

Big Show Handbook 2018

- **When: Saturday, May 5th @ 4:00**
- **WHERE: The Ernsthausen Performing Arts Center**, 350 Shady Lane Drive, Norwalk, Norwalk High School
- **PERFORMANCE TIMES/ WHEN TO ARRIVE AT THEATER:** Arrive at the theater thirty (30) minutes prior to show start time with your dancer dressed and ready to go onstage, which will be at 3:30 p.m. Dancers may be dropped off at the left side of the building no more than 30 minutes prior to the scheduled start time of your show.

In- House Dress Rehearsal-April 23rd-April 26th

- **Location- N*DC Studio where you take classes**
- **Time- During your dancers regular scheduled class time**
- **Dress Code- Costume, Hair & Make-up**

THERE IS A MANDATORY DRESS REHEARSAL DURING REGULAR CLASS TIME, THE WEEK OF April 23rd -April 26th. Arrive at your regular class time, dressed in costume and ready to perform. There will be a brief 10 minute meeting at the end of each class for the parents.

Theatre Dress Rehearsal Big Show ONLY

Participation in the dress rehearsal is mandatory.

- **When: Wednesday, May 2nd, 2018 at you allotted time on the sheet attached**
- **Where: The Ernsthausen Performing Arts Center**, 350 Shady Lane Drive, Norwalk High School

During the dress rehearsals we will try to be as timely and organized as possible. Your help with the process will maintain a professional production. Please arrive on time and ready to go. Please understand the importance of the dress rehearsal. During dress rehearsal we will coordinate all of the NDC students and run through their routines so they know where to stand on the stage during the recital. This is why rehearsal is mandatory! Students should arrive with the following:

Arrive with Costume, Makeup, hair, and dance tights on. Have your dancer put on their dance shoes at the door.

Please **Arrive 15 min before your class scheduled time**. If you are **late** for your scheduled time, we will run through the dance without your child. Please understand this is necessary to keep the recital on schedule. You may leave the dress rehearsal immediately following the completion of your child's rehearsal.

Drop Off: 1. Enter in the **LEFT side of the building of the Performing Arts Center. There will be signs to direct you.** 2. You will receive a name tag and an instructor will escort your child back stage 3. You can sit in the auditorium until your child is done performing. We may run through their dance at least 2 times. You may video tape and take photography at this time.

Pick Up: Once your child is done performing the entire group will be taken to the lobby. Remember the same person that dropped off your child, with a name tag, will be able to pick them up.

☐ Immediate family ONLY at Dress Rehearsal. If your child has multiple changes you must come back and change them yourself. Staff will not change student's costumes.

All students should expect to be at dress rehearsal for about 30 min per class number.

Some classes may be less or more time. Please be patient with us during this important process.

See Attached page for your child's dress rehearsal times

Recital Day

Doors will be open 1 hour prior to show time:

Arrive with Costume, Makeup, hair, dance tights and shoes on.

PERFORMANCE TIMES /WHEN TO ARRIVE AT THEATER: between 3-3:30pm Arrive at the theater thirty (30) minutes prior to show start time with your dancer dressed and ready to go onstage, which will be at 3:30 p.m. Dancers may be dropped off at the left side of the building between 3-3:30, please no later than 3:30.

No early drop off's – doors will NOT be open until 1 hour prior to show time. No admittance into theater without dancers costume & attendees tickets in hand! You can buy tickets if available in the lobby before you enter the theater.

Drop Off: Enter in the **Left side of the building of the Performing Arts Center** (same as the rehearsal). You and your dancer will receive a bracelet with your child's name & number on it and an instructor will escort your child back stage

NOTE CHANGES

Pick Up: This year we are NOT allowing pick up while there are dancers on stage. You may pick up during intermission or at the end of the show only. Parents leaving while there are dancers on stage is a huge distraction and takes away from other parents trying to watch their dancers on stage. We will have an end of the show curtain call where each class will come out for a final bow. If your dancer is picked up at intermission they will not be able to return backstage for the curtain call. Once your child has performed they will go to a dressing room that is supervised by several N*DC staff members and helpers. You may come back at intermission or the end of the show and check out your child. We request that only 1 parent may enter the dressing area to pick up a child, and must be have the numbered stamp on them. No extended family or friends in the dressing area or hallway leading to the dressing area. This is in order to avoid too many people in one place so that we can best supervise the dancers. If you take your child into the audience after intermission, you must have purchased a seat for them. To pick up your child, go out the theater and turn left, turn left at the 1st hallway and follow the signs.

