

# Performance Handbook 2016-2017



Houston Academy of Dance



West University Dance Centre

## **COSTUMES, MAKE-UP, AND HAIR**

We spend many hours determining the correct costumes for each class. We make sure they are age-appropriate and of the highest quality. Please be aware that costumes are ordered from catalogues and are not custom-made. We take great care to ensure that students receive the best available fit for their measurements. All Combination ballet and tap classes will get one costume; all other students will need one costume for each subject they train in. Costume costs usually range from \$50.00 to \$125.00. Details about the color of shoes and tights for each costume will be posted on the bulletin board and included in the costume instructions. Please remember to put the student's name in all costumes, shoes, accessories, and tights.

**No eating or drinking in costumes.**

Parents or guardians accept full responsibility for all expenses, including surcharges and postage for costumes that are ordered late. Studios are not responsible for costumes that are not received in time for the performance due to late payments.

### **Sizing/ Alterations**

Each child has been measured to determine his or her costume size(s). The studios take great precautions when measuring to add space for "growing room" and determining the correct size for each child. 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.

### **Costume Distribution**

Costumes will be distributed the week of **(WUDC) April 7-13, 2017 (HAD) April 10-15, 2017**

**All outstanding balances for the season including tuition must be paid in full to receive your costumes. Costumes not received before handout will be distributed upon receipt at the studio. Put child's name on every piece.**

### **Hair and Makeup/ Pre-Planning**

All female students are required to wear makeup: red lipstick, blush, eye shadow (not blue), and mascara. Boys are not required to wear makeup. Uniform hairstyles are required. All female ballet students must wear their hair in a bun. No bangs are allowed. No personal hair decorations are allowed. Dancers with short hair must pull their hair away from the face and slick it down. Gather all costumes, accessories, shoes (most ballet levels require pink leather shoes) and makeup several days in advance so you'll know if something is missing or isn't right. We recommend an extra pair of tights. If you do not have the correct tights, you will not be allowed to perform. Place small items in a Ziploc with your child's name on the outside.

### **Withdrawal from studio**

**There are no refunds of performance or costume fees.** Withdrawal of a student must be done in writing. Parents or guardians of withdrawn students may pick up purchased costumes at the studio at the time of general distribution and up to 15 days afterwards. After 15 days, the costumes will be donated to charity.

## **BACKSTAGE ANGELS**

**The Backstage Angels meetings: (WUDC) April 22, 2017 3:00p (HAD) April 29, 2017 5:00p**

**Please respond by checking the box on the Performance R.S.V.P Form or by contacting the front office.**

The success of the performance depends on how smoothly the backstage runs. Class mothers, "Backstage Angels," are needed to supervise the dancers in each class. They make sure that each child is safe, dressed properly for their performance, and entertained while waiting to go onstage. They are also responsible for seeing that all children return to their appointed dressing room after their performance. The number of volunteers needed is determined by the number of students in each class.

Backstage Angels must remain in the dressing rooms with the dancers until each student has been picked up by his/her parent. Do not take the students into the lobby.

If there are too many volunteers for one class, some may be asked to work with children from another class. All class moms accompany the children backstage and are allowed to watch from there. It is a special and magical experience for the children and the Backstage Angels.

## **STAYING INFORMED**

### **Families**

We do our best to accommodate siblings in the same performance. Due to the number of families at each studio with multiple siblings performing, please be aware of the possibility that your children may be split between two performances. The benefit of separate show times is the opportunity your child has to see their sibling's performance along with the magic and full story line.

### **Performance Updates**

As the season progresses, additional performance information or updates will be posted on the studio website, hadance.com, as well as on the school bulletin board, emails, and notices sent home with your dancer. Make it your responsibility to keep abreast of this important information. It is our goal to make the performance experience organized and exciting for all involved. It's a team effort; students, parents, teachers, and the director 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. A copy of your child's music will be available by request at the start of the choreography season in February. A charge of \$3.00 per CD is required to cover expenses.

## **REHEARSALS**

### **Combined Classes**

Some classes and or students may be asked to attend a class other than their own to rehearse a specific scene or part. Notices and emails will be sent in advance if this includes your child.

### **Studio Run-Through – (WUDC)April 15&22, 2017 (HAD)April 29, 2017 See attached schedule**

**No costumes are required for this rehearsal.** These rehearsals will be held at the studios. Schedules are also posted on bulletin board and website. Dancers should be in class attire with proper hair and shoes pertinent to their class dance.

**Parents will be asked to wait in the lobby during the rehearsal.**