

Chesterfield | Studios

Auditioning and Casting Policy

The primary purposes of this policy are to:

- Ensure transparency
- Protect students from discrimination
- Protect tutors/production team from unfair criticism
- Help auditionees better understand the process of auditioning and casting

Audition Rules

1. To be present as and when reasonably requested by the audition panel
2. To be suitably turned out in the prescribed outfit
3. To have prepared song/dialogue/dance routines as directed by the panel

Ensuring Fairness

We are totally committed to offering a fair audition.

Castings are based solely on what we are given on the day. If an auditionee cannot deliver under an audition situation, then we cannot trust that they will deliver in front of a paying audience.

In the event of illness or inability to attend a given audition date, the following applies:

On the day of the audition, if an auditionee is unwell, but still wishes to audition, we will try and take this into account. If the panel feel unable to make a decision based upon the work offered, we will try and re-audition the candidate.

In the event of an auditionee being unable to make a given audition date, we will, where possible, try to reschedule with the auditionee, and have them present their audition at another time. This cannot always be achieved, but we will always try to see the auditionee at another date if possible.

Non-payments or students in arrears.

It is at the complete discretion of the Artistic Director as to whether or not they are prepared to see a student who has not paid for class fees. Where we have been made aware of unfortunate financial circumstances, we will take an unbiased view with regards to the auditionee.

Re-auditioning

If an auditionee would like to attend an additional session, they must approach the Director with their request. The Director has the discretion as to whether to permit that person to attend again.

Timeframe for Casting

Notification of casting/rejection should be made by telephone, email or text message as soon as possible after the final recall audition. Circumstances permitting, this period should be no longer than 7 working days, but this may vary.

Please do not ask for any information with regards to the casting and in a timely fashion, await the formal announcement.

What are the Panel looking for?

- An auditionee who is prepared
 - Has followed the instructions given
 - Has learned any lines, songs or dances prescribed
 - Is on time

- An auditionee who is technically competent
 - Has a good physicality
 - Has good intonation
 - Can deliver dialogue audibly, confidently and with some degree of characterisation

- An auditionee we can work with
 - Someone who follows direction
 - Listens to advice and constructive criticism
 - Is trustworthy and open

- An auditionee who is right for the part
 - Can they look like the character?
 - Do they act like the character?
 - Is their delivery strong enough?
 - Are they the right height/body shape?
 - Do they sound right?
 - Do they empathise with the character?
 - *This is in some ways the hardest aspect of auditioning and is totally subjective. What one person sees is not necessarily what another does.*

Contacting the Panel

UNDER NO CIRCUMSTANCES should parents or students directly contact tutors for feedback.

Please do not directly contact tutors by telephone, text message, email or social media. If you would like feedback, you must email office@chesterfieldstudios.co.uk

The directors will discuss with class tutors and respond with feedback to your request. It is not the tutors responsibility to give feedback outside of class time.

Parents and students must respect this. Failure to do so could lead to accusations of harassment which will be dealt with through the proper channels.

There should be no attempt made to influence the impartiality of the panel. We cannot stress enough how important it is that this rule is followed. We cannot discuss with parents or students any aspect of an ongoing audition situation. It is unfair, in the extreme, to apply any sort of pressure to members of the panel, and in extreme situations may result in the complete exclusion of the auditionee from the show and possibly from continuing to be a member of Chesterfield Studios.

The panel should be free to exercise their artistic integrity in casting the production – and should not feel pressured by parents or auditionees, under any circumstances.

Once the casting has taken place, you may contact us, should you wish, via the channels laid out under 'Feedback' detailed below.

Feedback

Should an auditionee wish to receive formal feedback on their audition, they should contact the Studios office to arrange an appointment with a representative from Chesterfield Studios. There will be no guarantee that an auditionee will be able to meet with the full panel. Parents may also be present at the meeting if they so wish.

There is often a legitimate reason as to why an auditionee is not cast, and that may be difficult for the student to hear.

A feedback meeting is not an opportunity to offer accusations of unfairness to the audition panel. Should you wish to complain about any aspect of the audition procedure, please follow the guidance under 'Complaints' below.

Complaints

If you feel that an auditionee has been mistreated during the course of an audition, you should address your concerns in writing to:

**The Directors
Chesterfield Studios Ltd
Eastwood Buildings
Rose Hill
CHESTERFIELD
Derbyshire
S40 1LW**

Email: office@chesterfieldstudios.co.uk

28th September 2016

Jonathan Francis

Artistic Director

Chesterfield Studios Ltd

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