

GHSTA INTO THE WOODS LETTER OF AGREEMENT

As a member of the cast and/or crew of INTO THE WOODS, I understand and will abide by the following commitments. THIS SIGNED AGREEMENT IS DUE ON JANUARY 21, 2020

Please check that you have read and agree:

- I understand that the **performances for INTO THE WOODS are MARCH 19, 21, 22, 26, 27 & 28** I understand that if I am in the cast or have a technical leadership position that I am **required** to be at **ALL** performances.
- I will arrive on time and prepared to work for all rehearsals, crew sessions and performances for which I am scheduled, and I will stay until dismissed by the Director or Technical Director.
- I understand that **rehearsals are not optional** and that it is my responsibility to schedule my other commitments accordingly. If I am playing a principal character or a featured ensemble character, **the time commitment is the same as a varsity sport.**
- I understand that three or more unexcused absences may result in my role being reassigned to my understudy or another cast member.
- I understand that, as a high school student, communication of concerns and/conflicts with Ms. Mulqueen-Teasdale; Mr. Ripa; Ms. Wallace and the adult staff is **my** responsibility.
- I understand that I am expected **to clear my work/activity schedule from March 1st through the March 28th.**
- I will inform the Director AND Stage Managers, **in advance**, of all absences due to scheduling conflicts. Absences due to illness or emergency must be sent to SM AND Ms. M-T **in writing** by **6am the day of rehearsal** to allow for rescheduling. I understand that any unexcused absences may result in my being removed from the production.
- I understand that all official communications about rehearsal and crew scheduling will come via the GHSTA GOOGLE CLASSROOM; www.ghsta.weebly.com; and will be posted on the bulletin board outside the PAC office.** I understand that I have a **responsibility to read** and check the website regularly. Other support communications may be made via GHS Digital Board Announcements; posted outside the chorus room; on Facebook or via Remind 101 text message.
- I understand that on occasion – due to weather or other unforeseen circumstances – **the rehearsal schedule may change and I am still responsible for attendance.**
- I understand that **required crew sessions are not optional.**

- I understand that as a member of the GHSTA team I may be asked by the Technical Director; Director; Production Stage Manager; Stage Manager or Crew Chiefs to work with other Crews or may be reassigned to a crew that is short-handed in order to get a job done or a time goal met.
- I will respect and care for all materials issued and agree to pay the replacement costs of any items I damage or lose.
- **I will meet all deadlines** required of my role as actor/technician and understand that failure to do so may result in not receiving a t-shirt; not appearing in programs or publicity materials; not being eligible to attend the wrap party or that my role or leadership role may be re-assigned.
- I understand that I may be sharing costumes with other cast members and that **I may be asked to provide some costume, hair/makeup or properties elements myself.** I understand that if this provides a financial hardship, there are resources that GHSTA and TAPS may have to help cover costs.
- I understand that I **am not** to be in a concurrent rehearsal period for another show.
- I will treat my fellow cast and crew members and the artistic staff with courtesy and respect, and I will conduct myself in a professional manner.
- **I understand that I am expected to be responsible with my social media usage. Social media outlets** – Twitter; Facebook; Instagram; Snapchat; etc. – **are to be used with discretion; kindness and decency.** I understand that misuse of social media outlets to gossip; spread rumors; or otherwise create an uncomfortable or hostile environment may result in my removal from the production.
- I understand that the expectation from GHSTA is that **my phone is not allowed in the rehearsal space.** If I am expecting an important call/text, I will give my phone to the stage manager and she will inform me if the call comes in.
- I understand that I may be videotaped and/or photographed by approved Guilford Public Schools outlets during rehearsal or performance and that images of me during rehearsal or performance may be used for publicity and/or as a record of the show by the Production Staff or Guilford Public Schools.
- I will apply myself to my studies and maintain, to the best of my ability, satisfactory grades with a minimum GPA as per district policy. I will also maintain a satisfactory record of conduct, citizenship and school attendance. Failure to do so may result in my removal from the production.

- I understand that I am expected to **attend strike on MARCH 30th** and failure to do so will result in my ineligibility to participate in the next GHSTA musical theatre production.

I understand I am responsible for the following financial, communication and time commitments:

1. **Ticket Sales:** Each cast member is encouraged to invite family and friends to purchase tickets to one or more performances of the show. ***The vast majority of the budget for the show comes from ticket sales.*** Check the website at ghsta.weebly.com for more information.

2. **Parent Involvement (Theatre Arts Parent Support "TAPS"):** Parent and community involvement is crucial to our students growth in the Theater Arts program and to the success of our productions. To that end, becoming a member of the Theater Arts Parent Support group is an important way to support the program. Family memberships start at \$10.00/year. There are many Membership benefits - ticket pre-Sale and Senior scholarship eligibility to name a few. Please see the TAPS tab on www.ghsta.weebly.com for contact information, forms and more.

3. **Returning a SIGNED TAPS Spring Musical Participation Agreement.**

We welcome any amount of time you can give.

4. **Parent/Guardian Contact:** At least one adult family member has signed up to receive production related emails.

PARENT/GUARDIAN NAME: _____

PARENT/GUARDIAN EMAIL: _____

We have read and agree to honor the above GHSTA INTO THE WOODS Letter of Agreement

STUDENT NAME (print): _____

STUDENT SIGNATURE: _____

PARENT/GUARDIAN NAME: _____

PARENT/GUARDIAN SIGNATURE: _____