



**ÉCOLE PHILIPPE GAULIER
INTERNATIONAL THÉÂTRE SCHOOL**

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DIRECTION: Philippe Gaulier & Michiko Miyazaki Gaulier

Our school is for professionals or those aspiring to become professionals in theater jobs. Training at our school takes place over a period of 9 months and comprises a series of courses. Or a master course is made for the visitors to study intensively. It's for people who don't have enough time to stay longer.

This training is intended for those who already work in the field of theatre and provides the means to develop and broaden the range of their skills. In some circumstances those new to the profession will be allowed to undertake the training where they can demonstrate both a commitment to undertake the studies in a focused manner, and the clear intention to proceed into employment as a theatre professional.

Student Terms & Conditions – Règlement Intérieur –

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1. Our school definition

“One day the pupils understand that it is play in theatre that opens the doors of illusions, of light realities like clouds which wander in the trade winds.”

The school is aimed at professionals or those who aspire to be one. The training is divided into "YEAR COURSE" and "MASTER COURSE". There are different types of theatre genres. Challenges in each genre help actors sharpen their weapons of joy to play each time - that's all? That's enough.

The **YEAR COURSE** is an annual course which lasts about nine months. It consists of a series of classes according to Philippe Gaulier's pedagogy. To simply define this pedagogy - the joy of playing. "Game", "Neutral Mask", "Greek Tragedy", "Masked Play", "Melodrama", "Bouffons", "Character", "Shakespeare and Chekhov", "Clowns". We are looking for amusement, distraction, deception, temptation, deception, distraction, joy, joy, and the beauty of the actor.

The **MASTER COURSE** is a short-term intensive training course. These training courses are aimed at those who are already theatre professionals and want to hone and develop their skills.

2. Who can apply ?

École Philippe Gaulier is open to anyone who wants to work in theatre professionally. Nevertheless, it is for people who are 19 years or older. There are no auditions or interviews. First come, first served.

3. How to apply ?

3.1. Reservation

To make your reservation, please send us three things:

➤ Application form online

<https://www.ecolephilippegaulier.com/application-form/>

Please ensure you give your proper registered and official name as this will be the name that will be used in all school certificates and official letters.

➤ Deposit of 100 euros required for each course

A deposit is required to reserve the courses, please pay the full deposit, and send us proof of payment. When you send the application form via this

website you will automatically receive an email explaining which deposit you need to pay and how to pay it. The deposits are also written on the price list. Please always use your registered name for payment to avoid confusion.

➤ **Copy of Passport or ID card**

Please send a copy of your passport or ID card - the page with your photo including name, nationality, and birthday.

When we receive these three things (application form, deposit payment confirmations, copy of passport or ID card) your reservation will be complete, and you will receive a letter of acceptance.

3.2. Letter of acceptance

When you receive the letter of acceptance, your reservation is complete, and your name is registered. Please see the details of the letter to verify your personal details.

3.3. Welcome booklet

You will receive a booklet that shows the timetable and school's protocol, and useful information. Due to coronavirus, the timetable is subject to change depending on directions from the French government.

3.4. Student Contract

You need to sign the Student's Agreement and Contract when you arrive at the school. It is not necessary to send us back a signed contract. The contract will be here for you when you arrive and you sign it here. Once the contract is signed it is assumed that you fully understand and agree to the contents.

3.5. Certification

On the last day of the training, you will be given a certificate.

4. Financial terms

4.1. Deposit

See information point 3.1. above.

4.2. School fees

The remainder of the fees must be paid in full on the first day of that course.

The fees are non-refundable once the course has begun. You cannot join the class without full payment on the first day of the workshop nor without proof of payment.

How to pay the school fees?

- CASH it must be in euros
- CHEQUE in euros which is valid in FRANCE
- TRAVELLER'S CHEQUE in euros which must be valid in FRANCE
- MONEY ORDER (International cheque which you can purchase in the bank of your country). This must be a cheque in euros and valid in FRANCE. There is a bank commission of 18 euros per cheque for money orders.
- BANK TRANSFER In this case please bring us the COPY of the BANK DRAFT which says how much you have paid on the first day of that course.

