



CLASS POLICY AGREEMENT

This document clarifies expectations and rules for students enrolled in instructed classes at Valley Art Workshop. Thank you so much for taking the time!

I. VISUAL DOCUMENTATION

Photos and/or video may be taken during any class, fieldtrip, exhibition, or public art project that students are involved in, both at 5210 Collier Pl. Woodland Hills and beyond.

Students and their parent/guardian allow for the use of their likenesses and art images for the documentary and promotional purposes of Miles Lewis and Valley Art Workshop. The collection and storage of these images is ultimately the responsibility of Miles Lewis.

II. ATTENDANCE & MAKEUPS

Classes are billed monthly, accounting for the number of class days that a student can attend within one calendar month (e.g. 4 Saturdays, 3 Fridays, etc.).

If, for example, students know that they cannot attend for one or two weeks within a given month, those classes can be deducted from the total month payment.

Makeups are allowed within the paid month **but do not carry beyond the calendar month.** For example: If a middle school student pays for four Sunday classes in March and they miss two of those Sundays, they are welcome to take one Friday and one Saturday, by the end of March. If an elementary school student misses their typical Thursday 3.45-4.45 PM class, they can take an additional Thursday 5-6PM class within the same month.

This compromise allows for easy accounting, affordability, and sustainable income while giving students multiple options for attendance within a reasonable window of time.

III. SMART PHONE AND TABLET USE

Students will be asked to put their digital devices away during class and may use them during breaks. Students may use their devices for the limited use of imagery and reference collection for illustration assignments.

IV. 12+ USE OF ANATOMICAL IMAGERY

In classes that are listed for 12 and older, we will occasionally use nude or semi-nude images of the adult human figure, drawn, painted, sculpted, and photographed. These images are always used with the utmost respect and educational intent AND are completely non-pornographic.

PARENT:

STUDENT:

VAW DIRECTOR: