

# **Recital Information - PK Dance**

## **Please Read Immediately**

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

### **Location and Dates**

The Recital will be held at Sun Valley High School over the weekend of June 8 & 9. We will have a dress rehearsal at Sun Valley High School on June 5 & 6 (details and schedules below).

### **Ticket Note:**

A Recital Ticket ordering link can be found on the main page of our website (PaulKlockeDance.com. Click on Recital Information and then on Recital Ticket Ordering Form). Ticket order forms are due by April 6.

### **Guardian Visitation and Recital Information Weeks**

We have a lot of new families who have never done a Recital. Recitals are not simple events to organize and coordinate, and there is a lot of information in this document. On the Chart on pages 7-8, we have listed the days that each class will have their Guardian Visitation. On this day, we will be going over the dances, the costumes, and answering questions.

### **Table of Contents:**

Event	Page	Event	Page
Calendar	(pg 1)	Dress Rehearsal Information	(pg 9-10)
Important Recital Rules	(pg 2-3)	Recital Performance Information	(pg 11-13)
Costume Information	(pg 4)	Awards – 5yr, 10yr, 15yr, HS Graduation	(pg 14)
Tights, Bodysuits, Shoes, Undergarments,	(pg 5)	Photographer and Videographer Information	(pg 14)
Hair and Makeup Information	(pg 6)	Recital Dismissal Policies	(pg 15-16)
Class Information Chart	(pg 7-8)		

## **Calendar of Important Dates**

Date	Day	Comment
Mar. 25-30	Mon.-Sat.	Spring Break (No Classes)
April 15-May 4		Guardian Visitation Weeks – see chart on pages 7-8 for the exact day your class is having its visitation day.
May 12 & 19	Sun & Sun.	Photo Day – Between 12:00n- 5:00p
May 24-27	Fri.-Mon.	Studio Closed (Memorial Day Weekend)
June 4-10	Tue.-Sat.	During our Dress Rehearsal and Recital Week (June 4-8), classes that are performing in the Recital will not be held. Dancers will attend the Dress Rehearsal and Performances instead. We will be reaching out to all classes and all students who are not participating in the Recital to discuss how we are handling classes for this week. Important – Our Monday, June 3 classes are being held.
June 5 & 6	Wed.-Thur.	Dress Rehearsal Days at Sun Valley High School (pages 7-10 for exact details, dates, and times).
June 8 & 9	Sat.-Sun.	Performances at Sun Valley High School (pages 7-8 & 11-13).
June 10-15	Mon.-Sat.	We are holding all classes this week at their regularly scheduled times. This is our last week of classes. Our last day of regular classes is Saturday, June 15.
July 8 – Aug. 17	Mon.-Sat.	Summer Classes and Camps – Register Now; and Fall Registration

# Important Recital Rules

Please inform the people you are inviting of these rules. 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 15-16) to ensure the children's safety and well-being. They must be followed. Please make sure everyone in your party is aware.
- No one is permitted to use any video or camera recording equipment (including cell phones) of any kind in the auditorium at the performances. The show is being filmed by a professional videographer, and a video link will be given to all participants. You may take videos or photographs at the studio during your student's visitation week at the studio. You may also video at the Dress Rehearsal at the theater. Given limited time on the day of the show, guardians will not be allowed into the dressing rooms to take pictures of the students in their costumes.
- No cellphone, tablet, or any gaming devices are permitted to be in use in the auditorium while dances are being performed on stage. It is a darkened theater. All devices must remain off with the following exception: Programs will be made available through QR codes that will allow you to view the show orders on your phone. You may look at your phone in-between numbers but not during numbers.
- 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.
- Out of courtesy for other audience members, do not talk or stand up and block the view of audience members while dances are in progress. Please take any children who are noisy outside of the auditorium until they calm down.
- 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. Any items left in the theater after either show will be placed in our lost and found.
- **NO FOOD OR BEVERAGES** are permitted in the dressing rooms or auditorium. Food is allowed in the lobby only. The shows are about 2 hours long – please feed your dancers before they come – they should not need to eat during the show. Note: We will talk to dancers who are performing in more than one show on the same day and who must be at the theater for several hours about food. 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 appropriate to eat.
- All dancers may bring a water bottle if they wish (with water in them only) – No coffee, tea, soda, juice, or anything other than plain water.
- Students must wear the appropriate tights as delineated on page 4-5 of this letter. If students arrive at the performance with incorrect tights, and the studio has to supply tights (if they are available), the family's account will be charged.
- Students must change costumes in our designated changing areas. There is not enough room, time, or security personnel for students to run to the bathrooms. In the rooms where we are holding the students, we will have private changing areas blocked off. Students (in our B level and below) are required to obtain a flesh-colored bodysuit if they need to change costumes during the show. Students in our C Levels and above need to either wear a flesh-colored bodysuit or appropriate flesh-colored undergarments to wear under their costume so they remain covered while changing clothes or costumes.
- Everyone must handle themselves calmly and bring any difficulties to the attention of the director. Under no circumstances is anyone to be disruptive at the Rehearsals or at the Performances.

