

To: Cast and Crew of *Brief Encounter*

RE: Dramafest at Westford Academy High School

Tuesday, March 14 – wear Masquers show shirt *Oliver*

- Students attend their first three classes, lunch & power block where they are to check in with their last block teacher
- Students load the UHAUL truck at 12:45pm
- Students depart NRHS via bus at 1:40 and travel to Westford Academy High School.
- We will unload our set into the wings of their theatre
- At 2:30pm, we have 60 minutes to spike, set lights, sound projections and practice volume.
- At 3:30pm, we will reload our truck and take a tour of the school to find our homebase
- We will board the bus approx 4:00pm.
- We will arrive back at the NRHS approx 5:00pm and unload the truck back into the theatre.
- Once we are done, you will be dismissed – approx. 6:00pm (depending on traffic)
- Please bring your cell phones to contact your families if traffic or something else delays this schedule
- We are not stopping for food. We suggest you bring a snack for the bus.

Thursday, March 16

- Public Performance 7:30pm arrive at 5:30 to get ready.
- No rehearsal after school

Friday, March 17

- Full run through of the show, full costumes NO hair and makeup
- we will gather together for last minute notes and reminders after the show and load the truck
- You need a good nights' rest – *please* do not go out this evening

Saturday, March 18 – Drama Fest – wear your *Brief Encounter* shirt– dress up but appropriate.

- Meet 7:15am
- Students will depart NRHS via parent caravan travel to Westford Academy High School
- Please eat breakfast before we depart.
- We will check into the festival at 8:00am.
- Students will go to homebase. Ms Kane will go to the directors meeting. Our homebase is where you keep your bags, coats, costumes etc. Students may NOT bring coats, bags, etc into the theatre. DO NOT bring anything of value. There is no place to store it and it will not be safe. This includes: ipods, cell phones, computers etc. You bring it at your own risk.
- 9:20 all students gather in the theatre for welcome ceremonies
- 10:15 we load right back onto the truck – no time to change!
- 10:30 Attleboro performs and we MUST be in the theatre, you will be in your costumes and makeup
- Lunch is a pre-paid BBQ style
- We can start getting ready during lunch and then after lunch we go into the green room for hair and makeup
- After we perform at 2:30 we load right back onto the truck – little time to change!
- 3:30 Westford performs preforms and we MUST be in the theatre, you may be in your makeup
- After the shows there are guided talk backs
- Then there is a dinner break from approx 5:00
- Then there is a dance as the judges tally up the scores
- When they evening is complete, we will travel back to NRHS and arrive approx 9:30pm
- Students will unload the UHAUL and be immediately dismissed.

IF THERE IS A SNOW DAY AND SATURDAY IS CANCELLED, THIS SCHEUDLE WILL HAPPEN ON SUNDAY, MARCH 19. YOUR STUDENT MUST BE AVAILABLE OR WE COULD BE DISQUALIFIED.

- There are vendor tables set up throughout the day selling food, festival tshirts etc...
- There is no food or drink (this includes water) in the auditorium or classrooms.
- There are no cell phones, video games, ipods are allowed in the auditorium.
- We want to wear Masquers apparel as much as we can. If you don't have any, see Ms Kane right away and we may be able to order some for you.