

# Debut Theatre Company Policies

*We all play an important part in the learning, fun and creative collaboration of our troupe structure. Please read and understand Debut Theatre Policies before attending the first class. Thank you!*

**OUR ROLE** is to guide in the honing of theatrical skills. Our goal is to provide the best training possible, provide a nurturing environment for expression and self-discovery and be the “highlight of your child’s week”.

- **We are dedicated**, enthusiastic about our work, and strive for professionalism in all areas. We nurture the imagination and skills of our students in performance and technical theatre “hands-on”. Class times include rehearsals, improvisation, theatre games, vocal and physical techniques and more!
- **We will keep you informed.** Class phone lists and calendars are provided. (Please respect the other families and do not distribute names, addresses or phone numbers to outside parties). Every student will receive our Debut Revue newsletter mid-semester with important information for rehearsals, performances and Debut news.
- **We are available.** Instructors arrive 15 minutes before class and stay 15 minutes after. If you have questions or concerns, please let us know. We truly care about your children. Arrangements can also be made to meet or chat by phone with your teacher or the Artistic education Director, Lee Osterhout-Kaplan. Office hours are Monday through Friday, 1-4pm.

**STUDENT ROLES (Parents please read this section as well-)** The role of Debut students is to pursue their theatrical education with enthusiasm, professionalism and teamwork.

- **Attendance is important.** Theatre is a *communal* art. If absent or late to class, please call Debut (970) 224-5774. Classes meet 15 times - if 3 or more classes are missed, lines and parts may be re-assigned at the director’s discretion. Students who are late to or miss the final dress rehearsal will be asked to take the next semester off. By registering for a class, both parents and students are committing for the entire semester. Dropping once roles are assigned is insensitive to the team. There is no prorating of fees or refunds
- **Be prepared.** Bring to class every week: 3 ring Notebook, script, pencil, paper and water bottle. It is important to establish good protocol and respect for the actor’s tools. If a script is lost, the parent is to contact the director before class. Wear comfortable, clothing and shoes. At times you will be assigned homework such as drawings, writings or line memorization. When these are done on time, the entire class benefits.
- **Behavior** Be professional and kind in your dealings with staff and students. Work through problems, trust your instructors, be enthusiastic about your class, and stay dedicated to your craft. It is our goal to provide individualized attention to each troupe member. If a student lacks self-control and demands more than their share of the director’s energy, calls may be made to parents. At times the parent may be asked to sit in on the class to provide that extra attention needed. Bullying or name calling will not be tolerated.
- **Cell phones** are a distraction during rehearsal, divides focus and inhibits good posture. Turn it off! Repeated reminders will result in the phone being taken away and released to a parent.
- **Snack** food/drinks should not be brought to class. If eating is necessary, food is to be eaten at the table in the front office. Please do not have sugar or caffeine before class. Theatre is high energy by nature and additional stimulants can disrupt the students’ ability to learn, focus and sit still when necessary.

**PARENT ROLES:** The role of Debut parents is to support their children in fulfilling expectations and encourage them to take safe, artistic risks to grow in self-confidence and the theatre arts.

### **Scheduling**

- Like you, we value your child's health. Children with possibly contagious fevers, coughs, etc. should be kept at home and allowed to rest.
- If Poudre School District classes are cancelled due to a Snow day or released early, there will be no Debut classes. When class is cancelled due to weather or teacher absence, a makeup class will be scheduled. Last minute snowstorm cancellations will be communicated via email.

### **Promptness/Release Policy**

- Directors arrive 15 minutes before class and stay 15 minutes after class. Please do not drop students off any earlier than 15 minutes before class.
- *Students must be picked up on time! **Parents more than 15 minutes late will be charged a \$20 fee for the director's time.*** Instructors cannot provide rides home and students will not be left to wait alone outside.
- For safety, we ask parents of children age 10 and younger to come into the building.
- Students will only be released to parents on the carpool list. Contact the instructor prior to class if the student is to be released to someone else. Students will not be released on their own unless they are of driving age.

### **Roles, Costumes, Make-up**

- Every actor in the troupe will receive one or more roles. Parts will be determined on the basis of audition and role size in previous Debut productions. Every part is important in a play. There is no script that has all equally sized roles. We try to balance smaller roles with larger backstage involvement so that every troupe member is important to the Whole and continually learning new skills. If you have concern about your child's part in a production, please contact the director.
- World Stage & ActTeen students are encouraged to purchase their own Ben Nye make-up kit (We recommend Makeupmania.com)
- Debut provides costume(s) appropriate to the part(s) in their play. Students will need to provide their own shoes (please see handout) and may be asked to provide simple costume pieces from home.
- Families wishing to create their own costume may do so at their own expense and with prior discussion with the director.
- Damage to costumes due to "horsing around" will be charged to the actor. If the director feels that behavior is inappropriate, the privilege of wearing a Debut costume may be revoked and it will be the actors' responsibility to find their own replacement costume.

### **Visitors**

- Visitors are discouraged from attending class, as the director is not responsible for non-registered students. However, if a prospective student is interested in observing a class, they are welcome to do so with a release, or present parent. Arrangements must be made ahead of time with the director.
- Parents who choose to stay an entire class should be aware that their presence inhibits their child's true expression and ability to develop group dynamics. If you plan to stay, please contact the director before class to discuss this.