# Important Recital Rules - Continued

## For the Dress Rehearsal and the Performance

- Jewelry - Do not wear jewelry on stage. This includes bracelets (ankle or wrist), earrings, rings, etc.
- Pierced Ears – Please do not get your child's ears pierced right before the Performance. If your child's ears have recently been pierced and they must wear a small post earring, cut off a piece of a flesh tone band aid and place it over the earring to cover it up.
- Nails/Polish – Students should not wear long acrylic nails on stage (they can scratch other students). Absolutely no colored nail polish. If students have colored nail polish, they need to arrive at the theater with flesh colored band aids over their nails (our staff will either cover or remove colored nail polish). Clear nail polish and French Manicures are ok.
- Underwear – Dancers should not wear underwear under your tights; it shows through (tights serve as underwear). We tell younger children that their costume is like a bathing suit and that the underwear is magically built in. If your young student gives you a hard time, please find underwear that does not show (or obtain a flesh-colored bodysuit).
- All undergarments must be flesh colored. Bra straps need to either match the color of the student's skin, or the student needs to obtain a bra with clear straps (we suggest you contact the Brandywine Dance Shoppe).
- Students may arrive at the theater wearing their costumes (weather permitting) if they wish. If students are wearing street clothes to the theater, they should wear items that can easily be removed so they do not mess up the student's hair and makeup when taking them off. Zip-up sweat jackets are perfect.
- 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 (see chart on pages 7-8 for the style of hair required). The goal is to see the hairpiece (if one comes with the costume) and not the accessories needed to hold up the hair. We will remove added hair accessories. See page 6 for Hair Information.

## I understand 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 less any outstanding balances.

# Costume Information

## Costume Distribution

- Some classes have rented costumes; some classes will use costumes purchased by students. See the chart on pages 7-8 for a list of classes with rented costumes and for information on what the students need to supply for tights and shoes.
- Purchased costumes will be distributed at our Guardian Visitation weeks (see chart on page 7-8 for exact days); costume instructions will be provided.
- The studio will keep rented costumes in our possession and make them available to students on our photo days, at the dress rehearsal, and at the performances. Costumes will be returned to us after each of these events.

## 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 often cannot get replacements if they are damaged.
- Label all costume parts (tights, shoes, costumes, and headpieces) with your child's name when you get home. Make sure you have all your costume parts with you when you come to the Dress Rehearsal and Performances.
- Costume Alterations - Costume companies send 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. 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>

(This link is available on our website: [www.paulklockedance.com](http://www.paulklockedance.com))

## Rented Costumes

- The studio will keep rented costumes in our possession and make them available to the students on any photo days, at the dress rehearsal, and at the performances. Costumes will be returned to us after each of these events.
- Students wearing rented costumes should have a flesh-colored camisole bodysuit, so they remain covered while changing into and out of their costumes.
- Students wearing rented costumes should arrive at the theater already wearing their specified tights and camisole bodysuit with some form of coverups. For coverups, we recommend that students wear loose fitting clothing (zip up or button up) that can be taken on and off without messing up hair and makeup. These coverups will be stored in our changing areas so the students always have access to them and will not remain in the parent's possession.
- At the Dress Rehearsal and the Performances, our staff, not the guardians, will get all of the students into and out of their rented costumes.

# Tights, Bodysuits, Shoes, Undergarments

To obtain supplies, you may order online from a supplier, or we recommend the Brandywine dance Shoppe (302) 478-4403 – 4005 Concord Pike, Wilmington, DE (just south of Concord Mall on Rte 202). They now have an online ordering option (see the link below). Or you may visit the store Monday thru Friday 10am to 6pm, or Saturday 10am to 5pm.

**Brandywine Dance Shoppe Online Ordering Link:** <https://brandywinedanceshoppe.square.site>

**See the Chart on Page 7-8 for a list of required tights and shoes for each class**

<b>Pink Tights</b>	
Note: All Rising Star and Ballet students should obtain Pink tights:	
<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.
<b>Flesh Colored Tights</b>	
All Jazz, Tap, Modern, & Lyrical students should obtain Skin Toned Tights: Note: No tight color perfectly matches your skin, the goal is to come close.	
<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:</b>	
If you need a darker shade of dance tights, please contact the Brandywine Dance Shoppe directly. They have access to multiple shades that are suitable for dance performances and can help you pick the shade that comes closest to your skin tone.	
<b>Dance Shoes</b>	
There are many styles and varieties of dance shoes. If you go to the Brandywine Dance Shoppe, they only carry acceptable dancewear. If you are ordering from an online supplier like Amazon, please make sure to order a shoe from a reputable manufacturer.	
<b>New Shoes?</b>	
Do not buy new shoes unless your old shoes are really filthy, have holes, 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).	
<b>Three of the most popular dance manufacturers are:</b>	
<ul style="list-style-type: none"> <li>• Bloch</li> <li>• So Danca</li> <li>• Capezio</li> </ul>	

<b>Bodysuits/Undergarments</b>
Students must obtain either a flesh-colored dance bodysuit to wear under their costume or wear dance approved undergarments. 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.
<b>Important:</b> All undergarments must be flesh-colored. Bra straps need to either match the color of the student's skin, or the student needs to obtain a bra with clear straps (we suggest you contact the Brandywine Dance Shoppe for dance bras).
We require bodysuits for our B levels and below because:
<ul style="list-style-type: none"> <li>• For speed, students often need to change into and out of costumes quickly in their assigned rooms. Due to time, space, and security concerns, students are not permitted to run to the bathrooms to change.</li> <li>• In addition, 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. Most dancers are more comfortable with this.</li> </ul>

