



Hunter Region

Drama School

An Academy for young actors

WELCOME INDUCTION BOOKLET

TERMS & CONDITIONS FOR ENROLMENT

2010

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1. WELCOME TO HUNTER REGION DRAMA SCHOOL

HUNTER REGION DRAMA SCHOOL (HRDS) is a Hunter based youth theatre academy that was set up to nurture and develop young people through the performing arts. We encourage and foster this development by presenting students with opportunities to explore their own creative concepts and to follow their intuition. We feel that every child can make a valuable and exciting contribution to the world.

We believe the arts have the power to enrich the lives of young people by promoting a positive outlook. Theatre can have a lasting impact and can motivate young people to develop important social skills, to effectively solve problems and to develop personality.

Our work with young people offers the chance to share stories, to make stories, to hear others stories, to interact with others and gain a deeper understanding of themselves and the world in which they live.

Above all our mission is to inspire young people to be the best they can.

When you become a student at HRDS you are joining in with lots of other young people with varying skills and ability levels. You could be brand new or you could have years of experience, everyone is welcome. At HRDS everyone is sure to better their performance skills...and have a lot of fun along the way!

2. OUR STAFF & TUTORS

HRDS tutors are hard working and dedicated. Their priority is to provide opportunities for young people to be the best they can. Our tutor's all strongly believe that the world of the theatre can and does make a difference. Not only being ambassadors of the arts, our tutors offer strong and generous leadership.

Working together with the students our tutors help to breathe life into new ideas and develop young people's concepts. We see the value in investing time and energy into fostering the innovators of the future.

All HRDS tutors are highly skilled practitioners in the arts. They are experienced, qualified tutors and are all screened by the Working with Children Commission for Young People (NSW Sport and Recreation).

As all HRDS tutors are professional artists we reserve the right to make last minute substitutions should one of the tutors be unable to attend class. As with our regular workshop tutors, ALL substitutions will have undergone a screening by the Working with Children Commission for Young People.

OUR STAFF

DIRECTOR – Daniel Stoddart

TUTORS – Lauren O’Brien, Rachel Jackett, Danielle Asquith, Rebekah McLean, Hayley Stoddart, Alicia Paterson, Ann-Maree Adams, Isaac Turier

ASSISTANT TUTORS –Cassie Nicholas, Matilda Eyre, Laura Goodwin, Cameron Allan, Kate Neilson

ADMINISTRATION – Debbie Farr, Hayley Stoddart, Janelle Stoddart

3. WORKSHOP INFORMATION

Our weekly workshop program runs after school during NSW school terms for young people aged 5 to 18 years. When enrolling in a HRDS workshop you are enrolling in a 1hr workshop.

Our workshop timetable is designed to offer students the best and most positive opportunity at HRDS. To ensure our workshops are productive and worthwhile we split our classes into various categories with age and ability level being the two major defining factors.

WORKSHOPS OFFERED

To ensure quality tuition is enjoyed by all who attend we have a maximum of 15 students per class. Due to this limited number it is highly recommended that you enrol at the beginning of a school term so you don't miss out. Our workshop timetable is subject to change so please feel free to contact us to find out what is available.

Drama: Our most popular workshops for 5 to 18 years. They encompass Acting, Theatre Craft, Devising Performance, Script Development, Improvisation and Theatre Sports. Each class has its own name. In Newcastle the workshops are named after the Italian comedic mask tradition *Commedia Dell Arte* and in Cessnock our workshops are named after the characters from one of William Shakespeare's most loved comedies, *A Midsummer Night's Dream*.

NEW! Musical Theatre: An introduction to the fundamental elements of being in a musical. Our tutors will focus on building performance skills for a musical theatre context. Includes choreography, dance, movement, vocals and singing.

NEW! Street Theatre: These exciting workshops will see students (12 years and up) construct their very own set of professional (and safe) stilts, custom made to fit each individual. Includes performance and stilt walking sessions.

NEW! Creative Play: Designed for Pre-Schoolers 3 to 5 years, your child will have loads of fun in these 45 minute weekly sessions incorporating music, storytelling, dance, singing and simple character play. The game based workshops will focus on developing imagination, socialisation, co-operation, movement and voice. A great introduction to our junior workshop program.

