

The CHILDREN'S THEATRE Company

Kerry Arthur Onxley, Artistic Director

IMPORTANT DATES, REQUIREMENTS & PROCEDURES

All dates subjected to change. *Designates Mandatory

Conflicts should be emailed immediately: mail@childrenstheatre.cc

CTC follows the CPSB Holiday/ Teacher Inservice Schedule

FALL SEASON October 2021-February 2022)

OCTOBER 2021

(Team Theatre meets every Monday after rehearsal unless announced.)

- Monday, October 4 Thespians Meeting Parents/Actors 6:00PM
- *Saturday, October 9 Set Day #1 9:00AM-3PM (Parents & Actors)
- *Saturday, October 23 Set Day #2 9:00AM-3PM (Parents & Actors)
- *Saturday, October 23 Dance Rehearsal #1 9:00AM-3:00PM (Actors) MANDATORY

NOVEMBER 2021

(Team Theatre meets every Monday after rehearsal unless announced.)

- *Saturday, November 13 Dance Rehearsal #2 9:00AM-3:00PM (Actors)
- Saturday, November 14 Character Dining Posters 9:00AM (Parents)
- November 22-26 Thanksgiving Break (No Acting Classes)

DECEMBER 2021

(Team Theatre meets every Monday after rehearsal unless announced.)

- Thurs. Dec 2: Cinderella Holiday Dining Set Up 4-7PM (Parent participants only)
- Thurs, Dec 2 Cinderella Holiday Dining Rehearsal 4-7PM (Actors participating in this event only)
- Saturday, December 4 Cinderella Holiday Dining 7AM-2PM (Actors participating in this event only)
- Tuesday, December 7 CTC Christmas Party 7:00PM (All Actors/ Parents)
- Dec 20-Jan 3 Christmas Holidays (No Classes)

JANUARY 2022

(Team Theatre meets every Monday after rehearsal unless announced.)

- *Wednesday, January 12 Props/Costumes Due. (Parents & Actors)
- *Wednesday, January 12 Make Up \$30.00 Fee Due (Parents)
- *Saturday, January 15 Set Day #3 9am-3pm (Parents/Actors)
- *Saturday, January 15 Show Posters 9am-3pm (ALL ACTORS/ PARENTS)
- *Saturday, January 15 Headshot Photos 9AM \$5.00 Headshots (Actors)
- January 29-30 Louisiana Thespians Festival (Actors/Optional)

FEBRUARY 2022

(Team Theatre meets every Monday after rehearsal unless announced.)

- *Sunday February 13 Place the Set on Stage 9AM-4PM (Parents & Actors)
- *M/February 14 - Wed/February 16: Dress Rehearsals 4PM-7:30PM (Actors)
- *Monday, February 14 APPLAUSE Memberships Due (ALL)
- *Thursday, February 17 School Performance 7:00AM-3:00PM (Actors)
- *Saturday, Feb 19 Performances (Make Up 5PM. Performance 7:30PM (Actors)
- *Sunday, Feb 20 Performance (Make Up 1PM. Performance 3:00PM) (Actors)
- *Sunday, Feb 20 5PM Remove & Store Sets, Costumes & Props (Parents & Actors)

SPRING SEASON MARCH 2022-MAY 2022)

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Conflicts should be emailed immediately: mail@childrenstheatre.cc
CTC follows the CPSB Holiday/ Teacher Inservice Schedule*

MARCH 2022

(Team Theatre meets every Monday after rehearsal unless announced.)

- *Mon/ March 7: 6:00PM Parent Meeting (Parents & Actors)
- *Wed/ March 9: Auditions Spring Production

APRIL 2022

(Team Theatre meets every Monday after rehearsal unless announced.)

- *Sat/ April 2 9:00am-3:00pm SET DATE #1 (Parents & Actors)
- *Sat/April 9 9:00am-3:00pm SET DATE #2 (Parents & Actors)
- *Sat/April 9 9:00am-3:00pm Show Posters up (Parents & Actors)
- April 18-22 Spring Break (No Classes)

MAY 2022

(Team Theatre meets every Monday after rehearsal unless announced.)

