

Balletomane 2019 Christmas Show Information Handbook



This special handbook includes everything students and parents need to know about the Christmas Show – please read carefully.

Wednesday, December 11th & Thursday, December 12th, 2019

This is the Christmas Show Running Order – Please read carefully!

*** Junior – denotes Junior School Classes that have different arrival times/regulations. Please read the special Junior Show Sections of the handbook carefully as your rehearsal times are different.**

WEDNESDAY EVENING SHOW - ACT ONE

- 1 Advanced One Jazz
- 2 VJM Level D
- 3** Tap/Jazz Combo (SATURDAY CLASS)
- 4 VJM Level G
- 5** Primary Modern/Tap (SATURDAY CLASS)
- 6 Grade Five & Six Hip Hop
- 7 Advanced Two Jazz
- 8 Advanced One Lyrical
- 9** Pre-Primary Ballet (SATURDAY CLASS)
- 10 Intermediate Contemporary
- 11 Grade Six Lyrical
- 12 Hip Hop for 7-10 Years Old
- 13** Pre-Nursery & Nursery Ballet (SATURDAY CLASS)
- 14 Vocational Ballet - all levels

THURSDAY EVENING SHOW - ACT ONE

- 1 Advanced One Jazz
- 2 VJM Level D
- 3** Tap/Jazz Combo (FRIDAY CLASS)
- 4 VJM Level G
- 5** Primary Modern/Tap (MONDAY CLASS)
- 5a** Hip Hop for 5-7 Years Old
- 6 Grade Five & Six Hip Hop
- 7 Advanced Two Jazz
- 8 Advanced One Lyrical
- 9** Pre-Primary Ballet (FRIDAY CLASS)
- 10 Intermediate Contemporary
- 11 Grade Six Lyrical
- 12 Hip Hop for 7-10 Years Old
- 13** Pre-Nursery & Nursery Ballet (FRIDAY CLASS)
- 14 Vocational Ballet - all levels

WEDNESDAY EVENING SHOW - ACT TWO

- 15 Advanced One & Two Hip Hop
- 16 Intermediate Foundation Jazz
- 17 Intermediate Lyrical
- 18 Grade Four & Five Jazz
- 19 VJM Level E
- 20 Intermediate 2nd Year Tap
- 21 Intermediate Foundation Contemporary
- 22 Advanced Two Lyrical
- 23 VJM Level C
- 24 VJM Level F
- 25 Intermediate Foundation Lyrical
- 26 Advanced Two Contemporary
- 27 Intermediate Jazz
- 28 VJM Level B
- 29 Grade Six Jazz
- 30 VJM Level A
- 31 Inter Fdn & Intermediate Hip Hop
- 32 Advanced One Contemporary
- 33 The Graduates

THURSDAY EVENING SHOW - ACT TWO

- 15 Advanced One & Two Hip Hop
- 16 Intermediate Foundation Jazz
- 17 Intermediate Lyrical
- 18 Grade Four & Five Jazz
- 19 VJM Level E
- 20 Intermediate 2nd Year Tap
- 21 Intermediate Foundation Contemporary
- 22 Advanced Two Lyrical
- 23 VJM Level C
- 24 VJM Level F
- 25 Intermediate Foundation Lyrical
- 26 Advanced Two Contemporary
- 27 Intermediate Jazz
- 28 VJM Level B
- 29 Grade Six Jazz
- 30 VJM Level A
- 31 Inter Fdn & Intermediate Hip Hop
- 32 Advanced One Contemporary
- 33 The Graduates

Important Dates:

TICKETS - Tuesday, November 12th, 2019

Tickets for Balletomane's Christmas Shows are available for purchase at the Oakville Centre Box Office – www.oakvillecentre.ca or 905 815 2021

COSTUMES - Friday, November 29th from 4 – 6pm, Saturday, November 30th from 9am – 12:00pm, Wednesday, December 4th from 4 – 6pm and Friday, December 6th from 4 – 6pm

For Junior School Students - Costumes for the Christmas Show will be available for purchase from our office. Please note that costumes must be picked up and paid for by **Friday, December 6th, 2019**. These can be purchased during our office hours – preferably on **Saturday, November 30th between 9am – 12:00pm**. No costume will be handed out without payment. If you cannot come in to pick up the costume, please feel free to pay over the phone and the teachers can hand it out to your child in class. **PLEASE NOTE THAT THESE COSTUMES WILL ALSO BE USED FOR OUR JUNE SHOW.**

