

next stop **BROADWAY**

THE ACADEMY

2018-2019 SEASON

FAMILY **INFORMATION** **PACKET**

"OUR BEST SEASON YET!"



OFFICE 954.344.5991 EMAIL NEXTSTOPBROADWAYCS.COM

FAMILY INFORMATION PACKET

This packet is full of pertinent information each student needs for our 2017–2018 Season. If you have any questions or concerns please call our **OFFICE** at **954-344-5991** or **EMAIL: nextstopbroadwaycs@gmail.com**, and we will promptly assist you.

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#1. Curriculum

GROUP CLASSES: *Group classes can be joined throughout season.*

ALL GROUP CLASS' RECITAL DATE: WEDNESDAY / MAY 21, 2019 / 6:00pm

Creative Performance

Grades K – 2 | Thursdays, 4:00 – 5:00 p.m.

- **Instructors:** Alix Roberts, Raquel Montesino; Taryn Bagdasarin **Assistants:** Heather Goldberg & Imani Brissett
- Imaginations run wild as these young performers build their self-esteem and creativity through theatre games, body expression, dance and singing techniques. Classes include study in DANCE, MUSIC & DRAMA.

Singing FUNdamentals

Grades 3 – 5 | Wednesdays, 4:00 – 5:00 p.m.

- **Instructors:** Raquel Montesino & Taryn Bagdasarin **Assistant:** Imani Brissett
- The main theme of this class is to learn more about the voice as an instrument and build the self-confidence to sing proudly. The curriculum is filled with FUN and creative exercises to learn the necessary vocal techniques; breathing, placement, harmonizing, blending, and basic music recognition. Each student's skill level is determined and further developed.

Acting FUNdamentals

Grades 3 – 5 | Wednesdays, 5:00 – 6:00 p.m.

- **Instructors:** Taryn Bagdasarin, Raquel Montesino **Assistant:** Imani Brissett
- Acting is a necessary class for those interested in developing skills to enhance the quality of their performance. The curriculum is filled with FUN and innovative exercises, which include theatre games, improv, monologue work and character studies. Each student's skill level is determined and further developed.

Performance Collective

Grades 6 – 8 | Thursdays, 6:00 – 7:00 p.m.

- **Instructors:** Raquel Montesino & Alix Roberts **Assistant:** Imani Brissett
- "The Collective" begins with students, our Music & Dance staff and a blank slate. Students work together with our instructors to create affective and meaningful songs and dance vignettes. The staff guides them through open discussions, which initiate their collaboration on themes and musical pieces. This group will have performance opportunities in which each ensemble member is an essential contributor.

Advanced Acting

Grades 6 – 8 | Wednesdays, 7:00 – 8:00 p.m.

- **Instructor:** Joey De La Rua **Assistant:** Abby Nigro
- This Acting ensemble class will focus on the fundamentals of acting theory, the building blocks of modern acting. Students will work on monologues and duet scenes, and will create their own resources to become self-sufficient, intelligent, and intuitive actors.

DANCE: The Academy introduces our NEW dance classes. Learn skill and technique while strengthening your body and practicing movement to enhance your large motor skills and control.

Hip Hop I Dance

Grades 2 - 5 | Thursdays, 4:00 – 5:00 p.m.

- **Instructors:** Alix Roberts **Assistant:** Imani Brissett
- Offering a structured method of learning various hip hop techniques while also promoting personal style and expression. Classes are full of fun and new choreography every week encouraging students to strengthen their self-esteem and confidence.

Hip Hop II Dance

Grades 6 & Up | Thursdays, 5:00 – 6:00 p.m.

- **Instructors:** Alix Roberts **Assistant:** Imani Brissett
- This class allows students to develop skills and strengths through unique choreography and performance opportunities. This class is more fast-paced with a focus on production numbers where students get to highlight their talents!

Competitive Hip Hop (invite only)

Tuesdays, 7:30 – 8:30 p.m.

- **Instructors:** Alix Roberts **Assistant:** Imani Brissett
- Introducing our BRAND NEW competitive Hip Hop team! Train throughout the course of the season to compete in high-level dance competitions. Advanced students and those in Hip Hop I & II will be evaluated as to their level upon being chosen for the competition team.

Musical Theatre Dance Combo – Ballet, Jazz & Tap

Grades 7 & up | Thursdays, 7:30 – 9:00 p.m.