Bank details will be sent to you in an email when you apply through our [application form](#) page.

Please make sure your name is clearly marked with the payment record. If you cannot prove that the payment is for that of your registered name, we cannot accept it as your payment.

Note! Recently there have been many problems with payments through private money transfer companies – it may cost less but often the name does not appear with the transfer and so we cannot recognise your payment. Some companies use another company to do the transfer and this is where the trouble starts.

*We cannot accept payment by PayPal or Western Union.

*We cannot accept payment by credit card.

4.3. Cancellation

We must be informed of any cancellation 10 days before that course starts. In that case, the deposit will be refunded in full. After this point the deposit is non-refundable. In the case of a bank transfer, we will need to withhold 18 EUR for bank transfer charges.

Who is responsible for any fees charged by financial institutions during the transfer of funds? Fees incurred by any financial institution in the transfer of any and all funds to Ecole Philippe Gaulier and from Ecole Philippe Gaulier is the responsibility of the student.

School fees are non-refundable once that course starts.

4.4. Interruption of training request

In the event of early termination of the training because of the school or if the trainee is prevented from following the training due to duly recognised force majeure, the professional training contract is terminated. In this case, only the services actually provided are due and paid for in proportion to their value provided for in this contract. The cost of the cancelled classes will be refunded in this case.

In the event of early termination or abandonment of training by the student for a reason other than 'force majeure' duly recognized, there is no refund.

4.5. Minimum capacity conditions

Each class is organised for a group ranging from 20 to 35 participants and may be cancelled if a minimum number is not reached.

5. Our courses

The school has two different courses:

➤ THE YEAR COURSE

Consists of eight different subjects. The eight courses are following the stream of Philippe Gaulier's pedagogy. The learning outcomes of each student will be demonstrated in the form of work presentations for each subject. Students must do the presentation at the end of each course.

1,5h Movement class + 2h Improvisation class + 1h self-preparation.

The capacity of the Year Course is 30 people. If the number of applicants is less than 20, the class may be cancelled.

Philippe Gaulier will teach improvisation class three times a week. The other improvisation classes and all the movement classes will be taught by his assistant.

➤ THE MASTER COURSE

Is a short-term intensive course. This course is made for people who are not free to take the longer courses.

2h Movement class + 2,5 h Improvisation class.

The capacity of the Master Course is 35 people. If the number of applicants is less than 20, the class may be cancelled.

Philippe Gaulier will teach improvisation class five times a week. All the movement classes will be taught by his assistant.

All our teachers and assistants are graduates of our school, who share our learning and are great artists who are currently active in the world of theatre. Students can choose whichever course they want to do.

Students cannot retake the same course for at least 3 years. You can't go back until you're in the real work field of theatre, gaining experience, and encountering new problems and questions at different levels. All classes in the programme are taught at the school, in Étampes.

The address is: 3-5 rue Auguste Petit, 91150, Étampes, France.

SUBJECTS

<p>Le Jeu</p>	<p>Why begin with the “Jeu” (Game & Play). It is the source of everything; of the pleasure and desire to be an actor. Playing in the theatre is the same as playing at running, jumping, fighting as people and animals do: playing cowboys, Indians, soldiers, doctors and with dolls. In the workshop on “Le Jeu”, we learn the meaning of all the basic teaching terms that will be referred to throughout the year: complicity, fixed point, playing in major and minor keys and their reciprocal pleasures; we learn to say that we are actors and that it’s scary but that being scared is part and parcel of being an actor, part and parcel of the pleasure.</p> <p>We learn in the workshop on “Le Jeu” to place the character we are playing on top of our pleasure to be playing, never to kill this pleasure but on the contrary increase it by searching for complicity and jokes with our Partner. Never should an actor playing a melancholy character be melancholy. On the contrary. While always showing his pleasure, he will at every moment indicate that none of this is for real and we will believe him precisely because none of this is for real. In the theatre, we don’t believe what is true. We believe – in honor of our childhood no doubt – what is false, totally false.</p> <p>During the workshop on “Le Jeu”, the student will question himself: Is my pleasure immense when I play with the freshness of my childhood before a thousand spectators beneath two thousand theatre projectors, or not really so immense?</p> <p>If it’s not immense, leave the stage. You won’t be loved enough.</p>
<p>Neutral Mask & Greek Tragedy</p>	<p>Time for Greek Tragedy to make her thunderous entrance. Are not her heroes shrouded in an aura unlike any other? Does not their destiny, their perpendicular destiny written above their heads by unjust gods, force them to walk upright and to be big, always big? Because if through inadvertence a god should happen to see a hero lose his stature, he would go straight off and tell the other gods about it. And every god in Olympus would burst out laughing. And the hero would be Fallen forever.</p> <p>Being big, walking without losing one’s marvelous aura, displaying a tremendous charm, being happy to have been singled out by the gods and to have had inscribed above one’s head a unique and iniquitous destiny; is not all this the source of extreme pleasure for the hero? And extreme pleasure for the actor?</p>

