



CHILDREN'S MUSICAL THEATRE WORKSHOP, INC.



A 501 (C) (3) Not For Profit Corporation

Mailing Address

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All Classes held at PAC

399 N. US 1

Ormond Beach, FL 32174

General Information Sheet

At CMT, we have certain guidelines that are designed to allow all students an optimum learning experience. We have learned over the past 40 years that this is what works best for our program, while providing every performer with a positive experience in class and on stage.

- 1) During class there will be no gum, candy, food, soda, toys, games, cell phones, I-pads, mp3 players, etc. allowed.
- 2) Students will not be allowed to participate if they are not prepared. This includes;
 - A) Wearing correct class attire (this includes tights)
 - B) Having Tap and Ballet or Jazz Shoes in a bag with the student
 - C) Having hair up and off the face.
 - D) Having scripts for class or other appropriate materials.
- 3) Students will be dropped off and picked up at the registration side of the building. Noise must be kept at a minimum while in the hallways waiting for classes to begin.
- 4) We do not allow guests at anytime. Parents, siblings, friends, etc. are distracting to the students and teachers and additionally it takes away from the learning experience.
- 5) Students will show courtesy and respect towards other students and instructors at all times, including during the show, and will follow safety guidelines set by instructors. If respect and cooperation is not shown, the following steps will be taken:
 - A) The 1st warning will be a verbal warning and the child will be given a short time out.
 - B) The 2nd warning we will call the parent to come pick up the child that day.
 - C) The 3rd warning will result in the child losing their part in the play.
- 6) The most important thing is that the students need to attend class on time and on a regular basis. When a child is missing, other students cannot act or react with an empty space. It also makes it twice as hard for us to re-teach and re-design numbers when students keep dropping in and out.
- 7) All students must be at all final rehearsals at the Performing Arts Center the week of the show in order to perform. If there are extenuating circumstances, special permission must be obtained from Miss Cindy, prior to missing any of these final rehearsals. If your child must miss class, please call us or let us know in advance so that we may plan accordingly. You can reach us at 295-4101 (Miss Jenny's cell phone) or infocmtw@yahoo.com and misscrisi.cmtw@gmail.com as email.
- 8) Just a reminder, we cannot allow children in class if their class fees are not paid up to date.