

## New Attendance Policy for Education Performances



As of October 20<sup>th</sup>, 2017, McCallum Theatre Education has a new attendance policy for any educator representing a public, private or home school who attends McCallum Theatre education performances with one or more students and chaperones. The policy requirements herein pertain to performances offered as part of The Field Trip Series and the Aesthetic Education Program, and any other education program/event at the McCallum where individual tickets have not been purchased.

The new policy has been instated to help ensure everyone's safety while attending performances at the McCallum and we are kindly and firmly requesting your cooperation on this matter.

If you have any questions or concerns about any of the requirements, please do not hesitate to contact Michael Flannigan, Education Program Coordinator at [mflannigan@mccallum-theatre.org](mailto:mflannigan@mccallum-theatre.org), or via phone at (760) 346-6505, ext. 143. As always, it is our goal to offer up a quality experience for all our education partners, and your feedback is greatly appreciated.

### New Policy Requirements:

- All educators bringing students to the McCallum Theatre must wear an official school ID that is clearly visible to our staff.

If you are a homeschooler, and don't already have an ID, you'll need to create one that you wear on McCallum performance days. The ID should have your name, the name of the homeschool, and a McCallum insignia, which will be e-mailed to you by Michael Flannigan.

All educators must request seat reservations in advance for each performance and update Michael Flannigan if group numbers change or your school schedule changes and you can no longer attend.

- All chaperones, parents and teachers must enter the building with the classroom they are accompanying. Chaperones and other adults who arrive at the McCallum separate from the group **MUST** gather with the school group outside and then enter the building together.

If students are transported to the Theatre by individual parent-drivers, the entire group needs to meet outside and then enter the Theatre together.

**Please note:** We will no longer be able to admit adults who arrive separately from their student group if that group has already entered the theatre. In the case of homeschools – all adults must enter the theatre with student(s) in tow.

- All chaperones must wear a school ID tag clearly visible to our staff or a school shirt. These ID tags do not need to be personalized, but must include the school name/logo and the word "Chaperone" or "Parent."

**Please note:** A chaperone is any adult/person, in addition to the teacher, accompanying a classroom or a student group.