

## Audition/Production Guidelines

1. Have audition form filled out and ready to present to the directors. This will speed up audition process.
  2. Wear clothing that is easy to move in, as your audition and rehearsals will involve movement/dance.
  3. Check your family and personal schedule for the next few months for the audition form. Rehearsals will be scheduled around the dates you list as conflicts at this time. (School athletes will never be asked to miss a practice or game/match to attend a play rehearsal.)
  4. While all cast members may be called upon to help with set painting, construction, or other backstage duties, Springfield Public School students in grades 7-12 will be required to provide a minimum of 5 hours (including set strike sessions which are required) of backstage work in order to be considered for any special awards. (See #5 below.)
  5. Since this musical replaces the normal fall play for SPS participants in grades 7-12, there will be an opportunity to earn the usual individual awards for outstanding involvement. There are awards presented in acting, dancing, ensemble work, and technical/ backstage areas, etc., and these awards will be presented during the spring awards program for drama and speech students. Those who wish to be considered for these special awards should note #4 above AND remain eligible according to school academic, chemical, and sexual harassment policy. All SPS cast and crew members will receive a special participation certificate.
  6. Practices will begin on time as stated in rehearsal schedule. You will never be called to a rehearsal unless you will be needed for that session. End times will be earlier for grade school students; approximate end times will be indicated on the rehearsal schedule so that rides are available in a timely way.
  7. Prop/costume storage areas, lighting and sound areas which includes the catwalk, and hallway and school spaces beyond the auditorium area, are strictly off limits unless one has been given specific permission by a director to be there.
  8. Props, costumes, etc. that are assigned to cast members for the play are not to be touched or used by others.
  9. Each actor will be given the opportunity to order a personal make-up kit in October.
  10. We will be collecting a \$25 costume fee per participant to offset costume rentals. The fee is due by September 1. (Checks payable to Springfield Public School) There is NO regular school participation fee for this activity. Fee is for actors only; United Way offers scholarships to those who cannot afford the fee: <https://www.unitedwaybrowncountyarea.org/youth-activities-scholarship>
  11. Videotaping: There is NO videotaping of rehearsals or performances; it is illegal to post such recordings online, etc.
  12. Cell phones: Please use only during breaks.
  13. Rehearsal attendance: A well-planned schedule will be developed. In order to achieve the performance goals that we have for this show, it is important that all participants plan ahead, are organized, and remain committed to the play which will be a highly rehearsed and polished production. **It is absolutely necessary that you inform a director ahead of time if you cannot attend a schedule rehearsal. (Please, no secondhand messages.)** Because we need to do what is best for an entire group/team, if a singer/actor/dance is a “no-show,” the director will have the discretion to reassign the part.
- Rehearsal schedules will be posted (copies available) on backstage door, periodically sent in an e-mail loop, and posted on a private Facebook page: Springfield's Joseph and the Amazing Technicolor Dreamcoat. Be sure to ask to join this group if you are part of the cast, crew, orchestra, etc.**
14. Communication: Participant questions or concerns should be communicated with the director. It is always best to communicate about issues early so that the widest range of solutions is available.

15. Child Safety: We expect children and youth in the cast to feel and be kept safe. More will be clarified at our first rehearsals. Since we are an extension of the school's programming, the district reserves the right to access a background check for child safety purposes on all adults who are involved in the production.

16. Covid Issues: We are hopeful that this pandemic will be a part of our past. **That said, we will strictly adhere to any CDC or state health department/Springfield Public School guidelines for performances and artists.** At this point, we are recognizing that audience size may be limited; therefore, there is a strong possibility that we will have four live performances: Friday/Saturday evenings, and Saturday/Sunday matinees November 19-21. If there is a reason for us to delay the production, it will be moved to late spring/early summer 2022.