

# Recital Information

Our Recital preparations are fully underway. Please call us at (610) 494-4610 or email us at: [studio@paulklockedance.com](mailto:studio@paulklockedance.com) with any questions or concerns or that you might have.

## *Please Read Immediately*

### Location and Dates

The Recital will be held at Northley Middle School over the weekend of June 18 & 19. We will have a dress rehearsal at the studio during the two weeks prior to the shows (details and schedules below).

### Ticket Note:

Everyone who turned in a ticket request form will receive the tickets that they ordered. Any remaining seats will be sold on a first come, first serve basis.

### Zoom Meetings – If you need help

We have not done a full-blown recital in two years, and we have a lot of new families. Recitals are not simple events to coordinate and organize. There is a lot of information in this document. If you have any questions, we will be holding 3 Zoom meetings to go over this document and answer questions. The Zoom meetings will be held on the following dates and times. If, however, you just have a quick question, please email us.

Zoom Meetings Days and Times		
Meeting ID: 444 727 114; Password: 731 232		
Wednesday, May 4 <sup>th</sup> (6:30p)	Friday, May 6 <sup>th</sup> (6:30p)	Saturday, May 7 <sup>th</sup> (2:30p)

### Table of Contents:

Event	Page
Calendar, Important Recital Rules	(pg 2)
Costume Information	(pg 3)
Tights, Bodysuits, Undergarments,	(pg 4)
Shoes, Makeup Information	(pg 5)
Hair	(pg 6)
Class Information Chart	(pg 7-10)
Dress Rehearsal Information	(pg 11)
Recital Performance Information	(pg 12-14)
Awards – 5yr, 10yr, 15yr, HS Graduation	(pg 13)
Photographer and Videographer Information	(pg 15)
Recital Dismissal Policies	(pg 16-17)
Recital Confirmation Form (must be signed)	(pg 18)

# Calendar of Important Dates

Date	Day	Comment
TBA	TBA	Some classes have rented costumes; some classes will use costumes purchased by students. Purchased costumes will be distributed once they all arrive; written costume instructions will be provided. The studio will keep rented costume in our possession and make them available for our photo days, the dress rehearsal, and the performances. See the chart on pages 7-10 for a list of which classes have rented costumes and which have purchased costumes (delineated by the words "Rent" or "Buy" on the class chart.
May 4	Wednesday	Zoom Meetings - 6:30p (page 1)
May 6	Friday	Zoom Meetings - 6:30p (page 1)
May 7	Saturday	Zoom Meetings - 2:30p (page 1)
May 27-30	Fri.-Mon.	Studio Closed (Memorial Day Weekend)
June 5	Sunday	Photo Day - KQ Photography (Noon to 6:00p). Further details to be announced. (page 15)
June 4-17	Varied	Dress Rehearsal Weeks at Studio (see chart and details on pages 7-11 for exact dates and times).
June 18 & 19	Sat.-Sun.	Performances at Northley Middle School. (pages 12-14)
June 28	Tuesday	Photo Day – Rebecca Serpe Photography (4:00-8:00p). Further details to be announced. (page 15)

## Important Recital Rules

**Please inform the people you are inviting. If any rule does not make sense, please contact us, so we can explain the reason for it.**

### At the Performances:

- Guardians **must** wait until the intermission or the end of the show to pick up their dancer. Guardians cannot pick up their dancer immediately after their number. They **must** wait until the intermission or the end of the show.
- Due to our Insurance Company's and the State's security concerns, we have implemented stringent dismissal procedures (see pages 16-17) to ensure the children's safety and well-being. They must be followed.
- No one is permitted to use any video or camera recording equipment (including cell phones) of any kind in the auditorium. The show is being filmed by a professional videographer. A video link will be given to all participants. Families may film at the Dress Rehearsal.
- No cellphone, tablet, or any gaming devices are permitted to be in use in the auditorium while the show is going on. It is a darkened theater. All devices must remain off.
- The doors of the theater will not open while dances are in progress. If you must leave or enter the theater, you must do it in-between numbers.
- Do not talk or stand up and block the view of audience members while dances are in progress.
- If you are attending two shows on the same day, the audience must completely clear the theater between the shows. Families attending the first show cannot save seats for the second show.
- **NO FOOD OR BEVERAGES** are permitted in the dressing rooms or auditorium. Food is allowed in the lobby only.
- Students must change costumes in the dressing rooms. There is not enough room, time, or security personnel for students to run to the bathrooms. If students are concerned about changing clothes in a dressing room, they must purchase a skin toned bodysuit to wear under their costume so they remain covered while changing clothes or costumes.

# Costume Information

## Costume Distribution

- Some classes have rented costumes; some classes will use costumes purchased by students.
- Purchased costumes will be distributed once they all arrive; written costume instructions will be provided.
- The studio will keep rented costume in our possession and make them available to students on our photo days, at the dress rehearsal, and at the performances.
- See the chart on pages 7-10 for a class list of rented and purchased costumes and for information on what the students need to supply.

## Purchased Costumes

- When your dancer receives their costume, they should immediately try it on
- **DO NOT IRON YOUR COSTUME!** Most costumes arrive very wrinkled; hanging them in a steamy bathroom is usually necessary and will remove most of the wrinkles. **DO NOT** iron costumes; they will melt.
- Please do not let your children wear their costumes until after the performance. We cannot get replacements.
- Label all costume parts (tights, shoes, costumes, and headpieces) with your child's name when you get home. Costume parts get lost. Make sure you have all of your costume parts with you when you come to the Dress Rehearsal and Performances.
- **Costume Alterations** - Costume companies send us costumes that are closest to a student's measurements, but few are exact fits. Often the only alteration needed is to have the shoulder straps tightened (if they are loose). This can be accomplished by folding the strap under and using a simple sewing technique called a "tack". You do not need to be a seamstress to do a "tack". If you can thread a needle, you can "tack" the strap, and we can show you how. Please remember that we follow the 25-foot rule (i.e. what does the costume look like from 25 feet away). Strap corrections do not have to be perfect; they only have to hold. Should a costume ever need major sewing surgery, we will help you.

### Video of how to tack a Strap

On this video, they move the strap slightly to the side when tacking. You can do this, but you can also tack the strap directly on top of itself.

<https://www.youtube.com/watch?v=5qs2aETKpVA>

## Rented Costumes

- The studio will keep rented costume in our possession and make them available to the students on our photo days, at the dress rehearsal, and at the performances.
- Students wearing rented costumes should have a skin toned bodysuit, so they remain covered while changing into and out of their costumes in the dressing room (see the chart on page 7-10 for a list of who has a rented costume).

# Tights, Bodysuits, Undergarments,

**Important – Don't Delay – Worldwide Shipping Shortages - Purchase Items Soon**

The current shipping crisis has affected dance supplies. We have therefore listed at least two options instead of one for both tights in case one or the other is not available. The Brandywine Dance Shoppe has stated that they may not be able to guarantee one style over another, but will do their best to get everyone something – again order early and contact us if you have a challenge.

