***ASHLAND SCHOOL OF DANCE***

**2021 Recital Handbook**

Dear Parents and Students,

The recital provides students with an exciting performance experience. The annual staple of the dance school, the recital, conjures images of childhood and Americana for many. It’s a rite of passage for hundreds of youngsters, a chance to shine in front of family and friends that they anticipate with nervous excitement.

The recital offers our students a professionally directed performance that allows them to present to their families and friends the results of a year’s hard work, dedication, and progress.

A big part of the dance training process includes learning through performance. The experience helps build self-esteem, self-assurance, and contributes to a sense of confidence. Although performance opportunities can help prepare some students for a possible career in dance, they also contribute to children’s success in non-dance activities. That onstage experience can result in better in-school presentations, improved social skills, and strong learning experience as well. It helps the children develop retention skills, and by working with their classmates on a group performance, they learn the positive aspects of working as a team to create the best end result.

Dedication to recital commitments is the responsibility of both students and their parents. This hand book is an effort to clarify what we expect from you in terms of commitments and responsibility to the annual recital, the school and other students and parents.

**Recital Updates:** As the season progresses, additional recital information or updates will be posted in ASOD’s monthly newsletters and on our website. Make it your responsibility to keep abreast this important information. It is our goal to make the recital experience organized and exciting for all involved. It’s a team effort; students, their parents, and the teachers are key players in the success of the show.

**Home Study:** To ensure that the students feel confident about their performance, we ask parents and guardians to encourage them to rehearse their recital choreography on a regular basis.

**Costumes:** We spend several hours determining the correct costumes for each class. They will be age-appropriate and of the highest quality possible. Jr & Sr Company Class students will need two costumes; but all other students will need one costume per class.

**\*Deposits** – In an effort to ensure that costumes are delivered in time for photographs and organized distribution to our students, costume orders are placed the beginning of November. Costume manufacturers do not accept cancellations or offer refunds; therefore the school does not refund costume payments.

 **\*Deposit Schedule** – If you choose not to participate in the fundraisers, a $25.00 deposit (per costume) is due no later than Thursday, October 8. **The balance of all costumes must be paid for in full no later than Thursday, November 5.**

**\*Sizing** – Costume measuring begins the end of October, during scheduled class time. Each child will be measured in order to determine their proper costume size(s). When we measure your dancer, you will be required to sign a confirmation form stating that you agree with the sizes(s) to be ordered for your child. You can make adjustments on the form; however, your signature indicates that you take full responsibility for any costume alterations.

**\*Alteration** – Although rare, if alterations are needed after the costumes have been distributed, they will be the sole responsibility of the student’s parent or guardian. Please contact ASOD for recommended dressmakers.

**\*Distribution** – Costumes will be distributed when all outstanding balances for the season (including tuition) are paid in full. Deadline for all balances due is April 1st. 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.

**\*Withdrawal** – No refunds will be made if a parent or guardian withdraws a child from the school after costumes have been ordered and prior to the recital. Parents or guardians may pick up purchased costumes at the studio at the time of general costume distribution.

**\*Costume Expense** – The estimated cost of costumes is $50.00 for child and $65.00 for adult sizes. Any special orders, including extra-large sizes, may require an additional charge (determined by the costume company). Additional charges are the sole responsibility of the parent or guardian. Accessories, such as headpieces or gloves are sometimes included in the cost of the costume. **Tights and shoes are not included.**

**\*Costume Care** – We recommend that your child’s name be placed in all costumes, shoes, accessories, and tights. Place costumes in a garment bag with your child’s name on the bag and on each item. Hats should be stored in a hatbox or similar container to prevent damage. We will steam all costumes prior to pictures. Please do not wash the costumes in your washing machine; dry clean them only (after the recital).

**Pre-Planning:** The recital isn’t a one-day activity. Gather all costumes, accessories, shoes, and makeup several days in advance so you’ll know if something is missing or isn’t right. Bring at least one extra pair of tights. Also bring extra hair gel, hair nets, bobby pins, and hairspray. Other handy extras include:

 \*Baby wipes/Shout wipes (to fix makeup mistakes or wash hands)

 \*Baby powder (for itchy costumes)

 \*Safety pins (for emergency costume repairs)

 \*Clear nail polish (to repair minor holes or runs in tights when there isn’t time to change them)

 \*Band-Aids (the “invisible” kind)

 \*Your pain reliever of choice

**Tech Rehearsal:** The tech rehearsal is held in the auditorium at the Salem Baptist Church on TBD. The complete Tech Rehearsal will be posted on our website or available for pick up in the waiting room at the studio. It is necessary so the performer can get a feel of the stage, stage surroundings, to practice their dance routines on stage, and learn where their entrances and exits will be. Dancers are required to be at the Tech Rehearsal only for their specified 20 minutes of class time on stage.