Costume Care

We recommend that each student's **name be placed in his or her costumes, shoes, accessories, and tights**. Place your child's costume in a garment bag for easy travel. Pack all accessories in a clear plastic bag with your child's name on it. We also recommend packing an extra pair of tights. This offers students and parents an extra sense of security!

Hair, Makeup & Accessories.....The LOOK

We strongly suggest all female dancers wear makeup for the recital. Please see review the checklist below for hair and makeup application. We want the dancers' faces to "pop" with color under the lights. We also respect your right as a parent to choose no make-up for your child. So please put on as much or a little make-up that you are comfortable with.



Long Hair- Bun in center of head.

Not a high bun!

Short Hair- French Braids

1. Dancers with shoulder length hair or longer must have all of their hair pulled back into a bun.

Flyaway pieces & bangs pinned and sprayed back. Dancers with bangs must have them above eyebrow length and sprayed down.

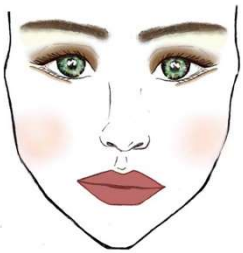
2. Dancers with shorter hair must have hair in two side French braids.

Hair Accessories: Bun: Hair ribbon that came with the costume will be tied around the bun, knotted at the top, and let the strands hang down, bobby pin also. For 2 French Braids: Cut ribbon in 2 and tie around end of braids, bobby pin also.

Hats: All Hats must be bobby pinned many times to head. The best way for hats to stay on is to criss cross the bobby pin like an X.

Our staff will not do hair, but may add more hairspray to fly aways or bobby pin stray hairs. Please let us know that day if you don't want their hair sprayed for any reason.

Makeup: Change for this year!



NO Makeup for Boys

1. Brown Eye Shadow- apply along the lash line, gradually fading up to highlight the brow bone. You can apply the shadow LIGHTLY under the lower lashes from the middle of the lash line out to the

corner of the eye. Do NOT LINE out past the corner of the eye and do NOT line from the inner corner of eye out.

2. Thin line of Black Eye Liner. NO WINGS!

3. Black Mascara(lots) you can also use fake eyelashes

4. Pink Cheeks- brushed across cheek bone. Start light and add more as needed. Avoid

clown circles on cheeks. Do NOT let cheek color drop below lip line.

5. Pink lips – not HOT PINK. More of a dark pink. Try to find a long lasting lipstick. Example Revlon Colorstay Ultimate Liquid Lipcolor in Miracle Mauve or Covergirl Outlast All Day Lipcolor in Blushed Mauve. This lipstick will go on and stay put without having to worry about reapplying or getting all over the place.

Tights/Shoes: Only Girls Need Tights

Ballet- Pink Footed Tights & Pink Ballet Shoes

Jazz-Tan Footed Tights & Black Jazz Shoes

Tap-Tan Footed Tights & Black Tap Shoes

Tumble-Tan Tights & White Acro Shoes

Hip Hop In Huron and Hip Hop 5-7 in Norwalk-Tan Tights & Silver Sequins Tennis Shoes

- NDC has tights available for purchase at the front desk. We will NOT have tights for sale at the recital.
- We strongly suggest you purchase 2 pairs, in case one snags before show time
- If your child has 2 dance numbers that require tights, please layer the tights in the order they perform. Example ballet is first, tap is 2nd so you would put on tan tights and then pink tights on top.

Shoe Ribbons:

If your costume came with more than one matching ribbon they are for the dancer's shoes. Simply tie the ribbon in a bow around the elastic of the shoes.



Jewelry

No jewelry is permitted during dress rehearsal or recital.

Alterations on Costumes:

NDC will offer alterations for costumes for a \$5.00 fee. Fee must be paid when we send it out to seamstress. We send the costumes to our seamstress and return them to you before the recital.

Miscellaneous Important Information

Dressing Room Etiquette

Students must respect other students' space and property in the dressing rooms. The students will spend more time in the dressing rooms than onstage or in the auditorium, so please do your best to keep them organized and clean.

1. No food is allowed in the dressing rooms.

Water Only – (NO NO NO Gum)

2. LABEL EVERYTHING

3. No electronic devices. There are too many small hands in the waiting area. We are not responsible for items that are lost, damaged, or stolen.

