

# LHYT REGISTRATION PACKET

---

Welcome to the Lockport-Homer Youth Theater (LHYT). Enclosed in this packet you will find program details, audition information, as well as general information about LHYT policies and procedures. This program is sponsored by the LTHS District 205 Foundation.

**Our program and procedures are important – please take a moment to read this packet.**

## **Program Details:**

We are offering an optional workshop with Adam Jacobs (originated the role of Aladdin on Broadway - also played Simba on Broadway). This workshop will give students time to work with a professional cast member. This opportunity enhances the program and allows each student to feel confident and comfortable during the audition process. If you are a seasoned veteran of the stage, great! This approach allows you to audition at your highest level! If you are new to theater, perfect! This option will get you comfortable with the process as well as the directing staff before you have your audition! This approach does not require students to participate in auditions – however – we strongly encourage all participants to audition. If you wish to have a speaking part, be a featured dancer, or any solos you must audition.

Our programs are tuition based. Each production will require registration for every participant. When you register for any program your tuition payment will be due at the time of registration. You can sign up for just the workshop or both the production and the workshop or just the production.

Tuition includes: all rehearsal materials, costumes, props, scenery, musical accompaniment, vocal score, the theatrical performance rights, along with all rental materials needed for your student(s) to participate in the production. Tickets, DVD's, show shirts, and personal items (make-up, footwear, undergarments, costume embellishments etc.) are not included in tuition. All our programs offer workshops and rehearsals with industry professionals so that each participant will be fully involved in a high quality musical/theater production.

This program will both introduce your student to theater and also enhance your students performing arts skills. Every student will perform onstage. It is our goal to help students build confidence both on and off stage.

We are excited to welcome you to our program! You and your student will be respected, nurtured, and shown all the amazing things participating in performing arts can help a person accomplish! We believe the arts teaches communication, creative thinking, compassion, and builds confidence in immeasurable ways!

We are excited to get started!

# LHYT TUITION & COMMITMENT POLICY

---

## Lion King

### Tuition & Program Options:

#### Workshop (for students in 5th-12 grade only):

Early Bird Tuition = \$60 (March 1st – April 1st)

General Tuition = \$100 (April 1st – May 5th)

#### Lion King Production Only:

Early Bird Tuition = \$235 (March 1st – April 1st)

General Tuition = \$325 (April 1st – May 15th)

#### Workshop & Production:

Early Bird Tuition = \$275 (March 1st – April 1st)

General Tuition = \$350 (April 1st – May 5th)

**Please email us if you would like to discuss scholarship options for your student(s) or need to arrange payment plan options.**

**We want every student to participate - we have numerous options available to all students for tuition assistance.**

1) The cost to participate in this program is \$60 - \$350. This payment includes show fees, music, rentals, licensing, and participation fees. This payment ***does not*** include such additional expenses as shoes, undergarments, cast party attendance, show t-shirt, tickets, DVD, etc.; these items will be expensed separately. Please ask about our family rate for three or more children.

2) *There is not a costume fee associated with our programs*

3) The acceptance of this payment is our commitment to your child's casting and performance in this production; we will make no commitment regarding specific roles.

4) This is also your child's commitment to participate in our production fully. In addition to your child's regular attendance at rehearsals, learning of parts as scheduled, and respectful attention to all staff and adult volunteers, your family will be required to donate 2 hours of volunteer time (per cast member), and participate in load-in and strike, to assist with the production.

5) Tuition is due in full at the time of registration; auditions for the various roles offered in the production take place after the workshops.

6) **The LHYT and LTHS D 205 Foundation Staff and Board of Directors wants to ensure all children have the opportunity to participate in our program.** If the tuition cost would discourage parents from including their child(ren) in our program, please email us at [foundation@lths.org](mailto:foundation@lths.org) to discuss applying for our scholarship program.

8) Please know that we have high expectations for each of our performers. We ask that parents/guardians ensure your child understands that they are expected to follow the directors' instructions and is prepared for each rehearsal and performance. Please see our performers contract for details.

9) We have a \$30 returned check fee. Please know that it is always our wish to ensure all students can participate in our productions. Please speak with Angela regarding payment options for your cast member(s).

10) We do not offer refunds.

