

**All the Nitty Gritty Details for Production Week 2020  
Saturday 14<sup>th</sup> November – Sunday 22<sup>nd</sup> November**

Everything during this week is held at Arts a Go Go! Pop-Up Theatre @ The Spot

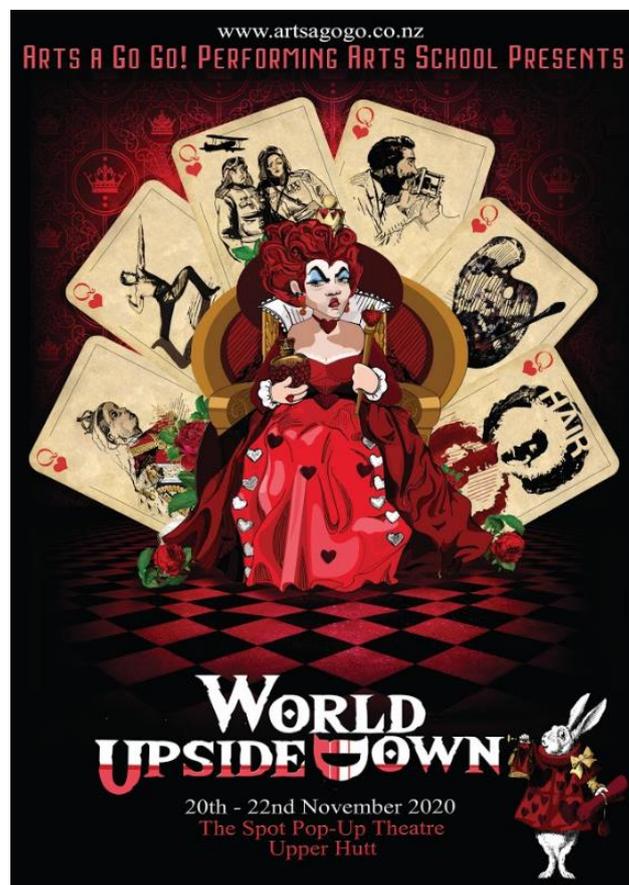
**This schedule replaces normal classes.**

You already have the theatre rehearsal schedule in your commitment notice. This notice reminds you of that same schedule plus adds in other details and hopefully answers any questions you may have.

For the smooth running of production week and to help our production team out, please read this carefully. Things will feel a bit different this year not being in Lower Hutt Little Theatre, performing on a smaller stage and splitting the show in two, but we are incredibly lucky that we can go ahead with our shows at all when so much theatre around the world cannot take place.

All key show notices can also be found on the show page at [www.artsagogo.co.nz](http://www.artsagogo.co.nz)

***For emergencies, phone Rachel 0211441641 or Kim (Rehearsal Front of House Manager) 021871991  
Ticket queries go to Joanne [joanne.roelofs@gmail.com](mailto:joanne.roelofs@gmail.com)***



## **Frequently Asked Questions and Questions You Didn't Know to Ask!**

### **What days and times does my child need to be at the pop-up theatre for rehearsals?**

Please see the rehearsal schedule below. Nothing has changed since you first received this in June, except for parents now not able to watch the dress rehearsals (Please see the note below).

#### **SATURDAY 14<sup>th</sup> NOVEMBER**

**(\*no costumes today except for certain combo students who will be notified\*)**

##### **Who is needed and when?**

**9.00am – 10.30am:** Irish Dancers

**11am-2pm:** Combo Classes

**2.30pm-3.30pm:** Musical Theatre Class

**3.30pm-4.30pm:** 3.30pm Weds Drama Class

**4.45pm-5.45pm:** 4.45pm Weds Drama Class

**6.00pm-7pm:** 6pm Weds Drama Class

**7.15pm-8.15pm:** Weds Advanced Drama Class

This is a closed rehearsal. Parents cannot watch unless they are helping.

#### **MONDAY 16<sup>th</sup> NOVEMBER**

**(\*costumes but no hair and makeup\*)**

Technical Rehearsal 1

##### **Who is needed and when?**

**4pm – 5.00pm** 3.30pm drama class

**4.45pm-6.00pm** Musical Theatre Class

**5.45pm-7.00pm** 4.45pm Weds Drama Class

**6.45pm-8.00pm** 6pm Weds Drama Class

This is a closed rehearsal. Parents cannot watch unless they are helping.

