

## STAGING REQUIREMENTS

# WE TELL STORIES

## *On Our Feet in Open Court*

**We Tell Stories** and the education staff of the Music Center would like your school/ organization to have as rewarding an arts education experience as possible. The success and safety of the artist depends a great deal on your help and preparation.

- Go over the Staging Requirements on this page carefully. If you do not meet the minimum requirements listed or have questions, please contact your Program Associate at the Music Center.
- Duplicate and distribute the attached Curriculum Connection to all teachers.

Your hard work and attention to detail will allow you and your students to enjoy the benefit of a complete performance, as well as creating a safe environment for the artist. Thank you for giving our staff and artists the opportunity to contribute to your arts education program.

*For information regarding programs related to this one, refer to the Music Center's education website.*

### SAMPLE INTRODUCTION:

"I would like to introduce today's performance which is presented by the Music Center of Los Angeles County. This performance is entitled *On Our Feet in Open Court* and features **WE TELL STORIES**. These actors are going to explore with you some books, stories and poems from around the world and from well-known writers. They love to read, and they hope that you do, too. Please welcome **WE TELL STORIES!**"



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### PRIOR TO THE PERFORMANCE DAY:

#### Space:

- 15' x 15' minimum.
- Portable stages must be sturdy and securely lashed.

#### Surface:

- Freshly mopped (not waxed)
- Irregularities covered with tape
- Extraneous clutter removed.

#### Dressing Area:

- One dressing room (not a restroom) near the stage.

#### Outdoor Facilities:

- The area must be shaded, sheltered from wind, and away from distractions.

#### Equipment:

- One microphone with stand for indoor performances.
- Three microphones for outdoor performances.

#### Audience Seating:

- Need at least one aisle in the audience, for access to and from the stage.
- We Tell Stories prefers that, when possible, lower and upper grades are grouped separately (i.e., K-2 in one assembly; 3-5 in a separate assembly, etc), so that appropriate stories can be told.

### ON PERFORMANCE DAY:

#### Arrival:

- 15-30 minutes prior to the scheduled start time to prepare and set up.

#### Parking:

- Three spaces, one close to the venue for loading and unloading.

#### Assistance:

- Please have a school representative ready to welcome the performers and to stay and help as needed.

#### Start Time:

- Please prepare to start the program on time.
- Students should be in the venue, seated and ready to begin at the listed times.