



# **Top of the Charts**

**Twinkle Toes Performing Arts  
Company**

**Recital Information**

**June 8<sup>th</sup>, 2019**

**Plaza Middle School**

## **Recital Information and Etiquette**

Dear families,

The staff and I are so excited for our upcoming Recitals! In this packet, you will find all the information needed to help our recital "season" run smoothly. Recital Day is extremely special to the students and staff, so please reserve as much time between 7 a.m. and 7 p.m. as you can on June 8<sup>th</sup>.

The Recitals will be held at Plaza Middle School (3080 South Lynnhaven Road). Twinkle Toes will continue to make a professional impression on our host school; please remember this important information:

- **DANCERS ARE REQUIRED TO REMAIN IN THE DRESSING ROOM THROUGH THE ENTIRE SHOW.** This rule is our absolute most important of the day. It is for the safety of your children, and so that the groups at the end of the show have a full audience. **No students may be taken from the dressing room at any point during the show without prior approval – NO EXCEPTIONS.** A security guard will be on hand to prevent any violations of this rule.
- Absolutely NO FOOD or DRINK may be brought into the theater. Bottled water may be kept in a secure place (purse, pocket, etc.). There is plenty of space in the lobby to eat lunch or snacks.
- Boys will have a separate dressing room and will wait with Mr. Norman until their dance.
- Dancers should never be seen in costume before or after the show. Please bring your costume on a hanger and remain in the dressing rooms until show time. There are bathrooms and water fountains available for the students.
- For the onstage rehearsal, dancers should wear dancewear as they normally wear to class. Students should pull their hair back and bring all dance shoes with them to rehearsal.
- Each student under 10 years old will need a female dresser over age 16 to help put on his/her first costume before show time. No siblings are allowed in the dressing room.
- Parents/dressers are dismissed from the dressing room approximately 20 minutes prior to show time and are not allowed to return to the dressing room during the show. We have trained staff and volunteers who will take care of the children and make sure all costume changes are handled appropriately during the show. We keep the kids entertained and safe so the parents can relax and enjoy the recital. We will have more volunteers on hand than last year, as we have more students.
- VIDEO RECORDING AND PHOTOGRAPHY OF ANY KIND ARE PROHIBITED.
- Please do not wander or allow children to run through the school. Please stay within the roped areas of the theater and bathrooms.
- If you need to stand or exit during the show, please do so quickly and quietly between dances. If possible, wait until a curtain close to exit.
- Audience members may park anywhere in the Plaza parking lot. Please enter through the main entrance; you'll find the theater directly inside the lobby to the left. Please escort your children down the main hallway and to the left to the dressing room for rehearsal and the shows. We will have a valet system for handicapped parking, as there are very few handicap spaces.
- Please heed any advice, warnings, or requests from Twinkle Toes staff and volunteers and/or Plaza Middle School representatives. We must treat all of the organizers with respect. Our main goal is to ensure the safety and enjoyment of everyone.

**The most important rule to remember is that Recital Day is about the students and the hard work they've put into preparing this show for you.** They want nothing more than your applause and attention. If we all keep this rule at the top of our minds, everything should run smoothly and professionally. If you have any concerns or questions, please see Mrs. Elizabeth or an office manager anytime.

## Dress and Onstage Rehearsals

Both the In-studio Dress Rehearsal and the onstage rehearsal on Recital Day are MANDATORY. No exceptions will be made. We must see the students together in costume, and the students must rehearse their dances onstage before the show.

**The in-studio dress rehearsals** will run from 5:30 – 7:30 during the last week of dance. We will only have one meeting per night and attendance by a parent is mandatory. Please, look at the schedule carefully, as the Friday and Saturday classes are required to attend on a weeknight. On dress rehearsal days, students should wear normal clothes, but wear tights underneath and prepare their hair for their dance. Costumes, shoes and accessories should be brought on a hanger. Please label all of your items. We will discuss the Recital information in detail before putting on costumes and dancing. You will receive a reminder about the In-Studio Dress Rehearsal one week prior.

