



**** Membership Pack September 2023 to August 2024 ****

Welcome to NK Theatre Arts, Stockport's leading Theatre Company for children, young people and adults. Whilst you are with us you will have the opportunity to learn about many aspects of the Theatre through weekly theatrical workshops in drama, music and dance. You will also have the chance to take part in various performances and presentations throughout the year, both at The Forum Theatre, home of NK Theatre Arts and at other venues.

We have an all-inclusive policy and believe in ARTS FOR ALL. We have sessions available in all disciplines of Performing Arts with membership starting from the age of just 3yrs and run right through to adults.

Our enrolment evenings have now passed for the season, but there may still be opportunities to become a member depending on if there are spaces in the relevant classes. All you need to do is contact whoever leads that specific class, with all contact details at the end of this pack.

Once enrolled, members can take part in just one activity, or as many as six different activities that run each week. Simply fill in the classes you would like to take part in on your application form and should there be spaces available you can slot straight into your class! You can choose to take part in Musical Theatre, Studio 2 Street Dance and Contemporary, Drama, Ballet or our NK Rock Band. There is also the opportunity to be a part of our competitive and pre-comp dance teams Vibe and Tribe. A complete breakdown of all of our different classes on offer can be found on our website as well as further down in this membership pack.

Traditionally, throughout the year we are involved in many exciting theatrical performances and have a packed schedule for our members. We have two major productions for our youth theatre each year, one at Christmas and one in the summer. We also have showcase evenings, carnivals and festival appearances, plus many more opportunities to perform throughout the year. Members may be called to rehearse for any of the above events in addition to their workshop times and we never make any additional charges to take part in our shows.

Apart from the Summer and Christmas periods, NK Workshops continue throughout school holidays however, there are no NK Sessions on Bank Holidays. In August we run daytime, week-long Summer Theatre Workshop sessions open to members and non-members which culminates in a performance on the final day.

We expect loyalty and determination from our young people and in return, we give motivation, excitement, self-esteem and a fantastic venue to work in, providing a safe and stimulating environment.

NK is regarded as an educational, as well as a recreational establishment and should be respected as such by members and parents. Please read and make sure you understand the terms and conditions of membership attached to this letter.

We wish you every success and look forward to working with you during the coming year and of course if you have any questions, please don't hesitate to contact a member of the team!

Many thanks,

Kerry Day

Artistic Director

GENERAL CONTACT DETAILS:

NK Theatre Arts

The Forum Theatre, Compstall Road, Romiley, Stockport, Cheshire, SK6 4EA

Admin & Office Number 0161-430-6570

Box Office 0333-666-3366

Website www.nktheatrearts.org.uk, Email: info@nktheatrearts.org.uk

Registered Charity Number 1049259

TERMS & CONDITIONS OF MEMBERSHIP

ATTENDANCE:

It is unacceptable to be absent without prior notice to your tutor, or by sending an email to the relevant head of department. (please see our contact list for who to report absences to) Please note that if you are absent for three consecutive weeks and you have not informed the company as to the reason, we may assume you no longer wish to attend that specific workshop and your place will be automatically given to someone else on the waiting list.

Please arrive promptly at the time your workshop is due to start. Please be aware of drop off and collection points for the specific workshop classes. Once members are in their classes, there will be no entry and re-entry other than in an emergency situation.

Please note: it is essential that you re-enrol for each season to ensure that your place in a class is secured as you will be in a new class!

COMMUNICATION:

It is essential that we have an up to date email address and mobile phone number so we can provide you with information, sometimes at short notice should a time change or should there be any alterations with workshops etc. Email is the best form of communication with members of the team, a complete list of company contacts are below.

We send various items of communication via email at various points throughout the year, providing updates on events, rehearsals, costumes, classes and all other matters relating to the company. Please make sure that you are on the mailing list for NK members by following this QR code with your smartphone camera.



Please make sure you read the details within any communications received and ask any questions should anything be unclear. There is a specific members area on our website www.nkta.co.uk with all the information you could possibly want on our company, plus the information regarding rehearsal schedules, workshop times, forthcoming performances, ticket details etc.

