



CASA MAÑANA STUDIOS

SUMMER HANDBOOK 2022

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First in Fort Worth Theatre Education

WHAT IS CASA MAÑANA STUDIOS?

OUR HISTORY

In 1936, Amon G. Carter began making plans for the large amphitheater known Casa Mañana. In 1958, Casa Mañana Theatre was completed as the famous aluminum-domed theatre known today. Arts programming was expanded in 1962 when Casa Mañana's Theatre School opened to train children in the performing arts. After more than 55 years in operation, Casa Mañana Studios, is a nationally recognized program. The studio is listed first in regional theatre training programs for young performers by backstage.com. The studios operate year-round with fall and spring sessions, Camp Casa, Camp Casa Jr, and Apprentice Program.

Casa Mañana Studios combines over a half century of educational theatre experience with the standards of a professional Equity theatre to give all students an opportunity to grow and learn within one of the most recognized theatres in the Southwest. Casa Mañana was first in theatrical training in the DFW area and remains a premiere program for young artists today.

OUR BELIEFS

Casa Mañana Studios is committed to creating an exceptional artistic learning experience for all students. We strive to empower young artists with the skills essential to life both on and off-stage.

OUR GOALS

Casa Mañana Studios' vision is to ensure a comprehensive creative education that is accessible and inclusive to everyone. We are committed to removing any barriers or gatekeeping to provide all learners with a dynamic theatrical experience. We are driven to improve students' lives and create meaningful relationships for the future of all North Texas' Arts.

OUR VALUES

Casa Mañana Studios believes that everyone has the right to navigate world safely and confidently. We must all work together to encourage sympathy, create empathy, and find kindness. Our students, patrons, and community deserve better. Casa Mañana Studios is committed to the action of doing better.

At Casa Mañana Studios, we value:

UNITY

We are committed to encouraging a feeling of togetherness and a sense of belonging.

EQUITY

We are committed to ensuring everyone can share and celebrate themselves comfortably and equally.

DIVERSITY

We are committed to empowering everyone with the tools to express their own unique story.

ACCESSIBILITY

We are committed to making our spaces and services inclusive and welcoming for individuals of all abilities.

Wherever we educate, we also learn. Whenever we speak, we also listen. Whenever we perform, we also connect with the greater community. Casa Mañana Studios is comprised of educators, artists, and fellow humans. We value a safe, welcoming, and culturally conscious environment for every child and their family.



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WHY CHOOSE CASA MAÑANA STUDIOS?

When you choose CM Studios for your child's creative arts education, they benefit from a well-established program rich in experience, exploration, and engagement located in the heart of Fort Worth's Cultural District. Casa Mañana believes that creative learning, accessible opportunities, and community participation are key in keeping the tradition of North Texas Theatre thriving. Our education program strives to engage all students and their families to explore the arts in a welcoming and inclusive environment.

CM Studios provides:

- Creative exploration and education in all areas of theatrical performance for all students.
- Competitive and highly skilled training for young performers interested in a professional career.
- A diverse teaching pool of trained, experienced, and professional artists.
- Exposure to leading theatre professionals through our masterclass programs.
- Individualized student-lead pathways through a range of classes ensuring a competent arts education.
- Opportunities to appear on Casa Mañana mainstage through educational experiences, and TYA programs.
- Commitment to our staff, Casa Mañana provides wages and benefits that recognize our instructor's talents, time, and contributions to our studio.

CM Studio Teaching Artists are:

- Professional theatre artists with years of onstage and in-class experience.
- Highly trained in their unique fields of study.
- Able to offer a diversity of ideas, thoughts & backgrounds.
- Can provide students with a genuine connection and familiarization to the industry.

CM Studio Opportunities include:

- Class and Camp performances under the dome.
- Competitive and comprehensive training programs headed by nationally recognized theatre experts.
- Special consideration for Casa Mañana performance opportunities.
- Discounts and advance tickets to Casa Mañana Broadway and TYA Series.
- Connections to union and non-union theatres through North Texas.
- Mentorships and genuine relationships with leading artistic professionals.
- Advance notice of Casa Mañana auditions, news, and information.



