



THE STANNINGTON PLAYERS

The Lomas Hall, Church Street, Stannington, Sheffield,
S6 6DB

New Members Welcome Pack

website: <https://www.splayers.co.uk>

OUR HISTORY

The Stannington Players started in the late 1940s as a discussion group who decided to perform a play for the Festival of Britain celebrations in 1951. They performed plays and children's plays in the Methodist Church at Knowle Top until 1955. The Players then moved to the Lomas Hall in 1955 when it opened and have performed there ever since, extending their repertoire to include a Christmas pantomime which has become an integral part of the Christmas celebrations in Stannington. The Players range of productions has stretched from Shakespearian dramas to farces, one act plays to variety shows. Though the Players cannot claim to have produced an Oscar winner, some of its members have gone on to make their mark in the professional ranks and have taken their talents to all parts of the UK, America and Canada. By far the majority have enjoyed theatre for theatre's sake.

For over 70 years our policy has always been to provide the people of the Stannington area with quality theatre at an affordable price. In these difficult times the Players are determined to continue to do this and to help charities through our productions. The Players donate some of their proceeds to nominated charities such as 'Yorkshire Air Ambulance' or St. Luke's Hospice.

MEMBERSHIP

- Members are welcome to join because they want to act or to take on other "behind the scenes" roles: Costumes, Props, Stage Management, Light and Sound, Set building, Scenery, Ticket sales etc.
- All members pay an annual membership subscription. This payment contributes to the cost of our insurance, weekly refreshments and hall hire. The payment is made annually after the Annual General Meeting in May, when the amount is reviewed and set. If you join part-way through a year, we allow a 'free' first production and then a membership amount agreed by the Treasurer/Committee after that.

EXECUTIVE COMMITTEE

- A committee is appointed annually at the AGM in May. Elected Officer roles are: Chairperson, Secretary, Treasurer. Other roles: Child Protection Officer, Health and Safety Officer, Publicity secretary, Ticket secretary, Social secretary, Membership secretary and Production Planning Committee.

Please ask for details of current officers and committee members so you know who you can approach with any queries. Others may be co-opted onto the committees throughout the year as required.

- The Executive Committee deals with arrangements and any problems which may arise during the lead up to the performance dates should the Producer require support with this.
- The Executive Committee meets approximately every two months
- Everyone is invited to the AGM in May. Only fully paid-up members are allowed to vote on decisions on how the society is run.
- Every paid-up member is able to stand for a place on the Executive committee or to take on other roles. If you are interested but new to a role, it may be possible to 'shadow' someone who holds that role or to be supported by the previous holder

HEALTH AND SAFETY

- The society has a Health and Safety Policy with associated Risk Assessments covering any activity which members may engage in. Please ask the Health and Safety Officer if you wish to look at these, or check our website.
- All members are asked to complete a Health and Safety Form, which will include confidential information about their needs, regular medication, conditions etc which might affect them whilst at a rehearsal or performance. This information is kept securely by the Health and Safety Officer and is used in times of emergency only.

PRODUCTIONS

- The Production Planning Committee read plays and pantomimes, then make suggestions for our future productions. However, any member is welcome to offer suggestions to them.
- Two plays and a pantomime are performed every year, with three or four performances per production. We do not currently charge the audience for programmes or refreshments, though we encourage donations to the society. This policy, along with Ticket prices, is reviewed annually at the AGM.
- Our annual family pantomime includes children aged 9 – 16 years in the cast. The Holly Brennan Dance School, also based in the Lomas Hall, usually take part as well. Child Protection Policies and Procedures are in place to Safeguard our youngsters. These are available on our website or from the Child Protection Officer. In order to include children/young people in our pantomime we have Licensed Chaperones and a Child Performance Licence from Sheffield City Council. This licence requires that all members agree to abide by all of these policies and procedures.

We ask that adult members do not make friends on social media sites with children/young people in the pantomime. The Child Protection Officer communicates with parents only, to uphold our Safeguarding practice.

- A planning group is convened for each show which will include: the Director, Producer, Costume co-ordinator, Set-building representative, Lighting and Sound reps, Ticket secretary, Publicity secretary and others as required.
- For each show there is a 'reading' evening to allow roles to be allocated. We do not tend to hold formal auditions, though this may happen. Prior to rehearsals you will be informed whether you have a role and which role you have been allocated.
- We expect members to take on other roles if they have not been given a part in a show. This could include: Costumes, Props, Set building, Stage Management, Front of House or Refreshments during shows, Ticket sales, Social media advertising, putting out posters and flyers, ice cream sales – and anything else that's required
- You must be committed and punctual for all rehearsals. Our main rehearsal evening is Monday 7.30pm – 10.00pm. A second rehearsal evening will be organised nearer to the date of the production.
- Dressing room/Green Room - we use the large room behind the stage which has two entrances/exits to the stage. During weekdays the Stannington Village Playgroup use this room for their sessions, we negotiate with them for the use of the room for our shows.
- A 'post-mortem' feedback session is held after every show, to share how things have gone. This is so we can improve and adapt how we work. Every member has the opportunity to share their thoughts and audience comments are noted.

DO'S AND DON'TS FOR PERFORMANCES

PLEASE DO...

- Arrive promptly at the time advised by the Director/Producer
- Switch off or mute mobile phones during rehearsals and performances
- Follow the script so that you know when to come on/go off

PLEASE DON'T...

- Interfere with props once they have been set in position
- Move or interfere with the set
- Interfere with any lighting or sound equipment
- Chew gum or eat sweets on stage
- Talk in the wings as the audience can hear you and this can disturb those on stage
- Be noisy in the dressing/green room. You can be heard on stage and by the audience

- Move the curtains, it distracts the audience from what's happening on stage
- Allow unauthorised people to access the changing rooms at any point
- Use the public toilets being used by the audience during a show – use the one next to the green/dressing room

COSTUMES

These may be from our own collection or hired in.

- A costume coordinator is appointed for each show
- The costume coordinator will create a list of required costumes and sizes
- Please don't make changes to costumes without consulting the co-ordinator. Costumes are chosen to complement others onstage, the effects of lighting and ease of changing. The co-ordinator will make the final decision.
- Arrangements will be communicated as to what you must do with your costume following the show
- You must take full responsibility for your costume from when this is handed to you, to the end of the show run.

PHOTOGRAPHY/FILM

- By agreeing to be a member of The Stannington Players you are also agreeing to any photographs taken during rehearsals and shows being potentially used in promotional material and on our website and social media sites. Photographs may also be put into our society photo albums. If you would prefer these not to be used, you must ensure this is communicated formally to the Chairperson.
- We ask members not to take photographs or film footage involving children/young people, or to post such photos or footage on social media sites. We have strict policies and procedures for working with children/young people which must be adhered to. Our official photographer/videographer takes show photos and film.
- We usually make a souvenir DVD of all our shows, at a dress rehearsal or performance. These are available on request for a small fee

CODE OF CONDUCT *(see separate sheet)*

We expect all members to agree to and abide by The Players Code of Conduct.

POLICIES

We have some important policies on our website which all members should read and familiarise themselves with them. If you are unable to access the website, please ask to see the hard copies folder kept under the stage:

- Health and Safety Policy
- Code of conduct in relation to working with Children
- Child Protection Policy
- Policy on the use of images of children