

Grafton High School Drama Department PRODUCTION CONTRACT

The following are the basic responsibilities of students working on a drama production. Students and parents should read **the entire contract before signing** this form to be sure the expectations for the production are understood. It will serve as a contract signifying students' agreement to fulfill these responsibilities and parents' knowledge of these responsibilities and their intent to support our students' endeavor.

1. Production preparation lasts approximately **12** weeks. I will attend on all days for which I am scheduled. I understand that not all students are required to attend all production days.
2. I understand that **most** rehearsals and technical work sessions are held from 3:00 to 6:00 or 4:00-7:00 p.m. on Monday, Wednesday, and Thursday. Some Friday or Saturday dance or music rehearsals may be scheduled if needed. **I understand that during the three weeks prior to the performance, rehearsal days will include additional days of the week and run for a longer period of time (2:30-8:30 with dinner served) and attendance will be required.** No production activities will be scheduled during Spring Break, however, the **rehearsals directly before and after Spring Break will be mandatory.**
3. I understand that it's **my responsibility** to get the schedule for rehearsals and/or technical work sessions before they take place and to make my parents/guardians aware of the times and days for which I am scheduled. It is **my responsibility to note changes to the calendar I've been given and to check the callboard outside the drama room regularly.**
4. I have turned in a list of my current obligations and conflicts, (other than production work at GHS), at my audition or at the first production meeting. I understand that the production team will take measures to avoid scheduling me during the times listed unless the director has worked this out with me. **I also agree **NOT TO ADD* any obligations that will prevent me from attending rehearsals and/or technical work sessions during the times I have committed to be available.** *I understand that poor attendance could cause me to lose my position on this production and may be taken into consideration when future casting/crew selection decisions are made.*
5. I agree to make the director aware, **at least one week ahead of time,** of any short-term obligation that I would like to schedule around; otherwise, **I am expected to be at the rehearsals or technical work sessions for which I am scheduled. Parents need to make sure appointments are scheduled outside of rehearsal times for non-emergency things.**
6. I agree to be **on time** to all rehearsals and/or technical work sessions and to **stay until dismissed unless I have director approval to leave early.** I understand that the production calendar indicates "go" times and I should arrive somewhat earlier according to my show assignment. *I also acknowledge that I am **not** to arrive more than **30 minutes** prior to rehearsal unless instructed to do so.* I have been informed that **I am not to be at GHS unsupervised after 2 p.m. and disciplinary action may be taken if I am found to be.**
7. In case of emergency, I agree to let the stage manager and/or director(s) know of my late arrival or absence as soon as possible. I will be provided with several contact phone numbers for this purpose.
8. I have received a copy of company policies and rules for using costumes and props. I agree to abide by these policies & rules, to meet assigned deadlines and to cooperate with staff and students involved in the production.
9. I agree to follow **safety rules and company policies** as they have been outlined for me (see the back of this document). **I understand that safety is a priority on this production.** By accepting a part in this play, I acknowledge and take responsibility for contributing positively to a safe production environment.

10. All actors will be participating in physical, vocal, and mental warm-ups before every rehearsal. **I understand that these activities are to be taken seriously, and that I must be attentive and follow all instructions at all times.**
11. **Important: ACTORS:** I understand that physical appearance is one of many factors considered when casting a production and that my physical appearance was considered at auditions. **I agree not to alter my appearance until after the show closes without first getting approval from the director.** Examples of such changes include changing hair length, style, or color or getting piercings or tattoos. **CREWS:** I understand that during technical and dress rehearsals and during performances, **I am expected to dress in all black clothing, including appropriate shoes, pants, and a long sleeved shirt.**
12. I agree not to use this production as an excuse for failing to fulfill my other obligations such as school assignments or chores at home. I understand that this is a voluntary added activity. I understand that according to the YCSD Student Handbook, I am expected “to pass a minimum of five subjects, or the equivalent, during the semester prior to participation in extracurricular activities.” I understand that I must be in school at least $\frac{1}{2}$ of the day to attend rehearsal or performances. **I understand that this is an ensemble activity and that others are relying on me to be here and to do my job.**
13. **I understand that I can be dismissed from the production for missing rehearsals and/or technical work sessions, lateness, missing deadlines, lack of cooperation, or grade problems. I understand that this is an ensemble activity and that others are relying on me to be here and to do my job.**
14. I understand that failure to meet my obligations to GHS or YCSD (such as library fines and school fees) may result in Social Probation which means **exclusion from all extracurricular activities, clubs and athletics until my obligations are met.** **I understand that this is an ensemble activity and that others are relying on me to be here and to do my job.**
15. I understand that in accordance with YCSD policy, a violation of some rules in the student code of conduct will result in Social Probation which means **exclusion from all extracurricular activities, clubs and athletics for 60 school days.**

Contract Agreement

I, the student, (printed name) _____, have read the responsibilities described for production work. I agree to fulfill those responsibilities.

Signature: _____ Date: _____

I, the parent/guardian, (printed name) _____, **have read the responsibilities described for production work.** I understand that my child (the above-named student) has agreed to fulfill those responsibilities. **I understand that this is an ensemble activity and that others are relying on my child to attend rehearsals when called and meet his/her responsibilities to the production.** *I understand that he or she can be removed from the cast or crew for too many missed rehearsals or for being late or leaving early for reasons not expressly listed in their conflicts at the time they audition or sign up.* Since this is an ensemble art form, requiring specific time and duty commitments from all students to be successful, I will make every effort not to pull my son or daughter from the ensemble particularly during the last month of rehearsals when all duties and parts have been assigned and rehearsed so the production can run smoothly.

By signing this form, I give permission for my child's name and image to appear in the program for this production and on the Thespian Troupe 6001 Website.

Signature: _____ Date: _____