



THE NUTCRACKER- Important Information

Rehearsal & Performance Details

Dear Students and Parents,

The Nutcracker Performance is just a couple of weeks away! We are super excited to share this holiday classic with our community and want every dancer to have an amazing experience! There are a lot of details about the performance & REHEARSALS for everyone to know, so be sure to take some time to read through all of these important notes (and keep this packet handy for future reference). Please don't hesitate to ask questions!

THREE PERFORMANCES: December 3rd & 4th at Hendricks Hall/ UCM Campus

Saturday, December 3rd at 2:00pm & 7:00pm
Sunday, December 4th at 2:00pm
FULL CAST IN ALL PERFORMANCES!

SHOW WEEK REHEARSALS: Monday, November 28th- Friday, December 2nd

The week leading up to the show will have special rehearsal times for all performers that take the place of your regular ballet class (see schedules below). Monday & Tuesday will be In-Studio Rehearsals, Wednesday & Thursday will be Staging Rehearsals and Friday will be the DRESS REHEARSAL. There will be NO Beginning Pointe, Pointe 1-4, Pre-pointe, or Leaps & Turns 2,4&5 or 6 during rehearsal week. **Please Note: Attending Nutcracker rehearsals takes priority over your regularly scheduled classes, so if you are one of the few dancers with a conflict, be sure to attend your Nutcracker rehearsal time!**

IN-STUDIO REHEARSALS: Monday, Nov. 28th & Tuesday, Nov. 29th at Center Stage

Monday, November 28	Tuesday, November 29
Party Scene (Jr. Ballet 3) 4:15-5:15pm Also Maids, Dolls, Clara, Fritz & Clara's Friends	Gingersnaps (Jr. Ballet 2) 4:45-5:15pm
Neapolitan (Int. Ballet 4) 5:15-5:45pm	Marzipan (Jr. Ballet 1 Thurs. & Principals) 5:15-5:45pm
Angels (Intro Combo Wednesday) 5:45-6:15pm	Battle Scene (Intro Combo Tues- until 6:45, Int. Ballet 1 & Jr. Ballet 4) 6:15-7:15pm Soldiers, Toys, Mice & Principal Toys
Confections & Act II Opening (Jr. Ballet 1 Monday & Principals) 6:15-6:45pm	Candy Canes (Boys Tech 1 & 2) 7:15-8:00pm
Arabian (Int. Ballet 6) 6:45-7:15pm	Plum Pas Court (Int. Ballet 7) 8:00-8:45pm
Snow Fairies & Frost (Intro Combo Mon/Thurs & Int. Ballet 5) 7:00-7:30pm	
Flowers (Adv. Ballet 2 & Int. Ballet 2) 7:30-8:15pm	
Snow (Adv, Ballet 1 & Int. Ballet 3) 8:15-9:00pm	

STAGING REHEARSALS: Wednesday, Nov. 30th & Thursday, Dec. 1st at Center Stage

Staging rehearsals will be Wednesday, December 30th and Thursday, December 1st. During these rehearsals, dancers will NOT attend their REGULARLY SCHEDULED ballet classes. Instead, all dancers should report to **CENTER STAGE** at their scheduled staging rehearsal time.

- You will NOT need to wear your costumes at staging rehearsals, but should wear your ballet class attire (leotard, tights, ballet shoes and hair in a bun).
- Please arrive early to these rehearsals and be ready to dance at your appointed time as each class has a very limited amount of time.
- Dancers only need to come for their specific rehearsal time.

Wednesday, November 30 Act II STAGING	Thursday, December 1 Act I STAGING
Act II Opening 4:30-5:30pm Angels, Confections & Principals	Party Scene 4:30-6:00pm
Marzipan & Gingersnaps 5:30-6:15pm	Battle Scene w/ Toy 6:00-6:45pm
Final Waltz w/ Gingersnaps 6:15-6:30pm	Snow Fairies & Frost 6:45-7:15pm
Full Act II Run 6:45pm- 8:45pm No Angels, Confections, Jr. Marzipan, Gingersnaps	Frost & Snow 7:15-8:30pm
	Rehearsal As Needed: 8:30-9:00pm

COSTUME/HAIR INFORMATION SHEETS FOR ALL CLASSES ARE ONLINE!
WWW.CENTERSTAGEACADEMY.ORG/NUTCRACKER2016

DRESS REHEARSAL: Friday, December 2nd at Hendricks Hall on the UCM Campus

Dress rehearsal will be at Hendricks Hall. **Dress rehearsal is MANDATORY.** We enforce this strict policy for the confidence and safety of the performers. It is crucial that every student rehearse on the stage before performing and know exactly where he or she needs to be at all times.

- Dress rehearsal is a time for all students to rehearse all of their numbers in all pieces of their costumes.
- Dress rehearsal is also the time for you to practice your make-up and hair so you are familiar with how you are going to do it for the actual performance. This is especially important if you have any special hairstyles or quick hair changes.
- Dress rehearsal will help you to know what you are supposed to do with any hairpieces/ extra accessories that may be a part of your costume.
- **Be sure to read the handout on how your class is expected to style your hair and make-up and arrive at dress rehearsal with your hair and make-up already done!**
- Also, please note that **NO FOOD is allowed backstage** during dress rehearsal or performances! There are too many white costumes to take ANY chances! (Water bottles with caps are permitted!)

