

# National Youth Theatre Programme Terms & Conditions

Updated November 25<sup>th</sup> 2024

## Payment

A programme registration isn't final until full payment has been received. You will automatically receive an emailed invoice, and payment can be made directly to NYT's bank account or using the link to pay by credit card.

## Refunds

For all of our programmes, we offer a partial refund until a set cut-off date, after which no refunds can be made. Our programmes and performances carry a fixed cost, and as a Charitable Trust, we already heavily subsidise the price of each registration. Should performances be disrupted, postponed or cancelled due to circumstances outside of our control, but more than 2/3 of the rehearsal programme be completed or able to be completed, no refunds will be made.

## Photography & Videography

Any photographs or video recording taken during our rehearsals and performances remain the sole property of the National Youth Theatre. We undertake to use them only as relates to that production (cast recordings or galleries), or for the direct promotional purposes of the National Youth Theatre. We ask that our families refrain from posting video or photography online without checking first – particularly of costumes or choreography.

## Behaviour

We reserve the right to remove a cast-member from rehearsals, workshops or performances at our discretion. Working with large numbers in professional spaces means we have to be diligent to ensure the safety and well-being of our cast. Bullying, aggressive behaviour, offensive or discriminatory behaviour of any kind will not be tolerated.

Under our Child Safety policy we have a zero-tolerance approach to drugs & alcohol. Should a cast-member be found to be in breach of this policy, we will remove them from the current programme or performance. In the event of a second offense in a future programme or performance, they won't be permitted to sign up for other programmes in future.

## Illness

Our policy is that those who are unwell should not attend rehearsals or performances. We make videos and other resources available to ensure that our cast can catch up if they miss a rehearsal. While it can be heartbreaking to miss a show, it is better than delivering a sub-par performance due to illness – and potentially infecting other cast-members.

## Attendance

We ask to be notified of all absences – in advance if possible, by emailing [attendance@nyt.nz](mailto:attendance@nyt.nz) – or in case of last minute emergency, by contacting the rehearsal phone, 021 112 5687. The rehearsal phone is only available during rehearsals, and for an hour either side. Missing three rehearsals in a row without notification may result in your registration being cancelled, and your removal from the programme.

## Show Casting

*(For our main programmes)*

Casting our shows is a team process, involving the voices of all tutors involved in a programme, with the oversight of our Artistic Director and Chief Executive. Casting is based on how well a cast member performs in the room on the day.

Among the aspects considered are:

- the ability of the cast member to portray a role effectively
- offering opportunities to the cast member to develop as a performer
- giving as wide a spread of opportunities as possible

- ensuring a strong cast across the board

During each programme we strive to ensure that opportunities are given to both new and existing cast, across the age ranges. In each show we try to ensure we give a couple of opportunities to those who have shown promise over time, but might otherwise not have been given a chance.

All casting decisions are final and cannot be changed except due to unavailability.

We may allow video auditions in certain instances, but in order to be cast, we must see someone audition in person at least once during a programme, whether that be at a first audition or a call-back.

### **Child Safety & Expectations Documents**

The safety of the young performers we work with is paramount, and our Child Protection Policy forms the backbone of all of our policies and expectation documents. The latest version of all of these documents can always be found [on our website](#).

### **Diversity**

The National Youth Theatre both encourages and supports diversity. It is our policy not to place gender requirements on roles. We strive to be an inclusive and supportive environment for all of our cast-members.

### **Rehearsals**

Except as notified rehearsals and workshops are closed to observers, including family and friends. As with schools, we sign in cast-members at the start of each rehearsal or workshop, but they are released informally at the end of each session (with the exception of AllStars, where we do sign out). Should you be unexpectedly late to pick up, please let us know by contacting the rehearsal phone. If a cast-member isn't picked up, they need to notify our venue staff immediately.

### **Performances**

AllStars performances are open to all friends & family, no tickets required.

For our main programmes at the Aotea Centre or the Civic, all of our ticketing is handled by Ticketmaster. We arrange for a special presale to ensure our NYT Family can get tickets. We are unable to organise public tickets for our schools performances due to licensing restrictions.

### **Belongings**

We have an all care, no responsibility policy with belongings at rehearsal or backstage in the theatre. With a number of cast-members in each dressing room it's easy for things to go missing, or unintentionally end up in the wrong bag. We recommend leaving precious objects at home, and clearly labelling all garments.

### **Mobile Phones**

Except when being used to record harmonies or make notes, phones should be kept on silent and in bags at all times. Phones should NEVER be on stage.

### **Communications**

The primary source of all information for our programmes is the Cast Portal on our website. While we also email out the information, sometimes emails can go awry – do make a habit of checking the cast news and schedule (accessed through your login) on a regular basis. Please don't contact the staff directly on social media to ask questions about our programmes – email [info@nyt.nz](mailto:info@nyt.nz) and we will direct your question to the appropriate staff member, and ensure that it is followed up.