<b>Shoe Notes</b>
<b>Ballet Shoes</b> Feminine ballet shoes must be pink and should be "Real" ballet slippers and not play ballet slippers. 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 ballet shoes.
<b>Tap Shoes Levels Rising 1&amp;2, and Levels 1-4 &amp; A-B</b> If your tap shoe has a ribbon 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.
<b>Jazz and Lyrical – Tan Shoes</b> For Jazz and Lyrical, students may wear any slip-on jazz shoes from the manufactures Block, Capezio, or So Danca.
<b>Jazz Funk and Street Jazz – Black Shoes</b> Jazz Funk and Street Jazz students must wear an all-black shoe. This can be a jazz shoe, sneakers, or a hip-hop shoe. If you have a basically black shoe with some white (or some other color showing), cover it with black duct tape.

# How To Do Hair Videos

Almost all Recital students 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 7-8 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 (this is incorrect and does not look good on stage).

**Hair Videos** – Go to the “Recital Tab” on our website 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.

**Note: After watching the videos, if you have any questions on how to do hair, please contact us. We usually have very simple and easy tricks using hairpins and a hairnet to make a ballet bun in a few minutes.**

<https://paulklockedance.com/hair-how-to-make-a-ballet-bun/>

(This link is available on our website: [www.paulklockedance.com](http://www.paulklockedance.com))

## 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.
- **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 significantly 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 in creating buns (using a hairnet) even with short hair.
- **Bangs** - Regardless of style, the bangs of all students must be pulled back and secured off their face.
- **Wispsies** – No wispsies. All hair must be secured close to the head with bobby pins and/or hair product.
- **Hair Accessories** - 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. We will remove added hair accessories.
- **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 a hairnet and 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.

## Makeup

Because stage lights tend to wipe out facial features, makeup should be worn for the Dress Rehearsal and Performances. 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.

