

January 9, 2024

To Students (and their Responsible Adults):

Congratulations! You are going to the only festival in the state dedicated exclusively to high school theatre. You're going to learn a lot and have a great time too. Here is our schedule:

Thursday, January 11

- Go to school!
- At **4:30 p.m.** meet at the lower entrance of the ISU Bone Student Center. It's in the center of the building, large glass doors, has a help desk and fireplaces
- Parking may be charging and is very hard to get, so get dropped off, or car-pool, or both. A good drop off spot is the west entrance of the center, on University
- At this meeting you will get your schedules, nametags (which must be worn at ALL times), receive opening ceremony tickets and show tickets, answer questions, grab something to eat at the Student Center and go to the opening ceremony at **8:30**.
- The ceremony is likely to end around **9:30**. We'll re-meet at the same meeting place to count noses. Please arrange to be picked up **between 9:30 and 9:45**.

Friday, January 12

- this is a school excused absence
 - **7:30 a.m.** - **mandatory** group meet up at the Bone Center fireplaces again
 - **9 a.m.** - workshops and performances begin, continue all day
 - **10 p.m.** - student dance and other activities
 - **Midnight** - mandatory meet up back at the fireplaces. Please arrange for pickup **no later than 12:15**

Saturday, January 13

- **9:00 a.m.** - **mandatory** group meet up at the same place.
- **10 a.m.** - workshops and performances begin and continue all day
- **2:30 p.m.** – All-State show
- **5 p.m. -ish** – meet up at our spot again and parent pick up from ISU

Food

- \$50 (est.) On your own. Campus food and local restaurant meals should be between \$10 and \$15, depending on the meal

Attendance

- You must meet with the entire group at the beginning and end of each day, and we frequently eat meals together on or around campus.
- Students, you are responsible for staying on campus, and for letting your sponsors know where you are going to be when. A Group Me has been created for mandatory communication.
- You are legally our responsibility, and we cannot release you to your parents unless we physically see you get in the car. As a result, it is expected that you will participate in this extraordinary opportunity for the entire Festival the whole time. Asking a sponsor to drop what they are doing and miss parts of the Festival so that you can leave early is unacceptable. In case of **emergency**, if you need to leave before the agreed times, you **MUST** contact Vernon and Keogh.

Comfort/Dress

- You will be walking all over campus to various buildings so dress for the weather, and wear very comfortable shoes. Have a decent winter coat, but bring layers as building temps will vary.
- Get sleep, so that you are able to participate fully in the weekend.

Conduct

- You are expected to behave in a manner that represents your school and this program well. Dress should be casual but respectful. There is to be no PDA. Your phones should be **off** at workshops and performances. Treat all workshop presenters well. Try to stay for the entire presentation; if you must leave, stay toward the back and leave quietly. Go to as many workshops as possible. At performances, be quiet and appropriate and stay for the full show.

Info

- Questions? Comments? Concerns? Go to www.illinoistheatrefest.org for complete details including a schedule.
- Check the Facebook group Normal Community High School Theatre, or the web page www.unit5.org/nchstheatre
- Download the "Illinois High School Theatre Fest 2024" app to your smartphone.

Direct from the Festival – this information is also on the Festival website so it is expected that you have read and are responsible for ALL of it:

<https://about.illinoisstate.edu/conferencedev/files/2023/12/Emergency-Contacts-Procedures.pdf> phone numbers

<https://saferedbirds.illinoisstate.edu/emergency-alert/> for text alerts on campus

Participation Guidelines

- The University of Illinois Urbana-Champaign is a smoke-free campus. Smoking and the use of all non-combustible tobacco products and non-FDA approved nicotine delivery devices and products is prohibited on all campus property, both indoors and outdoors, and in university-owned vehicles and in privately owned vehicles parked on campus property.
- Students should travel in groups of at least two and inform their chaperone of their schedule. Emergency phones are located throughout the campus and will connect you to the campus police, if needed. (Refer to back of name badge for emergency numbers.)
- Curfew: City ordinance requires that no minor be on the streets without an adult after 11:00 pm on Thursday and 11:59 pm on Friday. In an effort to keep hotel behavior consistent among all schools and to keep the Festival a positive event for everyone, the Festival has established a housing curfew. All students are expected to be in their rooms and quiet by 12:00 midnight on Thursday night and 1:00 am on Friday night.
- Please remember that you are representatives of your school's theatre program, and you should conduct yourselves accordingly. The Festival is a time to share new ideas and concepts. It is expected that you will be polite and respectful at all performances and workshops.
- Courteous behavior is expected at Champaign-Urbana area hotels, restaurants, and stores.
- Participants acknowledge that photos/videos may be taken by authorized individuals and used for educational, instructional, or promotional purposes in any print, broadcast, and/or electronic media formats.
- Sponsors are asked to remind students that any content on social media sites and/or personal blogs/websites shall be appropriate to the IHSTF's mission and purpose, as well as students' roles as representatives of their school
- Students are expected to follow all safety guidelines put in place to minimize the risk of spreading COVID-19.

Sponsor phones: Kevin Vernon 309 303 2303

Meg Keogh 309 532 3350