Social Media is usually the best way to make contact with NK Theatre Arts. Facebook is a great way of keeping up to date with what's happening on a day to day basis at NK Theatre Arts and we also provide competitions and prizes for followers. If you have a question outside of office hours simply send us a message on the page and there are many people who monitor the page who will be able to respond quickly. The NK Facebook page is "nktheatrearts" so make sure you like the page to get all of our latest updates.

“ContactNK” is a page for our parents so that if you have any questions etc. you can post them on there so make sure you request to join this. We also have a group for members “NK Theatre Arts Members” make sure you join that for regular updates relating to workshops etc. Finally, make sure you follow us on Twitter “NKTheatreArts” and Instagram “nk_theatre_arts” too.

PERFORMANCES:

When rehearsals commence for any production, members are required to give full commitment to the rehearsal schedule. Upon receiving a rehearsal schedule, principles must notify the director immediately of any dates they will be unable to attend. If you are absent from a rehearsal without proper notification, your part may be forfeited. For Youth Theatre productions, NKTA will require all members under the age of 18yrs, to provide a responsible adult to help with backstage supervision on at least one of the show days.

All members who accept parts in shows will be expected to sell a minimum of 10 tickets for an event, which will normally mean a sell out show which is a fantastic experience for our members!

Our season culminates in a July full company performance with regular workshops becoming rehearsals for the summer production around 6 weeks before the end of the season. It is a great opportunity for you to demonstrate the skills that you have learned throughout the year and we see this as an important part of your development as a performer.

We also need to apply for a licence or an exemption for anyone in school to allow them to perform with us, please ask any questions when forms are issued if anything is unclear. This is simply a safeguarding issue to ensure children are kept safe and healthy with performing experiences.

Keep abreast of all our performance information on our Members page of the NK website and “Contact NK” page on Facebook.

There will be times when we will require support for Backstage Supervision at our shows and events and ask that each member provide a representative over the age of 18yrs to assist with this. Normally this will be a family member or close friend and full support will be given to supervisors when the need occurs.

DRESS:

You must wear an NK or plain black top for workshops and rehearsals and jeans, leggings etc. together with appropriate and comfortable footwear.

MERCHANDISE:

NKTA merchandise may be ordered from us by completing an order form ([click here](#)) and making payment for items you require. Please note that we do not stock items of merchandise and it may take up to 14 days for your item to be delivered to us. We will contact you when the item arrives.

Should you have any queries regarding Merchandise, please do not hesitate to contact Clare who looks after our Workshop Administration.

THE FORUM:

The Forum Theatre is our building and we need to do our very best to look after it, therefore it is important that any litter is placed in the rubbish bins provided. We do not allow food in sessions including sweets and the only drink permitted is water. There is absolutely no chewing gum allowed in the building, which also has a strict No Smoking policy in force, including e-cigarettes. Smoking directly outside the Forum entrance is also unacceptable, a smoking area is provided at the side of the building. Please help us to keep the Forum a pleasant environment for our members and staff in which to work.

The Forum Theatre is also a venue for hire to other Performing Arts organisations amongst other things and can be used for private functions such as parties etc. Please complete one of the below enquiry forms if you'd like to register your interest in hiring our venue.

[Application for a Public Event](#) or [Private Function Hire](#)

You can also follow The Forum Theatre specifically on Twitter @theforumtheatre as well as Facebook and Instagram or why not visit the website for a comprehensive list of what is coming soon! www.theforumtheatre.co.uk

LICENCED BAR:

The Bar is open for every NK event and at other times throughout the year.

CAR PARKING:

There is a large pay and display car park in the precinct outside The Forum Theatre, which is free in the evenings with a modest daytime charge. This is operated by Stockport Council.

PARENTS:

NK Theatre Arts is a Registered Charity and we are absolutely dependent on support from our parents and volunteers. People get involved in helping backstage, helping with costumes, even tutoring some of our classes, whilst being free to help during shows to sell programmes and raffle tickets is also invaluable. There are often social events that parents enjoy too.