## To obtain supplies

- You may order online from a supplier who has the items you need; however, some families have had the experience of ordering online (even from Amazon) and weeks later being told the item is no longer available.
- You may go directly to the Brandywine Dance Shoppe (302) 478-4403 – 4005 Concord Pike, Wilmington, DE - just south of Concord Mall on Rte 202. Monday thru Friday 10am to 6pm, or Saturday 10am to 5pm.
- In addition, the Brandywine Dance Shop is opening their store, exclusively to our studio, on Sunday, May 15 from 12:00n to 3:00p.
- The Brandywine Dance Shoppe now also has an online store (link included below and, on our website,). If you know your sizes, you may order from this link and either pay for shipping or pick your items up at the Brandywine Dance Shoppe with no additional shipping charge. Note: the Brandywine Dance Shoppe offers our studio discounts when you go directly to their store. They are not able to offer these discounts to orders completed online.

**Brandywine Dance Shoppe Ordering Link: <https://www.brandywinedanceshoppe.com>**

Pink Tights	
All Rising Star 1&2 and all Ballet students should obtain either:	
<b>Footed Tights</b> Bloch (Style T0981G or T0981L) Capezio (Style 1915x, 1915c, 1915)	Bloch "Pink" not "Light Pink" tights
<b>Convertible Tights</b> Bloch Adaptatoe (Style T0982G or T0982L) Capezio Transition (Style 1916x, 1916c, 1916)	Capezio "Light Pink" not "Pink" tights.
Skin Toned Tights	
Note: No tight color perfectly matches your skin, the goal is to come close. All Jazz, Tap, Modern, Lyrical, Jazz Funk 2/3 students should obtain:	
<b>Students needing a paler shade of skin toned tights should obtain either:</b>	
<b>Footed Tights</b> Bloch (Style T0981G or T0981L) Capezio (Style 1915x, 1915c, 1915)	Bloch "Bloch Tan" and not regular "Tan"
<b>Convertible Tights</b> Bloch Adaptatoe (Style T0982G or T0982L) Capezio Transition (Style 1916x, 1916c, 1916)	Capezio "Light Suntan" not "Suntan".
<b>Footless Tights</b> Bloch (Style T0985G or T0985 L) Capezio (Style 1917x, 1917c, 1917)	
<b>Students needing a darker deeper shade of skin toned tights should obtain either:</b>	
<b>Footed Tights</b> Body Wrappers ( <a href="#">Style A80</a> )	"Mocha" or "Coffee"
<b>Convertible Tights</b> Body Wrappers (Style A81)	In the past, we have recommended these shades. If these are not available, go directly to the Brandywine Dance Shoppe. They have several shades available and can help you pick the shade that comes closest to your skin tone.

Bodysuits/Undergarments
<p>We highly recommend that students obtain a skin toned bodysuit to wear under their costumes. Bodysuits can be obtained from the Brandywine Dance Shoppe. Note: Our Level C students and above typically wear dance bras and undergarments versus body suits, also attainable at the Brandywine Dance Shoppe.</p> <ul style="list-style-type: none"> <li>If students have costume changes, they will need a bodysuit to remain covered while changing. Students are not permitted to run to the bathrooms to change due to time, space, and security concerns.</li> <li>Some students have sensory issues. Costumes may have sequins and seams that itch. A bodysuit puts a layer of fabric between the student's skin and their costume.</li> <li>Students with rented costumes will need to get changed in the dressing room at the performance. They should have a bodysuit.</li> </ul>

<p>If you tell the Dance Shoppe what class you are in, they should be able to help you get what you need – they will have this document in their possession.</p> <p>The Brandywine Dance Shoppe also carries all manner of dance supplies and shoes that are not listed here.</p>
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# Shoes

## **Please Refer to the Chart on pages 7-10 for Styles**

Do not buy new shoes unless your old shoes are really filthy or do not fit. Small smudge marks will not be seen on stage. Shoes usually can be spot cleaned with mild dish soap (Important Exception: Do not get water on Pointe Shoes).

## **Tap Shoes Levels Rising 1&2, Level A\***

Students doing tap dances in these levels should obtain either black patent leather tap shoes or Mary Jane style tap shoes. If the tap shoe has a lace, students should remove the lace from their tap shoes and replace it with a piece of black elastic looped through the eyelets and sewn shut. This way, students can get their shoes on and off and do not have to deal with untied laces. If you cannot find black elastic, use white elastic and color it with a black magic marker. Contact us if you have a question about this.

\*Note for Level A Tap Students: Several students in the Tap A level have started obtaining the higher quality Oxford Tap Flats instead of the usual patent leather or Mary Jane tap shoes. This is fine. Note: Leave laces as is oxfords

## **Tap Shoes Level Intermediate B and above**

Level Intermediate B and above should obtain Black Oxford Tap Flats.

## **Adult Tap Shoes**

Adult Tap students may wear any black tap shoe.

## **Lyrical and Jazz Shoes**

In the past, for feminine wear, we recommended Bloch tan slip-on jazz shoes (style s0495g/l). If for any reason these are not available, see what the Brandywine Dance Shoppe recommends. Masculine presenting students should obtain black shoes.

## **Ballet Shoes**

Feminine Ballet shoes must be pink, and should be "Real" ballet slippers and not play ballet slippers. Clean ballet shoes with dish soap if they are dirty. Make sure the elastic is secure. Please cut the strings at the front of the shoe to about 1½ inches in length, knot the strings, and duct tape them to the inside of the shoe. The strings should not be visible. Masculine presenting students should obtain black shoes.

## **Pointe Shoes**

IMPORTANT: Students in pointe dances need to secure the knots of their ribbons before going on stage either by sewing the knots or using a clear bandaid.

## **Jazz Funk and Street Jazz – Black Shoes**

Jazz Funk and Street Jazz students must wear an all-black shoe. This can be a jazz shoe, sneaker, or hip-hop shoe. If you have a basically black shoe with some white or some other color showing, cover it with black duct tape.

# Makeup

Because stage lights tend to wipe out facial features, makeup should be worn for the Performances. Makeup is not necessary for the studio Dress Rehearsal. Younger children should wear lipstick, eye shadow, and blush. Use natural tones. Older students should wear the same plus eyeliner and mascara. If your child's eyebrows are light, you may darken them slightly. Masculine presenting students should talk to us.

# How To Do Hair Videos

**Note: If you have any questions as to how to do hair, please contact us and we will show you how. We usually have very simple and easy tricks using hairpins and a hairnet to make a ballet bun in a few minutes.**

Almost all Recital students (except for Street Jazz and Jazz Funk A) need to wear their hair in a ballet bun (unless the dancer has extremely short hair – see note below). Please see the table on pages 7-10 for a listing of how each class needs to have their hair done. Students with buns will need a hairnet, bobby pins, and hairpins. The bun, ideally, is placed on the crown of the head; however, it should not be visible when you look at your child straight on from the front. If it is visible, it is too high. Buns can be placed lower if the child's hair is not long enough. A ballet bun should sit somewhat flat on the head. We often see ballet buns done in such a way that they resemble a ball on the back of the head.