# Class Chart for Dress Rehearsal & Performances

Regular Class Time <i>Time the Class is usually held at the Studio during the week.</i> Classes with an (R) have a rented costume that must be returned to the studio.  Note: Masculine presenting students will be contacted about rented costumes.	Guardian Visitation Day	Dress Rehearsal Sun Valley High School Time listed is the time to be seated in the auditorium ready to dance.			Hair, Tights, Shoes Please watch the Hair Videos on our website and contact us if you have questions. See Pages 4-5 for supply information. Note: Masculine presenting students will be contacted.			Performances - June 8 and 9 Students should arrive at theatre at ½ hour before the show begins. Numbers in the columns below denote the order in which the dances take place			
	At the Studio	Dress Day	Time To Arrv	Ord	Hair	Tights	Shoes	Sat. 1:00	Sat. 4:30	Sun. 1:00	Sun. 4:30
								Int. after 15	Int. after 16	Int. after 14	Int. after 14
PG Pearl Jazz	NA	Wed. June 5	6:30p	16	Bun	Flesh	Tan Jazz	11			09
PG Topaz Jazz	NA	Wed. June 5	5:30p	10	Bun	Flesh	Tan Jazz	14		13	
Rising Star 1 - Mon. 5:00	Apr. 22	Thr. June 6	5:15p	01	Bun	Pink	Black Tap			09	
PG Diamond Contemp.	NA	Thr. June 6	6:15p	12	Low Bun	Flesh Footless	Bare Feet		04	12	10
PG Diamond Jazz	NA	Thr. June 6	7:45p	27	Low Bun	Flesh	Tan Jazz		20	24	20
PG Diamond Lyrical	NA	Thr. June 6	6:45p	19	Low Bun	Flesh	Tan Jazz		25	18	18
PG Sapphire Jazz	NA	Wed. June 5	6:30p	18	Bun	Flesh	Tan Jazz		22		11
PG Sapphire Lyrical	NA	Wed. June 5	7:30p	30	Bun	Flesh	Tan Jazz		15		03
Rising Star 2 - Mon. 5:45	Apr. 22	Thr. June 6	5:15p	02	Bun	Pink	Black Tap		06		
Ballet D - Mon. 6:30	Apr. 22	Thr. June 6	6:45p	18	Low Bun	Pink	Pink Ballet		10	19	
PG Emerald Contemp	NA	Thr. June 6	6:15p	14	Low Bun	Flesh Footless	Bare Feet	24	09		
PG Emerald Jazz	NA	Thr. June 6	7:45p	29	Low Bun	Flesh	Tan Jazz	19	14		
PG Emerald Lyrical	NA	Thr. June 6	7:15p	21	Low Bun	Flesh	Tan Jazz	07	23		
PG Gold Contemp	NA	Thr. June 6	6:15p	13	Low Bun	Flesh Footless	Bare Feet	18	12	20	
PG Gold Jazz	NA	Thr. June 6	7:45p	28	Low Bun	Flesh	Tan Jazz	23	24	17	
PG Gold Lyrical	NA	Thr. June 6	6:45p	20	Low Bun	Flesh	Tan Jazz	10	19	06	
Adult Ballet 2 - Mon. 8:00	NA	Wed. June 5	7:00p	25	Bun	Pink	Pink Ballet			21	
Tap B - Tue. 4:30 (Renting)	Apr. 23	Wed. June 5	5:30p	09	Bun	Flesh	Black Tap		26		21
Lyrical 3&4 - Tue. 4:45	Apr. 16	Wed. June 5	6:00p	12	Bun	Flesh	Tan Jazz	06			
Ballet B - Tue. 5:15	Apr. 23	Wed. June 5	5:00p	03	Bun	Pink	Pink Ballet		05		15
Ballet A - Tue. 5:30	Apr. 16	Wed. June 5	5:00p	02	Bun	Pink	Pink Ballet				02
Jazz Funk 3&4 - Tue. 5:45	Apr. 16	Wed. June 5	6:30p	17	Bun	Black Socks	Black	20			
Tap C - Tue. 5:45	Apr. 30	Thr. June 6	7:45p	30	Low Bun	Flesh	Black Tap			07	24
Tap A - Tue. 6:15 (Renting)	Apr. 16	Wed. June 5	5:30p	08	Bun	Flesh	Black Tap				17
Lyrical C - Tue. 6:30	Apr. 30	Thr. June 6	6:15p	15	Low Bun	Flesh	Tan Jazz			16	16
Jazz A - Tue. 6:45	Apr. 16	Wed. June 5	6:00p	13	Bun	Flesh	Tan Jazz				12
Tap F - Tue. 6:45	Apr. 23	Thr. June 6	8:00p	32	Low Bun	Flesh	Black Tap	15	28		
Jazz D2 - Tue. 7:30	Apr. 30	Thr. June 6	7:15p	22	Pony	Flesh	Tan Jazz		18	05	
Lyrical E - Tue. 7:30	Apr. 16	Thr. June 6	6:45p	16	Low Bun	Flesh	Tan Jazz	12		04	
Lyrical F - Tue. 7:30	Apr. 23	Thr. June 6	6:45p	17	Low Bun	Flesh	Tan Jazz	09	21		
Modern F - Tue. 8:30	Apr. 23	Thr. June 6	6:15p	11	Low Bun	Flesh Footless	Bare Feet	22	07		
Tap D&E - Tue. 8:30	Apr. 16	Thr. June 6	8:00p	31	Low Bun	Flesh	Black Tap	26		25	
Jazz B - Wed. 4:45	Apr. 17	Wed. June 5	6:00p	14	Bun	Flesh	Tan Jazz		17		14
Jazz Funk 3&4 - Wed. 4:45	May 1	Wed. June 5	7:00p	24	Bun	Black Socks	Black			08	
Lyrical A&B - Wed. 5:30	May 1	Wed. June 5	7:00p	23	Bun	Flesh	Tan Jazz				06
Lyrical B - Wed. 5:30	Apr. 17	Wed. June 5	7:30p	28	Bun	Flesh	Tan Jazz		11		05
Ballet C - Wed. 5:45-6:45	Apr. 24	Thr. June 6	5:15p	05	Low Bun	Pink	Pink Ballet			03	04
Jazz F - Wed. 6:15	May 1	Thr. June 6	7:15p	25	Low Bun	Flesh	Tan Jazz	17	16		
Pointe C - Wed. 6:45	Apr. 24	Thr. June 6	5:15p	03	Low Bun	Pink	Pointe			01	01
Lyrical D - Wed. 7:15	Apr. 24	Thr. June 6	7:45p	26	Low Bun	Flesh	Tan Jazz		27	11	
Adult Jazz - Wed. 8:00	NA	Wed. June 5	7:30p	27	Ask	Ask	Ask			23	
Jazz E - Wed. 8:30	Apr. 24	Thr. June 6	7:15p	24	Low Bun	Flesh	Tan Jazz	21		15	
Adult Tap 2&3 - Wed.	NA	Wed. June 5	7:30p	29	Ask	Ask	Ask			10	
Rising Star 1 - Thr. 12:30	May 2	Wed. June 5	5:00p	01	Bun	Pink	Black Tap	04			

