



Production Participation Expectations – Adults & Children

There is an annual membership fee of £20 (over 18s) £10 (under 18) to be a member of the Kingsclere Players Group. **You must become a member to take part.** Membership benefits include:

- taking part in any production, in any capacity (onstage or offstage)
- discounts for attending our social events
- entitlement for you to vote on group matters at the AGM and other official meetings.

Membership runs from June through May.

Please note: Your information will be stored and processed in accordance with the Data Protection Act 2018 and the GDPR. We will process data in accordance with all applicable data protection laws.

Your rehearsal days/times for any production may vary so please check the rehearsal schedule.

A detailed rehearsal schedule will be emailed/given and attached to the production WhatsApp group before rehearsals commence.

Please ensure that you will be available for all dress/technical rehearsals and performances before accepting a part. The rehearsal details given may change. Latest information will be posted on our WhatsApp group and/or social media pages for any production.

Where possible, a copy of the script will be sent to you by email free of charge. If you require the whole script printed for you then there is a **charge of £5**. Please be aware that the director may make changes to the script as rehearsals progress. Check the Rehearsal Schedule and attend rehearsals when required. Everyone will be needed at all rehearsals as we near performance dates; some rehearsals may run to a later time –

you will be kept informed. If you are unable to attend a rehearsal for some reason, please let the Director know in advance.

Adults and KPG Members are expected to:

- Show respect for all members of the group and behave as asked. Any unacceptable behaviour may result in you no longer being a member of the company.
- Work in accordance with the KPG Safeguarding Policy.
- Take appropriate steps to ensure the safety of all children at all times.
- Sign the appropriate forms if you offer to help parents of children who are in the production who may need a lift to/from rehearsals and performances.
- Access and read the KPG Safeguarding Policy via our website (If you do not have access to the internet a hard copy will be made available on request)
- Allow use of photography and/or videos as part of the production.
- Allow yourself to be filmed or photographed during the activity, with the possibility that these photographs/media recordings may be used for social media and marketing publicity. KPG will take all steps to ensure these images are used solely for the purposes for which they are intended.

Young KPG members are expected to:

- Check the rehearsal schedule and attend rehearsals on a least one evening a week when required. Everyone may be needed more as we near the performances: some rehearsals may run to a later time - you will be told when this will happen. If you are unable to attend a rehearsal for some reason, please let the Director know in advance.
- Show respect for all members of the society and behave as asked. The Director has the right to contact parents if a child's behaviour is considered unacceptable. This may result in the child no longer being a member of the company.
- Follow the rules as set out in the Safeguarding Policy.

All Parent/Carers are expected to:

- Ensure their children do not arrive too early for rehearsals, as there will be no adequate adult supervision before the appointed time.

- Collect (or arrange collection of) their children after rehearsals or performances. It is NOT the responsibility of the society to take children home.
- Access and read the KPG Safeguarding Policy via our website (If you do not have access to the internet a hard copy will be made available on request).
- Allow the use of photography and/or videos as part of the production.
- Allow your child to be filmed or photographed during the activity, with the possibility that these photographs/media recordings may be used for social media. website and marketing publicity. KPG will take all steps to ensure these images are used solely for the purposes for which they are intended.
- All parents will be asked to volunteer as a chaperone for the/their children at least once during a rehearsal or performance **(please refer to the Safeguarding Policy)** with us.

Any production is a huge commitment by KPG both in staging the performances and in taking proper care of the adults and young people who come and take part with us. We would like to thank you for all your hard work, understanding and support that you give as we could not do any of this without it.