

## DDC 2024 RECITAL INFORMATION PACKAGE

860-267-7756    www.doreensdancecenter.net

*PLEASE TAKE TIME TO READ THOROUGHLY, EVEN IF THIS IS NOT YOUR FIRST RECITAL...ALL INFO IS ALSO ON DDC'S WEBSITE.*

This year's recital, "100 Years of Magic", will be held on Saturday, May 25<sup>th</sup>, at 11:00am & 5:00pm. All preschool dance classes, Dance with Me!, level 1 (4-6 yrs old) classes and private lesson students will perform in only one show. All other class will perform in both shows.

Below is the show split for those classes only performing in one show.

11:00 SHOW	5:00 SHOW
Pre-Acro Pre-Ballet Pre-Jazz/Hip Hop Pre-Tap Dance with Me! Caitlyn Neves Dina Sehl	Acro 1 Ballet 1 Jazz 1 Hip Hop 1 Tap 1 Izzy Fitzpatrick Neves/Sehl

### RECITAL PRODUCTION SCHEDULE

**Final Week of Regular Classes** at the studio: Mon., May 13<sup>th</sup>, thru Fri. May 17<sup>th</sup>.

**Technical Rehearsal: Mon. May 20 & Tues. May 21 at RHAM High, 85 Wall St.,**

**Hebron:** These rehearsals start after school. Class arrival and dismissal **times** will be sent to you via email and put on the website & studio bulletin boards the last week of April.

We attempt to stay on schedule, but please remember that we are using these rehearsals to work out problem areas, so our show runs smoothly. Therefore, please plan for delays in dismissal times. Tech rehearsals are for the lighting, sound, and tech crew to go over their directions. **Complete costumes**, including correct tights, shoes, and accessories to be worn to these rehearsals. Hair must be up and pulled back off face. No make-up is required for tech rehearsals.

Upon arrival, dancers should follow signs to the designated areas to check-in/change. Staff will line up classes in the hallway and usher dancers onto the stage and back. Please be there ten minutes before your scheduled time, dressed and ready to dance. This is a closed rehearsal; no one is allowed in the auditorium. If you have studio business to attend to, our receptionists will have a desk set up in the lobby to serve you.

**Full-Dress Rehearsal: Fri., May 24<sup>th</sup>, 4:00 pm**

**RHAM High, 85 Wall St., Hebron**

Please **BE DRESSED IN THE COSTUME FOR THE LAST DANCE YOU WILL PERFORM IN THE SHOW ORDER** when you arrive (this is the one you will be in for the grand finale) and sit with this class in the auditorium. Everyone is required to be there by **4 pm**; please make arrangements to pick your dancer up from school or do whatever is necessary to be **on time**. We greatly appreciate your cooperation!

Order of dress rehearsal:

- Announcements
- Presentation of Trophies and Awards
- Grand Finale staging/practice – all students
- Dance with Me! classes
- Preschool Dance classes
- Level 1 (4-6 yr old) classes
- Run-through of show in order of appearance for all others

Once your class number(s) have been rehearsed, you may leave. This is the only time students will be able to see the other dances-during the performances they remain in their dressing rooms.

Snacks, soda, water sold during dress rehearsal and the shows' intermissions.

**Recital: Sat., May 25<sup>th</sup>, 11:00 a.m. & 5:00 p.m.**

**at RHAM High, 85 Wall St., Hebron**

**Dancers' Arrival:** Students must arrive **one hour** prior to show times. No one other than performers and backstage volunteers with a badge are allowed beyond the ticket station at the entrance. Young students needing assistance will be escorted to their dressing rooms by the DDC Recital Staff. Parents are not allowed to escort children into their dressing rooms. If you are not comfortable with this, then be a volunteer. Students must check in, or be checked in by their escort, with their assigned Backstage Parent Volunteer, who will have a list of all students in their charge. Backstage Parent Volunteers will have a Code letter assigned to them and a designated area in the dressing room with their code letter plainly displayed to help students/aides find their class. **NO PERFORMER MAY LEAVE UNTIL THEY HAVE PARTICIPATED IN THE GRAND FINALE AND THE SHOW IS OVER.** During the performance all students must remain in their dressing rooms and are not allowed beyond the guard stations into the lobby or outside, even during intermission.

After your child is on their way backstage, parents should join the line waiting for entrance to the audience. Doors open to the public a half hour before show time.

Each performer should come to both dress rehearsal and the performances with the following articles/items:

- Complete costumes & headpiece with correct tights and correct shoe colors (labeled with full name)
- Safety pins
- Bobby pins, hairnet, gel, hairspray, hair ties, hairbrush
- Hand towel or baby wipes
- Make-up (see below)

-Suggested for young dancers: coloring books, electronic games, books

-Non-sticky snacks, water only, so costumes mishaps do not occur

No jewelry is allowed, unless specified by your teacher as part of the costume, including earring studs;

No finger or toenail polish, or temporary tattoos. Only studio-approved dance undergarments; no

underpants are to be worn with costumes; that's what tights are for. Professional uniformity is

important for an outstanding performance.

