



# Spring Performance Information Packet

**Saturday, May 16 at 1 pm & Sunday, May 17 at 1 pm**

- **THIS PACKET has information necessary ONLY for those dancers performing in the shows listed above.** If you have another child performing in the other performances, please refer to the BLUE performance packet.
- This packet includes everything you need to know about preparing for our Spring Performance! There's information inside about Tickets, Costumes, Rehearsals, Videos, Pictures, Hair and Makeup, etc.
- Watch for our video emails as we approach our spring performances that will help make sure you have a great recital season!

## AT A GLANCE SCHEDULE:

### Week of April 6<sup>th</sup>

*Costume Distribution in classes*

*\*We may move this up if we get all the costumes by then.*

### Saturday, April 11<sup>th</sup>

*Tickets Sales begin at 10 am through the Mitby Theater website – <https://madisoncollege.edu/about/community/facilities/mitby-theater>*

### Saturday, April 25<sup>th</sup>

*Picture Day! Where: A Step Above Dance Academy*

*Attire: Full costume, hair & makeup*

Sun. Show Order (1-22) 9:00-10:15 am  
Sun. Show Order (23-45) 10:15-11:30 am  
Company Pictures 11:30 am-12:30 pm  
Opening # Rehearsal\* 1:00-4:00 pm  
*\*no costumes, simply dance attire*

### Monday, May 11<sup>th</sup>

*Rehearsal Where: A Step Above Dance Academy*

*Attire: Regular dance clothing*

Sat. Show Order (1-22) 5:00-5:45 pm  
Sat. Show Order (23-45) 5:45-7:00 pm  
Opening # Rehearsal\* 7:00-8:00 pm

### Tuesday, May 12<sup>th</sup>

*Dress Rehearsal Where: Madison College Norman Mitby Theater*

*Attire: Full costume, hair & makeup*

Opening Number 5:00-5:15 pm  
Sat. Show Order (1-22) 5:15-6:30 pm  
Sat. Show Order (23-45) 6:30-8:15 pm

### Saturday, May 16<sup>th</sup> and Sunday, May 17<sup>th</sup>

*Performances Where: Madison College Norman Mitby Theater*

*Attire: Full costume, hair & makeup*

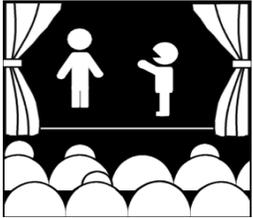
Sat. Show Arrive at 12:15 pm  
Sun. Show Arrive at 12:15 pm

# The purpose of the Spring Performance:



- As performance time draws near and things get hectic, it is helpful to remember why we go through all of this every year: to give our dancers the opportunity to perform. Dance is a performing art, and no dance education can truly be complete without the performance experience.
- In addition to reasons associated with dance training, performing is an unforgettable experience regardless of the performer's age. Your children will remember their performances vividly and proudly for the rest of their lives.
- The performance allows every child to feel special and to be a star in the eyes of parents, siblings, grandparents, friends and most importantly, themselves. It can be reassuring to remember these points when you are racing home from work in rush hour traffic to get your dancer to dress rehearsal on time.

## About our Performance Space:



We are pleased to announce that this year's performance will once again be held at Madison College's Norman Mitby Theater.

The Mitby has a large stage with an excellent dance surface, roomy and clean dressing areas, plenty of parking, and a large auditorium.

The Mitby is located at Madison College (Truax campus). The address is 1701 Wright Street in Madison. When parking, use the visitor lots off Hoffman Street behind the Madison College Health Building.

## What will happen if we can't make a rehearsal?

Attending each of these rehearsals is extremely important. Missing a rehearsal can make a dancer feel less confident and become more nervous. In order to make sure your dancer doesn't miss anything and feels as confident as possible come performance time, please make sure they can attend all rehearsals.

If something comes up and you absolutely must miss one, notify the desk so they can tell your dancer's teacher.

## What will happen at each rehearsal?

Each rehearsal has different goals, all leading up to our ultimate goal—a smooth, polished, fun performance. It is important that dancers be prepared to stay for the entire rehearsal for the show(s) they are in, just in case we need to run a dance again.

**\*\*Never leave until your show has been dismissed.\*\***

All rehearsals will be busy events. It is wise to prepare a young dancer for the larger number of people and to help them find the rehearsal room or backstage entrance. Let them know that although their teacher will be busy rehearsing other classes, the other teachers are there to help. Your positive attitude will rub off on your child and make the whole experience even better for him or her.

# Performance Day:

Flowers are available for purchase before and after each show. Snacks, candy and beverages are also available for purchase after each show. These two sales are fundraisers for our dance performance company, A Step Beyond. Payment can be made by cash or check made payable to A Step Beyond or by VENMO to ASBDance.

