

I. Mission Statement.

The Downers Grove South Theatre Program is dedicated to providing a high-quality education in the performing arts that focuses on developing artistic and critical-thinking skills. The program aims to elicit dedication, self-expression, and collaboration as students grow as performers, directors, designers, and technicians. The beneficiaries of the program are foremost the students of Downers Grove South and the community they live in through production experiences that educate, entertain, and challenge participants and audience alike.

I regard the theatre as the greatest of all art forms, the most immediate way in which a human being can share with another the sense of what it is to be a human being. – Thornton Wilder

Everyone can act. Everyone can improvise. Anyone who wishes to can play in the theater and learn to become stage-worthy. – Viola Spolin

II. Auditions.

A. **Student Eligibility**

1. *All students who are cast in a DGS production must maintain eligibility requirements. If a student does not maintain eligibility, the directors/student activity director will determine the best course of action, which may include termination from the production.*

B. **Theatre Audition Process**

1. General Auditions

- a. *Any student is eligible to audition for any of the mainstage shows, with the exception of the Freshman Play, which is only open to freshmen. The musical is considered a music department production and shall adhere to its own audition process.*
- b. *Auditioners must sign-up for a general audition time and should be on-time for their appointment.*
- c. *Auditioners are allowed to prepare a one-minute monologue of their choosing, but should last no longer than a minute and a half. Monologues will be provided on the website and at the time of the audition if a student does not have one prepared. A director may decide to alter the audition process to suit his or her needs for that individual production.*
- d. *Auditioners will provide a picture and a completed audition form to the monitor prior to beginning their audition. A picture may be taken of the auditioner at the audition itself.*

2. Call-backs

- a. Participation in a callback audition indicates the actor's willingness to accept any role in that production.
- b. A director reserves the right to format call-backs to meet the needs of a specific show or to decide to forgo callbacks altogether.

III. Casting

A. Posting of Cast Lists

1. Production directors or stage managers will post cast lists for all school productions on all call boards, including the virtual one on the website.
2. Cast lists will include the names of all characters and the student assigned to each role.
3. When cast lists are posted, the director or stage manager will give a copy to the Student Activities Director.

B. Replacing Cast Members

1. Directors may replace an actor whose professional behavior during rehearsals or performance has an injurious effect on the production. Directors will work with the actor to correct the behavior but reserve the right to remove the actor if it continues.

IV. Guidelines for Professional Decorum (Code of Conduct)

A. All participants in DGS productions are expected to conduct themselves in a professional manner. **The principle underlying all conduct should be a sense of respect for the time, efforts, and talents of everyone involved in the creative process.** Attention to this simple principle will lead to a more efficient and satisfying artistic experience.

1. All production personnel are expected to arrive at meetings and work calls on time and to be ready to work. Performers are encouraged to arrive at least ten minutes early so that they have enough time to warm up physically, mentally and vocally before rehearsal begins. Once performers and technicians have arrived at rehearsal for a call, they should not leave unless they have received permission from the stage manager or director.
2. All production personnel are expected to perform their assigned tasks with diligence and enthusiasm. Negative attitudes are counterproductive to the creative process. **This includes any negative comments posted on social networking sites (i.e. Facebook, Twitter) directed at other cast and crew members, the directors or designers or the production itself. Doing so may result in the student's removal from the show.**

3. **Cell phones and other electronic devices (iPods, iPads, etc.) are not allowed in the rehearsal space.** This includes onstage, backstage or in the house. While attending rehearsal and not on stage, students are expected to memorize lines, review blocking, review scene work, or work on other homework. **Any cell phone use to communicate with parents needs to be approved by the stage manager or director.**
4. All production personnel are expected to report problems as soon as they occur to their appropriate supervisor.
5. **All production personnel are expected to attend all rehearsals or work calls for which they are called.** Missing rehearsals for non-emergency situations will result in the possible removal of the student from the show. Emergency situations that necessitate an absence should be reported to the appropriate supervisor as promptly as possible.
6. Performers should not cut their hair or in any other way change their physical appearance without consulting their director and appropriate designer.
7. Actors should be attentive to the memorization and execution of lines, blocking, and business. Deadlines for memorization should be respected. Dancers are responsible for retaining choreography from rehearsal to rehearsal.
8. Actors are expected to wear appropriate attire for rehearsal. "Appropriate attire" means clothing that is conducive to movement and aids the actor in gaining a sense of period and character. Women may need to provide a rehearsal skirt and character shoes. Men may need to provide dress shoes and a suit coat.
9. **All production personnel should be attuned to and respectful of creating an efficient and effective work environment in the rehearsal space. Talking should be kept to a minimum and should be at a volume that will not disturb the work at hand.** Crossing in front of or otherwise obstructing the view of directors, choreographers, and designers should be avoided.
10. Performers should not appear before the audience prior to or after performance in full or partial costume or make-up, unless otherwise indicated by the stage manager.
11. Members of the running crew are expected to dress entirely in black and should not appear before the audience prior to the performance, during intermission, or after the performance in their run crew attire, unless otherwise indicated by the stage manager. Running crew should not wear jewelry that would hamper their performance.
12. In performance, performers are expected to conform to the language of the script and to the staging or choreography set in rehearsal. Additions and subtractions of words, movement, or business are unacceptable.
13. Performers are responsible for being aware of upcoming entrances. Missed or late entrances are not acceptable.

14. *Performers are expected to pay strict regard to the costume and makeup decisions of designers. No changes are to be made without consulting the designer.*

15. *Backstage noise during rehearsal and performance should be kept to a minimum and be directly related to the efficient and safe running of the show. Behavior should at all times show respect for those who are engaged in the performance and should assist in the creation of a positive and focused environment.*

16. Performers are expected to take good care of all costumes, wigs, props and set pieces. All costumes, wigs and props are to be returned to their proper place after use. No one should handle, move, or use a prop not specifically assigned to them.

17. *All performers cast in productions should provide a personal towel that can be used for post-performance removal of make-up.*

18. *Technicians are expected to take good care of all equipment entrusted to their use. All equipment should be returned to its proper place after use. Equipment problems should be reported to the appropriate crew head or foreman.*