Each dancer, regardless of age, must wear stage make-up. Stage lights are very strong and will wash out dancers' faces. It must be applied **bolder and heavier** than for street wear and be sure to blend.

**Stage Make-up, All Female Students:**

(We have put how-to apply instructions on our website, [www.doreensdancecenter.net](http://www.doreensdancecenter.net), along with recommended make-up and colors)

All Dancers: Blush in a bright rose or pink shade, Lipstick in a brick-red color (or bright pink for little ones). Eye shadow in earth tones, i.e. browns and taupe.

Age 8 and up add: Black eyeliner/ Mascara/Foundation/Powder to set make-up.

Levels 4 and up: False eyelashes encouraged. (Required for DDC Company members.)

**Hair Styles:**

Every dancer, unless otherwise instructed by their teacher for a specific dance, must have their hair up in a low bun with a center part, secured back completely off the face. Short hair should be gelled back. All hair must be sprayed for fly-aways.

**Male Students:** Please see your instructor for directions.

**Costumes:**

Costumes are to be put together correctly and securely, pressed and clean, and each costume piece, accessories and shoes should have the **owner's name on it**. Lost costume pieces can then easily be returned to their owner.

New, clean tights are required for the show as older tights that have been washed repeatedly change color which is very noticeable under stage lights (unless you are wearing tights under costumes with pants). All classes must wear the same brand and style # of tights. Information on the correct color tights and shoes for your class is available on the studio bulletin boards and website.

**FLOWERS:**

It is customary for dancers to carry **flowers** during a recital's grand finale. All dancers should have **flowers** of any type for this part of our show. Formal bouquets or garden-picked... it is up to you. Please have the flowers backstage with your dancer, as you will not see them until after the show is over.

*Warning: Unfortunately, on rare occasions students have had their flowers taken backstage. Please safeguard your flowers by putting them in a dance bag out of sight and have your name clearly marked on the bouquets. Stealing is cause for immediate dismissal from this studio.*

**Dancers' Dismissal AFTER PERFORMANCES**

Each dance family will receive and use a PARENT Bracelet, which will be distributed through the studio office the last two weeks of classes. It must be picked up and signed for by a parent. **Bracelets will only be given to the parent/guardian on file as the account holder.** The parent wearing this bracelet will be the only one allowed to enter the dressing rooms AFTER the Grand Finale to pick up their dancer. Please tell your dancer that there most likely will be Dads entering the dressing rooms after the show, and to change accordingly (they will be reminded).

**NO BRACELET = NO ADMITTANCE = NO EXCEPTIONS!!!!**

*If your bracelet is lost, your child will be kept backstage until last, so that a teacher or director can come to verify you are who you say you are.*

No student age 13 and under will be released from the dressing area without being picked up by said parent.

When picking up your bracelet, parents will be required to **double check emergency contact on file**. This card will be on file with the studio staff at the recital in case we need to reach you during a performance. Your cell phone number will allow us to do that; please put your phone on vibrate during the show, as no sound is allowed.

### **TICKETS GO ON SALE STARTING Monday, April 29th**

Tickets can be purchased during studio office hours as listed below. Tickets can be purchased through the final week of regular classes.

Hours of sales:

Monday – Thursday 3:30pm-8:30pm

Friday – 3:30pm-7:30pm

Tickets are general admission and **\$18.00** each for all ages if purchased prior to show day.

***Tickets will be \$20 at the door.***

Due to the size of the studio and the size of the school auditorium, it is necessary to have two performances allowing each student to *initially* purchase eight (8) tickets in total. You may purchase 8 tickets to one show OR split them up between the two shows. Please be advised that if you wait until the last minute to buy your tickets, you may not get the show of your choice. If you would like more than your allotted tickets, have our receptionist put your name and which show's tickets you want additionally, on our "**waiting list**". Not all students purchase all of their reserved tickets, and we have always had extras for those who need more. ***After May 12<sup>th</sup>, all unpurchased tickets will be released to those on our waiting list and to the general public. After this time, you may purchase as many tickets as you want. We will put an email announcement out to remind you of this.***

All ticket sales are deemed **final, non-refundable, and non-exchangeable**. All outstanding account balances must be paid in full before any tickets will be sold to you.

Doors open 30 minutes before show time. Saving blocks of seats will not be allowed. Please be courteous and follow this rule to be polite and fair to everyone. This auditorium has stadium seating and the stage is easily viewed from every seat.

Please advise your guests that during the show, they must enter and exit the auditorium **between dances-not in the middle of a dance**. Also, let them know that **no photos or video-taking are allowed**.

### **RHAM FACILITY RULES**

Please follow to ensure our ability to use this facility in the future:

- Smoking is prohibited on school grounds.
- Park in designated parking areas only or your cars may be towed.
- Students and parents must pick up all trash inside the facility. We receive the facility in a clean condition, and it must be reasonably clean when we depart each day.
- Eating and drinking are prohibited everywhere except in the cafeterias or outside.

