

Cobb Children's Theatre 2012

How to Succeed in Business without Really Trying

INFORMATION

REGISTRATION FEE: \$125 per student (All tuition is due at Registration)

REHEARSALS: Burnt Hickory Church of Christ
2330 Burnt Hickory Rd, NW, Marietta, GA 30064
Tuesdays & Thursdays – 6:30 pm to 9:30 pm
Saturdays – 11 am to 2 pm
Saturdays – 9:00 am to 2:00 pm (Set Construction)
Crew members are welcome and encouraged to come to cast rehearsals.

Rehearsals will begin promptly.

Be on time! Every 3rd tardy will count as a complete absence.

You are expected to attend every rehearsal unless you are instructed differently personally or via the CCT web site.

ALL ABSENCES & LATE ARRIVALS MUST BE ADDRESSED IN PERSON OR BY PHONE FROM THE CAST OR CREW MEMBER, NOT A PARENT OR FRIEND, TO KATRYN TAYLOR IN ADVANCE.

In case of conflict or questions please call our Production Assistant Katryn Taylor at 404-550-7530.

MANDATORY REHEARSALS:

STARTING April 21, 2012
ABSOLUTELY NO EXCEPTIONS!!

SET CONSTRUCTION: Company members who are a part of the technical crew but not part of the cast will meet every Saturday 9:00 am to 2:00 PM to build and paint. Location to be announced. Cast members will be given a schedule of assigned days to attend set construction. Parents and alumni are welcome any Saturday to assist with set construction.

PERFORMANCES: ✱ May 4, (Friday) 8:00 pm ✱ May 5, (Saturday) 2:00 pm (maybe)
 ✱ May 5, (Saturday) 8:00 pm ✱ May 6, (Sunday) 3:00 pm

PARENT MEETINGS: ✱ Jan. 24, (Tuesday) 6:45 pm ✱ March 15, (Thursday) 6:45 pm
 ✱ Feb. 16, (Thursday) 6:45 pm ✱ April 5, (Thursday) 6:45 pm

PHOTO SHOOTS: ✱ Feb. 16, (Thursday) 6:30 pm – ALL cast & crew & cast rehearsal
 ✱ March 15, (Thursday) 6:30 pm – Remaining cast & crew & cast rehearsal

**PATRONAGE &
WELL WISH ADS:** ✱ April 5 (Thursday) 6:45 pm – **forms will be available online**
Please bring one completed form per ad with cash or check make out to Cobb Children's Theater. We kindly request each child get one business ad.

Visit us on-line at www.cobbchildrenstheatre.org

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WELCOME TO COBB CHILDREN'S THEATRE

We are happy to have you with us, but before you make the commitment to join the company, there are some things you need to know.

Cobb Children's Theatre (also known as CCT) is an all-volunteer theatre company for students in the middle school and high school age brackets. CCT began in 1978 and has been going strong ever since. We provide local youth with the opportunity to learn and perform all aspects of theatre. Theatre is a multi faceted art form and requires more than just performers. We strive to give students a well-rounded theatre experience that also includes technical aspects such as scenic painting and construction, lights, sound, the fly system, costumes, props and more. One of CCT's founders often said "If you don't think the crew is important, try performing naked on a dark empty stage."

There are no stars in CCT. If you have come to join us looking only to perform, become a star or act like a diva, you are in the wrong place. Each component of a show and each member of the company are equally important to this production and each is deserving of the same respect. The volunteers of the production staff and parent volunteers are to be treated with respect as they will treat you with the same respect.

In joining this theatre company, you are making a commitment not only to the production staff, but also to your fellow company members, the audience and the show itself. By joining this company, you are saying to all of us that you will work hard, be on time, be prepared and be willing to try. Theatre is very hard work. By joining this company, you are saying to your parents that you will manage your time accordingly to allow for rehearsals and schoolwork. Art is not easy and sometimes requires sacrifice. School is important and rehearsals are no excuse for not keeping your grades up. You may have to pass on other activities in order to honor your commitments to school and the show. Please look over the rehearsal schedule to be sure you are available for rehearsals.

