

**Rosemary's School of Dance Ed.  
Recital Procedures Handbook 2018**

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Our 12th annual Dance Recital "IPOD Shuffle", will be held on **Saturday, June 9th at Kuss Middle School**. The Recital is run as professionally as possible with full costumes, lights, and music. Students learn to perform by performing. The Recital is meant to highlight talent, and is aimed to develop the student's self esteem and confidence. We try very hard to make this a rewarding experience for you and your child.

**In order to participate in the recital all tuition and costume balances must be paid in full.**

Costumes:

Costumes will only be given to those students with balances paid in full and who are current with tuition. All tights and accessories will be enclosed in the bag for your convenience. Instructions for each costume will be emailed.

Costumes should **NOT** be worn until Dress Rehearsal. They should be properly stored until the Recital. Please keep them away from extreme light or heat as it could damage the costume. If your costume needs to be ironed it is recommended that it be steamed or place a towel over the costume and iron it on low. NEVER put an iron directly on a costume. This is **your** costume and **your** responsibility. If your costume becomes lost or damaged we will not be able to replace it for you. Please label all costumes, pieces, and shoes. Lost articles may be identified easily if well marked. **Please also check to make sure no undergarments are visible at rehearsal and the performance.** Students must have the appropriate shoes and tights to compliment the costume to participate in the Recital.

Ticket Sales: (PLEASE READ!)

Tickets will go on sale Saturday, May 12<sup>th</sup> at 8:00AM, and will be available from the office during regular studio hours. Tickets will be \$16.00 and seating is RESERVED. We will provide a seating chart if you would like to pick your tickets. Kuss has stadium seating and plenty of handicap seats, so every seat is a great view! Tickets will be \$18.00 on show day. No one will be allowed into the auditorium without a ticket. **No refunds or exchanges will be given. All sales are FINAL.** Payment for tickets may also be left in the payment drop box and your child's teacher will pass them out in class the following week. Please just let us know if you would like your tickets split into two rows, or if you need any handicap seats. Reserved seating helps us make sure there are not random seats left in rows, and also eliminates people having to stand in the heat waiting for prime seats on Recital day.

Students will not be allowed to sit in the auditorium on Recital night. We will have staff on hand with games, coloring pages ect. Once your child is ready in their next costume, you may return to your seats to enjoy the show. Our staff will make sure all students enter and exit the stage and return to the dressing rooms. Please do not ask for exceptions! Even if your child is small enough to sit on your lap, they still may not enter the auditorium. We will also have a row of seats reserved for those parents who have multiple children and or quick

changes. You will be able to run in, take a seat, and then head back to the dressing room without having to find your assigned seat. Please be aware that you may not sit in these seats the entire show. You should not be sitting in a reserved parents seat for more than 2 numbers. This is a convenience we added this year because Kuss is very strict about parents standing in aisles ect. ***We ask for EVERYONES co-operation in following these rules!*** We are certain it will make recital an even more enjoyable experience!

**NEW! NEW! NEW!:** We have added a second show to recital day! Shows will be at 11am and 5pm! This is to allow all families the ability to purchase as many tickets as needed without limits! All families will receive one FREE ticket to one show. For example: Suzy's entire family would like to attend the 11am show. When purchasing tickets, Suzy will also receive a FREE ticket for mom, dad, ect. For the 5pm show! Please be aware that NO FREE TICKETS will be given at the recital. All Free tickets must be picked up in studio!

#### Dress Rehearsals:

All Dress Rehearsal will be done **IN STUDIO!** A detailed schedule of rehearsals will be given out in a few weeks. These will take place during normal class times. In studio dress rehearsals let us address the hairpiece questions, undergarment concerns, and any other questions regarding recital before the actual day. Students may only have 2 adults present at dress rehearsals. We will also have the monitor on for siblings to view if need be.

#### Block Rehearsal:

Block Rehearsal will take place on Friday, June 1<sup>st</sup> at Kuss Middle School. Rehearsal will begin promptly at 5pm. Block rehearsal will run in the order of the show, however students will not need to be in costume. Students should be in normal dance attire and have their dance shoes on. Students may sit in the audience during this rehearsal ONLY. All students should be lined up backstage 5 numbers before their dance. As soon as you are done with your dances you are free to leave.

**\*\*\*Please Note\* Pictures and Videos may be taken at Dress Rehearsal and Block Rehearsal Only. Dvd's of the recital will be available for purchase. Dvd's will be \$40.00 prior to the performance day and \$45.00 at or after the date. All checks for Dvd's can be made out to RSDE.**

## Dressing Rooms:

Kuss has a giant Gym to change in. There is PLENTY of room for all! Only female guardians are allowed in the dressing rooms. Boys will have their own separate changing area. We ask that everyone please help each other out, and do not touch belongings that do not belong to you. If you wish to bring dressing racks ect, please clearly mark your rack so that there is no confusion as to who's costumes are who's. If a problem arises, please find a staff member ASAP and let one of us handle it! We are a team, and a dance family!!!!

## Showtime!

Saturdays shows will start promptly at 11am & 5pm. Again, please arrive at the school at least one half hour before show time to allow time to prepare for the performance. The performance should last about an hour and a half including an intermission. **Flash Photography and video are prohibited during the performances. They may be taken ONLY at Dress and Block rehearsal.**

There will be plenty of backstage help and front of house help to ensure the show runs smoothly. ***Once the show has started doors will only open in between numbers when there is a lull in the show.*** This is to eliminate distractions for our dancers while they are on stage.

**\*\*\* PLEASE NOTE\*\*\*No parents will be allowed in the stage area. You must view your child's performance from the auditorium.**

### \*Recital Check-List\*

The following are some helpful items/ideas for the Recital:

\_\_\_\_\_Hairbrush

\_\_\_\_\_Tissues

\_\_\_\_\_Comb

\_\_\_\_\_Make-Up

\_\_\_\_\_ Bobby Pins

\_\_\_\_\_Hairspray/Gel

\_\_\_\_\_Hair Elastics

\_\_\_\_\_Needle/Thread

\_\_\_\_\_Name is written in all Costumes  
Accessories and Shoes

\_\_\_\_\_First Aid/IcePacks

\_\_\_\_\_Costumes, Headpieces, Tights  
And Shoes

\_\_\_\_\_Safety Pins

(an extra pair of tights is recommended in case they run.)