

Guidelines and Information for Participating Children under 18

VCCT is thrilled to be a part of introducing children to the theater experience and fostering their many talents as they grow as actors and individuals. We encourage parents, guardians and family members to become involved alongside the child, attending rehearsals, volunteering in various support roles and generally enjoying the sense of community afforded by a VCCT production experience. There are many jobs both large and small that need volunteers, and many of these can be done at home or even on the phone!

There are some important items and policies that need to be clarified in order to attain a successful and enjoyable production experience for VCCT children.

- If you must "drop off" a child at a rehearsal, show or other VCCT event please make certain that you have identified a responsible adult as the person in charge of him or her. Make sure that person knows the arrangements you have made for picking up the child (in a timely manner please), and confirm that they are able to stay with the child until he or she is collected. While this adult is offering to help with the child and will do everything in their power to ensure their safety, they are neither teacher nor babysitter and ultimately the child is your responsibility. Please understand that you are "dropping off" at your own risk. VCCT is not liable for any damage or injury to unattended children.
- If you ask an adult to drive a child to or from a VCCT event, be aware that VCCT is not responsible for that child's safety. It is up to you to make sure that any and all necessary insurance is in place.
- Make sure that the Director and the adult you have identified have your cell phone number and a back-up contact for emergencies.
- Make sure that you have the cell phone number of the Director and the adult you have identified in case of unforeseen circumstances (such as flat tires or traffic).
- Try and attend at least some of the rehearsals so that you understand the part he or she is responsible for, and so that you will be able to help them learn the part in a manner that is consistent with the Director's vision of the show. This point cannot be stressed enough and could be a "make or break" moment for this theater experience. If he or she is well-rehearsed, normal performance fear and nervousness will be reduced and you will greatly improve the odds of this being a positive on-stage experience for the child.
- We have a great group of individuals, but those members change with each production that we do. We advertise in the local paper for volunteers to help with productions and people who show up willing and able to contribute are put to work. We do not fingerprint, or perform background checks on any of our members. Please make a concerted effort to get to know the person you put in charge of any unattended child. VCCT is not liable for the actions of its volunteer members.
- In your absence, it is expected that the child can and will behave in a responsible and respectful way that does not need constant supervision or monitoring. Our rehearsal time is extremely limited and therefore every minute counts. Send him or her with a book or other quiet, non-distracting activity that will keep them occupied when they are not acting.
- If a child's behavior requires ongoing correction, you will be notified by the Producer, and you are expected to talk to him or her about the problem and work together to devise a solution. If this does not correct the situation, you will again be notified by the Producer and will no longer be allowed to "drop off" a child unattended. If an attended child is causing a disruption, the same policy will be enforced and if the behavior is not modified, he or she may be asked to leave the production. Any membership fees paid or tickets sold will not be refunded.

- Unless parents, guardians or family members are working in a predetermined, backstage position they will not be allowed to stay backstage during performances. We have "Child Wranglers" (perhaps our most valued team members!) that are responsible for the children's duties, safety and welfare during shows. They will make sure that the children are where they need to be, in the correct costumes, when they need to be there. Encourage your young actor to bring any issues or concerns to the attention of their "wrangler." If putting your trust in someone other than yourself is an area of concern for you, we encourage you to volunteer for the much appreciated job of "Wrangler." The "Wrangler" is to be thought of as the children's advocate, their surrogate parent during production and our angels! On the same note, the Director, Stage Manager and Producer are to be considered the officials in charge and their requests are to be complied with in the same respectful way that any child respects and complies with the principal of their school or the pastor of their church!
- Children will likely be changing clothes in public during performances. You should send them to all performances with their hair ready for the show, and wearing some kind of modest underclothing. For girls we suggest a neutral colored leotard (with a snap in the bottom if possible for quick bathroom breaks), and for boys a light colored tank top and bike shorts, or other close fitting garment.
- Siblings and other family members are not allowed backstage during productions. Please make every effort to find a babysitter or other arrangement for siblings.
- Children performing in VCCT productions will be at the theater for a large part of the show weekend. **1.)** Saturdays require two shows, and a lot of "wait time." They are expected to behave in a *hyper-responsible* manner during performances. **2.)** Make sure they arrive fed and rested as possible to all shows and rehearsals. **3.)** Send healthy, non-caffeinated, low-sugar snacks (which they will only be allowed to eat outside with the permission of their "Wrangler"). **4.)** All sound made backstage carries onto the stage. They are expected to whisper, walk quietly and should be armed with quiet activities while they are awaiting their cues. It is often dark backstage so a book light is recommended if they will be reading, and earphones are required for any electronics (Gameboys, DVD players, iPods, etc.). VCCT is not responsible, however, for any personal property brought to any event. Please label anything of value with your child's name. **5.)** And don't worry! Most children will likely surprise you with their ability to rise to the occasion. They will have worked very hard and by the time we have made it to production they will be just as invested as the rest of the cast and crew in a smoothly running, successful show!
- Please be sure to notify the Director, Stage Manager and Child Wrangler if the child has any allergies, or other health issues that may arise while the child is participating in a VCCT event.

We are so excited to have you on board and look forward to another successful VCCT show!

-----Keep the upper portion and return section below to VCCT-----

I have read and understand **The Guidelines and Information for Children Participating Under 18** as it relates to my responsibilities and the child I am responsible for during his/her involvement in VCCT productions and events. I agree to adhere to these guidelines, and have explained in detail the above expectations to the participant child.

Furthermore, I give my permission for the adult in charge to take said child to a medical facility, if necessary. I consent to treatment for said child under the supervision of and as deemed advisable by a physician licensed under the Medicine Practice Act. This provides authority pursuant to Section 25.8 of the California Civil Code.

Child's Name

Signature of Parent or Guardian

Print Parent/Guardian's Name

Date