

# Annapolis Senior High School Drama Company Contract

By signing the contract for the Annapolis High School Drama Company you are agreeing to all of the terms listed below. Violation of terms in the contract will result in action of consequences also listed below.

The drama contract is active through the end of the current drama season. Whenever a student is admitted to the drama program they must sign a drama contract to be admitted into the cast of the current show and to be a part of company. Members of Drama Company from a previous year need only sign a new contract to be a part of the current season’s company. A student may sign a contract at any point in the season (depending on their involvement in a show) however all contracts expire at the end of the current season.

I, \_\_\_\_\_, hereby agree to the following terms and conditions listed below in accordance with being a member of the Annapolis High School Drama Company.

## **Article I. Eligibility for new membership in AHS Drama Company**

There are three ways for a student to become eligible for membership in AHS Drama Company:

1. A student must audition for, be offered a part in, accept, and complete a role in a show. Students may become eligible in one of the two fall shows, the spring musical, or any other theatre project that the director deems acceptable for membership.
2. A student must apply for, be accepted in, train for, complete reviews for, vote for and write reviews for the Cappies Critic Program. Students must see either the drama program director OR the current Cappies Mentor to enroll in the program. Enrollment begins the first three weeks of school. Students must complete training before being assigned to shows.
  - a. NOTE: The Cappies Program requires students to travel to shows and review five high school productions a year as well as write reviews and attend the Cappies Gala.
  - b. NOTE: Students who become Cappies Critics may also audition for shows or serve on tech crew.
3. A student must apply for, attend all meetings for and performances for a show as a tech member. Students may become eligible in one of the two fall shows, the spring musical, or any other theatre project that the director deems acceptable for membership. This includes make up, costumes, set design, etc.

## **Article II. Eligibility for renewal membership in AHS Drama Company**

Students who were in AHS Drama Company the year prior to the current year must sign another contract for the current season. Signing a renewal contract obligates a student to the following:

1. Students must audition for, be offered a part in, accept, and complete a role in a show. This does not have to be the first show of the year. A student may continue in company through the fall season without completing a show but they must audition for the spring musical.
2. Although not involved in a show, company members who renew **must** continue to demonstrate the behavioral conduct outlined below.

## **Article III. Expectations during a production**

Drama Company members must adhere to the following expectations during a production:

### **Section 3.01 ACTOR**

1. An actor must attend every rehearsal for a production.
2. He or she may not miss any more than three rehearsals in a production, none of them being a tech rehearsal.
3. Missed rehearsals must be cleared with the show director via the online form system. You must complete an absence form 48 hours in advance.
4. Students must be on time to scheduled rehearsals and ready to participate.
5. Off book means off book. If an actor does not have his/her lines memorized by a given date, a conference will be held with the directors and the student. If he/she misses a second deadline, the part will be given to another student.
6. An actor must be open to constructive criticism and take nothing personally.
7. At no point should an actor leave a rehearsal, performance, etc. (this includes "just going outside") without permission from the show director or program director.
8. Call time means call time. Actors should not be late to their call. When an actor is late they are not only disrespecting the director, but the rest of their cast as well.
9. If a student receives a referral, he or she will conference with the directors. If the behavior does not change or the student never reports the referral to the current directors, dismissal from the Drama Company may occur.
10. Students must maintain a 2.5 GPA to be enrolled in the AHS Drama Company.

### **Section 3.02 TECH**

1. Tech student must attend every tech meeting and tech rehearsal for a production.
2. He or she may not miss any more than three rehearsals in a production, none of them being a tech rehearsal.
3. Missed rehearsals must be cleared with the show director via the online form system. You must complete an absence form 48 hours in advance.
4. Students must be on time to scheduled meetings and ready to participate.

5. Tech students will get dirty. It must be understood that a tech student will typically end up covered in paint and other materials.
6. Tech students must be open to constructive criticism, just as the actors must be.
7. At no point should an actor leave a rehearsal, performance, etc. (this includes “just going outside”) without permission from the show director, program director, or technical director.
8. Call time means call time. Tech students should not be late to their call. When a techie is late they are not only disrespecting the director, but the rest of the crew as well.
9. If a student receives a referral, he or she will conference with the directors. If the behavior does not change or the student never reports the referral to the current directors, dismissal from the Drama Company may occur.
10. Students must maintain a 2.5 GPA to be enrolled in the AHS Drama Company.

### **Section 3.03      Cappies Critics**

1. Critics **must** be at every performance that they are scheduled for.
2. Should a critic need to miss a scheduled performance, they must request a schedule change at least 2 weeks before the production they are set to miss in the Cappies Critic Online System.
3. If an emergency arises and a critic cannot make the performance on the night of the show, that student **MUST** contact their mentor **AND** lead critic to inform them of their emergency.
4. Reviews must be submitted within the designated time period. No exceptions.
5. If a student receives a referral, he or she will conference with the directors. If the behavior does not change or the student never reports the referral to the current directors, dismissal from the Drama Company may occur.
6. Students must maintain a 2.5 GPA to be enrolled in the AHS Drama Company.

