

## WORKSHOP GUIDELINES

### Workshop Information

- Workshops will be on October 10th and October 17th and will start at 12:30pm and end following the performance which will begin at 4:00pm. The performances will last between 10 and 15 minutes.
- We are limiting actors to twelve per workshop session, aged eight to 18.
- Actors should bring at least one bottle of water with them for the afternoon; a snack and drink will be provided mid-afternoon. Bathrooms will be available for use during the workshop and the performance.
- As we will be outside, weather appropriate clothing should be worn. No flip flops or other open-toed shoes. Tennis shoes or other laced up shoes are encouraged.
- Phones can be brought, but must be put away except during the break period.
- The workshop will have the following schedule:
  - 12:20-12:30pm--Drop off
  - 12:30-12:45pm--Welcome, introductions, review of expectations
  - 12:45-1:00pm--Warm up, games
  - 1:00-2:00pm--Read-through; work on characters, blocking
  - 2:00-2:15pm--Break, snack
  - 2:15-3:00pm--Work on costumes, make masks
  - 3:00-3:30pm--Blocking, run throughs
  - 3:30-3:50pm--Final run through with masks and costume
  - 4:00pm--Performance; following the performance the children will be escorted from the stage area to their families in the audience
- The workshops will be run by Susan McCrea, Artistic Director of Smiles and Frowns Playhouse, and Michelle Wood, a member of the Smiles and Frowns Playhouse Board and professional stage manager, most recently working with Temple Theater in Sanford where she was also responsible for the summer children's educational program.
- No actor will be allowed to attend the workshop without completing all necessary forms and paperwork prior to the day of the workshop. The forms will be available on the website: [smilesandfrowns.org](http://smilesandfrowns.org) under the cast/crew tab and will include a registration form/parent contact form, a medical release form, a photographic release form, and a statement of good health. Please print the forms, complete them, scan them, and email them to Susan McCrea at [smccreasfplayhouse@gmail.com](mailto:smccreasfplayhouse@gmail.com) or make arrangements to deliver them in some other fashion prior to the day of the workshop.
- All actors will be able to take home their costume mask as a memento of the day's activity.
- In the event of inclement weather, a decision will be made by 9am on the morning of the workshop. A single rain delay date has been set for October 24th.

## COVID Requirements

- Parents must be able to attest to the good health of their children when dropping them off for the workshop. The following questions must be answered in the negative for children to be able to attend the workshop:
  - Has your child had close contact (within 6 feet for at least 15 minutes) in the last 14 days with someone diagnosed with COVID-19, or has any health department or health care provider been in contact with you and advised you to quarantine?
  - Does your child currently have fever, chills, shortness of breath or difficulty breathing, new cough or new loss of sense of taste or smell?
  - Has your child been diagnosed with COVID-19 or had any of the above-listed symptoms within the last 14 days?
- All actors must wear a cloth mask that covers the nose and mouth at all times except when actively eating or drinking,
- At all times during the workshop appropriate social distancing will be practiced. During snack/break time 6ft social distancing will be strictly enforced.
- Upon arriving for the performance audience, members will be directed to the appropriate places to set up their own chairs or blankets for viewing to maintain adequate social distancing between household groups. No seating will be provided.