

Jack and the Beanstalk

21st – 25th February 2023

Information Pack

Welcome to Shavington Village Festival Committee's 2023 pantomime. We are confident you will enjoy being part of our organisation and putting on a great show in February. Please read the information below carefully so that you know what is involved.

This year's production team is:

Rene Hancock – Director – Tel: 01270 661592 M: 07850524261

Angie Snell – Choreographer – Tel: M 07969 127026

Christine Parker – Pantomime Co-ordinator – Tel: 01270 567944 M: 07552958435

Jenny Collis-Smith – Music Director

Enrolment Fees

Adults: £40

Children: £35

Scripts: £10 ALL PRINCIPAL ROLES Paid in full by 29th October.

Fees must be paid before you audition for a principal role, otherwise fees must be paid by the 28th October

Rules and Regulations

Attendance

The production team expects full commitment throughout, from the earliest rehearsal stages right down to the week of the show. However, we realise that sometimes, absences are unavoidable. If you cannot attend a rehearsal for some reason, please inform Angie Snell on the number above. Please advise Rene Hancock for principal rehearsals. Nevertheless, if you miss three rehearsals without what is deemed a valid reason, it may result in you being unable to participate in some routines or furthermore, you may be dismissed from the pantomime (Director's discretion) If missing a rehearsal for a valid reason, it will be to your benefit to designate someone to stand in your place for a routine otherwise this also may result in you being excluded from a routine. Moreover, punctuality to rehearsals is critical; though if you are late, please ensure you notify someone on the production team so they can mark you as present in the register. This is a legal requirement due to fire safety.

Rehearsal rooms

During rehearsals, we ask that you do not leave the rehearsal room without notifying a member of the production team first; this is for health and safety/safeguarding reasons but also in case you are required for a routine. Excluding still water, no other food or drink items may be brought into the rehearsal rooms. Furthermore, excessive amounts of noise will not be tolerated during rehearsals. It is vital that people rehearsing routines can hear any instruction given to them, so cast members must keep noise to a minimum to ensure rehearsals can run smoothly. Finally, no unauthorised persons will be allowed into rehearsal rooms so we ask you not to bring friends or family along to watch.

Scripts

Due to copyright regulations, the photocopying of scripts, whether entire or partial is not permitted. Please pay for scripts upon receipt of the script at rehearsal.

Costumes

Times will be allocated nearer to the pantomime for the measuring and fitting of costumes. If there are any problems with any of your costumes, you must inform the wardrobe supervisor as early as possible. Stage makeup is part of all costumes, and you will be required to wear it to take part in the pantomime.

Child Protection/Safeguarding policies are in place. Please visit <http://www.svfc.info/> for more information. Our Child Protection Officers are Julie Mann and Rachel Anderson

Photography and Video

No videos are permitted during rehearsals or performances. Photography is not permitted in rehearsal rooms and, critically, in changing rooms during the week of the show. During show week photography will only be permitted in designated areas which you will be made aware of later. Failure to comply with this is likely to result in you being dismissed from the pantomime.

Publicity Photographs

During the run up to the pantomime, publicity photographs will be taken. During the pantomime itself, we will video every performance and this may be offered for sale to cast members after the production. In addition, we will pass photographs to the local press for publicity. We may also on occasions put some photos on our website and on social media sites to publicise the show.

Show Week

It is expected that all adult cast members and those over 16 years of age, will help with the setting up of the stage and hall on Saturday 18th February 2023 at 10:00am, and dismantling it on Sunday 26th February at 9:00am after the pantomime.

Important dates

- **Young Persons Enrolment (aged 8-16/School years 4-11) Friday 23rd September 7.00pm till 8.00pm at Saint Mark's Church Hall.** Parents **must** attend to complete the registration process for their children.
- **Adult enrolment and read though Friday 23rd September 8.30pm till 10.00pm Saint Mark's Church Hall**
- **Read through of script Sept 23rd and 28th 8.00pm till 10 00pm St Mark's Church Hall**
- **Auditions 30th September 7.30pm till 10.00pm St Mark's Shavington**

The show runs from **Tuesday 21st to Saturday 25th February 2023** including a matinee performance on Saturday the 25th. There will be rehearsals for many members of cast and chorus on 18th, 19th and 20th February and costumes will be needed for rehearsal on 19th and 20th February. There will be a photo shoot 22nd January.