REMEMBER – there are no missed rehearsals in the last two weeks. If we can rehearse without you at this point, we can perform without you.

Joining CCT requires that you pay a registration fee and have a parent or legal guardian sign a consent form, if you are 18 years of age or older you may sign for yourself. If you did not bring these with you, you will need to speak to our **Production Assistant**, about making this happen. The registration fee is \$125 per child. If you have any questions, see our **Production Assistant** before you register.

Once you have fully registered, you will be given an audition number and you will need to proceed to get your head shot completed. Auditions will consist of readings, dancing and singing. Not all parts will be read during auditions due to time constraints, but everyone will have the opportunity to read for a part. More instructions will be given when auditions begin.

CODE OF ETHICS

Theatre people are the most disciplined people on earth. We tell an audience we will do a play, on a given day, at a given time, and we must do it. That means coming prepared to every rehearsal; doing everything we are asked to do, and giving our best effort.

We neither make nor accept excuses. That discipline comes from within each of us. We have chosen theatre, so we must also choose to work hard, to keep our word, to honor our commitments, to work as well with people with whom we have difficulty as well as with close friends, to follow instructions we don't like, as well as those we do, and to work as hard in a small part as in a leading role. In short, we demand of ourselves the best we can always give. We expect from ourselves the kind of hard work that makes a good play.

Theatre is not a democracy! It is a very structured art form, and everybody has a boss. The play is the Big Boss. The Director is in charge of and has the final word on everything. The question of fairness always comes up. By nature, we are an imperfect lot, and although no one sets out to be unfair, sometimes it happens. When it does, we all are expected to rise above it and go on. Sometimes we must choose between fairness to an individual and fairness to the whole play. The individual will have to understand.

Theatre is by its very nature a competitive art form. This competition makes it possible for every play to be the best we can make it. This is a good thing to have before cast and crew are announced. We are all encouraged to work very hard to get whatever job we want to have. When cast and crew are set, all competition must stop. All of us must then turn all our attention and energies to the play, making every effort to do our jobs well, whether we have been awarded the role or job we wanted.

Theatre is a very large family. We may like some members better than others, but we are all family. We do not always agree, but we respect each other's feelings, even when we sometimes don't understand them. If one member is having a problem with their job, we all pool our resources to help. Sometimes we may get angry with one another, but we settle it only with the person with whom we are angry. We never ask others to join us in our anger, and we always find a way to settle it. We can't afford the luxury of a grudge in the theatre. Our play can only be good, if we all work together.

Theatre people know they have three obligations. They are in order of their importance:

- **The Audience:** We are here to entertain the audience. Without them, we all would have to stay home. The audience is the most important part of the theatre.
- **The Play:** We do not get up on the stage and say or do whatever comes to mind. We perform the play, and we have an obligation to play the roles the author created and to tell the story he wrote.
- **The Company:** We are obligated to the other members of the cast and crew to do our best and to encourage and support them as they do theirs.

PERSONAL GLORY IS NOT A GOAL.

Theatre is a group effort.

No one person or job is more important than another.

We know and gladly accept this fact.

ABOUT AUDITIONS & CASTING

Auditions are open only to registered company members. **Please note that if you choose not to participate once you have been placed or you cannot follow the rules of the company, your registration fee is NON REFUNDABLE.** You will all receive your parts on the night of the first rehearsal. Do not call the director or the stage manager prior to this rehearsal to ask any who, what, when, where, or why questions. Some of you may be placed on crew-only to fill necessary positions. You should consider it a compliment, because without a crew, an actor is merely naked on a dark empty stage. The crew is vital to the success of any show.

