



HEALTH AND SAFETY RULES FOR CHILD PERFORMERS

To be issued before auditions with letter/consent forms and returned with show fee (if applicable) before first rehearsal.

1 Apart from dance school students, only the children of members may take part. Parents can take out a half year subscription to cover the production time span

2 A parent/guardian needs to be present at each rehearsal/on performance nights to represent and be responsible for a ratio of 1-4 children. Parents to confirm arrangements with Committee.

In the case of dance school students, a representative of the dance school must attend all rehearsals as appropriate and organise their own chaperone to a ratio of 1-6

3 Children need to arrive at The Mytchett Centre, 140 Mytchett Road, Mytchett, near Camberley at the given times on the schedule

4 If you cannot attend a rehearsal, please notify Susan Freke, the Chairman, in good time (tel: 01252 677409).

PERFORMANCE NIGHTS

5 All parents are encouraged to be involved on the premises on performance nights (eg on stage, back stage or front of house)

6 All children must be signed in and out with the Producer by their parent/guardian/representative

7 Once in costume and make-up, children must stay in the dressing-room, except to go on stage or use the toilet facilities; Children are not permitted in the bar area or outside the premises unless chaperoned

8 **CONDUCT BACK AND ON STAGE:** Please be as quiet as possible whilst in the dressing rooms or in the wings. May we suggest fruit, sandwiches and water in the dressing room during performances, rather than chocolate, crisps, coloured sweets or fizzy drinks? Children are permitted to bring in quiet games and books. Please keep the backstage areas as clear as possible and do not block the stage door entrance or stairway.

9 **FIRE SAFETY:** Please familiarise yourself with the location of all fire exits. In the event of a fire, all cast and crew must evacuate to the front car park as quickly and orderly as possible.

10 Children need to leave as soon as possible after the last performance to facilitate safety during set removal

USEFUL INFORMATION

TICKETS: The Box Office co-ordinator will distribute forms to enable members to book any tickets they may require. Please complete and return them with money to receive your tickets.

PUBLICITY: Please distribute posters/flyers to help with ticket sales. In January all cast will be asked to join in a promotion at Princes Mead shopping centre in Farnborough.

ARRIVAL TIMES: Please ensure that your child is available for the following schedule

BACKSTAGE AREA : Entry to the backstage area is strictly limited to cast and crew only. Any unauthorised person will be asked to leave immediately.

COSTUMES : Please look after your costume. If you notice any damage that needs repair and you cannot do it yourself, please tell the Wardrobe Co-ordinators who will carry out any necessary repairs. After the final performance, please hang your costumes on the rail in the dressing rooms. Hangers will be provided.

MAKE-UP : **You may use your own** or the Playmakers make-up although moisturisers, make-up remover, tissues and cleansers are not provided. If you have your own make-up please bring it as we only have a small, basic supply. If you think you will need help with your make-up, please let the Make-up Co-ordinators know in good time. Please use your own lipsticks and mascara.

PERSONAL PROPERTY: The Playmakers and The Mytchett Centre cannot accept any liability for loss of or damage to an individual's personal property. Please look after your own belongings and leave valuables at home.

TUESDAY EVENING CHARITY NIGHT: It is traditional that the curtain will remain up at the end of the performance for cast members to join the audience, mingle and give out sweets.

SATURDAY AFTERNOON : It is recommended that you bring a packed lunch between the 2 performances.