- Instructor: Dawn Ketz & Assistant: Imani Brissett
- Dance is an essential part of Musical Theatre performance and BALLET, JAZZ & TAP is an invigorating technique. . The wide range of dance styles covered allows students the opportunity to connect technique with the proper terminology. This class will cover the necessary approach through explosive choreography and professional instruction. Students will achieve a higher level of knowledge that is required for professional theatre and college auditions. Each student's skill level is determined and further developed. The wide range of dance styles covered allows students the opportunity to connect technique with proper terminology. These techniques are an essential part of the Musical Theatre Industry and the student will achieve a higher level of knowledge that is required for professional theatre and college auditions.
- Suitable dance wear and proper dance shoes: ballet & tap shoes (either flat or character) are necessary.

PRODUCTION ENSEMBLES: Our programs are developed on an independent study format so students can flourish while improving their skills. The students attend classes/rehearsals in each area of study: MUSIC, DANCE and ACTING. Casting begins in early November when our production staff has the chance to assess the students' present capabilities. Everyone gets a role as either a lead, supporting or ensemble member, which is a reflection of each individual's current abilities as they further develop his/her own style. Each cast member is important to the show's success and ensemble members should never feel slighted or less than important. The show is used as a vehicle to teach techniques that are more intriguing and challenging at each Ensemble Class level. Their strongest achievement will be their performance in a full-scale Broadway style show at the end of the season, which can only be accomplished through invigorating work and dedication.



TUESDAYS & THURSDAYS / 5:30pm-7:30pm / GRADES: 4-7

- **Instructors:** Taryn Bagdasarian, Alix Roberts, Raquel Montesino **Assistants:** Imani Brissett, Heather Goldberg, Chelsea Spinder
- We have now converted to a twice a week format to reinforce student retention and to allow the class to end earlier each evening.
- Technique taught are a combination of traditional and innovative theatre. A strong emphasis is placed on character development, vocal training, dance techniques as used in musical theatre, and an overall fun and enthusiastic approach to theatre study.
- Travel down the rabbit hole and join **Alice In Wonderland**, one of literature's most beloved heroines, in her zany adventures with many kooky character. Featuring great songs from Disney's thrilling animated motion picture as well as other beloved musical numbers, this shows is a new and fast-paced retelling of the classic tale.

SHOW DATE: WEDNESDAY / MAY 15, 2019 / 6:30pm



MONDAYS / 6:00pm-9:00pm / GRADES: 8 & Up

- Instructors: Cynthia O'Brien, Sophia Beharrie, Dawn Ketz, Joey DeLaRua
- Workshops in multiple performance techniques by visiting professionals are one of the many opportunities offered in this class. Some of the Acting techniques taught include developing the characters and their connection to emotions, needs and relationships. Vocal training includes harmonizing, blending and music recognition and the emotional connection to the character. Dance techniques are emphasized to develop understanding of musical theatre performance.

- **Drowsy Chaperone** is a hilarious spoof on old musicals with a loving send-up to the Jazz Music Age, featuring one show-stopping song and dance number after another. The show is filled with many delightful characters that come to life then add the hilarious comedic moments and you have the ingredients for a production of madcap delight.

SHOW DATES: FRIDAY & SATURDAY / MAY 3, 2019 / 7:00pm / MAY 4, 2019 / 2:00pm & 7:00pm

PRIVATE LESSONS:

- For Ages 8 – Adult
- Appointments pending instructor's schedule.
- Please call 954-344-5991 for more specific information.
- Prepare your audition, competition, and portfolio pieces to build your repertoire! Develop a foundation for the arts and skills necessary to succeed. If you are ready for a career, private coaching will teach you what you need to succeed in the industry.

**Private Coaching is PERFECT for: *Agency Calls *Video Reels *Industry Auditions
*Improving Technique *College Interviews *School Auditions *Thespian Competitions**

PRIVATE CLASS' SHOWCASE DATE: WEDNESDAY / MAY 22, 2019 / 6:00pm

PRIVATE VOICE

Private voice is a strong one on one study of the performer's vocal technique. It is a necessary class for those interested in developing the skills to improve voice and professional expertise. This class is recommended for anyone involved in singing. Private singing also includes preparation for Thespian competitions, either individual or group pieces. Private lessons are an excellent opportunity to prepare for College and professional theatre auditions.

