

## **2019 Youth Summer Theater Workshop**

### Grades 5-9 Information Letter

Hello and welcome to Auburn Community Players 2019 Summer Theater Workshop!

This summer, we are again offering a two-week intensive program; a fun and exciting musical theater adventure for students entering **grades 5 through 9, or 9 to 15 years of age**. We will be working with a musical that has been specifically adapted for performance by this age group. At the end of this workshop, the students will present two performances of Disney's *The Little Mermaid, Jr.*

**DATES:** The workshop will run for two weeks: July 8-19.

**TIMES:** The workshop meets weekdays from 9:00 a.m.- 2:00 p.m.

**PERFORMANCES\*:** Will be on Friday, July 19 at 7:00 p.m. and Saturday, July 20 at 2:00 p.m.  
*\*Performance times subject to change.*

**LOCATION:** All rehearsals and performances will be at Pakachoag Church, 203 Pakachoag Street, Auburn, MA.

**ELIGIBILITY:** This Workshop is for students who will be entering grades 5-9 in September. Any student, from any town, who meets the requirements for age and grade level, who has an interest in musical theater performance and who is willing and able to follow instruction, is welcome to register.

**COST:** The tuition for Auburn Community Players Youth Summer Theater Workshop is as follows:  
\$295 for the first child  
\$265 for the second child  
\$240 for each additional child

A limited amount of scholarships and tuition assistance is available. Please contact us to inquire.

**REFUND POLICY:** Refunds will be determined on an individual basis. No refunds will be given in cases of dismissal from the program for behavioral issues. No refunds will be given to students who choose to withdraw from the Workshop because they are unhappy with the role they have been assigned.

**REGISTRATION DEADLINE:** Auburn Community Players must receive your completed registration form by June 15, 2019 in order to accept your registration. Payment in full or arrangements for scholarship must be made prior to June 15, 2019 in order for a student's spot to be held. Registrations will be accepted in the order in which they are received. Please register early to ensure space availability!

**PERMISSION TO PHOTOGRAPH:** I hereby give Auburn Community Players permission to use photographs of my child on the ACP website, social media, in printed material and/or audio/visual material, and give permission for release to the media.

**MAILING ADDRESS:** Registration forms and payment should be mailed to Auburn Community Players, c/o Pakachoag Church, 203 Pakachoag Street, Auburn, MA 01501. **Checks should be made payable to "Pakachoag Church."**

**COMMUNICATION:** E-mail is our preferred method of communication. All participants will receive confirmation via email once we receive your registration forms and payment. Please provide the parent/adult's email on the registration form. **We do not want or need the students' email addresses.**

**ARRIVAL:** Each workshop day will begin promptly at 9:00 a.m. Students will be greeted by Workshop staff in the main lobby of the church beginning at 8:50 a.m. Students will not be supervised before 8:50 a.m. Please do not leave your children at the church until staff are onsite. Once you have seen the Workshop staff greet your child in the lobby, you are free to leave.

**DISMISSAL:** Auburn Community Players is unable to provide extended day coverage. Dismissal time is at 2:00 p.m. Please be prompt in picking up your child. Late pickup will result in late fees of \$30 per hour, or a portion thereof.

**MATERIALS:** All participants in Auburn Community Players Youth Summer Theater Workshop will receive a Summer Theater t-shirt. Please make sure to indicate size on the registration form. Participants will also receive a copy of the script and a CD of the music. Participants are required to have their scripts with them each day. Replacement copies will not be available. It is your responsibility to ensure your child's script does not get lost or destroyed. Music CD's are for home learning and practice and should be kept at home.

**LUNCH/SNACKS/WATER:** Each student must bring their own lunch, snacks, and water bottle. Limited refrigeration is available. We suggest the use of ice packs to keep lunches fresh. There will be a pizza lunch offered on the first Friday of the workshop, available for a nominal additional fee (gluten free pizza will be made available).

**AUDITIONS:** Every participant will audition for the show. While ALL participants will be in the show, the Workshop Staff will choose those who will have principal singing, acting, or dancing roles by their auditions. Students who do not want a singing solo will be allowed to audition in small groups. Students who do not want speaking parts will not be required to read. All participants will learn a short dance routine so our choreographer can assess the abilities of the group.

**ATTENDANCE:** Students are expected to attend each and every day of the Workshop. Because of the intensive nature of this program, a lot of material is covered each day and staff members might not be able to reteach for those who are absent. However, we do understand that medical issues and emergencies do happen. Please refer to our "Medical Policies and Procedures" section below for cases when your child should not attend. In an instance of multiple absences by a student, Workshop staff reserve the right to recast a student's role if deemed necessary for the benefit of the rest of the cast and the overall quality of the production. If your child will be absent or arriving late, we expect that you will contact the Staff as soon as possible.

