Requirement: Passed AGM March 2002 amended October/03

RYT Family Membership, the member family has the option of paying a production fee of \$150 or providing a minimum of 30 hours of volunteer commitment per family per show. If a performer is in more than one show per season then the commitment and cheque is required for each show

1. A post-dated dated Oct 31 of the current year. Cheque must be in place before an audition takes place
2. The member will be supplied with a Volunteer Commitment Record sheet. It is the responsibility of the member to complete and record hours with proper authorization as stated on the form
 - i. The onus is on the member to complete the hours
 - ii. The show Producer or designate will have a list of required volunteer jobs needed for the production
3. Upon completion of the minimum hours required the shows Producer or designate will return the \$150 post dated cheque
4. At the Boards discretion; If the Volunteer Hours are not completed as required the \$150 cheque will be cashed
5. Extenuating circumstances will be reviewed by the Board of Directors upon receipt of a written request from the member

Policy Regarding Actors Auditioning:

1. The actor must be a paid up member at the time of audition
2. The shows Producer or designate must have the postdated Volunteer Commitment cheque for \$150 at the time of auditioning

Policy Regarding Audience Performance Seating:

1. Performance seating is open to all, unless otherwise stated on the ticket as reserved seating.
 - i. Actors or family may not save seats at a Festival seating performance by placing personal articles etc. on chairs prior to doors opening to the public

Policy Regarding Criminal Record Checks: February 2001

Criminal Record Checks will be done for anyone working alone with children; this will include but not be limited to: directors, stage managers, choreographers, music directors, accompanists etc. The producer is responsible for insuring that checks are done on all paid and volunteer leaders not already having current checks in place.

Policy Regarding Video Taping of Productions: January 2004

No video of a production be made, unless written permission (to video tape the production) is received from the company or Individual holding the copyright (for the material), and is filed with the Board. Penalties will include but will not be limited to; the director (s) fee being withheld.

Policy Regarding Use of RYT name: January 2003

Any RYT member who wishes to represent RYT in any way must present their proposal to the Board for approval before proceeding.