



# St. Frances Theatre Group



## 2016-2017 Handbook

### Rules & Regulations

- The \$75.00 registration fee (\$60.00 fee for each sibling) and all paperwork must be paid and handed in prior to the start of the third class.
- The theatre student, as well as the parent/guardian, must sign the registration form and contract located in this Handbook.
- The St. Frances Theatre Group (SFTG) includes all children from Kindergarten thru 12<sup>th</sup> grades.
- Attendance will be taken at each rehearsal. After 3 missed rehearsals, a role given to a student may be changed or eliminated. After 5 missed rehearsals a student may be asked to leave the program.
- No cell phone use is permitted during rehearsals. Cell phones will be collected at the beginning of classes and returned at the end.
- No gum chewing is allowed at any time while at St. Frances de Chantal.
- All volunteers for the group must complete Virtus Training or they are not permitted to volunteer with the group. In addition, all parents/guardians of students in the program are responsible for volunteering a minimum of 4 hours during the course of the program. If this commitment is not met, a \$25.00 charge will be added to the following year's registration fee.
- Every member of the SFTG is required to donate one case of water at the beginning of the season. In addition, each member is required to provide snacks or candy at one of the productions to be used for sale at the concession stand.
- All students must maintain a Christian attitude towards the directors, teachers, volunteers, and other students in the program at all times. Students must act responsibly and respectfully to all involved in the program. Failure to comply may result in having the student picked up immediately from rehearsal and further, from dismissal from the program.
- Students are expected to treat everyone in the SFTG with respect, loyalty, patience, courtesy, dignity and consideration.
- Any behavioral problems will initially be dealt with by the directors and the student individually, then by a conversation including the parent/guardian and finally, by attending a meeting with our Moderator, Deacon Tom Andersen.
- All students must participate wholeheartedly in all class activities and try, to the best of their abilities, to place his/her gifts and talents at the service of others.
- All cast assignments are strictly based on acting and singing ability, attendance, and productivity at rehearsals and are at the sole discretion of the directors.

- Please do not send your child to rehearsal if they are sick or missed school due to illness. If you know your child will not be attending a rehearsal please contact Cathy at [cathysez@aol.com](mailto:cathysez@aol.com).
  - Ticket prices for shows will be \$10.00 (K-8th grades) and \$15.00 (9<sup>th</sup>-12<sup>th</sup> grades).
  - Costume needs will be communicated to parents/guardians 6 weeks prior to show dates by the directors and will be at the expense of individual cast members.
  - Dates of shows for K-8<sup>th</sup> grades will be Jan. 6<sup>th</sup> and 7<sup>th</sup> and June 2<sup>nd</sup> & 3<sup>rd</sup>, 2017.
- Tech Weeks/Dress rehearsals for K-8<sup>th</sup> grades will be Jan. 3<sup>rd</sup> & 4<sup>th</sup> and May 30<sup>th</sup> & 31<sup>st</sup>, 2017.
- Show dates for the Teen Group are Nov. 11<sup>th</sup> & 12<sup>th</sup>, 2016 and May 5<sup>th</sup> & 6<sup>th</sup>, 2017. Tech Weeks/Dress Rehearsals for the Teen Group are Nov. 8<sup>th</sup> & 9<sup>th</sup>, 2016 and May 2<sup>nd</sup> & 3<sup>rd</sup>, 2017.
- Show dates and Tech Weeks/Dress rehearsals are MANDATORY. Failure to attend can result in dismissal from the program and the performances.
- Please review dates (Friday rehearsals included!) to make sure your child can FULLY COMMIT to this program and that as a parent/guardian you can commit to taking your child to/from rehearsals, tech week, dress rehearsals and show dates.

**Friday rehearsal times are as follows:**

Sept. – Jan.: K-4<sup>th</sup> Grades 4-5:30pm; 5<sup>th</sup>-8<sup>th</sup> grades 5:30-7pm

Jan.-June: K-8<sup>th</sup> Grades- Show in June will be double cast so rehearsal times may change depending on if child has any conflicts. You will be notified and asked about any potential conflicts prior to casting.

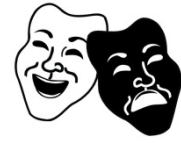
Sept.- May: 9<sup>th</sup> – 12<sup>th</sup> grades 7:30-9pm.

\*\*\*In addition, Sunday rehearsals will be added for leads in all shows and leads will be expected to attend.



# **St. Frances Theatre Group**

## **2016-2017 Contract**



- I accept my role as well as the Rules & Regulations of the St. Frances Theatre Group as outlined in the SFTG Handbook. I will come prepared and ready to work at every rehearsal. I understand that my lines and music should be memorized by the date given to me by my directors.

- If I am disrespectful or misbehave during rehearsals, I realize I will be in jeopardy of losing my role in the show. Excessive absences from rehearsals, tech weeks, and dress rehearsals will also put my part in jeopardy as well as my continuation in the program.

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Signature of Student, SFTG

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Signature of Parent/Guardian

**\*Please sign and return this form with the registration form and fee.**