Half Hour & Hour Classes Available

PRIVATE ACTING

Everything an actor needs to develop the skills necessary to succeed. You'll be prepared for anything from school auditions, districts, college interviews to agency calls. If you are ready for a career, private acting will teach you what you need to know to succeed in the industry. Private acting also includes preparation for Thespian competitions, either individual or group pieces.

Half Hour & Hour Classes Available

PRIVATE DANCE

The wide range of dance styles (Tap, Ballet, Jazz, Hip Hop) can be covered allowing students the opportunity to connect with proper terminology. These techniques are an essential part of the Musical Theatre and Dance Industry and the student will achieve a higher level of knowledge that is required for professional theatre and college auditions. All Musical performers need to develop the dance talents necessary to succeed. There is a language of its own that describes recognizable movements that are necessary to be aware of and able to perform. Suitable dance wear and proper dance shoes are necessary.

Half Hour & Hour Classes Available

#2. Location

Located at **The Center** (*The Coral Springs Center for the Arts*)
2855 Coral Springs Drive in Coral Springs
Center for the Arts

Main Phone: 954-344-5999 / **Fax:** 954-344-5980

***Directions:** Easily accessible from the Sample Road exits of the Sawgrass, I-95 and the Florida Turnpike. Coral Springs Drive is located west of University Drive and the Center is just one block south of West Sample Road.



#3. NSB Office

Phone Number: 954-344-5991

Email: NextStopBroadwayCS@gmail.com

Website: www.NextStopBroadwayCS.com

Hours: Monday – Thursday / 2pm – 9pm



The NSB office is in the courtyard of the Center just past the Administration Office on the right – the door next to the stairs.

#4. Box Office

Phone Number: 954-344-5990

Hours: Monday – Friday / 10am – 5pm / *Select* Saturdays / 12pm – 4pm
The Box-Office is located in the courtyard of the Center.



#5. Communication Methods

We want to be sure that all our families are kept up-to-date with the most important information. **Please be sure to provide us with a frequently checked E-MAIL ADDRESS so you can stay informed of all current bulletins.**

Visit online for the latest Information: <http://www.NextStopBroadwayCS.com>

FOLLOW US ON SOCIAL MEDIA:



twitter.com/nextstopbrdway



facebook.com/nextstopbroadwayCS



instagram.com/nextstopbroadway

#6. Tuition

All tuitions are paid directly to the Box-Office. Box Office direct line is 954-344-5990.

Tuition is based upon a 9 month (36 class) season. Even if there are fewer classes for a certain month due to day off, holidays, etc. when adding up all classes, extra Saturday & Tech rehearsals it will include 36 classes (9 months).

All classes please note: when the center is closed for Holidays and breaks, tuition must be paid in full, as usual. We do not charge extra for months with additional weeks or when extra rehearsals are scheduled. Due to this policy there will not be credit for classes missed during any month.

Autopay: Tuition payments are automatically drawn from the credit card on file between the 5th and 10th of every month until the final payment is made in April. The total cost of the program is divided into monthly payments.

NSB requires the student to attend class for at least one month before any cancellation and/or refunds will be considered. A student cannot determine if they enjoy the class from attending just once. Participating in the arts can be an intimidating and nerve racking experience, especially in a new environment, so students need the time to find friends, feel comfortable and open up to the experience.

Production Ensemble Classes:

There will be no refunds after the shows have been cast, and families are still responsible for full tuition. NSB encourages all families to realize the student is making a commitment, and this policy helps them learn to honor their obligations. Every cast member is valuable to the shows' success and ensemble members should not feel slighted or less than important.

Private Classes:

There are requirements for enrollment in private classes at the Coral Springs Center for the Arts:

The first lesson is paid for in advance.

A valid credit card number and expiration date must be included on their registration form. That is authorized by the Box Office to charge once each month (between the 1st and the 10th) for all lessons taken since the last billing date.

If, for ANY reason, a lesson is missed, you will contact the NSB office at (954-344-5991) at least 24 hours in advance to avoid being charged for that lesson.

You must understand that when you scheduled a lesson with a private instructor, you reserved that block of time and are responsible for that time. If you do not give proper notice to the CSI office, you will be charged for the unattended private lesson with no make-up class available.

All private class requirements apply even if or when you pre-pay. You must understand that the prepaid monies will be applied to the balance owed at the end of each month. Any remaining balance will be charged to the credit card on file.

Holidays:

The Center for the Arts may be closed for the corporate Holidays and **NSB will not have classes on the following days: NSB will not have classes on the following days: Sept 3,10, 18; Oct 31; Nov.12, 21-23, Dec. 12; Dec 24 –Jan 4; March 25 –29.**

(Note: private instruction may continue on above dates unless the Center is closed and it is a National Holiday)

Expulsion Policy:

NSB reserves the right to drop registrants from their roster for: a) Excessive lateness and/or absence, b) Disruptive behavior, c) Non-payment of tuition or other charges. The third major behavior infraction can lead to a student being expelled from the program with no refund of tuition given. Harmful behavior to him/herself or any other individual will not be tolerated and can lead to immediate dismissal.

Production Ensemble Show Tickets:

Show Tickets may be purchased: **\$15.00 per person** \$6.00 Student rush tickets on day of the performance

Two tickets are included with your tuition which must be ordered thru the Box Office. All Tickets for each production are sold at the Box-Office. These tickets are available as soon as full tuition is paid and official show dates have been confirmed. Student Rush Tickets are available at a discount rate on the day of the performance *and seats will be automatically assigned.*

Recital/Showcase Tickets:

Recital Tickets may be purchased: **\$8.00 per person**

Tickets for the recital will be sold at the Box-Office. These tickets are available as soon as full tuition is paid and an official date has been confirmed.

#7. Medical & Release Forms

There are two very important forms: one two-sided Medical form and one Sign Out Authorization form. Returning students do not usually need to re-do their forms unless the information has changed. These forms are **extremely** important and must be completed and returned to us at your earliest convenience. Due to safety issues students should not attend classes until these forms are completed and on file here at the center.

Special Needs – CSI requires the parents to include on the Medical Form any emotional or physical special needs their child may have. CSI has the right to require a specially assigned attendant to those students that may need appropriate support to be assured that all environments are accessible and all activities are appropriate for the student to accomplish. This special attendant can be a CSI staff member hired exclusively for the student at their family's expense.

Distribution of Medicine – There must be a signed authorization form in the CSI office prior to any student being given any medication during our student's time here. These forms are available at the CSI Office.

#8. Staff



Next Stop Broadway is proud that each staff member is hand picked for their talent, experience in their craft, and their ability to teach with compassion and patience. Every person on staff has a love for the arts...and most importantly, a love for children. All staff has been DCF (Dept. of Children & Families) fingerprinted and background checked.

Our talented and professional staff hails from all over the country including Los Angeles, Chicago, New York and Boston! Graduates from AADA, Boston Conservatory, Los Angeles Shorts Festival, Geoffrey Ballet and Nation Board Certified Adjudicator for the state of Florida. Our staff has trained with the best – Mikhail Baryshnikov, Sandy Meisner, Eric Morris and more! *More information about each staff member is available on our website!*

Artistic Director: Cynthia O'Brien

Communications Director: Randy Koral

Music Department: Sophia Beharrie, Melanie Leibner Perkins, Raquel Monstesino, Taryn Bagdasarian

Dance Department: Dawn Baierlein, Alix Roberts

Acting Department: Taryn Bagdasarian, Joey De La Rua, Abby Nigro

Assistants: Imani Brissett, Heather Goldberg, Chelsea Spinder

Interns: Ally Reiken, Alex Duffy, Tai Beasley

#9. What A Student Needs

Attire:

Students should come to class dressed in comfortable, easy to move in clothes. Tight jeans, short shorts or dresses are not suggested. They should wear jazz shoes or sneakers (**NO flip flops, sandals or Heelies please**). Nothing suggestive, drug or violence related topics on clothing. Students may be asked to call home to replace non-acceptable items. Dance Classes require proper dance footwear according to the particular dance style.

Gear:

All students should bring **bottled water** for quenching their thirst while singing and dancing for it is important for their stamina. They should bring a snack or change (not dollar bills) for the vending machines. **NO GUM, lollipops, powdered or gooey snacks or anything that requires special attention. Notebook, pencils, highlighter, recording device** (cell phones' voice notes work), and a backpack or bag is also necessary to hold their personal belongings and class work. They should keep all their valuable items (electronics, large amounts of cash, jewelry, etc.) at home – please note the CSCA cannot be responsible for lost/stolen items.