ABOUT REHEARSALS

You have decided to join us. You have made a commitment. We will hold you to it. The first rehearsal is scheduled for _____, 2012. Tuesday & Thursday night rehearsals will begin at 6:30 PM and end at 9:30 PM at Burnt Hickory Church of Christ. All actors and crewmembers should bring lunch and beverage (non-carbonated drinks only) to Saturday set construction. Set construction is on Saturdays from 9:00 AM till 2:00PM.

BE THERE ON TIME. It is unacceptably rude to waltz in late, and there will be consequences. **TARDINESS WILL NOT BE TOLERATED!!! Every 3rd tardy will count as a complete absence.** You are allowed 5 absences.

COME TO REHEARSAL WITH YOUR VOICE WARMED UP AND YOUR MUSCLES READY AND STRETCHED FOR DANCING. Warm –up is the actor’s responsibility, not the Music Director or Choreographers. If you arrive early, use this time to stretch and warm-up rather than chatting.

DRESS RESPECTFULLY AND READY TO GO TO WORK. Short-shorts, halter tops, jeans, etc. WILL NOT be acceptable. You cannot move and dance in jeans. If you come to rehearsal dressed inappropriately, you will be given clothing to wear. **All under garments must be concealed.** It is inappropriate for underwear and or bra straps to be visible. Closed-toe shoes must be worn at all times – no sandals, flip flops, etc. When coming to set construction wear clothes and shoes that you can get paint on. **PERSONAL HYGIENE GOES A LONG WAY! DEODORANT AND SOCKS ARE MANDATORY.**

BE PREPARED TO WORK. Know your lines by deadlines assigned.

WRITE IT DOWN. You may think you can remember everything, but you can’t. No one can. Bring a notebook and a pencil. Write down all blocking, all choreography, information and instructions. A calendar in your notebook would be a handy thing to have.

Bring your courage and imagination. We are actors, not puppets. You will want the support, encouragement, kindness, help and goodwill of all the members of CCT. The best way to get that is to first give it. You are entitled to be treated with love and respect and expected to treat others that way. We are a family.

You can learn to do anything you want with the focused desire. Swallow your perfectly understandable fear and work like a dog. That is where talent comes from.

DURING THE LAST TWO WEEKS

NO ABSENCES WILL BE TOLERATED! NONE! You are allowed 5 absences.

However NONE (0) are to be during the last two weeks. If you need a special provision or arrangement please talk to the Production Assistant, Katryn Taylor.

TARDINESS WILL NOT BE TOLERATED!!! Every 3rd tardy will count as a complete absence.

- During the last two weeks, we will rehearse every night and all day/evening on weekends. This period will include a week of rehearsals in our normal rehearsal space and final rehearsals on the Civic Center stage.
- You will need to try to get your homework for this time period in advance from your teachers wherever possible. Do not put off any large projects for school until this time, as you will not have time to complete them.
- On weekends when we rehearse all day, **you will not be allowed to leave the rehearsal space for meal breaks and will need to bring lunch and/or dinner with you.** Your parents may not bring you food on a break, as the breaks are scheduled where the progress of the day allows. We also suggest that you bring healthy, nutritious food, as you will be putting your body and mind under a lot of pressure. Candy, sodas and super sugary foods will betray your body and actually sap it of much needed stamina.
- Traditionally the Thursday before we open is used on an “as needed” basis. Keep in mind this is still slated for rehearsal. Just because we haven’t always used this day in the past does not mean we won’t use it in the future. Be sure to plan on being at rehearsal on that evening unless told otherwise by the director. That decision is made as late as the night before.

ABOUT YOUR DIET AND HEALTH

NO GUM

We will stress from the very first rehearsal the importance of eating correctly. Food is fuel for your body. Lean meat, fresh fruits and veggies, whole grains, nuts and twigs are the fuel you need. High sugar drinks (sodas), high fat foods (potato chips), and other empty calories will not give you what you need to support you through the physical, mental and emotional stresses of production. High sugar puts you on a physical and emotional roller coaster and fogs your brain. High fat is weight gain without nutrition. If you don’t eat right, you will be sluggish, confused and cranky. Nobody likes cranky. Drink plenty of water; fruit and veggie juices; and Gatorade. No sodas.

