

# **Creative Theatre Experience**

## **Gift Policy**

The purpose of this policy is to clarify and set limits for gifts received by staff, interns, and volunteers from students and their families. It is understood that students and families occasionally want to express their appreciation for the work done by staff, interns, and volunteers. It is important, however, that there is a limit as to the dollar value of gifts to help avoid the appearance of favoritism or bias.

Gifts that are of a minimal value (under \$20, including food, flowers, pictures, homemade items, etc) may be accepted. Gifts that have a value above \$20 are not to be accepted. If the family wants to give a gift with a value above \$20, they are encouraged to make that donation to CTE.

If there is a question regarding the appropriateness of a gift, the staff, intern, or volunteer should consult with the Artistic Director.

June 2013