



WORKLIGHT YOUTH THEATER

INFORMATION PACKET



WELCOME!

Welcome to the cast of Worklight Youth Theater's SUMMER CAMP 2024! We can't wait to meet all of you and start creating together. Here at Worklight, we nurture an all hands on deck environment. We strive to create theater that is professional, inclusive, creative, and most importantly...FUN! The performers will learn to hone their theater skills by participating in a show that is run in a professional manner, and directed by staff that is highly trained and experienced in their fields. It's going to be a blast and we are going to create some fun and special memories!!

2024 Summer Camp Dates & Times

Summer Camp: **July 12 - July 27th**

Auditions: July 12

- Friday July 12th at Evolution Studios. Will be between 11am-5pm. More information will be emailed.

Rehearsals: July 15-July 27

At The Whitefire Theatre

Monday-Friday

- Mondays: 11am - 5pm
- Tuesdays: 11am - 5pm
- Wednesdays: 11am - 5pm
- Thursdays: 11am - 5pm
- Fridays: 11am - 5pm

Show dates & times:

- **Friday, July 26th @ 7:30pm** (performer call time @ 6/6:30pm.
*Performers will be picked up at the end of rehearsal at 5pm and dropped off for their call time)
- **Saturday, July 27th @ 6:00pm** (performer call time @ 4:30/5pm)

Locations

Auditions:

Evolution Studios

10816 Burbank Blvd.

North Hollywood, CA 91601

Rehearsals & Shows:

The Whitefire Theatre

13500 Ventura Blvd.

Sherman Oaks, CA 91423

Sign-In Policy

Every performer must be signed in on a daily basis **by an adult**. The doors of the theater will open 15 minutes prior to rehearsal and performer's show call times. It is the responsibility of the parent or guardian to make sure that the performer is properly signed in. Please be on time. Should you be running late, let us know. Keep in mind, being late affects the rest of the cast and rehearsal process.

Sign-Out Policy

Every performer must be signed out **by an adult**. You have until 15 minutes after the end of rehearsal to pick up your performer. After that, you may be subject to a late pick up fee of \$20/15 minutes - which is charged at the top of the 15 minutes.

Please be aware, we only have the theater for specific times. If a performer is picked up late, that means myself and the performer will be sitting outside in the summer sun waiting for their ride.

Students are not allowed to sign themselves out.

Lunch

Lunch will be from 2:00pm - 2:30pm. Each performer must bring their own sack lunch and enough food to sustain them for the entire rehearsal. Please note, there is no refrigerator or microwave available to performers.

***ALL PERFORMERS must bring a refillable WATER BOTTLE.**

Breaks

Scheduled breaks will be between 5 and 10 minutes long. We strive to run rehearsals in a professional equity (union) manner. That means performers receive a 5 minute break every hour and/or a 10 minute break every hour and a half. There may be times a performer has a longer break due to that days rehearsal schedule. During those times, performers should take their adequate break, and then use the remaining time wisely to review any material they need to.

Medication

Non-Prescription Medication: Students are allowed to bring non-prescription medication to rehearsal, only if a signed note from the parents is given to Jennifer Brasuell. This note should describe the dosage and frequency the medicine is to be taken. Once we have this note on file, the performer is allowed to carry the non-prescription medicine on their person, and they will take on the responsibility of taking this medicine at the proper dosage and time.

Prescription Medication: Please notify and speak with Jennifer Brasuell.

For All Medication: It is ultimately the student's responsibility to know when and how much medication they should take, and Worklight Youth Theater is not responsible for administering proper doses at proper times. This includes, but is not limited to all prescription medication, non-prescription medicine, and any inhalers.

Auditions

***ALL kids are given a role. Auditions are to place them in a role.**

Performers will audition for what role they will play in the show. These will take place on Friday, July 12th. Auditions will fall between 11am-5pm. There will be more information emailed to you as we get closer to the start of camp.

Please note: Auditions are held at a separate location from the theater.

Only auditions will be held at:

Evolution Studios

10816 Burbank Blvd.

North Hollywood, CA 91601

At Home Rehearsal & Preparation

Just like the professionals, Worklight Youth Theater performers are expected to review their material and what they learned in rehearsal at home. This is part of what being a prepared performer entails. We will provide performers with the tools they need to do so. Please note, performers are expected to be off book (fully memorized) by the Monday of the second week. Parents, remember. They're young and like sponges. As long as the young performers do their preparation and at home rehearsal, they will be ready to go. This is where performer's parents involvement, such as running lines with them, is key to their success.

Show Day

There are two shows.

- Friday, July 26th @ 7:30pm (Performer's call time is 6pm) ***Performers will be picked up at the end of rehearsal at 5pm and dropped off for their call time.*
- Saturday, July 27th @ 6:00pm (Performer's call time is 4:30)

Tickets

Tuition includes four tickets. Two to each show.

