



~21<sup>ST</sup> ANNUAL~

## HIGH SCHOOL THEATRE WORKSHOP DAY

Wednesday, October 5, 2022

9:00am-2:30pm

### TEACHER INFORMATION PACKET

In this packet you will find all the information you need about High School Theatre Workshop Day. If you have any questions during the process please e-mail me at [aleffler@bte.org](mailto:aleffler@bte.org).

### REGISTRATION INFORMATION

- Registration is limited. Please send me an e-mail with an approximate student count (an estimate is totally fine) as soon as possible.

REGISTER ONLINE AT [WWW.BTE.ORG/HSTWD](http://WWW.BTE.ORG/HSTWD)

If viewing in PDF:

STUDENT REGISTRATION: [CLICK HERE](#)

ADULT REGISTRATION: [CLICK HERE](#)

- In the **STUDENT INFORMATION PACKET** you will find all the information students need to register including workshop descriptions and schedules. Please provide these packets to your students (either e-mail or print).
  - Workshop descriptions will **not** be posted online.
- Students will take 3 workshops of their choosing. The cost for students is \$25 and includes lunch. There is an option to purchase a t-shirt for \$10.
- Adults and chaperones may observe any workshop, use the teacher's lounge, and attend the Directors Roundtable. The cost for adults is \$6 and includes lunch. There is an option to purchase a t-shirt for \$10.
- You, your students, and chaperones **must** register and pay online. If your school's program pays for registration please provide the students with the following codes so they may register without cost:

Student Registration Fee: SCHOOLPAY

Student Registration Fee and T-shirt: REG+TEE

Adult Registration Fee: PAYTEACH

Adult Registration Fee and T-shirt: TEACH+TEE

- Refunds can only be issued (less a \$1 processing fee) up to one week before the event.
- Important Dates:
  - **September 4<sup>th</sup>**: Registration Opens
  - **September 12<sup>th</sup>**: Deadline to Order T-Shirt

- **September 26<sup>th</sup>**: Registration Closes
  - **September 28<sup>th</sup>**: Last Day for Refunds
  - **September 30<sup>th</sup>**: Receive Copy of Student Roster
- Registration Notifications:
- Upon registering, an e-mail will be sent to the student, their parent, and you.
    - Please make sure your students know your e-mail address.
    - **This puts a copy of their schedule in the student's e-mail inbox!**

## EVENT LOGISTICS

– **DROP OFF**

- 9:00am-9:30am
- Alvina Krause Theatre  
226 Center St.  
Bloomsburg, PA, 17815

– **PICK UP**

- 2:10pm-2:30pm
- Alvina Krause Theatre  
226 Center St  
Bloomsburg, PA 17815

- Doors will open at 9:00am. Please do not arrive early as we need that time for setup and logistics.
- When you arrive, please gather your students in the lobby and check in at the ticket counter. Once you've checked in you will be escorted into the theatre for seating.
- You will be provided with a Welcome Packet for each student and adult that includes: a map, a timeline of events (not personal schedules), feedback form, and tickets. Please distribute these once you are seated in the theatre.
- Workshops take place all over downtown Bloomsburg. All locations are within walking distance and students will be assigned WALKERS with bright signs to lead them from one workshop to the next.
- This is an inclusive event, however, **not all our buildings are ADA accessible**. If you have a student with mobility issues or special needs please contact me so that we can facilitate their attendance..
- T-shirts will be distributed at lunch. There will be a table in the AKT Lobby and a list of t-shirt orders.
- If you need to leave the event before 2:10pm due to travelling distance please make sure your students know to gather at the BTE Lobby.

## ADULT SCHEDULE

- Session 1:
  - Observe any workshop (see Student Information Packet for schedule)
  - Teacher's Lounge (AKT Clubhouse; water and snacks provided)
- Session 2:
  - Observe any workshop
  - Teacher's Lounge
- Session 3:
  - Observe any workshop
  - Director's Roundtable (AKT Clubhouse)
    - Get together with other high school directors to discuss upcoming shows, logistics, fundraising, and challenges/triumphs of your program. A great way to get new ideas and make connections!