



Production Participation Policy

This policy outlines expectations for students and families participating in our community theater productions. Our goal is to provide a safe, respectful, and positive experience for everyone involved.

Attendance & Commitment

- Regular attendance at rehearsals and performances is required.
- ALL conflicts must be listed on the audition form when performer auditions.
- A cast member will be allowed no more than 2 unexcused absences during the rehearsal period. An unexcused absence is one that you did not list on the audition form. (Illness is an exception, as we do not want sick kids at rehearsal/performances. Please consult with a member of the production team when you have a sick child.)
- Conflicts will not be accepted during tech week (the week before the show opens) unless cleared with the director and/or producer at the time of auditions.
- Conflicts will not be accepted for final dress rehearsal or performances. NO EXCEPTIONS!
- More than 2 unexcused absences may result in changing a cast member's part or dismissing them from the show. No refunds will be given in this situation. Extenuating circumstances can be discussed with the director and/or producer.
- By accepting a role, families commit to participating through the final performance.

Illness Policy

To help keep everyone healthy, please keep your child home if they have:

- A fever of 100.4°F or higher (must be fever-free for 24 hours without medication before returning)
- Vomiting or diarrhea within the past 24 hours
- Symptoms of a contagious illness (flu, strep throat, COVID-19, pink eye, etc.) until cleared to return
- Symptoms that prevent full participation (persistent cough, sore throat, etc.)

Illness related absences will be excused when communicated promptly to a member of the production team. Families are responsible for helping their child catch up on missed material. Children who become ill during a rehearsal or performance may be asked to sit out or be picked up early.

Drop-Off & Pick-Up

- Children should be dropped off and picked up on time.
- Supervision is provided only during scheduled rehearsal and performance times.

Behavior & Conduct

- Respect toward peers, staff, volunteers, and facilities is expected.
- Bullying, harassment, or unsafe behavior will not be tolerated.
- Failure to follow rules may result in removal from the production.

Communication

- Official communication will be sent through email(s) provided when signing up to audition on our website.
- Families are responsible for staying informed and notifying the production team of any changes in contact information.

Costumes, Props & Personal Items

- Items must be treated with care and returned as instructed.
- Families may be responsible for lost or damaged items.
- Performers should only bring necessary personal belongings to rehearsal and performances.
- Cell phones may be collected by a member of the production team if they become a problem during rehearsal and/or performances. They will be returned at the conclusion of the scheduled time.
- The Biz Academy of Musical Theatre is not responsible for lost personal belongings. A lost and found area is provided in the Green Room of the main Biz Studio space.

Load-In, Tech Week & Strike Expectations

The week before the show opens and immediately after the show closes is a critical part of the production and requires full participation from cast members and family support.

- Load-In takes place on the Sunday and/or Monday before the show opens, when sets, props, costumes, and other equipment are moved into the theater.
- Parents/guardians are expected to help with load-in. Exact timing will be provided on the full rehearsal schedule.
- Tech week rehearsals are held every night at the Avon Middle School North theater and run until at least 9:00 PM, with longer rehearsals later in the week, especially for final dress rehearsal.

After the final performance:

- All cast members and parents/guardians are expected to participate in strike, which includes taking down and packing all production elements and transporting items back to The Biz for storage.
- Strike is a required part of the production commitment and is not optional.

Acknowledgment & Agreement

Student Name: _____

Parent/Guardian Name: _____

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____