# LHYT PRACTICES

---

## **BOTH PARENT AND AUDITIONER MUST READ & SIGN THIS INFORMATION BEFORE AUDITIONING OR APPLYING FOR A CREW POSITION.**

In order to utilize our rehearsal time most efficiently, LHYT must maintain a rigorous, fixed rehearsal schedule to make the process fair to all involved. This will allow us to produce the best show possible. If you cannot fulfill the obligations below (especially regarding attendance) then we encourage you to take this show off and participate in our next show. A contract specifying these obligations is enclosed. It should be signed and returned to Angela Adolf at our parent meeting.

### **DEADLINES**

Cast Members must meet all deadlines set by the Director.

### **COSTUMES**

The Directors will let all Cast Members know what they will need to find or construct for their characters. If rental costumes are required for the program, your tuition covers those costs for your student. We will seek the help of our parents to find common items when a show calls for simple costume pieces.

### **PARENT INVOLVEMENT**

Parent support is essential to the success of any production. Parents should be willing to set an example for their child by volunteering to help with the production and assisting him/her in memorizing lines and blocking. However, parents (except for Rehearsal Hall Monitors) should not plan to watch or attend rehearsals. The time during rehearsals is closed to parents.

We expect each family to volunteer at least 2 hours for each cast member in the production during the course of the show. If you are unable to volunteer due to time constraints, you can instead choose to pay \$30 (per cast member) in lieu of the 2 hours. **We require all participants to write a \$50 check to LYHT when they sign up for their volunteer position. Once you complete your volunteer hours we will happily return your check.**

If you have any questions regarding these obligations and practices, including the purpose of them, please see the Executive Director – Angela Adolf.

### **DROP OFF & PICK UP**

*Cast members should not arrive more than 10 minutes early for any rehearsal. Staff is **not** responsible for cast members prior to nor following scheduled rehearsal times. Cast members must be picked up promptly at the scheduled rehearsal end time. **A \$20 fee will be applied to your account if staff is required to stay after rehearsal due to late pick up. Parents MUST contact the directing staff if they are going to be late – texting your student is not an acceptable notification for informing the staff you are going to be late.***

### **LHYT CONFLICT & ATTENDANCE POLICY**

Please complete the Conflict Sheet carefully and truthfully, as it will be used in the casting process. It is critical to successful casting and rehearsal scheduling to be as complete and accurate as possible. When writing your conflicts, be sure to include:

- Any other production(s) you are in at this time.
- Vacations and trips
- All regular weekly commitments such as classes, lessons, and athletic activities.

If a student with a large number of conflicts is being considered for a lead role, they may be asked to eliminate certain conflicts before casting. **LHYT reserves the right to NOT CAST a participant if there are numerous conflicts that are not available to reschedule. Please note there is a zero tolerance policy for unexcused absences. NO CONFLICTS ARE ACCEPTED FOR TECH WEEK AND EACH CAST MEMBER MUST BE AVAILABLE FOR THE FULL RUN OF PERFORMANCES.**

**Cast members may have ZERO unexcused absences during the rehearsal period. Participants that do not notify the directing staff prior to an absence may be asked to leave the show.**

Attendance will be taken at each rehearsal. Attendance at all rehearsals for which you are scheduled is mandatory. **Cast Members missing more than two rehearsals, other than those listed on your conflict sheet or due to illness, may be replaced, regardless of part.** Arriving more than 30 minutes late or leaving early from rehearsal is considered an absence. If a cast member needs to be late to rehearsal for a planned event, it must be recorded on the conflict sheet and submitted prior to the cast/parent meeting. During TECH week any Cast Member with an absence may be replaced, regardless of attendance record. Each cast member must be available for the full run of technical rehearsals and performances. LHYT cannot plan rehearsals without an accurate understanding of who is available at any given rehearsal. Therefore, failure to accurately complete the conflict calendar may result in loss of part or being asked to leave the show.

