

Parent Information

Responsibilities

1. See that your child attends all rehearsals for which they are scheduled, **on time**.
2. If your child cannot attend a rehearsal, **advance written notice** must be turned in to the Assistant Director. For illnesses, please contact the Director or Assistant Director ASAP.
3. Unexcused absences count as two absences.
4. A total of three absences during the course of the play is cause for dismissal, as determined by the Director.
5. Parents are responsible for making make travel arrangements to and from rehearsal. **Please pick up your children in the auditorium for their safety!!!!**
6. Be alert to all email messages concerning costume requirements and inspections.

General

1. Although this is children's theatre, we need the help of all parents. **We ask that one parent of each child sign up to monitor at least 2 rehearsal.** For those that work late or for those with small children at home, please consider monitoring during our last two weeks of rehearsals, which are in the evenings. **Also, we ask that each parent sign up to be on at least two committees.** The first to work during the rehearsal time frame, second to work during the performances
2. We like to use student artwork on all forms of publicity including T-shirts, programs and flyers. **If your child would like to submit a work of art to be considered, please do so by Monday March 15th, 2010.** Art work should be in ink, with lines clearly drawn (not sketch form). Also, please be sure any words are spelled correctly. Please note art work may be slightly altered to transfer to T-shirts. These changes will be at the Graphic Designer's discretion.
3. **Fees are due at the Parent Meeting.** Either the \$15 production fee or the \$30 membership fee.
4. **Please keep us current on your email address and check you messages often. Email is our primary means of communicating with cast, crew and parents.**

Practices

1. When it is your turn to monitor rehearsal, please check in with the Assistant Director upon arrival, then begin monitoring the behavior of the cast.
2. Please park and enter the theatre from the 5th Street side door. For safety reasons, we do not unlock the other doors.

3. Parents/babysitters must come inside to collect their child(ren). Children must not leave the building without an adult.
4. Please do not let your children wear flip-flops or go bare-foot on stage.
5. Please make sure your child's name is on all personal items.
6. Your child should bring to rehearsals something to occupy him/herself quietly while not on stage. **No electronics, video games, cell phones or ipods.**
7. "TBA" rehearsals should be considered a scheduled rehearsal day. The director will notify the cast, **by EMAIL**, within 48 hours of a TBA date to let you know who will be rehearsing.

Performances

1. In most cases, all parts of your child's costume will be provided except underwear, socks and shoes. As time draws nearer, we will let you know what kind of shoes he/she needs.
2. You may videotape or photograph the Dress Rehearsal, however, you may not videotape or take photographs of the performances.
3. The first two rows of seats in the theatre will be reserved as "house seats" and will be assigned by the Producer on an as-needed basis. If you have a family member with a disability and you need any of these seats, please see the Producer prior to the performance.
4. A CD containing digital photographs of the Dress Rehearsal will be offered for the price of \$10 at the Cast Party, after the last performance. The CD will be mailed to you. Legally, Smiles and Frowns may not offer a videotape of any performance.
5. For the performance, you may park in front of the Ayden Recreation/Community Center, as well as in the town parking lot on 6th Street. Please do not park in the church parking lot which is located at the SW corner of Lee and 6th Street.
6. After the final performance, all cast and crew must help "strike" the set (take down/apart the set and carry everything upstairs to storage). When this is completed, there is a pizza party (at no extra charge) for the cast and crew in the activity room across from the auditorium.

 Parent Name: _____

Parent Signature: _____

* ***By signing, you agree to the responsibilities listed herein. Thank you!!
 Tear off and return this portion no later than the first week of rehearsal. Thank you!***