Dates for Fundraising and Fun

These will be announced at rehearsals.

Rehearsals

Please can we remind you that Saint Mark's, The Methodist Church Hall, and Shavington Academy are **NO SMOKING** areas. Chorus rehearsals will take place **at Saint Mark's Church Hall Shavington on Fridays 7.00pm to 10.00pm.** (Specific times will be confirmed after enrolment.)

Principal rehearsals will be 7.30pm to 10.00pm on Wednesdays at St Mark's Church Hall **and** 7.00pm to 10.00pm on **Fridays at Saint Mark's Church Hall Shavington** (Specific times will be confirmed after enrolment if in certain chorus routines.)

Rehearsals will continue until **Friday 16th December.**

After Christmas, rehearsals re-start **on 4th January for Principals and 6th of January for chorus members.** Everyone will be expected to attend rehearsal on Wednesdays and Fridays two weeks before the show, there may also be the four Sundays running up to the show.

On occasions, rehearsals may unavoidably overrun. We ask cast members and parents to be patient until we have finished the rehearsal. We apologise in advance for any inconvenience this may cause. While we are rehearsing, we wish mobile phones to be in bags and switched off as they are a distraction. While rehearsing, all production team will have mobiles switched on so if there is an emergency you can be contacted this way

We recommend that children aged 16 years or under do not walk home alone - they should be collected from St Mark's Church Hall.

Thank you for taking the time to read this information. We expect these regulations to be adhered to, not only for the health and safety of all persons involved, but also so that we maintain a pleasant atmosphere during rehearsals and through to the week of the pantomime. All we ask now is that you fill in the following sheets, detach and return them to us as soon as possible.

**Please help us raise some funds when shopping on line please use
www.easyfundraising.org.uk Shavington village festival committee**

Medical and Emergency Contact Information

There may be times when we need to contact you in an emergency. We also require additional contact information.

Name of Cast Members:

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Address:

Telephone number:

Adult /Parents Email Address:

Emergency Contact:

Name:

Home Telephone number:

Mobile number:

Relationship to Cast Member:

Medical information:

Please indicate if you/your child takes regular medication e.g. for asthma, or if there are any other medical problems that may arise e.g. allergic reactions.

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Agreement

I agree to the above information, and **all of the pantomime policies including the use of photographs/video in line with our privacy policy** stated in this information pack.

Signed:

Print Name:Date:

Parents Countersign

If you are aged 18 or under please ask a parent/guardian to read this information pack, and to sign here to confirm they agree to **all of the pantomime policies including the use of photographs/video in line with our privacy policy** stated in this information pack.

Signed:

Print Name:Date:

2022 DVD & Photo CD Order Form.

Please fill in this form if you wish to purchase a DVD priced at £10.00. This is a professional one, this year the company is called Captured Performance video productions.

www.capturedperformance.co.uk

Name	
Address	
Post code	
Tel number	
Quantity required	DVD
Free	Photo CD of characters in costumes
Total price	

There is no delivery charge.

Payment can be made with cash or cheque. Cheque made payable to "Shavington Village Festival Committee"

CD & DVD will be delivered to the address given on this form.

Please allow 5 weeks for processing and delivery. The DVD is taken on one show.

Last date for orders Saturday 25th February 2023

Please return this order form to Lesley Smith along with payment, orders without payment will not be processed. Please put in an envelope with your name on.

Thank you, SVFC

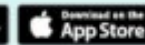
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Shavington Village Festival Committee

every time you shop online

Find us on easyfundraising to start:

<https://www.easyfundraising.org.uk/causes/shavingtonvillage/>



Shop with over 3,300 online stores



£20 Million raised

1.2 Million users

100,000 causes