# PRODUCTION INFORMATION

---

## Lion King

<b>Mandatory Parent Meeting:</b>	<b>Tuesday, May 27<sup>th</sup> from 6:00 – 6:30 pm</b> Lockport Township High School Auditorium – 1333 E 7 <sup>th</sup> , Lockport
<b>Rehearsal Locations:</b>	<b>Most rehearsals take place at Lockport Township High School</b>
<b>Workshop Dates &amp; Location:</b>	<b>Monday, May 19<sup>th</sup> from 3:00 – 6:00</b> Lockport Township High School Auditorium Students in 5 <sup>th</sup> -12 <sup>th</sup> grade will get the most from this experience
<b>General Auditions:</b>	<b>Tuesday, May 20<sup>th</sup> &amp; Wednesday, May 21<sup>st</sup></b> <b>you will need to sign-up for a specific time slot</b>
<b>Featured Dancer Audition:</b>	<b>Tuesday, March 20<sup>th</sup> - you sign up separately for your time slot</b> <b>(see featured dancer details below).</b>
<b>Callbacks*:</b>	<b>Thursday, May 22<sup>nd</sup> 4:00 – 5:30 (if needed)</b>
<b>Cast List Posted:</b>	<b>Sunday, May 25<sup>th</sup> after 5:00 pm</b>
<b>First Rehearsal:</b>	<b>Sunday, June 8<sup>th</sup></b>
<b>Off Book:</b>	<b>Tuesday, July 15<sup>th</sup></b>
<b>Tech Week:</b>	<b>July 27, 28, 29 at LTHS East Campus Theater</b>
<b>Performances:</b>	<b>Thursday, July 31<sup>st</sup> at 7:00, Friday August 1<sup>st</sup> at 7:00,</b> <b>Saturday, August 2<sup>nd</sup> at 2:00 &amp; 7:00</b>

*Performances will take place on the Lockport Township High School East Campus Theater*

---

### FEATURED DANCER DETAILS:

*There is a separate registration process for those wishing to be a featured dancer in the production. Featured Dancers are able to participate only in the dances during the show. They are required to attend all dance rehearsals, but do not need to attend the blocking and singing rehearsals. When registering for this program you will need to select Featured Dancer Registration. There is a \$175 registration fee; the tuition includes rehearsal materials and costumes.*

---

*\*Callbacks are used to help the directors select cast members for specific roles; there are often times when two or more people are able to portray the same role. Callbacks help the directing team establish who is best suited for each roll. If you do not get a callback invitation that does not mean you are not a lead or not in the show*

*If you have any questions, please feel free to contact us at 312-919-5004 or [aadolf@lths.org](mailto:aadolf@lths.org)*

# REHEARSAL CALENDAR

## Lion King

Sunday	Monday 15	Tuesday	Wednesday 7	Thursday 18	Friday	Saturday
May 18	May 19	May 20	May 21	May 22	May 23	May 24
	Workshop 3:00 – 6:00	Auditions 3:00 – 6:00	Auditions 3:00 – 5:30	Callbacks 4:00 – 5:30		
May 25	May 26	May 27	May 28	May 29	May 30	May 31
Cast List Posted	Memorial Day	Cast & Parent Meeting				
June 1	June 2	June 3	June 4	June 5	June 6	June 7
	No Rehearsal this week Cast should be listening to their music and learning their parts!					
June 8	June 9	June 10	June 11	June 12	June 13	June 14
Rehearsal 5:00 – 7:30		Rehearsal 3:00 – 5:30		Rehearsal 3:00 – 5:30		
June 15	June 16	June 17	June 18	June 19	June 20	June 21
Rehearsal 5:00 – 7:30		Rehearsal 3:00 – 5:30		Rehearsal 3:00 – 5:30		
June 22	June 23	June 24	June 25	June 26	June 27	June 28
Rehearsal 5:00 – 7:30		Rehearsal 4:00 – 6:30		Rehearsal 4:00 – 6:30		
June 29	June 30	July 1	July 2	July 3	July 4	July 5
Rehearsal 5:00 – 7:30		Rehearsal 3:00 – 5:30		Rehearsal 3:00 – 5:30		
July 6	July 7	July 8	July 9	July 10	July 11	July 12
Rehearsal 5:00 – 7:30		Rehearsal 3:00 – 5:30		Rehearsal 3:00 – 5:30		
July 13	July 14	July 15	July 16	July 17	July 18	July 19
Rehearsal 5:00 – 7:30		Rehearsal 3:00 – 5:30		Rehearsal 3:00 – 5:30		
July 20	July 21	July 22	July 23	July 24	July 25	July 26
Rehearsal 5:00 – 7:30		Rehearsal 3:00 – 5:30		Rehearsal 3:00 – 5:30		
July 27	July 28	July 29	July 30	July 31	August 1	August 2
Tech 12:00 – 4:30	Tech 3:00 – 6:30	Tech 3:00 – 6:30	Possible Rehearsal	Performance	Performance	Performance

