



NRHS MASQUERS MUSICAL

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masquers.weebly.com

Dear Parents and Students,

CONGRATULATIONS!

Your child has been cast as Ensemble in the NRHS musical "BEAUTY AND THE BEAST".

Attendance is very important when putting together a show (see rules for participation). Please double check all possible conflicts and confirm on the permission sheet.

Rehearsals are generally Tuesdays, 3:30pm – 5:30pm. Rehearsals may go later some days as well as occasional weekends if necessary, this *includes Thanksgiving weekend*. Different roles have different expectations – not everyone will have the same schedule. Students should quietly work on their homework, memorize lines or work blocking until needed. Being a part of the musical *IS NOT* an excuse for missing or late homework (see rules). Once we get closer to the performance dates, Monday through Friday rehearsals may be extended until 6:30pm. **We will need for your student to rearrange their schedules and be at rehearsals for their durations once this occurs.** Please take the time to familiarize yourself with the Masquers web page www.masquers.weebly.com, where rehearsal schedules are posted and updated daily.

Your student will need a folder or a 3-ring binder to keep your music and script. Also, a pencil and highlighter is needed to write blocking and notes as we rehearse. CHIP will need to wear appropriate rehearsal clothing (i.e: black jazz or ballet shoes, leotards, sweats/leggings/shorts and hair tied back). Your student will not be allowed to rehearse if they are not prepared. Please see one of the directors if you need assistance in obtaining any of these materials.

Tech week is November 13-18 - **everyone must attend**. It is very important that your student make those rehearsals he/she is scheduled for. These rehearsals are mandatory for everyone – unless your schedule has been adjusted based on their role. We will be on the stage using lights, sounds, props, the set, costumes etc. It is *imperative* that your student is available. Elementary students will be dismissed much earlier than high school students most nights. If they miss a scene they are in, they may need to be replaced. The evening performances are Wednesday, November 30 at 6:30pm, Friday, December 1 at 7:30pm, Saturday, December 2 at 4:00pm, and Friday, December 8 at 7:30pm and Saturday December 9 at 4:00pm. Tickets are \$15 and will be pre-sold at ticketstage.com as well as at the door. We will need parent assistance to sell tickets. The musical usually sells out so we encourage you to take advantage of the presale tickets. Check out the web site for more information about tickets and discounts.

IF there is a cancellation due to weather, we will perform the show the following weekend, December 15/16. Please keep that weekend available as well.

Your student will need costumes, makeup and food throughout this process. Please be aware that there are additional costs for these and other miscellaneous items.

Lastly, we need parent volunteers to help with numerous tasks. On the reverse side of the permission slip, please check any and all items that you can. We are very much looking forward to working with you and your student. We have a great cast and will have a great show!!

Sincerely,

NRHS MUSICAL DIRECTORS

A. Kane	E. Forman	P. Kane	K. Lamoureux	C. Bowman	A. Gagnon	K. Sullivan
Director	Music Director	Tech Director	Vocal Coach	Choreographer	Ass't Director	Costumer



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PERMISSION SLIP "ELEMENTARY ENSEMBLE" – *please tear off and return*

(please print)

Name _____ Grade _____ Parent cell _____

Parent(s) Name(s) _____

Home phone number _____ Parent email _____

Student email _____ Student cell _____

RULES FOR PARTICIPATION

I have read all the paperwork and I understand that I must follow these rules to participate in the musical.

Student Signature _____ Date _____

Parent Signature _____ Date _____

PERMISSION

I understand the schedule and will be able to attend rehearsals through December 11. I understand that I will need to reschedule conflicts as best of my ability. I realize that the musical is a big responsibility and commitment and I will work to keep on top of my studies and health while rehearsing for the show. This includes eating correctly and often, keeping hydrated, getting enough rest and making the hard choices to stay on top of my work instead of going out.

Student Signature _____ Date _____

Parent Signature _____ Date _____

PHOTOGRAPHS

I give Masquers permission to photograph and video tape my student.

