

Hello and thank you so much for volunteering to help at the Hannah's House of Dance Recitals!
Here is all you should know, but in case I do miss anything, Please don't hesitate to reach out to me!

MORNING SHOW HELPERS, 11:00am:

Below is a list of the Morning Show volunteer job assignments. If you are a parent of a child who will be performing on stage, please note that you can go and watch them on stage! If you have to leave your assigned table to go watch your child, please make sure there is another adult at the table. Along with watching your child, if any child needs to go to the bathroom, the bathroom is located right down the ramp and please make sure that another parent has eyes over your table. There are some tables with extra helpers at it to ensure that there are always eyes on your table, or Please call over Miss Isabella (In a teal t-shirt) and she will keep an eye on your table. **Please NEVER leave your table unattended.**

Please arrive no later than 9:45am to check in to your positions. As a table helper, your position will be in the High School cafeteria. All tables will be labeled with letters and have a list of helpers and children you are in charge of. In this envelope I've put a teal wristband labeled "Backstage helper" and a name tag. Please wear these since these are put into place so all backstage helpers / Security know that anyone with this wristband has access to walk around and be backstage. Children will begin being dropped off at 10:00am. At drop off, all parents must sign their child into the table. There will be a list there that they have been signed in. **Upon Sign in, please also make sure they grab a purple pickup wristband.** Our handy "runners", In the teal H.H.O.D t-shirts, will come to your table or call for your assigned class when it is time to walk backstage. At this time, you can come with your class so you can watch backstage. After they dance, they will be taken back to the dressing room. When it is time, our handy runners will again line them up for their final bows. After bows, all dancers will return back to the dressing room. Once every table has their kids there, we allow for their parents to enter the dressing room. Again, all dancers **MUST BE SIGNED OUT BY A PARENT!** Once all of your dancers have been signed out, You may sign out your own child and leave. Please leave the sign out paper right on the table.

As a table helper, your job is to remain with the assigned class and make sure the children stay there and stay safe. The list of students you will receive will also have any special notes, example: Sally Sue must change into her next costume. It would be your job to help them change. **Even after they change, they will remain at your table.** Our Runners who will be calling for each dance to line up have a list of student names and where they are seated so it is important they stay at their assigned tables.

Table Letter	Volunteer Name(s)	# of Children at Table
A	Kelly Griffiths Amanda Morrissey-Costigan	11
B	Heidi Beer, Sala Pasguino, Nicole Mule, Kristen Kenny & Teen Helper: Emily Gonzalez	15
C	Larissa Hannah, Arlene Mejia, Lindsay Vanderbeek	8
D	Kerry Stolworthy, Michelle Cerone, Nicole Kochakji	12
Comp. Room	Eunice Down & Kelly Guerrieri, Tara Lenoir, Tara Blondin, Alyssa Bernardo	21

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AFTERNOON SHOW HELPERS, 3:00pm:

Below is a list of the afternoon Show volunteer job assignments. If you are a parent of a child who will be performing on stage, please note that you can go and watch them on stage! If you have to leave your assigned table to go watch your child, please make sure there is another adult at the table. Along with watching your child, if any child needs to go to the bathroom, please note only level 2 and up can go WITH A BUDDY to the bathroom on the RIGHT SIDE. If you have to assist the children to the bathroom, please make sure that another parent has eyes over your table. There are some tables with extra helpers at it to ensure that there are always eyes on your table, or Please call over Miss Isabella (In a teal t-shirt) and she will keep an eye on your table. **Please NEVER leave your table unattended.**

Please arrive no later than 1:45pm to check in to your positions. As a table helper, your position will be in the High School cafeteria. All tables will be labeled with letters and have a list of helpers and children you are in charge of. In this envelope I've put a teal wristband labeled "Backstage helper" and a name tag. Please wear these since these are put into place so all backstage helpers know that anyone with this wristband has access to walk around and be backstage. Children will begin being dropped off at 2:00pm. At drop off, all parents must sign their child into the table. There will be a list there that they have been signed in. **Upon Sign in, please also make sure they grab a purple pickup wristband.** Our handy "runners", In the teal H.H.O.D tshirts, will come to your table or call for your assigned class when it is time to walk backstage. At this time, you can come with your class so you can watch backstage. After they dance, they will be taken back to the dressing room. When it is time, our handy runners will again line them up for their final bows. After bows, all dancers will return back to the dressing room. Once every table has their kids there, we allow for their parents to enter the dressing room. Again, **All dancers MUST BE SIGNED OUT BY A PARENT despite how old they are!** Once all of your dancers are signed out, You may sign out your own dancer and leave.

As a table helper, your job is to remain with the assigned class and make sure the children stay there and stay safe. The list of students you will receive will also have any special notes, example: Sally Sue must change into her next costume. It would be your job to help them change. Even after they change, they will remain at your table. Our Runners who will be calling for each dance to line up have a list of student names and where they are seated so it is important they stay at their assigned tables!

Table Letter	Volunteer Name(s)	# of Children at Table
A	Sara P, Heidi Beer, Dianna Becker, Anna P	15
B	Damaris Rivas-Checo	9
C	Janice M	9
D	Kristen Coleman, Alex Silva, Emilie Knox	17
E	Kimberly Suchy, Stephanie Cortese	12
F	Nicole DiCanio, Wendy Gratle	7
G	Alicia Silverio, Colleen Douma	14
Comp. Hallway / Quick Change area	Eunice Down & Kelly Guerrieri, Tara L, Tara B, Alyssa Bernardo	22
Backstage	Lisa Bingham	2