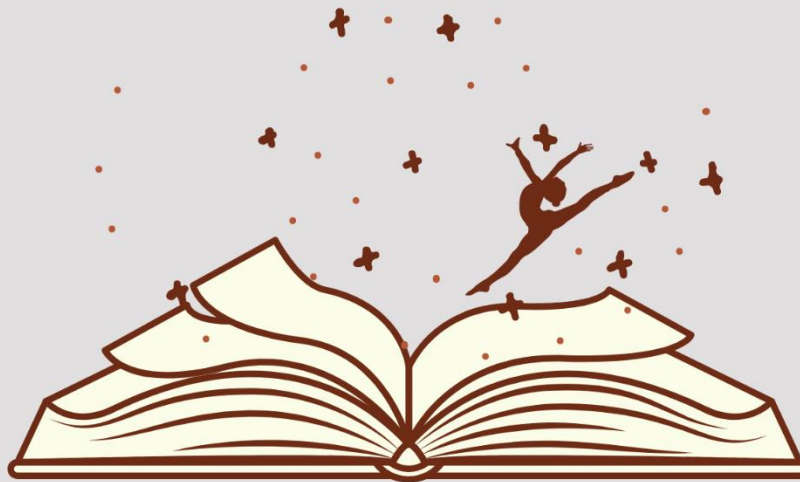




SILHOUETTE DANCE
COMPANY

LOST
IN **the**
LIBRARY



MANDATORY DRESS REHEARSAL
JUNE 18

10am | 2pm | 6pm
Decatur High School

**See show order for your students rehearsal time*

7TH ANNUAL RECITAL
JUNE 19

10am | 2pm | 6pm
Decatur High School

**See show order for your students recital time*

www.silhouettedancecompany.com

   info@silhouettedancecompany.com

Decatur High School Auditorium
750 E. Eagle Summit Dr.
Decatur, TX 76234

Recital Handbook Guidelines

As recital approaches, SDC will be emailing, posting on our Facebook page and SDC website and handing out notes in class, additional information and/or updates about recital. It is your responsibility to stay updated on the **IMPORTANT** information! Our goal is to make the recital an organized and memorable experience for everyone involved. It's a team effort though: students, parents, instructors and staff all play a key role in the success of our annual recital.

When in doubt, check the handbook FIRST! If you can't find the answer though, please don't hesitate to call, email or stop by the front desk to ask someone. We are here to help you, but please remember we are busy planning all the moving parts to put on a show so always refer to your handbook first as the answer may be easily found here.

Class Attendance

To ensure our students feel prepared for recital, we ask that students make every effort to be in attendance to class(es) the rest of the season. We will have choreography videos available mid-May on our Youtube channel for them to practice at home, but this should NOT take place of being in class on a regular basis.

****If a student misses 4 or more classes from April-June 19, the student may be asked to attend private lessons at their expense in order to perform in the routine. Please speak with Mrs. Ashley if you have a family emergency, sickness or other situation that has your student out for periods of time so we know and can handle it on a case by case basis.**

Recital Policies & Procedures

****All 3 Shows will be held at Decatur High School****

Rehearsal Arrival

Doors will open an hour before each rehearsal. In order to not have our dressing rooms overcrowded with our back to back rehearsals, please arrive only 30 minutes before your start time. This will allow us to transition easily into the next rehearsal.

When you come in, please look for signs that will lead you to where the dressing rooms are located. Students should arrive with their hair and makeup ready to go (for rehearsal & recital). Costumes can be worn in with a cover up or slipped on after you get settled in your dressing area. There will be posters with class name, day & time, teacher and a picture of their costume showing where they will be set up for changing areas. The photographer will be at rehearsal taking professional action shots so you will want to make sure your student is in full hair and make-up!

Rehearsal: we will run the finale FIRST, then start with the first routine and work our way through the show order. Please be dressed in your first costume and stay in your dressing room until someone comes to line you up. All students should be in their dressing room at least 15 minutes before rehearsal begins.

****Once your child is finished with their routines you are free to go! (this is for rehearsal ONLY!)****

Show Arrival

Doors will open an hour before each show on Saturday the 19th. Seating is first come, first serve so plan accordingly. Families are invited to take part in our "Red Carpet Hour". Students can wear their costumes or a dress for that event.

Students should then report backstage 30 minutes before show time to get checked in and ready for their first routine.

Student Check-In/Check-out

To ensure safety of all students, each student will need to be checked in upon arrival and checked out after the completion of the show (recital show day only).

Check -in/Check-out Process:

1. When you arrive for the show: enter auditorium doors, take right at cafeteria, right at next hallway. An instructor will be set up waiting for you!
2. Tell the table attendant your child's name and receive your notecard to check them in. Please do not lose this! You may walk your child back to the DR to drop them off with DR attendant.
3. At the conclusion of the show-please line up in the same hallway where you checked in and make a line at the first stage door. When it is your turn, you will need to bring your notecard to hand to the door attendant and they will call your child from the stage to come out to you. You will then head to the next stage door and wait for them to exit the stage. No one will be allowed to enter the stage/backstage area unless you are a volunteer or staff.
4. You may then make your way to DR to get your child's things. Please do not linger in the hallway and block the exit of students from the stage.