No food or beverages are allowed inside the theater other than water

## Goals & Format of Each Rehearsal:

### Saturday, April 25<sup>th</sup>

*Where: A Step Above Dance Academy*

*Attire: Full costume, hair & makeup*

Sun. Show Order (1-22) 9:00-10:15 am  
Sun. Show Order (23-45) 10:15-11:30 am  
Company Pictures 11:30 am-12:30 pm  
Opening # Rehearsal\* 1:00-4:00 pm

\*no costumes, simply dance attire

### Monday, May 11<sup>th</sup>

*Where: A Step Above Dance Academy*

*Attire: regular dance clothing*

Sat. Show Order (1-22) 5:00-5:45 pm  
Sat. Show Order (23-45) 5:45-7:00 pm  
Opening # Rehearsal\* 7:00-8:00 pm

### Tuesday, May 12<sup>th</sup>

*Where: Norman Mitby Theater*

*Attire: Full costume, hair & makeup*

Opening Number 5:00-5:15 pm  
Sun. Show Order (1-22) 5:15-6:30 pm  
Sun. Show Order (23-45) 6:30-8:15 pm

### Saturday, May 16<sup>th</sup>

*Where: Norman Mitby Theater*

*Attire: Full costume, hair & makeup*

Sat. Show Arrive at 12:15 pm

### Sunday, May 17<sup>th</sup>

*Where: Norman Mitby Theater*

*Attire: Full costume, hair & makeup*

Sun. Show Arrive at 12:15 pm

**Picture Day!** Dancers need to arrive at the studio in costume (including the correct tights and accessories), with hair and makeup done.

Picture taking often takes longer than the rehearsal does, and the line occasionally gets backed up. We will do everything possible to get the dancers finished on time, but please be patient if the photographers should fall behind.

The proofs of your dancer's photos will be sent to you via email by the photographer within four to six weeks and you may choose to order enlargements at that time.

Any questions you may have regarding your photo should be addressed to the photographers later. Empire Photography will be taking these pictures for us.

**Theater Dress Rehearsal!** Dancers arrive at the theater in full costume, hair and makeup so that any problems can be addressed. Plan at least 15 minutes for walking time from the parking lot. Dancers should find their dressing room and be ready to dance at least 10 minutes before the scheduled show rehearsal time.

Due to the shows being slightly different each day, we must run through each show.

**Spring Performance time!** Dancers should arrive at the backstage entrance and check in. Only parent volunteers will be allowed backstage.

Dancers should arrive in full costume with hair and makeup done. Please send all costumes, accessories, and dance shoes needed for the entire show with your dancer.

Dancers will stay backstage for entire show. Dancers will not be dismissed until the show is over. Please send only one adult to pick up your dancer to avoid congestion in the hallway.

\*Doors will open 30 minutes prior to the start of the show. Each show will start promptly at 1:00 pm, and it takes some time to get seated. Please make your way to the theater at least 10 minutes before the start time.

# Costume Distribution and Information



If the costume companies cooperate with us, we will distribute costumes IN CLASS during the week of April 6<sup>th</sup>. Teachers will try on the costumes with the kids to ensure a good fit and then send them home that week.

Each dancer will receive one labeled garment bag and hanger and tights for each costume, if needed for that costume.

If your account is current, you will be given your costume to take home at this time. Keep them in a safe place (we could tell stories...).

Major alterations will be provided by parent volunteers only during the week of costume fittings. Please understand that we do not order custom-made costumes. The costumes will fit differently on each dancer and we can only make alterations for MAJOR issues. Feel free to make any minor alterations you wish as long as the integrity of the costume remains.

If your child was not in class on the day the costume was tried on, you should have them do so as soon as possible. Make sure the costume fits and pants (if applicable) are the correct length. After this week you will need to make arrangements on your own for any needed alterations.

Once you get the costume(s) home, you should remove them from the bag and hang them in the bathroom with the door closed and the shower running to remove some of the wrinkles.

**Steaming Available: If you prefer, we can do the steaming for you! Our A Step Beyond Dance Company parents will be available during the week of costume distribution and by appointment to steam costumes for you. This is a fundraiser for our competition group and a reasonable donation is encouraged.**

## Costume Tips:

- LABEL **EVERYTHING**. There will be many dancers in the dressing room that have similar shoes and the same costumes. Please label your dancer's things with their name(s). It also helps to talk to your dancer about making sure they put their belongings back into their own bags instead of leaving them on the floor.
- NO UNDERWEAR. Underwear looks awful under costumes and should not be worn. Nude strapped bras or a nude leotard should be worn by older girls who need them—ask your teacher if you have a costume that presents a “bra problem” for suggestions on what kind won't show. We can order nude leotards or you can get them at Rosie Cheeks. Please purchase well before picture day.
- TUTUS: Tutus are worn around the *hips*, not the waist.
- GLASSES: Because of the lights, it's best that dancers take their glasses off to perform. If they absolutely cannot see without them, it is better to wear them.
- JEWELRY: Nothing but freshly pierced ears. Make sure you take off watches, necklaces, bracelets, earrings, and anything else that dangles, moves or is large enough to be distracting. It's best to leave these things at home so they don't get lost or accidentally taken.
- NAIL POLISH: No colored nail polish will be allowed. We strive for a professional looking show and to achieve this, all our dancers need to look “the same.”
- SHOES: Check shoes carefully before dress rehearsal to make sure elastics are sewn in tightly and that any shoelaces are not on the verge of breaking. Before going onstage, dancers should check to make sure ballet bows are tucked in and any shoelaces are doubled tied.
- Please send dancers dressed in their first costume with their tights and shoes on. Please keep their cover ups and street shoes with parents to help dancers keep track of their items. If they are in multiple dances, please put all items in their garment bags so that everything is in one place.