<p>Vaudeville</p>	<p>“Vaudeville”, a play by Feydeau. To laugh! Everything there is rich, luxurious, and sumptuous. That the actor, on stage, may not be concerned with the problems of society. That he makes us laugh! That he invents many and peculiar loves. That he forgets his keys in his pants at the house of his ex-mistress! And that it rebounds and rebounds all the way to the conjugal bedroom. Vaudeville is beautiful: therein are astounding intrigues that take us directly to the conjugal bedroom. Vaudeville? A grandiose homage to fucking...</p>
<p>Masked Play</p>	<p>Students will work with masks from the Italian Commedia. The time for lightness has arrived. Moliere and Goldoni will lend their texts to the actors who will have a lot of fun, like the fun we have in Seville the week of feria, late into the night and into the early morning. Here, everything is entertainment, charm, distraction, enjoyment, serenade, nonchalance.</p> <p>It’s true that playing is a luxury and that one plays better when hunger is not gnawing away at one’s stomach. An actor who played beneath two thousand light projectors without showing in his eye the desire for something useless, extremely useless but very desirable, would not be good. In the last week of the workshop the students make their own masks.</p>
<p>Melodrama</p>	<p>Melodrama is a form of ideological theatre born in France around the mid-19th century and in which the actors played for all they were worth.</p> <p>They copiously exaggerated their gestures, spoke in loud, slow voices full of pathos and rolled their ‘r’ as great deal. They greatly amplified the noise of their shoes and when they stopped moving, their fixed point lasted a long time, a very long time. The solemnity of their themes – the poverty of the people, the tubercular prostitute, the lighthouse keeper who must kill his rabid son etc. – can explain this grandiloquent, bombastic style, but so too can the lack of material mean: the lighting is dim, the audience in the gods rowdy and drunk. They must be subdued at all costs by raising the actor’s voice more and more. The man who has been drinking must be given strong, resistant fixed points in order to help him not lose his balance.</p> <p>The melodrama actors show an incomparable pleasure in playing and the exaggeration on which they built this style remains today a great lesson in theatre. Of course, the themes treated can seem a bit ridiculous, but a good melodrama reminds us that around the age of eleven we cried a great deal Reading “Sans Famille” by Hector Malot or “David Copperfield” by Dickens. Those were the good old days! The melo days.</p>

