

Theater Use Policy

Policy Goals

Fargo Public Schools (FPS) will provide safe, consistent, and efficient use of theater facilities for all groups. The primary goal of this policy is to create a safe environment for all users including students, staff, and the public in line with all laws, ordinances, and rules, including local, state and federal. It is important that this policy creates an efficient use of district resources so that primary constituent groups can use the facilities for their intended purposes and allowing secondary groups to take advantage of extra time, while not overly taxing the facilities, equipment, and staff thereby causing undue burden on FPS resources.

Facility Clarifications

For the purposes of this policy, the following spaces are considered theaters at FPS:

- Fargo North High School Theater
- Fargo South High School Theater
- Fargo Davies High School Theater
- Ben Franklin Middle School Theater
- Carl Ben Eielson Middle School Hangar
- Discovery Middle School Theater
- Bluestem Center for the Arts Amphitheater

Reservation of FPS Theater Facilities

FPS uses the following guidelines when scheduling events in the theaters. The primary users of the theaters are the performing arts students in each building. The secondary users are the remainder of the student body in that building. The student bodies of other FPS schools have next priority. It shall be endeavored that all FPS activities to be held in the theaters shall be held in their own building unless circumstances dictate otherwise. When using spaces other than their home space, every attempt shall be made to move within the feeder school boundary.

Rules of FPS Theater Facilities

FPS has the following policies in place affecting rehearsals, classes, & audiences:

- No food or drink is allowed in theaters.
- All audience members shall conduct themselves in an appropriate manner to the event they are attending.
- Recording: There shall be no audio or video recording of events at FPS theaters unless permission is specifically given in the program for the event. This is to keep in line with Federal Copyright guidelines, as well as to keep the focus of the live performance events where it is intended for educational purposes, which is on the students' live performance. Examples of common exceptions/implementations that could be given:
 1. FPS Music Department Concerts: Federal Copyright Law may allow audience members who are family to record their student's concert if it is only to be used for family viewing. Sharing, including via social media, is a violation of law. Should the director decide to allow these recordings, the information on the exception will be placed in the program.

2. FPS Drama Performances: Federal Copyright Law strictly forbids recording of productions. A few rare exceptions can be made for scripts that are in the public domain or written by someone local who approves of recordings. A few companies have begun allowing limited recording if extra royalties are paid. In these exceptional cases, if the director chooses to allow public recording, the exceptions shall be expressed in the program.
 3. Emergency Exits: These shall not be blocked or impeded in any way at any time in accordance with international fire code 2012 section 1030. In keeping with this rule, audiences shall not leave strollers, walkers, or any portable items in the exit passageways. In addition, tripods for cameras, portable seating, and the like shall not be allowed in the house at any time. FPS personnel, following all international fire code rules, may use tripods in non-exit passageways.
- Photography: Flash photography shall be prohibited as a default at all FPS events due to the danger it presents to the performers and the inherent disruption to the live performance. Still photographs, without a flash, may be allowed when copyright allows and the director of the event decides to allow photography. Information on the exception will be specified in the event's program.

ADA Compliance at FPS Theater Facilities

FPS will comply with the Americans with Disabilities Act (ADA). This includes the following specific points:

- Service Animals: All service animals shall be allowed to remain with their audience member. The audience member is responsible for the behavior of the service animal. If a service animal disrupts a performance, the audience member will be asked to leave.
- Handicapped Seating: Accessible seats in each venue shall be sold or available to only to those requiring such a seat.

Adopted July 2015
Reviewed 8/2017
Revised 7/2019
Revised 7/2023

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Definitions

- House: The area of the theater where the audience sits.
- Wings: The area of the theater off the sides of the stage.
- Stage Directions: Stage Right is to the actor's right side as the actor looks at the audience.
- Apron: The front area of the stage nearest the audience.

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House Rules of FPS Theater Facilities

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