<b>Regular Class Time</b> <i>Time the Class is usually held at the Studio during the week.</i> Classes with an (R) have a rented costume that must be returned to the studio.  <b>Note: Masculine presenting students will be contacted about rented costumes.</b>	Guardian Visitation Day	Dress Rehearsal Sun Valley High School Time listed is the time to be seated in the auditorium ready to dance.			Hair, Tights, Shoes Please watch the Hair Videos on our website and contact us if you have questions. See Pages 4-5 for supply information. <b>Note: Masculine presenting students will be contacted.</b>			Performances - June 8 and 9 Students should arrive at theatre at ½ hour before the show begins. Numbers in the columns below denote the order in which the dances take place			
	At the Studio	Dress Day	Time To Arr	Ord	Hair	Tights	Shoes	Sat. 1:00 Int. after 15	Sat. 4:30 Int. after 16	Sun. 1:00 Int. after 14	Sun. 4:30 Int. after 14
	Rising Star 2 - Thr. 1:30	May 2	Wed. June 5	5:00p	04	Bun	Pink	Black Tap	08		
Modern A&B - Thr. 4:15	May 2	Wed. June 5	7:00p	22	Bun	Flesh Footless	Bare Feet				23
Level 3 Ballet - Thr. 5:00	Apr. 25	Wed. June 5	5:00p	05	Bun	Pink	Pink Ballet	02			
Street Jazz A&B - Thr. 5:00	May 2	Wed. June 5	7:30p	26	Bun	Black Socks	Black				19
Level 1 Ballet - Thr. 5:45	May 2	Wed. June 5	6:30p	20	Bun	Pink	Pink Ballet				08
Level 2 Jazz - Thr. 5:45	Apr. 18	Wed. June 5	6:30p	19	Bun	Flesh	Tan Jazz		02		
Level 4 Jazz - Thr. 6:15	Apr. 25	Wed. June 5	6:00p	15	Bun	Flesh	Tan Jazz	13			
Level 4 Tap - Thr. 6:15	Apr. 25	Wed. June 5	7:00p	21	Bun	Flesh	Tan Jazz	25			
Jazz C - Thr. 6:45	Apr. 18	Thr. June 6	7:15p	23	Low Bun	Flesh	Tan Jazz			26	22
Modern E - Thr. 6:45	May 2	Thr. June 6	5:45p	10	Low Bun	Flesh Footless	Bare Feet	16		22	
Ballet E/F - Thr. 7:45	Apr. 18	Thr. June 6	5:45p	06	Low Bun	Pink	Pink Ballet	03	03		
Modern C - Thr. 7:45	Apr. 18	Thr. June 6	5:45p	09	Low Bun	Flesh Footless	Bare Feet			14	13
Pointe E&F - Thr. 9:00	Apr. 18	Thr. June 6	5:15p	04	Low Bun	Pink	Pointe	01	01		
Rising Star 2 - Fri. 4:45	Apr. 19	Wed. June 5	5:00p	04	Bun	Pink	Black Tap	08			
Level 1 Ballet - Fri. 5:30	Apr. 19	Thr. June 6	5:45p	07	Bun	Pink	Pink Ballet		08		
Level 2 Jazz - Fri. 5:30	May 3	Wed. June 5	6:30p	19	Bun	Flesh	Tan Jazz		02		
Jazz Funk 1 & 2 - Fri. 6:30	May 3	Wed. June 5	6:00p	11	Bun	Black Socks	Black		13		
Level 3 Ballet - Fri. 6:30	Apr. 26	Wed. June 5	5:30p	06	Bun	Pink	Pink Ballet			02	
Level 1 Ballet - Sat. 9:00	Apr. 27	Wed. June 5	5:30p	07	Bun	Pink	Pink Ballet	05			
Rising Star 2 - Sat. 9:15	Apr. 20	Thr. June 6	5:45p	08	Bun	Pink	Black Tap				07
Rising Star 1 - Sat. 10:00	Apr. 20	Wed. June 5	5:00p	01	Bun	Pink	Black Tap	04			



# Dress Rehearsal – June 5 & 6, 2024

## Location – Sun Valley High School

Our Recital and Dress Rehearsal will be held at Sun Valley High School. We will have an information table just inside the front door that can help direct you if you do not know where to go (see information below).

## When You Arrive at Sun Valley

What you do when you arrive at Sun Valley depends on whether your first costume is a rented costume or a purchased costume (see the chart on pages 7-8 or on page 10) for a list of classes with rented costumes). All students should come with their hair and makeup done as it will be for the shows and wearing the specified tights (and possibly a flesh-colored camisole bodysuit - see notes below). All dancers must have their required dance shoes.

### If you have only Purchased Costumes:

- You may come to the theater in your costume and head directly to the auditorium where we will check you in.
- You may instead bring your costume with you, change in the cafeteria, and then head to the auditorium.
- If you have a flesh-colored camisole body suit to wear under your costume (recommended), you may change into your costumes in the cafeteria or the auditorium.
- The cafeteria has blocked off areas to change; however, we still recommend for comfort and speed, that everyone changing in the cafeteria obtain a flesh-colored camisole leotard to wear under their costumes.
- If students can change by themselves, they do not need a guardian to come with them to the cafeteria. If students need help, guardians may come to the cafeteria to assist them; however, this is only for the Dress Rehearsal. For the Performances, our staff will assist all students who need help. Guardians are not allowed backstage and/or in the student areas during the shows.
- If you have multiple purchased costumes, we recommend you keep them with you in the auditorium, and either change in the auditorium (if you are wearing a flesh-colored camisole bodysuit) or bring your next costume to the cafeteria.

### If you have only Rented Costumes:

- All Students with rented costumes will come to the cafeteria (to obtain their costumes), with their specified tights and a flesh-colored camisole bodysuit on. Students also need to come with street clothes they can change into when they are done with their dances (their rented costumes are stored for safe keeping – the students will not keep them). For Street Clothes, we recommend that students wear loose fitting clothing (zip up or button up) that can be taken on and off without messing up hair and makeup.
- At the Dress Rehearsal and the Performances, our staff, not the guardians, will get all of the students into and out of their rented costumes.
- All rented costumes will be on racks on hangers with the student's name on them; we will find each student's costume for you. The student will take the costume off the hanger, put it on, and then hang their street clothes back onto the same rack and hanger that has their name on it. This way we can easily find their clothes when they are done with their dance.
- When students are done with their dances, to make sure we accurately collect all of the costume parts, our staff will help the students get out of their costumes (and then bring the students back to the auditorium where you will collect them). Guardians should not come back to the cafeteria at the end of the dances.

