

# Encore Theatre Information & Code of Conduct 2020-2021

**Proverbs 16:3 Commit your work to the Lord, and your plans will be established.**

**Purpose:** To glorify God while learning various aspects of drama and give students opportunities to develop their talents.

**Location:** Victory Life Church 155 NW 112 Ave. Plantation, FL 33325

<b>Times:</b>	Senior Group	9:00 - 12:30 p.m.	Ages 13-18
	Junior Group	1:00 p.m. - 2:30 p.m.	Ages 8-12
	Sprouts Group	1:00 p.m. - 2:30 p.m.	Ages 5 - 8

***\*Ages are as of September 1st.***

***To participate in Encore Theatre, you must be a member of the Broward Homeschool Parent Support Group. Go to [browardhomeschool.com](http://browardhomeschool.com) to join or renew. The membership fee is \$40 until September 1, at which time it goes up to \$45 per family per year which gives you access to field trips, special events, drama, etc.***

## **Drama Cost:**

Registration Fee: \$50 per family.

Facility Fee: \$50 (waived if you already paid with BCEP)

Tuition: \$50 per student for Sprouts & Juniors

\$100 per student for Seniors

Please write checks to Broward Homeschool PSG, **NOT** Encore.

Covers most expenses associated with running a Theatre Production (excluding costumes), from sets (panels, paints, tape), props (store bought or hand made), make-up, printing of play bills, etc...

## **Costumes:**

Parents will be responsible to pay for each of their child's costume(s) before picture day. Each costume has a separate cost. If your child is in more than one play and/or more than one part, they will probably need more than one costume. While you may keep all costumes you've

purchased for Encore, students need to inform their parents if they volunteer for more than one part.

### **Attendance Policy:**

Attendance is required weekly unless otherwise stated by the Director. Three (3) unexcused absences will result in a student losing a part to an understudy . Unexcused means that a parent has not informed the director of the absence. Please email your Director if you are going to be absent from a practice. For a last-minute absence (same day) due to illness or an emergency, please text or call your director.

- Please arrive to class on time. If you're running late, please call or text the Director and tell her what time you'll arrive. Do not schedule doctor or other appointments on Fridays. This is a class and your child's absence affects the entire group. All students are required to sign in weekly upon arriving to class.
- All students are required to print out a script for every production they are in and put it in a 3 ring binder with their name on it. This includes students who are "extras." If you have more than one child in a production, you may print one script per family. All scripts will be emailed to each family. **STUDENTS ARE NOT PERMITTED TO HAVE THEIR SCRIPT ON THEIR PHONE TO BE USED IN CLASS; they must have a printed script.**

### **Code of Conduct:**

This program is designed for **serious** drama students who are respectful to the directors, student volunteers, volunteer parents, and fellow students. Positive attitudes and uplifting comments are the expected behavior for each student.

- Talking - Excessive talking by a student during class or practices will result in the Director asking that student to "remain home" for the following week's class. This would result in (1) unexcused absence. (3) unexcused absences result in a student losing his/her part.
- Cell Phones - students may not be on their cell phones during any weekly practices, dress rehearsals, or performances. They should be put away and are for emergency situations only.
- Students who do not have their lines memorized by the Director's deadline will be given a warning. The policy is (3) strikes and you're out. At that time, your role will be given to your understudy. The only exceptions will be to those who've made previous arrangements with the Director.
- Students must remain in the designated drama room(s) at all times. They are not permitted to be in other areas of the church or outside. Students are not allowed in the kitchen, church lobby, playground, hallways or any other area of the church or its

grounds. Students are not allowed to loiter at the church after drama practice. Make sure to pick up students on time.

- Please **do not bring food to class**. Water is the only drink allowed during drama class or practices. Have your lunch before or after drama; be sure to plan accordingly.
- Please dress appropriately for class. Wear clothing appropriate for age and movement. No low-cut tops or crop tops. No short-shorts or short skirts (more than a few inches above the knee). Skirts must always have shorts under. No sagging pants and no t-shirts with any kind of inappropriate, vulgar words printed on them. No clothing that is too distracting, but rather comfortable clothing in which you can move and stretch easily. No flip-flops; wear footwear appropriate for movement such as sneakers, dance shoes or whatever other appropriate non-slip footwear according to what things are being worked on in class. Shoes must be worn at all times.
- Respect others in the matter they would want to be treated. Bullying (including online), ridicule, physical aggression and foul language will not be tolerated and is grounds for immediate expulsion from the program. No money will be refunded.

### **Communication:**

All regular communication will come to you via email. In an urgent situation, you will receive a text or telephone call.

- Email - Please check and file all your Encore email on a regular basis. Please email directors at **[encore.theatre.psg@gmail.com](mailto:encore.theatre.psg@gmail.com)**, or you may contact them directly in an urgent situation.

### **Volunteers:**

T.E.A.M. (Together Everyone Achieves More) – Encore Theatre is produced entirely by volunteers, including the directors. We could not function successfully without parent and student volunteers. This is where we truly become a community! Each family must put in volunteer hours every semester (Fall & Spring). The requirement is 4 hours per semester per child. Those of you who cannot volunteer, there is an option to buy out your volunteer hours for \$10 per hour. This money will go directly into the productions.

### **Performance Week:**

- Junior and Senior Group Performances for the 2020-2021 season are at the Broward County Main Library, 100 S Andrews Ave, Fort Lauderdale, FL 33301, off Andrews 2 blocks south of Broward Boulevard. Parking is in the garage just east of the

library. Parking is \$1.25/hour, so carpooling is recommended. This is an urban area; please use caution locking cars and keeping valuables at home.

- Library practices – we only get a week on the library stage before we perform, so practices are typically 8 hours at least 5 days leading up to the play and on performance days. Please plan accordingly with classes, appointments, water, snacks, and patience! For safety reasons Junior parents must stay with their children at all times, so plan for long days.
- Dress Rehearsals - mandatory. A detailed dress rehearsal will be emailed separately. Please plan classes, co-ops, lessons, jobs and sports around these rehearsals. If you have a conflict regarding the dress rehearsals, please speak to the Director immediately.
- Performance DVDs - \$15 cash or check, prepaid orders with the treasurer, Colleen Ortega.

### **Contact Information**

**Please email all drama correspondence to [encore.theatre.psg@gmail.com](mailto:encore.theatre.psg@gmail.com)**

**Senior Drama Director:** Doris Rodriguez (954) 839-0453

**Junior Drama Director:** Tammy Donley (954) 806-4493

**Sprouts Drama Director:** Rebecca Richmond 954-873-3399

**Encore Coordinator/PSG Rep:** Maria León (954) 801-1990

**Encore/PSG Treasurer:** Colleen Ortega (954) 608-9805