



Updated 7/27/20

## Youth Arts Academy Studio Guidelines & Code of Conduct

We are so excited to have you as part of our program at YAA. We are happy to have you with us on this musical journey. We have prepared the following code of conduct for all students involved in our programs. These have been prepared thoughtfully to keep everyone at YAA safe, happy, and focused on music so that everyone can be successful in their musical endeavors.

Please carefully read through the following code of conduct and make sure you feel up to the commitments and responsibilities of being a student at YAA. Violations to the Code of Conduct are taken very seriously and may result in suspensions from lessons, practices, or performance events.

### General YAA Studio Guidelines

1. **Please enjoy snacks and beverages before coming into the practice studios.** Bottled water is permitted in the studios as long as they are covered with a tight lid. Chewing gum during practice is not permitted.
2. YAA consists of several music studios and administrative offices. **Please keep talking noise levels to a minimum in the hallways.**
3. Please **silence your cell phones** during practices and do your best to leave them in an area where you will not be tempted to check them during practice. Cell phones can be checked during breaks and in an emergency.
4. Make a commitment to **take care of your health** so that you are able to show up to every lesson, and performance ready to go. Hydrate and energize with healthy snacks and water before rehearsals.
5. **Clean up after yourself.** Think of YAA as an extension of your home and leave the studios and common spaces better than how you found them. Throw away and recycle all trash.
6. No horseplay in the lobby, halls, or rehearsal spaces is allowed. Please be aware of proper **safety and care** for yourself, others around you, and the studio and music equipment.

Youth Arts Academy  
3800-A Mykonos Ln.  
San Diego, CA 92130  
858-720-2194  
[YAA@bgcsandieguito.org](mailto:YAA@bgcsandieguito.org)  
[www.YouthArtsSD.org](http://www.YouthArtsSD.org)



Updated 7/27/20

7. **No cursing or strong language.** YAA is an all ages facility, please be respectful of those younger than you.
8. **Your instruments, equipment, and materials are your responsibility.** Please take care of these items and be prepared with them before your lesson or practice.

### Student Expectations

1. I understand that above all else, YAA is committed to **stimulating my personal growth, creativity, and self-expression** through this program and I am open and eager to growing in these ways through my musical practice at YAA.
2. I understand that by joining a program at YAA, I am making a commitment to **courtesy & respect** at all times to my instructors, staff, and other students and families at YAA.
3. I understand that YAA is a **safe place** for everyone. I will refrain from involving myself in gossip, aggressive language, profanity, put downs or criticisms, negative jokes, and viewing or sharing negative images or videos while at YAA. Derogatory language or slurs about religion, sexuality, gender, racial, cultural, or economic status goes against our values. This is a place where we honor and appreciate diversity.
4. I will **be prepared** by familiarizing myself with all of the music chosen by or for me to learn. When music is chosen, I will go home and listen to it and practice it. If sheet music is given to me at rehearsal, I will bring it home with me, practice it, and bring it back.
5. I will **remain positive** and approach every idea as an opportunity to grow and learn.
6. I understand that **being on time** for my lesson means arriving with my instrument ready and tuned, my music ready, and my pencil ready to take notes.
7. I understand that YAA instructors are employees of the Boys and Girls Clubs of San Dieguito and that they are mandated to report any unsafe behavior or talk that involves physical abuse, sexual abuse, emotional abuse, and/or neglect. If I hear my bandmates discussing abuse or neglect, I will involve an adult as soon as possible in order to **keep everyone safe**.
8. I understand that **perfection is not expected**, but a willingness to learn new things and a commitment to respecting others is.
9. I understand that **I have a voice** in this program and I will use it to speak with my instructors if I have an idea to share, if I feel uncomfortable with a choice that is made, knowing that my voice will be heard and respected.

Youth Arts Academy  
3800-A Mykonos Ln.  
San Diego, CA 92130  
858-720-2194  
[YAA@bgcsandieguito.org](mailto:YAA@bgcsandieguito.org)  
[www.YouthArtsSD.org](http://www.YouthArtsSD.org)



Updated 7/27/20

### **Parent/Guardian Expectations**

1. Keep your child home if feeling ill or presenting any symptoms.
2. Serve as the main point of communication between your child and instructor for lesson assignments.
3. Communicate desires for lesson date/time changes or cancellations in a timely fashion to YAA administration.
4. Designate a quiet place and space in your home for your student to complete their weekly assignments and/or online sessions for YAA.
5. Monitor your child's weekly practice time and weekly assignments.
6. Establish routines and schedules to help your child participate in their music learning for the week.
7. Actively participate in your child's at home practice and/or online lessons as much as possible.
8. Be mindful of your child's wellbeing. Speak to them regularly about their lessons and practice, their feelings and share any concerns with their instructor or YAA staff. We are here to help you.
9. Encourage children to participate with additional programs and resources provided by YAA/BGC.
10. Help your child log-in and navigate any online platforms.
11. Be present for and monitor your child's online interactions with instructors. (Parents do not need to be "on camera" for zoom calls with instructors. But please be present if your child or instructor needs to ask you a question).

Youth Arts Academy  
3800-A Mykonos Ln.  
San Diego, CA 92130  
858-720-2194  
[YAA@bgcsandieguito.org](mailto:YAA@bgcsandieguito.org)  
[www.YouthArtsSD.org](http://www.YouthArtsSD.org)



Updated 7/27/20

**Violations of the Studio Guidelines or Code of Conduct will result in the following:**

1. First offense-
  - a. verbal warning from instructor
2. Second offense-
  - a. verbal warning from instructor
  - b. notification to program manager and parents
  - c. written documentation from program manager
3. Third offense-
  - a. verbal warning from instructor.
  - b. notification to program manager and parents
  - c. written documentation from program manager
  - d. Consequence: suspension from practice, performance events, etc.
4. Fourth offense-
  - a. verbal warning from instructor.
  - b. notification to program manager and parents
  - c. written documentation from program manager
  - d. Consequence: expulsion from program (fees may not be refunded/credited)

Youth Arts Academy  
3800-A Mykonos Ln.  
San Diego, CA 92130  
858-720-2194  
[YAA@bgcsandieguito.org](mailto:YAA@bgcsandieguito.org)  
[www.YouthArtsSD.org](http://www.YouthArtsSD.org)