



**Haven Academy of the Arts**  
**Registration Packet: *Haven Cabaret, Spring 2019***

Welcome to our Haven Cabaret Program! We are thrilled to introduce this brand new teen program for our intermediate and advanced performers. Our Haven Cabaret program is built specifically to fill the seasonal gap for our older students and to give them an environment where they can continue to grow and prepare for our larger scale productions. We can't wait to see the ways in which our Haven Cabaret program challenges and helps our teenagers sharpen their craft while allowing them the opportunity to study year-round here at Haven.

Director: Rebekah Kellaway  
Choreographer: Ashley Chaney  
Music Director: Gianna Summers  
Grades 9 through age 21  
Inaugural Cast Tuition: \$295

**Group Auditions: Monday January 28th 4:00-6:00 PM**

Rehearsals: Mondays 4:00-6:00 PM, beginning 2/4

Performance (with Haven Children's Choir and Haven Community Chorale): 5/10 at 7:00 PM

Come hone your vocal and dance skills in a special musical theatre intensive program designed for our intermediate and advanced high school and college students. Cabaret numbers will be focused on large-scale ensemble numbers that push our performers to the next level. Performers will take on material from shows like *Dear Evan Hansen*, *Hamilton*, and many more. Get ready to take your performing skills to the next level!

*\*Please come prepared to sing and dance. Students will learn a short dance combination to assess dance technique level. Students will also learn a choral ensemble number to assess vocal technique, experience reading music, and ability to hold down harmonies.*

*Group auditions will be used to place our cabaret performers in a rehearsal group and assign solos and featured roles in numbers. All who audition will participate in the Cabaret.*

We hope to see your smiling face at auditions. May you feel blessed as you explore all the wonderful benefits a Haven Academy program has to offer!

Rebekah Kellaway  
Artistic and Managing Director, Haven Academy of the Arts



# Haven Cabaret, Spring 2019 Registration Form

*Complete this form and bring to the first day of rehearsal.*

Student's Name: \_\_\_\_\_

Parent(s): \_\_\_\_\_

Age: \_\_\_\_ Birthday: \_\_ / \_\_ / \_\_ Grade: \_\_\_\_\_

Student's T-Shirt Size (eg. Adult Small) : \_\_\_\_\_

Please list any performing experience:

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Please list *any* potential conflicts that might interfere with the rehearsal schedule. This includes vacations, sports, school commitments, etc.

Conflicts listed will be considered "excused" at the discretion of the director. Additional conflicts after casting must be cleared by the director. Additional conflicts may result in lost stage time and/or forfeiting your role.

***NO dress rehearsal or performance conflicts permitted.***

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***A note about contact info:***

Our Haven office uses the contact info provided in your online Haven account for emails and phone calls. Should you wish to have your emails sent to a specific email address, please feel free to change your email associated with your online account at any time.



## Cast Member Rehearsal Contract

### *Haven Cabaret, Spring 2019*

Conflicts listed on page 2 of this Registration Packet will be considered “excused” at the discretion of the director. Additional conflicts after casting must be cleared by the director. Additional conflicts may result in lost stage time and/or forfeiting your role.

***NO dress rehearsal or performance conflicts permitted.***

#### **Rehearsals:**

Monday 1/28 4:00-6:00 PM

#### **Rehearsals:**

Mondays 4:00-6:00 PM, beginning 2/4

NO rehearsal 4/1 (Aladdin Tech) or 4/15 (Spring Break)

#### **Dress Rehearsal:**

Wednesday May 8th 3:45-6:00 PM

#### **Performance**

(Joint performance with Haven Children’s Choir and Haven Community Chorale):  
5/10 at 7:00 PM at OCF Church Auditorium (5:00 Call time)

#### **As a Cast Member, I commit to...**

Attend all rehearsals beginning Monday 2/4 unless I am sick or have indicated a conflict on my audition form.

Additionally I commit to attending Dress Rehearsal and understand that **NO** conflicts are permitted. If a last minute conflict (aside from serious illness) prevents me from attending the dress rehearsal, I understand I will not be permitted to perform.

Participate in the 5/10 performance.

X \_\_\_\_\_

*(Cast Member Signature)*

X \_\_\_\_\_

*(Parent Signature)*



## **Cast Member Expectations** *Haven Cabaret, Spring 2019*

Theatre is about fun. But it is also about learning discipline, work ethic and respect. Parents, please take a look at the expectations below and review them with your child.

### **CAST MEMBER EXPECTATIONS**

- Bring your script to each rehearsal
- Wear comfortable clothing you can dance in (sweats, pjs, leotards, etc.)
- Wear dance shoes or tennis shoes (no flip flops)
- Arrive on time
- Support and encourage your fellow cast members
- Pay attention and listen when a Haven staff member is speaking
- Respect the rehearsal facilities
- Keep language and conversation appropriate
- Clean up after yourself
- Memorize all lines, lyrics and dances on time
- Never touch another cast member's prop or costume
- Sport a good attitude, always
- Always give your best
- Read the announcement board at the sign-in table at each rehearsal
- Contact the director if you are sick or unable to attend a rehearsal: (310) 504-4132

### **MAKE-UP POLICY**

Material from missed rehearsals can be made up only at the discretion of the director. If you miss rehearsal for either an excused or unexcused absence, please contact the director for make-up instructions. Make-ups may require a paid private with either the choreographer or choreographer's assistant. Occasionally, we will not be able to accommodate a make-up due to limited rehearsal time and/or nature of the missed content.