DRESS REHEARSAL START TIME	CALL TIME	WARM-UPS ON STAGE
ALL ACT I: 5:30 PM	4:45 PM	4:30pm (4:15pm Call Time) (Intermediate Ballet 2-7 & Advanced Ballet 1 & 2 ONLY)
ALL ACT II: 6:30 PM (Curtain Call Practice at 6:30pm, followed by Act II rehearsal)	5:45 PM	N/A (all Intermediate & Advanced Ballet Dancers will have already warmed up)

The Dress Rehearsal will proceed in the following order:

- 4:30 pm: Warm-Ups begin on stage for Int. Ballet 2-7 & Adv. Ballet 1 & 2 Dancers.
- 5:30pm: We'll start rehearsing the beginning of Act I and run each number once in order.
- 6:30pm: Announcements to Full Cast (and parents) in auditorium.
- After announcements: We'll rehearse the Curtain Call with Full Cast.
- We'll then start with the beginning of Act II, & rehearse each number.
- Possible spacing for Snow/ Flowers following rehearsal.

Dress Rehearsal Procedures:

- Please arrive at your appointed call time and remember to bring your ballet shoes with you!
- As costumes will be handled differently backstage than during a recital, **we are asking dancers to arrive already wearing fights (without underwear) UNDER your clothes.** We are also asking everyone to bring/ wear simple pants and a button or zip front top/ jacket to wear when you are not in costume backstage.
- Your costume will be waiting for you to check out in or near your dressing room backstage.
- You can enter the theatre building (Hendricks Hall) through the front entrance, go down the stairs and follow the hallway to your assigned dressing area. There will be signs posted telling you which room you are in and how to get there.
- You must report to your assigned room and check in with staff/volunteers so we know you have arrived. Make sure you use this room as your dressing room; do not switch to another room to be with your friends. This is where our staff will find you throughout the rehearsal and performances.
- Students-once you have checked in, you will need to check out your costume from our staff/volunteers backstage. Please be patient during this process as we help everyone with their costumes.
- **Please remember that you are RENTING these costumes from Center Stage and treat them with care! A damaged costume fee will apply if careless behavior causes harm to your child's costume. Thank you!**
- **Act I Dancers:** After you have checked out your costume, please change carefully into it and remain backstage in your dressing room until called to line up for rehearsal. Please be aware of your costume and sit down gently, or even remain standing, if sitting may cause damage to your costume.
- After you rehearse, if your class has time, please return to the dressing room, change out of your costume and check it back in with staff/ volunteers. Then wait backstage to be called to the auditorium for announcements. You may head out to the auditorium to watch and remain there for announcements if a staff member approves the decision!

- **Act II Dancers:** After you have checked out your costume, please carefully change into it and then head out to the auditorium for announcements. Please be aware of your costume and sit down gently, or even remain standing, if sitting may cause damage to your costume.
- PLEASE DON'T BE LATE. We will make important announcements so EVERYONE needs to be present. We will do our best to begin and end as promptly as possible. However, this takes cooperation from everyone.

PARENTS!!! The procedure for backstage for the **DRESS REHEARSAL** is slightly different from the procedure for the performance and varies depending on the Act your child is performing in! You will need to sign your child in at the dressing room ((if applicable based on age of class) and help them check out their costume.

- **If they are in Act I:** help them change into their costume and then you can leave them backstage with staff and volunteers. Please be in the auditorium at 6:30pm for important announcements! After announcements, they will rehearse the curtain call and then return to their dressing rooms where you can check their costume back in and sign your child out!
- **If they are in Act II:** help them change into their costume (Angels will NOT put their top dress or wings on but should put on their petticoat) and then **have them accompany YOU to the auditorium for announcements!** Please do not leave them backstage prior to the start of their rehearsal. CS Staff will accompany all students back to the dressing rooms after announcements/ Curtain Call and then they will remain backstage until they are done rehearsing their routines (Act II).

After Announcements/ Curtain Call rehearsal:

- **Act I dancers** will return backstage to check in their costumes and sign out with the staff/volunteers. They are then free to leave.
- **Act II dancers** will go back to their dressing rooms with staff to wait to be called to line up to rehearse Act II. **Angels will be helped into the rest of their costume by staff and backstage volunteers.** (During this time, students will remain backstage in their dressing areas and parents should remain in the audience.)
- **If you are in Act I, you will need to remain backstage until after the Curtain Call rehearsal! We will be rehearsing the Curtain Call in between Act I and Act II, so you will not have to remain for the entire rehearsal and may leave after the Curtain Call rehearsal.**
- **If you are in Act II, you may leave rehearsal when your last number is finished rehearsing. You do not need to stay to rehearse the Curtain Call again.**
- **IMPORTANT!** You will need to check all pieces of your costume back in with staff/volunteers before you leave! Parents- if you signed your child in, please make sure to sign them out!