Parent Signature _____ Date _____

I understand that there will be additional expenses (makeup, shoes, costumes, dinners, concessions and potluck) that I will need to provide. I also understand that there are other opportunities (such as show shirts and dvd's) that are available for me to purchase but are not required.

Student Signature _____ Date _____

Parent Signature _____ Date _____

_____ I understand that there is an activity fee mandated by the NRPS of \$50 to participate in Beauty and the Beast.
initial



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RULES FOR PARTICIPATION

ATTENDANCE

- Attendance is essential at all meetings, rehearsals and performances. (See web site for specifics.) If you are in activities that conflict with the musical schedule, please understand that you will not be included in the scenes you miss, for whatever the reason is (this includes illness). Significant conflicts will affect one's ability to participate on the stage.
- If there is an unforeseen need to be absent, parents should email Mrs. Kane at akane@nrpsk12.org and leave a note explaining the absence. A musical relies on the commitment of time and effort of both cast and crew. We create a great team who works together for a common goal. Starting January rehearsals will be extended. Please double-check and clear your calendars of other obligations. **Excessive unexcused absences may result in loss of privilege to participate – regardless of the date or role you play.**

During Rehearsals:

- Cell phones and other electronic devices need to be kept off stage. Students need to be focused at all times on the rehearsal process. Students must either leave their phones with their supplies or they may leave it with the stage manager. Cell phones should not be left on stage without strict permission from the director and/or stage manager.
- Actors/Techs will arrive 10 minutes prior to call. Call time means that is when rehearsal starts, not when you are walking in the door and finishing your food.
- If you expect to be late for a call, students should telephone both the stage manager.
- Attend all rehearsals as listed on rehearsal schedule. Since casting decisions are based in part on the availability of the actor to attend rehearsal, absences due to sports games, vacations, medical appointments, tutoring, etc. will be considered only if they are listed on the actor's audition form or given in advance. In the event of a legitimate absence, actor will notify and remind the stage manager and director as soon as they can in advance and give a marked script to the stage manager.
- If you are sick, please stay home and get better. We need you healthy and for the rest of the cast to not get sick.
- You must be at school to be at rehearsal. Only students with excused absences are allowed to attend rehearsals and events. If you are not in school or dismissed from school, you may not return for a rehearsal.
- All student actors and technicians must be in good standing with the school with no major discipline problems.
- Actors/Techies will prepare for rehearsal by learning all lines, stage duties and blocking, by the deadlines noted in the schedule. This includes you rehearsing on your own time at home.
- During rehearsals, you should be on stage or in the first few rows of the theatre unless you are directed otherwise. Do not wander into the classroom or other areas of the theatre, when we need you on stage you should be ready. Students are not to hang out in the backstage area. All special guests must be cleared with the stage manager and they are to wait in the house and not be a distraction unless otherwise directed by the teacher. Friends/siblings may not sit and watch rehearsals. They must go home.
- Actors/Techies will not eat or drink (bottled water is fine) anywhere in the theatre unless permission is given. **GUM CHEWING IS NOT ALLOWED EVER.** A special area will be set up for food, food should not be brought out of that area. **DO NOT EAT ON SET.**
- Actors/Techs will help clean the theatre on a regular basis. Schedules will be set in advance by stage manager.
- Actors/Techs will attend rehearsals fully prepared with materials needed (scripts, pencils, personal props, character shoes, appropriate clothing etc.). Be prepared to change attire if directed.

SAFETY and RESPECT

- The musical is an extra curricular activity. It is important for teachers to know where students are at all times. Students must remain in the music room or PAC. If a student is not in an assigned area and did not gain permission to leave, they will not be allowed to continue in the musical. No wandering the halls or going to the teachers lounge for beverages. NRHS Masquers prides itself with having the most helpful, friendly and respectful students! We will uphold this tradition throughout the musical. Everyone involved in the musical will be respected, honored and celebrated. Any student who is not respectful to others will be 1) talked to, 2) sent home and a phone call conference with the director and parent will occur 3) referral to the main office and may lose their privilege to participate.
- Actors assume the responsibility for care of all scripts, personal properties, and costumes assigned. Costumes, once issued to student, must be hung up and properly cared for. Student agrees to assist with making costumes when requested, and agrees to purchase undergarments, leotards and/or dance shoes as required. School obligation forms will be issued for borrowed or rented materials, costumes, etc. damaged or not returned cleaned two weeks after close of show.
- Actors are not directors.



