

# Young People's Theatre Newcastle Inc.

## Welcome to YPT!!

The following is a collection of information that experience tells us, sooner or later, you will want to know!!

Young People's Theatre (YPT) is a community organisation administered by a Committee elected by the adult members at the Annual General Meeting each March. General Meetings are held at the Theatre on the third Tuesday of each month at 7.00pm. All parents/carers are encouraged to attend the meetings and to become YPT members. Annual membership fee is \$5.

## Website

The YPT website ([www.ypt.org.au](http://www.ypt.org.au)) is used to provide up-to-date information for students/parents.

## Spotlight

To communicate with parents and students, YPT distributes a newsletter, *Spotlight*. Information about classes, productions, special events, messages from the Artistic Director, management committee news, etc. is notified by newsletter. *Spotlight* is distributed in classes and/or via email at least once every term.

## Parent Inductions

At YPT we understand how daunting it can be to join a new organization! To assist new parents to get to know the Theatre, we are happy to take you on a familiarization tour.

## Theatre School fees

Fees are set at the YPT Annual General Meeting each year. Fees, paid on a per semester basis, are:

- \$230 per semester for the 1<sup>st</sup> child.
- \$220 per semester for the 2<sup>nd</sup> child
- \$210 per semester for the 3<sup>rd</sup> child

Enrolment of new students and re-enrolment of existing students is held twice a year, prior to the commencement of classes each semester. Fee payment must be finalized prior to students commencing classes.

## Theatre School placements

Students are accepted into the Theatre School on the condition that:

- they are in Year 3 or above at school,
- a place is available,
- payment of the prescribed fee is made on or before attending class, and
- they are prepared to behave appropriately, accept direction and participate conscientiously in class activities

Students are placed in class according to the class they are in at school, i.e. a Year 4 school student is placed in a Year 4 YPT class. Placement at YPT is by application - not by audition.

## Class details

- ✚ most classes are on Saturday morning for 1½ hours, i.e. from 9.00 to 10:30 & 10:30 to 12:00
- ✚ some senior classes are held on Monday evenings between 6.00 and 7.30pm
- ✚ students are enrolled in YPT Theatre School classes in line with their class at school
- ✚ classes are not held during school holidays or on public holidays. Classes are held in venues in the Hamilton/Broadmeadow area
- ✚ regular attendance is required to maintain a place in class. Attendance of less than 75% could result in the place not being available in the following semester. *Leave of absence* may be considered for family holidays and prolonged illness (but not for weekly sport commitments).
- ✚ parents are asked to contact the YPT Office (Ph: 4961 5345) to notify of a planned absence or to explain an unplanned absence.
- ✚ While YPT does not discriminate against students or prospective students on the ground of disability, it is essential that you notify us of any health or other issues that could affect your child's welfare and ability to work safely and successfully in a theatre class. These may include general medical or custody issues, learning difficulties or physical disabilities. At enrolment we would appreciate a letter identifying any issues and your suggestions of how to best handle the situation. Thank you for your support in this matter.

## Student Rights

Students will be:

- + treated with courtesy & respect
- + presented with a sequential, challenging curriculum that is appropriate at their age, stage of development and drama skill level and understanding
- + given clear instructions regarding expectations for activities and how they are meaningful for their drama development
- + accurate feedback in the form of positive critical analysis of their work as soon as possible after completing a task

Students' safety is paramount at all times.

## Student Responsibilities

Students will:

- + treat others with courtesy and respect. This includes other students and tutors.
- + participate conscientiously in class activities and do their best to achieve at the highest possible level
- + listen to explanations and instructions and ask questions if they don't understand
- + give feedback about others' work based on the content of the lesson, accept criticism from tutors and classmates and apply the suggestions of tutors and other students in order to approve their work.

Students will follow safety instructions and not behave in an unsafe way.

## Dress Policy

- + We require students to wear comfortable clothing in which they can move freely without embarrassment.
- + T-shirts, shorts, leggings, bike pants, trackpants etc. are appropriate. Footwear should be soft and flexible.
- + students are encouraged to wear a black YPT T-shirt to classes. T-shirts, provided by the students, are printed each year at a cost \$6.
- + midriff tops, *see-through* fabrics, tight clothing and excessive jewellery **are not suitable**. High heeled, strappy or platform shoes and thongs **are not suitable** and, in some situations, may be a safety hazard.

- + students must follow their tutor's instructions in relation to clothing and footwear
- + students may change into more stylish clothing after classes and/or rehearsals.

## Classes and rehearsals - dropping off and picking up your child

- + punctuality at classes/rehearsals is essential as late entry of students is disruptive. Drop your child about 10 minutes before classes/rehearsals are due to start and pick them up within 10 minutes of finishing time.
- + parents/carers should check that a tutor is in attendance at a class venue and that adult members are in attendance at rehearsals before leaving their child at venues. If there are no cars or people about, please wait with your child to see what is happening.
- + ensure that the person transporting the child knows where the class or rehearsal is being held and what time it starts and finishes. People unfamiliar with the operation of the theatre often think that classes and rehearsals are always held at the Theatre.

## Supervision of students between classes and rehearsals/performances

- + students are often involved in morning classes as well as afternoon rehearsals and/or afternoon and evening performances. Some students, cast and crew walk to Beaumont Street after class to have lunch and/or between afternoon and evening shows to have tea.
- + the Theatre is closed between the afternoon and evening performances. Students are not permitted to stay at the Theatre between shows - there is **no supervision of students by YPT adult members** once the adults and students have signed out after the afternoon performance.
- + parents are responsible for ensuring that suitable arrangements are in place for their children during this period. The Theatre is not available to shelter from bad weather or seek any assistance for about 2 hours between the afternoon and evening performances.

