



MICHELLE NIGHTINGALE	SINGER	ACTOR	TEACHER
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Actor's Club Policies and Information – Stirling East Primary School 2023

Fees: -

\$180 for 16-week semester, includes tuition, scripts, basic costumes, set, props, other teaching materials and a staged performance.

An invoice will be emailed at the beginning of each semester. There will need to be a minimum of 10 actors for Actor's Club to be viable and will be capped at 15.

Guidelines for Actor's Club.

- 1. Invoices** for each term will be emailed to parents and are payable within 7 days, after this time a second invoice will be sent to be paid immediately. If there is any difficulty regarding payment, contact should be made to discuss the matter.
- 2. Lessons times** will be during lunch time (1pm – 1:35pm) on a Monday (Yrs. 2-3) and a Wednesday (Yrs. 5-6) and Friday (Yrs. 3 – 4), held in the music room. It will be the responsibility of all students to come to Actor's Club independently at the designated time each week. A reminder in an I-Pad calendar could be advantageous.
- 3. Absences and missed lessons.** It is the responsibility of the student to attend Actor's Club at the specified time each week. If students are absent for any reason, there will be no obligation to make up the lesson. When the Acting Coach is absent, lessons will be made up on a different day or credited on the next term invoice.
- 4. Notification of absence.** If a student is unable to attend a lesson, notification needs to be made the night before, or by 7.30am on the day of the class. You can contact Michelle on 0411 863 865.
- 5. Performance.** There will be a performance scheduled in the last week of each semester out of school hours and potentially held in a working theatre. Parents will be welcome to attend, and tickets will be made available for purchase. Basic costuming, set and props will be provided but there may be a request for a specific piece of costuming or prop to be purchased by the student.
- 6. Each student will need a display folder for scripts.** This will ensure that scripts are kept in a clean and crease free state.
- 7. Images of Students** Photographs and video footage of actors may be used for internal training purposes and for promotional publications including, but not limited to use on Michelle Nightingale/Limelight Theatrics website, social media pages and brochures. The images/footage collected may be used by a third party upon agreement by Michelle Nightingale/Limelight Theatrics for promotional purposes of Michelle Nightingale/Limelight Theatrics. **It is the caregiver's responsibility to contact Michelle at michelle@michellenightingale.com.au if you do not permit Michelle Nightingale/Limelight Theatrics to use photographs or video footage of your child.**
- 8. Students may need support** in learning dialogue so there may be need for help tracks or other resources to be emailed to students to assist in their practice.
- 9. Parents** may request feedback and are welcome to send an email to limelighttheatricssa@gmail.com at any time.