



DRAPER ARTS COUNCIL www.draperartscouncil.org

Aladdin Jr.

For questions about calendars, absences and all things in general, call or text the Production Manager:

Melinda Lowry, 801-859-9455 lowrys_md@msn.com

Costumes: Alexie Baugh, alexiebaugh@hotmail.com

Director: Lisa Noyes, lilshafe@hotmail.com

Music Director: Allison Klippel, Aklippel72@gmail.com

Producer: Tamara Stokes, tamarastokes@yahoo.com

Summer 2021 Policies & Guidelines

CONGRATULATIONS!

You were selected from many talented people to be a part of our upcoming production of *Aladdin Jr.* Before we begin our journey of long hours, dedication and hard work, every person and parent must read the Policies & Guidelines and sign the contract.

ATTENDANCE

1. *Calendar* – The calendar will be posted on draperartscouncil.org. All cast members are expected to attend all rehearsals. Changes may be made to the calendar on an ‘as needed’ basis, so be sure you check the website frequently. Please keep open lines of communication.
2. *Scheduled Rehearsals* – Cast members are expected to attend all scheduled rehearsals. Not everyone is needed every day, so be aware of the calendar (again, check the website frequently). Our rehearsal calendar is very tricky as we have lots of cast members on vacation/camps/etc. If you said you would be here, please be here. “I’m tired and was up late” is not an excuse. Please contact the Production Manager if you will be absent from rehearsal (that was not listed on your conflict calendar).
 - If cast members are not at rehearsals when a specific number is blocked/choreographed, cast member will not be in that number. There are a lot of ensemble opportunities in this show, but there is not enough time to re-teach/re-block choreography.
3. *Tech Week* – The week or so before the show is considered “tech week” and is mandatory for all cast members. These tech rehearsals will not be during the day but will be from 6:00pm to 10:00pm.
4. *Other Activities* – We understand that cast members are probably involved in more than one activity. But, it is important that our cast make a serious commitment to our production.
5. *Parents* – Please make every attempt to schedule doctor’s appointments, hair appointments, etc. at times that do not coincide with rehearsals.
6. *Consequences* – The directors reserve the right to ask a cast member to leave the cast if he/she has more than one unexcused absence (absences listed on the conflict calendar are excused), or does not comply with the behavior policy.

COMMUNICATION

Please check the website for rehearsal communication. You are more than welcome to email, text, or phone the Production Manager.

BEHAVIOR

1. Treat everyone with respect and consideration. This includes directors, cast members, parents, volunteers, and the general public.
2. Follow all directions given to you by directors and theatre staff. This is for **YOUR** safety.
3. Keep your language, behavior, and dress appropriate.
4. Do not touch props or sets unless asked by the directors. Please only touch **YOUR** props and **YOUR** costumes!
5. If behavior is a concern, we will ask parents to attend all rehearsals and performances with your child. If it continues to be a concern, directors reserve the right to ask a cast member to leave the cast.

COSTUMES

1. All cast members are responsible for their personal undergarments and hosiery or socks.
2. Cast members will be responsible for part or all of their costumes. Guidelines will be provided.
3. All costumes must be hung up at all times or in cast members' own tote. If costumes are left on the dressing room floor or around the theatre, they could become lost.
4. Cast members must bring a costume tote with lid to keep all costumes and personal items. Totes and any costumes from home must be at the theatre by mid-July. Details TBA. On this day you will receive any costume pieces from the costumer, and you will show your at-home costume pieces to the costumers for approval.
5. Do **NOT** eat anything in your costume.
6. Please respect the space and possessions of others.

SAFETY + CHECK IN

Parents are required to sign in cast members at the beginning and end of each rehearsal with that day's parent volunteer at the check-in/out table near the North gate. If you are going to be more than 5 minutes late, please contact the Production Manager to let them know. Please note that directors and production staff have their own families and personal responsibilities to attend to after rehearsal. There will be a snack provided at each rehearsal by parent volunteers. Please inform the Production Manager of any severe allergies.

MUSIC & MATERIALS

1. \$30.00 cast fee. Cast fee goes toward t-shirt, director's gifts, and a cast party (August 7th at 10am at a pool in Draper). This fee can be paid in cash or via Venmo to Tamara-Stokes-3.
2. Cast members will receive a script and music for rehearsals that can be found on the Draper Arts Council website and/or will be sent via email.
3. Cast members should bring water, sunscreen, and shoes they can dance in (NO flip flops or bare feet).

PARENT COMMITTEES

Parents/guardians are required to volunteer their time per child. We have committees for costumes, props, sets, rehearsal helpers, cast party etc. There are sign up sheets for each of these committees with the details. These committees will be managed by our volunteer committee heads and through the Production Manager.

IMPORTANT DATES

Rehearsals begin- June 9th, M-F 9-noon.

No Rehearsals – June 18th, June 22nd, July 6th or 29th

Tech dates-- July 7, 8, 20, 26*, 28* 6pm-10pm. *Mandatory

Performance Dates – July 30, 31, Aug 2,6,7 (with rain-out date of Aug 5)

On behalf of the production staff, welcome and "break a leg!" We are going to have so much fun!



Please print this page and bring it to the Parent/Cast Meeting on June 9th at 9am, along with your Cast Fee of \$30 in cash or via Venmo at Tamara-Stokes-3.

CAST/PARENT CONTRACT

Cast Member(s) Name(s) (please print) _____

Email (main contact) _____

Parent (please print) _____

Parent Email (if different from above) _____

Parent Phone Number _____

Emergency Contact Name _____

Emergency Contact Phone Number _____

To the Cast Member: By signing below, you agree that you have read and understand the guidelines and policies outlined on previous pages, and that you are prepared to dedicate your time and will commit to making *Aladdin Jr.* a success.

To the Parent: By signing below, you acknowledge that your son/daughter is a part of the musical cast, and that you understand the commitment they are undertaking. You agree to support your child by assuring that he/she attends rehearsals and follows the guidelines listed on the previous pages. You also agree to fulfil volunteer hours per child to the best of your ability.

Parent Signature _____ Date _____

Cast Member Signature _____ Date _____

Cast Member Signature _____ Date _____

Cast Member Signature _____ Date _____