



**** Membership Pack September 2024 to August 2025 ****

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.

If our September enrolment evening has now passed 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 Drama, Musical Theatre, Studio 2 Street Dance and Contemporary, Ballet and 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, within 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

CODE OF CONDUCT: NK Theatre Arts prides itself in embracing all members' ability, disability, status, and culture and instils such ethos within its members. It is paramount that members are polite and courteous to one another at all times. That they show empathy and support to one another when needed and take responsibility to report an issue that may need intervention by a member of staff. Any form of bullying, name calling or disrespect shown to another member will not be tolerated whether in attendance at NK or externally. This also applies to online conversations with fellow members.

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. You can add multiple people to our database if there is more than one person that you would like to receive our communications from. Please make sure that you are on the mailing list for NK members by [completing the form here](#).

Please make sure you read the details within any communications received and ask any questions should anything be unclear. There is a specific [member's area](#) on our website which we constantly update with important information relating to our shows, events, time changes 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 Facebook 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 for regular updates relating to workshops etc. Finally, make sure you follow us on Twitter "NKTheatreArts" and Instagram "nk_theatre_arts" too.

PERFORMANCES:

For Youth/Junior Theatre productions, NKTA will require all members under the age of 16yrs, 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!

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.

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 so everything is ordered individually and is posted directly to your home.

Should you have any queries regarding Merchandise, please do not hesitate to [contact Clare](#) who will be happy to help.

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.

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 (after 6pm) with a modest daytime charge. This is operated by Stockport Council.

PARENTAL SUPPORT:

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.

We also host adult productions, 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.

There are many ways that parents like to help to support the work of our organisation and we simply would not exist without our volunteers.

If you would like to lend a hand with our productions, so that could be set building, assisting with the tech, props or costumes then please feel free to [contact Dominic](#) our Production Co-ordinator.

If you feel you may wish to become involved with our Arts team or help with our workshops, then please [contact Kerry](#) for more information.

NK is governed by a Board of Trustees who ensure that, as a Charity, we comply with all relevant regulations and run our organisation as transparently and effectively as possible. We are always on the lookout for people who feel they may have the skills to assist with this area of the company. If you are interested in finding out more about becoming a Trustee, then please [contact Darren](#) who would be happy to give you more information about this.

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. If you feel that you would like to discuss a potential members' individual need with us prior to them joining the company, then please make sure you contact the relevant session leader who will be happy to discuss this with you.

"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.

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 subscriptions throughout the year 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.

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

OUR WEEKLY SESSIONS

NK runs weekly workshops covering a variety of classes. We keep members essentially within their own age group and sessions are available for children and young people in Reception or above (although we do accept younger for some of our Mini classes)

NK Workshops run in Drama, Musical Theatre and Street Dance. There are then optional extras in Studio 2 Dance, this covers Ballet, Contemporary, Advanced Street Dance / Comp Classes. We also run NK Access, a group of young adults who require additional support.

COST OF WEEKLY CLASSES (Paid monthly at beginning of month)

NK CLASSES:	COST	STUDIO 2 CLASSES	COST	NK ACCESS
Drama / Performance Class	1 Class £25	Ballet	1 Class £25	£30
Musical Theatre	2 Classes £35	Contemporary	2 Classes £40	
Saturday Street Dance	3 Classes £45	Wednesday Street Dance (Tribe / Vibe)	3 Classes £60	

September 2024 Timetable

Monday – NK Musical Theatre, Studio 2 Ballet & NK Access

CLASS	TIME	SCHOOL YR	CLASS CONTACT
MT 1	5.00 - 5.45pm	Reception – Y2	Hannah
MT 2	5.45 – 6.30pm	Years 3-5	Hannah
MT 3	6.30 - 7.30pm	Years 6-8	Hannah
MT4 / 5	7.30 – 8.30pm	Years 9+	Hannah
NK Access	6.30 – 8pm	Adults	Kerry
Ballet 1	5.45 – 6.30pm	Reception – Y2	Mr Dean
Ballet 2	5.00 – 5.45pm	Years 3-5	Mr Dean
Ballet 3	7.30 – 8.30pm	Years 6-8	Mr Dean
Ballet 4	6.30 – 7.30pm	Years 9+	Mr Dean