# Let's talk about tights...

All tights will be included with your costume.

Tights must remain in good condition with no holes. If you need to purchase a new pair, your last day to do so will be Monday, May 11<sup>th</sup>. Our office will be closed the rest of the week.

## How to make sure your dancer looks their best on stage:



### Hair Requirements:

Because of the high angle of stage lighting, dancers must pull their bangs back (gel and hair spray). Leaving bangs loose will create shadows over their faces, making dancers look “eye-less.”

All dancers, including boys, should use gel or hair spray to keep back hair and tame any strays to avoid too much movement while they move which can be distracting.

All dancers with long enough hair will be wearing a bun for the spring performance. Please look for our bun tutorial video that will be emailed out. Dancers who have shorter hair should pull back and secure with bobby pins as much as they can. (Feel free to talk to your teachers for any guidelines or suggestions.)

Most dances will have some sort of hairpiece. This year we will be putting all hair pieces on the right side of the bun.

### Makeup Requirements:

Even the littlest ones need some makeup. Stage lighting is very harsh and can make dancers' faces, especially a fair-skinned blonde, look featureless. Watch for our makeup tutorial video that will be emailed!



### Girls:

Girls should wear base (foundation), lipstick, blush, and eye shadow at a minimum. Make sure your lipstick is not light pink; darker shades work best. Steer clear of frosted lipsticks. *Color stay style lipstick is amazing and won't wear off.* Eye shadow should be brown, pink, lavender, peach, or other neutral shades—virtually anything but blue. Older girls can add mascara and eyeliner. Fair girls should use eyebrow pencil.

### Boys:

Boys should wear at least a little blush. Fair boys should use eyebrow pencil.

If you have questions, ask your child's teacher for suggestions. Although it's hard, try to keep in mind that if your young child would look normal walking down the street, she/he probably doesn't have enough makeup for stage!

**Please do not add any extra glitter to your dancer's hair, body, face or costume. Not only does it make your dancer look sweaty on stage, the Mitby strictly forbids any extra glitter. Glitter is extremely hard to get out of carpet and the chairs, so please respect their rule.**

# Spring Performance Digital Downloads

Video of our spring performances will be captured by MR VIDEO. It is a wonderful keepsake for years to come!

Our performance fee includes a Digital Download of each show your dancer performs in. Digital Downloads will be emailed out at the end of June or beginning of July.

If you prefer a DVD hard copy, you will have this option to purchase this through MR VIDEO directly.

## We need your help!

Our performances would not run as smoothly as they do without our Parent Volunteers!

Helping with the spring performance is a great way to be involved in your child's performance without having to buy a ticket for both shows and it gives your dancer the feeling that their performance is important enough for you to be a part of it.

### Ushering

Six (6) ushers are needed for each performance to collect tickets, hand out programs, and help people find their seats. Ushers need to be available at the theater **one hour prior** to the show starting. The theater manager will give you some instructions and assign your duties before opening the doors. **Ushers will be able to watch the show without purchasing a ticket.**

## Ticket Sale Information

The Mitby continues to require we use their system to sell tickets. **Tickets will go on sale on Saturday, April 11<sup>th</sup> at 10:00 am.** We will be emailing a link for ticket sales one week prior to when they go on sale with more instructions. Tickets are only available online until the day of the show.

**All seats in the theater will be reserved seating only.** The main floor of the Mitby auditorium is a very well-designed space, affording clear views of the stage from all areas. Balcony seating will be opened only if it is needed.

Because all seats are reserved and because the studio must pay for every seat in the theater, it is necessary that everyone has a ticket if they plan to sit in the audience at any time during a performance. *Children over the age of 7 are not allowed to sit on parents' laps to ensure all audience members have a great view of the show. (Your child's head should not be taller than your own.)*

Tickets are \$24 per ticket online and the Mitby has a \$1 fee per ticket. All ticket purchases are non-refundable. Families who have performers in more than one AM show or both the AM and PM shows will receive an email with instructions on how to get a discount one week prior to ticket sales. Tickets will be available at the door prior to each show if seats are still available.

Dancers are required to stay backstage for the entire show and we will have a TV to watch the show in the dressing room. We will have other activities as well for dancers while they are backstage.