

**Stephen F. Austin High School**  
**Theatre Arts Department**

**Red Dragon Players Production Handbook**



**RED DRAGON PLAYERS**

*Excellencia consuetudo est*

The purpose of this handbook is twofold: 1) to introduce new theatre students to the department's customs and traditions, and 2) to serve as a ready reference text for returning students to review their duties each year. As your official guide for all activities concerning productions, it contains information of prime importance to those who hope to work effectively in the department. Complete familiarity with its contents is the first requisite for those students who are genuinely interested in learning the art of theatre.

**The last page of this handbook is a acknowledgment that has a place for the student's signature and that of his parent(s). It is MANDATORY that every student and parent involved in any production sign and return his or her signed sheet.**

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# DIRECTORS' LETTER TO STUDENTS

Dear Students,

In order to achieve success in our endeavors at Stephen F. Austin High School, it is of primary importance that we make a firm commitment to quality in every production. Excellence is habit. Intense pride should be manifested in our department and should burn brightly in our performances.

Bear in mind that you as an individual can, and will, control your own destiny in this department. You are but one link in the chain of success, and if you fail to do your part then the chain cannot be strong. You will be pushed to do your best; we expect you to work consistently, try hard, obey the rules and cooperate fully with your directors and fellow performers. This will be made easier if you remember the following:

## **A Short Course in Human Relations**

The six most important words: I admit that I was wrong.

The five most important words: You did a great job.

The four most important words: What do you think?

The three most important words: Could you please . . . ?

The two most important words: Thank you.

The most important word: we.

The least important word: I.

It is a good philosophy. You are encouraged to embrace it.

On a personal note, we want to thank you in advance for the hard work you give to this department and to us. We love you dearly and consider ourselves lucky to be your teacher. Let's have a great year!

Sincerely,

Mr. and Ms. Dragoo,  
AHS Theatre Directors

# DEPARTMENT CUSTOMS AND TRADITIONS

## I. ATTENDANCE AND PUNCTUALITY



- A. It is a custom of this theatre that you never miss a rehearsal, a performance, a crew meeting, or a strike. You should accept this rule without hesitation. Unexcused absences from a dress rehearsal or performance will result in a demerit, and will likely prevent you from being cast in other productions at Austin High. Two (2) unexcused absences or three (3) unexcused tardies may be considered cause for dismissal from the company.
- B. If you have a valid reason for missing a call, you should notify the director **at least two days in advance** so that the rehearsal schedule can be changed without problems. If you should have an emergency absence the day of the rehearsal, you should **first contact your director at The Larry D. Preas Theatre (414-7311)**. As an insurance measure, you should then call the show's Stage Manager. An emergency is defined as a serious illness, a death in the family, or a serious injury. You should not be in a production if you have a job that interferes with the rehearsal schedule. If you are actively involved in numerous after-school activities, you should notify the director **IN ADVANCE** concerning the days and times you will miss or be tardy to rehearsal. **Be sure to write all rehearsal time conflicts on your audition application form. Misrepresenting yourself and your obligations is grounds for immediate expulsion from the company.**
- C. **Be on time every time.** In this department, there is no rule more sacred than this one. If you are even one minute late to rehearsal, you are still late, and will be fined. The later rehearsal begins, the later we will work. Keep in mind that if you are early, you are on time. If you are on time, you are late. If you are late, you are in trouble.
- D. During the rehearsal period for a show, **your first obligation is to your grades and then to the show. If you do not pass all classes, you cannot perform.** This is a state law! Grades will be checked before casting and during the rehearsal period.

