



Big Box Youth Theatre
Drama
Dance
Music
...Fun

Members Welcome Pack

Affiliated to NODA

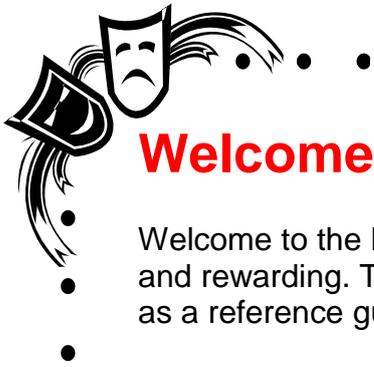
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SERVING AMATEUR THEATRE SINCE 1899

Mark Jones: Chairperson
5 Glanton Way, Arnold, Nottingham NG5 8SN
Phone: 07914 670 303

Web: www.bigbox.org.uk
email: bigboxyt@virginmedia.com





Welcome

Welcome to the Big Box Youth Theatre. We hope your time with the group is enjoyable and rewarding. This handbook pack should give you all the information you need and act as a reference guide for you, should you need it.

History of the Group

Big Box Youth Theatre Group was originally part of the Nottingham Operatic Society, and its origins go back to the 1970's. In 1974 The Nottingham Operatic Society's show was Lionel Bart's 'Oliver' and the cast and committee at that time had their first experience of auditioning large numbers of children. Not only were the numbers of applicants outstanding, but also the talent. The enthusiasm shown on stage by the children was such that a small number of dedicated members, including four members of the Cast Committee, agreed that it would be of value to the Society to harness the young talent and form a junior group.

A Resolution was passed and a Committee elected, and the rest as they say 'is History'.

The first three shows under the Musical Direction of June Johnson, all made money for the junior group, giving them the opportunity to start performing professionally written material from 1978

The junior group changed its name to the 'Nottingham Operatic Society (NOS) Youth Group and performed the following shows:

1975	Open a New Window	1991	The Dracula Spectacular
1976	Treasure Map	1992	Hans Christian Andersen
1978	Ring O'Roses	1993	Annie
1979	Viva Mexico	1994	Salad Days
1980	The Boyfriend	1995	A Musical Celebration of 20 years & Who's Game for Murder?
1981	Calamity Jane	1996	The Boyfriend
1982	Free as Air	1998	Come and Hear the People Sing
1983	Half a Sixpence	2005	Little Mary Sunshine
1984	Love from Judy	2006	Annie
1985	Oliver	2007	Thank you for The Musicals
1986	Oklahoma	2008	Bugsy Malone
1987	No No Nanette	2009	Seussical Jnr
1988	Bugsy Malone	2010	West Side Story
1989	Charlie Girl	2011	Summer Holiday
1990	Bye Bye Birdie		

In 2012 the Youth Group took on its *New* title of 'Big Box Youth Theatre' and under its new name has performed:

2012	Alice in Wonderland Jnr
2013	Brooke Bond's First Case, & The Hysterical History of The Trojan War
2014	Robin Hood- The Pantomime, & Into the Woods

There have been some outstanding performances over the years, with many of the group's members going on to join the Senior Societies, and many who now work in all areas of performing arts.

In Recent Years the Youth Group has been nominated by NODA for 'Best Youth Production' for Buggy Malone, West Side Story, Summer Holiday and Alice in Wonderland Jnr. Winning the title in 2008 for Buggy Malone and 2010 for West Side Story



NODA

www.noda.org.uk

Big Box Youth Theatre is affiliated to NODA

The National Operatic and Drama Association (NODA) was founded in 1899, and is the main representative body for amateur theatre in the UK. Its Patron is Lord Lloyd-Webber, and it is a registered charity

NODA has a membership of 2500 theatre groups and approx. 3000 individual theatre enthusiasts throughout the UK. staging musicals, operas, plays, concerts and pantomimes in a wide variety of performing venues, ranging from the country's leading professional theatres to tiny village halls.

NODA is divided into eleven regions, each headed by a regional councillor, supported by a network of regional representatives. Big Box is part of the East Midland Region, Our local representative is Matt Fry

There is a broad spectrum of ages involved in amateur theatre nationwide, from an increasing number of youth groups to adult companies which meet the needs of all levels of both performers, whether dramatic or musical, and enthusiasts involved backstage, front of house or in administration.