**Hair Videos** – Click on the links” below for instructional videos on how to make a bun. This is how we expect your dancer's hair at our dress rehearsal and recital. We, typically, can put a student's hair into an acceptable bun (from a ponytail) within five to ten minutes. If you are taking much longer, please contact the studio so we can help you.

- Video #1: This video made by Miss Candice and Miss Jess is a complete hair video for dancers with long, fine hair that can use hairspray and gel. This video also has a description of the differences between “hairpins” and “bobby pins”. Hairpins are used for the bun, bobby pins for anywhere else.

## **Video #1 - How to make a Ballet Bun (by Miss Candice and Miss Jess)**

[https://youtu.be/MtJbG\\_oqIGs](https://youtu.be/MtJbG_oqIGs)

- Video #2: This video was made by the Houston Ballet Academy and describes how to make a ballet bun for 3 various hair types. This video has a section for people with hair as mentioned in Video #1 as well as sections for dancers with thick textured hair and for dancers who cannot use hairspray and gel. Note: in the third section of this video, the instructor mistakenly uses the term “bobby pin” when pinning the bun – the instructor is actually using a “hairpin” and not a “bobby pin”.

## **Video #2 How to make a Ballet Bun (by Houston Ballet Academy)**

<https://www.youtube.com/watch?v=zUC3WzQrT6s>

## General Hair Notes:

- **Hair Nets** – You will need a hairnet for your bun. Hair nets can usually be obtained from stores like Walgreens and Rite Aid. If you cannot find them, contact the studio. They cost us approximately 3\$ for a pack of two and can be picked up at the studio front desk.
- **Hair Pins** – Hair pins come in at least three varieties of 2-inch and 3-inch pins. If the student's hair is thick or long, 3-inch hair pins make putting hair up easier (these usually need to be obtained from a hair supply store or Amazon). 2-inch hair pins are fine for most buns; however, they come in two varieties. One 2-inch variety is very thin and is designed to be very bendable (they are not useful for buns). Regular 2-inch hair pins are thicker, not as bendable, and are good for buns.
- **Short Hair** - If your hair is extremely short and cannot be put into a bun, use hairspray, bobby pins, clips, and/or hair product to secure the hair back off the face and clip the hair to the back of the head. Contact us if you have any questions. We have been successful creating tiny buns using a hairnet.
- **Bangs** - Regardless of style, the bangs of all students must be pulled back and secured off their face.
- **Wispies** – No wispies. All hair must be secured close to the head with bobby pins and/or hair product.
- **Hair Accessories** - Please do not use fancy colored clips, beads, or other visible hair accessories. Just pull their hair straight back cleanly and neatly into a bun or a pony. The goal is to see the hairpiece (if one comes with the costume) and not the accessories needed to hold up the hair.
- **Hair Bun Donut** - There are methods of putting hair into a bun using a “hair bun donut”. These methods have the benefit that if someone has short hair, they can still look like they have a bun. Important however: buns should lie flat to the head and not stick out like a ball (there is a technique to accomplish this using hairpins). A challenge with “hair bun donuts” is that if they are not secured properly with a hair net and hairpins (as the included videos show), they can look like a ball on the back of the student's head. If you are using a hair bun donut, contact us if you have questions.
- **Secure Headpieces** - Make sure your child's hair and headpiece (if one is included with the costume) is secured firmly. You should be able to give any headpiece a tug without it moving.
- **Masculine Presenting Students** – Should contact the studio about hair.

# Class Chart for Dress Rehearsal & Performances

Class	Dress Reh. At Studio	Hair/Tights/Shoes			Performances Northley Middle June 18 & 19			Renting or Buying your Costume	Students Need to supply the following: (*See note on Body Suit on page 4)
		Hair	Tights	Shoes	Sat. 11:30 Int 14	Sat. 3:00 Int 12	Sun. 2:00 Int 11		
Level 1 Ballet/Tap Mon. 4:15	June 6	Bun	Pink	Pink Ballet			09	Buy	Pink Tights, Pink Ballet Shoes, Skin Toned Body Suit*
Jazz Funk A Mon. 4:30	June 13	Bun	Bare or No Show Socks or Skin Toned Tights	Black Shoe			07	Buy	Black Bottoms (leggings, joggers, etc.), Black Shoes, Bare Ankles (no socks, no-show socks, or skin toned tights), Skin Toned Body Suit* Note: Some students have expressed that this costume feels itchy. The shirt is baggy and students may wear something underneath as long as it does not show.
Level 3 Ballet/Tap/Jazz Mon. 4:30	June 6	Bun	Pink	Pink Ballet	06			Buy	Pink Tights, Pink Ballet Shoes, Skin Toned Body Suit*
Ballet C Mon. 5:00	June 13	Bun	Pink	Pink Ballet	04			Buy	Pink Tights, Pink Ballet Shoes, Skin Toned Body Suit*
Lyrical A Mon. 5:15	June 13	Bun	Skin Toned	Tan Jazz		20		Buy/Rent	Feminine: Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit*. Masculine: Black Pants, Socks, & Shoes.
Pointe C Mon. 6:00	June 13	Bun	Pink	Pointe	02			Buy	Pink Tights, Pink Pointe Shoes, Skin Toned Body Suit*
Rising Star 2 Mon. 6:00	June 6	Bun	Pink	Black Tap	10			Buy	Pink Tights, Black Tap Shoes, Skin Toned Body Suit*
Ballet E Mon. 6:30	June 13	Bun	Pink	Pink Ballet		01		Rent	Pink Tights, Pink Ballet/Pte Shoes, Skin Toned Body Suit*
Lyrical C Mon. 6:30	June 13	Bun	Skin Toned	Tan Jazz	21			Rent	Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit*
Teen Street Jazz Mon. 6:45	June 6	Up off Face	Bare or No Show Socks or Skin Toned Tights	Black Shoe			19	Buy	Black Bottoms (leggings, joggers, etc.), Black Shoes, Bare Ankles (no socks or no-show socks), Skin Toned Body Suit* Note: Currently this class has asked if they can design their own costumes as they did last year. We are exploring this possibility. Hair – can be anything as long as it is pulled back off their face (a braid, ponytail, pigtail, etc.); however, if they have other numbers in the show, they most likely need to wear a bun as there might not be time for hair changes.
Pointe E Mon. 7:45	June 13	Bun	Pink	Pointe		01		Rent	Pink Tights, Pink Ballet/Pte Shoes, Skin Toned Body Suit*
Contemporary Modern D Mon. 8:15	June 13	Bun	Skin Toned Footless/Convertible	Bare Feet			12	Buy	Footless or Convertible Skin Toned Tights, Skin Toned Body Suit*
Lyrical E Mon. 8:15	June 13	Bun	Skin Toned	Tan Jazz		06		Buy/Rent	Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit* Students keep leotard, return skirt.
Rising Star 1 Tue. 12:30	June 7	Bun	Pink	Black Tap	05			Buy	Pink Tights, Black Tap Shoes, Skin Toned Body Suit*
Rising Star 2 Tue. 1:30	June 14	Bun	Pink	Black Tap		09		Buy	Pink Tights, Black Tap Shoes, Skin Toned Body Suit*
Level 2 Ballet/Tap/Jazz Tue. 4:30	June 7	Bun	Skin Toned	Tan Jazz			04	Rent	Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit* Boys: Black Pants, Socks, and Shoes.
Jazz C Tue. 4:45	June 14	Bun	Skin Toned	Tan Jazz	09			Rent	Black Dance Shorts, Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit*
Teen Jazz Tue. 5:00	June 14	Bun	Skin Toned	Tan Jazz			10	Rent	Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit*
Tap C Tue. 5:45	June 14	Bun	Skin Toned & Fishnets >	Black Tap	14			Buy	Skin Toned Tights, Black Tap Shoes, Skin Toned Body Suit* (> Studio will provide Fishnets)
Ballet Teen Tue. 6:45	June 14	Bun	Pink	Pink Ballet			20	Rent	Pink Tights, Pink Ballet Shoes, Skin Toned Body Suit*
Tap DE Tue. 6:45	June 14	Bun	Skin Toned & Fishnets >	Black Tap		12	11	Buy	Skin Toned Tights, Black Tap Shoes, Skin Toned Body Suit* (> Studio will provide Fishnets)