## II. THEATRE COMMUNICATION CHANNELS



- A. **Callboard.** The callboard is located inside the wooden, double-doors on the west side of the theatre. This is where all calls and announcements are posted for auditions, rehearsals, crew meetings, and other departmental activities. (Personal notes should be left on the other board, in the allocated space.) **You are responsible for checking the callboard DAILY during the course of a production.**

- B. **Announcements.** Besides watching for messages on the callboard, you are responsible for listening to all announcements made on the school intercom system and on K-AHS, the school's video news program.
- C. **Yahoo Group.** Each member of the theatre department is asked to join the Red Dragon Players Yahoo Group. This will give you access to our calendar, files, photos, and weekly updates.
- D. **www.RedDragonPlayers.com.** Our website is always current and has valuable information for students, parents, and faculty members.
- E. **Email.** All students should check their emails daily for information from the directors.
- F. **Facebook.** You can keep up to date by joining us on Facebook.

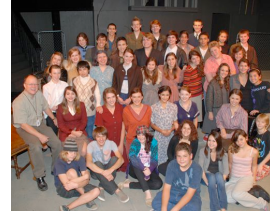


### III. REHEARSAL SCHEDULE



- A. Unless otherwise noted, night rehearsals will be from 6:00 p.m. until 8:30 p.m., and afternoon rehearsals will be from 4:30 p.m. until 7:00 p.m.
- B. Rehearsal is over when the director dismisses you, not when your parents arrive to pick you up! Every effort will be made to release you on time. **If you need to leave rehearsal early, please advise the director at least one day in advance.**
- C. A production will undoubtedly necessitate some weekend rehearsals. Saturday rehearsals usually begin at 9:00 a.m. and conclude at by 12:00 p.m., although some workdays last until 5:00 p.m. Sunday rehearsals will normally begin at 2:00 p.m. and conclude by 5:00 p.m.
- D. During the last week of production before opening night, we will likely stay late due to technical and dress rehearsals. On Saturdays, a dress rehearsal may last until 5:00 p.m. or even later. **Be prepared to stay the length of these important rehearsals. No one will be allowed to leave until after notes are given.**
- E. You are required to be present for the beginning of every rehearsal, unless told otherwise by the director. Rehearsal schedules are usually given out in two- or four-week blocks so you will know the exact dates and times you will be needed. **Remember to keep up with your rehearsal schedule.**

- F. A production officially begins with the Company Meeting and ends with Strike, a day or two after the final performance. Strike is the general clean-up of the theatre space and restoration to its original form, including returning all props and costumes, removing and breaking down the scenery, and taking down all the lighting equipment. **Attendance at both the Company Meeting and Strike is mandatory! If you choose to miss the Company Meeting and/or Strike, you will not work in this department again. Furthermore, students enrolled in Theatre Production class will have a 20-point reduction of their semester grade in the event they choose to be absent.**



#### IV. THE COMPANY

##### A. Auditions and Casting

1. Auditions are open only to students enrolled in a theatre course that meets during regular school hours. The only possible exception to this rule is auditions for musical, which may open to the entire school.
2. Auditions may be prepared monologues, cold readings, improvisations, or any combination of these. There will usually be a day or two of invitation-only callbacks. Final casting will be posted on the callboard.

##### B. Selection of the Company

1. Selection of the production staff is based on the number of people needed for the crews, the abilities of the students selected and the variety of experience they have had in production.
2. Selection of the cast is based on the particular acting demands made by the play being produced, the ability an actor reveals in auditions, the need of the individual in terms of growth, and his or her past record on stage. This is a subjective area; please realize that your director does what he or she truly believes is best for the play.
3. The director will not answer inquiries about his/her casting. To question the director's choice of actors is unprofessional.
4. The names of the entire company will be posted.
5. **A student shows acceptance of the assignment by initialing next to his or her name.** Once you initial beside your name, we expect you to honor your commitment by being a productive member of the team. Quitting because you didn't get cast or didn't get a large role is

unprofessional, unacceptable, and -- quite simply -- wrong. **PLEASE CONSIDER CAREFULLY BEFORE INITIALING THE COMPANY LIST!**

- a. Regardless of the job, everyone is of equal importance.
- b. All company assignments are tentative. Any member of the company may be reassigned or dismissed at any time by the director if it is deemed to be in the best interest of the production.