### **Section 3.04      Rules and Regulations for ALL Drama Students**

1. Drugs, alcohol and cigarettes are **NEVER** permitted at a rehearsal, critic meeting, tech meeting, performance, strike, or **ANY** other school and drama related function.
2. Students are expected to be in the auditorium, loft, shop, dressing room, etc. during rehearsals and performances (depending on their role). Students should not leave any of these designated areas without permission from the show director, technical director or program director. This includes the Panther Cafe.
3. Visiting the Panther Café during rehearsals is strictly prohibited. Students will receive a pass from the director when rehearsal is over and then they will be permitted into the café.
4. Rehearsals are **CLOSED**. This means that a student tech crew member or a student actor may not allow their friends, siblings, or significant others to attend a rehearsal. If a friend wants to see the show, they must pay for their ticket just as everyone else does.

5. The director(s) are in charge. No questions. When direction is given, students must adhere to it and not dispute what is told to them.
6. Students in the Annapolis High School Drama Company MUST respect and encourage each other. At no point should company members put others down or treat them in a disrespectful way.
7. Any photos or videos or comments of any aspects of the Drama Company put anywhere on the Internet, including sites such as Snapchat, Vine, Facebook, YouTube, Instagram, Twitter, etc. must positively reflect on the Drama Company. Photos of only yourself and videos of only yourself performing are at your discretion after serious consideration of possible consequences that may affect you later on.
8. Any conduct deemed detrimental to the Drama Company, any members, and/or overall good of the school system, anytime, on and off campus, can result in probation or removal from the production as determined by the directors.
9. Any social media postings deemed detrimental to Drama Company or its members anytime, on and off campus, will result in a conference with the directors and possibly dismissal from Drama Company.

#### **Article IV. Backstage Etiquette**

Students in the Annapolis High School Drama Company must adhere to the rules of backstage and dressing room etiquette:

1. Props are assigned to specific actors and techies. Actors and techies who are not responsible for a prop backstage should never touch it.
2. Techies are responsible for putting the set together and changing the scenes unless specific actors are assigned to help. This should be decided no later than tech week. If an actor or techie is not assigned to a set piece, they should not move it unless it's absolutely necessary.
3. The only food allowed backstage during a performance is food designated by the director(s). The only drink allowed backstage during a performance is water. This is not only for the cleanliness of backstage, but for the safety of costumes, make up, etc.
4. When the stage manager calls places, go to places.
5. Actors should keep all personal items in their assigned wardrobe and not leave anything of personal value out in the dressing rooms.
6. At the end of each performance actors and techies are responsible for cleaning up the dressing rooms and making sure their costumes are stored properly.
7. EVERY student must help with striking the set on the assigned strike days.
8. Boys and girls should stay in their own dressing rooms until everyone is costumed and then actors and actresses may use both rooms.
9. No actor or techie member should touch another person's belongings without permission.

## **Article V. Participation in other school activities**

Students participating in an Annapolis High School show are permitted to maintain memberships in clubs such as green club, MESA, Math club, etc. These clubs meet once a week and usually meet before the 3pm rehearsal time.

Students participating in fall and winter sports may participate in a fall production under special circumstances arranged by the director(s). Prior arrangements need to be made BEFORE auditions and after consultation with the necessary coaching staff.

Students participating in winter and spring sports may participate in a spring production under special circumstances arranged by the director(s). Prior arrangements need to be made BEFORE auditions and after consultation with the necessary coaching staff.

Students enrolled in the Performing and Visual Arts Magnet Program may audition for and participate in any show. However, students will need to attend their scheduled classes as they are considered “curricular” and not “extracurricular”. Drama Company is considered “extracurricular”.

- *The credited instruction that occurs between 2:30 and 4:45 p.m. is a vital part of the PVA teaching and learning cycle.*
- *In most cases the PVA Department Chair will coordinate with the sponsor of the proposed substitute activity so that PVA students will remain in, and receive credit for, Extended Day courses*

Please DO NOT detach the form below. Return the contract to the directors.

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Students and parents should read the contract above and discuss any questions with the program director.

We (student and parent) have read the above contract and agree with the terms and conditions therein. We have asked any necessary questions about the contract and have no further questions about this contract. I (student) pledge to uphold the rules and conditions of the Annapolis High School Drama Company. I (parent) pledge to support my student in their efforts to maintain a high GPA, excellent discipline record and consistent attendance record at rehearsals.

\_\_\_\_\_  
Student Printed Name

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent Printed Name

\_\_\_\_\_  
Parent Signature

Any health/allergy information I should be aware of: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Parent contact number (emergency): \_\_\_\_\_

Parent contact name: \_\_\_\_\_