****All students are required to stay in their dressing room for the entire duration of the show! This allows the audience to sit and enjoy the show with minimal interruption.**

Dressing Rooms

We will utilize the band hall and dressing rooms for dressing areas. If your child is not comfortable dressing in front of others, you may want to bring a sheet to hold up for privacy. Restrooms should **NOT** be used as changing areas so we can keep these clear for restroom purposes only. No men/boys should be backstage in the changing areas. If a Dad/Grandparent is the only adult to help out, we are happy to accommodate and make a separate area, so everyone is comfortable. We will have designated dressing rooms for all our male students. We understand little brothers might have to accompany mom, but if they are able to stand outside the door or even stay in the audience area that would be best to ensure everyone is comfortable.

PLEASE NO FOOD OR DRINKS ARE ALLOWED IN DRESSING AREAS OR THE AUDITORIUM. Band hall area will have a tarp down to help keep glitter off the carpet. Students should try to stay on the tarps as much as possible and not touch any equipment in the rooms. DR Attendants will help monitor this in your absence. We do our best to put things out of reach, but we ask that you please monitor them as well. For us to be able to keep renting these facilities in the future we **MUST** abide by the rules given.

Dressing Your Child

Dressing for younger students: we ask that you PLEASE do NOT get up in the middle of a routine to exit the auditorium to go change your child. It is very distracting to the dancers and other audience members. If you must get up, please wait until the routine is over and exit through the **BACK DOORS OF THE AUDITORIUM** and walk around to the dressing rooms. The side doors of the auditorium will be locked so that we can avoid this distraction.

Dressing Room Attendants

We will be asking for volunteers to help in the dressing areas for rehearsal and show. Volunteers must be 18 years of age or older and be able to help during **BOTH** rehearsal and show. DRA's are responsible for helping students to the restroom, helping with costume changes, making sure students are not running around, being loud or playing on school equipment. We will provide coloring books, games and activities to keep them busy. If you are interested in volunteering, please sign up at the front desk.

Again, all students must stay backstage for the entire duration of the show. DRA's will be there to help change. If your child is in multiple routines, you may consider volunteering as DRA so you don't have to get up and down. Tap/Ballet classes: there will be one routine in the first act and the second one is in the second act. If you would like to change your child yourself, please come back during intermission. We will have lots of activities available for the kids to do so they stay busy backstage.

DRA's will be allowed to escort their student's class backstage and watch their routine from the wings so they don't miss it!

Backstage

Staff, students (those who have been told to line up at the time) and volunteers are the only people who should be backstage. Please enter the dressing areas through the side hallway (will be marked the day of rehearsal and show).

Finale

All students will come out for the Finale song and take one last bow. They will wear their recital t-shirt (provided by SDC), black leggings and any dance shoes. Please have this in their garment bag when checking them in their DR so the DRA can help them change into this outfit allowing you to stay in the audience.

Audience & Etiquette

We encourage all participants and audience members to stay through the entire show. There will be a whole studio curtain call/finale at the end of the show so you won't want to miss that!

Audience Etiquette to consider:

- Turn cell phones to off position
- No photos or video during the show
- Do not talk during the performance
- Do not get up in the middle of a routine
- Step out if small children are crying
- Do not leave until the show is over (generally runs approximately 2 hours)

Pictures and Video

Please do **NOT** take any video or flash photography during the recital performance. This is very dangerous and distracting for our dancers and other audience members. Live Event Video Productions will be our professional videographer and he will have a table set up in the lobby where the show will be available for purchase (order form also included in this packet). Alicia Luster Photography will also be taking action shots during rehearsal and all 3 shows. She will also have these shots available after recital weekend.

Times you CAN take pictures/video: dress rehearsal & "Red Carpet Hour". We will use the hashtag #sdcrecital2021 if you would like to tag us in your photos you take throughout the weekend. We love to see them!

Parking

Parking is FREE! When you pull onto Eagle Summit Drive, take the long driveway up to the school. You will then take a right through the main parking lot and then follow the road on the far-right side of the school (gymnasium side) up to the top. Auditorium entrance and parking will be located there (you will see the Eagle statue in front of the auditorium entrance).

Admission

Admission is FREE to all that would like to attend. Seating is first come, first serve so please arrive early to find a seat. Be mindful of your seating arrangements if you know you will need to get up to help with dressing a student at any point or have small children.

Costume Care & Other Attire Items

Our instructors spend countless hours choosing the right costume for each class. We take great pride in making sure they are age appropriate and follow the theme of the song and recital. Costumes include all accessories and a pair of tights (if applicable).

Sizing

Students were measured in November during class. All measurements are compared to each vendor sizing chart and chosen accordingly. Costumes are not custom made to fit each child individually. Because measurements have to be taken so far in advance, growth is taken into consideration when placing each costume order. We have also taken the time to try them on as they arrived to ensure they fit properly.