<p>Bouffons</p>	<p>The Bouffon is a crippled out cast, a lame person, a legless or one-armed cripple, a dwarf, a midget, a whore, a homosexual, a witch, a heretical priest, a madman. He has not been chosen by the gods. He has been chased into the swamps and ghettos by the children of God in fact, who have seized the opportunity to announce that in view of the buffon's physical and moral ugliness, the father could not be a great artist of international fame. So his father was the opposite of God, his father was the devil.</p> <p>Lucifer. Bouffon was elected son of the devil and he was happy about this. He was happy to be the son of the first Tempter and of the first women seduced: Eve.</p> <p>In the Bouffon workshop we learn to be a big person who enjoys being Small, with a special additional pleasure enjoyed by those people: blasphemy.</p>
<p>Characters</p>	<p>Character, was created, why?</p> <p>Because the students always play too much, so much that they lose their aura, their charm, their soul. I will give each student a costume to dress up in before class. We will improvise. We will play scenes. We will write for him or her. They'll have three weeks to discover which characters their desire carries them towards, and to discover that playing means giving what the audience needs in order to continue dreaming about the character, not an ounce more than this. An ounce more would break the charm and everything would fall back onto the ground again in reality, in a thousand pieces.</p>
<p>Shakespeare & Chekhov</p>	<p>The time has come for the student to give Shakespeare and Chekhov his pleasure in playing, in playing not the character but with his partner (complicity, pleasure, jokes).</p> <p>It is time to give to Shakespeare and Chekhov one's great humanity, one's charm, one's colorful language, one's life, one's blood, and to imagine these men saying:</p> <p>"You have, Mr. Actor, given the most beautiful things in your life to my theatre, just as I gave the most beautiful things in mine to the music of my words. Thank you."</p> <p>A good actor collaborates with his friends the authors, a bad one imagines he is the servant of these eminent men.</p>

Clowns

For a number of reasons, the clown is placed at the end of all these experiments with play. Why? Finding one's own clown, in other words a unique idiotic character, is an important moment in a student's life. It's good to do this when everybody knows each other, likes each other and it helps when everybody is ready to let idiotic, silly, mad things burst out because the pleasure of being together has been great. The second reason: the way in which the clown plays is very special. He uses not only his normal virtuosity as an actor, but also the frequent appearance of a playmate: the flop.

In my school, we call him Mr. Flop, because we treat him with a hell of a lot of respect. It is funny that playing with Mr. Flop happens after many many other flops that weren't at all deliberate, that weren't playmates. Then, Mr. Flop says to the clown: salvage what you can. So, the clown lets the audience see the great delight of a child who wants to stay on the stage, and who lets out a very special yell. We carry on loving him. He has saved the show. This childish pleasure is like that of one of my sons who, when I ask him to go to bed because it is late and friends are there drinking and having fun around the table, goes off muttering that none of this is fair and he is not tired. Five minutes later he's back again, hugging the walls, hiding behind the furniture, the curtains. He will pop out soon. He will let out a very special yell and show his great desire to stay. OK ten minutes but no more. If the pleasure in staying is great, then the clown is forgiven. He's allowed to be no good over and over again. If the pleasure is not great, the clown will look like someone ashamed at being no good. He won't be loved. We're back to this notion of pleasure which throughout the year will refuse to leave us alone.

6. Pedagogical guidance

There is always a moment at the end of the improvisation classes to ask the teacher questions. Do not hesitate to ask any questions pertaining to what you learnt that day. Please ask questions during the class but not after the class. This is to share the teacher's response with all the class.

There are many different approaches to theatre. Our school deals with various themes. If there are 100 actors, 100 actors have different charms and a different beauty. We provoke actors in many different ways that are for each student to pave their own way. Everything that the teachers give you in the class is to discover something from you for theatre. But our school does not support any violence or any kind of discrimination.

Each improvisation class has an assistant. If you need personal assistance or advice, you can talk with an assistant or concierge after the class.

7. Behaviour and general attitude

7.1. State of mind and code of behavior

We are committed to training and supporting the students. The top priority for all members of the school's teaching team is the safety of the students. Unless we can build a relationship of mutual trust, we cannot jump into the world of theatre and create work.

We ask all students to behave respectfully towards the teaching team and the other students in the course. Any breach of these essential concepts - respect, tolerance, benevolence - can be dropout recommendations. École Philippe Gaulier is a professional theatre school. We ask you to be responsible for your

7.2. Absences and delays

Please arrive on time. Due to the coronavirus, we have controlled entry. If you don't arrive on time unfortunately you cannot attend school that day. Once you enter the school you cannot leave during your allocated time slot. If you leave, you cannot re-enter. Be sure to contact your assistant if you are late or absent. Excessive lateness and absenteeism of 20% or more are subject to dropout recommendations.

7.3. Use of mobiles, smartphones, tablets and laptops

Mobile phones, smartphones, tablets and laptops or computers are not permitted in the studio. You can bring a notepad and pen instead.

