

Becoming Part of an Irving Youth Theatre (IYT) Show

A Family Guide to the Journey from Audition to Curtain Call

Being part of an Irving Youth Theatre production is a joyful, collaborative experience that involves **students, parents, and volunteers working together** to bring a show to life. Below is a step-by-step overview of what families can expect once they audition and are cast.

BEFORE You Audition

Before submitting an audition, families must:

- **Complete a Conflict Form** so we can determine eligibility to participate
- Carefully review the rehearsal and performance schedule

While emergencies do happen, **if you already know you will miss more than one scheduled rehearsal, it is not a good idea to audition** for the production.

👉 **Audition details will be sent only after the Conflict Form has been completed.**

Step 1: Audition

Families carefully follow all audition instructions, including:

- Reviewing rehearsal and performance dates
- Checking for calendar conflicts
- Submitting all required audition materials by the deadline

Auditions help us place each student where they can grow, shine, and contribute to the production.

Step 2: After Casting

Once casting is announced:

- Families **join the show's Google Classroom**, our central hub for communication and tasks

This is where all important information lives — schedules, reminders, forms, videos, and updates.

Step 3: Accept Your Role

Students must officially **accept their role** in Google Classroom to confirm participation in the production.

Step 4: Complete Required Assignments

Families complete all Google Classroom assignments, including:

- Registering in **Jumbula**
 - Paying the production fee or setting up a payment plan
 - Completing all waivers and forms
- Texting the Director with **Parent Name & Child's Name**
- Joining the **WhatsApp group** for show communication
- Completing a Conflict Form to give the director a heads up when you will be absent

Parents are also encouraged to consider serving in a leadership role such as:

- Show Parent (Attend all rehearsals, help with check-in/out, pass out information, etc.)
 - Costume Manager (Work with Director on bringing costume vision to life, create Idea Board)
 - Print Manager (coordinate with professional printer on show shirts, posters, program, etc)
 - Donation Lead (secure donations for the Raffle and encourage parents to purchase Star Ads, etc.)
 - Other production support roles (Cast Party Planner, Lobby Lead, Shout Outs, etc.)
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Step 5: Attend Rehearsals & Prepare at Home

Students are expected to:

- Attend **all rehearsals**, arriving and being picked up **on time**
 - *NOTE that Show Week Rehearsals are in the evening, general 5-9 PM at the theatre, usually Tuesday through Thursday with Friday and Saturday performances*
 - Learn lines and song lyrics at home
 - Watch choreography or instructional videos posted by the Directors
 - Come prepared, focused, and ready to work
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Step 6: Costumes

Costumes are guided by a **Costume Idea Board** provided by the Costume Manager.

Families will:

- Gather or create costume pieces (often from Amazon links)
 - Label and decorate their child's **Show Basket**
 - Bring all costume items to **Costume Check Day**
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Step 7: Sets & Props

Families support the physical production by:

- Signing up for **Set Build Saturdays**
- Helping gather or loan props
- Donating items when possible

This teamwork is essential to creating our onstage world.

Step 8: Advertise the Show

Families help spread the word by:

- Purchasing and wearing show shirts
 - Passing out posters and flyers
 - Posting on social media
 - Inviting friends, family, neighbors, teachers, and coworkers
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Step 9: Support the Production

Families are encouraged to support the show financially by:

- Asking local businesses to advertise in the Playbill
- Purchasing a **Star Ad** in the Playbill

- Donating concession items
 - Purchasing tickets and encouraging others to attend
 - Making or securing donations to Irving Youth Theatre
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Step 10: Volunteer & Celebrate

Families volunteer throughout the production by:

- Signing up for **Rehearsal Snacks**
 - Helping during **Show Week** (load-in, backstage, lobby setup & sales, etc.)
 - *NOTE that Show Week Rehearsals are in the evening, general 5-9 PM at the theatre, usually Tuesday through Thursday with Friday and Saturday performances*
 - Planning to **watch one performance and work at least one other**
 - Participating in **STRIKE** after the final show
 - Helping plan and celebrate at the **Cast Party**
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Our Goal

At IYT, theatre is a **community effort**. When families participate fully, students gain confidence, responsibility, and unforgettable memories — and together, we create something truly special.