Theatre Etiquette

It is important that dancers and guests follow the rules and etiquette of being in a theatre.

-No talking while dancers are on stage

-No running up and down the aisles

-Do not yell names of children while they are on stage. Especially young dancers – they are easily distracted.

-Stay seated while dancers are performing

If you must leave the auditorium for any other time beside intermission, please do so between numbers. Walking in aisles, opening the doors or standing in the middle of the dance is a distraction to the dancers on stage and blocks and distracts parents watching their dancers.

-NO cell phones-NO Cameras-NO video cameras

Please turn ringers OFF!! No talking on cell phones in auditorium, especially during the recital.

Talking on the phone causes distractions to the dancers and to the people around you. If you **MUST** use your phone please do so in the lobby.

Once you are backstage or in the dressing room areas there is NO running, yelling, or leaving the backstage area.

Backstage

Family members and friends do not belong backstage or in the dressing rooms during rehearsals or the recital. 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. No one will be permitted backstage without a bracelet. 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.

Tickets

Tickets- Sold Online & In Studio: Tickets are assigned seating only

Tickets can be purchased Online at: www.northstardancecenter.com

Tickets sales start on Monday April 2nd at 6:00 a.m. online, Studio opens at 4:00 p.m.

Ticket prices range from:

\$10.50-\$14.50 + tax

Children 2 & under are free if seated on a parents lap.

Any extra unsold tickets will also be available for purchase on the day of the show. Day of tickets will be \$15.00 cash. There will be NO admittance into theatre unless you have a ticket in hand.

Handicap seating is available at the office for purchase

NDC Students will be sitting backstage with their class while not performing. If you wish for your child to sit with you, you **must** purchase a ticket for them. Students can only be picked up during intermission.

Tickets will be for sale at front desk or by phone during regular class hours until April 28th.

Pictures *NOTE CHANGES*

Pictures will **NOT** be at dress rehearsal this year. Pictures will be taken by Tubbs Photography. Pictures will be taken at the NORWALK location on Tuesday May 1st. Please see the attached scheduled time for your class. During this time the dancer should arrive in their costume with hair pulled up in a neat bun. Light make-up is optional. Everyone will be in the group picture even if you are NOT buying one. Individual pictures will be available after their group picture. **THERE WILL BE NO PICTURE RETAKES, SO IF YOU ARE LATE YOU WILL NOT BE IN THE GROUP PICTURES** There will be a separate handout on how to order your pictures. A link will be set up and you will have a special password to see, view, and purchase your pictures. **Pictures are OPTIONAL, however we would like all students to be photographed in the group pictures.**

PRE-SALE Flowers

It is tradition that once a dancer performs on stage that he/she is presented with flowers. In honor of this tradition we will have flowers available for pre-order at the front desk through Petal Pushers. All checks must be made out to Petal Pushers. Please turn in all order forms with the money to the office. They will also be at the recital with flowers for purchase.

Concessions

We will have a concession stand in the lobby. However, per Ernsthausen all food and drinks must be kept in the lobby. Absolutely NO FOOD OR DRINK allowed in the theatre!

Video and Photography

We at N*DC understand precisely how important it is for each family to preserve their dancer's recital memories via video and still photos. We do NOT allow video cameras or personal cameras into the theater during the actual performance for the following reasons:

1. To protect the privacy of our dancers from people who post pictures and videos on the Internet.
2. Flashes from cameras are distracting and dangerous to the dancers on stage. Remember, dancers are staring into a dark space and flashes from the audience can temporarily blind them resulting in collisions on stage and or falling off the front of the stage. This is not an issue at dress rehearsal because the house lights are on while they are performing.
3. People taking video or shooting pictures of their child on stage block the view of and distract audience members seated behind and to the sides.
4. A video taken from the audience with a non professional camera rarely turns out to look very good due to the challenging lighting, shakiness, and heads of audience members that block the view of the camera.

NOTE: N*DC does not prohibit video cameras and cameras so that we can earn extra money selling dvd's. We prohibit these items exclusively for the reasons listed above. *In fact, we don't make any money on dvd's.* Since we prohibit them, we have provided a solution for each dancer's family to preserve their memories on video. They are truly precious keepsakes for the years to come.

Over-due Tuition Payments

No student will be allowed to perform in our spring recital if monthly tuition is overdue.