## Safety Committee

Students, parents and community volunteers have a responsibility for ensuring the safety of themselves and others while involved in YPT business. To ensure that OH&S underpins all aspects of our operation, YPT has a Safety Committee comprising representatives of the Management Committee, front-of-house, backstage and technical crew.

## Productions

It is traditional for YPT to have four productions per year. The first show, usually a senior production, is held during Term 1. The other three productions are children's theatre which open their season in Week 1 of each of the school holidays and then run each Saturday for about seven weeks, ie. a total of about twenty two performances.

## Productions - Auditions

Roles in productions are only available to YPT members and students. To gain an acting role, students go through an audition process. Prior to auditions being held, students are made aware of any particular requirements. Students may also indicate an interest in assisting front of house, back stage or with sound and lighting. Auditioning is voluntary. While students are encouraged to audition for productions, some choose to attend classes but not become involved in productions.

## Productions - Students

Students may be eligible to audition for roles or assist in other capacities, providing:

- they have a regular attendance record at classes for a least one semester and have behaved appropriately in class,
- they can make the required commitment to rehearsal and production times, and
- their parents are prepared to commit to support the production.

## Productions - Parents/Volunteers

### Parental commitment for productions includes:

- making or altering their own child's costume using materials and patterns provided by the Wardrobe Coordinator,
- assisting with production activities. Parents are required to assist during (i) the rehearsal phase with set construction and decoration, and (ii) during the performance season with front of house, stage door, dressing room supervision (including assisting children with basic make-up application) and/or in the canteen.

## Working with Children Check

As happens with parents volunteering in schools, it is essential that YPT parents sign a Working with Children Check. These forms are provided with our Enrolment Forms. For more information, refer to <https://check.kids.nsw.gov.au/>

## Supper Night!

- ✚ the first evening performance of each production is **Supper Night!**
- ✚ cast, crew and families can enjoy cheese, biscuits and beverages before the show along with a light supper after the performance.
- ✚ cast members not performing in the Supper Night show often join the audience to enjoy a special evening.
- ✚ bookings are essential. Tickets are an extra \$5 on top of the regular ticket price.

## Season end party

- ✚ following the final performance of a production, there is usually an informal 'after show' cast and crew party
- ✚ the party is organised around *bump-out* ie. packing away set, costume, etc. at the Theatre
- ✚ the party is held either on Saturday afternoon between the last 2 performances or on Saturday evening after the final performance.

## Private after-show parties

- ✚ at times a cast member may host a *show party* at their own home. These parties are a great way for YPT students and their families to socialise and wind down away from the theatre after a busy season. However, these events are **private parties** and cannot be advertised as a YPT '*after show party*'. These parties are NOT sanctioned or supervised by YPT adult members.
- ✚ parents are responsible to ensure that they know the details of private parties. Party hosts should be aware that they are legally responsible for the control of under age drinking on their premises. The party host has the 'duty of care' for minors at their home. Information about responsible partying procedures is available on the internet.

## What Does Commitment Really Mean?

Over the years my admiration for students and parents who really understand what commitment is, has grown considerably. When a student commits to the rehearsal and production times for a show it means that they may miss out on birthday parties or camps with friends or outings with family. It means they become a part of a team where they develop a sense of team spirit, of responsibility, of loyalty, of self discipline, of self worth and belonging, develop self confidence that will be with them for life.

Parents make the commitment to support their child by ensuring that he/she arrives at rehearsal on time, is picked up on time, helps with the production by building or painting scenery or props or working in the canteen, have organised and /or made arrangements for costumes to be made and are available to help once the production opens in the Theatre.

Unfortunately there have been examples where parents and students have not really thought through the meaning of commitment when auditioning for a show. A sense of commitment is something that will stand anybody in good stead for life and is something that is important to learn from a very early age. This is a quality that children can learn from their parents.

YPT keeps their rehearsal times to a minimum and every child chosen to be in a show is chosen because they are needed and the show wouldn't be the same without them. This also applies to those students who commit to the technical production jobs.

Being in a show is a big commitment and can take up to 4 months of your life but the rewards are many.

Some people have also taken the view that there are two or more casts anyway and someone else can do their show. I believe that this is a very poor attitude and a very unfair one. Students and parents organise themselves and their family commitments to coincide with rehearsals and performances well ahead of time. Yes, it is a matter of being organised and planning ahead.

I would appreciate your support in this matter and ask that you and your child discuss what you both believe is meant by commitment and how it may affect them in the future if they wish to be in further shows.

As with classes, parents are not permitted to observe rehearsals. We give students the freedom to develop without the pressure of observation by adults.

*Wendy Leis, Artistic Director*

## YPT Office hours

Theatre School and general enquiries may be made during YPT Office hours - Friday 4pm to 6pm and Saturday 9am to 1pm

## YPT Box Office hours

Bookings may be made during Box Office hours (phone - Ph: 4961 4895) on Friday afternoons from 4pm to 6pm & Saturdays from 9am to 1pm

On performance days, the Box Office is open for phone and *in person* bookings from at least 1 hour before the performance commences.

Bookings are not available by email or the internet.

Tickets are \$15 per person except for the Supper Night performance when Adult tickets are \$20 and Concession tickets are \$17.

### **All Tickets must be paid for at time of booking.**

Payment may be made in cash or by cheque, money order, EFTPOS or credit card. Bookings made using Credit Cards attract a 3% surcharge.

PLEASE NOTE - YPT is a community organisation staffed by volunteers. The Office is not attended outside the hours listed above.