Matilda

Audition Packet

This Packet includes the following important information:

1. Steps to a successful audition
2. Musical production contract
3. Parent volunteer information
4. An audition form
5. A rehearsal conflict sheet

Please read through all of this information with your parent/guardian and bring the following with you to your audition:

1. Signed production contract
2. Completed audition form
3. Completed conflict sheet
4. **A karaoke or backing track for your singing audition**
5. Appropriate clothes and shoes for dance audition
6. A print out of your last quarter grades from the previous school year

*Remember that we want you to do your very best! You might be the just person that we're looking for! Don't be afraid to audition. Just give it your absolute best!! If you have questions, please contact Cline at lindsey.cline@canyonsdistrict.org.

Follow these steps, and you will be on your way to a successful audition:

1. Sign up for a singing audition time slot by using the QR code that will be available soon online and in the Little Theatre. Auditions will take place on September 4th and 5th after school hours. On Friday, 9/6, after school we will hold callbacks by invitation. There is a musical workshop from 2:30-4:00 pm on Tuesday, September 3rd: This is not mandatory, but suggested.

2. **Read though this ENTIRE audition packet!**

3. **For your singing audition, please prepare a 30 second portion of a song in the style of the show.** Become familiar with the music selection that you will be performing for your audition (You WILL need to prepare your own song). You may use the script when you audition if necessary, but I encourage all students to do their best to memorize their piece prior to auditions. If you are greatly struggling to find a piece to perform, here is one option you CAN use, though I prefer you find your own: https://www.docdroid.net/fzee/beauty-and-the-beast-home-pdf#page=4 (Music for you to learn); https://www.youtube.com/watch?v=EijukRfXdNw (Karaoke track that you would use for the audition).

NEW THIS YEAR!!! – You will perform your audition with YOUR OWN karaoke, or backing, track that you find online. You will need to find your track on youtube or an application like "appcompanist." Please have your track ready on your own phone. You may bring your own

portable speaker, however, we will have one available for you to use during auditions.

4. Check your schedule and bring a list of ANY conflicts with you to the audition – Please list **ALL** conflicts on the conflict form included in your packet. While not all roles will be required to attend all rehearsals, you still need to list ANY conflicts that you have with the schedule. You will NOT be permitted to add things after casting.

5. Come to your audition with all audition forms ALREADY COMPLETED and prepared for your audition. You should arrive for your audition approximately 10 minutes early and wait outside of the Auditorium in the PAC concourse until called in.

6. The audition is a two-step process. First, you will audition with the musical selection you have prepared – remember to sign up for your audition time using the online sign-up sheet and have your karaoke/backing track ready on your phone. Secondly, you will need to come to the dance audition from 5:30 – 6:30 p.m. the same evening as your singing audition. You must attend both parts of the audition in order to be considered for a role. Please wear clothes and shoes appropriate to dance in – this is vital!

7. Check the theatre blog the night of Thursday, September 5th to see if you are invited to callbacks. The website is: http://altatheatre.blogspot.com. If you are not invited to callbacks, it does **not** mean you are not cast in the show. Callbacks will be in the PAC Green Room after school at 3:00 pm on Friday, September 6th. Please arrive at the Green Room at 2:55 pm for Callbacks.

9. Check the theatre blog on the evening of Friday, September 6th to see the cast list. If you have been cast, you will participate in our first cast meeting on Monday, September 9th, 2024 from 2:45-4:45pm in the Green Room.

10. IF we are moved to school-wide virtual learning for any reason during the week of auditions, please **CHECK THE BLOG IMMEDIATELY** for an update as to what you will need to do/submit for auditions!!!

Alta High School Production Contract

Matilda

This musical contract contains important information, as well as expectations for which cast members will be held accountable in order to participate in this production. Please carefully read though this contract IN ENTIRETY with your parents/guardians. You MUST bring the last page of this contract that includes your and your parent/guardian's signatures to your audition.

Student Signature: Students interested in auditioning for the Alta High School production must sign and submit this contract at their singing audition. By doing so, the student signifies that they agree to follow all of the rules and expectations

required. Being part of this production requires strict adherence to the policies contained in this contract. Failure to do so will result in termination from the production. Students are expected to give 100% dedication to this production. Acting against rules, requirements, and expectations will not be tolerated.

Parent/Guardian Signature: A parent or guardian must sign the same contract to signify that they understand the rules and expectations to which their student has committed themself. There is a MANDATORY Parent/Guardian Meeting on the evening of Wednesday, September 11th at 6pm in the PAC. At least one parent/guardian must be present for the student participating in the production. Reminder: This contract is due at the time of the audition. Failure to complete and turn-in this contract can prevent a student from being cast in the musical.