NODA aims:

- To give a shared voice to the amateur theatre sector
- To help amateur societies and individuals achieve the highest standards of best practice and performance
- To provide leadership and advice to enable amateur theatre to tackle the challenges and opportunities of the 21st century



AWARDS

Each year the Youth Group has presented its members with the opportunity to win awards that not only celebrate their achievement, but also their dedication. The following awards are presented



Centre Stage Award

The principle aim of the Centre Stage Award is the encouragement of young theatrical talent. The award shall be given annually to the member who, in the opinion of the Committee ***in consultation with the Production Team***, has shown significant promise in performance. In deciding the award, consideration should also be taken of the attitude and co-operation of the members at rehearsal

Out the Box Award

The aim of the Out of the Box Award is to recognise the good membership of the youth group. The award shall be given annually to the member(s) who in the opinion of ***the Committee*** has/have shown outstanding qualities of loyalty, enthusiasm and co-operation over a significant period of time. The Award will be made only once to any particular member

Big Box Buddy

This award is chosen solely by the ***youth membership*** (acting and non-acting) Its aim is to recognise the member who in the opinion of the membership is an All-round team player and they feel deserves recognition for their hard work, for being supportive and encouraging of their peers, and a good role model

NODA Long Service Awards

Youth Certificates are awarded to members for every 3 years of service. Members are eligible for certificates from age 8-20 years.

HOW CAN YOU HELP?

Big Box is essentially a voluntary run youth group, and as such support from its members and also parents and guardians is essential, so why not get involved:-

- ❖ Could you become a member of the Committee?
- ❖ Offer some of your time during rehearsal and help supervise, run the tuck shop / teas and coffees (you will need a current DBS/CRB)
- ❖ Can you help with building and painting parts of the set?
- ❖ Are you handy with a sewing machine or able to do a spot of shopping for costumes or props?
- ❖ Can you help at 'Front of House' or Raffle and Refreshments during the show?
- ❖ Are you able to help chaperone at rehearsals or shows (you will need a current DBS/CRB) ?

If you would like to help please inform a member of the committee who will include your details on our contact list ****Don't forget we always need help to sell Tickets**

REHEARSAL SESSIONS

The sessions take place weekly on a Tuesday evening from 6.15-8.45 pm, September to July.

We aim to follow the school term timetable as much as possible, although there may be some slight local variations

The venue will be: **Arnold Hill Community Centre, Gedling Road, Arnold, NG5 6NZ**

The format of the sessions will be rehearsal based with some warm-up and workshop exercises. Please make sure that each young person wears suitable footwear for dance and physical acting work. As there may be a lot of floor work it is also advisable to wear suitable clothing. It is also a good idea to bring a water bottle and may be a towel

A tuck shop is provided during break times with items from 10-50p

For insurance reasons, the leaders can only be responsible for the young people during the session times. Therefore please aim to collect your son/daughter on time. We do of course understand that there are unforeseen circumstances; -if you do find yourself running late, please contact one of the leaders to let us know.

Please also be aware that nearer show and production times we may need to add in extra rehearsals. You will be informed of the rehearsal schedule as soon as possible.

ABSENCE FROM REHEARSAL

If you could inform the production team as soon as possible when members will be absent from rehearsal due to holidays, school activities etc.as this will enable rehearsal schedule to be built around their absence and for their details to be recorded onto the register.

Should your child be absent due to sickness, please contact the session leader as soon as possible, so rehearsal can be amended if needs be.



BIG BOX Committee

The Youth Group Committee currently consists of production team, parent helpers and dedicated friends.

The Structure of the Committee is as follows:

Hon. Business Manager
Hon. Treasurer
Hon. Secretary
6 General Members

A Chairperson is elected at the first Committee meeting of the Year.

To be eligible to stand for Committee the nominee must be at least 18 yrs. at the time of the AGM. It is by no means necessary to have a musical or theatrical background to be a part of the committee, just a little dedication and a bit of spare time☺.

For matters of continuity, the main officers of the committee are asked to stand for 3 years in post, but the general members need only stand for 1 year, at the end of which they may then re-apply for re-election

The Committee aims to meet about every 6-8 weeks, but this can vary depending on the proximity to shows and productions, it is not essential to attend every meeting, -life happens!!

Contact Details:

bigboxyt@virginmedia.com

Big box mobile: 07914 670303

Current Committee members:

Mark Jones	-Business Manager / Chair
Nicky Gaughan	-Hon. Treasurer
Anne Jones	-Hon. Secretary
Liz Fitzpatrick	General member
PJ Gaughan	General member
David Hails	General member
Vernon Lloyd	General member

Production Team:

Liz Fitzpatrick
David Hails
Ami Fitzpatrick



Find us on Facebook

Web www.bigbox.org.uk

FINANCE AND SUBSCRIPTION INFORMATION

As we are sure you are aware, the youth group cannot go ahead unless we have sufficient funds to cover the expenses that it will incur as a result of licensing agreements, rehearsal rooms, theatre costs etc.