NEW! Camera Acting: These workshops are designed to offer a comprehensive variety of experiences. Includes TV acting, audition skills, scripts, improvisation, performance skills and techniques for camera.

NEW! Adult Drama: Why let the kids have all the fun? Our tutors create a relaxed, safe and enjoyable environment where adults (no matter what age) can come along and learn how to tread the boards too.

NEW! Performance Troupe: This Troupe will be by invitation only and will focus solely on presenting professional short performances for various events around NSW. Travelling away from Newcastle to represent HRDS on a more national scale will also be a part of this troupe's program.

PLEASE NOTE: Class duration is 55mins. 5 minutes is allocated for parent questions after each class.

4. TERM DATES

Our term dates run in accordance with the NSW Public School system. Our classes DO NOT run on allocated Public Holidays and Pupil Free days.

TERM 1 – 9 weeks starting Mon 1st February 2010

TERM 2 – 10 weeks starting Tue 27th April 2010

TERM 3 – 10 weeks starting Mon 19th July 2010

TERM 4 – 8 weeks starting Mon 11th October 2010

5. 2010 PERFORMANCE DATES

CHARLEY'S AUNT – University of Newcastle Drama Theatre

Wed 21st APRIL - 8:00pm – Opening Night

Thu 22nd APRIL - 8:00pm

Fri 23rd APRIL - 8:00pm

Sat 24th APRIL - 1:00pm - Matinee

Sat 24th APRIL - 8:00pm

Wed 28th APRIL - 8:00pm

Thu 29th APRIL - 8:00pm

Fri 30th APRIL - 8:00pm

Sat 1st MAY - 1:00pm - Matinee

Sat 1st MAY - 8:00pm – Closing Night

SMALL POPPIES – Civic Playhouse

Fri 25th JUNE – 7:30pm

Sat 26th JUNE – 10:00am

Sat 26th JUNE – 1:00pm

Sat 26th JUNE – 7:30pm

THE WITCHES – Cessnock Performing Arts Centre

Fri 9th JULY – 10:00am

Fri 9th JULY – 1:00pm

Sat 10th JULY – 1:00pm

ALICE IN WONDERLAND - Civic Playhouse

Thu 7th OCTOBER – 10:00am

Thu 7th OCTOBER – 1:00pm

Fri 8th OCTOBER – 10:00am

Fri 8th OCTOBER -1:00pm

Sat 9th OCTOBER – 10:00am

Sat 9th OCTOBER – 1:00pm

SHOWCASE 2010 – THE SFX SHOW

Cessnock Performing Arts Center – Wed 1st DECEMBER – 6:30pm

Civic Playhouse – Mon 6th & Tue 7th DECEMBER – 6:30pm

6. VENUES

We currently run our weekly workshops from the following venues:

- * 108 Lindsay St, Hamilton (*Hamilton Baptist Church*)
- * 150 Beaumont St, Hamilton (*Wesley Uniting Church Hall*)
- * 199 Broadmeadow Rd, Broadmeadow (*Broadmeadow Uniting Church Hall*)
- * Cessnock Performing Arts Centre (*CPAC, Cnr Vincent & Aberdare Rd*)

Additional rehearsals for productions are usually held in Newcastle venues. In addition our productions are usually held at the Civic Playhouse (Hunter Street, Newcastle) OR the University of Newcastle, Drama Theatre (University Drive, Callaghan)

We ask ALL students and parents to respect our neighbours at our venues to help us facilitate the ongoing good relationship we have with them.

7. FEES

Enrolments are not accepted without full payment.

ENROLMENT FEE – We have an annual enrolment fee of \$22. This fee is payable by every student. It also covers trial lessons. All students are given the opportunity to come along and try two of our regular weekly workshop sessions. If you decide to continue the full term fee becomes due immediately. This fee also covers your insurance.

TERM FEE - \$121 / term (no matter how many weeks in the term).

UNIFORM FEE - \$22 / uniform shirt. Our HRDS uniform T-shirt is a compulsory item that must be worn to ALL workshop lessons. Jackets \$88.

PRODUCTION LEVY -\$110 / cast member. This fee is payable by ALL students who participate in any one of our major productions.

