

ADULT DELEGATE CONDUCT GUIDELINES - Conference 2016

Adult delegates are expected to be familiar with and enforce the Student Conduct Guidelines for the Missouri State Thespian Conference. MST conduct guidelines supersede any additional rules made by individual troupes and must be followed by all delegates. Please make sure you and your students are aware of these and enforce them. Your failure to do so will result in your troupe not being allowed to attend future conferences as well as a letter sent to your administration notifying them of the lack of enforcement. Your required signature on the Consent Form indicates your agreement to follow and adhere to all guidelines.

The categories below are abbreviated to reflect the responsibilities of the adults. Please also read the Student Conduct List to see what behavior your student delegates are expected to follow and you will be responsible for enforcing.

BADGES - Badges must be worn by all appropriately registered delegates (student and adult) during conference hours/events. In addition all health forms must be on file and carried in the badge holder of delegates Any adult may retrieve the badge of any student who is in violation of the code of conduct. A retrieved badge should be brought to the registration area, turned in, and brief paperwork filled out. The student's troupe director will be notified, given a copy of the paperwork, and appropriate action must be taken to correct the problem and/or remove the student from the conference.

CONFERENCE ATTENDANCE - No student, under any circumstance, may attend the MO State Thespian Conference without their appointed troupe director, co-sponsor, or school approved designated sponsor (must be a district employee). While at the conference, all delegates are expected to participate in all conference events. Students are not permitted under any circumstances to leave the conference site after 7pm (unless leaving site for the day).

CLOSED CAMPUS - No student delegate is allowed outside of conference facilities after 7pm. Troupes/delegates that are not staying at the conference hotel may not be readmitted to the conference site after leaving for the evening until 1/2 hour before the first conference event of the next day.

CURFEW / HOTEL - Please enforce your the following:

- Curfew and lights out posted in the program
- Mixed groups of un-chaperoned male and female students will NOT occur under any circumstances, behind closed doors at any time during the conference. If this is found to happen all delegates concerned must be removed from the conference and sent home.
- Use of the hotel pool and opening of outside windows is prohibited.
- All adult sponsors will coordinate the collection of hotel keys for their delegates and determine availability of said hotel room during conference activities during the day (with a reminder that all delegates must attend Main Stage performances and General Sessions).
- Outside food/drink consumption is prohibited in the hotel lobby or hallways per hotel policy.

DRUG USE - Missouri State Thespian activities are drug free. Please see student list of what is considered inappropriate to use/bring to the conference site.

EVENING DANCE ETIQUETTE - Please have an adult chaperone from your troupe if you have student attending this function.

LIABILITY - The host, all facilities, and the Missouri State Thespians shall not accept responsibility for the theft, loss or damage of personal effects, money or valuables or the misconduct.

PROPERTY DAMAGE/HOTEL CHARGES - Troupes that have damage or incidental charges assessed to rooms registered to their troupe will be responsible for all charges and will be invoiced accordingly.

PROHIBITED MATERIALS - Please review student list and make sure students do not bring any listed materials with them to the conference. Adults are also reminded that as a student centered conference the use of alcohol is not allowed when directly working with, responsible for, or in the direct vicinity student delegates.

SPONSOR DUTY - In order to make the conference a safe and enjoyable experience for everyone and to share this responsibility all adults are assigned a brief sponsor duty. Information will have been sent in advance and/or be placed in your registration packet. Please remember to check in and perform this duty. Sponsors who don't perform this duty may jeopardize future events their troupe is allowed to participate in.

THEATER ETIQUETTE - Troupe directors are expected to sit with their students to enforce behavior standards.

WORKSHOP ETIQUETTE - Please make sure students are attending and participating appropriately in workshops.

Any sponsor who does not follow the above guideline understands that Missouri State Thespians is not responsible for damages or misconduct of your troupe delegates and may jeopardize your troupe's continued involvement at the state conference.