NO GUM IS EVER ALLOWED

We cannot follow you around and make sure you are taking care of yourself, but believe us when we tell you, we will know. It shows in your performance. You must care enough to take care of yourself; but at CCT, no junk will be allowed. We will confiscate any such trash you might be foolish enough to bring even if it’s all you have for lunch. No food is better than junk food. Don’t test us -- we are totally heartless where your health and our nerves are concerned.

NEVER COME TO REHEARSAL WITH GUM

EXPECTATIONS FOR CREW AND ACTORS:

You will be on time for all rehearsals.

If you have an unforeseen conflict, contact our Production Assistant, Katryn Taylor.

DO NOT CALL THE DIRECTOR

OR GIVE ANY MESSAGES TO ANOTHER CAST MEMBER.

- No one will be permitted to be late or to miss a day in the two weeks prior to the performance.
- You will not leave the rehearsal area or theatre after we move there, for any reason, without permission from the Director.
- If you bring food or drink with you, it is expected that it will not be junk food. (Water, juice, fruit, cheese and the like are fine - soda, chips and candies are not).
- While your opinion may be given (with permission from the Director), you will not argue with the final decision of the Director.
- All are expected to clean up the rehearsal or stage area before we leave the area.

When one group is rehearsing, all others will be quiet and respectful. There is to be absolutely no talking at any point (from the first rehearsal to the Civic Center) in the wings or backstage. Our participants are old enough to exhibit personal control and responsibility in this area, and should not force the production staff or the stage manager and his or her assistance to remind them.

When asked to memorize dialogue lyrics or dance steps, you are expected to do so. If you clearly have not done so, **you could lose your part** and be assigned one that doesn't overtax you.

You must arrange to be picked up promptly at the given time of departure. Do not make a member of the production staff wait for your ride to come get you, as they cannot leave until every child is gone. They have families too. Parents are always encouraged to come and watch rehearsals. If your parents come early they may want to come in to catch the end of rehearsal or to hear the important announcements given at the end of every rehearsal.

Inappropriate name-calling, language or tempers will not be accepted (unless you are the Director).

If you use a bathroom you are expected to be respectful and keep it clean. If not, people will be assigned to clean them.

Every member of the cast will be assigned two or more days to assist in set construction.

Every member of the cast and crew is expected to sell at least 30 tickets to the production. The tickets will be available on an on-line basis only, with special group rates for blocks of 15 or more FOR THE SAME SHOW. All ticket sales are on-line, so a credit card is required. There are discounts for purchasing early or in quantity. People without a credit card can purchase a pre-paid Visa card at any major retailer or bank for the purpose of purchasing tickets. If you experience roadblocks in ticketing, you may email the ticket site for assistance or speak to our Production Treasurer, Andrew Fobes or Kay Milam.

Advertising space is available in our program and helps to offset the printing cost. Every member of the cast and crew is expected to sell patronage (business ads and well wish ads). Forms will be available online. Soliciting businesses is a good way to advertise the show and get the community involved in our organization.

All will be expected to have a good time at all times. To make this happen, all cast, crew, and staff members are expected to leave all of their personal drama at the door of the rehearsal location, and to focus solely on the show during the entire rehearsal period.

Performances:

You will be required to be at the theatre at least 2 hours before the curtain goes up in order to ready all elements, get into costume, complete make up, style your hair, and then get into character. Also there is always the possibility of additional shows.

Critique:

In order for us as directors to be sure we are serving you, the students and parents to the best of our abilities, it becomes necessary from time to time to have a critique. During this time, we talk about what works and what isn't working so we can streamline the process. You and your parents will be given notice when and where these sessions will be scheduled. We hope that you will attend and give us your true opinions and suggestions. Nothing said can be held against you for current or future productions, and you are only helping us to better ourselves.