### **SOCIAL MEDIA AGREEMENT**

I understand that Haven has a zero-tolerance policy for unkind words spoken about other cast members on social media platforms. I understand that this includes discussing casting choices either publically or in group chats on platforms like Facebook, Snapchat, or Instagram, as you never know who might be hurt through my comments. I will only post and share photos or videos of cast members rehearsing or performing if I have their permission. I recognize my responsibility in the Haven community to create a safe environment for my fellow cast mates and agree not to engage in any kind of cyber bullying. I understand that if I choose not to abide by Haven's social media policy that I will be asked to leave the cast.

### **As A Cast Member, I...**

**Have read and agree to abide by the above expectations.**

**Have read and understand the Make-Up Policy.**

**Have read and understand the Social Media Agreement.**

X

\_\_\_\_\_  
*(Cast Member Signature)*



## Parent Expectations and Policies *Haven Cabaret, Spring 2019*

### **PARENT EXPECTATIONS**

Check your e-mail for weekly updates

Drop off your child on time; please do not drop your child off more than 10 minutes before rehearsal

Pick up your child on time

### **A NOTE ABOUT TUITION**

Please note that tuition is due at the time of online pre-registration.

### **REFUND POLICY**

Should you choose to withdraw from the choir, you must communicate your request for a refund, in writing, BEFORE 1/28. After 1/28, there are no refunds. **Please note that there is a non-refundable \$50 registration fee.**

### **SIBLING DISCOUNT**

Sibling discounts are available at the time of online registration using a coupon code when you register multiple children. Sibling discounts are as follows:

First child- full price

25% off second child's tuition

50% off third child's tuition

If full price tuition for multiple children is not a financial hardship for you and your family, you are welcome to donate back the difference for a tax write off.

### **LATE PICK UP FEE POLICY**

For late pick-ups, a 5 minute grace period will be extended, but after that time, you will be charged \$1.00 per minute late per child.

Please note that there is a maximum late pick allowance of **two times**. After two late pick-ups, your child will be dropped from the roster and tuition will not be refunded. Your child may return for the following season's class or workshop.

**As a Parent, I ....**

**Have read and understand the Parent Expectations**

**Have read the note about tuition**

**Have read and understand the Refund Policy**

**Have read and understand the Late Pick-Up Fee Policy**

X \_\_\_\_\_  
(Parent Signature)



## Medical Release

Child's Full Name \_\_\_\_\_

Child's Age \_\_\_\_\_

Parents' Names \_\_\_\_\_

Parent's Cell Numbers \_\_\_\_\_

Name & phone number of person to contact in the event that the parent/guardian cannot be reached in an emergency

\_\_\_\_\_  
\_\_\_\_\_

In the event that I cannot be reached in an emergency, I hereby give my permission to the physician or dentist selected by the representative of Haven Academy of the Arts to secure proper treatment and/or hospitalization, an injection, anesthesia, or surgery for my child as deemed necessary. The signature of the parent or guardian below is intended to serve as a medical release. It is understood that this authorization is given in advance of any specific diagnosis, treatment or hospital care required and to provide authority and power on the part of a Haven agent to give consent to any and all such treatment and hospitalization deemed advisable. This authorization is to be effective from January 28<sup>th</sup>, 2019 through May 10<sup>th</sup>, 2019.

### **LIABILITY CLAUSE**

I understand that Haven Academy of the Arts carries only liability coinsurance (secondary insurance). Should my child become injured at a Haven Academy sponsored event, I understand that my own family medical insurance will be billed first. Should my insurance not cover all necessary medical costs, I understand that Haven Academy's insurance policy dictates that I am solely responsible for the difference.

Parent or Guardian's Signature : \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_



## Photo, Video, and Website Release Form (New Students Only)

Dear Parent or Guardian:

On occasion, representatives from the Haven Academy wish to photograph, videotape or interview students in connection with Haven Academy programs or events. Educating the public about Haven Academy is one of our objectives. The entire community benefits from knowing about the abilities of our students and about the programs Haven Academy offers to the children in our community.

In order to release student photos, video footage, comments or to post items on the Haven Academy website, we need your written permission.

To give your consent, please complete the form below.

I, \_\_\_\_\_, parent/

guardian of \_\_\_\_\_, give permission for my child to be photographed, videotaped and interviewed by representatives from Haven Academy for the purpose of publicizing the educational programs at Haven Academy. I authorize the use and reproduction, by Haven Academy and anyone authorized by Haven Academy, of any and all photographs, videotapes and interviews taken of my child, without compensation to me or my child. All of these photographs, videos and interviews shall be the property, solely and completely, of Haven Academy. I waive any right to inspect or to approve the finished photographs, videotapes, sound tracks, scripts and printed matter that may be used by Haven Academy.

Date: \_\_\_\_\_

Parent or Guardian Signature: \_\_\_\_\_

Address: \_\_\_\_\_

**OR** \_\_\_\_\_ I am 18 years of age or older and I give my consent without reservations to the foregoing on my own behalf.

Signature: \_\_\_\_\_

Address: \_\_\_\_\_