



BAT BOY

THE MUSICAL



BREAKING! EMSTAGE TH149 INFO LISTED BELOW

Welcome to *Bat Boy: The Musical*, your TH149 Emerson Stage Crew Assignment!
This information sheet as been compiled for your reference throughout this process!

Call Times (SUBJECT TO CHANGE):

Designer Run	Monday, November 27th from 7:00pm-11:00pm
Dry Tech	Wednesday, November 29th from 6:00pm-11:00pm
Tech	Thursday, November 30th from 6:00pm-11:00pm
Tech	Friday, December 1st from 6:00pm-11:00pm
8/10 #1	Saturday, December 2nd from 10:30am-10:30pm (Meal Break mid day)
8/10 #2	Sunday, December 3rd from 10:30am-10:30pm (Meal Break mid day)
Tech	Monday, December 4th from 6:00pm-11:00pm
Final Dress	Tuesday, December 5th from 6:00pm-11:00pm
Performance #1	Wednesday, December 6th from 6:30pm-11:00pm
Performance #2	Thursday, December 7th from 6:30pm-11:00pm (Hannukah begins)
Performance #3	Friday, December 8th from 6:30pm-11:00pm
Performance #4 & #5	Saturday, December 9th from 12:30pm-11:00pm (Meal Break after matinee)
Strike	Sunday, December 10th from 9:00am-11:00pm (Meal Break provided)

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
NOVEMBER 27	28	29	30	DECEMBER 1	2	3
Designer Run 7pm-11pm	Day Off	Dry Tech 6pm-11pm	Tech 6pm-11pm	Tech 6pm-11pm	Tech 8/10 10:30am-10:30pm Meal break mid-day	Tech 8/10 10:30am-10:30pm Meal break mid-day
4	5	6	Hanukkah Begins 7	8	9	10
Tech 6pm-11pm	Final Dress 6pm-11pm	Performance #1 6:30pm-11pm	Performance #2 6:30pm-11pm	Performance #3 6:30pm-11pm	Performance #4-#5 12:30pm-11pm Meal break after matinee	Strike 9am-11pm Meal break provided

Stage Management Contact Info:

1st Assistant Stage Manager Susan Weinhardt
Stage Manager Michael Menor
2nd Assistant Stage Manager Nathan Hernandez
Production Assistant Brooklyn Williams

If you are running late or an emergency situation arises, please contact Susan Weinhardt. If she is unreachable, continue down the list until you have reached a member of the Stage Management Team.



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Important Information

CREW POLICY

PUNCTUALITY - Be On Time! The most important rule is to be on time! Remember, this is a class that you are receiving a grade for participation, reliability, and effort. As the old adage goes "5 minutes early is on time; on time is late; late is unacceptable." If you must be late because of an emergency situation, please text or call your crew head (Susan Weinhardt) at the number listed above. You should arrive early so that you can be ready to begin working at your call time.

ATTENDANCE

Your crew assignment is based on a pre-determined number of hours, as listed on your contract. Absences are unacceptable and will negatively affect your TH149 grade. Crew is a mandatory and graded assignment through the Performing Arts Department of Emerson College and the quality of your grade is dependent upon your participation, reliability, and effort throughout the process. Lateness will not be tolerated without a reasonable excuse, so please let Susan know of any class conflicts with crew calls immediately. You must contact **DEB** [debra_acquavella@emerson.edu] if, for any reason, you are unable to attend a rehearsal or performance. The Stage Manager or ASM does NOT have authority to release you from crew and your pass/fail grade could be jeopardized. Refer to your contract for a list of acceptable conflicts.

CREW BLACK UNIFORM

Please wear **all black** to rehearsal and performances beginning on Sunday, December 3rd. This includes sturdy black pants, a black long-sleeved shirt, black socks, and all black shoes (with thick-soles). All shoes must be closed-toed for safety purposes. Wearing a belt is also encouraged. Please do not wear accessories, skirts, leggings, tights, or dress boots. Please use your best judgement or ask if you are unsure if something is okay enough to wear.

DRINKING IN THE THEATER

Food and drinks are **not** allowed in the theater, so please eat before coming to all crew calls and performances. You may have a water bottle backstage and snacks may be eaten in the lobby. However, please respect the space and clean up after yourself.

PERSONAL ELECTRONICS

Being present in the rehearsal process is extremely important for this production as well as for your theatre education. That being said, there will be times you are allowed to use your devices and times when you are not. We ask that you respect Stage Management when we ask you to put your devices away. If this becomes an issue, everyone will lose this privilege.

PROPS AND COSTUMES

We ask that you be respectful of the work put into all of the elements of this production. With that in mind, please **do not touch** any props or costumes unless Stage Management or the Wardrobe Supervisor assigns them to you. Be respectful with the props and costumes you are assigned to. Do not sit, lie, or lean on any set tables and chairs backstage. In addition, refrain from eating prop food items backstage.

STRIKE IS MANDATORY

Failure to stay for the entire strike on Sunday, December 11 will result in penalties including, but not limited to, a failing grade in TH149 and exemption from the casting pool in next season's Emerson Stage productions.

SAFETY

If you have any safety concerns please speak to a member of the Stage Management team. Watch out for yourself and others at all times. The production team members are here to help you learn and produce a great show, so be helpful and ask any questions you may have in order to do your job safely and correctly. **We want everyone to feel comfortable backstage!**



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RESPECT

Please respect all staff and Production Team members. If a member of the Stage Management team, Production Team, or Office of the Arts Staff asks you to do something, please listen. Likewise, if you feel you are being disrespected during the process, please let Susan know. Our show is a family and we will treat each other as such.

Crew members help to ensure the smooth and successful mounting of any production, and we are excited to bring you into this amazing story! Our goal is to have everyone working on this show in a safe and comfortable environment.

Please keep a positive attitude and an open mind. Don't be afraid to ask questions! **THANK YOU** in advance for all the hard work you will be putting into this show.

If you still need more clarity, here are links to resources that might be helpful:

TH149 Contract (that you signed earlier in the semester): tinyurl.com/th149contract

TH149 Production Calendar: <https://tinyurl.com/th149calendar>

TH149 Syllabus: <https://tinyurl.com/th149syllabus>

See you soon!

Susan, Michael, Nathan, and Brooklyn <3