Names must be clearly placed in all personal belongings, especially your ballet shoes! Be sure to leave all valuables at home!

PERFORMANCES: December 3rd & 4th at Hendricks Hall on the UCM Campus

PERFORMANCE START TIME	CALL TIME	WARM-UPS ON STAGE
Saturday, Dec. 3 2:00 PM	1:00 PM Full Cast (Everyone not required for Warm-Ups)	12:30 PM (12:00 PM Call) (Intermediate Ballet 2-7 & Advanced Ballet 1 & 2 ONLY)
Saturday, Dec. 3 7:00 PM	6:00 PM Full Cast (Everyone not required for Warm-Ups)	5:30 PM (5:00 PM Call) (Intermediate Ballet 2-7 & Advanced Ballet 1 & 2 ONLY)
Sunday, Dec. 4 2:00 PM	1:00 PM Full Cast (Everyone not required for Warm-Ups)	12:30 PM (12:00 PM Call) (Intermediate Ballet 2-7 & Advanced Ballet 1 & 2 ONLY)

On the day of the performance you will follow MOST of the same procedures as you did during the dress rehearsal.

- Just like during the dress rehearsal, please remember that we are asking dancers to **arrive already wearing their tights (without underwear) UNDER their clothes**. We are also asking everyone to bring/ wear simple pants and a button or zip front top/ jacket to wear when you are not in costume backstage and to have your hair and make-up done!
- Report to your dressing area at your appointed call time (one hour prior to performance time- see above chart). Your costume will be waiting for you to check out in or near your dressing room backstage.
- You can enter the theatre building (Hendricks Hall) through the front entrance, go down the stairs and follow the hallway to your assigned dressing area. There will be signs posted telling you which room you are in and how to get there.
- You must report to your assigned room and check in with staff/volunteers so we know you have arrived. Make sure you use this room as your dressing room; do not switch to another room to be with your friends. This is where our staff will find you throughout the rehearsal and performances.
- Students- once you have checked in, you will again need to check out your costume from our staff/volunteers backstage. Please be patient during this process as we help everyone with their costumes and **please remember that you are RENTING these costumes from Center Stage and treat them with care!** Thank you!
- **Parents-** Please sign your child in (if applicable based on age of class), help them check out and change into their costume (**or place their costume somewhere safe if they are only in Act II**) and then, unless you are a backstage volunteer, we ask that you return to the audience to enjoy the show!
- Students, if you are in **Act I**, change into your costume and then remain in your dressing rooms until you are asked to line up! Please be aware of your costume and use caution when sitting down and remain calm at all times during the performance.
- If you are in **Act II**, place your costume carefully where you can find it in your dressing room (or leave it hanging on the rack!) and then remain calmly in your dressing room until Center Stage Staff or a Volunteer gives you further instructions.

All students will stay backstage for the entire performance. There will be some cases where students will be able to accompany a staff member or volunteer to watch the show from reserved seats in the balcony. However, students might also want to bring along a few quiet, CLEAN activities. No markers, crayons or loud games, etc. The only drinks allowed backstage are bottles of water with caps.

ABSOLUTELY NO FOOD IS ALLOWED BACKSTAGE

We have too many white costumes in this performance to take any risks with even “clean” snacks backstage. This performance is much shorter than the recital and dancers should be fine not snacking. Please have your dancers eat a good meal before the performance to tide them over.

All students will be in the curtain call! Parents will not be allowed to check out their child prior to the conclusion of the curtain call.

After the curtain call, ALL students will return to their assigned dressing areas. To maintain an organized, safe and secure environment for all children, we are asking for only one person to come backstage and **sign out** their child.

- **IMPORTANT! Dancers MUST check all pieces of their costume back in with staff/volunteers before you leave after each performance!** Please make sure your child's costumes have been checked back in to avoid a lost costume fee.

You can then return to the lobby for pictures and celebrating!

GENERAL INFORMATION

- **MAPS** to Hendricks Hall are available at the front desk.
- **SHOW ORDER** sheets are also available at the front desk.
- **TICKETS:** If you have not ordered your tickets, you can do so online at <https://tututix.com/centerstageacademy/> up until the evening prior to the show. Any remaining tickets will be available for \$12 at the door.
- **VIDEOS:** You are welcome to take pictures (no flash) and video of the performance. HOWEVER, please be courteous of audience members behind you. NO tripods or standing up in the audience to video.
- Please remember to be a courteous audience member. Enter and exit the house only through the back doors between numbers.
- No guests should ever meet a dancer backstage! Our space is extremely limited, and for the safety of our performers, we do not allow any additional people backstage. Parents are encouraged to help young children get ready at the beginning of the show, but are asked to return to their seats when they feel their child is ready. Parent Volunteers and staff will make sure all students are accounted for and help out when needed.
- Dads, brothers, etc.: Please be aware that dancers often have to make quick changes directly backstage or offstage. We make every effort to provide a modest changing area, but this is impossible at certain times. Please make a conscious effort to avoid all areas around the stage.

Names must be clearly placed in all personal belongings, especially your ballet shoes! Be sure to leave all valuables at home!