Additional tickets are available for purchase on a first come first serve basis. Tickets are \$20 each and general seating.

Video

The show will be recorded and you may purchase a copy for \$10 pre-order. \$15 if purchased after the show.

Photos

Professional photos will be taken at the final dress rehearsal. They will then be available for purchase at \$5 each.

What Should I Wear to Rehearsal?

Wear clothing that is comfortable and easy to move around in. If your performer wishes to wear a skirt or dress, please have them wear the appropriate under attire.

Shoes must be closed toed. Nothing else will be permitted in the theater.

What Should I Bring to Camp?

- A sack Lunch & additional snacks
- Script / score
- Refillable water bottle
- Pencil and highlighter
- Ready to get down to business and have fun!

What Should I *Not* Bring to Camp?

- Anything Valuable (laptops, iPads/tablets, jewelry, etc.)
- Please note, Worklight Youth Theater, is not responsible for lost, stolen or broken items.

Cell Phones

- Phones are not allowed to be used during rehearsals, **EXCEPT**, to record music or choreography for rehearsal purposes only. Or to exchange contact info with another performer.
- All phones must be turned off, set to vibrate, or on silent during rehearsal.

- No inappropriate images or content will be viewed on their phones.
- At any time, a teacher may confiscate a phone from a performer for any reason. The confiscated phone will be held until the end of rehearsal when the performer is picked up.

Lost, Stolen, and/or Broken Items

Worklight Youth Theater is not responsible for any items brought to auditions, rehearsals, or shows which become lost, stolen, or broken. All personal belongings (including lunches, extra clothing, water bottles, etc.) should be labeled with the performer's full name. At the end of each day, any items that have been left behind will be collected and held up until the end of day of the closing show. At that point, items are subject to being donated. Help us to avoid any accidents by leaving expensive or valuable items at home.

Parking

Auditions at Evolution Studios: There is ample street parking available. (No parking in their lot please).

Whitefire Theatre for Rehearsals and Shows: There is metered street parking, and free neighborhood parking for daily drop off and pick up.

Parent Emails

We will be using the parent emails that you provided on your Registration to inform you of day to day information, show information, rehearsal materials and more. Please be sure you are receiving emails from Jennifer@worklightyouththeater.com. Also, check your spam folder.

Tuition

There is a \$100 non-refundable deposit per camper for tuition. The remaining balance of your tuition is due by July 1st. You may choose to pay

the full tuition upfront, or choose your payment plan and notify Jennifer what that plan will be.

*If tuition is not paid in full by July 1st, you may lose your spot in camp.

Refund Policy

You may receive a refund of your tuition (minus the \$100 deposit), until 11:59pm on Friday, July 12th. After this time, refunds are no longer available.

Attendance Policy

Due to a short two-week rehearsal process, we ask that campers attend every day of camp. If a camper misses part or a full day of camp, this could result in not being staged in part or a full scene/song. Please immediately communicate any conflict issues that may arise with the production team. Campers are allowed one emergency absence.

If attendance becomes a serious issue, the camper may be removed from camp. No refunds are given for any absences.

Code of Conduct & No Bullying or Hazing Agreement

*See separate documents.

Both will be covered and signed on the first day of camp.

Disclosure and Release Forms

Parents, Guardians, and/or Performers are required to inform Worklight Youth Theater's Artistic Director, Jennifer Brasuell, of any and all physical or behavioral accommodations that may be required for that performer, so that we can help them to have the best rehearsal and show experience possible. It is the responsibility of the Parent/Guardian to ensure that this information is fully received by the Artistic Director.

By registering your performer with Worklight Youth Theater, Parents and Guardians hereby release and agree to indemnify and hold harmless Worklight Youth Theater, Brasuell Productions, and Whitefire Theater, and

all their officers, directors, employees, agents, and representatives whatsoever from any and all losses, claim, damages, liabilities, cost and expense (including, but not limited to attorney's fees) which they, or any of them, or performer/student / child may sustain or incur in any way arising out of or in conjunction with the performer/student / child's participation in any Worklight Youth Theater's activities. It is also understood that such conditions and terms also relate to acts of nature.

Upon registering your performer / child for Worklight Youth Theater, a Video & Image Release and a Liability Release will need to be signed by a parent or guardian and submitted to Worklight Youth Theater. As well as the Code of Conduct, and No Bullying or Hazing agreement. Performers will not be allowed to participate in Worklight Youth Theater until we have these signed documents. Signed forms should be emailed to Jennifer@worklightyouththeater.com, or completed at the start of the first day of camp.

Contact Us

Phone:

(562) 201-4731

Email:

Jennifer@worklightyouththeater.com