Annual Subscription

The Annual Subscription will be £30.00 (£15.00 for non-acting members) and should be paid by the end of September. Cheques should be made payable to 'Big Box Youth Theatre' with your child's name on the back, and attached to a completed application form.

Weekly Subscription

There will be a weekly charge of £3 (subs) that covers the cost of the hire of the rehearsal room.

This will be paid at the beginning of the rehearsal to the registrar who will also complete a register of attendance for Health & Safety Purposes. Should you wish to make block payments, please see Mark Jones to make arrangements?

MEDICAL ISSUES

Should your child suffer from any medical ailments, i.e diabetes, asthma etc. or is currently taking any medication, can you please declare this information on the membership form, or inform a member of the committee accordingly.

DATA PROTECTION

In accordance with the Data Protection Act, all information provided to Big Box will be held in confidence and will not be released without your permission except when required by law to do so.

CHILD PROTECTION

In accordance with the Child Protection Act and Safeguarding Children/Vulnerable adults, Big Box are required to work pro-actively within the appropriate procedures and guidelines that enable us to meet the national objectives . Taking this into consideration, should any member wish to discuss this further or raise concerns, we would appreciate it if you could contact a member of the Committee. Should you wish to view our Child protection Policy, please do not hesitate to speak to one of the Committee.



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STUDENT COMMITMENT

When attending rehearsal and Youth Group sessions, in order that they be productive and enable students to learn, the following commitment is required:-

- ❖ Prompt arrival so we can use the whole session
- ❖ Dress appropriately – suitable footwear should be worn at all sessions for dance
- ❖ Mobile phones switched OFF
- ❖ No chewing gum
- ❖ Listen to the group/team leaders instructions or questions, please don't interrupt. Disruptive and rude behaviour will not be tolerated
- ❖ Lines and songs to be learnt by given dates
- ❖ Holiday dates to be notified as soon as possible to organise rehearsal schedules (important for all, not just principal roles)
- ❖ Children are not to be dropped off prior to sessions without first making sure rehearsal is taking place, or that someone is there to supervise
- ❖ Bullying will not be tolerated and appropriate action will be taken against those who perpetrate it.

Our commitment to you is through teaching and shared experiences in order to develop the skills of all members and further your interests to perform. It is our aim to always act in your best interests and to encourage your involvement in a pleasant supportive environment. We look forward to our partnership with you.

Agreeing to become a member and signing the application form automatically confirms the parent's and member's commitment to this agreement.

Thanks,



Big Box Youth Theatre

Your Help Is Needed

We are very grateful for all the support we receive from parents and relatives. If you would be interested in helping the youth theatre, please complete the form below and return to a Committee Member:-

NAME:	
ADDRESS	
PHONE	
MOBILE	
E-MAIL	
NAME OF MEMBER	

Have you had a DBS check done in the last 3 years? *NO/ YES (please provide a copy)

Do you hold a current First Aid Certificate? *NO/ YES (please provide a copy)
 (*Delete as applicable)

Please indicate (✓) below in what areas you would be able to help:-

Support at rehearsals (requires DBS)		Front of House	
Backstage Supervision (requires DBS)		Building of Scenery	
Wardrobe/Costumes		Painting of Scenery	
Lighting/Sound		Administration	
Programme design		Fundraising Activities	

Other _____

A Committee Member will contact you to discuss your role. Please note support roles require in-house training, i.e. Child Protection & Fire Evacuation

Thank you for your valued help and support.

Signed _____

Date _____



Big Box Youth Theatre Membership Form 2014/15

Please complete and return to rehearsal with £30 annual membership fee (cheques made payable to Big Box Youth Theatre)

Please note the information requested below is given in confidence & will NOT be released without permission, except when required by law to do so.

NAME:		
ADDRESS:		
PHONE:	PARENT/GUARDIAN	
	MEMBER	
MOBILE:	PARENT/GUARDIAN	
	MEMBER	
E-MAIL:	PARENT/GUARDIAN	
	MEMBER	
DATE OF BIRTH:		
MEDICAL CONDITIONS		
UNIQUE PASSWORD		

I give my consent for my child to become a member of Big Box Youth Theatre. I am signing my agreement with the Youth Theatre set of rules that was attached to this form.

I understand that the leaders are only responsible for my child during session times & that if for any reason there is a problem with my child being collected on time, I will contact the session leader ASAP and make alternative arrangements. Should another family member or friend collect my child they will use **the Unique Password** above & I understand that they may be required to produce relevant ID.

I acknowledge data will be stored on my child and will be destroyed in accordance with the data protection policy when they finally leave the society.

I **do/do not*** consent to the use of photos of my child in the promotion of Big Box Youth Theatre (e.g. programme, show displays, newspapers, website etc)

(*delete as applicable)

Signed (Parent/carer) _____

Please print name _____ Date_____