***Schedule Subject to Change***

# RELEASE FORM MINORS & ADULTS

## Participant and Volunteer RELEASE of LIABILITY

In consideration of being permitted by Lockport-Homer Youth Theater (LHYT) to participate (both my child as a cast member or myself as a volunteer) in its activities and to use its equipment and facilities and equipment and facilities leased by LHYT, I hereby agree to release, indemnify and discharge LHYT its agents, directors, partners, employees, volunteers, manufacturers, participants, lessors, affiliates, subsidiaries, related and affiliated entities, successors and assigns (the "RELEASED PARTIES"), on behalf of myself, my spouse, my children, my parents, my heirs, assigns, personal representative and estate as follows:

1. I acknowledge that my and my child's participation in LHYT entails known and unknown risks that could result in physical or emotional injury, or damage to myself, to property or to third parties. I understand that such risks simply cannot be eliminated without jeopardizing the essential qualities of the activity. Performing on stage involves the use of special equipment (lights, sound, sets) that can result in trips, falls and other bodily harm. Furthermore, LHYT RELEASED PARTIES have a difficult job to perform. They seek safety, but are not infallible. They might be unaware of a participant or volunteer's fitness or abilities, or be unaware of unsafe conditions that may exist in the location where we rehearse or perform.

2. I expressly agree and promise to accept and assume all of the risks existing in this activity. My participation in this activity – both my child as a participant and myself as a volunteer – is purely voluntary, and I elect to participate in spite of the risks.

3. I hereby voluntarily release, forever discharge and agree to defend, indemnify and hold harmless RELEASED PARTIES from any and all claims, demands or causes of action, which are in any way connected with my participation in this activity or my use of LHYT equipment or facilities, including any such claims which allege negligent acts or omissions, whether active or passive, of RELEASED PARTIES.

4. I certify that I have adequate insurance to cover any injury or damage that I, or my child, may cause or suffer while participating, or else I agree to bear the costs of such injury or damage myself. I further certify that I am willing to assume the risk of any medical or physical condition that I may have.

5. I agree as a volunteer, or as the Parent/Legal Guardian of a minor participant, in consideration of being permitted to participate at LHYT, to grant LHYT, its parent, subsidiaries, related and affiliated entities, officers, directors, partners, employees, agents, successors and assigns, the irrevocable right and permission to photograph and/or record me or my child(ren)/ward(s) in any manner in any and all media now or hereafter known, in perpetuity throughout the world, without restriction as to alteration. I waive any right to inspect or approve the use of the Photograph and/or Recording, and acknowledge and agree that the rights granted to this release are without compensation of any kind. All photographs and or recordings are exclusive to LHYT.

6. Due to insurance requirements, LHYT's liability, and the safety of all children, including your own, parent volunteers need to avoid situations where they are left alone with a child other than their own except in emergencies. We take this policy seriously and therefore may ask volunteers to leave the production for failure to follow this policy.

7. I agree that if the participant is a minor, this Release of Liability agreement is made on behalf of that minor participant and that all of the releases, waivers and promises herein are binding on that minor participant. I represent that I have full authority as Parent or Legal Guardian to bind the minor participant to this agreement.

8. I agree that if the participant is a minor, I further agree to defend, indemnify and hold harmless LHYT from any and all claims or suits for personal injury, property damage or otherwise which are brought by, or on behalf of the minor; and which are in any way connected with such use or participation by the minor, including injuries or damages caused by the negligence, whether active or passive, of RELEASED PARTIES, except injuries or damages caused by the sole negligence or willful misconduct of the party seeking indemnity.

9. I agree that photograph of myself and/or my child(ren) can be used in promotional materials

By signing this document, I acknowledge that if anyone is hurt or property damaged during my participation in this activity, I may be found by a court of law to have waived my or the minor participant's right to maintain a lawsuit against LHYT or any RELEASED PARTIES on the basis of any claim from which I have released them herein. I have had sufficient opportunity to read this entire document. I have read and understood it, and I agree to be bound by its terms.

Print name of participant(s) and adult volunteers:

_____	Date of Birth: _____	<input type="checkbox"/> is a minor
_____	Date of Birth: _____	<input type="checkbox"/> is a minor
_____	Date of Birth: _____	<input type="checkbox"/> is a minor

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Signature: \_\_\_\_\_ Today's Date: \_\_\_\_\_  
participant or Parent/Legal Guardian

# LHYT CODE OF CONDUCT

---

\*I understand that LHYT's mission is to provide outstanding theatrical learning experiences that develop leadership, emphasize responsibility and foster teamwork in a supportive, respectful environment, and as such I will model behavior that reflects that mission.