Other Questions

*If you are unsure at any time after reading this entire document, about when, how, where or why; please don't hesitate to ask us. We are here to help you understand the process, as well as ensure that you are properly informed. Please email questions to: info@norwalkdancecenter.com
Or Call 419-663-3036

Recital practice times for Big Show at The Ernsthausen Performing Arts Center, 350 Shady Lane Drive, Norwalk, Norwalk High School.

Please be there 15 minutes before your assigned time as we will be on a strict time line. If you do not arrive on time we will start without you. We want to make this as fast as possible so you can enjoy your evening. This is NOT the order the recital will be in.

May 2nd, 2018

Time	Song	Class
445	Logo Te Pate	N-Jazz 2 Mon 7:15
500	We Rock	N-Cheer 5-7 Tue 6:30
507	Ways To Be Wicked	N-Hip Hop 8-11 Th 5:30
514	Break Through	N-Acro 5 Tue 7:15
521	Gonna Shine	N-Acro 6 Th 6
528	Glory Days	H-Acro 4/5 Mon 7:15
535	Better When I'm Dancing	N-Acro 4 Tue 5:45
542	Rock Around The Clock	N-Tap 1 Wed 5:15
549	Rotten To The Core	N-Acro 2 Mon 7
556	Crocodile Rock	H-Acro 1 Mon 5:45
603	We've Got The Beat	N-Acro 1 Wed 5
610	We Belong Together	N-Acro 1 Mon 4:45
617	Let's Ge Crazy	H-Jazz 1 Mond 6:30
624	Wildside	N-Acro 3 Wed 6:30
631	Skulls & Crossbones	N-Acro 8 Wed 7:30
638	Hair Up	N-Hip hop 5-7 Thur 4:45
645	What I Like About You	N-Acro 7 Tue 4:45
652	Adams Family	N-Jazz 2/3 Wed 5:45
706	When Will My Life Begin	H-Acro 2/3 Wed 5:30
713	Try Everything	N-Jazz 1 Mond 4:45
720	Brave – Touch the Sky	N - Acro 3 Mon
727	Cinderella	All Ballet 1-4 and Extras

Pictures will be taken at the Norwalk Studio on Monday April 30 AND Tuesday, May 1st, 2018 FOR **THE BIG SHOW**.

Please be on time as we will not have time to wait for students.

Monday April 30th – Norwalk Location

Time	Song	Class
740	Adams Family	N-Jazz 2/3 Wed 5:45
750	Ballet 2	Norwalk Ballet 2 Monday
800	Ballet 2/3	Norwalk Ballet 2/3 Thurs 4:00
810	Ballet 3 and 4	Norwalk Ballet 3 & 4

Tuesday May 1 – Norwalk Location

Time	Song	Class
445	Logo Te Pate	N-Jazz 2 Mon 7:15
445	We Rock	N-Cheer 5-7 Tue 6:30
455	Ways To Be Wicked	N-Hip Hop 8-11 Th 5:30
505	Break Through	N-Acro 5 Tue 7:15
515	Try Everything	N-Jazz 1 Mond 4:45
525	Glory Days	H-Acro 4/5 Mon 7:15
535	Can't Stop The Feeling	H-Cheer 4-7 Wed 4:45
545	Better When Im Dancing	N-Acro 4 Tue 5:45
555	Rock Around The Clock	N-Tap 1 Wed 5:15
605	Rotten To The Core	N-Acro 2 Mon 7
615	Crocodile Rock	H-Acro 1 Mon 5:45
625	We've Got The Beat	N-Acro 1 Wed 5
635	We Belong Together	N-Acro 1 Mon 4:45
645	Let's Be Crazy	H-Jazz 1 Mond 6:30
655	Wildside	N-Acro 3 Wed 6:30
705	Ballet 1 – Huron	H -Ballet 1
715	Ballet 1 Norwalk	N - Ballet 1 5:30
725	Ballet 1 Norwalk	N- Ballet 1 6:45
735	When Will My Life Begin	H-Acro 2/3 Wed 5:30
745	Skulls & Crossbones	N-Acro 8 Wed 7:30
755	Gonna Shine	N-Acro 6 Th 6
805	Hair Up	N-Hip hop 5-7 Thur 4:45
815	What I Like About You	N-Acro 7 Tue 4:45
820	Brave – TouchThe Sky	N- Acro 3 Mon 5:30