#10. Participation *Production Ensemble*

Every Student Participates!!! NSB is proud of being one of the strongest theatrical training centers in South Florida and being a student here is so much more than just putting on a show. Our students will first learn the how's and what's in the technique of performance before the audition process begins. Casting from the students into lead, supporting and ensemble roles. We use the shows as a vehicle to teach technique. **Which role you are cast in is not as important as what you learn about yourself, your technique and commitment.**

Auditions:

Each and every student goes through an intensive training process prior to the auditions. This allows the student freedom to learn and grow, while the instructors get a chance to discover their attributes in a non-threatening environment. Auditions will begin in the latter part of October, where the knowledge learned in the prior months will enhance and strengthen their skills. They will have ample time to learn the appropriate audition selections in each genre (dancing, acting, singing). The student's level of understanding and ability is assessed from prior class participation, and the audition process, from which the lead, supporting and ensemble roles are cast. Each and every student's skill is evaluated, and they are cast in roles that will help highlight their assets and strengthen their weaknesses. Lead roles require a higher level of commitment and abilities and are given to our students when we think they are ready for such an intense workload. The Academy is a training facility, and our shows are cast not by our student's personal desires, but by their needs to learn and grow as performers and people. **Ensemble involvement is a valuable skill for any performer and should never be thought of as an insult or waste of time.**

Rehearsals: The cast begins from the first day preparing for their full-scale Broadway style show. There is one full month focusing on technique, play's style and auditioning in each genre (acting, singing, dancing). Each ensemble member is given the tools necessary to do their best at the audition. From this audition each member's level of understanding and ability is assessed and they are placed in an adequate role to be sure that they will learn, progress and succeed. **Attendance and dedication is extremely important and is required from each and every student.**

Commitment & Contracts: NSB's The Academy encourages all families to realize that this is a commitment the student is making and this policy helps them learn to honor their obligations. **There will be no refunds after the shows have been cast and the families will still responsible for the full tuition.** Every cast member is important to the show's success and ensemble members should never feel slighted or less than important.

Dealing with Rejection: Every young performer, who is making the effort to succeed, will eventually encounter obstacles and competition.

Parents: You can help your kids not only handle these setbacks graciously but to learn and grow from them. Your child may feel sad and rejected, but please understand that is part of performing. Not everyone can be cast in leading roles, yet **EVERYONE is an important part of the production.** Developing their skills and having fun is the most valuable lesson obtained from being part of a production. At any level, being cut or not selected makes individuals feel hurt, but Joel H. Fish, PhD, offers this advice on how parents can support and encourage their young performers in their home.

Help your child see the big picture. There's much more to being successful in life than simply getting that particular part, however important it may seem at the time. Fish suggests that, before an audition, parents make a list

together with their child of multiple goals that reflect what the experience is really about. One of those goals can be getting a lead role, but include others as well, such as having fun, trying your best, being an asset to the show and learning. Fish says, "It is important that all the eggs are not in the outcome basket, which is helpful for a child who doesn't get the lead part because he's going in with multiple definitions of success."

Give your child a chance to feel. Parents can help their child cope by giving him/her 'permission' to have a normal response. Fish says, "There's a tendency for parents to rush in there and say "What part did you get?", "don't feel bad" – sometimes we need to just let our kids know 'that must hurt,' or give them a hug, or not say anything." Parents who respond to their child not getting the part by saying "Well, they don't know what they're doing!" invalidates the child's feelings, as well as dismissing something that may be important to him/her.

Be self-aware parents. Parents need to be aware of their own attitudes toward winning and losing because inevitably their children will pick up these attitudes. Fish cautions, "I believe parents are extremely well intentioned, but often have their own emotional response to their child not getting the part." Parents who display anger or immediately want to challenge the director's decision are adding an extra dimension to their child's burden. The most powerful thing is to not display displeasure with the casting results.

Help your child improve their skills: Performing arts, like any talent, must be nurtured and practiced consistently to ensure the best possible results. Parents should support their child continually participating in any school or community program available, such as drama, dance, chorus and band.

Students: Rejection is a common part of your life. Rejection may not feel great, but you must learn to handle it. You can even learn to see it as an opportunity grow stronger. Any kind of rejection, no matter what kind (love, friends, school, etc.) should not affect how happy you are. Of course rejection does not make you feel good, but it certainly should not take away the happiness in what you do. The real reason you feel so awful is because you think you've lost something that you NEED. The truth is what you do need is to not to let the disappointment ruin your time. Let yourself feel disappointed then LET IT GO! Learn to expect that you might not always get what you want. Accepting that prepares you for the sting of rejection. As long as you accept that "no" may be the answer you can let go of your nervousness and do your best. You must learn to stop focusing on "if" they like what you are doing and just enjoy doing it.

