



COMEDY CAPERS

Gang Show

est 1966

Theatre Season 18th – 26th May 2018

ESSENTIAL CREW INFORMATION

This document provides essential information for those interested in becoming part of our CREW. Share this information widely. If you know of anyone else in your Group who would like to apply, give them our website address www.comedycapersgangshow.org.au.

This information is especially crew. There is a separate application for cast which again, can be found on our website. If you would like more information, please call the Administration Director, Terri Scanlon on 0417 436 518.

JOINING THE CREW IN 2018

If you are over 18, you do not need to be an active Member of Scouts or Guides to be a crew member. Parents and friends are encouraged to apply. There are many, many departments that support Comedy Capers, so there might just be something for you. Why not learn a new skill or perhaps you have a valuable skill that we can showcase!! Please note that there may be age limitations and other exclusion criteria which may apply, and departments have the right to select their team from the applications. There is a comprehensive list about each department, expectations, costs and conditions on our website, I would encourage you to review this list.

If you are under 18, a few of our crew departments allow for members who are under 18 to be involved. However it is now a requirement that ALL CREW members who are under 18 and of scouting age (6 years to 18 years old), be registered and financial with Scouts SA. For further information, contact the Administration Director, Terri Scanlon on 0417 436 518 or email terri_scanlon@aami.com.au.

WHAT IS INVOLVED AS CREW?

The commitment will vary based on each department. Some departments require you only to attend during the theatre season while others would like your help at rehearsals, or Sunday mornings or Wednesday nights.

Comedy Capers Gang Show is committed to ensuring the health, safety and wellbeing of all of its cast and crew. You will be required to provide Comedy Capers with emergency contact details and medical information. Some details of the medical record may be shared with senior members of the show to ensure your continued health, safety and wellbeing. In accordance with Scouts SA Policy, adult crew members will be required to complete an A2 Adult Helper Application Form which includes a valid National Police check. There is no charge to the applicant for the National Police Clearances and National Police Clearances that have been **confirmed by Scouts SA** are valid for 3 years. This information will be kept confidential and secure. Please be reassured that this information will continue to remain confidential and be treated with the utmost respect.

PO Box 941, Salisbury SA 5108
www.comedycapersgangshow.org.au



COSTS

There are fees involved with being a member of Comedy Capers. Check the Crew Profiles for expected costs. Fundraising discounts can apply if participating in many of our fundraising activities. This cost is payable upon acceptance into the show and is required to be paid before Opening Night. Payment plans are available and should be discussed with the Finance Director; Toni Rowe at the first rehearsal.

Crew have an opportunity to purchase a Capers Polo Top at a cost of \$35. Many departments will be expected to wear black clothing during performances. Your Head of Department can provide further details.

Included in the fees, our catering team provide water, cordial and a snack available throughout rehearsals and performances. During all day rehearsals, an appropriate meal will be provided to required crew. A small canteen offers drinks and snacks which crew may purchase during the scheduled break.

FURTHER INFORMATION

If you need further information, review our website www.comedycapersgangshow.org.au or contact the Administration Director; Terri Scanlon on 0417 436 518 or email comedycapers@sa.scouts.com.au.

Yours in Scouting

ANDREW MACGILLIVRAY

Executive Director

Assistant Branch Commissioner (Performing Arts)

Comedy Capers Gang Show



CREW APPLICATION ONLY

Comedy Capers Gang Show
PO BOX 941, SALISBURY SA 5108



Crew Applicant details.....

Family Name				Gender	M	F
First Name				Preferred Name		
Address				Date of Birth		
Suburb				Age on 30 th June 2018		
Postcode		Home Phone		Applicants Mobile Number		
Email			Occupation			

During the Activity, where can we contact the parents? (Under 18's only)

Name			Mobile Phone	
Address				

In case of emergency, the contact person will be: (This contact must be different to the parent named above)

Name			Phone	
Address				
Relationship				

Membership Statement.... (to be completed if you are a scout or guide)

Scouts		Please provide your Membership #	Expiry Date:		
Guides					
Group/ Unit		District/ Region		Appointment	

Health Information (include any catering considerations)....

Health and Fitness aspects of applicant that leaders should be advised of, including any medication, with instructions and any physical or behavioural considerations. You may be asked to complete an additional medical form if more details are needed. For special diets please provide examples, brand names etc of what you are able/unable to eat. Attach a separate sheet listing in detail these requirements.

Known Allergies, Reaction & Action Required					
Dietary Requirements					

Hospitals sometimes require the following information in an emergency

Medicare No			Ambulance Cover	YES	NO
Private Health Fund Details	Name				
Member #			Table		

FOR ADMINISTRATION USE:

N		Dept		W		P		A2		NPC		Scan	
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Crew applications....

There is now a 2 part process for crew. Firstly, indicate your expression of interest in a department on trybookings and then follow this up by completing an application form which can be downloaded from the website www.comedycapersgangshow.org.au

<https://www.trybooking.com/SXQR>

Departments (view department details on our website www.comedycapersgangshow.org.au)



Administration		Guest Services (VIP)		Production	
Audio		Health & Safety		Props	
Band (instrument:)		Lighting		Stage	
Catering		Loft		Scenic Design	
Communications		Make Up		Tickets	
Executive		Marketing		Wardrobe	
Finance		Peanuts		Website & IT	
Front of House		Personnel		Other:	

Comedy Capers Service History....

Have you been a member of Comedy Capers previously?

YES	<input type="checkbox"/>	If yes, how many years of Capers have you done? This will be MY: _____ year
NO	<input type="checkbox"/>	<i>It is important that you get your years of service correct here.</i>

Agreement and Medical Authority....

Medical

I agree not to make a claim against Scouts Australia (SA Branch) beyond the level of insurance provided by their policies (see explanation below). I authorise any member or other official representative of Scouts Australia (SA Branch) to obtain any medical or dental attention or treatment, or ambulance assistance, considered necessary (or expedient) for the applicant. I agree to reimburse Scouts Australia (SA Branch) for any expenses incurred as a result, which are not covered by the Association's insurance policies.

Explanation of Scout Association Insurance

Scouts Australia (SA Branch) maintains insurance policies designed to cover Adult/Youth Members during Scouting service. For further information you should consult with your Group Leader or relevant Commissioner to ascertain the exact level of cover of these policies.

Consent to Use of Image & recorded Audio

I consent to photographic / video images and/or recorded audio, of me / my child being taken at Scout activities and being used for promotional purposes by and for Scouts Australia.

Comedy Capers Gang Show Agreement

This is an important agreement between you and Comedy Capers Gang Show. Keep in mind that the Scout and Guide Laws govern all we do in Comedy Capers. You will be expected to show that you uphold the Scouting laws, policies and procedures as directed.

Attendance: Always be punctual and attend all rehearsals and workshops. Always let your Department Head know if you are going to be late or absent.

Medication IF UNDER 18: All medication being taken during Comedy Capers Gang Show rehearsals or performances must be given to the designated qualified first aider with instructions relating to its administration.

I wish to apply as a CREW member of Comedy Capers Gang Show. I understand the Promise & Law and agree to follow the policy & rules of Scouts Australia as set out including, the Comedy Capers Gang Show Alcohol Guidelines (available on our web site www.comedycapersgangshow.org.au).

Signature of Applicant _____ Date _____

Signature of Parent/Guardian _____ Date _____
If applicant is under 18 years of age

Print Name _____ Relationship _____