STAGEBOX



WELCOME TO STAGEBOX

Founded a decade ago, Stagebox is dedicated to helping young talent break into the industry and realise their dreams, regardless of background, location, or experience. We offer memberships for aspiring performers that provide comprehensive training, collaborative opportunities, and professional development tailored to accelerate each individual's journey in the performing arts.

Your child will have the opportunity to work with an extensive creative team, build lasting networks and ensure they are supported every step of the way. We look forward to welcoming you and your child as they embark on their industry journey with us.

TRAIN ANYWHERE

With membership capped, Stagebox offers flexibility so members can train throughout the year at any of our state-of-the-art centres:

• Our centres host training sessions during school holidays throughout the year.



LONDON Duboisson Studios, W12 7BF



LEEDS

Leeds City College, Quarry Campus, LS2 7BS



BIRMINGHAM Elmhurst Ballet School, B5 7UH



EDINBURGH Dancebase, EH1 2JU



SCHEDULED DATES: MUSICAL THEATRE

• All Memberships are rolling and dates are updated in advance

| | WEEK 1 (IN STUDIO) | WEEK 2 (IN STUDIO) | WEEK 3 (IN STUDIO) | WEEK 4 (IN STUDIO |
|------------|------------------------------|------------------------------|------------------------------|-------------------------------|
| LONDON | Monday 28th to Thursday 31st | Monday 17th to Thursday 20th | Monday 28th July to Thursday | Monday 4th August to Thursday |
| | October 2024 | February 2025 | 31st July 2025 | 7th August 2025 |
| LEEDS | Monday 28th to Thursday 31st | Monday 17th to Thursday | Monday 28th July to | Monday 4th August to |
| | October 2024 | 20th February 2025 | Thursday 31st July 2025 | Thursday 7th August 2025 |
| MANCHESTER | Monday 28th to Thursday 31st | Monday 17th to Thursday | Monday 28th July to | Monday 4th August to Thursday |
| | October 2024 | 20th February 2025 | Thursday 31st July 2025 | 7th August 2025 |
| BIRINGHAM | Monday 28th to Thursday 31st | Monday 17th to Thursday | Monday 28th July to | Monday 4th August to |
| | October 2024 | 20th February 2025 | Thursday 31st July 2025 | Thursday 7th August 2025 |
| EDINBURGH | Monday 14th to Thursday 17th | Monday 10th to Thursday | Monday 30th June to | Monday 7th July to Thursday |
| | October 2024 | 13th February 2025 | Thursday 3rd July 2025 | 10th July 2025 |

JUNIORS MATERIAL

UK School Year 8 and below

LINK TO MATERIAL

SENIORS MATERIAL

UK School Year 9 and above

LINK TO MATERIAL

*Edinburgh centre studio to follow the Senior material

STAGEBOX POLICIES | MUSICAL THEATRE

Professional Etiquette

- Our members' professional etiquette is at the cornerstone of Stagebox. Stagebox members are expected to follow professional standards and we do not tolerate bullying. Our community is kind, respectful and inclusive.
- All jewellery including 'invisible' earrings, watches and nail varnish must be removed prior to entry into the studio.
- Mobile phones should be switched off and remain in the member's bag throughout the day at Stagebox unless being used for recording under the supervision of creatives.
- Qa Hair should be immaculate at all times in the Stagebox studio. Long hair must be tied back.
- $m \ref{thm: full uniform must}$ be worn to gain entry to the Stagebox studio.
- Social media activity is closely monitored by the Stagebox Team. Any material found on any social networking site that could contravene our Child Protection Policy or be viewed as damaging the safety of any Stagebox member or the reputation of Stagebox (including photographs/videos etc) will be dealt with seriously.
- We reserve the right to film and post video and photographic content at Stagebox including for Instagram, Facebook, YouTube, TikTok, social media, production press, EPK and national press. This includes resharing of content. If your child cannot appear in media please notify us before sign up to contact@stagebox.uk

STAGEBOX POLICIES | MUSICAL THEATRE

Timings and Absences

- All days run from 10am 5pm inclusive.
- Sign in is at 9:40am and sign out is at 5pm prompt.
- It is vital that members arrive on time. No latecomers will be admitted. Members must arrive 15 minutes before sign in/sign out time. In exceptional circumstances please contact the team via email to let them know your estimated arrival time.
- Children must attend training weeks in full (e.g. all 4 days). We reserve the right to deny entry to rehearse or perform in Stagebox productions and/or projects where a child has been absent from training or rehearsals due to non-attendance or illness.

