

# REHEARSAL & PERFORMANCE EXPECTATIONS

## GENERAL PARTICIPATION REQUIREMENTS

- All students wishing to participate in a production must first complete a sign-up form to arrange a time to audition or interview (this does not apply to Film Festival for which no audition/ interview is required).
- All potential actors **MUST** be present for one **full** audition in order to be considered for casting.
- All potential crew must interview with the director in order to be considered for a crew position.
- Anyone wishing to join the cast or crew of a JTC-exclusive production must be a paid member of the Jordan Theatre Company in good standing, in order to participate. (The musical, Holly Jolly JTC and film festival are open to all JHS students).
- Students who are selected to participate in productions must complete a registration form and pay any required participation fee.
- If anyone is unable to pay their company fee or production fee, please contact Mr. Midkiff. No theatre student will **EVER** be denied an opportunity in Jordan Theatre because of a lack of funds.

## REHEARSALS

### Be present and accounted for

- Be at rehearsal if you are called
- Notify Midkiff, Kana, the Stage Manager and Assistant Director if you will be absent
- Rehearsal begins at the scheduled time
- Arrive 15 minutes before call time and begin warming up/preparing for rehearsal
- Rehearsal calendars can be found on the JTC website: [www.jtctheatre.org](http://www.jtctheatre.org)

### Practice self-discipline

- NO Cell Phones EVER, either onstage, backstage, or in your possession unless you are given express permission by the Director
- Check the Callboard daily. There's one on the website and in Room 1518.
- When you are not on-stage rehearsing, you are WATCHING and LISTENING to who is on stage or rehearsing your own part.

## **Treat others how you want to be treated**

- Be respectful to all cast, crew, directors, theatre volunteers and guests at all times.
- Be kind when others make a mistake. You might make one someday too!
- JTC is inclusive. Everyone has a right to be here.

## **Take responsibility for yourself and your things**

- Meet your deadlines
- Stay academically eligible to continue participating
- Clean up after yourself: costumes will be confiscated if they are not hung up
- Be in your place when you're supposed to be there
- Treat all props and costumes with respect
- If you forget your script, a loaner will cost you \$1. If you lose your script, a replacement will cost you \$10

## **Practice how you perform**

- Take all direction the first time it is given
- Don't talk out of turn
- JTC lives by its high expectations for artistry and conduct
- Treat each run as though it was the real thing

## **Be responsible for safety**

- Follow all safety rules and regulations when working in or around an active set build/light hang, etc.

## **REHEARSAL ABSENCES**

- All known absences or conflicts must be written on the audition form - be sure to check with parents for standing commitments (*orthodontist appointments, private lessons, etc.*).
- If a student must miss a rehearsal due to an emergency, please make every effort to notify the director, stage manager, or assistant director. If it is a medical emergency, students may not return to rehearsals without a note from the doctor.
- If you are absent from school, please email the director ASAP that morning to let him know you will not be at rehearsal.
- Be present (both literally and mentally) at all rehearsals. Absences potentially jeopardize future casting consideration.
- Participants **MUST** be present on Bloody Saturday, all dress rehearsals and all performances. If you must miss part or all of a dress rehearsal, talk to Midkiff well in advance. You may be subject to dismissal.

**Three (3) unexcused absences for ANY reason is automatic dismissal from the production, and your role / position will be replaced.**

**6 total absences (whether excused, unexcused or any mixture of them) for ANY reason will result in dismissal from the production.**

## **REHEARSAL TARDIES**

- Students are considered tardy if they are not in the theatre when role is taken.
- If a student comes to a rehearsal late, but with a teacher's note explaining the situation, then the tardy is automatically excused.
- Extenuating circumstances may be taken into consideration so the tardiness is excused; talk to Mr. Midkiff or Ms. Kana.
- If a student is late to a rehearsal without prior notice and does not have a note from a teacher explaining the situation or a suitable explanation as to their extenuating circumstances, they will be given a 'tardy'. The student must fill out a tardy form explaining why they were tardy, what they will do to make sure it doesn't happen again and apologize for disrupting the rehearsal.

**3 Tardies = 1 unexcused absence**

## **ACADEMIC ELIGIBILITY**

- Senate Bill 1 mandates that students who participate in extra-curricular activities such as Theatre Productions, U.I.L. One Act Play and field trips must receive a grade of no less than 70 in each of their non A.P. classes.
- A student will be suspended from participation in ALL extra-curricular activities sponsored or sanctioned by the school district for a minimum of 3 calendar weeks after a grade reporting period if any grade is lower than a 70 in any class.
- Students who were eligible before the failing grade report will not lose eligibility until 7 calendar days after the end of the grading period.
- Ineligible students must wait 7 calendar days after the end of the three-week evaluation period and/or the grading period to regain eligibility, whichever comes first.
- All Theatre activities outside of the normal academic day are considered "extensions of the classroom" or "curricular" activities. However, all theatre public performances, all U.I.L. contests and their related activities, and any field trips are considered "extra-curricular" and fall under the Eligibility mandate.
- Any student who become academically ineligible to participate in a theatre activity will not be entitled to a refund of any fees paid for that activity.
- **In summary, students must pass all non-A.P. classes with a 70 or above to participate in out-of- class theatre activities.**

## CONDUCT & DISMISSAL

- Jordan High School's theatre students have a high profile on campus and in the community. It is imperative that the conduct and appearance of all theatre students be above reproach.
- Theatre students will have the opportunity to participate in many exciting events on stage and behind the scenes. As representatives of Katy I.S.D. and Jordan High School, our students must reflect an image of positive leadership, character, responsibility, and good sportsmanship.
- Derogatory comments about Jordan High School staff, students, and policies will not be tolerated and may result in removal from the program.
- Any student who receives an "N" or "U" in conduct in any class will not be allowed to participate in theatre extra-curricular activities for that six week period. This may render a student ineligible for participation in a production. No fees will be refunded.

**Any student assigned to in-school suspension (I.S.S.) the day before, or on the day of, a production, contest or field trip will not be allowed to participate in that activity. No fees will be refunded.**

- In accordance with Katy I.S.D. policy, any student suspended from school for any reason will not be permitted to participate in any theatre activities during the period of suspension. No fees will be refunded
- Any student who walks out of a rehearsal or quits during a rehearsal process for a performance without just cause defined by the directors, will not be allowed to participate in another theatre performance for the year and any student who withdraws from theatre class forfeits their JTC membership. No fees will be refunded.

**Any student who is not directly connected to a production through the audition, casting and technical assignment process will not be allowed in the rehearsal process or backstage.**

- Any student who does not use theatre safety and etiquette guidelines established by the Jordan Theatre Department will not be allowed to participate in any theatre activity for the remainder of the year. No fees will be refunded. All students who work backstage, in the booth, or in the shop must have a Safety Contract signed and on file with Ms. Kana