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		Hair	Tights	Shoes	Sat. 11:30 Int 14	Sat. 3:00 Int 12	Sun. 2:00 Int 11		
Jazz E Tue. 7:30	June 14	Bun	Skin Toned	Tan Jazz		23		Buy	Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit*
Lyrical D Tue. 7:30	June 14	Bun	Skin Toned	Tan Jazz			21	Buy	Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit*
Contemporary Modern E Tue. 8:30	June 14	Bun	Skin Toned Footless/Convertible	Bare Feet		15		Buy	Footless or Convertible Skin Toned Tights, Skin Toned Body Suit*
Jazz D Tue. 8:30	June 14	Bun	Skin Toned	Tan Jazz			08	Buy	Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit*
Jazz B Wed. 4:15	June 15	Bun	Skin Toned	Tan Jazz	11			Buy	Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit*
Lyrical 2/3 Wed. 4:30	June 8	Bun	Skin Toned	Tan Jazz		11		Rent	Feminine: Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit*. Masculine is creating own costume.
Contemporary Modern C Wed. 4:45	June 15	Bun	Skin Toned Footless/Convertible	Bare Feet	16			Buy	Footless or Convertible Skin Toned Tights, Skin Toned Body Suit*
Tap B Wed. 5:00	June 15	Bun	Skin Toned & Fishnets >	Black Tap	15			Buy	Skin Toned Tights, Black Tap Shoes, Skin Toned Body Suit* (> Studio will provide Fishnets)
Jazz Funk 2/3 Wed. 5:15	June 8	Bun	Skin Toned	Black Shoes			16	Rent	Skin Toned Tights, Black Shoes, Skin Toned Body Suit*
Lyrical A Wed. 5:45	June 8	Bun	Skin Toned	Tan Jazz		22		Buy/Rent	Feminine: Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit* Masculine: Black Socks and Shoes.
Street Jazz BC Wed. 5:45	June 15	Up off Face	Bare or No Show Socks or Skin Toned Tights	Black Shoe	18			Buy	Black T-Shirt or Tank (no bare midriff), Black Bottoms (leggings, joggers, etc.), Black Shoes, Bare Ankles (no socks, no-show socks, or skin toned tights), Skin Toned Body Suit* Hair – can be anything as long as it is pulled back off their face (a braid, ponytail, pigtail, etc.); however, if they have other numbers in the show, they should wear a bun as there might not be time for hair changes.
Contemporary Modern A Wed. 6:30	June 15	Bun	Skin Toned Footless/Convertible	Bare Feet		19		Girls Buy / Boy - Rent	Feminine: Footless or Convertible Skin Toned Tights, Skin Toned Body Suit*. Masculine: Black Dance Shorts.
Tap C Wed. 6:30	June 15	Bun	Skin Toned & Fishnets >	Black Tap	14			Buy	Skin Toned Tights, Black Tap Shoes, Skin Toned Body Suit* (> Studio will provide Fishnets)
Street Jazz DE Wed. 6:45	June 15	Up off Face	Bare or No Show Socks or Skin Toned Tights	Black Shoe			15	Buy	Any Black Shirt (no bare midriff), Black Shoes, Bare Ankles (no socks, no-show socks, or skin toned tights), Skin Toned Body Suit* Hair – can be anything as long as it is pulled back off their face (a braid, ponytail, pigtail, etc.); however, if they have other numbers in the show, they most likely need to wear a bun as there might not be time for hair changes.
Adult Tap 2 Wed. 7:15	June 15	Ask	Ask	Black Tap				Self	Ask Teacher
Ballet E Wed. 7:30	Attend Mon. June 13	Bun	Pink	Pink Ballet		01		Rent	Pink Tights, Pink Ballet/Pte Shoes, Skin Toned Body Suit*
Adult Tap 3 Wed. 8:45	June 15	Ask	Ask	Black Tap				Self	Ask Teacher
Pointe E Wed. 8:45	Attend Mon. June 13	Bun	Pink	Pointe		01		Rent	Pink Tights, Pink Ballet/Pte Shoes, Skin Toned Body Suit*
Rising Star 2 Thr. 4:15	June 9	Bun	Pink	Black Tap			05	Buy	Pink Tights, Black Tap Shoes, Skin Toned Body Suit*
PG Pearl Thr. 4:30	N/A	Bun	Skin Toned	Tan Jazz	20			PG Rent	Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit*
Rising Star 1 Thr. 5:00	June 9	Bun	Pink	Black Tap		04		Buy	Pink Tights, Black Tap Shoes, Skin Toned Body Suit*