Don't take it personally. There are times in our lives when we are rejected simply because of timing. A lot of the times it has nothing to do with us but with other things surrounding the situation. So if you got turned down, do not second guess that you are no good or that no one likes you.

Think positively. It can be hard when you have been excluded, but try to not let it overwhelm you. It may actually give you the time for something better! Remember that participating with your group in the ensemble is fun! Get involved and keep your mind off of how you may feel at that moment and before you realize it you'll be happy again!

Use the rejection as a learning moment. If you feel that you did your best but didn't get the part, ask why. The response you get may show you what you can do to improve your performance and avoid elimination the next time. Remember that performing is a skill and that you must keep learning, trying and doing to become your best.

Be kind to yourself. Being rejected is a disappointment to say the least. It can hurt to put yourself out there and then, be told "no." Don't overthink the bad news; replaying the scenario over and over again won't make you feel any better. The kindest way to treat yourself is to accept the situation and move on.

Have confidence in who you are. Learn to trust that people will like you just as you are. You are working to make you the best "you" can be. When you stay kind and happy people will respond in amazing ways, and you will get to experience less rejection.

Know that everyone gets rejected. There are seven billion people on this earth. We are all beautiful, unique and different. There are times we are in demand and times we may get rejected. Acknowledge that anyone can be rejected, no matter who they are. You may not want to face that you got rejected, but you did. Know that rejection is an emotion that all people go through.

Take the rejection with style and class. Don't react loudly or blame those involved. Remember that the person rejecting you is not comfortable either. Especially at NSB where your instructors have your best interest in mind.

Try and try again. Don't give up and allow this to make you forget how much you enjoy performing. A popular sales motto is that it takes twenty "no's" to get to one "yes." Many successful people were excluded several times before they hit big time! Learn from them. With it, you won't feel so bad and have a better outcome in the long run. Do not take rejection as a sign of failure. Instead, press on in your dreams!

At Home Practices:

Rehearsing at home is essential to our student's success. They should be creating and imagining their characters, reviewing their scripts, singing the songs, dancing through the combinations. Memorizing their work is only a small percentage of the effort to be prepared for performance. The more they work the more they will achieve. We will send out emails containing all their music and other work needed.

Absences:

Consistent attendance is very important for our students' progress. If they are ill or have conflicts, please call the office at 954-344-5991. If there are numerous conflicts due to their participation in another sport or show, please talk to their instructors personally to come to an agreement. One of the reasons we rehearse only once a week is to avoid conflicts in

their busy schedules. Please note that the shows dates in May 2018, and during tech week their commitment will increase because of important on-stage technical rehearsals.

SHOW TIME:

Costumes:

Our students' main costume is included in your tuition. There are certain items each student must supply: footwear, stockings, socks, certain undergarments and some additional common stock items. As we get closer to show the costumer will instruct each student if there are any items they will be responsible for. All actors must have adequate footwear. In *Mulan* students may need black pants, and in *Heathers* footwear is dependent on the character. All actors must have their own makeup & hair care supplies.

Technical Rehearsals:

Please be aware that during the months of April & May 2019 we will be scheduling additional rehearsals. These technical rehearsals are very limited in time and are MANDATORY. If a student cannot be there, they nor their cast mates will be ready for the show. **Performing is a group effort, and EVERYONE IS NEEDED!!!** Students must bring all needed costume pieces, footwear, and personal props with them to rehearsals.

Show Day:

Students are expected to come at an hour and a half prior to curtain. They should be dressed in light-colored, easy to dress over clothes (gym shorts, tank top) so they feel comfortable changing in and out of their costumes. They should keep all their valuable items (electronics, cash, jewelry, etc.) at home. They should have a bag with their name clearly marked containing their personal items. All students should come already fully made-up and hair done when able. Please be sure they have all their show items (shoes, costume pieces, proper undergarments, personal props, and any needed makeup or hair supplies) with them when they arrive. All students must have their OWN MAKEUP & HAIR CARE SUPPLIES.