\*I will model inclusive behavior and expect all participants to respect each other regardless of race, sex or ability. Furthermore, I will not participate in or allow others disrespect, yell at, or ridicule a participant for making a mistake.

\*I will place the emotional and physical well being of participants ahead of my personal artistic judgment.

\*I will remember that part of the goal of the program is to have fun, improve skills, and feel good about oneself.

\*I will strive to make this program a positive and enjoyable experience for ALL participants and others (staff, volunteers, parents) around me by treating everyone with respect and dignity, and by teaching participants to do the same.

\*I will not criticize staff or fellow volunteer decisions or disrespect the production staff and volunteers.

\*I understand that all directors & staff members are giving me instructions to help the entire cast look their best on-stage.

\*LHYT provides an environment for participants that are free of drugs, tobacco, any form of vaping, and alcohol; and I will refrain from their use at LHYT.

\* I will NOT be disruptive during rehearsals, and I understand that talking or using my cell phone while instructions are being given could result in being given a behavior warning – two warnings could result in my being asked to leave the production.

**\* I understand that violating any of these may result in my being removed from this cast.**

# PERFORMER'S CONTRACT

Please review this form, complete it, and return at the Cast/Parent Meeting.

I, \_\_\_\_\_, hereby agree to participate fully in this production.

## Attendance

- I agree to attend all rehearsals for which I am scheduled.
- I agree to arrive at rehearsals on time and in appropriate clothing and shoes. (*No open-toed shoes. No Flip-Flops.* Always dress to dance/move. No revealing clothing.)
- I will remain at all rehearsals until the rehearsal is completed and I am excused. I understand that if I am under age 18, I am not allowed to leave the rehearsal/theater premises without adult supervision. I will not loiter in the parking lot after rehearsals.
- I realize that arriving more than thirty minutes late to or leaving more than thirty minutes early from a rehearsal constitutes an absence.
- If I must miss a rehearsal because of a legitimate reason, I will contact the Director(s) before that scheduled rehearsal.
- It is my responsibility to contact my double when I will be absent from a rehearsal to make sure they will be at the rehearsal and will learn, and then teach me, what I missed.
- I understand I am not allowed to miss any rehearsals and there is a zero tolerance policy regarding missed rehearsals..
- If I miss any scheduled rehearsals I understand that this may be sufficient cause to replace me.
- I understand that I need to be available and accessible one hour before each show and during the first hour of each show if I am playing a principal role, even if my cast is not performing that show.

## Behavior

- **I will follow the LHYT Code of Conduct.**
- I will not talk while directors are giving instructions.
- I understand that no food or drink is allowed on the dance/rehearsal floor or stage.
- All food/drink trash will be thrown out in appropriate bins by the end of rehearsal.
- I will help clean up the rehearsal hall and dressing rooms after rehearsal and performances.
- I will be quiet when asked.
- I will respect and follow the instructions given by the production staff, rehearsal hall monitors, and parent volunteers.
- I will maintain a positive and cooperative attitude, and support and encourage my fellow performers.
- I understand that swearing is unacceptable.
- I will not engage in any inappropriate public display of affection.
- I understand it is my responsibility to leave rehearsals with all of my personal belongings, paperwork from folders and important messages for parents.
- I further agree to meet all deadlines (including line memorization) and do what is expected of me.
- I understand that no cell phones are allowed in the rehearsal space.
- **If I receive two behavior warnings during any rehearsal I understand my participation in this production could be affected.**

I know that if the Director thinks I am not fulfilling my obligations, LHYT will have a conference with me that could result in my removal from the show at any time. If this does happen, I understand that LHYT's decision is final. If I am under age 18 my parents will be notified, and if I am age 18 or over I will be notified of any behavioral problems, and the consequences can range from being removed from the scene to being expelled from the show.

-----  
Please sign and tear off this portion, and hand it in at your first rehearsal. Please put your portion of the contract in your rehearsal notebook, along with your script and other important show-related paperwork.

I UNDERSTAND THAT I AM AN INTEGRAL PART OF THE SHOW. I ACCEPT THIS RESPONSIBILITY. I HAVE READ AND UNDERSTAND THE CONDITIONS LISTED ABOVE AND AGREE TO ABIDE BY THEM

I agree to have fun and make the most of this opportunity to perform in a Lockport-Homer Youth Theater production! ☺

\_\_\_\_\_  
Cast Member Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature