

YIMS DRAMA PARTICIPATION AGREEMENT & CODE OF CONDUCT

Production: *Joseph and the Amazing Technicolor Dreamcoat*

Director: Kyli Stoner stonerk@youghsd.net 724-812-2633 (call or text)

YIMS Drama is built on teamwork, respect, commitment, and the belief that every student deserves a positive theatre experience. Putting on a musical takes a lot of people working together, and every cast member plays an important part in making the production successful.

This agreement outlines what is expected of students and families throughout the production. Students and guardians should review it together, sign it, and return it with the student's audition paperwork.

YOU CANNOT AUDITION WITHOUT RETURNING THIS SIGNED FORM.

A. COMMITMENT TO THE PRODUCTION

1. Auditioning for the musical is a commitment to participate in the production if cast.
2. Students should audition with the understanding that casting decisions are made based on the needs of the entire production. Auditioning does not guarantee a particular role, amount of stage time, solo, featured dance, or other assignment.
3. Casting decisions made by the production staff are final. Students are expected to accept and approach their assigned role with a positive attitude.
4. **Declining an assigned role means withdrawing from the production entirely.** A student who declines a role may not choose to participate instead in the ensemble or another role.
5. Roles, solos, choreography, staging, and other assignments may be adjusted throughout the rehearsal process when necessary for the success or safety of the production.
6. Every cast member is expected to participate to the best of their ability, meet memorization and technical deadlines, and practice music, choreography, and lines outside of rehearsal.

B. ATTENDANCE, CONFLICTS & PUNCTUALITY

1. Attend all rehearsals to which you are scheduled.. Students receive the schedule for the entire season at the first rehearsal, and families should check their email **daily** for rehearsal reminders, changes, and updates.
2. All known conflicts should be submitted with audition paperwork. This includes sports, dance, clubs, Scouts, CCD/religious activities, vacations, family events, appointments, and other activities that are already scheduled.
3. We understand that our actors are middle school students with families, sports, activities, appointments, transportation needs, and lives outside of the musical. **Conflicts that are communicated to the Director before the day prior to the affected rehearsal will be considered excused.**
4. Sometimes new conflicts come up after the rehearsal calendar has been released. Guardians should communicate with the Director as soon as they know a student will miss rehearsal. The production staff will make every reasonable effort to work with students participating in sports, extracurricular activities, family commitments, and other obligations.

5. Because Joseph and the Narrators carry an unusually large amount of material and are needed throughout the production, students accepting these roles must be available for the substantial majority of their scheduled rehearsals. A significant number of known conflicts may affect whether a student can be cast in one of these roles.
6. Students will **not** be disciplined because a guardian is unexpectedly unable to provide transportation. Please communicate the situation with the Director as soon as possible so we know the student is safe and will not be attending.
7. An **unexcused absence** includes:
 - A no-call/no-show;
 - Choosing not to attend rehearsal without an appropriate reason;
 - Saying "I didn't feel like coming";
 - An absence that could reasonably have been communicated in advance but was not.
8. Two unexcused absences may result in removal from a musical number, reassignment of material, recasting, or dismissal from the production.
9. Students are responsible for learning material missed during an absence, whether the absence is excused or unexcused. Rehearsal videos, choreography, music, and other materials are available in the **Cast Google Drive** specifically for this purpose. Students should review missed material before returning whenever possible and ask for help when needed.
10. Be on time. Rehearsals begin promptly at **6:30 PM**, and students should be in their seats and ready to begin at 6:30.
11. Students should **not arrive more than 15 minutes before their scheduled rehearsal time unless specifically instructed by the Director**. Arriving 30–40 minutes early creates supervision and building-access issues. Please plan transportation accordingly.
12. Students should not attend rehearsals to which they are not called unless they have received permission from the Director.
13. Attendance will be taken at the beginning of every rehearsal.
14. Attendance at all scheduled **tech week rehearsals and performances is mandatory**. Conflicts with these dates must be discussed with the Director before auditions.
15. All cast members must attend **strike**, the set clean-up following the final performance.

C. REHEARSAL EXPECTATIONS

1. Rehearsals are closed to family members and visitors. Guardians or drivers who need to remain on school property may wait in the cafeteria.
2. Wear comfortable clothing that allows you to move safely. **NO JEANS OR SANDALS on choreography days**. Close-toed shoes are required.
3. The stage can get hot. Please practice good hygiene and arrive at rehearsal in clean clothes, with fresh breath, and with deodorant applied before you arrive.
4. Bring a **water bottle, pencil, and script** to every rehearsal. Writing down blocking, music, choreography, and other notes is an important part of the rehearsal process.
5. Listen when another person is speaking or working. Keep side conversations to a minimum and pay attention even when the Director is working with another actor. You may learn something that applies to you.
6. Students are expected to follow directions from the Director and members of the production staff designated by the Director, including student directors, music staff, choreographers, stage management, and adult volunteers when they are supervising an activity.
7. Be receptive to feedback from the production staff. Notes are part of the rehearsal process and are how we improve.
8. **Do not give another actor a note** unless the Director has specifically instructed you to do so.
9. When you enter rehearsal, try to set aside outside distractions so you can participate fully and enjoy the theatre experience.