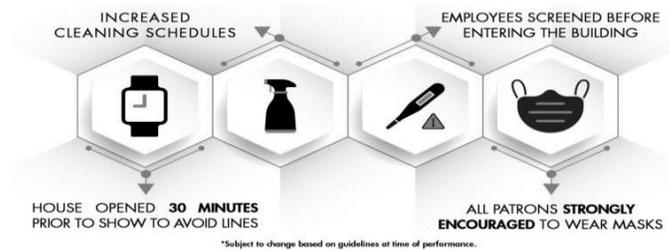
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COVID-19 SAFETY PRECAUTIONS & GUIDLINES

(Updated 01.01.22)

We take the safety of staff, students, and families very seriously at Casa Mañana Studios. All of us have the right to feel confident and secure under the dome. With that in mind, we request that everyone honors the policies set forth by our theatre and education department. at Casa Mañana looks to The Centers for Disease Control and Prevention (CDC) as a primary source for the development of our guidelines. **Casa Mañana Studios will continue to monitor their recommendations and adjust our policies as necessary.** In a commitment to our teaching artists, Casa Mañana Studios reserves the right to adjust all class requirements based on the comfort and safety levels of our instructors.

CASA MAÑANA POLICY



CASA MAÑANA STUDIOS POLICY

Infection Prevention Steps:

- ALL STAFF WILL WEAR MASKS IN THE STUDIO AT ALL TIMES AND ARE FULLY VACCINATED.
- **MASKS WILL BE WORN AT ALL TIMES.** Please note this practice is being constantly evaluated and monitored. All updates will be communicated directly through email as soon as able.
- CM Studios also **HIGHLY ENCOURAGES** all who can be vaccinated do so.
- Hand sanitizer, and masks will be available in each classroom and in the studio lobby.
- Cleaning of studios will take place daily.
- Classes will have a lower student capacity for better distancing.
- Distancing will be encouraged in all class interactions, staging, etc.
- If your child is diagnosed with COVID-19, you must let the Studios know in a timely manner.
- Students diagnosed with COVID are not permitted to return to class until they are symptom-free.
- No penalization for any student for absences based on illness.

How You Can Help:

- Please adhere to all mask policies and vaccinate.
- Please do not bring your child to class if they are unwell.

Please Note:

- **These procedures are subject to change based on state and federal regulations.**
- **Families will be alerted to all changes or updates as quickly as possible**
- Casa Mañana will notify families if their child has been exposed to COVID while in class.
- Casa Mañana reserves the right to move classes to virtual as needed, and no refunds will be offered.
- Casa Mañana Studios will not offer refunds if classes are cancelled due to a shutdown caused by illness.



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THIS RELEASE IS AVAILABLE IN YOUR ONLINE ACCOUNT. IF YOU WERE UNABLE TO ACCESS THE AGREEMENT ONLINE,
PLEASE FILL OUT AND RETURN THIS FORM TO THE EDUCATION OFFICE ON/BEFORE THE FIRST DAY OF CAMP.

CASA MAÑANA STUDIOS

Assumption of Risk and Release of Liability

Spring/Summer 2022

The coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. **COVID-19 is extremely contagious** and is believed to spread mainly from person-to-person contact. As a result, federal, state, and local governments and federal and state health agencies recommend social distancing and have, in many locations, prohibited the congregation of groups of people.

Casa Mañana Inc. ("Casa") has put in place preventative measures to reduce the spread of COVID-19 during classes; however, Casa **cannot guarantee** that you or your child(ren) will not become infected with COVID-19. By signing this Assumption of Risk and Release of Liability, I acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that my child(ren) and I may be exposed to or infected by COVID-19 while attending Studios Classes and that such exposure or infection may result in personal injury, illness, permanent disability and/or death. I understand that the risk of becoming exposed to or infected by COVID-19 at a Casa Studios Class may result from the actions, omissions, or negligence of myself and others, including, but not limited to, Casa employees, volunteers, and program participants and their families. I further consent to allow Casa to monitor my child's health during his/her class enrollment.