**The onstage rehearsals** are held on Recital day. Students in the Early Show should arrive by 7:30 a.m. to line up and start at 7:45. Students in the Late Show should arrive by 9:30 a.m. to line up and start at 9:45. Students must wear dance attire like their regular class, with hair pulled back and all dance shoes with them. Students **MUST** remain at the onstage rehearsal until the end to practice their bows. **No students will be dismissed early from rehearsals.**

## Picture Days

Picture Day is required for all students. Students should arrive at least 15 minutes prior to their scheduled time with hair and make-up prepared, practice tights of the correct color on if possible, and their costumes (with shoes, accessories, etc.) on a hanger. Students will dress in the yellow studio or dressing room. Picture Day is only as smooth as we make it: please be prepared and arrive on time!

## Recital Finales

The finale is an optional dance that closes the show, open to students ages 5 and over. There are two requirements for participation: attendance at rehearsals and purchase of a Recital t-shirt. **Attendance is MANDATORY for at least one of the first two rehearsals and the May 18<sup>th</sup> rehearsal.** Students will need a pair of black capri pants or leggings. Students who are in both shows may be in both finales, or choose one. Rehearsal schedule:

**Early show** – April 27 and/or May 4 from 12:30 – 2:00; mandatory: May 18 from 12:30 – 2:00

**Late show** – April 27 and/or May 4 from 2:00 – 3:30; mandatory: May 18 from 2 – 3:30

## Recital T-Shirts

Twinkle Toes features a yearly Recital t-shirt with the name of the show, date, and cast list. T-shirts may be pre-ordered from the studio or ordered at the door on Recital day. The t-shirts are \$15 for all sizes through Adult XL; add \$2 for 2XL, \$3 for 3XL and \$4 for 4XL (these sizes are only available for pre-order). Pre-orders and payments are due in the studio by Saturday, April 28. **Students participating in the Finale must pre-order a t-shirt, as it will be their costume.** We will have a t-shirt design contest this year. The student with the winning design will win a free t-shirt! Info to follow in studio.

## Recital Programs

Our Recitals also feature a program book. We will be selling space in the program for advertisements and well-wishes for the dancers. A quarter-page ad (roughly the size of a business card) is \$25, a half-page ad is \$30 and a full-page ad is \$50. You can also leave a 140-character or less message on the Wishes page for \$5. This is a great place for dancers to share wishes with other dancers. Premium cover pages are available for \$100 each, and are first come, first served – don't hesitate! **The family with the most ad sales will win one summer camp or intensive registration, valued up to \$200!** Please

contact any local businesses who might be interested in advertising in our program; it is the most affordable advertising to over 1,000 attendees that they'll find.

All program information and payments are due to the office by Saturday, April 27<sup>th</sup>. All pictures, business cards, and wishes must be included or emailed (email is preferred). You can hand-write your message and we will pick an appropriate font or look, or if you have a very specific design in mind, you can type it and we will scan it into the program. Please make sure the design is the correct size for the ad space.

### **Recital Tickets**

The cost of Recital tickets are covered by the Recital Fee of \$75. **Each family will receive 7 tickets to the Early Show (with many leftovers), and 9 tickets to the Late Show.** Students do not need a ticket, as they are not allowed in the audience. Children under 3 who will sit on an adult's lap do not require a ticket. If you have extra tickets, please return them to the studio so we can distribute among families who require more. An extra ticket sign-up will be available on the registration table beginning May 1<sup>st</sup>.

### **Recital DVDs and Live Pictures**

We will have the team from Vision Quest recording our recitals as they have for many years. You will receive an order form for DVDs at your in-studio dress rehearsal. Orders may be placed through the studio office, at the Recitals, or mailed to Vision Quest after the show. VIDEO RECORDING OF ANY KIND IS PROHIBITED AT THE RECITAL. Abejon Photography will also be on hand to take live pictures.

### **Costumes, Tights, Hair, Make-up**

Costumes should be stored on a hanger to reduce wrinkles and MUST BE KEPT SAFE until Dress Rehearsal and Recital day. STUDENTS MAY NOT PLAY IN COSTUMES UNTIL AFTER THE RECITALS. On Recital Day, dancers should never be seen in costume. Costumes should be brought on a hanger and put on in the Dressing Room.

