

# Rehearsed Readings



## *Rules and Guidelines for Directors*

Thank you for choosing to direct a rehearsed reading. This set of rules and guidelines is intended to help you to put together a successful production.

These rules must be adhered to when directing a rehearsed reading:

- All actors and directors must be **fully subscribed members** at the time of the reading.
- No costumes or props from the Kelvin stores or balcony can be used. It is your responsibility as director to source all props and costumes that you want, although we recommend that you try and keep them to a minimum. Whatever you can find by asking around your cast, or possibly other Kelvin members and friends, is sure to be fine.
- There must be **no pre-casting** of parts prior to the launch night.
- Priority in casting must go to new members first.

Discussions will be held on the evening of the launch night to allow for everyone who has shown an interest in taking part to have a role, as far as is possible. If you have enough people signed up for your reading on the launch night, you must cast them. If your cast is not complete from the attendees, then the reading co-ordinators will have a 'reserve list' of people unable to attend the launch night, which will then come into play. If you still have not fully cast your reading after this, you may then approach other Kelvin members under the guidance of the co-ordinators.

The above rules have been set in place in term with the rules of Kelvin Players Theatre Company to ensure that selection for rehearsed readings is as equal and fair as possible.

Further guidelines:

- Please aim for a **maximum running time of 60 minutes**. We realise this may involve a lot of cutting if your original script is a full-length play, but please be ruthless.
- We recommend that you are as flexible as possible when casting, in terms of age and even gender. The primary aim is to showcase your direction skills, whilst allowing actors an opportunity to perform in roles they may not be able to at other times.
- Please sit apart from other directors on the launch night during the selection phase.
- Extra read-throughs or rehearsals prior to the day of the reading are at your discretion as the director, but you are responsible for finding rehearsal space.
- On the day of the reading, there is always **some** space at Kelvin available all day, but **not** necessarily both the Hall and the Morris Room. You will need to negotiate use of space with the other director presenting on the same night, and quite possibly arrange rehearsal space elsewhere for some part of the day.
- The running order of the evening, and whether it takes place in the Hall or Morris Room, is entirely up to the two directors presenting.
- As well as keeping props and costume to a minimum, use of sound and light will also be very restricted. Any operation of sound and light is your responsibility as director.
- A talkback session is held at the end of a performance evening, for the audience to ask questions and give supportive feedback to the directors. You have the choice to opt out if you wish, but please inform the co-ordinators before the performance evening has started.