FAMILY DISCOUNT - If you have more than one family member enrolled in weekly workshops with HRDS the 2nd child/ren will receive a 15% discount off their Term Fees. DISCOUNT = \$102.85/term

CAMERA ACTING - \$264 / term (no matter how many weeks in the term).

NOTE: Production Levies help to alleviate extra production costs such as venue hire, rehearsal venue hire, costumes, props, sets etc. Every effort is made to keep all of our fees and prices to a minimum.

Terms fees are due and are to be paid in full no later than week 2 of each term. Refunds will not be given for missed classes. ALL fees are Non-Refundable.

Account Balances must be kept up to date at all times. If fees are not paid by the due dates it may result in your child not being able to participate in performance opportunities and furthermore suspended from attending class workshops.

8. FEE PAYMENT ROUTINE

We have a system of payment in place to help get classes started on time. Under no circumstances should you give money or fees to your class tutor. They are not equipped to accept payments of any kind.

1. Outside each workshop classroom we have a locked HRDS FEES BOX. Along with this box we provide envelopes and pens. Please place ALL payments inside an envelope and write the following on your envelope:

NAME: CLASS NAME: AMOUNT IN ENVELOPE: WHAT THE
PAYMENT IS FOR:

2. Then place your envelope inside the fees box. This money will be collected and marked off against your child's name. You will then receive an account balance that incorporates an invoice at the end of each term.

9. ATTENDANCE

Punctuality is extremely important at HRDS. If you intend to become a professional in this extremely competitive industry, punctuality will put you in good stead. Not only this, your tutor will remember punctuality when it comes to casting productions and giving out awards: being constantly late is not looked upon favourably.

It is important that you contact HRDS if you are going to be absent from class. If a student misses three or more class workshops in a term without notification it will be assumed that you are not returning. This will result in you forfeiting your position in any subsequent performance opportunity you may have been involved in and your position in your class will be reopened for other enrolments.

Please note that ALL additional production rehearsals are held outside of your regular weekly workshop time throughout the year and will be 100% compulsory.

10. BEHAVIOURAL STANDARDS

We take safety very seriously with all of our students.

HRDS is strictly a drug and alcohol free environment. Students who enter any HRDS venue under the influence of drugs or alcohol will be asked to leave. Parents will be contacted immediately to collect their child. Your enrolment with the school will be terminated.

HRDS has a strictly NO BAD BEHAVIOUR POLICY. Therefore, HRDS reserves the right to refuse admission to anyone who poses a safety threat to our tutors, staff and students. If a student displays misconduct or does not follow safety instructions the parent/guardian will be contacted immediately and be asked to collect the child.

Strictly NO FOOD, DRINKS or CHEWING GUM should be brought to workshops.

Strictly NO MOBILE PHONES, IPOD S, NINTENDO DS's or any other electronic devices are allowed during class time unless otherwise permitted by your tutor.

Misconduct is taken into consideration when we cast our Major Productions. Lack of focus and self-discipline are not looked upon favourably.

Remember every workshop you attend is an opportunity to show how professional you can be. You never know who is watching you.

11. UNIFORM

Our uniform requires ALL students to wear comfortable, non-restrictive clothing to all workshops. "Drama Blacks" or black clothing is the uniform along with the HRDS T-shirt.

The HRDS uniform T-shirt is the only compulsory item. Any type of black bottoms can be worn (e.g. pants, tights, shorts etc...).

Strictly NO skirts, dresses or hats.

NO excessive jewellery and if you have long hair it must be pulled back off your face.

Shoes are to worn to and from class but are to be taken off in the foyer prior to class. Strictly NO SHOES are to be worn inside our Lindsay St Hall. Again, leave your shoes and socks in the foyer.

Remember HRDS is not a fashion parade. You are here to learn new skills. If you are not wearing the correct attire stated above you may not be able to fully participate in any given workshop.

12. PERFORMANCE OPPORTUNITIES & PRODUCTIONS

We have a number of performance opportunities for our students each year. Some productions are on an audition basis and some are open for ALL students to participate.

ALL Productions have a performance contract. The contract involves adhering to certain expectations. For example, *lines must be learnt and extra rehearsals must be attended*.