#### **TUESDAY 17<sup>th</sup> NOVEMBER**

**(\*costumes but no hair and makeup\*)**

Technical Rehearsal 2

##### **Who is needed and when?**

**4pm-5pm** Irish Dancers

**4.45pm-7pm** Combo Classes

**7.30pm-8.30pm** Advanced Drama

This is a closed rehearsal. Parents cannot watch unless they are helping.

#### **WEDNESDAY 18<sup>th</sup> NOVEMBER**

**(\*costumes plus hair and makeup\*)**

Full Dress Rehearsal: Group A

**4.00pm-7pm** Combo Classes

#### **THURSDAY 19<sup>th</sup> NOVEMBER**

**(\*costumes plus hair and makeup\*)**

Full Dress Rehearsal: Group B

**4.00pm-7pm** Musical Theatre, Weds Drama Classes, Irish Dancing

### **What is happening this year with costumes and dressing rooms?**

Because we are not in the large theatre this year, we do not have our normal dressing room set up. Performers, unless they are told otherwise, get changed at home and arrive and leave in costume. It is not traditional theatre etiquette to do this, but it is necessary this year. Your child

must arrive with everything they need for their costume, so perhaps writing out a check list would help. Can your child please bring a large t-shirt, dressing gown or shirt to wear over their costume when eating? The schedule above tells you when costumes are needed.

### **What about hair and makeup?**

Separate to this notice, you will be emailed instructions for your child's character. As explained in the commitment notice, this year we will not have our normal hair and make-up stations set up and this will be done at home for most students.

### **Do I sign my child in and out?**

Yes. Please enter through the normal conservatory doors, then sign your child in and out at the front desk in the **dance room**. (If they are old enough, they may sign for themselves.) The children then wait in the **drama room** until they are called. All visitors are also expected to scan the QR code at the door.

### **Can my child wait for me outside at the end of each rehearsal?**

No. For safety, they must wait for you inside.

### **Can parents and grandparents watch the rehearsals?**

No. The rehearsals are "closed rehearsals" unless you are helping. I had previously said parents could watch the dress rehearsals if they wish to, but due to what we now know about space and organisation, this won't be possible.

### **Will my child get to see the other classes perform?**

Since the show is split into Show A and Show B this year, the tradition of watching and supporting each other in the final dress rehearsal will not automatically happen. If your child would like to see the show they are not in, they are welcome to come along to the other group's dress rehearsal on the Wednesday or Thursday. They will need to sign in as normal in the dance room.

### **Will my child have breaks to eat?**

There isn't always a set break time, and children are encouraged to take a break in the drama room to refuel when they are not needed. Please pack a large lunch box of healthy snacks and water to sustain them for every rehearsal and on show day.

### **How do I order pizza and chips for in between shows on show day?**

This year you will be sent a link to a form to fill in and an account to deposit the money. The cost will be \$8 and will include a single sized Pizza Hutt pizza, chips and a drink. A reminder, children must bring a dressing gown or shirt to wear over their costumes when eating.

### **What does my child do while waiting in the drama room?**

Please send your child along with quiet games, activities, colouring in and devices. (They are responsible for these items) They will be supervised.

### **Can I go to the drama room to help my child get ready and/or stay with them?**

No. There are parents assigned to supervise and help your child get ready. For security and safety reasons, this is strictly enforced. Those who are helping will be wearing a security pass. If you would like to help, please contact Rachel.

### **Can I still hand in raffle money and buy more raffle tickets at the theatre?**

Yes. Please hand these in at the front desk. Please look out for the silent auctions too.

### **Dress Rehearsals start at 4pm and that isn't enough time after school to get into costume and do hair and make-up. Can they be late?**

No. For this special event on Wednesday/Thursday, can you please ask your child's teacher if they can possibly leave school early this day to allow enough time to get to the pop-up theatre ready

on time. Students with NCEA exams can arrange a later start with Rachel. We aim to finish rehearsals on time, but please know that sometimes we have to run over.

### **Where do I park?**

Please be considerate of our neighbours at all times. There is street parking on Milton St and Fergusson Dr and Upper Hutt Baptist Church across the road on Milton St is also kindly allowing us to use their car park.

### **How long is the show?**

We have not yet timed the shows, but we estimate Show A is approximately one hour long and Show B, 1 hour 15 minutes. There is no interval.

### **What Happens on Show Days?**

#### **GROUP A SHOWS**

**Friday 20<sup>th</sup> November 6.30pm**

**Sat 21<sup>st</sup> November 11.30am, 2.30pm**

#### **GROUP B SHOWS**

**Saturday 21st November 6.30pm**

**Sunday 22<sup>nd</sup> November 1.30pm, 4.30pm**

Each student will be given their arrival time on their hair and make-up instruction sheet. On arrival, they sign in at the front desk in the dance room and go straight into the drama room.