8. Health and safety

8.1. Insurance

The student agrees to contract a civil liability insurance and personal insurance for bodily injury or theft covering his activity both during theatre workshops and during his/her activities at École Philippe Gaulier. The school declines all responsibility in the event of theft or damage of any personal object (and regardless of its value) in the rooms of the workshops. Access to the school is prohibited to anyone outside École Philippe Gaulier and to students outside of their classes. The workshops take place behind closed doors.

8.2. Medical and emergency information form (annex 1)

Please complete and sign the individual medical and emergency information form annexed. This is important information that remains strictly confidential.

8.3. COVID-19 measures agreement (annex 2)

Please read carefully the “COVID-19 measures agreement” annexed. It is required that you follow the directions outlined in this document and that you follow the direction of the staff in these areas. Refusal to do so, could lead to being asked to leave the school.

9. Image agreement

The photos / films taken within the framework of the workshops and performances of École Philippe Gaulier by the school are for the free use of the École Philippe Gaulier. You authorise the use of those photos and films taken by the school for the school’s communication, commercial use.

You are not allowed to take photos or films during the classes and performances without the permission of the direction of the school.

10. Damage to property in the school, etc.

If you damage property in the school you will be responsible for compensation.

ANNEX 1 – MEDICAL & EMERGENCY INFORMATION FORM

Personal information

Name: Last Name:

Date of birth:/...../..... Place of birth:

Medical information

Important medical data to know (e.g.: heart problem, diabetes, epilepsy, asthma, skin problems, psychiatric pathology, behavioural disorders, treatments, pregnant, etc.):

.....
.....
.....

Are you able to participate in physical and sports activities without inconvenience?

Yes No

Are you on treatment or do you need to take medication?

Yes No If so, which ones, at what dose and how often:

.....
.....

I guarantee that the information contained in the MEDICAL & EMERGENCY INFORMATION FORM is correct and that I have no health problems contraindicating training at Ecole Philippe Gaulier. Yes No

In Étampes,

DATE:

SIGNATURE:

Important medical data to know (e.g.: heart problem, diabetes, epilepsy, asthma, skin problems, psychiatric pathology, behavioural disorders, treatments, pregnant, etc.):

.....
.....
.....

ANNEX 2 – COVID-19 MEASURES AGREEMENT

School Timetable

- Each group will have a certain time period where they will be permitted in the school.
- Please respect the time you can stay in the school: 8:30-15:00
- The timetable is subject to change, depending on directions from the French government and the direction of the school.
- You are allowed to enter the school 60 minutes before class starts. This is the only time you can enter the school. And the door will be closed 15 min before the class begins. If you do not arrive during this time, or if you are late, you cannot come to class that day. Once you enter the school you cannot leave during your allocated time slot. If you leave, you cannot re-enter. You cannot come to just the improvisation class. If you want to skip movement class, it means you want to rest. Please don't come to school, stay home and take care of yourself. We can provide online classes. If you have a particular reason to be late, please show us the documentary evidence.

Your concierge

- Your concierge contact is: NAZARET +34 (0) 53 735 269
- Emergency contact of school: MICHIKO +33 (0)633 415 861
- Please contact the concierge if you are absent. Please let us know the reason for your absence too - we ask this now because of Covid-19.

Social Distancing

- Students must respect the health recommendations as well as the barrier requirements to limit the spread of the virus.
 - o We must respect a distance of 1,5 meters between each person.
 - o You will need to wash your hands regularly and greet each other at a distance.
 - o Food is to be eaten only on the TERRACE outside. You can only eat outside of the school building.

Mask wearing

- It will be compulsory to wear a mask at school - everywhere except on the terrace. Please keep your social distance when you talk to each other.

Entering school and attending classes

1. Entrance from 5 rue Auguste Petit

- Please make sure you are wearing your face mask when you enter the school.
- Please disinfect your hands when you enter, using the hydroalcoholic gel provided.
- There is a temperature check every day at the entrance. People with fever of 37 degrees or more might be refused entry. Please follow the instructions of the staff.

