

**CENTRE STAGE AMATEUR MUSICAL GROUP**  
**INFORMATION LEAFLET – JUNE 2019**

**About Centre Stage**

Centre Stage is an Amateur Musical Group in Eaglescliffe that has been running for over 20 years.

As a group we:

- Are welcoming and friendly
- Provide a place for people of all ages and abilities to come together and enjoy the theatre
- Support people in building relationships and making new friends
- Help build the confidence and theatre skills of our members
- Provide accessible and good quality entertainment for our local community

We are not elitist or judgemental and we embrace diversity. You don't have to be a talented singer, actor or dancer to be a part of the group and we try our best to ensure everybody who wants to perform, makes it onto the stage.

The group is a section of Egglecliffe Community Association, which is a registered charity. This means that Centre Stage operates within the constitution of the Association and is not a stand alone group in its own right.

Centre Stage is run entirely by volunteers. This includes the director, musicians, backstage crew, set designers, costume and technical support. The group receives no external funding or support and every show that is produced is a result of the group coming together, working hard and volunteering their time and energy to make things happen.

Centre Stage performs a pantomime and a musical every year. Sometimes the group also performs at charity events and fundraising shows.

Centre Stage is run by a Committee which is key people from the group who represent the group. These people are voted onto the Committee at the AGM which takes place annually.

This leaflet will provide information about how the group operates, what is expected of our members and what our members can expect in return.

**Who can be a part of Centre Stage?**

Anybody aged six or over can be a part of Centre Stage.

We are always looking for new members to perform and also people to support other parts of the group, such as backstage, costumes and technical support.

In order to perform as part of the group in one of the shows, members are required to audition. (More information about auditioning can be found later on in this leaflet). Sometimes, due to the nature of the show we choose to perform, not everybody who would like to perform is able to. We have a relatively small stage and limited dressing room facilities. We always try our best to ensure that everybody who auditions makes it on the stage, but sometimes this isn't always possible!

## **When Can I Join?**

If you would like to perform in a Centre Stage Production you need to come along to the reading of the show and the auditions. These happen in September for the pantomime and February for the musical. Specific dates can be found on our website or by contacting the Producer using the details found at the end of this leaflet.

If you would like to help with other aspects of the group then you can join us anytime. Some types of help require us to complete a DBS check if their role means they will have contact with young people. Please talk to the Producer if you would like to get involved in helping with the group or you would like more information.

## **Centre Stage is a Commitment**

Performing as part of the group is a commitment. Although everybody won't be required for every rehearsal, it is important that members (and their parents!) are aware of the potential time commitment involved.

Centre Stage rehearse on:

- Friday evenings from 6pm until 9pm at the Community Centre (younger children may only be required to stay until 8pm)
- Sunday evenings from 6pm until 9pm at the Community Centre (younger children may only be required to stay until 8pm)
- Other evenings during the week as we get closer to performances
- Costume calls take place during the day on Saturdays or Sundays. Costume weekends are scattered between the start of rehearsals and the week of the performances. We usually have at least two costume weekends. Members are required to be at costume calls for at least half a day of each costume weekend. These weekends are scheduled when rehearsals start and dates depend on the availability of volunteers and the availability of the Community Centre.

Rehearsal schedules are tight and the group works hard to ensure performances are of a high quality. Members who regularly fail to attend rehearsals/costume calls may be withdrawn from scenes or performances. The Producer will make decisions about whether a member who has not been present at a rehearsal/costume call will still be able to take part in that scene or the performance.

## **Auditions**

The way we audition for parts varies from show to show. In most cases auditions take a traditional format, read from the script, sing and sometimes it is required to do some dancing. Specific information about auditions is produced for every show.

The Producer makes the ultimate decisions when casting the show, but is supported in decision making by a small panel made up of key people involved in the show.

Sometimes we chose to audition the younger children in different ways to make sure the process gets the best out of them.

Decisions about casting are shared via Facebook and email. We do not contact each person individually to let them know about their audition.

### **Costs**

To be a part of Centre Stage each person is required to make a payment of:

- £20 per adult
- £15 per OAP/Child/Student

These payments are to be made every show when rehearsals start. The payment covers the cost of hall rental, levy, refreshments, costumes and other running costs.

(\*children are classed as 16 years old and under)

### **Safeguarding**

Centre Stage is run by volunteers, but the adults responsible for the welfare of the children have chaperone licenses provided by Stockton Borough Council, this means they have been vetted and DBS checked. Centre Stage has a Child Protection and Safeguarding Policy which complies with the requirements of Stockton Borough Council.

Centre Stage prides itself on being a safe place for young people where they can make friends, develop new skills and confidence and be themselves. We do not tolerate any form of bullying, harassment or discrimination.

Please do not hesitate to contact us if you have any concerns regarding the welfare of any young person involved in Centre Stage.

### **Making a Complaint**

Centre Stage is run by volunteers and is a community group. We try our best to make sure Centre Stage is an enjoyable experience for everybody involved but accept that sometimes we don't get everything right. We welcome feedback and would like to hear if you or your child has had a bad experience of Centre Stage.

We do not tolerate bullying, harassment or discrimination and especially want to hear if you feel you or child has experienced these issues whilst being a part of Centre Stage.

If you would like to provide feedback or complain about something please email, making it clear that you are either providing feedback or would like to make a complaint. You can do this by emailing:

Sue Abbey (Chairman/Secretary) - [sue.abb@hotmail.co.uk](mailto:sue.abb@hotmail.co.uk)

If you make a complaint you will be contacted within seven days and if the Committee feel your complaint warrants further investigation, we will investigate your complaint further. We will keep in contact with you during this process and would hope to have resolved your complaint within twenty eight days.

Please note that we will not investigate complaints made regarding casting decisions.

## **Communication**

The best way for members to stay in touch and receive up to date information about rehearsals, schedules, costume requirements etc. is to join our Closed Facebook group. To do this you need to be a current cast/crew member (or parent) and then send a request via our public Facebook page where you will be added by one of our Admin team.

We have a Social Media Policy that describes our use of social media but if you have concerns regarding the use of any of our social media sites please speak to Lauren Smith or Sue Abbey.

## **Frequently Asked Questions**

*What will I need to bring to rehearsals?*

You will need your script, and song lyrics or music you have been given and a pencil. Also any props you have been given. If you have a mobile phone that records audio it may be useful to record parts of songs directly from the piano to practice at home. Some people also bring water or a drink. We do provide a refreshment break with tea, coffee and juice.

*What should I wear?*

You need to come to every rehearsal in clothes that are comfy that you can move around (and dance in!). You should also have on footwear that is safe to move around in. High heels, flip flops and bulky boots are not suitable to rehearse in.

Closer to the performance you may have shoes/boots that are part of your costume, and these should be worn to rehearsals as soon as you have them.

*What do I do if I can't come to a rehearsal?*

If you find you are unwell or can't come to a rehearsal you have been scheduled to attend, we need to know as soon as possible. Please phone, text or facebook one of the numbers below:

Lauren Smith                    - 07468616233 or email [lauren\\_smith55@hotmail.co.uk](mailto:lauren_smith55@hotmail.co.uk)

Sue Abbey                        - 07946669279 or email [sue.abb@hotmail.co.uk](mailto:sue.abb@hotmail.co.uk)

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Information Leaflet

(June, 2019)

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_

Treasurer: \_\_\_\_\_

Date: \_\_\_\_\_