Rehearsals: (Please see the outline of the rehearsal schedule included in this packet. A detailed scheduled will be provided to students and parent/guardians ASAP following auditions.)
The expectation is that all production rehearsals are **FIRST PRIORITY** for students who are involved in the production. Rehearsals will begin on Monday, September 9th for all students cast in the production. Rehearsals will continue until the final performances in November. The majority of the rehearsals are scheduled from 2:45 p.m. until 6:00 p.m. Please check the start and end times of each day's rehearsal as those times will vary throughout the rehearsal process. **Please know that rehearsals will run later as the show date approaches. If school is shifted online at any point, expect online rehearsals to run.** Rehearsals labeled TBD indicate that the time of dismissal for that rehearsal will depend upon the progress made that day. You will need to plan accordingly and be present for those rehearsals to keep your role. There may be rehearsals on Saturdays some weeks, as well as weekday rehearsals where there is no school. These rehearsals are labeled as TBD as well. The cast will know as soon as possible if we will need to utilize the TBD rehearsal dates (it usually depends on how much progress we make each week). Please plan on attending these TBD rehearsals, as you will need to be present at them if they are utilized.

Your time is valuable. For this reason, you will only be required to attend the rehearsals for scenes/numbers that your character is in, and may be excused early from rehearsals if your character is no longer needed in what we are working on. Those that are cast as lead characters should expect to attend most, if not all, rehearsals. **Remember that as the show date approaches rehearsals will run late depending on the progress of the show– Please be aware of this and understand that you will be required to stay for the duration of the rehearsal.**

If we are not in-person you WILL be required to attend online, virtual rehearsals on the dates you are scheduled on the final rehearsal calendar. There will be NO excuses for being late, so be sure and login early and be prepared to sit-up and focus. In the event a student is in quarantine for any reason, they will need to be prepared to attend a Zoom or Google-Meet during rehearsal times on days they are called to rehearsal.

***This production will be very fun and rewarding, and also rigorous. If you are cast, please know that I am aware of your conflicts listed on the conflict sheet and am willing to work around them. **However, absences that are NOT listed on your conflict sheet will be considered UNEXCUSED, and may result in you being dropped from the show**.

Performance Dates:
There will be a matinee dress rehearsal performance (during the school day) for local elementary schools on Tuesday, November 19th, 2024. Students will be excused from the classes missed, but are still responsible to make up the work missed in class. Parent/guardians and family are NOT allowed to attend these performances as it is a recruiting tool and seats are extremely limited. The performances for the production will be Wednesday, November 20h @ 7pm; Thursday, November 21st @ 7pm (understudy performance); Friday, November 22nd @ 7pm; Saturday, November 23rd @ 7pm; and Monday, November 25th @ 7pm. The Thursday night performance will be our understudy night, meaning all understudies performing the lead tracks get to have their moment in the spotlight, earned from all of their hard work!

Additionally, students are REQUIRED to attend set strike on November 26th, 2024 from 2:30-6pm. Missing strike will affect a student's standing in the department and for future productions.

Eligibility:
Each student involved with the production must be eligible to participate. In order to be eligible to audition, **a student cannot have more than one F on their previous report card – this means Quarters 3 & 4 of last school year**. Time spent with the production rehearsals and performances does not replace school time and **MUST NOT** be used for any excuse to any teacher. You are expected to maintain at least a 2.0 grade point average while participating in the production. If you fail to do this, your ability to participate will be terminated. You are encouraged to bring schoolwork to rehearsals and work on it while not on stage. Grades MUST be turned in with your audition packet and there will be follow-up grade check(s) throughout the rehearsal process and leading up to the show. Production members will be required to print and submit their grades upon request.

School Attendance:
Alta's production and theatre department will adhere to the school attendance policy for extracurricular eligibility. If you miss, or are late, 4 or more times in a class, your eligibility to continue participating in the production may be revoked immediately until absences or tardies are made-up. An egregious number of absences and/or tardies are grounds for dismissal from the production.

Attendance:
- You must be to every rehearsal **ON TIME!!!** If you are late more than twice serious consequences (including the possibility of being dropped from a number, scene, or even the production) will apply. Parent/Guardians, please help me with these expectations and support the consequences outlined in this packet. If you leave rehearsal early/unexcused without the permission of Ms. Cline, you may be dropped from the show. Be respectful of everyone's time.
- You must attend ALL rehearsals you are called to! You will receive a detailed schedule when we start rehearsing, and must make plans around it. Expect to be in rehearsal on any date that you did not list a conflict for (unless you are not called that date according to the schedule). **An unexcused absence is grounds for removal from the show.** Sometimes extenuating circumstances

happen (extreme illness, family emergency) for this reason come and talk to Ms. Cline **immediately and beforehand** if you need to miss a rehearsal for a serious matter.

