

# HERTSMERE ACADEMY OF DANCE & PERFORMING ARTS

## \* DANCE TROOPS for SHOW \*

*Definition of Dance Troops:* Dance Troops are made up of students who only dance in the show.

If you are already a member of Hertsmere Academy you will be given information as to which weekday classes will be learning routines for the show and sometimes separate show classes will be arranged instead.

If you are a non member but would like to take part, please contact us and we will find the show class suitable for your style, age and ability.

## Rehearsals

All Dress rehearsal dates and times will be put on the Inspiringherts Productions page.

Performers must be available for weekday rehearsals and extra unscheduled rehearsals ie. in half term should need be and Performers should not have any other plans that coincide with either the rehearsals or the show and understand that attendance is crucial.

Young children love being on stage and being part of the atmosphere. Most children, however young are quite resilient to the busy environment of a show and all the excitement, even if it has been a long day for them, it somehow it does not affect them. Although, there are however just a few children that can find a different environment very strange and can get up-set through nerves, so we do like to mention this to parents so that you are able to make a decision about whether or not your child would be confident enough to deal with this. If a child is not ready, it may be best to wait until next time, or we may have to decline your application. Remember, there are no refunds!

Although we will have CRB checked helpers & teachers backstage, if you are a parent of a child who is performing under the age of 6, you maybe required to help/supervise your child backstage during the show or find someone who can. Further information will be given to you.

Either a Dress rehearsal will be scheduled for the dance troops or on show day the children will be required to arrive early to rehearse their dance on stage. This will be the first time they will get to do this and it is very important that they get to become familiar with the stage and plan their spaces.

## Payment

Members of Hertsmere Academy MUST have paid in full the term fee for their child's normal dance class/es before signing up to the show. Then for a student to confirm their place in the show, FULL payment and a completed application form must reach us by the deadline.

Non Members will need to contact us for the total cost to take part in the show.

The fee covers everything that the student will need to take part in the show including:

- Costume/prop rental for the show
  - not including dance shoes & undergarments.
- The overheads for the rehearsals/extra rehearsals
- Rental of a Theatre for the Technical run through and the show
- Lighting/Sound/Scenery technicians
- Performance rights and royalties to perform the musical (legal requirement)
- Liability Insurance for those taking part. (Personal possessions not included)

For students attending Both Saturday & weekday classes, please speak to us, as your Saturday fee may already cover some parts. It is essential though that we have your weekday form stating which show classes you are doing, so we can calculate the correct amount for you.

- Cheques payable to HERTSMERE PERFORMING ARTS  
(Performers name on the back please)  
Please find the application form below.
- You will be sent most information by email, so please make sure you write your address clearly. If you do not hear from us, there maybe a technical error or unclear contact information, so please email [cj.danze@hotmail.co.uk](mailto:cj.danze@hotmail.co.uk), stating the performers name and we will get back to you as soon as possible.

## Attendance & Punctuality

Attendance by performers is crucial to putting on a successful show. As everyone will be working and relying on each other, we cannot have performers absent. In the unlikely event a performer will be absent from a rehearsal, please send us an email, 24 hours in advance.

We have the right to remove any performer from the show if they continue to miss rehearsals.

If you cannot continue in the show for any reason and will miss an unreasonable amount of rehearsals ie. due to injury or illness, for example, we may accept you into our next show and transfer your fees over. No refunds will be issued.

This will be entirely at the discretion of the Production management.

We must be notified immediately if a cast member has an illness/medical condition or injury. We then may require a Dr's certificate to allow the performer to continue. It will be at our discretion as to whether we can allow the performer to take further part due to their medical condition.

Performers must be ready to start rehearsals before the class time stated, as we need to begin promptly.

## Insurance

Our Insurance covers the cast members alone, not any personal possessions. It is advised not to bring any valuables to rehearsals or to the show. As QUALIFIED and professional teachers at Hertsmere Academy we already adhere to our Academy code of conduct, health & safety policy and child protection policy but even to the best of our ability to protect all participants, we cannot be held responsible for accidents, injuries etc...

## Advertising

When you sign up to appear in the musical you are giving permission for us to use a professional video service and professional camera men to take photographs of cast members. These will be selected by the Director to be used in 'Inspiring Herts' advertisements. All performers must be aware that a theatre is a public domain and we cannot safeguard against or be held responsible for any unwanted/inappropriate images.

We do also hope that performers are excited by the idea of performing on stage and we ask that performers can help us to advertise the show by giving out flyers to Friends & Family.

It is strictly forbidden to take photographs or video the performance personally and you will be asked to leave the Theatre. It is illegal and you will also be breaking the Child Protection Act, our terms and conditions and the theatre rules too, because:

- 1) **The work is copyrighted** and you have not been given the rights to record the material, whereby WE have to pay just for the right to sell DVDs to you through a professional company.
- 2) Any Tom, Dick or Harry can buy a ticket to see the show, it is a **Public Theatre** and open to the **General Public**. So, would you really want a stranger video recording or taking pictures of your child? And then putting it up on Youtube or Facebook?
- 3) Recording or taking photographs of other children (even if they are in the background) without personally getting all of the parents consent prior to the event is breaking the Child Protection Act.

You may think this is fussy but the laws have been made for reasons we all hear about too frequently in the News! This is why Hertsmere Academy are obliged to use a professional to record the work and to take as many precautions possible to safeguard at the same time especially with so many children.

## Behaviour

Although we encourage all performers to enjoy themselves, we will expect disciplined behaviour & good manners. Performers should at all times follow the rules and guidelines set out for them for their own safety. Aggressive behaviour or misconduct from a performer or parent, posing a risk to themselves or others, will lead to immediate dismissal and no refund will be made.

## Helping Backstage

Anyone who cannot take part in the production but who would love to be involved, we are happy to access you for backstage help or being part of the backstage crew. This is extremely valuable experience for any Performer. Please contact us for more information.

If you are a parent with a CRB check that can help us, please get in touch. If you are a parent of a child who is performing under the age of 6, you maybe required to help/supervise your child backstage during the show or find someone who can. Further information will be given to you.

## DANCE TROOP APPLICATION FORM for INSPIRINGHERTS PRODUCTIONS SHOW

Taking part in (show date/s):

PERFORMERS NAME: ..... AGE:

PARENTS ADDRESS:.....

PARENTS CONTACT No/EMERGENCY:.....

EMAIL ADDRESS:

(please write clearly as confirmation is sent via email)

ANY MEDICAL CONDITIONS/INJURIES.....

DANCE STYLES LEARNT / CLASSES:

BALLET     TAP     MODERN/JAZZ/HIP-HOP     OTHER (specify).....

MEASUREMENTS (Inches/cm)

WAIST:

HIPS:

BUST/CHEST:

LEOTARD SIZE (IF KNOWN):

AVERAGE DRESS SIZE:

LENGTH FROM WAIST TO KNEE:

INSIDE LEG:

PAYMENT ENCLOSED: £  
(Payable to Hertsmere Performing Arts)

CASH/CHEQUE

I have read & understood all the information explained to me on the website &/or in writing about what is required for the show. I fully understand the Terms & Conditions set out for my child to take part in regards to such subjects like rehearsal commitment, payment, advertising etc.  
I therefore give consent for my child to take part in the show.

Signature

Name

Date