**Dress Rehearsal:** The dress rehearsal at the Salem Baptist Church on TBD allows the students to become familiar with the auditorium surroundings and feel comfortable with their performances, costumes, and being onstage. Lighting, music cues, set changes, and all other logistics for an organized and professional performance are rehearsed so that the students make the best impression possible. Participation in the dress rehearsal is mandatory. **No family or friends are allowed at the dress rehearsal unless they are scheduled to help backstage.** Your help will guarantee a professional production. Students may arrive in their first performance costume or may change in the dressing room.

**\*Finale** – All students are encouraged to participate in the finale, which will be rehearsed during dress rehearsal. A run-through of the finale will take place at the dress rehearsal. All students will remain in their last performance costume for the finale. Parents may decide if they want their dancer to leave before the finale.

**\*Dressing room etiquette** – Students must respect other students’ space and property in the dressing room. The students will spend more time in the dressing room than onstage or in the auditorium, so please do your best to keep them organized and clean. A water bottle and crackers are the only drink and food allowed in the dressing rooms. ***Please no gum or messy & sticky snacks or candy. For the younger dancers (ages 3-6), please don’t send make up in their bag.***

**\*Dress-rehearsal drop off**  – Parents or guardians should bring the students to their assigned dressing rooms, where they will be checked in and placed under the supervision of their class volunteer. ***Please no parents or friends at the dress rehearsal unless you are helping out in some way****.* We want the finished product to be a surprise.

\***Dress-Rehearsal dismissal** – Students will be dismissed from rehearsal once they have completed all of their routines. Dancers may leave after their second dance on stage and do not need to stay for the finale unless they want to.

**\*Video and photography** – We do not allow video or flash photography in the auditorium at the dress rehearsal or on recital nights. Our professional camera crew and photographer will capture it all. You may take photos of your child on stage **AFTER** the performance.

**Auditorium Rules:** No eating, drinking, or smoking is allowed in the auditorium. Dancers must remain with their class volunteer during dress rehearsal and on the recital nights when they are not on stage. On recital nights, auditorium seats are available on a first come, first serve basis. ***There will be NO reserving seats prior to the doors opening at 5:00 pm.*** Please contact ASOD for special circumstances (i.e. handicap accessible).

**Backstage:** ***Family members and friends don’t belong backstage or in the dressing rooms during rehearsals or the recital. The same applies during intermission***. There is a lot of backstage activity in the limited space, and dressing rooms are a private area. Please remind your family and guests to be respectful of these areas.

**Recital Volunteer Information:** WE NEED ALL PARENTS HELP DURING THIS BUSY WEEK!! ***We will need each family to help backstage on at least one of the recital nights.*** On the night that you help backstage you are unable to watch the recital performance in the auditorium. If you know of anyone that would like to volunteer that isn't a dancer's parent let us know. There will be volunteer sign-up sheets online. The recital week is a hectic experience; all volunteers must work in a cooperative manner at all times.

**\*Class Volunteers** – Class Volunteers are needed for each class to supervise the dancers. They do not need a recital ticket. Class volunteers 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 dressing rooms after their performance. The number of volunteers needed for each class will be determined by the age of dancers and the number of students per class. If there are too many volunteers for one class, some may be asked to work with children from another class. During their class’ performances, the volunteers leave the students at the stage door with their teacher. Volunteers are not allowed to enter the stage area. There will be live microphones backstage; only dance teachers and assistants will be allowed in the wings.

**Class Photos:** Class photos will be held on TBD. Complete schedules for picture days are available for pick up at the studio and on our website. All students are asked to be present for their class picture. After the group photo shoot, students may choose to have solo portraits taken in their costumes. There is no obligation to purchase group photos.

**Recital Ticket Policy:** All tickets are general seating and available on a first come first serve basis. Doors open at 5:00 pm on recital nights; there will be no reserving seats prior to doors opening. Tickets will be available for purchase on both picture days. Cost per ticket is TBD. Kids 3 & under are free if sitting in an adult lap.