

## WELCOME TO CHILDREN'S PLAY HOUSE OF SAN JOSE WIZARD OF OZ

THIS SHEET CONTAINS IMPORTANT INFORMATION ABOUT THIS PROGRAM. PLEASE READ THROUGH IT CAREFULLY. WE WANT TO MAKE THIS A SUCCESSFUL PROGRAM FOR YOU AND YOUR CHILD.

### Important Dates for Wizard of Oz participants

**Rehearsals are every Monday from 3:00 – 4:30 p.m. for Grades 1-8 and 3:00 to 4:00 for Kinders. There will be no rehearsal on February 20 due to February Break.**

**Picture Day – Monday, March 19<sup>th</sup> (tentative-will receive email when confirmed)-.** We will have a costume available for your child on that day. They have their pictures taken individually and as a cast. Pictures will be taken during rehearsal time. We may run a little late that day but we make every effort to finish by the end of rehearsal time. You will be given an envelope prior to picture day with which you may order cast pictures and/or individual pictures of your child. Please send your child in clothing that the costume will easily fit over (shorts and a tank top or tight fitting t-shirt)

**Dress Rehearsal – Monday, April 16th -3:00 – 4:30 p.m.-kinders stay the entire time.** We will be bringing costumes for the participants. They then leave the costumes with us and we make them available again for the performances. We may run late on that day in order to get a complete run through in. We will make every effort to let you know if that is anticipated.

### Performances:

**Tuesday, April 17<sup>th</sup>- 6:00 p.m.-** we ask that you have your child to the theater by 1 hour prior to performance to give us time to get them in costume and prepared backstage. Please feed them a snack before the performance and we will provide them with a snack and drink between performances. If you are not attending this performance please pick up your child at 7:30 p.m.

**Friday, April 20th - 5:30 p.m. & 7:30 p.m. –** we ask that you have your child to the theater by 1 hour prior to performance to give us time to get them in costume and prepared backstage. Please feed them a snack before the performance and we will provide them with a snack and drink between performances. They will not leave between performances. If you are not attending these performances please pick up your child at 8:45 p.m.

### TICKET INFORMATION

A ticket order form will be sent out at a later rehearsal. Seating is reserved and ticket orders will be processed in the order they are received. Please order your tickets carefully! Tickets are non-refundable. Once an order form received that order is final. You may add ticket requests later but they will not be seated with your original order. We also will not be able to switch or exchange tickets once we receive the order. It simply gets too confusing and leads to errors. You will receive an email ticket the week of the show. It is advised that you print it and bring it to the performances for your own reference but I will have a master chart with seating assignments on it if you forget it. You will not be denied seating if you don't have it.

### ADDITIONAL HANDOUTS

With this form you are receiving additional handouts. One is a call board order form. This is a form you may use to order a personalized message to your child in the program. The cost is \$5.00. A call board example is included in this packet. This form must be turned in by Picture Day. Secondly, you will find a

page that your child can use to draw picture for the program. They may use this page or a blank sheet of paper. Drawings should be simple line drawings – no coloring, please; it makes them hard to scan. I highly encourage them to do this, it makes for a better program and the kids love seeing their drawings and names in the program. Please make sure their first and last names are on the drawing. I will use as many pictures as possible but all pictures may not be used. These also need to be turned in by Picture Day.

#### CAST LIST

Sometime in the workshop you will be sent a copy of the cast list. Please take a moment to look this over. Most importantly, please check that you child's name is spelled correctly and they are the correct character. I will use this information to ensure that the information is correct in the final program. I consider it of utmost importance that the kid's names are spelled correctly in the program, but I may have made a typo or misread some writing. That email is my double check.

#### PICTURE DAY

We will be sending home an envelope which you will use to order pictures. Our photographer has several packages to choose from. He is primarily a sports photographer and his envelope is geared towards that. A few hints: T stands for Team, B stands for Buddy and I is for individual. A team photo in our case is a cast photo. A Buddy photo is when your child chooses to have their picture taken with one or more additional participants. When you order a package please indicate whether you would like a buddy or individual shot. If you are ordering individual items please indicate whether you would like that to be a buddy, individual, or team photo. You can mix and match the individual items (ie, one 8 X10 cast photo and one 5X7 individual photo). Additionally, if you choose to have your child take a buddy shot, please discuss with them who they would like in that shot and it helps if you also write that on the envelope. This saves confusion during Picture Day. We ask that even if you are choosing not to order any pictures, please send your child to rehearsal that day, so we have a full cast picture for those that are ordering. We also will potentially be going over songs on that day. **PLEASE DO NOT BRING YOUR CAMERAS TO THIS PICTURE DAY. WE DO NOT ALLOW PICTURES TO BE TAKEN WHILE OUR PHOTOGRAPHER IS SHOOTING; YOUR FLASH CAN THROW OFF HIS FLASH.**

I will have additional photo envelopes at Picture Day if the one we send home gets lost.