### If you have both Rented and Purchased Costumes:

- Look at the Dress Rehearsal Orders and follow the above instructions for whichever costume you need to wear next.
- If you have a rented costume, you must head to the cafeteria and leave us street clothes so we can change your student back into their clothes when their number is done.

# DRESS REHEASAL ORDER – at Sun Valley High School

Wed. & Thr. June 5 & 6 (order subject to change)

Time to be in the auditorium ready to dance is listed to the right of each column.

Dress Rehearsal at Sun Valley High School						
Wednesday, June 5				Thursday, June 6		
Order	Class Recital	Time Arv		Order	Class Recital	Time Arv
01	Rising Star 1 - Saturday 10:00	5:00p		01	Rising Star 1 - Monday 5:00	5:15p
01	Rising Star 1 - Thursday 12:30	5:00p		02	Rising Star 2 - Monday 5:45	5:15p
02	Ballet A - Tuesday 5:30	5:00p		03	Pointe C - Wednesday 6:45	5:15p
03	Ballet B - Tuesday 5:15	5:00p		04	Pointe E&F - Thursday 9:00	5:15p
04	Rising Star 2 - Friday 4:45	5:00p		05	Ballet C - Wednesday 5:45-6:45	5:15p
04	Rising Star 2 - Thursday 1:30	5:00p		06	Ballet E/F - Thursday 7:45	5:45p
05	Level 3 Ballet - Thursday 5:00	5:00p		07	Level 1 Ballet - Friday 5:30	5:45p
06	Level 3 Ballet - Friday 6:30	5:30p		08	Rising Star 2 - Saturday 9:15	5:45p
07	Level 1 Ballet - Saturday 9:00	5:30p		09	Modern C - Thursday 7:45	5:45p
08	Tap A - Tuesday 6:15 (Rented)	5:30p		10	Modern E - Thursday 6:45	5:45p
09	Tap B - Tuesday 4:30 (Rented)	5:30p		11	Modern F - Tuesday 8:30	6:15p
10	PG Topaz Jazz - Monday 4:45	5:30p		12	PG Diamond Contemporary	6:15p
11	Jazz Funk 1 & 2 - Friday 6:30	6:00p		13	PG Gold Contemporary	6:15p
12	Lyrical 3&4 - Tuesday 4:45	6:00p		14	PG Emerald Contemporary	6:15p
13	Jazz A - Tuesday 6:45	6:00p		15	Lyrical C - Tuesday 6:30	6:15p
14	Jazz B - Wednesday 4:45	6:00p		16	Lyrical E - Tuesday 7:30	6:45p
15	Level 4 Jazz - Thursday 6:15	6:00p		17	Lyrical F - Tuesday 7:30	6:45p
16	PG Pearl Jazz - Monday 4:45	6:30p		18	Ballet D - Monday 6:30	6:45p
17	Jazz Funk 3 & 4 - Tuesday 5:45	6:30p		19	PG Diamond Lyrical - Monday 5:30	6:45p
18	PG Sapphire Jazz - Monday 5:30	6:30p		20	PG Gold Lyrical - Monday 7:30	6:45p
19	Level 2 Jazz - Friday 5:30	6:30p		21	PG Emerald Lyrical - Monday 7:30	7:15p
19	Level 2 Jazz - Thursday 5:45	6:30p		22	Jazz D2 - Tuesday 7:30	7:15p
20	Level 1 Ballet - Thursday 5:45	6:30p		23	Jazz C - Thursday 6:45	7:15p
21	Level 4 Tap - Thursday 6:15	7:00p		24	Jazz E - Wednesday 8:30	7:15p
22	Modern A&B - Thursday 4:15	7:00p		25	Jazz F - Wednesday 6:15	7:15p
23	Lyrical A&B - Wednesday 5:30	7:00p		26	Lyrical D - Wednesday 7:15	7:45p
24	Jazz Funk 3 & 4 - Wednesday 4:45	7:00p		27	PG Diamond Jazz - Monday 5:30	7:45p
25	Adult Ballet 2 - Monday 8:00	7:00p		28	PG Gold Jazz - Monday 7:30	7:45p
26	Street Jazz A&B - Thursday 5:00	7:30p		29	PG Emerald Jazz - Monday 7:30	7:45p
27	Adult Jazz - Wednesday 8:00	7:30p		30	Tap C - Tuesday 5:45	7:45p
28	Lyrical B - Wednesday 5:30	7:30p		31	Tap D&E - Tuesday 8:30	8:00p
29	Adult Tap 2&3 - Wednesday	7:30p		32	Tap F - Tuesday 6:45	8:00p
30	PG Sapphire Lyrical - Monday 5:30	7:30p				

## Be on Time! Or you may miss your Dance

Please be at Sun Valley High School in the auditorium ready to go on stage, at the times listed on the chart to the left or you may miss your number.

The time listed is the time we need students to be in their seats in the auditorium ready to dance.

Students needing to change into or out of costumes will need to arrive earlier.

For Example: if the time to be in the auditorium is 6:15p, and you need to change into a costume in the cafeteria; be in the cafeteria no later than 6:00p.

