

STAGING REQUIREMENTS

WE TELL STORIES

The Season of Giving

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 notify your program contact 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 *The Season of Giving* 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!**"



MUSIC·CENTER

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.