**-Lollipop Youth Theatre**

Lollipop Youth Theatre started in 2016 and is growing all the time. Members are aged between 5 and 19 years old and we are run by volunteers and professionals who make up the production team. They manage the company headed by owner Holly Fields. Lollipop currently has over 100 members of all ages. We spilt our children into two groups our seniors (11-19 years) and our juniors (5-11 years). Rehearsals are sometimes split but some rehearsals are for all the children. Lollipop use to put on a concert and a musical annually but as we have expanded the children perform in two musicals a year both held at The Norbury Theatre. Rehearsals run every Saturday morning at The Worcester Warriors Foundation Building on Severn Street in Worcester and principal rehearsals take place on Wednesday and Thursday evenings at Perdiswell Young Peoples Leisure Club.

We facilitate for every child's needs by encouraging everyone to go that extra mile to build their confidence, self esteem, and self belief. To do this, we don't ask the children to audition to be in the company, but we run several group workshops which will allow the production team to see the child's strengths and weaknesses in a relaxed atmosphere. The children that want to play roles in our shows have to audition.

**-Rehearsals**

Full company rehearsals are run every Saturday, with some Sunday rehearsals nearer the show dates. Principal and dance rehearsals are held on Wednesday and Thursday evenings. Regular updated rehearsal schedules are posted on the website and parents Facebook page to keep everyone up to date.

Parents/Carers of children under 16 years old must sign their child in and out unless parents have signed the consent form to give permission. It is asked that children arrive to rehearsal at least ten minutes early to start on time. It is asked that parents/carers collect their children at pick up time and wait in the lower reception area for your child to be dismissed.

We ask that Parents/Carers leave the children at rehearsals as we don’t have a lot of space for parents to sit and wait.

**-Tuck shop**

There is a tuck-shop at rehearsals that sells drinks, crisps, chocolate, and sweets for the children to purchase during their break. All proceedings from the tuck-shop go towards funding the shows.

**-Rehearsal Clothing and Footwear**

It is asked that children wear suitable rehearsal wear for dancing in. (no jeans or tight trousers, skirts, open toe shoes, crocs or cropped tops). Lollipop Uniform is available to be purchased via the Lollipop Website. Dance shoes must be always worn when doing floor work such as dancing and setting scenes. All children will need a pair of black jazz shoes and girls will also need black character shoes these can also be purchased via the website. If any other shoes are required for the show, you will be informed in advance.

**-Mobile Phones**

Mobile Phones are collected and put into a safe box during the rehearsal period as they are a distraction. Also due to our child protection policy children will not be allowed to take pictures of other children during rehearsals.

**-Code of Conduct**

Lollipop Youth Theatre’s owner and principal officers reserve the right to refuse membership in the first instance, suspend or terminate any membership at any time without notice. Lollipop Youth Theatre will not tolerate any abuse, abusive language or threatening behaviour towards their volunteers and staff or those in their care. If you are deemed to have been behaving inappropriately you will be asked to leave the premises immediately and will be reported to the police.

**-Subs**

It is £25 a month which is invoiced each month and paid via bank transfer/ direct debit at the start of every month. All new members have a startup fee of £44 which includes a branded Lollipop T-Shirt. The £25 pays for the members insurance, membership, and weekly rehearsals. If subs are not received on time a late fee of £20 is added and if payment still is not received legal action will take place and your child’s membership will be terminated.

**-Meet The Show**

Before the show rehearsals begin, we always have a meet the show meeting for the parents/carers and children where important information regarding the upcoming shows are given. This is also a great chance for parents/carers to ask questions and meet other parents too.

**-Shows**

All the children take part in at least two shows a year. Our summer show is always the last week in July and our winter show is in November. Both shows get performed at The Norbury Theatre in Droitwich. Children are expected to attend all rehearsals leading up to the show and to perform in all required shows. Although children don’t have to audition to get into the company they have to audition for roles in the show and take part in a whole cast dance audition. The children will need a plastic box which will be used to keep their costumes in. All children are required to wear make-up for the shows and will be asked to provide dance shoes and some costumes including base layers.

All children are chaperoned and on license during show week and parents must fill out forms and provide a copy of your child’s birth certificate and a passport photo which is a legal requirement from the government and without it the children will not be allowed to perform.

**-Costumes**

You may be asked to provide certain costumes for the shows this is usually simple items that you may already have and if not it will be sourced for you. These items could include a pair of trousers or a coat or a t-shirt. You will be told well in advance. All children must have base layers that are worn under their costumes. Girls will need a skin-coloured dance skin.

**-Fundraising/ Sponsorship/ Ticket Sales**

Each show can cost up to and sometimes over £20,000 to put on and as a non-for-profit organisation we rely on fundraisers, sponsorship and ticket sales to make our money.

We hold several fundraising events throughout the year by performing in local supermarkets and at events such as the Worcester Carnival and The Victorian Fayre. The children are expected to attend some of our fundraising events because not only does it give us the chance to raise funds and get the word out about us but also gives the children the experience to perform in public. We also seek sponsorship from local businesses.

**-The Lollipop Awards**

After each show we arrange an after-show party where the children and parents/carers are invited to a party and award ceremony where all the children receive an award and those children that have stood out receive a trophy.

**-Lollipop Social Events**

We try and run as many social events as possible including, Quiz Nights, Bingo Nights, Parties, Theatre Trips, After Show Parties. The social events help us raise money for Lollipop but also give the children and parents/carers the chance to socialise and make new friends.

**-Absents**

It is extremely difficult to put a show on when there are children missing from rehearsals. We have a strict timetable and not enough time to teach the same things week in and week out. If your child misses three rehearsals without informing us they will not be allowed in the show. There is a holiday form, and it is asked that parents fill them in at the start of each show.

If children are absent for rehearsals parents are still charged for the session to make sure it doesn’t happen on a regular basis and so the child’s space in the show is reserved. If your child can not attend rehearsals for any reason, it is asked that you either text or phone Holly on Lollipop’s Number which is… 07709617793/ 07707873849

**-Keeping Up to Date**

It is important that you keep up to date with all information regarding rehearsals, events and shows. We have a website which is kept up to date regularly and everything you need to know is posted on there. We also have a private Cast and Parents page on Facebook where all information is posted, and Parents/carers can ask questions. Emailing is also an easy way of contacting Holly if you are unsure about anything. We also have a phone number where you can text or call Holly and have a parent WhatsApp group.

Website: WWW.LOLLIPOPYOUTHTHEATRE.CO.UK

Email: lollipopyt@yahoo.co.uk

Phone Number: 07709617793/ 07707873849

Follow us on Facebook and Instagram to see what we are up to

**-Safeguarding**

Lollipop has a strict safeguarding policy. Holly is the Designated Safeguarding Lead (DSL) and Becky Fearnley is the Deputy Designated Safeguarding Lead (DDSL). Please see our safeguarding document to find out more.