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		Hair	Tights	Shoes	Sat. 11:30 Int 14	Sat. 3:00 Int 12	Sun. 2:00 Int 11		
Ballet B Thr. 5:15	June 16	Bun	Pink	Pink Ballet	01			Buy	Pink Tights, Pink Ballet Shoes, Skin Toned Body Suit*
Level 1 Ballet/Tap Thr. 5:45	June 9	Bun	Pink	Pink Ballet			02	Buy	Pink Tights, Pink Ballet Shoes, Skin Toned Body Suit*
Level 2 Ballet/Tap/Jazz Thr. 5:45	June 9	Bun	Skin Toned	Tan Jazz		03		Rent	Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit*
Ballet/Tap/Jazz A Thr. 6:30 (Jazz Dance)	June 9	Bun	Skin Toned	Tan Jazz		16		Rent	Feminine: Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit*. Masculine: Black Socks and Shoes.
Ballet/Tap/Jazz A Thr. 6:30 (Tap Dance)	June 9	Bun	Skin Toned	Black Tap		02		Buy	Feminine: Skin Toned Tights, Black Tap Shoes, Skin Toned Body Suit*. Masculine: Black Socks and Shoes.
Lyrical B Thr. 6:30	June 16	Bun	Skin Toned	Tan Jazz	22			Buy	Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit*
Teen Lyrical Thr. 7:15	June 16	Bun	Skin Toned	Tan Jazz			13	Rent	Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit*
Lyrical E Thr. 7:45	June 16	Bun	Skin Toned	Tan Jazz		21		Rent	Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit*
Ballet D Thr. 8:00	June 16	Bun	Pink	Pink Ballet			03	Rent	Pink Tights, Pink Ballet Shoes, Skin Toned Body Suit*
Pointe D Thr. 9:00	June 9	Bun	Pink	Pointe			01	Rent	Pink Tights, Pink Pointe Shoes, Skin Toned Body Suit*
Ballet/Tap/Jazz A Fri. 4:30 (Jazz Dance)	June 10	Bun	Skin Toned	Tan Jazz		14		Rent	Feminine: Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit*. Masculine: Black Socks and Shoes.
Ballet/Tap/Jazz A Fri. 4:30 (Tap Dance)	June 10	Bun	Skin Toned	Black Tap		10		Buy	Feminine: Skin Toned Tights, Black Tap Shoes, Skin Toned Body Suit*. Masculine: Black Socks and Shoes.
Jazz B Fri. 5:15	June 17	Bun	Skin Toned	Tan Jazz	08			Buy	Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit*
Ballet B Fri. 6:00	June 17	Bun	Pink	Pink Ballet	03			Buy	Pink Tights, Pink Ballet Shoes, Skin Toned Body Suit*
Level 3 Ballet/Tap/ Jazz Fri. 6:00	June 10	Bun	Pink	Pink Ballet	06			Buy	Pink Tights, Pink Ballet Shoes, Skin Toned Body Suit*
Level 1 Ballet/Tap Sat. 9:00	June 11	Bun	Pink	Pink Ballet	12			Buy	Pink Tights, Pink Ballet Shoes, Skin Toned Body Suit*
Rising Star 2 Sat. 9:00	June 11	Bun	Pink	Black Tap		09		Buy	Pink Tights, Black Tap Shoes, Skin Toned Body Suit*
PG Sapphire Sat. 10:00	N/A	Bun	Skin Toned	Tan Jazz		05		PG Buy	Feminine: Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit* Masculine: Black Socks and Shoes.
Rising Star 1 Sat. 10:00	June 11	Bun	Pink	Black Tap			07	Buy	Pink Tights, Black Tap Shoes, Skin Toned Body Suit*
PG Diamond Lyrical Sat. 10:45	N/A	Bun	Skin Toned	Tan Jazz	25			PG Buy	Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit*
PG Diamond Jazz Sat. 11:30	N/A	Bun	Skin Toned	Tan Jazz	13			PG Buy	Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit*
Jazz Funk A Sat. 12:00	June 4	Bun	Bare or No Show Socks or Skin Toned Tights	Black Shoe		17		Buy	Black Bottoms (leggings, joggers, etc.), Black Shoes, Bare Ankles (no socks, no-show socks, or skin toned tights), Skin Toned Body Suit* Note: Some students have expressed that this costume feels itchy. The shirt is baggy and students may wear something underneath as long as it does not show.
Lyrical B Sat. 12:15	June 11	Bun	Skin Toned	Tan Jazz	23			Buy	Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit*

Class	Dress Reh. At Studio	Hair/Tights/Shoes			Performances Northley Middle June 18 & 19			Renting or Buying your Costume	Students Need to supply the following: (*See note on Body Suit on page 4)
		Hair	Tights	Shoes	Sat. 11:30 Int 14	Sat. 3:00 Int 12	Sun. 2:00 Int 11		
Contemporary Modern B Sat. 1:00	June 11	Bun	Skin Toned Footless/Convertible	Bare Feet	19			Buy	Footless or Convertible Skin Toned Tights, Skin Toned Body Suit*
PG Emerald Contemporary Sat. 2:00	N/A	Bun	Skin Toned Footless/Convertible	Bare Feet		13		PG Buy	Footless or Convertible Skin Toned Tights, Skin Toned Body Suit*
PG Emerald Jazz Sat. 2:00	N/A	Bun	Skin Toned	Tan Jazz		18		PG Buy/Rent	Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit* (Mia, Gloria, Samara are Renting)
PG Emerald Lyrical Sat. 2:00	N/A	Bun	Skin Toned	Tan Jazz		08		PG Buy/Rent	Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit* (Students need to return Skirts)
PG Gold Contemporary Sat. 2:00	N/A	Bun	Skin Toned Footless/Convertible	Bare Feet	17			PG Buy	Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit*
PG Gold Jazz Sat. 2:00	N/A	Bun	Skin Toned	Tan Jazz	07			PG Rent	Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit*
PG Gold Lyrical Sat. 2:00	N/A	Bun	Skin Toned	Tan Jazz	24			PG Rent	Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit*
PG Ruby Contemporary Sat. 2:00	N/A	Bun	Skin Toned Footless/Convertible	Bare Feet			14	PG Buy	Footless or Convertible Skin Toned Tights, Skin Toned Body Suit*
PG Ruby Jazz Sat. 2:00	N/A	Bun	Skin Toned	Tan Jazz			06	PG Buy	Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit*
PG Ruby Lyrical Sat. 2:00	N/A	Bun	Skin Toned	Tan Jazz			18	PG Buy	Skin Toned Tights, Tan Jazz Shoes, Skin Toned Body Suit*

# Dress Rehearsal Weeks – June 4 - 17, 2022

## Location – At the Studio (Not the Theater)

Dress Rehearsal will be held at the studio and not at the theater over the weeks of June 4-17 during regular class times. See the chart on pages 7-10 for a listing of which specific day each class is having their dress rehearsal.

## Guardian's Entering the Building

During these weeks, we will bring the students into the building as we have been doing all year Guardians will be let in 5 minutes after class begins. We are doing this because there are times where there is not enough room in our waiting room to accommodate both guardians and students at the same time. Due to space constraints, only 1 adult per student is permitted. There is not enough room for multiple adults or siblings. Young dancers can be intimidated by large crowds. You are more than welcome to video anything in the class and show family and friends.

## Dress Rehearsal Class Timeline

- Students will enter our building 5 minutes before their scheduled class time.
- Only 1 Guardian per student will enter our building 5 minutes after their scheduled class time.
- For Rising Star 1 & 2, Levels 1-3, and A; we will start with a warmup activity, go over their recital dance, put on costumes, perform their dance, take off their costumes, and finish with a separate dance activity if time allows. Please have 1 guardian in attendance.
- For B, C, D, E levels, we are going to do the same as the above levels with the difference that we will always plan to perform their recital dance in the last 20 minutes of their class. If Guardians wish to come at the beginning of class and watch the whole class, they may; they may also come for just the last 20 minutes of the class if they just wish to see the recital dance. If guardians in these levels do not have any questions, have done recitals before, and do not wish to attend, it is not required.
- Guardians may film anything during these class times. Please – no flash photos while the students are dancing.

## Changing into Costumes at the Studio Dress Rehearsal

Some students have rented costumes and some have costumes that they have bought. (See chart on page 7-10 to see who has rented and who has purchased costumes.)