If you'd like to get involved in any aspect of the company, set building, stage management, front of house, bar etc. please contact kirsty@nkta.co.uk

We also host comedy nights, murder mystery evenings and adult cabaret shows which are brilliant nights for friends and work colleagues and don't forget that by simply supporting one of these events you help to support the ongoing work of our Charity and helping to improve the facilities and services for your children.

INCLUSIVE WORKSHOPS:

NK Theatre Arts is an all-inclusive theatre company and we welcome children, young people and adults regardless of ability, disability, status or culture. Children and Young People who have a Special Educational Need will be integrated into workshops according to their age group. We will enter into a discussion with parents/carers to ensure that we can meet the needs of the prospective member.

“NK Access” caters for young adults with learning difficulties in which they will undertake a varied programme of drama and dance. We advise that you contact the office to discuss this with the team.

SAFEGUARDING

NK Theatre Arts has a comprehensive Safeguarding Policy which was created by our Trustee board and is reviewed each year and is strictly adhered to at all times regarding all activities for our children and young people. You can download the policy on our website.

SUBSCRIPTIONS:

There is an enrolment fee of £20.00, which covers public liability insurance and also show fees for the year. This is renewable each September.

To make it easier for parents, there are also no additional charges for the many rehearsals and performances held on top of regular workshops, we simply ask that August subscriptions continue to offset any such additions. Any workshop that might be lost due to a Bank Holiday is more than made up for in additional rehearsals or sessions. There are no reductions in subscriptions for members who are absent from sessions as their place is still retained in the relevant classes.

Please note that we cannot control Standing Orders and they can only be cancelled by you upon a member leaving the company. No refunds are available should standing orders fail to be stopped upon a member leaving the company as all such receipts shall be treated as donations to the company.

As a Registered Charity, NKTA benefits from the government's GIFT AID initiative, enabling parents or guardians who are UK tax payers to increase the value of the subscriptions **at no extra cost**. Your postcode and house number will be taken from the enrolment for us to be able to claim Gift Aid. If you would prefer for us not to do this, please contact darren@nkta.co.uk

Please note, NK Theatre Arts is a Registered Charity, concessions can be made for financial hardship, please contact us for details.

The monthly subscription rates (payable by standing order) are as follows:

1 Session Per Week (Drama, Studio 2 Street Dance or Musical Theatre)	£25
2 Sessions Per Week (Drama, Studio 2 Street Dance or Musical Theatre)	£35
3 Sessions Per Week (Drama, Studio 2 Street Dance or Musical Theatre)	£45
NK Access	£30

Please make your payments to:

NK Theatre Arts

Sort Code 08-92-99 Account 67215870

**There is a £10 reduction for siblings in all of the above classes.

Please include member name and "Subs" as bank reference

ADDITIONAL CLASSES

You can choose to take part in one of the below classes, these are in addition to your monthly membership fees and will require separate payments made each month of £20 per member:

CLASS	PLEASE INCLUDE IN BANK REFERENCE ALONG WITH MEMBER NAME
<ul style="list-style-type: none">• Ballet	BAL
<ul style="list-style-type: none">• Tribe / Vibe	Tribe or Vibe
<ul style="list-style-type: none">• NK Rock Band	Band
<ul style="list-style-type: none">• Contemporary Dance	Contemp

TICKETS & BOX OFFICE:

The simplest way to book tickets for shows and events is online via our website, www.nkta.co.uk. You can select your seat and print your own tickets to bring with you or simply download a ticket for your smartphone to show during theatre productions.

You can buy tickets over the phone by calling 0333-666-3366.

RECORDING & PHOTOGRAPHY:

Please note, NK will occasionally take photos and videos of workshops and events for general publicity and press purposes, which may mean your child appears on our social media pages and on our website as well as local newspapers! If you do not wish your child to feature, then please ensure that you officially inform the company in writing. During performances and events we do not permit unofficial (i.e. non NK) photos and videos to be taken by parents due to child protection and safeguarding. Please make sure you respect this rule for the safety of our members.

