MINORS IN PRODUCTION

It is important to understand that inviting minors to work in productions offers incredible responsibility onto the Department and the person(s) involved in producing the project. To that end we must do our utmost diligence in preparing the department and the Parents/guardians with the project details and what we expect from the underage person. This document provides guidelines for the use of children participating as volunteers in the Department of Theater & Performance Studies. This applies to all persons under the age of 18.

UNIVERSITY SOURCES

Any minor being utilized in any project associated with Stanford is subject to the rules and regulations governed by the Institutional Review Board (IRB). For state and federal rules and regulations please visit their website (http://researchcompliance.stanford.edu/hs/index.html). The Department’s application process is based on information from the IRB.

DEPARTMENT’S APPLICATION FOR USING UNDERAGE PERSON

Producers, with the help of their advisors, must submit a “Parent Agreement” form (https://humansubjects.stanford.edu/consents/ParentLAR.doc) to the IRB, which will then be delivered and signed by the parents. Contents of the document include:

1. Description of the Project
2. Risks and Benefits – Activities must be detailed out here. Also, other risks like transportation, rehearsal and performance locations must be included.
3. Time Involvement – Minor’s schooling and family are priority and schedules will be created to accommodate the minor’s schedule. All schedule
4. Payments – “Your child will not receive any payment for his/her participation” or
5. Subject’s Rights
6. Contact Information

Once approved by the advisor/department it will be up to the producers to contact the parents/guardians with this document, answer all questions and retrieve signatures. The signed document must be completed and submitted to your advisor BEFORE the minor can begin work.

DEPARTMENT’S POLICY

- Minor’s must work within the hours of 10am and 10pm
- Minor’s must have a 10 minute break every hour
- Minor’s guardian/parent must be allowed into rehearsals, performances and events the minor is involved in without questions or charge.
- If changes in schedule or program for the Minor are needed, the parents/ guardians and Department must be informed BEFORE the changes go into effect.