



ONSTAGE Children's Theatre  
Education Summer Camp!  
Summer 2014

*June 23- July 12<sup>th</sup>*  
*Shows July 11<sup>th</sup> and 12<sup>th</sup>*

Participant Information Packet

## **Food & Drink**

Camp participants will be provided a nutritious snack daily. If your child has food allergies or sensitivities, please indicate this on the registration form. Camp participants will be encouraged to drink lots of water throughout the day to stay hydrated! No soda or candy is allowed (occasional candy prizes don't count 😊). We may occasionally have some "sweet treats" in addition to our healthy food selections.

## **Your Child's Safety is IMPORTANT**

We take the responsibility to keep your child safe while at the theater very seriously. We will be enforcing a check in/check out system. We appreciate all parents/guardians helping us by having excellent communication during dismissal time of the children. First Aid and CPR trained staff will be available at all times. The Theater and Tiller Arts Center buildings both have first aid kits on hand. All injuries, regardless of how minor, will be documented. Please let us know if your child has any specific health concerns or allergies.

All staff and regular volunteers have completed a Washington State Patrol background investigation. Staff is not permitted to be alone one on one with any child, for any reason. Staff is also not permitted to accompany children into the restrooms or private dressing rooms.

All participants must check in and out with the Program Coordinator or designated lobby attendant daily on arrival and dismissal. Participants will only be allowed to leave the Roxy or Tiller Arts Center buildings with the persons indicated on the registration form, unless your child brings in a written note. If your child is walking or driving to and from camp independently, they are still required to check out with the Coordinator prior to leaving.

## **Staff**

**Educational Director:** Kate Fortin

Fiona has been involved as an actress in a multitude of plays and her wealth of knowledge in theater is a great asset to the Onstage Children's Theatre Program. This will be Kate's second experience with directing a play for the Children's Theatre group. She is attending Evergreen State College focusing her studies on Theatre Education so having her presence and educational expertise in this summer production is extremely fortunate. We welcome Miss Kate back with great enthusiasm!

**Assistant Director/Stage Manager:** Jake Parkinson

Jake is a talented young individual who attends Mossyrock High School. We welcome his love for the theatre and enthusiasm to this summer program!

**Program Coordinator:** Jennifer Kinsman

Jennifer involved in many areas of the OnStage Children's Theatre Education Program for over two years. Jennifer has been behind the scenes in nearly every way possible. She enjoys working with kids and being part of this great program.

**Artistic Director:** Linda Mullens

Linda has been involved with the Children's Theater Program for many years. Linda has directed a handful of successful plays and has a background in music. We are very fortunate to have Linda with us in Princess Who?

**Costume Coordinators:** Sally Baker and Louise Fisher

Sally and Louise are very talented seamstresses who have patience of saints. They have been involved with making costumes for all of the Roxy's plays longer than they would care for me to mention. WE ARE VERY LUCKY to have their talented hands and loving hearts involved in Rapunzel.

# ONSTAGE Children's Theatre Education Summer Camp

## STANDARDS OF CONDUCT

In order to be safe while having fun during rehearsals, we must have standards of conduct for all members of the cast and crew during rehearsals. We will not tolerate violations of these; **anyone who chooses to disregard them may be removed from the cast or crew.** Acceptance of a role in the production, whether in the cast or crew, constitutes agreement to these standards.

1. **During rehearsals and shows, all members of the cast/crew are to remain in the designated area.** You may use the restrooms as needed. At no time are any cast/crew members to leave the area without permission.
2. **While in the space, all members of the cast/crew will conduct themselves with respect.** The property and its equipment, furniture and belongings should be used properly and with care to maintain its integrity.
3. It is our responsibility as a team to keep the rehearsal space clean.
4. **At no time are any cast/crew members to leave the space,** unless express permission is granted by one of the directors or production team leaders. The exception, of course, will be any times when rehearsals are required to be moved. Cast/crew members must follow the express guidance on where they may/may not go.
5. **Be ready to begin rehearsal at the scheduled time and be picked up promptly.** If you must be late for a rehearsal, inform Program Coordinator Jennifer Kinsman at 360-827-2922.
6. **Personal behavior must exemplify respect to those in authority, to one another, and to the property.** Appropriate behavior is described as: "Respectful" & "Responsible". Respect your director(s) and those in authority, either adults or peers. Respect each other. Show you are Responsible by being on time, and learning your lines & blocking. Pay attention to the directions given to you & take them seriously. You have a job to do and others are counting on you to do your part!
7. **Rehearsals are closed. This means they are for cast/crew members only, and their "designated drivers."** Please do not invite your friends and significant others to rehearsals. Exceptions may be granted in advance only at the discretion of the directors. Parents and guardians are welcome to sit in quietly.
8. **Dress Code: Please wear appropriate clothing to rehearsal: flexible pants or leggings, snug fitting shoes, shorts under dresses, tops that are not low cut or revealing.**

With your assistance, we will make this production a memorable event for all of us, as well as for our audience. Your cooperation in adhering to these standards is most gratefully appreciated.