SHOWCASE – ALL students are invited to be involved. This performance usually involves an extra 5 hour rehearsal on the Sunday prior to the show. The performance can often go over a couple of nights (usually a Monday and a Tuesday).

MAJOR PRODUCTIONS – Major Production involvement is by audition basis only. You must be 9yrs or older to audition. Not all students are given a role. Roles are selected on a number of bases:

- The students track record in regular class time (behaviour and punctuality)
- Their capability in a single audition (opportunity to display maturity, focus and skills learnt)
- Their appropriateness and suitability for a role
- Availability of the rehearsal schedule (rehearsals are in addition to normal workshop times)

Please be made aware that the Director's decision is always final. Once a student has been offered a role in writing, he/she can accept or decline the offer. NO disputes or correspondence will be entered into under any circumstances.

SENIOR PRODUCTIONS – Once a year our Senior Ensemble presents a piece of theatre. This can often be a new original play or an existing one. The nature of these productions is appropriate to the age group 15+yrs and is not always appropriate for our very young students. Auditions are not required for Senior Ensemble Productions. However, you do need to be invited to be a part of this Ensemble.

PERFORMANCE TROUPE – Our Performance Troupe is also by invitation only. This group of students will represent HRDS at various places and events in NSW & beyond throughout the year. Troupe members must be willing to travel away from Newcastle to take part in these extra performance opportunities.

PLEASE NOTE: Being a member of this troupe involves additional rehearsal, travel and costuming costs.

HOLIDAY WORKSHOPS – Special themed holiday workshops run during most school holiday periods. These are optional activities and can often compliment your student’s performing arts experience and skills base.

13. PARENT INVOLVEMENT

Parents are regularly invited to assist with our many productions we hold each year. We try to maintain a family orientated atmosphere at HRDS. Our major productions would not go ahead without the generous support from families. We certainly do not expect assistance and respect a family’s inability to be involved. It is entirely up to the individual family as to how closely they wish to be involved in our productions. All parent helpers working within close proximity of our students and must undertake a working with children background screening check.

Parents are not allowed to attend regular weekly workshops or rehearsals. We see often that children are not free to react and respond creatively under the watchful eye of an adult. Being a “parent free zone” enables the children to feel comfortable and relaxed.

14. CONTACTING HRDS

To contact HRDS please phone or email. If your phone call is unanswered please leave a voicemail message.

PHONE: 0416 077 903

EMAIL: daniel@hunterdrama.com

WEB: www.hunterdrama.com

POSTAL: PO Box 688, Hamilton, 2303

15. TERMS AND CONDITIONS

HRDS reserves the right to make archival photographic and/or visual recordings of workshops for inclusion in HRDS archives and for use in HRDS marketing publications.

Children are well supervised the entire workshop duration and are not permitted to leave unless pre-arranged by the child's parent/guardian.

HRDS does not allow observation of classes by parents unless a presentation has been organised. This gives young people the freedom to develop without the pressure of observation by adults.

Our workshops and activities can often involve the development and exploration of physical skills such as running. These activities carry the risk of physical harm.

Our workshops also contain the development and exploration of activities that may involve your child coming in direct physical contact with the tutor.

HRDS will not be held responsible for loss or damage of personal belongings whilst at classes.

All correspondence with drama school must be in writing. Complaints & disputes must be forwarded in writing to admin@hunterdrama.com.

16. INSURANCE

HRDS will cover your child through DANCESURANCE INTERNATIONAL. This is a student accident scheme available only through HRDS. The nominal individual fee is absorbed into your regular term fees. This coverage is taken out for you to ensure peace of mind for pupils, parents and the academy. Brochures detailing the coverage are available on request.

17. CONFIRMATION AND ACKNOWLEDGEMENT

Upon signing your enrolment form you are stating that you understand, acknowledge and agree with all of the above stated.

Failing to adhere to the above may mean you could be in breach of your enrolment agreement. Therefore this could result in a forfeit of your position in any subsequent performance and your position in your class may be reopened for other enrolments.

PLEASE NOTE: All information in this booklet is true and accurate at time of publication. Changes can and will occur from time to time.