Preparation and Training Groups

- Training groups are allocated by age and ability. Stagebox reserves the right to allocate studio groupings according to age.
- Year 3 8 is our Junior Studio and Year 9 13 is our Senior Studio. We train our members in age and mixed age setting.
- Members should have access to material in advance of classes so they are fully prepared for each session.
- Members should also bring a notepad and pen to each session so they are able to take notes on any feedback and track their development throughout their training sessions.
- No photographs are permitted in the Stagebox Studio except those taken professionally.
- One Stagebox bag will be permitted per member. No additional bags or suitcases will be allowed into the studio.

Conduct

- Members and parents/guardians are expected to behave in a polite manner to staff and fellow members and be respectful and kind to each other.
- We do not condone negative or aggressive behaviour from parents or guardians toward staff or children in our care.
- In the event of a member being disruptive in class we reserve the right to ask them to sit out or to send them home in severe circumstances.
- For the protection of staff and children, parents and members will not contact Stagebox staff via personal communication either through social media, email or phone. All communication should be directed to <u>contact@stagebox.uk</u>.

Health and Welfare Policy

- Any pre-existing physical/mental illness or injury must be reported to Stagebox in advance of training. Please ensure you provide full medical disclosure at sign up which will be treated confidentially.
- If your child develops any physical or mental health that our team need to be aware of to care for them please email us to update us to contact@stagebox.uk
- We reserve the right to send members home due to infectious illness or if they report they are too unwell to be in training. Pastoral Care and Stagebox decisions on illness and fitness to train is final.
- If a member has been recently unwell with hospitalisation and/or severe illness please provide a doctor's letter in advance of training.
- Where members miss any training due to illness (and this is not disclosed at sign up or provided under a care plan), we will not be able to re-admit them for the remainder of the week.
- Members must be available for all training days in full in order to attend the training week due to the intensive nature of training, health and safety and risk assessments. This includes production dates (The Company Project Live).
- Our centre leads are all licensed chaperones holding enhanced DBS checks with the local education authority. They also have extensive mental health and safeguarding training for paediatric care.
- Stagebox reserves the right to contact parents or guardians in the interests of the child if our centre leads feel a child is too unwell to continue with training.
- For health and safety reasons, whilst a child is in Stagebox care, it is the parent/ guardian's responsibility to ensure that you or another responsible adult (over the age of 18) is available to collect your child within no more than 1 hour in the event that your child is unwell.
- Parents must advise Stagebox in writing of any change to emergency contact numbers/telephone numbers/email addresses whilst a member is in Stagebox care. This is crucial so that we are able to contact you in any emergency.
- Stagebox reserves the right to refuse to allow your child to participate in any Stagebox related activity in the event that your child is deemed to be unwell or unfit to take part.
- Any illness/injury occurring whilst in Stagebox care must be reported to the Stagebox centre lead
- immediately at the time so they can ensure health and safety. If unwell or injured, it is the member's responsibility to seek help from pastoral care lead or staff.
- Stagebox reserves the right to call 999 in the event of an emergency whilst members are in Stagebox care.

Sign In / Sign Out Policy

- In line with licensing regulations and professional company standards every child who is Year 11 and under must be signed in and out by their parent / guardian.
- Children in Year 12 and above do not require a performance licence. We will not sign any child out to another adult not authorised or with the provided PIN. In the event a child has not been collected within 30 minutes of sign out we will follow safeguarding policies with relevant authorities.
- Our sign in time is 9:40am and our sign out time is 5pm prompt. Any member arriving late may not be admitted due to professional standards. If a child has an audition via Stagebox Management and this has been arranged and signed off then absence is permitted