- If you are in the ensemble and miss a day of blocking or choreography, it's possible that you may not be able to participate in that scene during the show even though your absence is excused.
- Absences during tech and rehearsals are not tolerated. It is imperative that all students are present during tech rehearsals. Every part is essential to the show's success! Please ensure that all conflicts are cleared for those two weeks leading up to the show and show week.
- **Please make up tests or absences/tardies for classes before school**. **Missing rehearsal in order to make up an assessment or absence/tardy attend may result in an UNEXCUSED absence**. Plan your time wisely and make up your absences/tardies during one of the slots that DOES NOT conflict with rehearsal time. You need to take care of all club obligations before school or after rehearsal.
- If you are unable to be at the tech weeks due to extenuating circumstances, it may not be possible for you to perform in the shows. We will work with you if at all possible, however, there is a point where it may mean your final performance would be compromised. For this reason, **I HIGHLY encourage you to be mindful of sanitation and social distancing during the second half of October and into November.**

Production Fee:
There is a $40 participation fee and a $20 costuming fee for the production due on Monday, September 16th. BRING YOUR RECEIPTS W/ YOU TO REHEARSAL ON THE 16th OR BEFORE! It is very expensive to put on a production. Your fees will be used to help cover the cost of costumes and dry cleaning, as well as royalty costs, props, set pieces, new paint, lighting needs, and sound/tracks. **If you do not pay the $60 of fees you will be dropped from the show and your part will be recast.** If you decide to drop out the show or are dropped from the play after two weeks of rehearsals, your fee will be considered a donation to Alta High School Theatre Production Fund. If you are unable to pay the fee, please speak to Ms. Cline right away.

- Parents/Guardians are REQUIRED to help with at least one cast dinner during tech and donate at least one item for concessions. Many hands make light(er) work and I greatly appreciate your willingness to support your student and their theatre department! ☺

Étiquette:
Rehearsal etiquette rules outlined below will upheld for this production. Any cast or crew member who disregards these rules may lose their role in the production.

- **Auditorium-** Every person involved in the production is expected to respect all areas of the auditorium (including backstage and in the dressing rooms) by leaving it clean and behaving while there. This applies to additional rehearsal spaces.
- **Focus and Concentration-** Students are expected to give 100% of their focus and energy to every rehearsal, doing all they can to improve the production.
- **Use of Time-** Students should expect there to be times when they will have to be patient and wait for their turn on stage. They should bring something to do

when they are not on stage (i.e. read a book or do homework). Disruption, misbehavior, and talking while others are rehearsing are not acceptable.

- **Rehearsal Clothing-** Cast members should be dressed and ready to go when rehearsals begin. Cast members should dress in clothing that allows them to move appropriately for a production rehearsal. (In other words avoid tight clothes that restrict movement, skirts, heels, etc…)
- **Courtesy-** Common courtesy and moral support to and from all cast members, stage crew members, and any person involved with the production are expected, and mandatory, throughout the rehearsal process and run of the show.
- **Bullying –** There is a ZERO tolerance on bullying, including cyber bullying and negative talk of others. If you are found to be participating in gossip and negative talk, this may be grounds for dismissal from the show and this year's productions.
- **Behavior-** Misbehavior or "horsing around" is not only dangerous during rehearsals/shows, but severely weakens the quality of the production. Students who exhibit inappropriate behavior will be asked to leave rehearsal and may forfeit their part in a particular scene and/or the entire show.

*****A Mandatory Parent/Guardian Meeting will happen on September 11th, 2024 from 6:00-7:00pm in the PAC Green Room!**

*Please reach out with questions to Ms. Cline at lindsey.cline@canyonsdistrict.org.

Please sign and turn in this and the next page at the time of your singing audition. Students will NOT be allowed to participate in the musical if this form has not been read and signed by both the student and their parent/guardian by the first week of rehearsals.

By signing this contract you and your parent/guardian agree to the adherence of the guidelines and expectations stated and outlined in this contract. The student and parent/guardian understand that failure to do so may result in being dropped from the show.

Student Name: _____

Student Signature: _____ **Date:** _____

Student Email: _____

Parent/Guardian Signature:_____ **Date:** _____

Parent/Guardian Email: _____

Parent/Guardian Phone #: _____

Parent/Guardians: We are in need of your help!!!

I will also pass around a sign up at the parent/guardian meeting, but filling this out helps me get a head-start. We are looking for parent/guardian volunteers to help with the musical in the following areas:

- **Costuming – light sewing, repairs, and/or pick-ups**
- **Heading Up Cast Dinners**
- **Concession Sales**
- **Ticket Sales**
- **Program Creation (digital; usually in Canva)**
- **Home Depot & Set Piece runs (a truck/trailer is helpful for this!)**
- **Poster Creation/Design (I have a plan, just need help making it happen!)**
- **Headshots & Cast Photos**
- **"Break A Leg" Treats/Flowers for the show**
- **Opening Night Gala!**

If your student has been cast in the show, and you are available to help out with the production in any way in addition to the required dinner and concession elements, please provide your contact information below. We REALLY cannot make the show work without help from our parent/guardians – we need you. ☺ Thank you for your willingness to support!

Parent/Guardian Name:_____

Student's Name: _____

Best phone number to reach you:_____

Email:_____

Which area(s) are you interested in helping with and are you willing to head up a committee?