**STAFF EXPECTATIONS:** The Workshop staff will do our best to make this a fun experience for your child. The Workshop directors are trained professionals with extensive combined experience as teachers and performers. Additional staff includes youth counselors and parent volunteers. In addition to rehearsals, students will learn about proper singing technique and expand their acting knowledge by playing theater games. Students will also learn theater etiquette and how to work as members of a team toward a common goal. Staff will treat students with respect and are committed to helping the students grow into confident performers.

**STUDENT EXPECTATIONS:** We expect that any student who registers to participate in this Workshop, does so because of a desire to perform and to learn more about musical theater. Students will be expected to learn all of their assigned lines, music, movement and dances in a timely fashion. We know that the earlier the students memorize their material, the quicker they can begin inhabiting their characters and enjoying the rehearsal process.

**BEHAVIOR EXPECTATIONS:** Auburn Community Players reserves the right to dismiss a student when, in our judgment, the student's behavior interferes with the rights of others, the smooth functioning

of the group or activity, or violates the Workshop's rules. Often, potential issues can be avoided by open communication between parents and staff. To that end, *Auburn Community Players encourages parents to discuss any special concerns or needs that may affect their child's participation in the program with the staff prior to the first day.*

## **RULES**

1. Students will respect each other and the Workshop staff. Inappropriate behaviors that will not be tolerated include mean teasing, disruptive behavior, disrespect, fighting, inappropriate language, bullying, and consistent talking and interruption during periods of instruction.
2. Students will treat Pakachoag Church with respect. Students will also respect the property of others. Stealing and/or destruction of property will not be tolerated.
3. The use of cell phones or personal electronic devices is allowed ONLY during lunch and break times. Students should never be taking photos of other students and posting them online.
4. Students will be very careful with all costumes and props provided for the production. Students should not touch costumes or props that are not assigned to them.
5. Students will walk quietly from room to room within the church. Students should be aware and respectful of other groups working in the building during the day. Running, climbing, tumbling, gymnastics or shouting will not be tolerated. In addition to these guidelines, to avoid injuries, proper footwear should be worn at all times. Flip flops are not considered proper footwear.
6. Students should label all belongings, including their scripts and anything brought in from home for props or costumes.
7. Students should always remain in groups. No student will ever be left alone with a staff member or other adult while on the premises. Students are advised that they may not wander the building alone.
8. When brought outside for breaks, students will stay within defined areas of the property.
9. Students may bring phones or tablets. However, these devices will be collected by workshop staff at the beginning of each day and held in a secure area until the end of the day's session. Students may access their device during lunch breaks or with permission from room staff.

The staff of our Youth Summer Theater Workshop wants every participant and family to have a positive experience. If there is a participant who is not willing to respect others, who destroys property, refuses to participate, or is unable to follow the rules, the Director will contact the participant's parents to discuss the issue. It is our hope that a positive solution and resolution can be found through discussion between the staff, parents and participants.

## **MEDICAL POLICIES AND PROCEDURES**

1. The Workshop director will obtain a basic first aid kit which will be in a predetermined location for the duration of the program. The first aid kit will be inventoried and restocked as needed at the end of each day.
2. Any illness or injury, not requiring emergency treatment (i.e. vomiting, sprains, suspected fever, etc.), will be referred to the parent or guardian for further evaluation and medical intervention.
3. In the event that the child has a known allergy that requires the use of a prescribed Epi-Pen, the Workshop staff will be instructed on administering the Epi-Pen for use during an anaphylactic allergic reaction.

**4. Consent for Medical Treatment and Permission/Liability Waiver forms must be received by Auburn Community Players PRIOR to the first day of the workshop on July 8, 2019.**

**HEALTH GUIDELINES:** Children should not be sent to an Auburn Community Players program or rehearsal with any communicable illness, (i.e. strep throat, conjunctivitis, fever above 100 degrees). If any of the above are suspected, parents will be notified and child will be asked to go home.

**EMERGENCY PROCEDURES**

1. In the case of a life-threatening medical emergency, 911 will be called.
2. The Workshop staff will notify parents by telephone of any emergency requiring more than minor first aid. If the parent or alternate contact person cannot be reached, Auburn Community Players will acquire emergency medical treatment as described in the Parental Consent for Medical Treatment form.

We know that you and your family will have a great summer working with Auburn Community Players. If you have any questions or concerns, please don't hesitate to contact us at [info@auburncommunityplayers.com](mailto:info@auburncommunityplayers.com) or (508) 755-8718.