



BIG BAD WOLF

CHILDREN'S THEATRE COMPANY



Welcome to the Big Bad Wolf Children's Theatre Company. The following information sheet contains some useful hints.

Committee

The committee consists of 15 members. They help oversee the running of the company and support the production team, parents and members. If you have any issues, concerns or queries, please do not hesitate to speak to a member of the committee.

Rehearsals

Rehearsals take place on Sunday for the full cast and on a Friday for principals. As of December, the whole company are normally required on a Friday and a Sunday. A rehearsal schedule will be issued shortly, detailing times and venues of all rehearsals. In addition to this Agnes, will send a text out confirming who should attend each rehearsal.

If your child cannot attend rehearsal, can you please text Agnes informing her of the reason why.

Adult supervision is required at each rehearsal. A parent rota will be drawn up. If you cannot attend rehearsal on your scheduled date, can you please arrange for someone to cover for you. You will be required to cover a maximum of 2 rehearsals. There will always be a member of the committee on duty at each rehearsal.

BBW T-shirts and sweatshirts are not required to be worn at rehearsal, however we do ask that all members are appropriately dressed and wearing some form of footwear.

Costumes

There are ladies who oversee the costumes :

Lynn McConnachie
Rebecca Anderson
Gemma Devlin
Heidi Hemsley

There will be a costume meeting in October to which all parents are invited. All information relating to costumes will be given at this meeting and all 3 ladies can be contacted at anytime. A member of the costume team will be available at the end of each rehearsal.

In January there will be the "costume parade". This will take place either the 2nd or 3rd Sunday of the month – the date will be confirmed by the costume department. They ask that all costumes are ready for this date so they can be checked. This is **not a competition**.

Christmas Lights & Carol Singing

It has been a tradition within Big Bad Wolf that we take part in the switching on of the Christmas Lights across the district. The Falkirk Christmas switch on is in November and all members are required to attend this. The switch on for Denny/Stenhousemuir and Bo'ness/Grangemouth are optional. Members are required to wear their BBW T-shirts and sweatshirts or a black or red hoodie at these events. We also partake in carol singing in some of the large supermarkets as well as the Howgate. We ask that each member participates in one of these events.

Fundraising

BBW does not receive any funding from the council, therefore fundraising is essential. One of our big fundraisers is the Christmas Hamper. At the end of October a number of lists will be available. We would ask that each member puts their name against one of the items on the list. The members will then be given £10 of raffle tickets to sell per family. The hampers will be drawn on the last Sunday rehearsal before Christmas. BBW shows are expensive to stage, therefore fundraising is important. If you have any ideas please speak to Fiona Young or a member of the committee.

Workshop

BBW build, make and paint all our own sets and back cloths. This is a huge amount of work and the small team – headed up by Hilary Wallace – are always in need of support. This is an excellent way for dads to get involved with the company. If you can be of any help, please speak with Hilary direct.

Photographs

In January, the members get the opportunity to have their photographs taken in their costume by Terry Hughes. A venue will be booked and a timetable will be available for you to book a slot. There is no limit to the amount of photographs you wish taken. Terry also takes “stage shots” during the dress rehearsal on the Sunday and Monday evenings. Terry “sets up stall” next to the box office in the Town Hall and the photographs of the children in costume are available to view and the stage shots can be viewed via computer which Terry sets up. Terry will also set up the computers at the after show party. Photographs will also appear on the BBW website for approx 4 – 6 weeks after the after show party and can be purchased on-line. There is no obligation to purchase photographs.

Show Week

There will be a briefing a few weeks prior to the show, however here are some key points :

Volunteers

We require a minimum of 3 adults per dressing room per show as well as adults for quick change and to the "running". It is essential that we have adequate adult supervision or the show cannot go on. There will be schedule appearing soon and we ask that **each family** fills a minimum of two slots for either dressing room supervision or front of house.

You will not be in a dressing room with your own child as history has shown that this causes stressed out parents and children ☹ Adults are not limited to parents, we have welcomed grandparents, aunts and uncles over the years.

Stage Crew

Set has to be built on the Saturday prior to show week ready for the technical and dress rehearsal on the Sunday. A team of stage crew are required to move the set on and off the set.

Show Times

The show will run from the 31st January – 4th of February 2017 with a matinee performance on the Saturday. The members are required to attend a technical and dress rehearsal on Sunday 31st January and a further dress rehearsal on Monday 1st February. The Sunday rehearsal will run from 2pm – 10pm approx.

During the week of the show we ask that children are at the Town Hall no later than 6.15pm. Further details will be given during the show briefing which will be held in January.

Back Stage

Under child protection and health and safety **no person** is allowed backstage unless they have signed in and received a security wristband. Family and friends are required to wait in the bar area at the end of the show, they cannot go backstage or wait at the steps.

Front of House

All front of house duties including selling of raffle tickets and programmes as well as showing people to their seats are covered by volunteers. We have to have a minimum of 10 for each performance.

Cards & Flowers

It has been tradition within BBW that the cast members give each other Good Luck cards on the opening night. Cards tend to be given to friends and those who they have worked closest with during rehearsals. On the Saturday evening, many of the girls receive flowers from their family and/or friends. This is optional. We do not encourage the giving of presents, this is entirely down to the individual cast members

Good Luck Messages

You will be given the opportunity to place a Good Luck message in the programme. These cost £5. Information will be given out Nov/Dec

After Show Party

This is a chance for the members and their family to celebrate the success of the show. The after show party will be on Saturday 18th 2017 February in the Dobbie Hall. The hall will be set up with tables and chairs and you bring your own drink and food.

What Happens Next ?

After the "after show party" we all take a well earned rest. There will be a break until early June.

Making Contact

Agnes is the main point of contact either via text or email. As Agnes works full time, she is unable to respond until after 6.30pm

Mary Watkins Memorial Trophy

This is awarded in memory of our previous secretary Mary Watkins. Points are awarded to each member and includes attendance and behaviour at rehearsal, supporting fund raising events etc. It is awarded at the after show party.

Making Payments

If handing money in, can you please put in an envelope marked with the name of the child and what the payment is for.

Any Suggestion or Ideas ?

If you have any suggestions or ideas then please please please discuss them with a member of the committee. New parents see things with fresh eyes and a different perspective.