### C. **Responsibilities**

The performance organization is made up of production staff that is arranged in a hierarchy. Each position has certain requirements and certain people to whom they must answer. The hierarchy in our organization includes the following positions: Director, Stage Manager, House Manager, Crew Heads, Crews and Actors. (A diagram showing the chain of command can be found in the back of this packet. There, you will also find an example of the proper pre-show procedure for some crews.) Please understand that when something goes wrong, nine times out of ten it is because someone failed to follow the proper chain of command. Know your job. Do it well.

#### 1. **Stage Manager** (reports to the Director) **The Director may fill this position prior to auditions.**

The Stage Manager's primary goal is to be on top of the production at all times. Of all the students connected to the show, the Stage Manager has the most complete picture of what is going on as she or he is present at all meetings and rehearsals. The Stage Manager should seek to serve the Director and the production at all times. She or he **NEVER** betrays the confidence of the Director by telling others what has been said, etc. This position requires that the person develop a poised, calm demeanor that is professional and supportive of the artistic process. The Stage Manager:

- a. assists the Director in the conducting of auditions and photo calls by organizing scripts, keeping track of names, calling up the next actor, etc. He or she also prepares all necessary forms and collects these forms from the actors.
- b. distributes scripts to all cast and crew.
- c. prepares a Company Directory of cast and crew members' phone numbers.



- d. takes roll at every rehearsal and reports all tardies or absences to the Director.
- e. keeps track of time at rehearsal, politely reminding the director of the hour. (This will help the Director promptly release students.)
- f. takes down all blocking notation.
- g. reads for cast members who are not present at rehearsals and provides all sound effects and stage directions during the read-throughs.
- h. spikes the set's groundplan on the rehearsal floor and checks all rehearsal furniture and properties.
- i. prompts actors from the Production Script.
- j. takes notes for everyone not present and makes sure the missing person receives those notes at the first opportunity.
- k. is responsible for all light cues, sound cues and scene changes. He or she calls the technical show from Cue to Cue and Tech-Throughs to all Dress Rehearsals and Performances.
- l. runs the appropriate checklists prior to performances and manages the backstage pre-show scene, including actor and techie activities.
- m. takes roll at the Call time on performance nights and tracks down people who are missing and reports actors and techies who are late.
- n. coordinates the start times of performances with the House Manager.
- o. sweeps the stage.
- p. collects all cast and crew funds for gifts for guest directors or other special people, and takes charge of such purchases.
- q. proofreads the program copy for typographical errors.
- r. plays a primary role in audience safety during every performance by being prepared to take immediate actions to protect the public's safety during an emergency.

s. assists running crew members in their roles, especially by being a calming and supportive influence.

t. keeps close control over headset conversations by cutting off inappropriate chatter and especially "blame-laying" for any technical errors made by anyone.

u. goes over missed or flubbed technical cues with the techie in question immediately after the show. (S)he reports these mistakes to the Director as well.

v. keeps track of actors' deviations from the script during performances and reports this to the Director.

w. supervises all stage crews

x. has complete charge backstage during rehearsals and performances.

y. gives face-to-face permission for the House Manager to open the house before a performance.

z. checks doors at the end of the performance.

aa. supervises Strike.

bb. collects all fines and gives the money to the Director.



## 2. House Manager (reports to the Stage Manager)

The House Manager is the person responsible for the seating and comfort of the audience members, the competence and training of the ushers, and the distribution of the programs. He or she:

a. serves as Head Usher and is in charge of all Ushers. Thus, he or she distributes all Usher badges.

b. makes the house and lobby areas ready for the production. This includes posting all interior and exterior signs.

c. sees that the necessary number of flashlights are on hand, in working order, and distributed to the appropriate ushers.

d. sees that the appropriate number of seats are reserved for any disabled patrons and the director's guests.

e. is responsible for the seating of all audience members arriving late.

f. is responsible for flashing the concession area's light on and off five minutes before the end of intermission. He or she should then announce, "The show will resume in five minutes. Five minutes. Thank you."

g. is responsible for making sure that the theatre is cleaned up AFTER a performance.

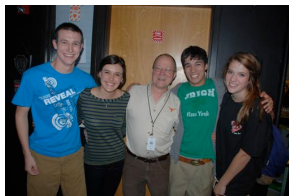
### 3. Crews

The crews are the people without whom a production would truly be impossible. They do the dirty work, often receiving less credit than is deserved. They are to be revered! Each crew has a Crew Head, who acts as a supervisor, reporting to someone higher up on the command ladder. The crews are listed below. **[Please note that crew members should not interfere with the actors backstage during a performance.]**

#### a. Costume Crew (Crew Head reports to Stage Manager)

The costume crew is in charge of all aspects of actors' costumes. They:

- 1) assist in measuring actors for costumes.
- 2) pull appropriate costumes from stock, including anything needed as rehearsal costumes.
- 3) make minor repairs.
- 4) manage the care and organization of all rental costumes by keeping close track of In/Out and preparing all costumes for shipping back to the rental firm.
- 5) keep the costume loft and all costumes clean and organized during rehearsal and the show's run.
- 6) assist in getting the costumes to and from the cleaners at the end of a show's run.



b. Ushers (report to the House Manager)

The three usher positions will be assigned. The ushers are at the service of the audience. Thus, they are expected to dress in nice clothes (black or dark colors, please) and wear a tag identifying themselves as an usher. **They need to arrive one hour before the house officially opens. Ushers MUST watch the show from the vom area and MUST stay to clean after the audience has left.** In the days prior to the show, this group is responsible for folding and stapling the programs. In addition, they have these specific stations and duties:



1) **Usher #1 sells stars and/or flowers.** Upon arrival, this usher's first duty is to place a large, lined trash-can outside to the right of the front doors. He or she should then set up the stars/flower table and all signs relating to the selling of stars/flowers. Next, he or she needs to get the stars/flower cash-box from the box office. After selling stars/flowers before the show, he or she returns all the money to the box office five minutes before Curtain. **This usher's duty at intermission is to continue selling stars/flowers, and to hand-deliver the money to the director.**

2) **Usher #2 is stationed at the foot of the vom ramp. This usher's job is to take tickets from entering patrons.** Upon arrival, he or she must help usher #3 prepare for intermission by posting restroom signs, setting up tables and posting price lists. **Fifteen minutes prior to the play's intermission, he or she should take the drink coolers and candy to the selling area. THIS USHER IS RESPONSIBLE FOR THE CASH-BOX.** He then helps sell refreshments during the break. **He or she also returns the cash-box to the box office after the intermission,** as well as cleans up the concessions area. After the show, this usher must help Usher #3 store away the tables and supplies.

3) **Usher #3 is stationed at the top of the vom ramp.** His or her job is to hand out programs to entering patrons. Upon arrival, he or she helps Usher #2 set up for intermission by posting restroom signs, setting up tables and posting price lists. Upon completion of those tasks, he or she gathers up the necessary programs for the show and places them at the top of the ramp. **Fifteen minutes prior to the play's intermission, he or she should take the drink coolers**

**and candy to the selling area, set up for intermission, and then sell refreshments during the break. He or she cleans up the concessions area after intermission, and helps Usher #2 store away the tables and supplies after the show.**

c. Light Crew (The Light Board Operator serves as Crew Head and reports to the Stage Manager.)

The light crew's goal is to create and execute the most effective lighting design possible for a production. They:

- 1) hang and focus lighting instruments.
- 2) operate the light board during rehearsals/performances.

d. Sound Crew (The Sound Board Operator serves as the Crew Head and reports to the Stage Manager.)

The sound crew's goal is to prepare the sound equipment to serve the production in three ways:

- 1) make it possible for the actors to be heard on stage
- 2) provide sound effects
- 3) establish a mood for the production

e. Scenery Crew (The Crew Head reports to the Stage Manager.)

The scenery crew constructs the set from the initial concept to the finished product.

f. Running Crew (The Crew Head reports to the Stage Manger.)

The running crew shifts all scenery during scene changes. They must dress in dark clothing (preferably black) during a performance. **All members of the running crew must be present for every single rehearsal or performance that involves getting scenery or props onto or off of the set.**

g. Publicity Crew (The Crew Head reports to the Stage Manager.)

The ultimate goal of this group is to assure us of a full house for every performance. They make posters, write Public Service Announcements, post playbills, etc.

h. Props Crew (The Crew Head reports to the Stage Manager.)

Props crewmembers assist the director and actors by providing props that are safe, functional and appropriate for the given circumstances of the play. They:

- 1) design, plan, envision, locate, purchase, build and otherwise arrange for all the properties that will appear on the stage and be lifted by an actor.
- 2) catalogue all of these items, noting their cost, origin, whether borrowed or rented, and keep track of them throughout the production.
- 3) practice and execute the changing of all properties on the stage.
- 4) store, care for, set up, prepare, and repair all properties used in the show.
- 5) provide the Stage Manager with appropriate rehearsal props from the first day of rehearsal.

**D. Demerits**

**The consequence of certain unacceptable behavior is the loss of ITS points, and reduction of Theatre Production grade. These Demerits will be assessed by the Director(s). One demerit is the equivalent to one ITS point and one a point reduction in the Theatre Production six weeks grade. Most importantly, such lack of artistic discipline may result in not being involved in future productions. The charges are as follows:**

<u>INFRACTION</u>	<u>CONSEQUENCE</u>
Use of cell phone (ringing, texting, etc.) during rehearsal*	5 demerits
Tardy to a call	1 demerit per 15 minutes
Absent from a call without excuse	5 demerits
Leaving out a costume	2 demerits per item
Eating (including candy), drinking, chewing gum	3 demerits

\* Cell phone will be surrendered to the Director, and will not be returned until the next morning.

## **E. The Company Meeting**

The director will call an initial meeting of ALL company members. **Attendance is MANDATORY and takes precedence over all other activities.** The following procedure will usually be followed at company meetings:

- a) roll call by Director or Stage Manager
- b) filling out of bio forms and phone list information
- c) discussion of approach to play and to assignments
- d) announcements of rehearsal schedule and general rules for this production
- e) separate meetings (as needed) between Director and Crew Heads, crews and casts

## **V. BASIC RULES OF THE STAGE**



### **A. Rehearsals**

1. **Be punctual to every rehearsal.** Tardiness or absences will not be tolerated. If you are late, you will be fined. Three (3) unexcused absences or five (5) unexcused tardies means dismissal-from the cast. If you are to be absent or tardy, let the director know two days in advance.
2. A specific call time will be posted on the callboard, and you are expected to arrive on or before that time. The call time means you are in the building, readying for the rehearsal or performance. **On days of a show, you are not allowed to check in and then leave campus to eat.**
3. A visitor to rehearsal will only be allowed via permission from the director. Any visitor without permission will be politely asked to leave. **Parents, however, are always welcome to come watch our rehearsal process.**
4. There will be no smoking anywhere by anyone.
5. Drinking alcoholic beverages during a rehearsal period or coming to a rehearsal, performance, or departmental party intoxicated, will result in immediate expulsion from the company.

6. Do not talk with the actors or otherwise disrupt a rehearsal.
7. It is totally unprofessional and inappropriate for an actor to tell another actor how to act. Avoid this abominable behavior.
8. At rehearsals, you should either be on stage, watching intently from the house or backstage studying.
9. At all times in rehearsal, actors are to remain as quiet as possible backstage.
10. At the beginning of rehearsal and performance, cell phones will be collected by the stage manager and held until the end of rehearsal. All cell phones must be turned off.
11. Understudies play an extremely important role in the theatre. If you are cast as such, please make certain you can take over a role with confidence should the need arise.
12. **Food, drinks, candy and gum are NOT allowed on the stage, in the house, in the booth, or in the backstage dressing room areas! THERE WILL BE NO EXCEPTIONS FOR STUDENTS.**
13. **LET THE DIRECTOR DIRECT.**

B. Performances

1. Actors should never leave the theatre during a performance.
2. **Photography and video recording are not allowed during performance!** Please make sure your parents and friends are aware of this. A photo-shoot will be scheduled before opening night and photos are available through [www.reddragonplayers.shutterfly.com](http://www.reddragonplayers.shutterfly.com).
3. All crewmembers must remain on duty at their station during the entire length of a performance. You may take a restroom break in the back stage restroom, assuming your particular duties allow it.
4. Under no circumstances should actors be in the booth during performances. (The ONLY exception is if an entrance or exit requires passage through the space.)
5. Unless on stage, actors should be out of the sightline of all audience members and should remain absolutely quiet. Actors **MUST** keep the vom areas clear.

6. Please inform your loved ones that flowers are not to be presented during a curtain call. However, they may be given to an usher to be delivered backstage prior to the show.

7. On Performance days, only company members will be allowed into the theatre prior to the official time for the house to open. **No exceptions will be made for students in the department who are not in that particular show.**

8. **Unless invited by the director, the only people allowed backstage during a show are cast and crewmembers: no parents, siblings or friends.**



# MISCELLANEOUS RED DRAGON INFORMATION

## Performance Information

1. Except for disabled patrons and guest of the director(s), no seats will be roped off as "saved."
2. Please inform your parents and friends that shows will begin on time, and latecomers will be seated by the ushers -- and only at an appropriate point in the show.
3. Company members will be allowed to pre-sell tickets. Please note, however, that you are responsible for their value. **Treat them as though they are cash!!**
4. We will sell VIP Passes to family members. A VIP Pass admits the bearer to every performance in the run of the show. Prices vary depending on the number of performances, and passes may not be transferred to non-family members.

## Lettering

A theatre "Letter" is earned once a student has worked on eight shows. This work may be either as an actor or a technician.

## The Annual Red Dragon Awards Gala

Each spring, we hold our annual Red Dragon Awards Gala. It is a time to recognize the outstanding work of the year and especially, to applaud our Honored Graduating Seniors. We give away door prizes, relax in they company of our families and friends, review the year through slides and music, and distribute awards to outstanding achievers. It has proven to be a highlight of the year -- a sort of culmination of what we do and who we are.

Students are welcome to bring family and friends as guests on the condition that these two requirements are met:

1. All students planning to attend **MUST** R.S.V.P by the announced deadline indicating the number of people attending.
2. Each R.S.V.P. must include the proper amount of money to cover the cost of catering.



## Distinguished Graduating Seniors

To be a Distinguished Graduating Senior, a student must meet all AISD requirements for graduation, and must have worked on four shows during their career (two of them their senior year) at Austin High.

## INTERNATIONAL THESPIAN SOCIETY



### How Membership is Granted

1. Thespian membership is granted for the demonstration of a commitment to excellence in theatre arts that meets EdTA's general guidelines. Specifically, students become members by earning points for their work and for maintaining a required GPA.
2. The directors and officers will maintain records of Students activities, and Thespian membership will be conferred when qualifications have been met. When the required number of points has been earned, an apprentice should be given a Membership Notification card informing them that they may join the International Thespian Society. No hazing of student candidates is permitted.
3. One point represents approximately ten hours of excellent work.
4. To become a Thespian, a student must earn ten points, five of which must be acquired at the school where he or she is to be inducted. Students must participate in at least two full-length productions, or one full-length and two one-acts, or four one-acts. Participation should be in at least two of the listed categories (for example, acting and business).

### International Thespian Society Officers

Committee made up of seniors will nominate students for the offices. Elections will be held in the last full month of school for the following year, and are open to ITS members. Officers work together to plan and implement Banquet, social activities, fundraisers, and they represent the Red Dragons at Freshmen Orientation, Elective Fair, and Dedication Day.

1. The **President** (must be a Junior) presides at all meetings, appoints all standing and special committees, and directs and supervises troupe activities.
2. The **Vice President** (must be a Senior) presides in the absence of the president and is responsible for the induction of new members.
3. The **Communications Officer** keeps the records of meetings and attends to troupe correspondence by creating a calendar each month and keeping the call board neat.
4. The **Clerk** keeps the point records of all activities: plays, production dates, casts, crews, and work accomplished as provided in the official point system.
5. The **Historians** keep a scrapbook of news clippings, posters, programs, and photos etc. They also plan the slide show for banquet each year.

6. The **Freshman Liaison** helps freshman acclimate to the high school setting. He/she serves as a contact and familiar face for freshman throughout the school year.
7. The **Community Service Officers** plan and implement two community service projects each year.

### **Active Membership Requirements**

Thespian membership will be awarded to all students who qualify. No student can be elected into the troupe, and no student can be denied membership if he or she has fulfilled all membership requirements. A student member **MUST** maintain satisfactory standards of membership as set forth by the constitution of the troupe and by the EdTA governing board. **A student may be suspended or expelled from the troupe by the sponsor. A suspended student may not participate in the activities of any Thespian troupe nor attend Thespian conferences during the period of his or her suspension.**

1. This organization is an **HONOR** society and will require all members to maintain satisfactory standards of conduct both on and off campus. Use of inappropriate language, underclassmen (grades 9-11) leaving campus for lunch during the day, and causing a class disruption are examples of behavior that will not be tolerated. If an ITS member violates the AISD Code of Conduct, he/she will be demerited for each incident. After three demerits, the student will be suspended from the troupe.
2. If a student is suspended from the troupe, he/she may reapply for an active membership at the end of the suspension time.
3. Deposits made for attendance to the Texas Thespian Festival and International Thespian Festival are non-refundable.

### **Exceptional Thespians**

After Thespians have attained membership, further recognition for their outstanding work in theatre arts may be indicated by awarding stars for each additional ten points (or 100 hours) earned. When they have earned sixty points, Thespians can wear Honor Cords at graduation.



## **SURVIVAL SUGGESTIONS**

1. Make friends right away. AHS Theatre students are the friendliest around. 2. Say NO once in awhile.
2. Don't take on more than you can handle, but take on as much as you can possibly handle.
3. Stay sober. And don't smoke; it's the single worst and most preventable teenage habit.
4. Though it may sound impossible, try to get some sleep.
5. Bring your homework to rehearsal. Those students that can motivate themselves to study in any environment tend to be more successful. Use your time wisely.
6. Don't be afraid to ask for a ride! But also be willing to cough up some gas money.
7. Don't be afraid to ask for help, from both students and teachers.

### **What do I do if I have a question or concern that is not addressed in this Handbook?**

ASK THE QUESTION! Do not assume that your instructors/directors can read minds. If there is something that you do not understand, ask about it. The only stupid question is the one that remains a question.

go  
confidently  
in the  
direction  
of your  
dreams.  
live the life  
you have  
imagined.  
-THOREAU

## Austin High Theatre Department's Handbook Acknowledgement Form

### **STUDENTS**

I have read the Red Dragon Players Production Handbook, and I agree to abide by its rules and regulations. I understand that failing to follow these guidelines may be cause for dismissal from a production company and may affect future casting.

\_\_\_\_\_  
*(student's signature)*

\_\_\_\_\_  
*(date)*

### **PARENTS**

I have read the Red Dragon Players Production Handbook, and I agree that my son/daughter will abide by its rules and regulations. I understand that failing to follow these guidelines may be cause for his/her dismissal from a production company and may affect his/her future casting.

\_\_\_\_\_  
*(parent's signature)*

\_\_\_\_\_  
*(date)*