

Butts Acting Guild

Youth Protection & Safe Environment Policy

Purpose

The Butts Acting Guild (BAG) is committed to providing a safe, positive, and supportive environment for all participants. Because our productions often include children, teens, and adults working together, this policy establishes expectations that promote the safety and well-being of minors while protecting all participants through appropriate boundaries and transparent interactions.

This policy applies to all board members, production staff, volunteers, cast members, crew members, contractors, and guests participating in BAG-sponsored activities.

Definition of a Minor

For purposes of this policy, a minor is any participant under the age of 18.

Parent or Guardian Responsibility

Parents or guardians remain responsible for the supervision and care of their minor children except during scheduled rehearsals, performances, or activities when responsibility has been specifically accepted by designated BAG personnel.

Parents are expected to:

- Ensure their child is picked up promptly at the conclusion of rehearsals and performances.
- Inform production leadership of any special medical, behavioral, or emergency needs.
- Keep emergency contact information current.

Supervision

BAG will make reasonable efforts to provide appropriate supervision during organized activities.

Whenever practical:

- At least two unrelated adults should be present during activities involving minors.
- One-on-one situations between an unrelated adult and a minor should be avoided whenever reasonably possible.

- If a one-on-one interaction becomes necessary, it should occur in an observable location whenever practical.

Children Under 12: Children under the age of 12 must be accompanied and directly supervised by a parent or legal guardian at all times while participating in or attending any Butts Acting Guild activity, rehearsal, performance, event, or program. Butts Acting Guild volunteers and staff are not responsible for providing childcare or supervision except as specifically authorized as part of an organized activity.

Transportation

Unless specifically authorized by a parent or guardian, BAG participants should not transport unrelated minors to or from rehearsals, performances, or BAG activities.

Parents are responsible for arranging transportation for their children.

Electronic Communication

Communication with minors should be related to BAG activities.

Whenever practical:

- Parents or guardians should be included in electronic communications with younger minors.
- Production-related group messaging is encouraged over private messaging.
- Communication should remain professional and appropriate.

Physical Contact

Appropriate physical contact may occasionally be necessary during theatrical instruction, choreography, costuming, or safety-related situations.

Participants should:

- Obtain permission before initiating physical contact whenever practical.
- Keep all contact appropriate to the activity.
- Respect personal boundaries immediately if someone expresses discomfort.

Dressing Rooms and Changing Areas

BAG will make reasonable efforts to provide age-appropriate and privacy-conscious changing arrangements.

Adults should not enter designated minor changing areas except when necessary for supervision, costuming assistance, or emergencies, and whenever practical another adult should also be present.

Photography and Social Media

Photographs and video recordings taken during BAG activities should respect participant privacy.

No participant should post photographs or videos of minors in a manner that is inappropriate, exploitative, or inconsistent with parental expectations.

BAG will honor reasonable requests from parents regarding publicity photographs.

Prohibited Conduct

The following conduct is prohibited:

- Abuse or neglect.
- Harassment or bullying.
- Inappropriate physical contact.
- Sexual misconduct or sexually suggestive behavior.
- Providing alcohol, illegal drugs, tobacco, or vaping products to minors.
- Isolating a minor from the group without a legitimate production-related reason.
- Any conduct that places a minor's safety or well-being at unreasonable risk.

Reporting Concerns

Anyone who observes or becomes aware of conduct that may place a minor at risk should report the concern immediately to the Director, Producer, President, or another member of the Board of Directors.

Reports will be reviewed promptly and handled as discreetly as circumstances reasonably permit.

When required by law, BAG will cooperate fully with appropriate authorities.

Compliance

Failure to comply with this policy may result in removal from a production, suspension of participation, or other action deemed appropriate by the Board of Directors.

All participants share responsibility for helping maintain a safe, respectful, and supportive environment for every member of the Butts Acting Guild.