#### VOLUNTEER TIME

We will need some volunteer time from parents during the performances. While this is not mandatory, we find that the children buy into the program better when their parents show some involvement. We appreciate any and all help that parents are able to give us.

We do sign ups online and you will be sent an email with a link to that website.

#### ABSENCES

While we believe that is important that your child attend every rehearsal, we understand that children may get sick or have conflicting appointments. If your child is going to miss a rehearsal, please take a moment to call us at 408-578-PLAY (7529) and leave a message. We plan our rehearsals ahead of time and if particular performers are going to miss a rehearsal we may need to adjust our rehearsal and appreciate the advance notice.

#### CAMERA/VIDEOTAPING POLICY REMINDER

Just a quick reminder that it is Children's Play House policy that we out of respect for all audience members and due to the copyrighted material, we do not allow any picture taking during the performance. You are welcome to

bring still cameras to dress rehearsal and take pictures (flash pictures are allowed at this time). However, due to the aforementioned copyright we do not allow video recording at ANY time. We do assign these rights to Video Magician, a professional videographer. She will be videotaping the performances and will offer a DVD of the performance. If two performances of the same cast are recorded you will receive an edited version of both performances, not a recording of each performance. An order form will be sent to you closer to the performance date and must be turned in at the performances and by the end of the last performance. Please do not turn in the order form at rehearsals or to the school office. There will be an envelope at the performances to deposit them in. REMEMBER THIS IS COPYRIGHTED MATERIAL AND AS SUCH, IT IS ILLEGAL TO MAKE COPIES OF THESE DVD'S.

Should you have any questions or concerns about our program, please feel free to talk to our staff at any time. It is Children's Play House policy that we will not have emotional discussions in front of the children. If you find you are upset with something please arrange a conversation with our staff away from our participants. You may call Cheryl at the Play House anytime. Please leave a message and someone will get back to you within 1-2 days. An excellent way to contact Cheryl is via e-mail as she can check that and respond at all hours of the night.

**Let's work together to make this a memorable and enjoyable experience for all involved, one your child will want to do again and again!**

**CALL BOARD**

**Play House Friends & Parents**

The Children's Play House provides a way for you to support our program as well as send your favorite performer your good wishes. Our programs feature a special page just for your messages. *Messages must be less than 40 letters including the name of the sender (blanks between words don't count).* Just fill out the bottom portion of this flyer and bring to rehearsal.

**\$5.00 per ad.**

Break a Leg  
Ralphie!  
Love,  
Mom & Dad

Good Luck!  
Castillero Cast  
from  
Ralphie

Way to Go  
Ralphie  
Love,  
Grandma

The message is from (person buying ad)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Performer's name \_\_\_\_\_

Play \_\_\_\_\_

Director \_\_\_\_\_

Rehearsal site \_\_\_\_\_

Message as you would like it to appear (please print neatly, no more than 40 letters. Include child's name or character).

CALL BOARD



*Cinderella and Zastra,  
You are our "shining stars!"  
Love ~ Mom & Dad*

Samuko,  
You're the best! Love, Mom & Dad



Way to go Cobi! Good Luck!  
Mom, Dad & Justin

**BREAK A LEG WICKED STEPMOTHER!  
YOUR BIGGEST FANS,  
MOM, DAD, CONNOR, JACK & RACHEL**

**Sophia- you are our beautiful flower! We love you!  
Mom, Dad & Michael**

**Great Job Brooke! There has never been a flower  
sweeter than you! Love ~ Mom & Dad**

**Best wishes Yvie! Love, DD& C = Y & D**



**WE ARE PROUD OF YOU, ANJALI  
LOVE, YOUR FAMILY**

Trevor, Reach for the stars, you are a rock star!  
♥ Mom, Dad & Matthew



*Sela - You are one awesome Goldilocks.  
Love, Mom & Dad*

**Vivian - you are a star and we love you!  
Love, Mom & Dad**



**GOOD LUCK GIGI!**

**Sophia, We are so proud of you!! Love, Dad, Mom & Family**

**THANK YOU GRAYSTONE ACTORS FOR TAKING US  
THROUGH THE WOODS!**

**Sarah, We love to watch your magic!  
XXOO, Mom & Dad**



*Ken, We are so proud of you. Good Job!  
Mom & Dad*

**RAHA ~ YOU ARE OUR SUPERSTAR!  
LOVE, MOM & DAD**

**Lili~ Everything you do is fantastic!  
We are so very proud of you! Love, Mom & Dad**



**Good Luck Riley  
Love, Mom , Dad, Andrew, Alex & Payton**

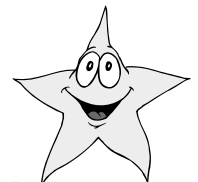


**Ash, you are the Ace of our hearts!  
Love, Mom & Dad**

**HAVE A GREAT NIGHT, Sophia. BIG HUGS!**



**Ashley, We are so proud of you!  
Love, Mom & Dad**



**Chloe, you are our SUPERSTAR! Love, Mom & Dad**

*Have fun Cheyanne! We're so proud of you! XOXO  
Love, Mom, Jesus, Kai and Anya*