- Students who have purchased costumes, will have them in their possession at this point and should bring their costumes to the studio in a separate bag (or on a hanger). Do not wear them to the studio.
- If students have rented costumes, we will have them at the studio and will hand them out and re-collect them during the class.
- Regardless of whether your dancer is using a rented or purchased costume, regular dress code dance attire should be worn, and their required dance shoes should be with them as they will not be wearing their costumes for the entire class.
- We have recommended that all students obtain a skin-toned body suit (or an appropriate dance bras and undergarment) to wear under their costumes for the actual performances. It is not necessary for students to wear a skin toned body suit at the dress rehearsal (unless they would like to wear one under their dance attire). Students need to wear dance clothing that they can put their costume over (in the class room) as we do not have enough bathrooms for 60 students to change into and out of costumes in a 10 minute time period.
- If you have tights that are specifically needed for the recital, please either wear or bring them. We will be checking to see that everyone has the correct items.
- Students should have their hair properly done as specified on the chart on pages 7-10 and described in the videos on page 6.
- Makeup is not needed for the Dress Rehearsal but should be worn for the performances (see page 5).

## Dress Rehearsal – Street Jazz and Jazz Funk

- These classes have a slightly different scenario due to the fact that their costumes may not fit over their standard dance dress code, and, in addition, some of the classes are partially creating parts of their own costumes. We will be contacting these classes with details.

# Performances – Sat. June 18 & Sun. June 19

## Time Students should arrive at the Theater on the day of the Performance

All students must check into the theater 30 minutes before their show begins. All students should enter the building and stop at our information table in the lobby. Students and one guardian will then be directed to the dressing room where they will sign the student in. Younger dancers should arrive in costume unless it is raining or unless they have a rented costume.

## Students **MUST** Change in the Dressing Room **NOT** the Bathrooms!!

**Bodysuits - Skin Toned Camisole Leotards:** If feminine presenting students have costume changes, they should obtain and wear a skin toned camisole leotard or appropriate dance bras and undergarment under their costume. This way, when they take off their costume, they are still covered. Masculine presenting students will be contacted.

## Quick Changes

**Overdressing tights:** Some students will be wearing both pink and skin toned tights during the show (and have quick costume changes). These students should put their bodysuit on first, then their skin toned tights, and then their pink tights on top (they will wear two pairs of tights at the same time). This way they can simply peel off the pink tights and be ready with the skin toned tights. Please check the Class List (pages 7-10) to see if your student needs more than one color of tights.

## Students must remain in their Dressing Room during the Intermission if they are dancing in the Second Act.

If students are dancing in the second act, they are not permitted to leave the dressing room during the intermission. During intermission, we are getting students ready and lining them up for numbers in the second act.

## Eat **Before** the Performances (Food is not allowed in the Dressing Rooms)

- Please make sure your child eats a healthy meal before the performances; they are not allowed to eat in the dressing rooms during the show. Food is only permitted in the lobby.
- Students may not eat while in costume.
- If your child is in two shows on the same day, pack them a non-messy meal and water to eat between, **NOT DURING**, the shows. We will notify students when and where it is safe to eat. Do not come backstage while the show is in progress to pull your child out early so they can eat.

## Children may be picked up from the Dressing Room at the Intermission or at the end of the show only. Do **NOT** come backstage at any other time.

It is extremely disruptive when anyone comes backstage or to the dressing rooms (unannounced) while the show is in progress. We are totally focused on getting the children ready for the stage. If this does not make sense, please call us so we can give a detailed explanation. Families who disregard this request and disrupt the backstage area may not be allowed to participate in future performances. We understand that emergencies may occur. Should an extreme emergency occur, let us know what the extreme emergency is, and we will do our best to help.

## Important Note About Picking Up Your Children from the Dressing Rooms

Guardians must physically come down to the dressing rooms to pick up their children at the intermission or at the end of the show. We have so many children we are caring for, that for safety's sake, we cannot just release the children on their own and assume that they will find their way to their guardians in the auditorium.

## **Teen Sign Out – by Themselves**

If your teen student will be driving themselves to the theater, please send us an email stating that you give your minor permission to sign himself or herself in and out. Explain to your teen that he/she will still need to sign in when they arrive, that they may only sign themselves out at the appropriate time (when all of their dances are completed and at the intermission or the end of the show) and that he/she may not leave the backstage area at any other time during the show.

## **At the Performance DO NOT use any kind of Recording Device**

For a detailed explanation of this recording rule, please call us. Simply: it is a violence issue (violence among the guardians in the audience). Due to space constraints, it is not possible to allow everyone to take record the performance. Violators will be asked to leave. There will be a Professional Videographer filming the performances. After the shows, an online link will be created and be accessible to all families at no additional charge.

## **The Auditorium Doors will only be opened between dances NOT during!**

The auditorium doors will remain closed while the dances are on stage. Open doors flood the darkened auditorium with light and make it uncomfortable for the audience and the performers. If you need to enter or exit the theater at any time other than the Intermission or at the End of the show, you will only be allowed to do so in between dances.

## **Families in 2 Shows on the Same Day**

Guardians who have a student performing in more than one show on the same day, but who wish to attend only one of the shows, may leave their student with us at the theater. We will take care of your student at the theater between and during the shows. Please notify us if you wish to do this.

## **NO Men are allowed in the Women's Changing Rooms.**

Does this need explanation? If so, please call us.

## **Masculine Presenting Students**

Since masculine presenting students cannot be in the feminine dressing room, we will be contacting all masculine presenting students to discuss where they will be and how we will take care of them during the shows.

## **Important General Performance Notes**

- (a.) Jewelry – No Jewelry permitted on stage. This includes bracelets (ankle or wrist), earrings, rings, etc. (Note: If you must wear a small post earring, cut off a piece of a Band-Aid and place it over the earring.)
- (b.) Pierced Ears - Do not get your child's ears pierced before the Dress Rehearsal and Performance. Wait one week.
- (c.) Nail Polish – Please do not wear colored nail polish (or toe polish, if dancing in bare feet).
- (d.) Underwear - Do not wear underwear under your tights; it shows through. We tell younger children that the costume is like a bathing suit and that the underwear is magically built in. Tights, bodysuits, and or dance undergarments serve better as underwear.
- (e.) Do not use fancy colored clips, beads, or other visible hair accessories. Just pull their hair straight back cleanly and neatly into a bun or a pony. The goal is to see the hairpiece that comes with the costume and not the accessories needed to hold up the hair. See pages 6 for Hair Information.

## **5, 10, 15, Graduation Awards – You must notify us!**

At the end of our June Recitals, we present 5yr, 10yr, and 15yr awards for the number of years students have danced; as well as High School Graduation Awards; however, our studio computers do not track who is eligible and we need your input. Please let us know if you or your child has danced for 5, 10 or 15 years or is graduating from High School. If you have attended dance schools other than ours, we still count those years toward an award.

