

# Fall Production 2016-17 (*The Pirates of Penzance*)

## Cast Expectations Contract

The purpose of this contract is to maintain a certain level of commitment, professionalism, and respect towards the other members of the cast, the crew, the directors, and the production staff. Anyone who does not sign this agreement will not be permitted to continue to rehearse with the cast. The guidelines that must be followed are:

### Outside of Rehearsal

1. Sleep at night and eat regular meals! Keeping a regular schedule will allow you to have the energy needed to make it through rehearsals and performances. If you need a snack, bring one!
2. It is a very bad idea to sing or talk until you are hoarse. This can cause many days of having no voice. Rest the voice when you can, communicate non-verbally if you must, and pay attention to what your body and voice are telling you.
3. Spend time with your music and the script EVERY DAY. Even if you are just reading or listening to it. You will have a rehearsal schedule for the week, so make sure you look over the material prior to coming to rehearse.
4. This show has difficult music and may require some outside help to rehearse, especially if you don't play piano. Schedule an Enrichment period with Mrs. Green, Mrs. Swatosh, or Mr. Olson! Let Sara know what you've worked on so she can build on your progress!

### Before Rehearsal

5. Prior to rehearsal **ALL** students must be in the CAFETERIA. If you bring food or leave and return with food, take it to the cafeteria until rehearsal begins. Dinner should be completed before rehearsal. **DO NOT SHARE FOOD!** Make sure wrappers and trash are thrown away. No one unrelated to the show should be in the cafeteria.
  - a. No one is allowed to leave after school during Tech Week and Performances. Meals will be provided by a FULL CAST potluck. More information to follow.
6. If you drive, be sure to move your car to the lower "teacher" parking lot before rehearsal begins.
7. Be on time for rehearsal, and come ready to work. The best time to arrive to rehearsal is at least 10 minutes prior to your call. Use the time to get physically, vocally, and mentally ready to rehearse. Begin personal warm-up or review your notes. Leave outside concerns outside. Check your attitude or ego at the door.
8. Dress appropriately. Wear loose fitting clothing or rehearsal clothes and comfortable shoes OR your costume during a dress rehearsal. Women should wear rehearsal skirts if needed.
9. Your "look" is important part of your character. Do not change your current appearance unless instructed to do so. This includes tattoos, piercings, and haircuts/colors.

### During Rehearsal

10. All blocking and stage business should be **marked in your script**. Always bring a pencil and your script to every rehearsal; **even after you have your lines memorized!** Bring a notebook or journal to record notes given to you. You're welcome to keep all this on your iPad.
  - a. You should not need to run to your car during rehearsal to get anything. Bring a pencil, a notebook for notes, your script, and any assignments to **every** rehearsal. Be prepared.
11. Theatre is a physically exhausting art form, and it requires complete concentration and great stamina. Good health is essential to good performance. This includes taking care of your voice. Pay attention to the choices you make in and outside of rehearsal.