The following classes **will be** purchasing costumes for the Christmas Show:

Pre-Nursery/Nursery Ballet (FRIDAY CLASS)	Tap/Jazz Combo (SATURDAY CLASS)
Pre-Nursery/Nursery Ballet (SATURDAY CLASS)	Primary Modern/Tap (MONDAY CLASS)
Pre-Primary Ballet (FRIDAY CLASS)	Primary Modern/Tap (SATURDAY CLASS)
Pre-Primary Ballet (SATURDAYCLASS)	The Graduates
Tap/Jazz Combo (FRIDAY CLASS)	Vocational Ballet – Level A -TUTU's

If your child is in multiple dances please bring each costume, with all accessories, in its own bag. This will help with changing between numbers. Please label everything!!

COSTUMES - Saturday, November 30th, 2019

We will be sending out a notice with specific shoe and tights details – be sure to check the notice to have all proper requirements for the show. Students will likely have only classroom uniform on for show but may require an embellishment.

SENIOR SCHOOL DRESS REHEARSAL - Saturday, December 7th, 2019 from 1:00pm – 5:00pm

Dress Rehearsal will be held at Balletomane. All regular classes will run until 12pm.

All students must bring show/uniform costumes to this dress rehearsal – this is imperative for our lighting designer and stage manager. No make-up is required. Show hair is required. All dancers in Act One only will be finished by approximately 3:00pm. We ask that students performing in only Act One are picked up by 3:15pm.

***Please note – Junior School classes are NOT rehearsing at Balletomane on Saturday, December 7th – Please DO NOT come for rehearsal. Junior School students will have a separate rehearsal at the theatre on Wednesday December 11th, 2019.**

*Please note that the Dress Rehearsal will be very busy at the studio and it is extremely important that we run on time for the theatre staff. Please be prepared and we ask that parents do not hang around the studio. We do not have the facility to accommodate the parents that day.

We try to run on rehearsals as close to on time as possible but please be patient as this is a very challenging day!
Our Rehearsal Schedule for Saturday, December 7th, 2019 is as follows:

1:00 - 2:00	Advanced One Jazz VJM Level D VJM Level G Grade Five & Six Hip Hop Advanced Two Jazz Advanced One Lyrical Intermediate Contemporary Grade Six Lyrical Hip Hop 7-10 years old
2:00 - 3:00	Vocational Ballet
3:00 - 4:00	Advanced One & Two Hip Hop Intermediate Foundation Jazz Intermediate Lyrical Grade Four & Five Jazz VJM Level E Intermediate 2nd Year Tap Intermediate Foundation Contemporary Advanced Two Lyrical VJM Level C VJM Level F
4:00 - 5:00	Intermediate Foundation Lyrical Advanced Two Contemporary Intermediate Jazz VJM Level B Grade Six Jazz VJM Level A Inter Fdn & Intermediate Hip Hop Advanced One Contemporary The Graduates

**THERE ARE NO REGULAR CLASSES AT BALLETO MANE ON WEDNESDAY,
DECEMBER 11TH OR THURSDAY, DECEMBER 12TH, 2019!!**

WEDNESDAY AFTERNOON REHEARSAL AND EVENING SHOW - Wednesday, December 11th, 2019

AT THE OAKVILLE CENTRE FOR THE PERFORMING ARTS

SENIOR SCHOOL STUDENTS - This is the first day that students will be at the Oakville Centre! Students should arrive at the Oakville Centre at **2:45pm**. Balletomane understands the inconvenience of having students leave school early for rehearsal, however at such a busy time of year it is very difficult to get rehearsal time at the theatre. We do apologize for the inconvenience and we do ask for your patience as having the students prepared and looking their best is extremely important to us. We ask that students arrive at the theatre and are prepared to start the Dress Rehearsal at **3:00pm**. It is extremely important that we run on time. For the dress rehearsal it is mandatory that students wear the required hair and make-up. We do ask all students **arrive** in proper hair and make-up.

***Students will not be permitted to leave the theatre between the rehearsal and the show time at 7pm.** After our dress rehearsal, students must remain at the theatre in case we have the opportunity to run or clean a number (if need be). Students are requested to pack a dinner (that does not need to be heated) with them. Parents are permitted to drop off dinner to students at the theatre. The only exception is for students performing in only Hip Hop for 7-10 year olds, VB – Level G and VJM – Level G. These students are permitted to leave the theatre after the dress rehearsal and then need to return for the 6pm call time for the show. They are permitted to leave between from approximately 4:45pm- 6pm. They can also remain at the theatre if it is your preference.