#11. Show DVD's



DVD's may be purchased for \$20.00 in the NSB office. Our company will provide an on-site videographer to videotape each show. These DVDS are available to be purchased and picked up at the NSB Office approximately three weeks after the production. Please may checks payable to Coral Springs Center for the Arts. No credit cards are accepted for this purchase.

***PLEASE NOTE:** We're exciting about the possibility of selling our performances digitally in the near future. We hope to have this available to our families by this Season.*

Photography Permission:

All students' families grant, with payment of their tuition, permission for their child's photograph to be used in our marketing materials. If you are not in agreement to this please contact the CSI Office immediately. All recordings including video, audio, still picture, motion pictures of any event including but not limited to recitals, rehearsals, classes, demonstrations, and productions will remain property of Next Stop Broadway.

#12. Student Etiquette

Respect & Commitment:

Respect and commitment are important parts of learning and growing. The students are expected to respect this facility, the staff, their fellow students and themselves. Disrespect or disregard for our community as a whole will not be tolerated.

Etiquette = Expected Behavior:

- Be respectful to the facility and the people. The Center for the Arts is a professional facility and must be recognized as such. Never touch anyone or anything with intent to do harm.
- Be kind to your fellow students. Keep your negative attitudes to yourself. Avoid a display of temperament. Be patient and pleasant. Don't criticize others.
- Always be prepared to work. Be sure to be wearing the proper clothes and footwear. Absolutely NO FLIP FLOPS OR HEELIES are allowed at this facility; they do not protect your feet and can result in injuries. Students will be asked to call home to get the required footwear if this rule is not followed.
- Have all your needed work (pencils, scripts, tape recorders, bottles of water, etc.)
- Never leave your class alone. When you are changing classes always stay together in your group. Never dawdle behind so your group unintentionally leaves you. At dismissal exit the building with your group and stay together as you travel outside.
- If you are injured tell your assistant and/or instructor immediately.
- Help yourself stay safe. Do not run, climb or fool around which could result in injuring yourself or anyone else.

- Never throw anything unless instructed by your teacher to do so.
- CSCA is a NO GUM ZONE. Absolutely NO GUM is allowed at this facility.
- Clean up after yourself. If you are done with it, throw it away. If you dropped it, pick it up. If it is yours, it is your responsibility.
- Do not bring valuables with you (small electronics, excess amounts of money, expensive jewelry, game boys, psp, etc.) The Center is not responsible for lost items. Student's cell phones should not be used during valuable class time – if they are used continuously the phones will be confiscated and put in the NSB office for retrieval at the end of the day.
- If it's not yours don't touch it. Leave equipment, props, costumes and materials alone and where it is. If you break it you are responsible for it.

Discipline:

Our policy is in the belief that the majority of students can be redirected into a more appropriate behavior in each situation. Our staff is instructed in positive reinforcement and redirection techniques. When a student seems not to be responding to redirection, and disruptive behavior continues, it can result in that student being asked to sit out for the class and not participate until behavior improves. If the improper attitude continues the parent(s) will be notified. The third major infraction can lead to the student being expelled from the program with no refund of tuition given. Harmful behavior to him/herself or any other individual will not be tolerated and can lead to immediate dismissal.

#13. Drop Off & Pick Up

For our group classes an attendant is out front for easy parent drop off and pick up. If you're running late and everyone has already gone to class, its location will be posted in the courtyard (*at the top of the main entrance ramp*)

Our students will also be escorted out front to the circular drive after their group class for easy parent pick up. It is imperative that our student's families adhere to the procedures for pick up. This insures safety for each and every student.

- **EVERY CAR NEEDS A SIGN WITH YOUR STUDENT'S NAME CLEARLY MARKED AND PLACED IN YOUR FRONT WINDOW.**
- **NO PARKING IN THE CIRCULAR DRIVE – THIS IS A FIRE LANE AND VIOLATORS WILL BE TICKETED.** Please understand you are creating an unsafe situation for everyone. If you are coming in and must park, do so in the parking lot.
- **WHEN YOU APPROACH THE PICK UP AREA PULL UP AS FAR AS POSSIBLE AND YOUR CHILD WILL BE ESCORTED TO THE CAR.**
- Please be courteous to all our other drivers – stay in your vehicle, use caution and drive safely.

Remember our children are involved. SAFETY COMES FIRST!

Our private students report to the NSB office to wait and confirm their instructor's location.
These private students should report back to the NSB office to wait for pick-up.

**“OUR BEST
SEASON YET!”**