Tuesday – NK Drama

CLASS	TIME	SCHOOL YEAR	CLASS CONTACT
Drama 1	5.30 – 6.30pm	Reception – Y2	Dawn
Drama 2	5.30 – 6.30pm	Year 3-5	Dawn
Drama 3	7 - 8.30pm	Year 6-8	Dawn
Drama 4	7 – 8.30pm	Years 9-11	Dawn
Drama Performance Class	8.30 – 10pm	Year 12+	Dawn

Wednesday – Studio 2 Street & Comp Teams

CLASS	TIME	YEAR	CLASS CONTACT
Tribe 1	5 – 6pm	Reception – Year 5	Hannah
Tribe 2	6-7pm	Year 6 +	Hannah
Vibe	7 – 8pm	Invite	Hannah

Saturday – NK Street Dance and Studio 2 Contemporary

CLASS	TIME	YEAR	CLASS CONTACT
Mini Contemporary	9.30 – 10.15am	Ages 3 – School Year 3	Amy
Street Dance Minis	10.15-11am	Ages 3yrs – School Year 3	Hannah
Street Dance Juniors	11-11.45am	School Years 4 – 7	Hannah
Contemporary Juniors	11.45-12.30pm	School Years 4 – 7	Amy
Street Dance Elite	12.30-1.30pm	School Year 11+	Hannah
Contemporary Seniors	1.30-2.30pm	School Year 8 +	Amy
Street Dance Aspect/Edge	2.30-3.30pm	School Years 8-10	Hannah

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

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
Kirsty Reilly	Head of Marketing	Email Kirsty
Darren Stannage	Company Manager / Finance	Email Darren
Dominic Stannage	Production Co-ordinator/NK Rock Band	Email Dominic
Diane Wilson	Workshop Administration	Email Diane
Clare Woolleson	Events Co-ordinator	Email Clare
Dawn Wrigley	Head of Outreach & Drama Workshops	Email Dawn

FREQUENTLY ASKED QUESTIONS

- Can I do a taster session?

Yes, we are happy to let prospective members do a taster session before deciding if they would like to join. Please contact the class leader to arrange this directly. Please note if members are currently in the middle of a project, there may be a short wait for the session.

- My child loved the taster session – how do I join?

Please complete a membership form and we will process your application! We do not hold auditions to join NK.

- My child has missed some sessions, do I have to pay for these?

As some classes contain a waiting list, we may have others ready to join, so as existing members have taken a space, whether they have attended or not, payment secures their ongoing membership. Should a member leave NK, please make sure you cancel your payments to us as we do not control these and no refunds are available in the event that subs payments continue.

- Do we have to make payments for NK Classes over the holidays?

Our membership essentially runs right the way throughout the year. During August, although regular classes have stopped in the evening, NK members can use their subs towards the cost of our Summer workshop sessions. Please be aware that if classes finish early (for example Christmas or Summer) we will always offset any missed classes against the many rehearsals and events that members are involved in, we never charge extra for any additional classes we arrange, so we ask that regular payments continue throughout the season.

- What should a member wear for classes?

As stated above, members should wear all black. NK merchandise is available for purchase.

- What time should I arrive for sessions?

Please make sure you bring your members promptly, ideally being in the Forum Theatre 5 minutes before classes. For safeguarding reasons, access through to the bridge is restricted, but tutors will collect members from there for classes and will return members for collection afterwards.

If you are running late for sessions, please call 0161-430-6570 and press the relevant option to speak to the class leader.

- How do you communicate with parents and guardians?

Our website members' area is constantly updated with information. For Facebook users, we also have a group for parents "Contact NK" (not for members themselves). We also send email shots out to our parents' database, please make sure you are signed up for updates.