

LAMP Casting & Audition Commitments

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Approved by: LAMP Board

Purpose

These commitments apply exclusively to auditions for principal roles in both our Adult and Children's productions. They exist to set out a clear, consistent, and fair casting process, while ensuring principal opportunities are offered to our existing, fee-paying members first and that we cast from within LAMP wherever reasonably possible. By taking this approach, we aim to create a company where members feel valued, supported, and motivated to contribute both on stage and behind the scenes - helping sustain LAMP for the long term and encouraging people to step into the volunteer and leadership roles that keep our productions thriving.

Panel Composition & Decision Making

- The casting panel will include the Director, Musical Director, Choreographer, and a Board Representative serving as the show's producer.
- The Board Representative ensures the LAMP Casting & Audition Commitments are followed, supports constructive decision-making where needed, and provides strategic oversight on behalf of the Board, keeping members' interests at the centre of the process.
- If discussions become unworkable, the Board Representative may pause proceedings and involve one or more members of the executive team.
- Decisions are normally agreed collectively. Where consensus cannot be reached, the Director will make the final casting decision, with the documented rationale recorded by the panel.

Clear & Supportive Communication

- Expectations for each role must be clearly communicated (vocal range, acting demands, playing age, movement/dance requirements).
- An audition pack must be provided in advance, outlining the production team's vision for the show.
- Feedback may be offered at the panel's discretion, but is not guaranteed for every auditionee.

Audition Content

- A backing track must be provided so performers can rehearse with the exact audio they will use on the day. Singing to live accompaniment can be challenging, particularly for those unaccustomed to auditioning.
- If no suitable track exists, a recorded piano track must be created. Only if that proves unfeasible will the Musical Director provide live accompaniment.
- Wherever possible, an optional run-through of the audition material will be offered in advance.

Inclusion

- LAMP is committed to equal opportunities for all performers, regardless of age, race, gender, body type, disability, or other protected characteristics.

- The only exception is where the show's rights holders or licensing agreement mandates specific casting parameters (e.g. required gender or ethnicity).

Fairness, Transparency & Conflicts of Interest

1. Our decision-making principles

- Casting decisions must be based on audition performance, role requirements, the needs of the production, and LAMP's commitment to fair opportunity and developing talent across the company.
- Where auditionees are equally suitable, the panel may take into account the importance of sharing principal opportunities across the membership, with reasons recorded.

2. Declarations (conflicts of interest)

- Prior to auditions, all panel members must declare any close personal relationship with an auditionee (e.g. partner/spouse, immediate family, housemate, close friend, or another relationship that could reasonably be perceived as a conflict of interest).
- Where a close relationship is declared, the recorded rationale must clearly reference the agreed criteria (e.g. vocal/acting/movement/availability) to demonstrate transparent decision-making.

3. Assessment process and record-keeping

- All panel members must complete an agreed-upon scoring/assessment sheet independently for each auditionee before the group discussion.
- The Board Representative will ensure the agreed criteria are applied consistently and that a brief written rationale is recorded for each principal casting decision.
- No casting decision will be made without documented scoring and a recorded rationale.
- 4) Tie-break approach
- Where two or more auditionees are equally suitable, the panel may apply the agreed tie-break criteria (including rehearsal commitment and engagement), with reasons recorded.

Prioritise Existing Members

- Principal roles will be cast from within LAMP wherever reasonably possible.
- All current, fee-paying LAMP members must be given the first opportunity to audition for principal roles.
- Where two or more auditionees are equally suitable, the panel may consider demonstrated engagement with the company and ability to meet the rehearsal commitment as a tie-breaker, with reasons recorded.

Developing Talent Within LAMP

- If the first round of auditions does not identify a suitable internal candidate, the production team and Board Representative must explore internal options before considering external talent.
- This may include guidance, targeted coaching, or inviting a re-audition where potential is evident.

External Casting Protocol

- External auditions may only be pursued where no suitable internal candidate can be found, despite re-auditions, coaching, or open invitations within the wider LAMP community.
- Any external casting process must be led by the Board Representative who was part of the audition process.

Availability and Commitment

- Availability must be taken into account when casting principal roles.
- Principal parts require consistent attendance, so known rehearsal clashes must be factored into casting decisions.

- Where availability is likely to impact the role, the panel may cast another suitable auditionee or offer an alternative role with more manageable attendance requirements.

Role-Specific Skill Requirements

- Where a role requires specialist skills (e.g. advanced dance, acrobatic, or specific vocal requirements), internal skills development should still be exhausted before looking externally.

Respect & Confidentiality

- The decision-making process must take place in the audition room and must include the Board Representative.
- All aspects of auditions and casting decisions are strictly confidential and must not be discussed outside the audition room.
- The only exception is where an issue requires executive team input, and the same confidentiality standard applies.

Communication of Audition Results

- Trustees present in person to administer auditions must be informed of casting decisions in person, before successful auditionees are notified.
- Successful auditionees will be notified by phone.
- Unsuccessful auditionees will be notified by email.

LAMP's Community Values

These commitments uphold LAMP's belief in community, belonging, and growth, ensuring members feel valued and given a fair chance to shine on stage.