- Mon/ May 2: Costumes & Props DUE/ Makeup Kit Fee \$30 Due
- M/May 9-Th/12 3:30-7:30PM Dess Rehearsals
- Mon/ May 9 5 Program Sponsors Due
- *Saturday, May 14: 7:30PM Spring Performance (Make Up 5PM) (Actors)
- *Sunday, May 15: 3:00PM Spring Performance (Make Up 1PM) (Actors)
- *Sunday, May 15: 5:00PM Remove & store sets, props, costumes (Parents & Actors)

REQUIREMENTS & PROCEDURES

5 to 18 Year Olds

ATTENDANCE

- Students should not be late for their acting class. If a student cannot attend a rehearsal or will be late, the parent/ guardian must text the theatre immediately (337) 433-7323 or email – mail@childrenstheatre.cc Excessive absences will constitute an understudy replacing the actor. CTC follows the Calcasieu Parish School holiday schedule unless otherwise noted.

RULES & POLICIES

- There are NO REFUNDS on tuition or fees. Tuition is due in full at the first class of each month.
- NO drinking, eating, or chewing gum allowed in any theatre Space at ANYTIME.
- Cell phones must be turned OFF and stored in the Cell Phone Box. Cell phones may NOT be used at any CTC event at any time.
- CTC operates as a yearlong acting school; therefore, assuming the student is registering for a year of lessons.
- CTC discourages students from auditioning with outside theatres. This practice is used with most dance studios.
- CTC reserves the right to refuse admission to classes, workshops, and productions to anyone.
- Audition decisions are based on talent, potential talent, opportunity and what is best for the production.
- It is the responsibility of the student and the parent to memorize all music and lines on the show by the given deadline.
- The CTC demands a high caliber of scholarship and personal behavior. Drugs, alcohol, abusive language or participation in activities or productions not meeting the standards of the CTC are NOT permitted.

DRESS CODE Wear to every class.

- The actor must always wear a CTC Shirt.
- The actor must wear comfortable clothes.
- Hats are NOT allowed.
- Hair must be pulled away from the face.
- Tennis shoes are allowed. The actors will not be allowed to wear hard sole shoes/ dress shoes, sandals, or flip flops.
- The actors are not allowed to wear jewelry, watches, necklaces or bracelets.

SUPPLIES Bring ALL supplies to rehearsals & performances.

- Binder with script, paper & pen.

PICK UP PROCEDURE AFTER CLASS

- For safety, students MUST remain quietly inside, not blocking the entrance door to the building. Students are not allowed to wait outside the building until they see their parent or vehicle approaching the back door.

PARENT PARTICIPATION Monday/ Wednesday Classes ONLY

- All students (**9 to 18 years old**) are required to sell 5 Season Memberships in the Fall and 5 Program Sponsors in the Spring. Failure to sell Season Memberships or Program Sponsors will result in the student's name being omitted from show programs & related materials.
- Parents (**9 to 18 years old class**) must assist a minimum of 1 night at a performance with ushering, box office or concessions duty or pay the \$100.00 Parent Participation Waiver Fee.
- Parent participation is important to the success of any youth-related activity. The Children's Theatre Company is no exception. Parents are encouraged to participate with fund-raising, set building days, painting, and putting show posters up. Parents who opt not to assist must pay a \$100.00 Parent Participation Waiver Fee per event missed.

NOTIFICATION UPDATES REMINDER 101. SIGN UP NOW! This is mandator for Mon/Wed Class. Using your Cell Phones:

- **FOR PARENTS:** Text @ctcparents to 81010 **FOR STUDENTS:** Text @ctcactors to 81010

COSTUME FEES

- Costumes & stage props are the responsibility of the parent & actor. CTC will design the costume.

MAKEUP KIT FEES

- Actors must pay a MAKEUP KIT Fee of \$30.00. The Makeup Kits will be stored at the theatre until after the performances. CTC uses professional theatre make up. Street or over-the-counter makeup is not allowed.