When parents and family arrive as the audience, you will enter through a separate entrance to the side of the building, through the "front of house marquee." We very much recommend using the toilet before you arrive. The limited toilets inside the building are for performers and helpers only, and a porta-loo will be set up outside for audience. Audience are not permitted to go back stage/into the performers area to use the toilet.

When your child has two shows in the one day, they stay with us in between shows and will either eat their ordered pizza or bring their own meal. For the few students who are in both Show A and B, please discuss arrangements with me for a break before the Saturday evening show.

If you are watching the 11.30am show on Saturday or the 1.30pm show on Sunday, your child can come out into the "front of house marquee" after the show to see you before we eat and start preparing for the next show. (Again, please do not come backstage unless you have volunteered and been assigned a job.)

There is no allocated seating. Please do not leave single seat gaps as each show is sold out. Each audience size is 80. We would like to start each show on time.

Arts a Go Go! will be selling drinks and treats before each show, so do look out for Helen and her team. There is no interval.

Raffle tickets will also still be available to purchase and two gift basket prizes will be drawn at the end of Show A show on Saturday afternoon and two gift basket prizes drawn at the end of Show B on Sunday evening. Please also take a bid on our silent auction items. The winning bidders will be contacted in the week following the show.

If little ones with you start crying during the show, we ask that you please take them away from the pop-up theatre until they are settled. The performers on stage have worked really hard and it can be distracting for them and hard for others to enjoy the show. It also makes filming difficult.

After the child's final show for the day, they will return to the drama room to make sure it is tidy and collect their belongings to take home. The children will then meet you in the "front of house marquee" and will sign out. (Please do not go backstage into the performers area.)

**If I hired or borrowed a costume from Arts a Go Go, should I leave it behind after the final show?**

No. Unless you have been told otherwise, please take the costume home and carefully wash it and then drop it into The Spot on costume return days - Wednesday 25<sup>th</sup> November 3.30pm-5.30pm or Saturday 12<sup>th</sup> December 1pm-2pm. (Please note the later time due to the intro class show.)

**Other Stuff**

Glass Gecko Films will be filming again this year and taking show photos. Photos will be ordered through their website and I will tell you when they are ready. Videos this year will be in the form of a digital link that you can watch or download on your device, computer or TV etc. The cost to purchase the digital video is \$25 and you will receive both Show A and Show B for this. Payments can be made into the show account and clearly referenced with your child's name and the word "video". Please allow up to 4 weeks after the show for the video to be ready. There is to be no other filming or photography in the theatre of any sort, including on cell phones.

Please turn off your cell phone in the theatre. (It also interferes with sound channels.)

Please look out for the display of writing from Hannah's "Creative Writers" class in the front of house marquee.

If you have volunteered for a job, you will receive a roster. We will not be needing baking this year.

**What happens for my child at Arts a Go Go! after November 22nd?**

Normal class timetable does not continue after the show.

**Wednesday 25<sup>th</sup> November**

3.30pm-5.30pm: Costume return for borrowed/hired costumes. Please carefully wash first.

4.30-5.30pm: Student working bee at The Spot. Many hands make light work.

**Saturday 28<sup>th</sup> November**

11am-12pm Christmas Parade Rehearsal at The Spot

(For those who wish to take part.)

**Saturday 5<sup>th</sup> December**

5.30pm-7.30pm Party and Prize Giving at The Spot

(All welcome. Please bring a plate. Please don't try to return costumes at this time.)

**Sunday 6<sup>th</sup> December**

Upper Hutt Christmas Parade 3pm – theme is Kiwi Christmas so you are welcome to start thinking about costumes!

(Details will be given at the rehearsal for those who are taking part.)

**Saturday 12<sup>th</sup> December**

1pm-2pm Final costume return for borrowed/hired costumes. (Time is later than on the original notice.) Please carefully wash first.

**Thank You**

Thank you very much for your support. We know having your child involved in a show like this is a lot of work on your part. At Arts a Go Go! the process is just as important as the final product - rehearsing hard, learning performance etiquette, being part of a show backstage and practising teamwork is a huge part of this life experience. We hope you enjoy the shows!

Rachel, Hannah, Stu, Holly, Shannon and the Team

***For emergencies phone Rachel 0211441641 or Kim (Rehearsal Front of House Manager) 021871991***

***Ticket queries go to Joanne [joanne.roelofs@gmail.com](mailto:joanne.roelofs@gmail.com)***