September 2023 Timetable (Check website for up to date sessions)

Monday – Musical Theatre

CLASS	TIME	SCHOOL YR	ENTRANCE AND EXIT DOORS
MT 1	5.00 - 5.45pm	Reception – Y2	Main Entrance
MT 2	5.45 – 6.30pm	Years 3-5	Main Entrance
MT 3	6.30 - 7.30pm	Years 6-8	Main Entrance
MT4 / 5	7.30 – 8.30pm	Years 9+	Main Entrance
NK Access	6.30 – 8pm	Adults	Main Entrance
Ballet 1	5.45 – 6.30pm	Reception – Y2	Main Entrance
Ballet 2	5.00 – 5.45pm	Years 3-5	Main Entrance
Ballet 3	7.30 – 8.30pm	Years 6-8	Main Entrance
Ballet 4	6.30 – 7.30pm	Years 9+	Main Entrance

Tuesday – NK Drama

CLASS	TIME	SCHOOL YEAR	ENTRANCE AND EXIT DOORS
Drama 1	5.30 – 6.30pm	Reception – Y2	Main Entrance
Drama 2	5.30 – 6.30pm	Year 3-5	Main Entrance
Drama 3	7-8pm	Year 6-8	Main Entrance
Drama 4	7 - 8pm	Years 9-11	Main Entrance
Performance Class	8.30 – 10pm	Year 12+	Main Entrance

Wednesday – Comp Teams, Pre Comp Dance Classes & NK Rock Band

CLASS	TIME	YEAR	ENTRANCE AND EXIT DOORS
Tribe 1	5 – 6pm	Reception – Year 5	Main Entrance
Tribe 2	6-7pm	Year 6 +	Main Entrance
Vibe	7 – 8pm	Invite	Main Entrance
NK Rock Band	From 6pm	U18's	Main Entrance

*If you'd like to join the waiting list please tick the option on our enrolment form and as soon as places are available we will be in touch.

Saturday – Studio 2 Street Dance and Contemporary

CLASS	TIME	YEAR	ENTRANCE AND EXIT DOORS
Street Dance Minis	10-10.45am	Ages 3yrs – School Year 2	Main Entrance
Street Dance Juniors	10.45-11.30am	School Years 3 – 6	Main Entrance
Contemporary Juniors	11.30-12.15pm	School Years 3 – 6	Main Entrance
Street Dance Elite	12.30-1.30pm	School Year 11+	Main Entrance
Contemporary Seniors	1.30-2.30pm	School Year 7 +	Main Entrance
Street Dance Aspect/Edge	2.30-3.30pm	School Years 7-10	Main Entrance

For full information relating to suitability for classes, please visit our website for a greater understanding of the sessions, or contact the relevant session leader.

Classes will be rearranged from time to time to fit in with any additional rehearsals or performances that are due to take place. Please ensure you read any information, which is sent by email or posted on Contact NK from NK to parents where any changes to the regular schedules occur.

WHO'S WHO AT NK THEATRE ARTS

If you have a specific question relating to the company, here are some useful names of contacts who may be able to help with your enquiry and email is normally the best way to get in touch. Please note that some of the NK team are part time or voluntary and they will respond to your request as quickly as possible.

<u>NAME</u>	<u>ROLE</u>	<u>EMAIL</u>
Kerry Day	Artistic Director	Email Kerry
John Dean	Ballet Tuition	Email John
Stuart Dean	Chair of Trustee Board	Email Stuart
Amy Earith	Contemporary Dance Lead	Email Amy
Hannah Gorst	Head of Musical Theatre & Dance	Email Hannah
Maisie Noble	Drama Workshops Co-ordinator	Email Maisie
Kirsty Reilly	Head of Marketing	Email Kirsty
Darren Stannage	Company Manager / Finance	Email Darren
Dominic Stannage	Production Co-ordinator/NK Rock Band	Email Dominic
Clare Woolleson	Events Co-ordinator & Workshop Admin	Email Clare
Lucy Worthington	NK Access	Email Lucy
Dawn Wrigley	Head of Outreach	Email Dawn

FORUM THEATRE