Plan to be at the theater for 1½ hours after your scheduled time. Typically, students are done within 45 minutes of our time, but we cannot always predict unforeseen technical difficulties. Students may stay to watch the dress rehearsal or leave when their dances are done.

If you are in more than one dance and wish to leave the auditorium after your first dance, please return on time for your second. In the past, some students have left for a break and missed their second number.

## No Food or Drink in the Auditorium!!!!

The Theater's policy is that absolutely no food or drink can be brought into the Auditorium. Eat in the lobby and clean up afterward. **Also - Do not permit your child to eat or drink anything but water while in their costumes.**

## Video Photography and Photos at the Dress Rehearsal

We reserve the first three rows of the theater for families taking videos or pictures of the dancers during their dance. These rows must be cleared once your dance is over. You may video or take non-flash pictures of your child's dance. You may only take flash pictures of the students at the end of their dance when we pose them on stage and tell you that is ok to do so.

# Performances – Sat. June 8 & Sun. June 9

## 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 student's assigned backstage area where guardians will sign the student in.

All students should come with their hair and makeup done and wearing the specified tights (as stated on the chart on page 7-8), and possibly a flesh-colored camisole bodysuit. All dancers must have their required dance shoes. Younger dancers who have purchased costumes may arrive in costume unless it is raining.

All Students (level B and below) with rented costumes should come wearing a flesh-colored camisole bodysuit and coverup clothes they can change into when they are done with their dances and their rented costumes are stored for safe keeping. For coverup clothes, we recommend that students wear loose fitting clothing (zip up or button up) that can be taken on and off without messing up hair and makeup.

## Only Staff & Students are Allowed in the Backstage and Student Areas

Only Exceptions to this:

- If your extremely young student is frightened, a Guardian may enter to get them settled. Any Guardian entering the student area will need to sign in and out. Most children do better without their guardians present. We recommend that you do not ask your child if they want you there – simply drop them off with us at the cafeteria door and let us take care of them. They will see their teachers, and we have lots of student help. If your child is truly upset about something, we will come into the auditorium and find you.

## Quick Costume Changes

**Overdressing tights:** Some students will be wearing both pink and flesh-colored tights during the show (and have quick costume changes). These students should put their camisole bodysuit on first (if they are wearing one), then their flesh-colored tights, and then their pink tights on top of their flesh-colored tights (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 flesh-colored tights. Please check the Class List (pages 7-8) to see if your student needs more than one color of tights and if they have any quick changes.

## Students must remain in their Assigned 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 their assigned rooms during the intermission. During intermission, we are getting students ready and lining them up for numbers in the second act.

## Eat Before the Show (Food is not allowed in the Backstage and Student Areas)

- Please make sure your child eats a healthy meal before the performances; they are not allowed to eat backstage or in the changing areas 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 appropriate to eat.

## **Children may be picked up at the Intermission or at the end of the show only. Do NOT pick your child up at any other time.**

It is extremely disruptive when anyone tries to pick up their child 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 and student areas 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 Changing Areas**

Guardians must physically come 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 in and out. Families who sent notification to us for our Holiday Show do not need to do so again. Explain to your teen that they will still need to sign in when they arrive, that they may only sign themselves out at the appropriate time (when all their dances are completed and at the intermission or the end of the show) and that they may not leave the backstage or student areas 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 spectators in the audience). Due to space constraints, it is not possible to allow everyone to take pictures and/or record the performance. Violators will be asked to leave. Families may film the Dress Rehearsal – not the Performances. 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 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.

# Recital Orders 2024 (subject to change)

Numbers below that are highlighted in "gray" – these classes are combined for the performances.

Saturday, June 8 (1:00p)		Saturday, June 8 (4:30p)		Sunday, June 9 (1:00p)		Sunday, June 9 (4:30p)	
01	Pointe E&F - Thr. 9:00	01	Pointe E&F - Thr. 9:00	01	Pointe C - Wed. 6:45	01	Pointe C - Wed. 6:45
02	Level 3 Ballet - Thr. 5:00	02	Level 2 Jazz - Fri. 5:30	02	Level 3 Ballet - Fri. 6:30	02	Ballet A - Tue. 5:30
03	Ballet E/F - Thr. 7:45	02	Level 2 Jazz - Thr. 5:45	03	Ballet C - Wed. 5:45-6:45	03	PG Sapphire Lyrical - Mon. 5:30
04	Rising Star 1 - Sat. 10:00	03	Ballet E/F - Thr. 7:45	04	Lyrical E - Tue. 7:30	04	Ballet C - Wed. 5:45-6:45
04	Rising Star 1 - Thr. 12:30	04	PG Diamond Contemp.	05	Jazz D2 - Tue. 7:30	05	Lyrical B - Wed. 5:30
05	Level 1 Ballet - Sat. 9:00	05	Ballet B - Tue. 5:15	06	PG Gold Lyrical - Mon. 7:30	06	Lyrical A&B - Wed. 5:30
06	Lyrical 3&4 - Tue. 4:45	06	Rising Star 2 - Mon. 5:45	07	Tap C - Tue. 5:45	07	Rising Star 2 - Sat. 9:15
07	PG Emerald Lyrical - Mon. 7:30	07	Modern F - Tue. 8:30	08	Jazz Funk 3 & 4 - Wed. 4:45	08	Level 1 Ballet - Thr. 5:45
08	Rising Star 2 - Fri. 4:45	08	Level 1 Ballet - Fri. 5:30	09	Rising Star 1 - Mon. 5:00	09	PG Pearl Jazz - Mon. 4:45
08	Rising Star 2 - Thr. 1:30	09	PG Emerald Contemp. 30	10	Adult Tap 2&3 - Wed.	10	PG Diamond Contemp.
09	Lyrical F - Tue. 7:30	10	Ballet D - Mon. 6:30	11	Lyrical D - Wed. 7:15	11	PG Sapphire Jazz - Mon. 5:30
10	PG Gold Lyrical - Mon. 7:30	11	Lyrical B - Wed. 5:30	12	PG Diamond Contemp.	12	Jazz A - Tue. 6:45
11	PG Pearl Jazz - Mon. 4:45	12	PG Gold Contemp. - Mon. 7:30	13	PG Topaz Jazz - Mon. 4:45	13	Modern C - Thr. 7:45
12	Lyrical E - Tue. 7:30	13	Jazz Funk 1 & 2 - Fri. 6:30	14	Modern C - Thr. 7:45	14	Jazz B - Wed. 4:45
13	Level 4 Jazz - Thr. 6:15	14	PG Emerald Jazz - Mon. 7:30	Intermission		Intermission	
14	PG Topaz Jazz - Mon. 4:45	15	PG Sapphire Lyrical - Mon. 5:30	15	Jazz E - Wed. 8:30	15	Ballet B - Tue. 5:15
15	Tap F - Tue. 6:45	16	Jazz F - Wed. 6:15	16	Lyrical C - Tue. 6:30	16	Lyrical C - Tue. 6:30
Intermission		Intermission		17	PG Gold Jazz - Mon. 7:30	17	Tap A - Tue. 6:15
16	Modern E - Thr. 6:45	17	Jazz B - Wed. 4:45	18	PG Diamond Lyrical - Mon. 5:30	18	PG Diamond Lyrical - Mon. 5:30
17	Jazz F - Wed. 6:15	18	Jazz D2 - Tue. 7:30	19	Ballet D - Mon. 6:30	19	Street Jazz A&B - Thr. 5:00
18	PG Gold Contemp. - Mon. 7:30	19	PG Gold Lyrical - Mon. 7:30	20	PG Gold Contemp. - Mon. 7:30	20	PG Diamond Jazz - Mon. 5:30
19	PG Emerald Jazz - Mon. 7:30	20	PG Diamond Jazz - Mon. 5:30	21	Adult Ballet 2 - Mon. 8:00	21	Tap B - Tue. 4:30
20	Jazz Funk 3 & 4 - Tue. 5:45	21	Lyrical F - Tue. 7:30	22	Modern E - Thr. 6:45	22	Jazz C - Thr. 6:45
21	Jazz E - Wed. 8:30	22	PG Sapphire Jazz - Mon. 5:30	23	Adult Jazz - Wed. 8:00	23	Modern A&B - Thr. 4:15
22	Modern F - Tue. 8:30	23	PG Emerald Lyrical - Mon. 7:30	24	PG Diamond Jazz - Mon. 5:30	24	Tap C - Tue. 5:45
23	PG Gold Jazz - Mon. 7:30	24	PG Gold Jazz - Mon. 7:30	25	Tap D&E - Tue. 8:30		
24	PG Emerald Contemp.	25	PG Diamond Lyrical - Mon. 5:30	26	Jazz C - Thr. 6:45		
25	Level 4 Tap - Thr. 6:15	26	Tap B - Tue. 4:30				
26	Tap D&E - Tue. 8:30	27	Lyrical D - Wed. 7:15				
		28	Tap F - Tue. 6:45				

## 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 they have been partnered with a student who is not there. It is not enough that a child mentally knows their dance or that they can do it in their living room. The students need to practice with the entire group. Please bring your child to class regularly. 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 7-8 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 scheduled 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.

## **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.

## **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 Guardian Visitation Day (see pages 7-8 for specific dates).
- Your second option is to take pictures and videos at our dress rehearsal. You may film students on stage, and additionally, we will pose the students on stage for a picture that you may take at the end of their dance (see pages 7-8 for Dress Rehearsal dates).
- For professional pictures – see below.

### **Photographer**

We will be offering professional photos at the studio on Sunday, May 12 and on May 19 between 12:00n and 5:00p. A Sign-up Genius will be sent to all families.

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

### **Videographer**

Since we cannot allow any recording equipment in the auditorium on the day of the performance, we are having a professional videographer film the show. In years past, we have sold these videos. The videographer has moved to an online format, and the links to these videos will be sent to all participating recital families at no extra charge.

# Sign In & Dismissal Policies

## Before the Performance Day:

- Please explain the following sign-in/out procedure to your dancer. Let them know that they are expected to remain backstage in their dressing rooms 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 must 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 must eat any food in the lobby before they sign in. No food is permitted in the dressing room. 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 and help them get into their costumes.
- However, there are exceptions to this: 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. If your child needs you, you may stay for as long as needed; however, please leave and return to the audience once they're settled.

## 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, 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.

## If a Friend or Relative wishes to greet a Dancer who is in Two Shows

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

## Any Questions?

We want the performances 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 performances 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.