

The Basilica School of St. Mary

Tech Team Member Contract

_____, having been chosen to join the Tech Team of “Mary Poppins Jr” as a member of the _____ crew, hereby agree to the following:

Please Initial Each Item:

_____ 1. I will always treat the staff, my fellow students, and myself with respect.

_____ 2. I will only be concerned with my own performance, and not the performance of other Team members. I will neither criticize nor coach them. If there is a problem that needs to be resolved, I will approach the Technical Director in private.

_____ 3. I will always be on time for my meetings, rehearsals and performances. If I know in advance that I will miss a rehearsal or meeting, I will notify Mrs. Luechtefeld, Mrs. Rice, Mrs. Login, Mrs. Davin, and Mrs. Hays. If prior notice is not possible, I will notify her as soon as possible. It is my responsibility to get my schedule to my parents and to know when I need to be at rehearsals or meetings. If I am sick and running a fever, I will stay home and not infect other students.

_____ 4. I will not use or possess any electronic devices (iPad, tablet, iPod, iPhone, handheld games, etc.) during rehearsal, meetings, tech week, and performances.

_____ 5. I will only eat or drink in the designated areas during the designated times. I will never chew gum during meetings, rehearsals or performances.

_____ 6. If my duties include getting or making items (such as props or costumes) by a given date, I will provide the assigned items to the Technical Director by the designated date.

_____ 7. I will always ask to be excused if I have to leave the room for any reason.

_____ 8. If I am issued a script or directions (such as directions where set pieces move and when), I will always come to rehearsal and performances with my script/directions and a pencil so that I may take notes. I will be responsible for keeping my script/directions with me.

_____ 9. If my duties include working backstage during Tech Week and performances, I will come to my duties dressed in plain black with no light colors which might be visible to the audience. I will remain quiet while backstage, and follow the directions of the Technical Director, Stage Managers, and Stage Crew Chiefs.

_____ 10. I have the responsibility to notify the Technical Director if I am being subjected to physical, verbal, or electronic harassment. Harassment will NOT be tolerated.

_____ 11. I understand the Directors and The Basilica School of St. Mary reserves the right to remove any tech team member from the show if any of the above standards are not met.

_____ 12. MOST IMPORTANTLY: I will perform to the best of my abilities so that the audience will enjoy the show.

Tech Team Member's Signature

Parent's Signature

Printed Name of Tech Team Member

Printed Name of Parent

Tech Team Committees

The Drama Club Tech Team is a time commitment. Below are the committees that are available to students who want to join tech team based on what grade they are in.

Please look over all the dates below because if you are on that committee, you are required to be at all of the scheduled dates within that committee.

Please put a check by the top two committees that you would like to be considered for in the Drama Club Tech Team. All Forms are due by Monday, March 11th

_____ Make Up Committee: Available to 7th and 8th Grade Students (Students will help put make up on all the Cast Members who are in the production)

Required Committee Dates

Make Up Training Session in Christ Child Hall	Monday, April 1 st 3:15-5:15 pm
Tech Rehearsal #1 at Bishop Ireton High School	Wednesday, April 10 th 5:30-8:30 pm
Tech Rehearsal #2 at Bishop Ireton High School	Thursday, April 11 th 5:30-8:30 pm
Performance #1 at Bishop Ireton High School	Friday, April 12 th 5:00-9:00 pm
Performance #2 at Bishop Ireton High School	Saturday, April 13 th 11:30-3:30 pm

_____ Back Stage Crew: Available to 8th Grade Students (Students will be moving set pieces, props, and handle all back stage items.) **Note: 7th Grade students may also check this box if interested in case we need more students.**

Tech Rehearsal at Bishop Ireton High School	Monday, April 8 th 5:30-8:30 pm
Tech Rehearsal at Bishop Ireton High School	Tuesday, April 9 th 5:30-8:30 pm
Tech Rehearsal at Bishop Ireton High School	Wednesday, April 10 th 5:30-8:30 pm
Tech Rehearsal at Bishop Ireton High School	Thursday, April 11 ^t 5:30-8:30 pm
Performance #1 at Bishop Ireton High School	Friday, April 12 th 5:00-9:30 pm
Performance #2 at Bishop Ireton High School	Saturday, April 13 th 12:00-4:30 pm

_____ Telegram Deliverers: Available to 6th and 7th Grade Students (Students will deliver telegrams to the Drama Club cast members in the band room. Telegrams are bought by audience members to send messages of encouragement to the cast members. Students will be delivering these throughout the show.)

****Please circle the show that you will deliver telegrams for. You can do one show or both shows.**

Performance #1 Bishop Ireton High School	Friday, April 12 th 6:00-9:00 pm
Performance #2 Bishop Ireton High School	Saturday, April 13 th 1:00-4:00 pm

(Flip over to back side)

_____ Prop Making: Available to 6th, 7th, and 8th Grade Students. (Students will help make costume items in the art room)

Prop Making Session #1 Music Room	Friday, March 15 th 3:15-5:15 pm
Prop Making Session #2 Music Room	Friday, March 22 nd 3:15-5:15 pm
Prop Making Session #3 Music Room	Thursday, April 4 th 3:15-5:15 pm
Prop Making Session #4 Music Room	Friday, April 5 th 3:15-5:15 pm

Dismissal Procedures: Committee Meetings at Basilica School of St. Mary the pick-up location is the black top. Committee Meetings at Bishop Ireton the pick-up location is inside the Auditorium.

Parent Signature

Parent Email (please print)

Student Signature

The Basilica School of St. Mary

Drama Club

Dear Parent or Legal Guardian,

Your son/daughter is eligible to participate in a school-sponsored activity which will be held after school hours at the Basilica School of St. Mary as well as potentially requiring transportation to Bishop Ireton High School for certain tech jobs, final rehearsals and performance. A brief description of the activity is:

Activity: Drama Club

Faculty Advisors: Nicole Luechtefeld, Katie Rice, Emily Login, Monica Davin, and Leah Hays

Dates: Months of February, March, April and May depending on the particular tech crew job

Time: Please Refer To Drama Tech Team Schedule

If you agree with your child participating in this activity, please complete, sign, and return the following statement of consent. As parent or legal guardian, you remain fully responsible for any legal responsibility which may result from any personal actions taken by the named student. Please be advised that parents retain the right to opt out of this activity.

1. Is your child required to take any medication during this activity time? _____(Y or N)
2. If so, what medication? _____
3. Do you request the supervisor of the activity to administer the medication stated above?

4. Do you wish your child to have his/her inhaler _____ or Epipen _____ or Glucagon
Emergency Kit _____ during this activity?

I hereby request that my child, _____, be allowed to participate in the activity described above. I understand that this activity may take place away from the school grounds and that my child will be under the supervision of the designated school employee during the activity. I further consent to the conditions stated above on participation in this activity. If I cannot be contacted in an emergency, the school has my permission to take my child to the emergency room of the nearest hospital and I hereby authorize its medical staff to provide treatment which a physician deems necessary for the well-being of my child.

Parent's Name (Printed)

Home Phone

Work Phone

Parent's signature

I accept responsibility for my behavior

Student's signature

Student's Current Medical Problems:

Emergency Contact Person and best phone number (please print):

Name of Physician: _____ Phone #: _____

Insurance Company: _____ ID#: _____

Allergy to Medications: _____

Allergies: _____