JUNIOR SCHOOL STUDENTS - Pre Nursery/Nursery Ballet, Nursery, Pre Primary Ballet , Tap/Jazz Combo, Primary Modern/Tap, Hip Hop for 5-7 Year Olds

Please be advised that the call time for all **Junior School** dancers is **1:15pm on Wednesday, December 11th, 2019** at the Oakville Centre. Students are to arrive at the theatre at the stage door. We know that it can be a challenge leaving your child however it is impossible to manage the students if all parents remain backstage. The students will be well cared for and supervised by Balletomane Staff and qualified first aid trained staff. All students in these classes will be signed in through the register in the studio theatre.

Please help us follow the rules of the Oakville Centre. We ask that males do not go beyond the front hallway as you enter the backstage area (designated student changing areas) – teachers and volunteers will pick up and drop off your child. As soon as students arrive they will be helped to change into their costume for the dress rehearsal, which begins promptly at **1:30pm**. Please pick your Junior Students up promptly at **2:30pm**. They are **not** permitted to stay at the theatre until the show call time at 6pm.

Students will have a dress run through and we ask that parents please do not go too far (maybe a coffee around the corner, however do not loiter backstage) and be available to pick your children up as soon as they are finished their dress rehearsal – this will be approximately **2:30pm**. We then ask the students in the Wednesday, December 11th performance return to the theatre at **6:00pm** for the show. We ask that students come with their hair neatly tied back in a proper ballet bun – lots of hair gel please. **Junior school students are also required to wear lipstick and blush only.**

Again, we apologise for the daytime rehearsal, but we find the process of rehearsing at the theatre to be extremely important in creating a positive experience for students – when they are in a smaller group of students it really is a much more calm and positive experience for them! Thank you for your support!

All students performing in Act One only can be picked up at the backstage door at intermission, which will be at approximately 8:15. Please send ONE person to collect your child. They must be signed out through security. Students in the Junior School levels MUST be picked up at the intermission. All students wishing to watch Act Two need to purchase a ticket to sit in the auditorium. Students are NOT permitted to wear their costume into the auditorium.

THURSDAY EVENING SHOW – Thursday, December 12th, 2019

AT THE OAKVILLE CENTRE FOR THE PERFORMING ARTS

Call time for all dancers is 5:45pm, except **Junior School dancers who should arrive at 6pm.**

All students performing in Act One only can be picked up at the backstage door at intermission, which will be at approximately 8:15. Please send ONE person to collect your child. They must be signed out through security.

Students in the Junior School levels MUST be picked up at the intermission. All students wishing to watch Act Two need to purchase a ticket to sit in the auditorium. Students are NOT permitted to wear their costume into the auditorium.

IMPORTANT NOTES FOR ALL STUDENTS

- It is Balletomane policy that all students under the age of 16 years **must be 'signed out'** from the Oakville Centre by a **parent or guardian**. If someone other than a parent or legal guardian is going to be collecting your child please provide written permission to the studio prior to the show. We take the security of our students very seriously, so please respect this policy and help us by signing out with our security volunteers.
- While rehearsals are lengthy, we ask that students DO NOT leave Balletomane or the Oakville Centre in between their numbers. This is imperative in the event we are running early and have the opportunity to rehearse a number again. Your commitment to the success of the show is appreciated. As rehearsals can be lengthy, we ask that students pack healthy snacks (nut free, non- microwaveable), water, games, or a book to read. If you pack a mobile phone or ipad, please note that Balletomane is not responsible for these items and this is at your own risk.
- All students should have costume pieces, shoes, tights, headpieces and any extra items clearly labeled before dress rehearsal. This is extremely important! Balletomane will not be responsible for holding onto any headpieces or accessories that students wear. All students will be responsible for their own costumes/accessories/headpieces.