10. Ask for help when you need it. We would always rather have you ask than struggle silently.

D. RESPECT, CONDUCT & ANTI-BULLYING

1. Students must follow all YIMS and Yough School District policies while participating in the program. School disciplinary policies remain in effect during rehearsals, performances, and other YIMS Drama activities.
2. Treat fellow cast members, production staff, volunteers, and school employees with respect and kindness at all times.
3. Bullying, harassment, intimidation, threats, physical aggression, deliberate exclusion intended to hurt or embarrass another student, or discriminatory or derogatory language will not be tolerated.
4. Do not make cruel, demeaning, or inappropriate comments about another person's appearance, body, voice, ability, disability, talent, role, casting, costume, performance, or personal life.
5. Students may not use texts, group chats, social media, or other online platforms to bully, harass, embarrass, threaten, or target another cast member or member of the production staff.
6. **Speaking negatively about, attacking, or using foul, threatening, harassing, or derogatory language in a social media post directed at or aimed at a cast member or member of the production staff is grounds for immediate dismissal from the production.**
7. Students may not take or post embarrassing, inappropriate, or unauthorized photographs, videos, or recordings of another cast member or member of the production staff.
8. Conduct outside of rehearsal may be addressed by the Director when that conduct directly involves members of the production and negatively affects the safety, well-being, or ability of students and staff to participate in the program.
9. Retaliation against a student for reporting a concern to the Director or another trusted adult will not be tolerated.
10. Everyone is expected to contribute both onstage and offstage. Humility, teamwork, and respect are important to our success. The adults involved in YIMS Drama volunteer significant amounts of their time to make this experience possible. Students are expected to acknowledge that contribution through their attitude, work ethic, and words.
11. Support your castmates. Someone else's success does not take anything away from yours.

E. CASTING & PRODUCTION DECISIONS

1. Casting decisions are made by the production staff based on auditions and the needs of the production.
2. Students and families are welcome to ask respectful questions about the production process, but casting decisions are final.
3. Students may not disparage another student's casting, attempt to pressure another student to give up a role, or create conflict because of a casting decision.
4. Roles and assignments may change during the rehearsal process because of attendance, preparedness, safety, behavior, production needs, or other circumstances that affect a student's ability to perform the assigned material.
5. A change in staging, choreography, a solo, a scene, or another production assignment is not necessarily disciplinary. The Director may make adjustments when necessary for the safety, preparedness, or overall needs of the production.

F. TECH WEEK & PERFORMANCES

1. Tech week rehearsals and performances are **MANDATORY**.
2. Arrive at your scheduled call time with all applicable hair and makeup completed as instructed.
3. Do not touch costumes, props, microphones, scenery, or equipment that have not been assigned to you.

4. Do not eat while wearing your costume.
5. Drink only water while wearing your costume.
6. **No metal water bottles are permitted backstage.** Phones and water bottles must remain in the designated cast area during performances unless otherwise instructed.
7. Stay in your assigned area or backstage during performances. Friends and family members are not permitted backstage or in cast-only areas.
8. Follow all backstage instructions immediately. Backstage safety and quiet are essential during a live performance.

G. ACADEMIC ELIGIBILITY

1. Students are expected to keep their grades up and remain academically eligible to participate.
2. Try to begin homework before coming to rehearsal and use your time responsibly.
3. In accordance with YIMS policy, a student who is academically ineligible may not participate in rehearsals or performances until eligibility is restored.

H. SAFETY

1. Report all injuries to the Director immediately.
2. Guardians should communicate any health condition, allergy, injury, accommodation, or other information that the school requires or that is necessary for a student's safe participation in rehearsals and performances.
3. Students must immediately follow any instruction given by the Director or production staff related to safety.
4. Running, horseplay, climbing scenery, handling technical equipment, or using props or set pieces without permission is prohibited.
5. Do not go barefoot onstage. **NO EXCEPTIONS.**
6. If you see a nail, screw, broken item, spill, or other potential hazard, do not ignore it. Tell a member of the production staff immediately.
7. Do not climb, sit, stand, jump from, or otherwise use a set piece until the Director has specifically instructed you that it is safe and appropriate to do so.

