

West Junior Players Theatre Production Policies

(updated August 3, 2021)

GOOGLE CLASSROOM/WEBSITE

Throughout the production process, we post updated information in **Google Classroom** and the **Junior Players Website**. Students should set up Google Classroom **notifications** and **check the website regularly**. Many questions can be answered using either of these resources.

REHEARSAL SCHEDULE

- Rehearsals may be scheduled Monday through Friday from 3:15-5:00.
- During Production week, rehearsals may go **until 6:00**.
- **No excused absences** are allowed **during Production Week**.
- For **Wednesday rehearsals**, students have the option to **leave the building** and come back at 3:00, or they may stay at school and **attend the Athletic/Activity Study Hall**.
- We attempt to write the rehearsal schedule based on the conflicts listed on students' audition forms. **Please list conflicts carefully**.
- A detailed rehearsal schedule will be distributed and posted on the Junior Players Website. Students only need to attend rehearsal if they are in the scenes **scheduled for that day**.
- Any **changes** to the posted schedule are announced in Google Classroom and the website.

ATTENDANCE

- Cast members may have **no more than three unexcused absences** from rehearsal.
- If a student **stays home from school** due to illness, the absence is excused.
- If an **unexpected conflict** arises, a parent should send an email to Brian Williams.
- Students must be at school for the equivalent of **one half day** of instruction (11:30) in order to participate in any rehearsals or performances that day.

BEHAVIORAL EXPECTATIONS

- During rehearsals, students will need to **self-manage** during **unstructured time**, and are expected to behave in such a way as **to not distract** those working on stage.
- Behavior during rehearsals and performances **is a factor in future casting decisions**.
- When not working on stage, unless they are **supervised elsewhere by another adult**, students are expected to **stay in the auditorium** and to keep the noise level low.
- Cell phones and iPads are often distractions. There may be **no personal device usage** on stage, backstage, or during group discussions.
- Should devices become a problem, we will utilize a **device bucket** during rehearsals.
- **Academics** are a priority. **At a minimum**, we ask that students pass all classes.

AUDITIONS & CASTING

Casting decisions are based on many factors, including **voice** (projection and clarity), **character** choices, singing ability (for a musical), schedule **conflicts**, and past behavior during productions.

Depending on how many students audition, it is possible that some will not get a part.

Regardless of one's age, this hurts. We are sensitive to the feelings of Middle School students, and would like to avoid causing anguish. That said, **casting decisions are final**. If a student has not been cast, he or she is encouraged to contact Mr. Williams to get **audition feedback**.

FEES/COSTUMES/MAKEUP

If the following expenses create a financial hardship, please send an email to Brian Williams, and Junior Players will take care of the cost. If you would like to donate a stage make-up kit for the good of the program, please let us know.

- All students involved in a production (cast or crew) must pay a District **Activity Fee** of \$15. Please pay in the office. Students who receive free/reduced lunch are exempt from this fee.
- Most costumes will be constructed or provided by Junior Players, but specific base costume pieces will need to be **brought from home** (shoes, socks, tights, shirts, pants, belts, etc). We will notify students of these costume needs a few weeks before dress rehearsals.
- For hygiene purposes, cast members should **provide their own basic stage makeup**. An example brand is Ben Nye. This is available online for around \$25.

SCRIPTS

Scripts will be provided. Students should write notes in pencil and may highlight their lines with a highlighter. Anyone who **does not return a script** at the end of the production will be asked to pay for it. Typically, Play scripts are \$8 and musical scripts are \$25.

CREW/TECH WORK

There is a separate Google Classroom for the Crew. Please allow **notifications** and check it regularly. Schedules will be posted in Google Classroom and on the Junior Players website. Please refer to the **Crew Application** form for the commitment expectations of each crew.

PARENT HELPERS/DONATIONS

We welcome parent help. If you enjoy sewing/organizing **costumes** or **set-building**, please contact a director and we will gladly put you to work. We will also ask for help with **cast parties, ticket-taking, fund-raiser donations**, or really, *anything* you are willing to do to help us. If you have spare supplies (**lumber, tools, cash money, curtains**, etc.), we're interested!

THE BOTTOM LINE: SAFETY AND LEARNING

Our main priorities are **safety** and a positive **learning** experience for all. The directors reserve the right to **dismiss a student from the cast or crew** for not following these Production Policies, including attendance, or for any other behavior that disrupts the safety and learning of others.

JUNIOR PLAYERS ON SOCIAL MEDIA

Production photos will be taken and may appear in the following locations:

THE WEBSITE: wmsjuniorplayers.com

INSTAGRAM: [@wmsjuniorplayers](https://www.instagram.com/wmsjuniorplayers)

FACEBOOK: [@wmsjuniorplayers](https://www.facebook.com/wmsjuniorplayers)

CONTACTS

Brian Williams, Director: BMWillia@usd497.org
Hank Rischar, Assistant: James.Rischar@usd497.org