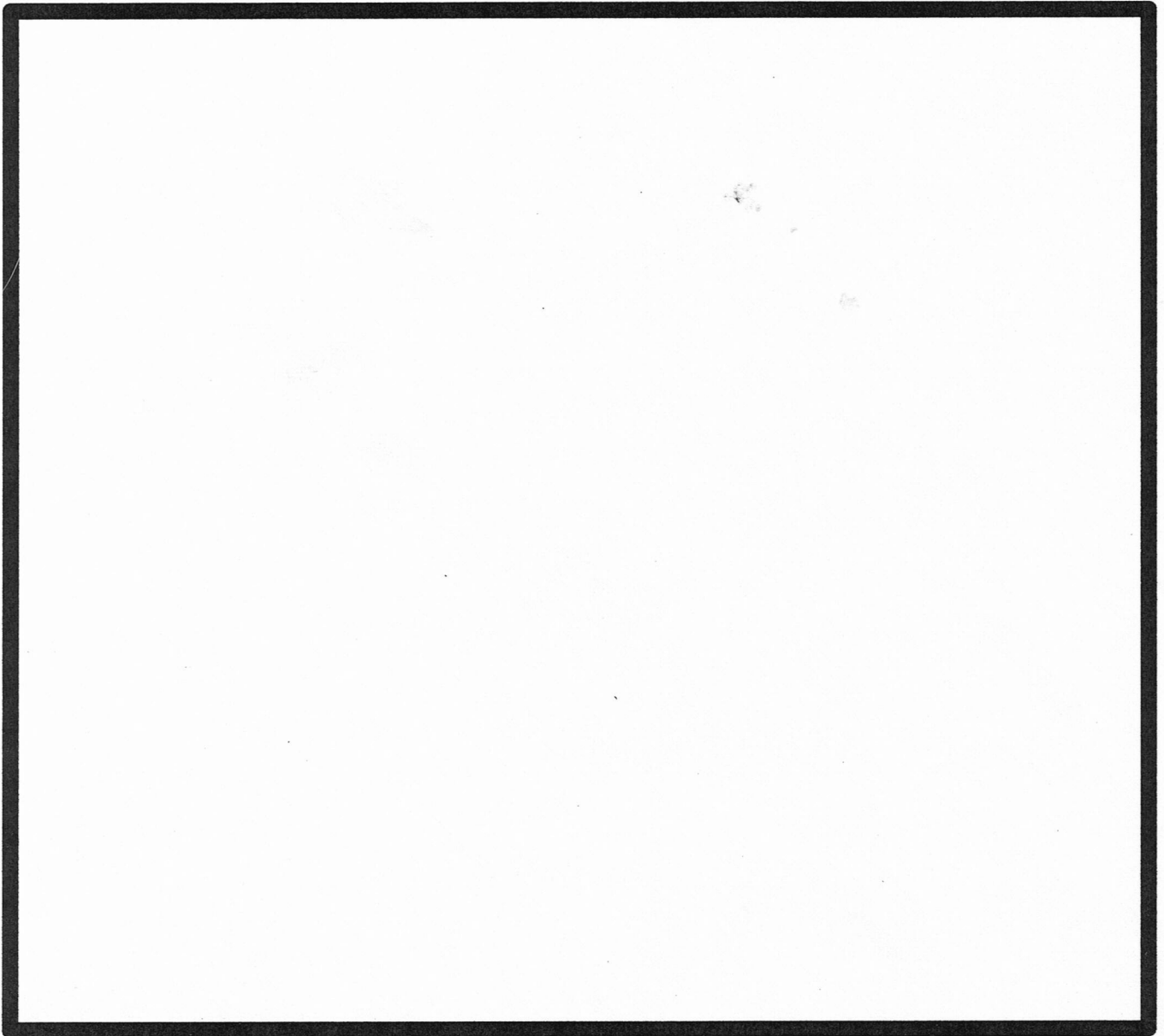
**Selin & Melisa, Good Luck and Have Fun!  
Love, Mom & Dad**

**Good luck Catherine! You will be great!!**

**We love you- Mom, Dad, Popo, John & James**



Please draw a picture for  
our program.



Remember, simple pen or pencil drawings are best.  
Coloring in the picture makes it hard to scan.  
Darker is better!