I voluntarily agree to assume all of the foregoing risks and accept sole responsibility for any injury to my child(ren) or myself including, but not limited to, personal injury, disability, death, illness, damage, loss, claim, liability, or expense, of any kind, that I or my child(ren) may experience or incur in connection with my child(ren)'s attendance at Casa or participation in Casa programming (the "Claims"). On my behalf, and on behalf of my children, I hereby release, covenant not to sue, discharge, and hold harmless Casa and its employees, agents, and representatives (the "Released Parties"), of and from all Claims, including all liabilities, actions, damages, costs or expenses of any kind arising out of or relating to any Claims, specifically including any Claims resulting from, or caused (in whole or in part) by the negligence of the Released Parties.

It is my express intent to release the Released Parties from the consequence of their own negligence, whether that negligence is the sole or a contributory cause of any Claim including, but not limited to, a Claim related to a COVID-19 infection, whether the COVID-19 infection occurs before, during, or after participating in any Casa program.

Signature of Parent/Guardian

Date

Print Name of Parent/Guardian

Name of Student(s)

YOU DO NOT NEED TO PRINT THIS FORM IF YOU COMPLETED THE AGREEMENT ONLINE



CASA MAÑANA STUDIOS EXPECTATIONS

At Casa Mañana Studios, students can expect:

- To be respected and give respect to others.
- To be safe.
- To take ownership of their own educational process.
- To be actively engaged in all areas of the theatres.

At Casa Mañana Studios, our education team can expect:

- To be respected and give respect to others.
- To be safe.
- To be given full focus and engagement by their students while in class.
- To be fully supported by Casa Mañana and studio families.

Class Expectations

- There will be no cell phones or any other electronic distractions while at the studio.
- There will be no inappropriate language, hate speech, or gestures in the studio.
- There will be no eating or chewing gum during class.
- Only waters bottles or cup with a lid are permitted in the studio.
- All personal items are personal responsibility and should be stored safety away during class time. Casa Mañana is not responsible for any lost or misplaced items. **CM Studio reserves the right to have our Teaching Artists confiscate all items which cause class disruptions.** These objects with be returned to **PARENTS ONLY** at the end of class.

Class Dress Expectations

Students should come to every class “*dressed to move.*”

- Closed-toe shoes are required.
- Students need to have clothes that are comfortable to move in, while not prohibitive for stretching.
- Hair to be pulled back away from face.
- No jewelry.

Behavior Expectations

The well-being of our staff, students, and families is the heart of Casa Mañana Studios. All of us have the right to feel secure in a learning environment. It is expected that those in the studio will engage with others in a safe and respectful manner. With that in mind, Casa Mañana reserves the right to remove students who violate studio expectations from class at any time. In extreme cases, parents will be contacted immediately to retrieve their child. If the behavior continues, the student will not be permitted to return to the studios and no refund will be issued.



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CASA MAÑANA STUDIOS POLICIES & PROCEDURES

Payments & Payment Plans

We accept Master Card, Visa, American Express, Discover, Check, or Cash. There is a \$25.00 fee for returned checks. For your convenience we also offer a monthly payment plan. The payment plan is available for those using a credit/debit card only; we will automatically charge your card on the dates given at checkout.

Absences

No child will be penalized for missing class due to illness.

Inclement Weather

We will not have class if Fort Worth ISD is closed due to inclement weather. No refunds or make-up classes will be scheduled if classes are cancelled for weather related issues.