### **VOLUNTEERS & BACKSTAGE HELP NEEDED**

Many helpers are needed to put on the quality shows that DDC is known for. The following volunteer helpers are requested. Volunteers will receive one complimentary recital ticket for each show worked, which you will receive when you pick up your backstage pass or volunteer badge at the technical

rehearsal. You will be sent a Sign-Up Genius request on Monday, April 8<sup>th</sup> to sign up for Backstage Moms & Front of House. The office will contact you to confirm your volunteer job after the sign up has closed.

**BACKSTAGE MOMS (Backstage Dads for male dancers):** To help kids change costumes, check hair and make-up, and monitor younger classes. Volunteers for this must attend a required meeting on **Thursday, April 25 7:00pm-7:30pm** in studio C to review duties and procedures. You will still be able to watch your child's dance on stage, even if you volunteer. The backstage crew will take the children from you in time for you to go into the auditorium.

**FRONT OF HOUSE ASSISTANTS:** To sell raffle tickets, Star Grams, take tickets, sell concessions, etc. Sign up for this on the chart in the office lobby. Volunteers for this must attend a required meeting on **Thursday, April 25 6:00pm-6:30pm** in studio C to review duties and procedures.

**USHERS\*:** For performances. You will **be required** to come to a meeting on **Thursday, April 25 6:30 – 7:00 pm** in Studio C to go over procedures.

**GUARDS\*:** For performances to check passes and not allow others backstage or to have access to dressing rooms. Must be able to say No! to people trying to break this rule, for the safety of the students. You will be **required** to come to a meeting on **Thursday, April 25 6:30-7:00pm**

### **PICTURES AND VIDEOS**

You may take non-flash photos and video at **dress rehearsal only**. No camera/video equipment, cell phones or laptops will be allowed in the auditorium during the performances. The ushers will ask you to return it to your car or they will tag it and hold it for you during the show.

All families with a dancer participating in the recital will be sent a link to both the morning and evening shows. The link can be sent to family and friends who are unable to make it to the recital. You can download and save the show to your computer's drive or a USB or other device. This link will be sent within a few weeks of recital after the videographer has been able to edit the video.

**Donner Photographic** will be showing/selling your **Photo Day pictures** in the RHAM high school cafeteria at dress rehearsal from 4:30 to 8:30 p.m. Don't forget to go see your pictures! There is no obligation to purchase. This is the only opportunity you have to view and purchase these. If you miss it, please call Donner Photo directly at 1-800-776-2475 for assistance.

### **Pre-order RECITAL T-SHIRT**

Souvenir DDC recital T-shirts will be sold for \$20.00 each including tax, with the show name and studio logo on the shirt. An order form was handed out during photo day and class (for those not at photo day) and will be available at the studio reception desk. Please pre-order and pre-pay for T-shirts through our studio office, as very few extras will be available. The last day to order is Friday, April 19th (T-shirts will be available for pick up in the office during the last week of classes or at the dress rehearsal)

### SUMMER PROGRAMS

- \* **Disney Days Camp ages 3-5** \* **Dance Explorers ages 3-5** \*
- \* **Barbie Land Extravaganza Camp ages 5-7** \* **Gotta Dance! Camp ages 6-8** \*
- \* **In My Sparkle Era Camp ages 7-10** \* **Christmas Show Camp ages 7 & up** \*
- \* **It's a Swifty Summer Camp ages 10-12** \*
- \* **Acrobatic & Tumbling Camps** \* **Full Day Camps ages 5-10** \*

### \* **6 Week Dance Classes in all Styles** \*

DDC offers many exciting programs during the summer. We will **add classes at your request**, if you have a group of five or more students who want to do something other than what we have scheduled. Private lessons are also available in all subjects. Information regarding summer programs can be found on our website.

### FALL REGISTRATION / EARLY REGISTRATION

You may pre-register for the Fall 2024/2025 dance season at the studio beginning now, through dress rehearsal. A non-refundable registration fee is charged per student (1 or 2 students) or family (3+ students). New and returning students registering by the end of dress rehearsal will pay a \$25 fee. Family pre-registration is \$65 for 3 or more dancers in the same household. No registrations will be taken on show day. All those registering after the cut-off date will pay the standard \$30 or \$70 registration fees. Early registration is highly recommended to be assured a place in your desired class. Please do not assume a spot will be saved for you because you have been in a certain class for a number of years, as we have no way of knowing if you will return without your registration form. Signing up for specific classes will still be necessary. The class schedule will be available toward the end of the Summer.

### FINAL REMARKS

It is expected that every student and their family will adhere to the rules and regulations of DDC and RHAM High school. Failure to do so will result in dismissal from this dance studio. We would appreciate it if you would pass on this information to your guests, especially the proper parking, no cameras or video equipment, and no admittance to backstage. Also, please be polite to the staff, especially if you have a problem. They are there to help you, and many are unpaid volunteer parents, just like you! Please feel free to call us at 267-7756 if you have any questions.

Thank you for choosing DDC as your dance studio. Best wishes for a wonderful and exciting show to all our fabulous performers! You are greatly appreciated.