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During Dress Rehearsals and Performances:

- Actors/Techs will arrive on time and sign in at the callboard. Never sign in for another actor. When arriving, please leave your backpacks in the HS music hallway.
- Please be advised that dress rehearsals are run like actual performances.
- Bring water to drink and **STAY HYDRATED**. Drink more than you think you should.
- Wait in A12 after arriving, keeping off the stage unless called for a sound-check or specific scene work. Once the house opens, the stage manager will begin regular announcements letting you know how much time remains before curtain and giving you general cues. Remain backstage for the duration of the performance, **including intermission**. Only prior approval will allow students to be in view of the audience before the show begins. This includes keeping out of the catwalks, light booth, outside, etc. Likewise, guests are **not** permitted backstage, even family or friends.
- Please **DO NOT TALK BACKSTAGE WHILE PERFORMANCE IS IN PROGRESS**. If you must communicate, please whisper.
- Once the show begins, all electronics will be locked up.
- All cast members must take curtain call in complete costume. Crew in blacks. Front of house in dress blacks.
- After curtain closes, no hooting or hollering. Exit the stage in an orderly fashion. Remove your mic and mic pack and deposit it carefully on the sound table *before* you to upstairs to meet family and friends.
- No one leaves until everyone is done. Dressing rooms must be clean. Bathrooms picked up (bobby pins, missing socks, leotards, hairspray containers etc). Families need to wait until the theatre is cleaned up by the actors. Tech has to clean up the set, tech room and main hallway.

FUNDRAISING

- All Masquers shows are self funded. We ask all cast and crew to try their best to help raise that money. The playbill is our biggest fundraiser. Please try to meet your goal and help support the program so we can put on the show.
- Raffle baskets will be sold during intermission. Once you get to know the cast and crew, think about who you would want to pair up with to make a raffle basket.
- Actors/Tech will be assigned a day to bring baked goods for concessions. Please don't forget!
- Brunch with the Beast will be Sunday, December 3. More details to follow.

ACADEMICS and ELIGIBILITY

- Student actors and technicians are Students first. Students must keep their grades up throughout a show. If a student is not being directed during a rehearsal they can spend that time on homework. Grade check in will be performed at least once before the shows. Utilize your cast/crew for help with academics if you need it.
- To be eligible for participation in a Masquers production, you must be in good standing in both your academic work and as a citizen of the school. This means that you need **grade eligibility** (to be passing seven (7) of your eight (8) classes) and uphold NRHS's **code of discipline**. Any suspensions, class cuts, truancy or greater than 10 unexcused absences may jeopardize your involvement in our organization.
- We hold Masquers students accountable for their academic and social behavior. Any student not doing his/her part will be asked to forfeit his/her role. Please make sure you read the student handbook section on School Policy and Student Behavior.

PHOTOS and ARCHIVING

- Throughout the rehearsal and performance process, we like to take pictures for memory dvds, publicity and to hang in the main hallway in the school. Headshots will be taken of all cast and crew.
- Cell phones and other electronic devices need to be kept off stage and the tech room. Students need to be focused at all times on the rehearsal process. Students must either leave their phones with their supplies or they may leave it with the stage manager. Cell phones should not be left on stage without strict permission from the director.

ONE FINAL THOUGHT

The directors of the musical will work to make it a positive experience for everyone who participates. We have high expectations and are responsible for everyone's safety. For this reason, the above rules must be followed. We appreciate the help and support of parents, staff and students and look forward to a great run!!!

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