12. You must be in school at least half a day to be part of rehearsal or in a performance, for non-school absences. If you have no voice but are otherwise healthy, come to rehearsal to take notes and follow along. If you are sick, contact the DIRECTOR and stay home.
13. During rehearsal, you are expected to perform as you would on stage in front of an audience, unless directed to do otherwise. Stay in the scene; stay in character. Incorporate direction to the best of your abilities. If the direction is unclear, please ask questions.
14. Support your fellow actors! Realize you are part of an ensemble and need to function as such. Be kind; be supportive; be part of the team.
15. Eating is not permitted in rehearsal. **Do bring a water bottle** as singing and speaking can be tiring!
  - a. Do not chew gum in rehearsal.
16. Casual or excessive talking is not allowed in rehearsal. Be respectful of the work we are doing. Kindly remind anyone who forgets. Cell phones should be turned off and stored in your backpack or purse.
17. Overt physical affection to another cast or crew member during rehearsal or backstage is inappropriate.
18. Stay in rehearsal area; do not wander about the building. When we are in the Black Box, breakout rooms are the 302 and 304. When we are on the Durst, breakout rooms are 210 and 211. This is where the director expects to find you.
19. Under no circumstances should you let ANYONE in the building unconnected with the show. Friends and family should not be in the school prior to or during rehearsal without prior approval.
20. All conflicts should be listed on the conflict sheet provided at the first rehearsal. Students will schedule appointments (e.g. doctor, dentist, etc.) when they do not conflict with rehearsals or performances.
21. If you must miss a rehearsal, **you or your parents** must leave a note for the director or call and leave a message. DO NOT use other students to carry messages for you; do it yourself. In the event of some unforeseen emergency, either the student or your parent needs to call to keep us informed. Thank you for your support!
  - a. A Contact Sheet will be compiled with all pertinent numbers. Make sure information on this sheet is accurate.
22. All students must fulfill their academic requirements. Doing a show is not a reasonable excuse to miss schoolwork. Students struggling in classes will be pulled from the show.
  - a. A quiet room for completing homework and studying will be provided during Mondays, Tuesdays, Thursdays, and Fridays: make use of this space.
23. Middle school students involved with productions will be released at 7:30 during rehearsal, 9:00 during tech, and after they have cleaned up during dress rehearsals and performances.
24. Following rehearsal and performances, students should wait in the main gallery for a ride home if needed. Students are not to be picked up from 32<sup>nd</sup> Street or Main Street entrances. If the student drove to school, move the car to the lower parking lot prior to rehearsal for safety. Students leaving rehearsal should **never walk out alone**. Exit the building with at least 2 other people.
25. In the event of a school cancelation, rehearsal or performances are cancelled as well.

### **Tech/Dress Rehearsal and Performances**

26. NO ONE can arrange to miss a tech rehearsal, dress rehearsal, or performance. This is essential to the success of the production.
27. Body mics go on first, then hair and make-up are completed before getting into costume. If your costume goes over your head, ask someone on the Running Crew to help you put it on to protect your make-up and the costume. Remove your make-up AFTER you have removed your costume.

- 28. No cast member is permitted to take costumes, props or show equipment home or alter them without the permission of the director. No exceptions.
- 29. When you are wearing your costume, do not eat or drink anything except water.
- 30. Return all costumes neatly hung on hangers by your name tag on the rack. Be sure to include all items that may be part of your costume. Report all damaged costumes to a Running Crew member immediately.
- 31. Do not wear perfumes or scented hairspray while in performance. Some people are allergic to scents or they can be irritating under the hot stage lights. Do wear deodorant!
- 32. Be ready for entrances, but if you are not immediately on stage, do not loiter in the wings.
- 33. Never change the production of the show once it has been set in the final dress rehearsal unless directed to by the director. It is the duty of every company member to maintain the directed concept throughout each and every performance. Nothing is to be changed/modified without prior approval of the director.
  - a. Never play tricks or jokes backstage or onstage.
- 34. Always remember that you are part of an ensemble. The crew and the performers are working towards the same goal. Respect the part that each of us plays in the production.
  - a. Show respect for all staff members and other members of the cast and crew at all times.

**Parent Support**

- 35. Parents are needed to volunteer in a variety of ways:
  - a. A parent presence will be needed in the cafeteria prior to rehearsal.
  - b. Parent presence will also be needed in the Homework Room during rehearsal.
  - c. During Tech Week and Performances, parents will be asked to help with meals for students. More information on this process to follow.
- 36. Plan to attend *The Pirates of Penzance* Informational Night on **Friday, September 9<sup>th</sup> at 7:30PM** in the Black Box following rehearsal. It will last 30 minutes and is a great opportunity to answer questions.

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Please sign below to indicate that you will abide by these rules. **Return the bottom portion only!**

\_\_\_\_\_  
Student Name (Print)

\_\_\_\_\_  
Parent Name (Print)

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent Signature

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Student Cell Phone: \_\_\_\_\_

Parent Cell Phone: \_\_\_\_\_

Student Email Address: \_\_\_\_\_

Parent Email Address: \_\_\_\_\_

Home Phone Number: \_\_\_\_\_