Open Door Policy

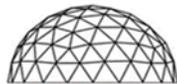
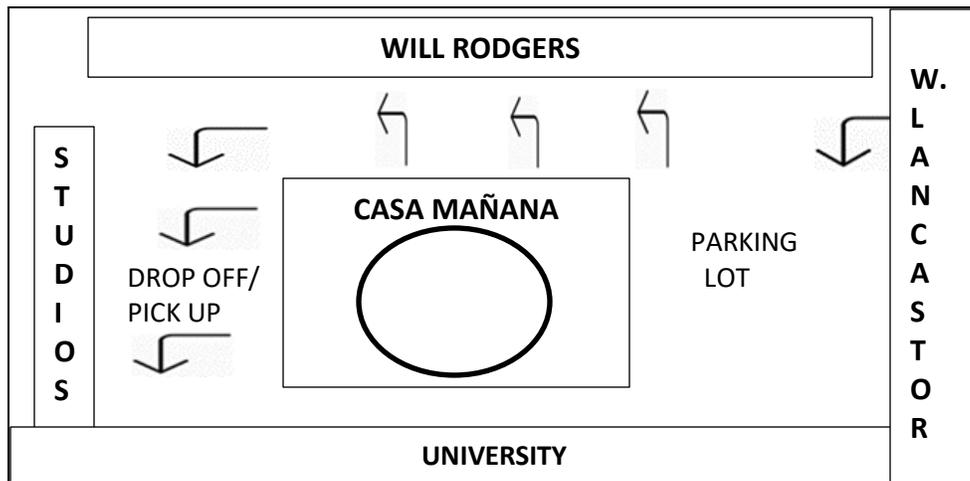
Casa Mañana always welcome parents at the studios! However, we ask that you understand our student's need for uninterrupted class time. We ask that parents wait outside the studios or in their cars until your child's camp is completed. Please contact the Education Department at (817) 321-5004 if you have special concerns or questions.



CASA MAÑANA STUDIOS PROCEDURES

Student Drop-Off/Pick-Up Procedure.

- Please ignore google maps. Always enter from W. Lancaster Avenue into the Casa Mañana's parking lot.
- Drive through the main parking lot for drop off at the Rehearsal Studio located behind the dome.
- Exit from Casa Mañana onto University Dr.
- You can return to the main parking lot, by exiting onto University then turning back on Lancaster.
- Staff will be outside the studio/theater to direct students. You may park in the main parking lot and walk your student to their instructor.
- **DO NOT PARK IN ANY NAMED SPOTS OR IN FRONT OF THE STUDIOS** or on the left side of the street between the dome and rehearsal studio, as these are reserved for staff, or are fire lanes.
- If you choose to wait for your student during class, you may park in the main parking lot.
- Please pick-up outside of the rehearsal studio or front of theater. **DO NOT ARRIVE FOR CAR LINE UNTIL 10 MINUTES BEFORE YOUR CHILD'S CLASS ENDS.** Also, please be punctual in picking up your child.



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CASA MAÑANA STUDIOS FAQ

(Got questions? We got answers.)

How can my child perform under the dome?

We get it. Casa Mañana has grown into the largest performing arts organization in Tarrant County. Today, the dome houses a very active professional performance schedule. Due to these time commitments, **not every educational opportunity available includes a full stage performance.** However, at CM Studios we strive to bring a bit of that theatre magic to everyone. Students can perform onstage each summer with Camp Casa and Apprentice Program, and during the school year in our annual TheatreFest.

What is TheatreFest?

TheatreFest is a weekend of live performance provided by CM Studios students at the end of each spring session. Any performer enrolled in the year-long classes, Live Onstage, All-Abilities for Musical Production, and Triple Threat Program will perform on Casa Mañana's main stage at that time.

What is the Live Onstage! Class?

Our Live Onstage! Class is for students 8-12 years old. Over two semesters, students will learn the fundamentals of musical theatre from leading theatre professionals to put on a full production at TheatreFest.

What is the All-Abilities Program?

This is a performance-based learning environment specifically for older students with special care needs. Performers of all-abilities are given the tools and opportunity to learn, grow, and explore their talents.

What is the Triple Threat Program?

Triple Threat is Casa Mañana's most advanced musical theatre training for middle and high school students. This audition-based program connects students in grades 6-12 with professional teaching artists.

What is the Apprentice Program?

Casa Mañana's critically acclaimed Apprentice Program is an annual summer event featuring a fully produced musical, cast exclusively with young actors ages 14-19. This audition-based program gives young artists a chance to experience a fully professional theatrical environment.

Can my child audition for Casa Mañana Broadway & TYA Shows?

