

PUTTING YOUR TROUPE TOGETHER

We will be very excited to welcome troupes containing a minimum of 25 performers and no more than 30. Participating performers must be at least 8 years of age (on the event date) and no older than 19 on the day of performance.

SIGN UP REQUIREMENTS

Licensing & Data Protection

With the event taking place in the London borough of Westminster, for licensing purposes, the local council will require a signature and details of every performer/guardian. When signing the performers sign up Form (to comply with data protection laws), parents are giving Audition Ready permission to use their contact details, to keep the family informed about the events and to distribute to Westminster Council (only), in accordance with licensing legislation to undertake and abide with performance licensing regulations.

Parents/legal guardians are also subsequently confirming permission to include the image and name of their children in the show programme (should one be produced), and to be included in professional filming/photography taken at the event. Unfortunately, parents/guardians who are unwilling to give permission for Audition Ready to store and use their personal data (only in-line with activities listed above), will be unable to enter their young performer(s) for this event due to logistical requirements.

Chaperones

Each performing troupe will be required to attend with pre-arranged chaperones.

There are specific numbers and boundaries when calculating the number of staff required so we ask that you ensure you clearly understand this prior to sign up to avoid disappointment.

8 years + = 1 chaperone per group of 10 performers or less

Boys = if you have male identifying performers you will be required to bring a separate chaperone for these due to the requirement of keeping male/females changing areas separate. We ask that this specific chaperone if male.

Dressing rooms may be shared with other schools however, unless agreed otherwise each troupe will have their own chaperones.

The licensed chaperones will always remain backstage to adhere to licensing requirements.

Only performers and chaperones that are included on your form (and therefore part of the Body of Persons Approval from Westminster Council) will be allowed backstage.

GETTING PERFORMANCE READY

Each troupe will have the opportunity to perform in one segment.

Each performance should not exceed 10 minutes, the performance piece should be singing only (The students will be lucky enough to perform on the set of the show in residence at the time. We will provide dimensions to this closer to the time however basic staged movement and choral type positioning will work best for this event, that's not to say that you can't be creative with this concept.

Material choice / Music delivery

All troupes will require pre-approval from Perform Ready on their material choice, this is to avoid clashes and to ensure the performers gain maximum opportunity and to ensure that the material is appropriate for family audiences.

You will be required to send your music digitally at least 5 weeks prior to your performance. We do, however, ask that you bring a backup copy to the event on memory stick or easily accessible on a downloadable cloud link.

When sending your music (5 weeks prior to event) please ensure your clearly label with the school/troupe name.

Please send tracks and any enquires around this to: events@auditionready.co.uk

We will be covering the PPL and PRS fees for the use of your music. The Copyright, Designs and Patents Act of 1988, amended by the Copyright and Trademarks Act of 2002, prohibits anyone from editing music, they did not create and publish. The Copyright and Related Regulations Act of 2003, states that an individual, should get permission from the copyright holder, before making changes to their work.

You can send some lighting state/colour suggestions for your performance in advance along with your music, but this will just be given as a guide to the technical team and cannot be guaranteed.

Singing

This event is vocals only and with group numbers we encourage the consideration of a faded click track to support the performer, if beneficial. We may be able to assist with this.

There will be 5 microphones available for soloists and boundary mics to assist with group sound.

Costumes

This is a non-costumed event and event T-shirts will be provided for all performers specific to your school as part of the fee.

Restrictions

Glitter is not acceptable in any form, whether on costumes, props or in make-up and hair, this is a venue requirement that cannot be amended.

We recommend that all students remain on stage throughout. The troupe should hold a final position until a black-out and they will then exit single file via the upstage left wing.

Entrance for all will be stage right and this should be rehearsed when preparing for the event.

ON THE DAY

Whilst we cannot guarantee a full rehearsal you will have a stagger through and opportunity to soundcheck and practice entrance and exits. We will endeavour to work with the team on the day to ensure the young performers are as prepared as possible. We want them to feel confident and be at their best. We will endeavour to give as much stage preparation time as possible however, due to time constraints and fairness to all, full run throughs may not be possible.

Weather

The nature of the venue leaves us at the peril of the weather. Due to the nature of the performance and support from the team at the venue in true show style we will ensure the show goes on.

We will however ensure the student are get warm and dry should the weather take a turn and would encourage parents and audience to pack a light coat or umbrella in-case. Given the time of year however we will hope to not be singing in the rain (excuse the pun).

There will be opportunity to purchase food and drink at the venue and we have asked the venue to open its bars and street food style stall to add to the festival vibe.

Finale

All participating troupes will return to stage for a finale routine, to what will no doubt be a massive (well deserved) cheer. You will be sent a finale routine in advance for the troupe to perfect. We will also recap and rehearse this on the day.

Refreshments

Once the troupe arrives and is registered at the venue, they will be unable to leave until the end of the event. Staff and performers will be required to bring plenty of food and drink, we ask that you don't bring snacks that include nuts.

Photography

Due to licensing agreements, copyright concerns and the health and safety of the young performers, photography and filming is strictly forbidden inside the theatre, Audition Ready or partner groups may take photos or videography. These may be used in any media, including but not exclusively, websites, printed articles and/or social network sites. If you do not want your pupils to appear in any such material, or named in any text, please contact us about this matter in writing before the performance.

PARTICIPATION FEE

Participation fee per performer is £125, a £100 participation deposit will be payable at the time of sign up to secure your place.

The final fee is split into two payments, one small £25.00 fee per performer the schedule of which will be discussed prior securing your place and a final

£100 per performer, due 5 weeks before the event.

Should your school cancel or fail to meet the minimum requirement of 25 performers, you will still be able to participate. It will, however, be required to be billed at minimum performers.

INSURANCE

You will be required to provide a copy of your school's public liability insurance 5 weeks before the event. Most operating schools certificates will already cover this and there should be no addition.

TICKETS

Tickets will be sold through the venue, and all will be priced at £20.00pp

CORONAVIRUS REGULATIONS

There may be national COVID-rules, which you will be obliged to follow for your performance and time at the venue. The venue may find it necessary to add other requirements, to ensure the safety of all guests. We will inform you of the regulations that will be in place on stage for performers, as we get closer to the

For any questions please email: events@auditionready.co.uk