For most dances, the required hair is a low bun parted over the left eye; as costumes come in, we will confirm this hairstyle with each class. Buns require a hair brush, hair pins, bobby pins, rubber bands, a hair net, and a non-spray gel product to smooth loose ends. Nothing shiny or colorful should be used to secure hair. All dancers must have hair in a natural color.

All students require a NEW pair of tights for Recitals so that the colors match onstage. Please, do not wash the tights prior to the Recital in anything but running water in the sink. **STUDENTS: no underwear may be worn under tights.** Your tights are your underwear. Do not ruin your beautiful costumes with undergarments showing! Bra straps must be hidden and pinned in place.

If you do not have personal or religious objections, we like the students to wear makeup on Picture and Recital day. The stage and photography lights wash out the students' faces, so makeup helps their features stand out onstage and in pictures. Red lipstick, blush, mascara and brown or deep purple eye-shadows work best. NO JEWELRY OR NAIL POLISH WILL BE ALLOWED ONSTAGE. If a dancer has a new piercing that cannot be removed, it must be covered with a band-aid.

Dancers are not required to have new shoes for the Recitals. All ballet shoes must have laces tucked in and visible elastic straps. Students with patent leather tap shoes require an elastic tap tie on each shoe. All pointe shoe ribbons must be properly tied and tucked. Jazz and tap shoes must be double-knotted. Dancers with bare feet must remove all toenail polish.

## **Recital Events Timeline**

Monday, April 22 <sup>nd</sup> – Saturday, April 27 <sup>th</sup>	Bring a Friend to Class Week – friends your child's age welcome - shoes will be available for borrowing
Saturday, April 27 <sup>th</sup>	Program information/payment due T-shirt pre-orders/payment due <b><u>(including all finale participants)</u></b> Finale rehearsals – Early Show: 12:30 – 2:00 Late Show: 2:00 – 3:30
Saturday, May 4 <sup>th</sup>	Finale rehearsals – Early Show: 12:30 – 2:00 Late Show: 2:00 – 3:30
Friday, May 10 <sup>th</sup>	PICTURE DAY – PART ONE: 5:30 – 7:45 p.m. Check schedule for time.
Saturday, May 11 <sup>th</sup>	PICTURE DAY – PART TWO: 9 a.m. – 4:30 p.m. Check schedule for time.
Wednesday, May 15 <sup>th</sup>	ALL OUTSTANDING FEES DUE FOR PARTICIPATION IN RECITAL
Saturday, May 18 <sup>th</sup>	Mandatory Early Show <u>finale</u> rehearsal: 12:30 – 2:00 p.m. Mandatory Late Show <u>finale</u> rehearsal: 2:00 – 3:30 p.m.
Saturday, May 25 <sup>th</sup> and Monday, May 27 <sup>th</sup>	– Studio closed for Memorial Day Weekend
Monday, June 3 <sup>rd</sup>	Mandatory In-studio Dress Rehearsal: all Monday classes, Hip Hop 10-13, Boys Only, and Ballet 5/6 Saturday, 5:30-7:30
Tuesday, June 4 <sup>th</sup>	Mandatory In-studio Dress Rehearsal: all Tuesday classes, Sara V. from Ballet 2 Adv. Saturday, and Pre-ballet Saturday, 5:30-7:30
Wednesday, June 5 <sup>th</sup>	Mandatory In-studio Dress Rehearsal: all Wednesday classes and Broadway Kicks/Leaps/Turns, 5:30-7:30
Thursday, June 6 <sup>th</sup>	Mandatory In-studio Dress Rehearsal: all Thursday classes, Ballet 2 Saturday, and Teen Contemporary Friday, 5:30-7:30
Friday, June 7 <sup>th</sup>	NO Twinkle Toes rehearsal or Friday classes
Saturday, June 8 <sup>th</sup>	<b>RECITAL DAY – Plaza Middle School</b> Early show rehearsal: 7:30 a.m. – 9:45 a.m. Late show rehearsal: 9:45 a.m. – 12:00 p.m. Early show: arrive at 1 p.m. to prepare for 2 p.m. show Late show: arrive at 4 p.m. to prepare for 5 p.m. show
Sunday, June 9 <sup>th</sup>	Studio post-recital party (more information available May 1 <sup>st</sup> )
Monday, June 10 <sup>th</sup> through Wednesday, June 12 <sup>th</sup>	Try a New Style Week (information to follow)

**Early Recital (2:00):**

Pre-ballet (Tues. and Sat.)