YES! We want Casa kids onstage- only not every production is the right fit for our students. Casa Mañana is the largest Equity house in Tarrant County with a nationally recognized performance venue. Unlike smaller local theatres, Casa routinely casts professional talent from all over the United States to ensure the expected quality of our productions. This means there is considerable competition and commitment when casting youth performers. Casa Mañana also adheres to all Equity and professional union guidelines.

Why does CM Studios have so many hiatus weeks?

Hiatus weeks happen when a mainstage production utilizing all space available within the studio. All curriculum and productions are scheduled with these breaks in mind. Your child will still receive a strong arts education.

Is there financial aid available?

YES! Casa Mañana Studios is happy to offer financial assistance to all families who want to participate in our classes and camps. **No student should have financial hardship stand in the way of a quality arts education.**



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PLEASE FILL OUT AND RETURN THIS FORM TO THE EDUCATION OFFICE ON/BEFORE THE FIRST DAY OF CLASS.

CASA MAÑANA STUDIOS PARENT AGREEMENT FORM

Spring/Summer 2022

I, (print guardian name) _____, have read the contents of the CMS Student/Parent Handbook, and I understand and agree to the policies and procedures which it contains.

Date

Parent/Legal Guardian Signature

Student Guardian Signature

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CASA MAÑANA STUDIOS

Liability Release and Medical Form

Spring/Summer 2022

Name _____ Date of Birth _____

Street Address _____

City _____ State _____ Zip _____

Home Phone _____ Cell Phone _____

Insurance Information:

Carrier _____ Insured _____

Insured's Place of Employment _____

Group Name/Number _____ ID# _____

Insurance Company Phone # _____

Doctor Information:

Name _____ Phone _____

Hospital Affiliation (if known) _____

Emergency Contact:

Name _____ Phone _____

Relationship _____

Allergies and/or medications: _____

Release for Medical Treatment (as previously agreed to when you registered online):

In the event, that my child, _____, should become ill or injured at Casa Mañana I hereby give a representative of Casa Mañana permission to pursue and obtain medical treatment for my child. I also hereby release Casa Mañana, Inc. and the staff of Casa Mañana from any liability pertaining to above illness or injury related to class.

Parent Signature _____ Date _____

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CASA MAÑANA STUDIOS

Authorization to use Written Materials/Photographs

Spring/Summer 2022

By completing my registration, I hereby authorize Casa Mañana to use, reproduce, and/or publish all written and/or visual materials, including photographs that may pertain to me. I understand that this material may be used in various publications, public affairs releases, recruitment materials, or for other related endeavors. This material may also appear on Casa Mañana's Internet Web Page. This authorization is continuous and may only be withdrawn by my specific rescission of this authorization. Consequently, Casa Mañana may publish materials, use my name, photograph, and/or refer to me in any manner that Casa Mañana deems appropriate to promote/publicize any endeavors deemed appropriate.

Date

Parent/Legal Guardian Signature

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CASA MAÑANA STUDIOS

VOLUNTEER INFORMATION SHEET

Spring/Summer 2022

Your involvement is crucial in making Casa Mañana Studios a thriving community of young artists and their families. Please check which area(s) you are most interested in lending your time and energy and thank you so much for your help!

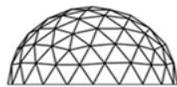
- TheatreFest** – Our annual end-of-year festival, May 17, featuring final performances from most of our year-long classes. There will be food and drinks, as well as fun games and activities all included in the price of admission. We need volunteers to help organize and run this event. We can't do it without you!
- Pick-up/Drop Off** – Help us ensure that our students are making it safely to and from their rides by assisting in the pick-up/drop-off before and after your student's class.
- Usher at Casa performances** – volunteer as an usher for a performance at Casa and see the show for free!

Your Name: _____

Email: _____

Phone: _____

Please return this form to your student's teacher, or to the Education Office.



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IMPORTANT CONTACTS

(Please add to your contact list.)

The Education Department

education@casamanana.org

817-321-5004

Lindsay Hayward, Education Manager

lindsay.hayward@casamanana.org

817-321-5004

James McQuillen, Director of Theatre for Youth

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817-321-5003

"LET'S PUT ON A SHOW, YA'LL!"



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