Although rare, alterations are sometimes need. Alterations are the responsibility of the parent/guardian. If you need assistance with this, please let us know how we can help as it is often as simple as a strap needing to be taken in.

Costume Care

Costumes, accessories and tights are coming in your very own garment bag! Costumes should be kept in this bag and not be worn before recital with the exception of pictures. Please take a moment to label all pieces (including shoes) before picture week.

Once costumes are in your care, you are responsible for keeping them in the condition they left in. Costumes and accessories cannot be replaced if lost or stolen so please handle with extreme care and do not let students play in them.

Do NOT wash or iron your costumes! A steamer on low setting or placing it in the bathroom as you shower are great ways to get the wrinkles out.

Tutu's should be stored upside down on the hanger to help keep its "fluff".

Shoes

Please double check that your student has the proper color and size of dance shoes needed for their dance(s). If you need assistance with ordering shoes, please let us know ASAP. These will be needed for recital pictures too so keep that in mind when placing your order.

Tights

Each student will receive a pair of tights with their costume. Do not wash or wear these before pictures. If you snag or rip them before rehearsal, please make sure you purchase another pair from SDC. We want to make sure they match the other students, so we ask that you not purchase from the drug store or Wal-Mart. These are very different from dance tights. We will have extras available for purchase in the dance shop if you need them.

Hair & Make-up

Each instructor will give specific directions on how they want the hair and make-up to look for pictures and at recital. It is important that ALL students wear make-up as the camera and stage lights can drown out the face. Rule of thumb: 3 main areas for make-up are eyes, cheeks and lips. Neutral shades for eyes, pink for cheeks and red for lips will work great (unless instructor specifically asks for a certain shade or color)!

Account Balances

Costumes will be held until all account balances have been taken care of. Please see the front desk if you have any questions.

Recital Picture Week

Recital pictures will take place the week of **May 10-14 in DECATUR** and **May 17-22 in DENTON**.

IMPORTANT: Decatur classes will have their pictures done M-Th (May 10-14) at their regular class time (some will vary) and Denton will hold regular classes that week. Denton will then have their pictures the following week M-Sat (May 17-22) and Decatur will hold regular classes. There will be no classes held at the studio location pictures are taking place that week, only pictures!!

EVERYONE WILL NEED TO COME FOR PICTURES EVEN IF YOU DON'T PLAN TO PURCHASE! We will take group shots first and then individuals. You are not required to purchase pictures. Packages and information will be available online. No money will be due at the time of pictures. Links to the galleries and info will come in the form of an email after they are ready. Pictures will be provided by Alicia Luster Photography (alicialusterphotography.com).

Refer to picture schedule (included in packet) for specific time as some classes will not be at the exact class time to allow for larger class sizes.

Please arrive on time for your picture time! Students who are late will not be waited on. Waiting on a student can push back the whole schedule and effect other people's schedules.

Hair must be worn the way the instructor specifies during Costume Meetings. Make-up is encouraged but not required.

If your dancer is absent on their picture day for any reason you may bring them on a different day during the week of pictures to have individual pictures done. Please contact the front desk to schedule a make-up session.

Recital Extras

We have many ways to make our show memorable for our students each year. Please see the list below and refer to the included forms to take advantage of these offers.

Recital Program Ads

Each year, SDC publishes an annual recital program. The program is a wonderful keepsake and a great way to advertise your business or wish your dancer "Good Luck" on their performance. Ad forms with sizes and rates can be found at the front desk or our website: <http://silhouettedancecompany.com/recital/>.

Get on the Cover Ad Contest

See flyer included in your packet for details on how to get on the cover of the program AND win FREE tuition.

Recital T-Shirt

It is our goal each year to secure a T-shirt sponsor(s) so we can gift every child a recital t-shirt for FREE! This shirt will be worn for the recital finale (which ALL students are involved in). If you are interested in being a sponsor, please see our T-shirt Sponsor form on our website: <http://silhouettedancecompany.com/recital/> or email ashley@silhouettedancecompany.com.

T-shirts for family members will be available for purchase for \$15+ tax. Orders can be placed on the spreadsheet with student sizes or at the front desk.

Flowers

Flower packages will be available for purchase as a convenience for friends and family. All pre-orders through our florist must be done through our front desk, not the florist. Any flowers ordered outside of our pre-order are not the responsibility of SDC. See flower order form included in packet.

DVD

A professional videographer from Live Event Productions will be recording the entire show. This will be available to pre-order through the form in your packet and he will also be set up with playback from the show the night of the performance and you can purchase the night of the show too. DVD's can be picked up at the studio free of charge or shipped for an additional fee. See order form for more details.

If you have any questions about recital information, please do not hesitate to call the studio or email me. We ask that you please read through this packet carefully, keep it in a safe place until June and refer back to it for reminders. We want this to be a stress free and enjoyable experience for the parents and students so let us know how we can help. We look forward to a wonderful recital season!

Ashley Ness
SDC Owner/Director
940.626.4334

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