Crew will provide clear behavior expectations and model positive behavior at all times. OnStage participants will be rewarded for demonstrating the respectful and positive behavior required to produce a successful show. Our number one goal is that everyone has a positive and fun experience!!! However, should behavior problems arise with OnStage participants, the following disciplinary plan will be followed (in general):

1. Verbal warning
2. A break from the action
3. A phone call to the parent
4. Dismissal from the camp (no refund will be provided to participants who are dismissed from the program after the first week)

# I'M A PARENT – WHAT'S MY ROLE?

Parents have the most important roles in an ONSTAGE production. When we tell our production's parents, "We couldn't have done it without you!" we literally mean it. Our heartfelt thanks go out to all of the family members who have supported us in the past.

It is our goal at ONSTAGE, to produce theatre with high production values while providing every student with a fun and safe experience as they learn how to produce successful plays and musicals for the community. To that end, we rely heavily on your support as the parent of a cast member. A child's commitment to an ONSTAGE production is really a family's commitment. We have developed the following list of expectations for parents to guide you as you consider committing your time and your child's time in this production.

We respectfully expect the parents of cast members to:

1. **Contact us if you have any questions or concerns!!!** Roxy Theater: 496-0541 and email: [roxy@lewiscounty.com](mailto:roxy@lewiscounty.com)  
Summer Program Coordinator: Jennifer Kinsman, 360-827-2922/ [jennifer.kinsman2@gmail.com](mailto:jennifer.kinsman2@gmail.com) – you can also send messages via Facebook!
2. Encourage your child by helping them learn their lines in the script.
3. Bring your child to OnStage on time and pick them up promptly at the end of each day.
4. Review the entire packet and sign the final Contract Page with your child.
5. Let us know if you can help! A lot of work is done by the families and friends of former and current cast members or by the cast and crew members themselves. (We operate under the "many hands make light work" theory!) Please thoughtfully consider the opportunities where you may be of help. For example, hanging flyers, selling ads, building sets after rehearsals, sewing costumes, selling tickets etc. . . anything you can offer small or big is greatly appreciated!
6. If your child is sick or running a fever, please help us by keeping your child at home until they are healthy again. Colds and flu bugs run through the school and theater like fire!
7. Every student is expected to help out with strike. If you could too, that would be wonderful! No student is excused from Strike unless he/she is given special permission by the director. By not participating in strike, they may not be cast in the subsequent ONSTAGE productions.
8. Please check out the Lost & Found bin to make sure that you are not missing any clothing or treasures!!!!
9. Please respect the rehearsal times. Director/Parent conversation time is any time after rehearsal. Tuesday and Thursday, or E-mail
10. During the course of the production there may be several circumstances where the members of the cast and crew are photographed or videotaped. We would like your permission to use these photographs or video for publicity and/or historical purposes. By signing the Registration Form, you give ONSTAGE Drama Program permission to use your photos throughout the production. Watch the local papers, ONSTAGE productions are frequently featured!

ONSTAGE

**PACKET ACKNOWLEDGEMENT FORM**

I \_\_\_\_\_, have acknowledged that I have received the packet of information in regards to ONSTAGE's Children's Theatre Education Summer Camp Program. I have read and understand **the entire packet** as described to me by the director. In the event that I do not comply with any rules within the packet I may be removed from the production. In the event I do not comply with the rules outlined in ONSTAGE's packet or I do not return this form before June 23<sup>rd</sup>, 2014 I recognize that I may not be eligible to participate in the Program and therefore may forfeit my role.

I have read, acknowledge and agree to the following forms in this packet:

- ✓ Standards of Conduct

*Participant Signature:* \_\_\_\_\_ *dated* \_\_\_\_\_

I have read, acknowledge and agree to the following forms in this packet:

- ✓ Standards of Conduct
- ✓ I'm a Parent – What's My Role?

I also understand that there is NO BUS SERVICE, thus I will make arrangements to pick my child up promptly at the end of each session.

*Legal Guardian's Signature:* \_\_\_\_\_ *dated* \_\_\_\_\_

***By signing, I acknowledge that I have read, understand and agree to the terms above including the release of any media pertaining to OnStage Children's Theater Education Summer Camp Program.***

***No refunds will be issued in the event a child is removed from the production due to non-compliance with the terms outlined.***