2. Change clothes and shoes

- You are required to bring an extra set of shoes for indoors only and an extra set of clothes for indoors only. This is to make sure that the clothes and shoes you have been wearing on the street do not contaminate the school area.
- Please change from your outdoor shoes (the shoes you have been wearing on the street) into a pair of indoor shoes when you arrive. Your outdoor shoes will be placed into a plastic bag and kept sealed until you leave for the day.
- Please put all your bags, coats etc. into the big bag that you will be given at the entrance.
- When you enter the kitchen, go and change into your indoor movement clothes. Do not leave anything in the changing room. Put your big bag in the box with your number.
- We need to open the windows regularly for ventilation throughout the day. Please ensure you bring warm clothes for inside only. Clothes worn outside will not be permitted inside the studio.

3. Disinfection of items taken into class, costumes, and props

- You will be given a transparent 'classroom bag' in which you can put items you want to take into the classroom, after they have been disinfected. Everything **MUST BE DISINFECTED** before it is taken into the studio. There is a disinfection station set up near the entrance to the outside terrace.
- If you have costumes and props that you want to use in class, **THEY MUST BE**

DISINFECTED. There is a disinfection station for costumes and props on the outside terrace.

- Mobile phones are not permitted in the studio.
- Laptops/computers are not permitted in the studio.
- You can bring a notepad and pen instead.

4. During the class

- If you arrive late you will not be able to enter the class.
- The school will give each student a plastic mask for acting. Please write your name on it and keep it with you. If you want an extra one, you can buy it at the office (1,5 € per mask).
- Please disinfect your hands before entering the studio, using the hydroalcoholic gel at the class entrance.
- No filming or recording is allowed during class, unless you are given permission or directed to do so.
- If you want to use a costume or prop it **MUST BE DISINFECTED BEFORE** entering the studio.

5. Exit

- Make sure you take all your things out of your big 'outside' bag and leave it empty, and give it back, so it can be disinfected and used the next day.
- If you want to leave things at school, you can do so in the separate bags (orange bag) provided:
 - o You can leave other items like costumes or indoor clothes in the bag with the orange zip that will be left for you at the exit.
 - o Indoor shoes can be left in an indoor shoe bag with your name on it - this bag will be left for you at the exit.
 - o Leave your classroom bag at the school, inside the orange zipped bag.
- Please make sure you have left the school by the specified finish time of your group (30 minutes after the end of Improvisation class).

Hygiene

- The virus does not spread on its own. People who have the virus are the ones who spread it. Therefore the following measures can help you protect yourself and others from the virus:
 - o Wash your hands very often.
 - o Wash your mouth out regularly. Paper cups are provided at the school.
 - o Use single-use tissues, and then throw them away.
 - o Cough and sneeze into your arm or into a tissue.
 - o Do not shake hands or greet people with kisses on the cheek.

- o Respect social distancing: you should remain further than 1.5 meters from others.
- o Wear a mask (You can take the mask off on the outdoor terrace but please keep social distancing).

Use of the toilet

- The virus can be spread very easily in the toilet area so it's necessary that students and staff take extra precautions :
 - o Please wear the toilet slippers provided when you are in the toilet.
 - o Please disinfect the toilet seat using the spray provided. Don't flush paper towels down the toilet, put them in the bin.
 - o Always put the toilet seat down before flushing, as particles of the virus can travel when the toilet is flushed.
 - o Wash your hands!!!
 - o Make sure the toilet seat is down when you leave.

No Visitors to the school

- No visitors will be permitted to observe the class
- No animals (cats, dogs, etc.) are permitted in the school.

Countermeasures COVID-19

What to do if you have COVID-19 or you think you have it

- If you get COVID-19 or you suspect you might have it, warn us and do not come to school if you have coronavirus symptoms. Do a COVID-19 test. If the test is positive, you will be contacted by the ARS (Regional Health Agency / Agence Régionale de Santé) to give you instructions and start the tracing process. Please inform the school by contacting the concierge, on the following mobile number / WhatsApp :

o Nazaret Froufe : +34 653 735 269

The common signs of infection include respiratory symptoms, fever, coughing, shortness of breath and breathing difficulties. Recently, there have been reports of cold-like abdominal pain as an initial symptom. If you have symptoms, stay at home and avoid contact with others.