I. COSTUMES, PROPS & THEATRE SPACES

1. Treat costumes, props, scenery, equipment, rehearsal materials, and school facilities with care.
2. The costume assigned to you is your costume. Do not alter, exchange, add to, or change any part of your costume without permission from the Director or costume staff.
3. Use props only as directed and return them to their assigned location after use.
4. Students are responsible for helping keep rehearsal, backstage, dressing, and performance spaces clean.
5. Intentional damage, misuse, or reckless handling of production or school property may result in disciplinary action.

J. PHONES, PHOTOS & SOCIAL MEDIA

1. Students may bring a phone to rehearsal, but **PHONES ARE NOT PERMITTED TO BE USED DURING REHEARSAL.**
2. Phones must remain **in the student's bag at all times** from the beginning of rehearsal until the student is dismissed unless the Director specifically gives permission for them to be used.
3. Students do not need access to their phones in case of an emergency during rehearsal. **The Director keeps her phone with her throughout rehearsal and can be contacted by a parent or guardian if necessary.**

4. Students may not take photographs, videos, or audio recordings during rehearsal unless specifically instructed or given permission by the Director.
5. Official rehearsal videos and learning materials will be posted to the Cast Google Drive.
6. Cast members are expected to participate in reasonable promotional activities for the production, including photo and video shoots, social media features, and poster distribution.

K. DISCIPLINE & CONSEQUENCES

YIMS Drama should be a place where students can learn, take risks, make friends, and enjoy creating something together. Most issues can be resolved with a conversation and a chance to correct the behavior.

When expectations in this agreement are not being met, the Director may use one or more of the following responses depending on the nature, frequency, and severity of the situation:

- Verbal correction or redirection;
- Private conversation or warning;
- Parent/guardian contact;
- Sitting out a portion of rehearsal;
- Removal or reassignment from a scene, song, dance, or other material;
- Recasting; or
- Dismissal from the production.

These consequences do not have to occur in a specific order. Serious misconduct, bullying, harassment, threats, safety violations, or conduct specifically identified in this agreement as grounds for immediate dismissal may result in removal from rehearsal or dismissal from the production without progressing through each step listed above.

Except when an immediate response is necessary for student safety, the Director will communicate serious or ongoing disciplinary concerns with a student's parent or guardian.

Production adjustments made because a student has missed material, cannot safely perform material, has not met a production deadline, or because the needs of the production have changed are not necessarily disciplinary actions.

L. GUARDIAN EXPECTATIONS

YIMS Drama works best when students, families, and production staff communicate with one another.

Parents and guardians agree to:

1. **Check the email address provided to YIMS Drama daily** during the rehearsal and performance season. Email is the program's primary method of communication, and families are responsible for information and schedule updates sent by the Director.
2. Review the complete rehearsal calendar when it is distributed and communicate known conflicts.
3. Communicate absences, transportation issues, illnesses, emergencies, or newly arising conflicts with the Director as soon as reasonably possible.
4. Make every reasonable effort to have students arrive on time, but **not excessively early**, and be picked up promptly following rehearsal.
5. Respect that rehearsals are closed and allow the production staff and students to work without interruption.
6. Address questions or concerns directly and respectfully with the Director rather than involving students or other families in an adult disagreement.

7. Respect casting and other artistic decisions made by the production staff.
8. Encourage students to communicate with the Director, advocate for themselves appropriately, practice outside of rehearsal, and fulfill the commitment they made to their cast.
9. **There are no mandatory fundraising or volunteer requirements to participate in YIMS Drama.** A student's ability to participate in the program or the role they receive will never depend on their family's ability to fundraise, donate, or volunteer.
10. That said, it truly takes a village to produce a show of this size and maintain the quality of the YIMS Drama program. Families who are able to volunteer are strongly encouraged to lend a hand throughout the season. Opportunities may include set-building days, costumes, organizing materials, preparing the theatre, helping during performances, strike, and other production needs.
11. Not everyone can give the same amount of time, and that's okay. Whether it's helping for an hour, spending a Saturday building a set, or volunteering during a performance, **we ask families who are able to help to please pitch in when they can.** Our students get to be part of an incredible theatre experience because a lot of people work together to make it happen.

STUDENT & GUARDIAN AGREEMENT

By signing below, we acknowledge that we have read and understand the **YIMS Drama Participation Agreement & Code of Conduct**.

We understand that participation in YIMS Drama is a commitment to the cast, production staff, and the production as a whole. We agree to follow the expectations outlined above, communicate when problems arise, and understand that violations of this agreement may result in disciplinary action, reassignment, recasting, or dismissal from the production.

We also acknowledge the dates and commitments included on the production calendar and agree to communicate known conflicts as part of the audition process.

Student Name: _____

Student Signature: _____

Date: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____