



Recital Handbook

June 21st @ Round Rock ISD Performing Arts Center

Important Dates

Mid- April to Beginning of May:	Recital costumes arrive and will be ready to go home
June 2nd-7th	Picture Week! Wear your costumes to class!
June 9-16th:	Awards Week! Last <u>FULL</u> week of classes!
June 16th:	Last Day of Spring Classes!
June 19-20th:	Technical Rehearsals at RRISD PAC
June 21st:	Recital Day!

Address:

**Round Rock ISD Performing Arts Center
5800 McNeil Road**

Directions:

- Take Parmer S
- Take a left on McNeil Drive
- Take a Left at first light.

Showtimes:

2yr & 3-4yr: 10:00am
4-5yr & 5-6yr: 12:00pm
7-9yr: 3:00pm
10-12yr & 13yr & up: 6:00pm

Costumes

I. Costume Payments

All costume balances and the recital fee must be paid in full before costumes can go home.

II. Distribution

Costumes will be distributed when all outstanding balances for the season are paid in full. To ensure that there are no costume problems, students should not wear their costumes, accessories or tights prior to the photo session, dress rehearsal or performance.

III. Alterations

Costumes are not made to fit perfectly, so small adjustments must be made by the parent
If a large adjustment is needed we will help you get it done before the recital.

We recommend that each student's name be placed in his or her costumes, shoes, accessories and tights.

Shoes, Hair and Makeup

- I. Your teacher will distribute a flyer with what type of shoes your dancer will need and how to wear hair.
- II. Be sure to purchase the correct style of shoes.
- III. You may purchase any dancewear at "Everything Dance" or "Capezio."

Technical & Dress Rehearsal

- I. **Dress Rehearsal**
The dress rehearsal will occur at the studio the week of **June 2nd-7th** for all students. This will give them a chance to feel comfortable dancing in their costumes. Please arrive to class with makeup and hair done.
- II. **Technical rehearsal**
This will occur on **June 19-20th (classes will be specified)**. **This is NOT a dress rehearsal**, please wear regular dance clothes. This is to help the students get comfortable with the stage and run through their formations to become familiar with the stage. A detailed schedule will be posted in the lobby prior to the rehearsal.
- III. **Dressing Room / Holding Rooms**
There are two LARGE rooms that will be used to hold dancers in and they will also be used as dressing rooms. There is the Green room and the Black Box and class placement will be specified prior to recital.

Student Drop-Off and Pickup

DANCERS WILL NOT BE ALLOWED TO LEAVE WITHOUT BEING CHECKED OUT AT THE FRONT DESK.

Recital Performance Arrival and Dismissal

Upon arrival, dancers must check-in at the registration desk to receive a wrist band for the adult and to be guided to where they will be held during the show.

- I. All of the dancers dancing will remain in the backstage area with their class and class moms **ONLY**.
 - a. Signs will be posted to direct you where to go. Each class will have a designated area that will be clearly marked with a sign in either the Green Room or the Black Box.
 - b. Dancers will remain in that area until a member of our backstage crew comes to get you to line up to perform.
 - c. Class moms will help keep young dancers busy with books, movies (portable DVD players).
- II. **AFTER YOUR DANCE, THE DANCERS WILL RETURN TO THEIR HOLDING AREA AND WAIT UNTIL THE FINAL BOW TO GO BACK ONSTAGE!**
- III. **Once the show is over, you may come pick up your dancer from their holding room, ONLY those with a wrist band will be allowed to take dancers.**
- IV. If your dancer has multiple dances, moms may come backstage to help them dress **ONLY** and then return to the auditorium. Once they are done with their final dance they will proceed as stated above.

Recital Photography and Videos

Recital Photos

- Class photos will be taken DURING YOUR CHILD'S CLASS during the week of **June 2-7th**. We will have photo package forms out prior to picture week.
- There is no obligation to purchase photos. During your class time you may also choose to take individual photos of your dancer done so by the photographer.
- Photos are usually ready for pick up 6 weeks after the photo date.
- You will pick up your photos at the studio unless other arrangements are made with the photographer.
- On photo day, come dressed in your costume with hair done as there will not be time during class to get dressed. If you are doing 2 dances in your class, come dressed in your **ballet costume**.

Video Purchase

Sharp Shooters Video, will professionally videotape the recital this year. The estimated cost of the DVD is \$30 per show. Forms will be available at the show for those who would like to purchase a DVD.

Recital Policies

I. Auditorium Rules

- **No eating, drinking or smoking is allowed in the auditorium.**
- **Please be respectful of others and DO NOT STAND OR LEAVE DURING PERFORMANCES.**
- **ABSOLUTELY NO TAP SHOES MAY BE WORN in the AUDITORIUM or in the LOBBY.**
- **Do not touch or sit on the half wall dividers.**

II. Backstage

- Only one adult per student is allowed to come to the holding/dressing rooms.
- The same applies during intermission and after the show.
- There is a lot of backstage activity in a limited space and dressing rooms are a private area.
- Please remind your family and guests to be respectful of these areas.
- Those who wish to greet a performer after the show or present flowers should do so in the lobby areas.
- For our dancers' comfort there are NO MEN allowed backstage at any time.

Volunteer Information

I. Recital Volunteer Information

- Anyone interested in volunteering to help backstage is welcome.
- A volunteer form is required and is included in this handbook.
- All volunteers must work in a cooperative manner at all times. Our backstage managers work very hard to put an efficient system in place and we ask volunteers to rely on their experience and follow their instructions.
- All volunteers will receive an identification badge which must be worn in the theatre at all times. Please do not bring guests, including children, with you while you are volunteering.

*****As a Thank You for helping out, summer or fall registration fee will be waived for 2014!!!**

II. Class Moms

- Class moms are needed for each class to supervise the dancers.
- Class moms must assure that each child in her care is safe and accounted for.
- They are responsible for making sure that each child is in the proper costume, has the proper accessories and shoes and is backstage at the appropriate time.
- They are also responsible for seeing that all children return to their appointed waiting area after their performance.

III. The number of volunteers needed for each class will be determined by the age of students:

- Classes for dancers 7yr and under must have 2 moms.
- Classes for dancers 8yr and older must have 1 mom.

Please fill out the form on the back to sign up to volunteer for the recital. Please turn in by May 15th.

IF YOU HAVE ANY QUESTIONS PLEASE ASK YOUR TEACHER OR SOMEONE IN THE FRONT OFFICE.