What to do if someone in your household gets COVID-19

- If someone in your household gets coronavirus, the advice from the French government in

this situation is for you to have a test if you have symptoms of coronavirus. If you do not have symptoms, you should quarantine for 7 days and then get a COVID-19 test.

School closure / cancellation of classes / quarantine

- If someone gets covid-19 in the school, everyone is required to do a covid test as soon as possible. People who have “Negative” test results and are fully vaccinated can continue the school, but people who are not vaccinated must be quarantined for 7 days. After the quarantine, students will need to take a PCR COVID-19 test before returning to school.
- In the case that you cannot come to school because you have COVID-19 or you need to be quarantined, it will be possible to watch the classes online, however NO RECORDING is allowed.
- If you cannot attend because you have COVID-19 or because you need to quarantine, we provide the option to watch the classes online. There will be no refund of school fees for this reason. Or you can cancel that workshop on that day and the fee will be refunded. The refund price will be calculated by day.
- If the school is forced to close due to government regulation to control COVID-19, students will be entitled to a partial refund. The deposit will be refunded in full. The refund will be calculated by week, according to the number of full weeks that the school is closed.
- If you need to cancel the workshop at Ecole Philippe Gaulier due to COVID-19, the fee or refunded will be calculated from the date you cancel.

Zoom classes

- The option to watch the Improvisation class on Zoom is available if you cannot come to class because you have COVID-19 or suspect you may have COVID-19. It is only possible to watch your own group’s class, you cannot watch the other groups’ classes.
- If you need to attend the Zoom class, please inform the concierge of your group in plenty of time - preferably the day before but no less than 2 hours before the start of your Improvisation class. Your concierge will send you the Zoom log-in details before the class. If you are late to log -in by the time of class, you cannot join the online class on this day.
- You are not permitted to share the log-in details with anyone. Only you are authorised to be present in the Zoom meeting.
- Recording of the meeting through Zoom or any other means is strictly prohibited without prior consent from the school director.

Test for COVID-19

Our school requires you to submit proof of the COVID test (antigen) that gave a negative

result within 5 days before the start of the course. If you are traveling from outside France, take a test in France upon arrival. It must be done in a **French pharmacy**. This is because it is registered and automatically notified to ASSURANCE MALADIE (French Social Security System). It is a very important action in case a cluster occurs during the workshop. For the health of all workshop participants and staff, teachers, and including those who have completed the vaccine and those who have stayed in Etampes without traveling, to submit test results for the new course. You cannot enter school without a NEGATIVE test result.

- Every beginning of the new course, or if there is necessity, we ask students to do a covid test which is provided by school. Please follow the guidance of our staff. Thank you for your cooperation
- Download this app on your telephone. It's an easy to use app where you can book doctors' appointments and covid tests : <https://www.doctolib.fr/>

Sanitary pass

- Download the 'TousAntiCovid' app on your telephone (you can upload your Sanitary pass to this app and show it from here when required.)
- You need to show your sanitary pass in many places in France
<https://www.gouvernement.fr/info-coronavirus/tousanticovid>

Contact details

- Please make sure you keep the school informed of the best way to contact you (e.g. mobile phone number you will have in France / WhatsApp number / email address / Facebook) with up-to-date information in case of a change in situation (e.g. if we need to cancel classes on a certain day). Please write your current contact details on this form and let us know if your contact details change.
- Please contact your concierge if you are absent for any reason.
- Please give us your local address and telephone number for emergency contact.

It is required that you follow the directions outlined in this document and that you follow the direction of the staff in these areas. Refusal to do so, could lead to being asked to leave the school.

Please indicate that you agree to follow the student terms and conditions described in this document by writing your name, signature, date, and place below. After signing, it is considered that you fully understand and agree to the contents.

NAME:

Mode of CONTACT / TEL NUMBER:

LOCAL ADDRESS:

In Étampes,

DATE:

SIGNATURE: