



**CHILDREN'S ARTS THEATRE
SCHOOL 2020-2021
ORIENTATION PACKAGE**

Children's Arts Theatre School Orientation Package

Welcome to Children's Arts Theatre School! We look forward to you and your child joining us for our 2020/2021 Season. Now in our 30th year, we are dedicated to providing the highest quality of theatrical training to young people in a fun and nurturing environment. Taught by leading drama educators and artisans in the performing arts community, our innovating and contemporary curriculum aims to enrich the hearts and minds of today's youth by providing them with creative opportunities that aid in the development of self-awareness, critical thinking, team-building and personal growth.

As part of our yearly curriculum, students will present a drama presentation at the end of term 1 and a year- end production at the end of term 3. There is no performance in Term 2.

About the Orientation Package

The purpose of this orientation package is to provide parents and students with a detailed list and outline of school policies, events, holidays, school closures and performance platform for Term 1.

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- Pick Up and Drop Off
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- Liability Release Waiver
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- 2020/2021 Program Calendar ** Will be attached as a separate document

It is our deepest hope and commitment that you will find Children's Arts Theatre School to be a professional and supportive environment for your child. We look forward to getting to know and your child during your time at CATS!

Check List Before You Arrive

- Your child must be registered on line before attending any drama class. We are now offering in house drama classes and virtual programs
- Please provide us with any additional information regarding your child before the first class. I.e., allergies or medication all via the participant questions in the registration process
- It is recommended that your child wear comfortable clothing and running shoes for the drama workshop
- Your child is allowed to bring a snack to drama class as long as it is peanut and nut free
- Our drama classes are closed classes. Due to COVID-19 mandatory social distancing and number of people permitted in one space, no parents will be permitted to observe a drama class for Term 1.
- It is mandatory for your child to wear a mask for the entire duration of the class. Failure to provide and wear a mask will result in your child not able to join and participate in the class until they can provide a mask.
- If you would like to speak to the instructor, please email the administrator to connect you with the teachers so they can schedule a time to speak with you either at the end of drama class or by email

Pick Up and Drop Off

- For security and the safety of your child, we ask that you sign in your child at the beginning of drama class. We will also take attendance at the beginning of every class
- For security and the safety of your child, we ask that you sign out your child at the end of the drama class
- Due to COVID-19 mandatory government regulations, we will take attendance outside of the designated drama space to minimize contact with other students
- Due to COVID-19 mandatory government regulations, all students are required to wear a face mask indoors. A cloth face mask will be provided by Children's Arts Theatre School and must be worn at all times. In the event your child forgets to bring their mask, we will provide your child with a disposable face mask
- A designated table outside of the drama space will have a pump disinfectant. Everyone is permitted to wash their hands before entering the room, entering and leaving the bathroom, before and after snack and when leaving the drama space at the end of class
- If someone else, other than yourself is picking up your child, please notify the teacher at the beginning of the drama class
- If we have not been informed of any pick up or drop off changes, we will not release your child
- If you are going to be late, please notify Children's Arts Theatre School by email: infocatsdrama@gmail.com
- **Late Fee Charges:** You will receive a 10-minute grace period. After 10 minutes, you will be charged \$1 per minute. This amount will need to be paid directly to the instructor via cash, check or e-transfer before your child leaves the premise.

Health and Safety

Health Canada lists the following symptoms as possibilities for COVID-19: new or worsening cough, shortness of breath or difficulty breathing, temperature equal to or over 38°C, feeling feverish, chills, fatigue or weakness, muscle or body aches, new loss of smell or taste, headache, gastrointestinal symptoms (abdominal pain, diarrhea, vomiting), feeling very unwell. Children have been more commonly reported to have abdominal symptoms, and skin changes or rashes. A parent must agree to keep their child home from CATS classes if he/she/they exhibits any symptoms of COVID-19 or has been tested positive for COVID-19.

Children's Arts Theatre School will be taking numerous safety precautions during all our classes, including mandatory masks, frequent sanitizing and enhanced cleaning measures, touch-less temperature readings and limited class capacity.

Photos and Recording

On the final day of CATS classes we will be recording the class as they participate in the final run of their production. The recordings will be edited by the CATS team to create a video memory for each student of that particular session. A parent/guardian agrees to have their child's performance recorded and acknowledge that each student will be given a copy of the video containing his/her image and those of his/her peers.

Children's Arts Theatre School reserves the right to use photographs/video material of the participants for promotional purposes such as website, Facebook, Instagram, brochures, displays and in house archives. All personal information collected will be used for Children's Arts Theatre School purposes only.

Lost and Found

Children's Arts Theatre School will keep items left behind for a period of two weeks in the Lost and Found box at each location. Children's Arts Theatre School is not responsible for items lost on the premises.

Food

Children's Arts Theatre School does its best to be a peanut, nut and gum-free facility. No food or drink is to be shared between students at any time during drama classes or performances.

Costumes and Makeup

Costumes are supplied by Children's Arts Theatre School. Students are responsible for shoes and various minor items. The list of minor items required for each performance is emailed in advance of all productions. For the purposes of minimizing physical contact between students, we **will not** be supplying costumes or applying makeup until government regulations are lifted and schools and extracurricular programs are permitted to share items in a safe and hygienic environment.

Liability Release Waiver

Students, parents and guardians agree to release, indemnify and hold harmless Children's Arts Theatre School and the employees and contractors, from and against all claims of injury, damage or loss of any kind whatsoever arising out of the participation in any activities associated with Children's Arts Theatre School.

Force Majeure

In no event shall Children's Arts Theatre School be responsible or liable for any failure or delay in drama classes or the performance of its obligations hereunder arising out of or caused by, directly or indirectly, forces beyond its control, including, without limitation, strikes, work stoppages, accidents, acts of war or terrorism, civil or military disturbances, nuclear or natural catastrophes or acts of God, and interruptions, loss or malfunctions of utilities, communications or computer (software and hardware) services; it being understood that Children's Arts Theatre

School shall use reasonable efforts which are consistent with accepted practices in the performing arts industry to resume drama classes and performances as soon as practicable under the circumstances.

Sickness

All student sicknesses are subject to Children's Arts Theatre School 24 hour notice policy. Out of consideration for our teachers, who are performers and educators, as well as other students in the school, we ask that students who are sick stay home. In the event that your child exhibits COVID-19 like symptoms, please contact administration immediately.

Holidays

Most drama classes will be made-up in the event the class falls on a statutory holiday and are cancelled by Children's Arts Theatre School if the facility is not available during regular class time.

Code of Conduct

Participants of Children's Arts Theatre School are expected to attend all classes with enthusiasm, positivity and an eagerness to learn. Respect for fellow students, teachers and CATS staff is very important. There will be zero tolerance for bullying or inappropriate behavior. In the event of any serious misconduct, the participant will be removed from the program with no refund of tuition fees.

Final Performance

- At the end of Term 1 and Term 3, Children's Arts Theatre School will present a final performance to parents and friends
- The Term 1 performance will be held at the location your child attends and in Term 3, your child will present the final performance at professional theatre location. These details will be provided in the Spring term (Term 3).
- Due to COVID government regulations, Term 1 performance will be professionally videotaped and will be available to students/parents/guardians. No parents or other family members are permitted during the live video performance
- Please note that the final performance may not be held on the same day that your child attends drama class.
* Please see the 2020/2021 Calendar below
- If your child is unable to participate in the final performance date, please notify the head office at 416 538 2121 or infocatsdrama@gmail.com
- **Children's Arts Theatre School reserves the right to change any show dates**

Virtual Online Programs

This fall, Children's Arts Theatre School will also be offering online classes! We realize that this style of learning is more comfortable for some right now, and we want to ensure we reach all of our students. These classes will be an hour long and have a cap of 15 students. The curriculum will consist of voice and character work with games and movement warm ups. A final presentation of monologues and short skits will be performed by the students and recorded. Each child will be sent their scenes as a memory they will get to keep forever.

Emergency Contact Information

Please contact the Head Office at 416 538 2121. In the event of an emergency, please contact Gina Anki, Owner at (416) 301-2660.

2020-2021 Program Calendar

2020	Date	Event
FALL TERM 1	September 14	First day of Willowdale Monday Fall Term 1 drama classes
	September 15	First day of Danforth Tuesday Fall Term 1 drama classes
	September 16	First day of High Park Wednesday Fall Term 1 drama classes
	September 17	First day of Online Zoom Fall Term 1 Classes
	September 19	First Day of All Saturday locations Fall Term 1 drama classes
	October 10 & 12	Closed for Thanksgiving (all Saturday and Monday classes)
	October 13-17	Scripts and casting the show
	November 30 – December 5	Last week of drama classes for Fall Term 1 and Performances
2021	January 4	First day of Willowdale Monday Winter Term 2 drama classes
WINTER TERM 2	January 5	First day of Danforth Tuesday Winter Term 2 drama classes
	January 6	First day of High Park Wednesday Winter Term 2 drama classes
	January 9	First day of All Saturday Winter Term 2 drama classes
	February 15-20	Scripts and Auditions
	March 8-13	Last week of drama classes for the Winter Term 2
	March 14-20	Closed for March Break
SPRING TERM 3	March 22	First day of Willowdale Monday Spring Term 3 drama classes
	March 23	First day of Danforth Tuesday Spring Term 3 drama classes
	March 24	First day of High Park Wednesday Spring Term 3 drama classes
	March 27	First day of Saturday Spring Term 3 drama classes
	April 10-12	Easter Weekend. Classes are not cancelled .
	May 17-22	Last week of drama classes at locations for Spring Term 3
	May 24-29	Dress Rehearsal Week at performance location
	May 31-June 9	All Locations Musical Theatre Show at performances location