Ballet/Tap Combo 5-6

Ballet 1

Ballet 2 (Wed. and Sat.)

Ballet 3/4

Ballet 6 Monday

Sr./Adv. Ballet

Adv. Ballet Wed.

Pre-pointe/Beg. Pointe

Adv. Pointe Thurs.

Elite Pointe Wed.

Int. Tap

Sr. Tap

Int. Jazz

Adv. Jazz

Boys Only

Acrobatics

Musical Theater 7-9 Thursday

Lyrical 11-13

Sr. Contemporary (Tues.)

Broadway

T2PAC

**Late Recital (5:00):**

Ballet 2 Adv. (+ Sara V. Sat.)

Ballet 5

Ballet 5/6 (Saturday)

Adv. Ballet Wednesday

Beg. Tap

Adv. Tap

Jr. Jazz

Beg. Jazz

Sr. Jazz

Hip Hop 10-13

Musical Theater 7-9 Wednesday

Musical Theater 10+

Lyrical 8-10

Sr. Lyrical

Contemporary 10-13

Teen Contemporary Friday

Broadway

T2PAC

Please note: This is not the order of the show. We have attempted to get siblings in 2-3 dances in the same show, but that is not always possible due to other siblings. Broadway, Adv. Ballet Wednesday, and Twinkle Toes will perform in both shows.

## **Picture Day Order**

### **Friday, May 10:**

5:30 p.m. – Twinkle Toes

6:15 p.m. – Disney

6:30 p.m. – Teen Contemporary Fri.

6:45 p.m. – Broadway

7:00 p.m. – Elite Ballet Wed.

7:15 p.m. – Boys Only & Hip Hop 10-13

7:30 p.m. – Elite Pointe and Pointe for Adv. Ballet Wed.

12:15 – Ballet 5

12:30 – Musical Theater 7-10 Thurs.

12:45 – Musical Theater 7-9 Wed.

1:00 – Ballet 5/6 Saturday

1:15 – Photographers' break

2:00 – Musical Theater 10+

2:15 – Advanced Tap

2:30 – Pre-pointe, Beginning Pointe, Pointe for Ballet 6 Adv.

2:45 – Advanced Jazz

3:00 – Senior Cont. Tues.

3:15 – Lyrical 11-13 and Senior Lyrical

3:30 – Ballet 6 and Cont. 10-13

3:45 – Senior Tap

4:00 – Senior/Adv. Ballet

4:15 – Senior Jazz

### **Saturday, May 11:**

9:30 – Pre-ballet Tues. and Sat.

9:45 – Ballet 1 Thurs. and Ballet 2 Sat.

10:00 – Acrobatics and Beginning Tap

10:20 – Ballet 2 Wed.

10:30 – Jr. Jazz/Hip Hop

10:45 – Beginning Jazz

11:00 – Ballet 2 Adv. Tues. and Sat. (Sara)

11:15 – Lyrical 8-10

11:30 – Ballet/Tap 5-6

11:45 – Ballet 3/4

12:00 – Intermediate Tap and Jazz

## **Program Ad Order Form:**

Blank forms will be available in the studio


### **Select Ad Size:**

Quarter Page\*  
(\$25): \_\_\_\_\_

Half Page  
(\$30): \_\_\_\_\_

Full Page  
(\$50): \_\_\_\_\_

Cover Page  
(\$100): \_\_\_\_\_

Select cover page  
preference and  
we will notify you  
of availability:

Inside Front

Inside Back

Outside Back

**\*Please note,  
Quarter Page ads  
may be horizontal or  
vertical as space  
dictates.**

**Dancer Wishes (140 characters or less to appear on a page with other wishes), \$5.00:**

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**Please attach pictures, business cards, etc. and include any desired messages  
in the blank area provided above.**

**Payment may be made in the studio office by cash or check any time before Saturday, April 27<sup>th</sup>.**