

FAQ and Christmas Show Rehearsal and Performance Guidelines 2018

So your child wants to take part in the South Hill Park Christmas Show. We're very pleased to see you! Below you will find some Frequently Asked Questions and pertinent information we think will help to inform you of the commitment and involvement required from both Parents and Children as part of this production. Please read this document carefully before you commit to taking part in this year's production.

Many of these guidelines have come directly from the Education Welfare Service and are in the interests of keeping your children safe, well and happy.

Time Commitments

Whilst the Christmas show is a fun and fulfilling experience, we would like to remind you that this is a Professional Production and as such the commitment is far beyond what would usually be asked. Rehearsal times are yet to be confirmed but we expect to begin in mid-October, with rehearsals Sunday daytime.

The adult rehearsals are much earlier this year. It is likely that the junior chorus will also be called for the following evening rehearsals:

Monday 15th – Wednesday 17th October AND Thursday 22nd and Friday 23rd November 2018.

Your child will perform in approximately 20-21 shows throughout the run.

- Some of these shows will be during term time and we estimate that each child will require no more than 4.5 days absence from school. Their school must give permission for this and successful performers will be given a letter for their head teachers.
- Your child will perform on approximately two days per week.
- If your child is scheduled to be in on their birthday or any other family occasion, then they must attend. We cannot make exceptions. If you know of any difficulties or clashes in advance of scheduling please let us know and we will endeavour to accommodate this, but this is not always possible. Preference is given to children studying for GCSES.

Dropping off and picking up

- A member of the immediate family over the age of 18 **must** sign children in and out of every rehearsal and performance. If this is not possible, you must provide the person that will be bringing your child with a letter stating that they are allowed to sign your child in/out. This is required **every time** unless we have a signed, comprehensive list of adults who have your permission to drop off and collect your child.

EG If you have given permission for Mrs Smith to pick up your child on Tuesday 3rd November, and she arrives to pick them up on another date, we cannot release your child to her, unless we have documentation stating otherwise.

- Children need to arrive 1 hour and 5 minutes before all performances.
- Please do not arrive more than fifteen minutes before your call time. Chaperones may have other duties to perform and cannot be responsible for your child until the designated call time. Equally please make every effort to be on time picking your child up. Leaving times will be confirmed as soon as the run-time of the show is known, usually about 2.5 hours after the show begins (TBC).

Behaviour

- South Hill Park has a strict code of behaviour for children taking part in any of our performances. We expect the children to be well-mannered and attentive in rehearsals and to concentrate and do their very best in every performance. We operate a zero-tolerance policy on bullying or physical/verbal aggression **of any kind**, even if it is meant as a joke. Children who persist to display this sort of behaviour, or a consistent rudeness or insolence will be asked to leave the cast.

Chaperones

- Children will be supervised by licensed chaperones for all performances and rehearsals. Our chaperones are volunteers and without them none of your children would be able to participate in the show. Please be pleasant and polite in your dealings with them and encourage your children to behave in the same manner. Remember that they do not have control of over-running performances or rehearsals, but they are responsible for the welfare of our young people during these periods.
- Because all children still in formal education (ie up to Year 11 of Secondary Education) require a license to perform, your child may be required to submit to some rules that they may not expect – for example, children under license must be accompanied to the toilets and remain under supervision of a chaperone at all times. We realise that if your child is in secondary school they will be used to more freedom and independence and may find this irksome. Unfortunately as these safeguarding measures are a legal requirement under licensing laws, they apply to all young people under license in our care. Please explain to your child, as we will, that this is no reflection on their capabilities or trustworthiness, but simply a guide we are required to follow, and encourage them to behave with good humour.

Food/Drink

- Please supply your child with enough food and drink for their day. They will be singing and dancing, so it is vital that they have enough to sustain them for the duration of their time with us. Please do not send them with money to buy food, as it will not be possible to escort them to the bar or a shop, as chaperones must stay with the whole group at all times. Your child should arrive with a LARGE bottle of water, as the performances and rehearsals will be very physically demanding. We also ask that they do not bring fizzy drinks or nuts to the theatre.

Appropriate Clothing

When attending a rehearsal or performance your child will need

- Dance shoes
- Comfortable clothing in which to dance. No jeans, no short skirts and no jewellery please.
- Outdoor shoes. Trainers are not suitable dancewear and shoes that are worn outdoors cannot be worn in rehearsal, particularly in winter.
- A Coat. Not a jumper, hoodie or cardigan, but something definitely suitable for outside, all-weather wear. **All children must bring a coat, regardless of their preference for wearing one.**

Illness

- **Children who are ill should not be sent in to rehearsal or a performance.** Instead, let us know there is a problem as soon as possible so we can ask one of the other children to cover for them. In case we need to get in contact with you, please make sure that we have full contact details for you and two other emergency contacts, in case we cannot reach you for whatever reason. If you are going to be watching the show, let the chaperones on duty know.
- **If your child is in need of medication of any kind, including Calpol or any over the counter remedies, you must discuss it with a chaperone before bringing the child to South Hill Park.**

Homework

- There will be plenty of opportunities during the show run for your children to do schoolwork. Please send them in with some and let us know so we can make sure they get space to do it.

Finally

- Do not send your children in with expensive items, as we cannot guarantee that we will be able to look after them.
- This includes hand-held games consoles, mp3 players and ipods. If you wish your child may bring a mobile phone but it must be switched off during rehearsals and performances and not on their person during these times. We cannot be responsible for any loss or damage to these items.

***If you have any further questions or concerns please ask!
We hope your children enjoy taking part in this production and you enjoy
watching it!***