# Recital Orders 2022 (subject to change)

June 18, Saturday 11:30		June 18, Saturday 3:00		June 19, Sunday 2:00	
01	Ballet B - Thr. 5:15	01	Ballet/Pointe E - Mon. 6:30 & Wed. 7:30	01	Pointe D - Thr. 9:00
02	Pointe C - Mon. 6:00	02	Tap A - Thr. 6:30	02	Level 1 Ballet - Thr. 5:45
03	Ballet B - Fri. 6:00	03	Level 2 Jazz - Thr. 5:45	03	Ballet D - Thr. 8:00
04	Ballet C - Mon. 5:00	04	Rising Star 1 - Thr. 5:00	04	Level 2 Jazz - Tue. 4:30
05	Rising Star 1 - Tue. 12:30	05	PG Sapphire - Sat. 10:00	05	Rising Star 2 - Thr. 4:15
06	Level 3 Ballet - Mon. 4:30 & Fri. 6:00	06	Lyrical E - Mon. 8:15	06	PG Ruby Jazz - Sat. 2:00
07	PG Gold Jazz - Sat. 2:00	07	Jazz Funk A - Mon. 4:30	07	Rising Star 1 - Sat. 10:00
08	Jazz B - Fri. 5:15	08	PG Emerald Lyrical - Sat. 2:00	08	Jazz D - Tue. 8:30
09	Jazz C - Tue. 4:45	09	Rising Star 2 - Tue. 1:30 & Sat. 9:00	09	Level 1 Ballet - Mon. 4:15
10	Rising Star 2 - Mon. 6:00	10	Tap A - Fri. 4:30	10	Teen Jazz - Tue. 5:00
11	Jazz B - Wed. 4:15	11	Lyrical 2/3 - Wed. 4:30	11	Tap DE - Tue. 6:45 (Sun)
12	Level 1 Ballet - Sat. 9:00	12	Tap DE - Tue. 6:45 (Sat)		<b>Intermission</b>
13	PG Diamond Jazz - Sat. 11:30		<b>Intermission</b>	12	Contemporary Modern D - Mon. 8:15
14	Tap C - Tue. 5:45 & Wed. 6:30	13	PG Emerald Contemporary - Sat. 2:00	13	Teen Lyrical - Thr. 7:15
	<b>Intermission</b>	14	Jazz A - Fri. 4:30	14	PG Ruby Contemporary - Sat. 2:00
15	Tap B - Wed. 5:00	15	Contemporary Modern E - Tue. 8:30	15	Street Jazz DE - Wed. 6:45
16	Contemporary Modern C - Wed. 4:45	16	Jazz A - Thr. 6:30	16	Jazz Funk 2/3 - Wed. 5:15
17	PG Gold Contemporary - Sat. 2:00	17	Jazz Funk A - Sat. 12:00	17	Adult Tap 2/3 - Wed.
18	Street Jazz BC - Wed. 5:45	18	PG Emerald Jazz - Sat. 2:00	18	PG Ruby Lyrical - Sat. 2:00
19	Contemporary Modern B - Sat. 1:00	19	Contemporary Modern A - Wed. 6:30	19	Teen Street Jazz - Mon. 6:45
20	PG Pearl - Thr. 4:30	20	Lyrical A - Mon. 5:15	20	Ballet Teen - Tue. 6:45
21	Lyrical C - Mon. 6:30	21	Lyrical E - Thr. 7:45	21	Lyrical D - Tue. 7:30
22	Lyrical B - Thr. 6:30	22	Lyrical A - Wed. 5:45		
23	Lyrical B - Sat. 12:15	23	Jazz E - Tue. 7:30		
24	PG Gold Lyrical - Sat. 2:00				
25	PG Diamond Lyrical - Sat. 10:45				

## Attendance

It is very important that your children attend and be on time for their remaining classes. All students need to practice dances with their fellow classmates. It is difficult for a child to practice if he or she has been partnered with a student who is not there. It is not enough that a child mentally knows his/her dance or that he/she can do it in the living room. The students need to practice with the entire group. Please bring your child to every class. If they must miss, please contact the studio to let us know.

## Multiple Show Policy

Sometimes classes perform in more than one show. Please check the chart on pages 7-10 to see if your class is in more than one show. We choreograph dances based upon the assumption that students are participating in all of the shows that their classes are in unless we have been otherwise notified. We send out notices before we start choreographing dances asking everyone to let us know what conflicts they might have. If a student unexpectedly notifies us after choreography has been set that they are not participating in all of the shows they are scheduled to be in, it can negatively impact the other students they are paired with. This is something we then have to fix - students who notify us that they are not participating in all of their shows may have to be removed from sections of their dances as we re-choreograph the dances to make them work for the remaining students.

# Professional Photographer & Videographer

Since we cannot allow any recording equipment in the auditorium on the day of the performance, families have several options:

- Your first option is that you may take videos or photographs at the studio in your student's classroom the day of their dress rehearsal (see pages 7-10 for dates).
- For professional pictures – see below.

## Photographer

Note: Students with purchased costumes will have their costumes with them already. We will make available rented costumes to students on any photo days.

### Option 1 (Professional Photographer)

On Sunday, June 5 (Noon thru 6:00p) at the studio. KQ photography will be coming to the studio. KQ offers photo packages between approximately \$20-\$70 much like we have had at past recitals (prior to COVID) where the photographer works with the students fairly quickly and offers inexpensive packages. More details and an online signup link will be sent out shortly.

**Sign up Link:** <https://krisquiroz.com/paulklocke/>

### Option 2 (Professional Photographer)

On Tuesday, June 28 (4:00-8:00p) at the studio. Rebecca Serpe Photography will again offer high end photographic sessions. Rebecca worked with our students last year and will return this year if there is sufficient interest. She offers fine art printing which is a specialty product different from your standard glossy photographic print. Fine art prints are heirloom quality, printed on museum grade, thick 100% cotton paper, with a beautiful organic texture, and made to last a lifetime. Rebecca spends time with each student taking photos in multiple poses. Pricing options, details, and an online signup link will be sent out shortly.

**Signup Link:** <https://book.usesession.com/s/Ja1ezT2bW3>

## Videographer (Professional Videographer)

Since we cannot allow any recording equipment in the auditorium on the day of the performance, we are having a profession videographer film the show. In past year's we have sold these videos. This year, the videographer is moving to an online format. Links to the videos will be sent to all participating recital families. There will be no additional charge for this. Note: You may, however, film anything at the dress rehearsal.



# Recital Sign In & Dismissal Policies

## Before Recital Day:

- Please explain the following sign-in/out procedure to your dancer. Let them know that they are expected to remain backstage until you come to the sign out table to get them, either at Intermission (if they are finished dancing) or at the end of the show.
- If your student will be driving themselves to the theater, please send us an email stating that you give your minor permission to sign himself or herself in and out. Explain to your teen that he/she will still need to sign in when he/she arrives, that he/she may only sign herself out at the appropriate time (intermission or the end of the show) and that he/she may not leave the backstage area at any other time during the show.
- If you have an extreme circumstance and will need your dancer to leave the theater early (rather than waiting for Intermission or the end of the show), send us an email immediately explaining your situation in detail so any security people will be aware of your situation.

## Signing In at the Theater

- All students need to check into the theater ½ hour before their show begins. All students should enter the building and stop at our information table in the lobby. Students and one guardian will then be directed to the dressing room where they will sign the student in.
- If the student is under age 18, a guardian must come to the table with the student to sign them in. The exception to this is 16 and 17 year old students who are driving themselves and whose guardians have emailed us in advance giving permission for their child to sign themselves in and out.
- Dancers who are 18 or over may sign themselves in and out; however, they may only sign themselves out at the appropriate time (the intermission or the end of the show – when all of their dances are completed) and they may not leave the backstage area at any other time during the show.
- **Students' Food** – Students need to eat any food before they sign in. It is not permitted to eat food in the dressing rooms. Note that once signed in, students will not be allowed to go to get food, even at Intermission, so plan ahead and have them eat before signing in.