Items to pack to the theatre:

HAIR SUPPLIES:

Please ensure that all students have the following items packed for their hair in a clear Ziploc bag (clearly labeled): Black elastics, clear small elastics, bobby pins, hair pins, hair nets, hair spray, gel, thin bristle comb and brush

*Please note all students will be wearing a **mid-height bun**. Please be sure hair is tidy and groomed. This is a very large part of performance! **Balletomane will NOT be doing hair or make-up on students. If your child is dropped off without the proper hair and make-up done, they may not be able to perform. For a demonstration of our "Show Hair" please see the following link:**

<https://youtu.be/XxY1hLaQVPs>

Balletomane does not have any spare hair supplies, so please ensure that you bring your own.

MAKE-UP:

We ask students to try to get specific colours of make-up to ensure a consistent look onstage, but every few months the producers of the make-up discontinue some colours or rename them. If we have to change, we try to keep the new colours as close as possible to past ones. If you cannot find a particular product or prefer a specific brand please feel free to use it as long as the colours are close. As of last check, this is what we request:

Foundation: Cover girl Clean Make-up one shade darker than students skin tone

Eye Shadow: Covergirl (quad) #110 – Shimmering Sands

Eyeliner: Liquid eyeliner in black

Mascara: Black mascara (students over the age of 13 years please wear false black eyelashes recommended Ardell Natural #136 or #801 in black with glue)

Blush: Cover Girl #110 Classic Pink

Lipstick: Cover Girl #295 Succulent Cherry or Revlon #385 Ruby for me

* For natural, healthy, organic alternatives, please contact Lindsay Currie at lindsayforbeautycounter@gmail.com, for Balletomane approved colours without any chemicals.

Students must come with make-up done. This helps alleviate the pressures of getting ready in the hour before the show, since all backstage volunteers are busy with other tasks and older students are getting ready themselves. For a demonstration of our “Show Make-up” please see the following link:

<https://youtu.be/vlfi1tsOOZk>

Balletomane does not have any spare make-up supplies, so please ensure you bring your own. For students 3-5 years old, please do not pack spare make-up as we do not want children pulling out make-up and applying it on their own! This can get very messy and students at this age can be very quick! Please try the lip stain before you drop them off and that should be plenty! Thank you for understanding.

Notes about Costumes

Costumes are **NOT** allowed to be worn to or from the theatre. Carry all costumes, CLEARLY LABELLED, under a plastic bag. All shoes, tights and leotards must be marked with the student’s full name. For Junior students in more than one number, please put each costume and applicable items in separate bags – this helps us to stay organized back stage!

Quick Change

A dancer will have a quick change in the show if they have 3 numbers or less between two of their dances. If the dancer has a quick change, please follow the following steps prior to arriving at the theatre:

1. Label all costume pieces and accessories
2. Place all of the items into a LARGE bag (plastic or cloth grocery type bag)
3. Place the handle of the bag over the top hook of a hanger
4. Place the dancer’s quick change tag (which will be picked up from the quick change team at the theatre) over top of the hanger.

Please Note: All students over the age of 13 years that have a quick change are required to wear a ‘nudie’ body stocking, which can be purchased from In Step Activewear.

Volunteers for our Performances!

We are asking for volunteers to help us in a few areas this year. Please volunteer if you are interested in volunteering and we will let you know which area we need help. Please note that we need volunteers for the full time listed and not for only portions of the set times. We need helpful volunteers that are happy to watch, entertain and assist our students. We need to organize volunteers early so please hand in this form to the office by November 30th, 2019. One small shift helps a lot!!!

Please note that all volunteers will need to submit a Criminal Record Check in order to volunteer backstage. Please apply at: <http://www.policeresolutions.ca/checks/services/halton/index.php>. Be sure to choose VULNERABLE RECORD CHECK. This process takes approximately 30 days so please do this asap if you do not have one on file!

Parent Volunteers for our Winter Show – December 11th & 12th, 2019

Parent Name: _____

Balletomane Student Name: _____

Contact Telephone Number: _____

Contact Email Address: _____

Volunteering for (check one or multiple):

- Saturday, December 7th, 2019 – (at the studio) 12:30 – 5:00pm
- Wednesday, December 11th, 2019 – (at the theatre) 1:00 – 4:00pm
- Wednesday, December 11th, 2019 – (at the theatre) 3:00 – 10:00pm
- Thursday, December 12th, 2019 – (at the theatre) 5:30 – 10:00pm

If you have any further questions pertaining to the Winter Show, please do not hesitate to contact the office at 905 844 9555 or email at info@balletomane.ca

Thank you for your continued support in making this show a success!

Ms. Ferenc