EXPECTATIONS FOR PARENTS OR GUARDIANS:

Parents are expected to pick up children on time from rehearsals and performances.

If you arrive late, someone else has to stay with your child until you arrive.

DO NOT drop and leave any child prior to 6:30 if a CCT staff member is not present.

We always need volunteers. CCT is a non-profit 501(c)3 organization, governed by a board of trustees, and none of the directors or designers is paid any type of salary or stipend. You can get involved in many ways. There is always a need for help building/painting sets, gathering costumes, selling tickets, promoting the show, hanging-in the set, organizing the cast party, getting donations of cash, items or services, and a million other things. Please join us in our efforts to showcase your child's growth and hard work... No matter what your child may tell you, **PARENTS ARE ALWAYS WELCOME TO ATTEND AND OBSERVE ANY AND ALL REHEARSALS AND CREW SESSIONS.**

Parents will also be required to assist in supervising at rehearsal. A schedule will be given out at the first rehearsals. **Parents will also be required to monitor back stage and dressing rooms during the performances.** This schedule will also be handed out at the first rehearsal. **PARENTS PLEASE BE AWARE IT IS YOUR RESPONSIBILITY TO TRADE WITH SOMEONE OR FIND A REPLACEMENT IF THE SCHEDULE CONFLICTS WITH YOUR PERSONAL SCHEDULE.**

A roster of all company members will be provided to you the first week of rehearsal. This should enable you to arrange car pools to make traveling to and from rehearsals easier on all those that have non-driving children.

It is required that each parent will assist in at least one area of need (ticket sales, advertising, costumes, set construction, etc.)

All parents (or at least one for each cast/crew member) will be expected to attend a monthly parent's meeting.

Valuable information and updates are located on our website please check it often.
www.cobbchildrenstheatre.org

User ID: _____

Password: _____

Keys to Success:

- ❖ **Have a dedicated bag for CCT so you can grab it and go:** include dedicated notebook, pen, pencil, highlighter, and permanent marker, book for reading during downtime, your script, performance shoes, dance clothes, and a water bottle. Bags, notebooks and water bottles with the CCT logo are available at www.cafepress.com/CCT_merchandise
- ❖ **Write down** your blocking, your choreography, your music instructions, your wardrobe requirements, and any miscellaneous administrative stuff. ALWAYS HAVE YOUR NOTEBOOK HANDY FOR THESE THINGS.
- ❖ **Stay organized.**
- ❖ **Note that you are responsible** for rehearsals that you miss – you need to get the notes from someone else.
- ❖ **You must prepare** before rehearsal and practice your blocking, dancing, and singing 15-30 minutes daily. The Music and Choreography Directors are here to correct and instruct you, but not to teach you from the ground up.
- ❖ **You must use your Rehearsal Score**, not the sound track, to practice.
- ❖ **Prepare for the “Last Two Weeks”:**
 - This time is very stressful on all family members, whether or not they are CCT cast/crew.
 - It is critical that everyone in the family stay positive and supportive and keep the end goal in mind.
 - Don't “hate” – any cast, crew, parent, or production staff member.
We all are looking to be successful for the whole team – be positive and focused.
- ❖ **Understand the student's personal expenses for a CCT show:**
 - Tuition (paid at registration, \$125)
 - Cast Parties (approx. \$25)
 - Thrift store stuff for wardrobe or props (approx \$25)
 - Shoes (approx \$30)
 - Gas for rehearsals (varies by car, but plan for it or find a car pool)
 - Healthy food, especially last two weeks (varies, but plan for it or plan ahead)
 - 3 recordable CD's for your rehearsal score and soundtrack, you need to bring these to the first rehearsal.
 - Each child is required to sell 30 tickets @ \$12 each = \$360
 - Each child is required to sell patronage for the program. (min. one Well Wish and one Business ad)