## Wristbands:

- As part of the sign-in process, we will give each guardian a numbered wristband, which will be needed for sign-out.
- At sign-in, we will ask who will be signing the student out, and record this on our sign-in/out form.
- When it is time to dismiss, the sign-out guardian, with the numbered wrist band must come to the Sign In/Out table to pick up their child.
- If one guardian is signing in and another is picking up, you must pass the wristband from the sign-in guardian to the sign-out guardian.
- If a circumstance arises where one guardian needs to drop off, and a different guardian will be picking up (and you are not going to see one another to pass the wristband), tell the staff when you sign in. They will record the name and contact information of the person picking up. The person picking up must show a photo ID.

## Guardians & Dressing Rooms

- After signing in, we prefer that the students head back to the dressing rooms by themselves. We will have volunteers to escort younger children to the dressing room. However, there are two main exceptions to this:
- If your child has several costumes and needs help setting up in the dressing room, we will allow a (female) guardian to sign in on the "visitor log" and go to the dressing room to help the dancer. You should leave the dressing room once you are finished helping the child set up and sign out on the "visitor log".
- If you think your child might be frightened or anxious about heading back to the dressing room without you, you may sign in on our "visitor log" and go back to the dressing room with your child. You may stay for as long as your child needs you and sign out on the "visitor log" when you leave.

## Picking Up Your Dancer and Signing Them Out

- Students will be dismissed at Intermission (if they are only dancing in the first Act), or at the end of a show (and at no other time).
- We will have staff on hand during Intermission and at the end of the show to handle dismissals.
- When you sign your child in, we will ask when you plan to pick up your child:
  - At intermission (if they are only in Act 1)
  - After the show (If they are in Act 2)
  - At intermission of the next show (if you are in two shows on the same day and wish to pick up at the intermission after Act 1 of the second show)
  - At the complete end of the next show (if you are in two shows on the same day and wish to pick up at the end of the second show after Act 2).
  - Students in both shows may also be signed out after the first show and signed in again before the second show by their guardian.
- Students who are only in the first Act of the show need to be picked up at Intermission
- Students who are in the second act of the show may not leave the sign-in area at Intermission; they must stay in their dressing rooms. These students will need to be picked up at the end of the show.
- If students are staying for two shows on the same day, we will take care of the students in between shows if a guardian has not signed them out. If they are signed out after the first show, they must be signed back in for the second show and have the wristband number either re-recorded or re-issued.
- Please do not tell your children to just meet you in the lobby. We cannot dismiss children without someone to sign them out. A guardian with a wristband must come to the sign-out table to pick up the child.
- **If you have a Serious Last-Minute Emergency** and need us to dismiss your child at a time other than Intermission or the end of the show, please let the sign-out staff know and give them a detailed explanation as to why. They will need to clear it with Mr. Paul. We will work with you when you have extreme emergencies.

## If your Child is in Two Shows on the Same Day

- You may sign your child out after the first show and sign them back in for the second. Note: If your child is in the second act of the first show, there generally is not a lot of time (about 1 hour) to take them out to a restaurant before you have to return for the second show. We recommend that you pack a lunch and eat at the theater in-between shows when we let the student know that it is appropriate.
- If a student is in two shows and needs to eat lunch in between shows and has not been signed out, our staff will make sure the student is brought to an area where it is safe to eat. Students are not allowed to wander off, and students must stay in the area where we have placed them. **STUDENTS CANNOT GO OFF BY THEMSELVES.**

## If a Friend or Relative wishes to greet a Dancer in-between Shows

- If your dancer is in both shows and a guardian or relative wishes to see them between shows, a guardian must sign their dancer out and then sign them in again after the visit. Please do not just enter the dressing room. We are not able to accommodate any requests to greet dancers in between Act 1 and Act 2 of the same show during the intermission.

## Any Questions?

We want the Recital to be a great experience for all of our dancers and their families! Please don't hesitate to call the Studio if you have any questions or concerns. Please call us early! Any problems or questions you have concerning the recital that can be worked out in advance greatly helps us in having a show that runs smoothly. Please do not wait until the dress rehearsal and performance to contact us; we are usually unavailable on these days and will not get your messages.

# Recital Confirmation Form - *Paul Klocke Dance*

Please complete, sign, and return this form to us by 5/7/2022

This form is the only way that we can confirm that everyone has received this Recital Information

To access our online form: <https://signnow.com/s/al1OGIIN>

## Studio Recital Policies

By signing below, I understand that if I am participating in the June Recital, the studio has an obligation to take care of and protect all of the families and children involved and that I and my family must abide by the following agreements. Any family that cannot follow the rules listed below (or those delineated within this Recital Information letter) should withdraw from our June Recitals.

- I have read our “Recital Sign in and Dismissal Policies” section of our Recital Information document which details procedures as to how and when students are admitted to and dismissed from the theater.
- I understand that I must wait until the end of the intermission, or the end of the entire show, to pick up my child from the dressing rooms. Students will be released from the dressing rooms only at these times.
- I understand that students must change costumes in the dressing rooms; that there is not enough room nor enough time for students to run to the bathrooms; and that if students are concerned about changing clothes in a dressing room, they must purchase a skin toned bodysuit to wear under their costume, so they feel comfortable while changing clothes.
- I will not take pictures using cell phones, cameras or video equipment during the actual Performances on June 18 & 19 - Year 2022. (I may take pictures and videos at our Dress Rehearsal).
- Everyone in my party will turn off or set to vibrate all electronic equipment. No cellphone, tablet, or any gaming devices are permitted to be in use in the auditorium while the show is going on. It is a darkened theater. All devices must remain off.
- I understand that the auditorium doors will not be opened during the performance while dances are being performed. They will only be opened in between numbers.
- I will not eat food in the dressing rooms or bring food into the auditorium. I may eat in the lobby of the theater.
- If I am attending two shows on the same day, I understand that the auditorium must be completely cleared between the shows and that any items left on seats will be placed in the “Lost and Found”.
- I will not be disruptive at the Dress Rehearsal or at the Performances; I will handle myself calmly and bring any difficulties to the attention of the director.

## I understand that if I or my family chooses not to follow these rules that:

- Any future agreements and commitments that the studio has made with me and/or my family will be absolved.
- The studio is no longer under any obligation to provide a place for myself or my child at the recital.
- No monies paid for tuition, costumes, tickets, or recital fees will be refunded; and any past monies still owed to the studio, must be paid.
- The studio is not required to honor any future agreements that may have been made with respect to future programs the studio offers (e.g. for Summer Camps, and/or for Pre-Fall Registrations). Note: Any monies, paid toward these future events will be refunded.

Guardian’s Name (Print) \_\_\_\_\_

Student(s) Name (Print) \_\_\_\_\_

**Guardian’s Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_