



# Dreamweaver Dance Company Inc.

## Recital Handbook

### Philosophies, Policies & Procedures

Dear Parents & Students,

With each annual recital, DDC aims to provide our dancers with an exciting performance experience through our May recital. The recital- that annual staple of every dancers' life- conjures images of childhood and Americana for many. It's a rite of passage for thousands of family and friends that they anticipate with nervous excitement.

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

A big part of dance training is learning through performance. Although performance opportunities can help prepare some for a possible career in dance, they also contribute to children's success in non-dance activities.

The performance experience helps build self-esteem and self-confidence and can result in better in-school presentations, improved social skills, and strong interview skills for future opportunities.

The rehearsal process is a tremendous learning experience as well. It helps our dancers 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 dancers and their parents. We've created this handbook in an effort to clarify what is expected from everyone in terms of commitments and responsibilities to our annual recital, DDC, and other students and parents.

**Key Contact Information for DDC:**

221 Providence Walk Court

Canton, Ga 30114

678-909-3584

[dream@dreamweaverdanceco.com](mailto:dream@dreamweaverdanceco.com)

Dreamweaverdanceco.net

Leah Mossman (Owner/Instructor)

Jessica Fowler (Office Manager/Instructor)

Cheyenne Weight-Dickson (Social Media Correspondent/Instructor)

Marissa Diana (Instructor/Assistant)

**Rehearsal and Recital Venue:**

Cherokee Arts Center

94 North St.

Canton Ga 30114

\*For specific rehearsal/picture/show times, please refer to the schedule contained within this handbook.

## Staying Informed,

We work hard to make the dance experience organized and fun. Keeping you informed is one of our primary goals. Please read all information included in your monthly statement email. If you are not receiving your monthly emailed statement, please log onto your account or contact our office to update your email address. Please also be sure our emails aren't going into your SPAM folder.

## Part one: The Commitment

By allowing your child to participate in DDC's recital, you commit yourself and/or your dancer to the following dates and events:

<b>Date:</b>	<b>Activity:</b>	<b>Where:</b>
Sun. May 5 <sup>th</sup> & Sat. May 11	Dress Rehearsal & Photos	Cherokee County Arts Center
Sat. May 18 <sup>th</sup> & Sun. May 19 <sup>th</sup>	Recital	Cherokee County Arts Center

Our goal is to make the recital an organized and exciting experience for everyone involved.

## **Part 2: Costumes**

We spend many hours selecting the costumes for each class. They are always age-appropriate & of the highest quality possible. Costumes will include all accessories (hats, gloves, hairpieces, tap-ties, tights, etc.) but not shoes.

**NOTE: No jewelry or underwear is to be worn with costumes. Jewelry will reflect the brightest stage lights and will detract from uniformity on stage. Like any sport, a certain attire is required, and for dance, tights act as underwear for our dancers. Wearing less layers will allow the dancer to be more comfortable and will save them embarrassment.**

### **Alterations:**

Although rare, alterations are sometimes needed after costumes have been distributed and are the sole responsibility of the dancer's parent or guardian. Minor alterations can be easily done with needle and thread and/or safety pins.

### **Distribution:**

Costumes will be distributed prior to rehearsals.\* By this time, all outstanding balances (including tuition) will need to be paid in full. The deadline on all balances due is May 5<sup>th</sup>.

Please try on all costumes and accessories (except tights) as soon as you bring them home. This allows you to account for all accessories and determine whether alterations are needed. Doing this in advance of the recital minimizes stress at the performance time.

\*If your recital form was received by DDC after our January 15 deadline, please note that your costume may be delivered at a later date than the others.

## Costume Care:

We highly recommend that you label all costumes, shoes, accessories, and tights with your dancer's first and last name. Keep costumes and ALL accessories hanging in provided garment bag. Please do not wash costumes in washing machines! Since costumes are dry clean only, we recommend your dancer does NOT EAT OR DRINK while in costume!

If costume straps do not have snaps or hooks or are not attached, please sew them prior to rehearsal day. Never cross the straps unless specified by your dancer's teacher.

Many costumes come with headpieces or hats. Instructions on how to wear these accessories will be included with your costume delivery. More detailed instruction will be provided on rehearsal day.

**NOTE: To ensure that there are no costume problems, dancers should not wear their costumes, accessories, or tights prior to rehearsal day.**

## Costumes with Fringe:

You will notice a string at the bottom of most fringe skirts or trim, which is to keep the fringe from getting tangled before pictures/performance. Please do not pull the string until rehearsal day. After that date, place fringe skirts on a hanger to keep them from getting tangled.

## Ironing:

We do not recommend using a traditional iron when pressing costumes. Silks can burn, sequins can melt, and fabric colors may change. Please use only a steam iron. If needed, steam costumes with caution because of glues that may have been used to attach appliques or trim.

## **Tutu Maintenance:**

Grasp the waist and give it a gentle shake, then use your fingers to “comb” out any pieces of tulle that are wrinkled. To store a tutu, put it on a hanger upside down. To help remove persistent wrinkles, hang the tutu in the bathroom during a shower or use handheld steamer.

NOTE: We recommend that you label all costumes, shoes, accessories, and tights with your dancers first and last name.

## **Quick Costume Change:**

During the recital, some students may have quick costume changes. Our well known “Dreamweavers” : Ms. Leah, Ms. Jessica, Ms. Cheyenne, and Ms. Marissa will assist these students, whose costumes and accessories will be placed in the backstage area prior to the beginning of the show.

## **TIPS: Costume Common Sense:**

- Always have a 2<sup>nd</sup> pair of tights available. For your convenience, tights are available for purchase (\$7) through DDC at Rehearsal and Recital.
- Store costumes in provided garment bag.
- Place dancer’s name in all costumes and shoes.

## Costume Cover-Ups:

Students performing in multiple acts should wear a cover-up when in costume but not performing. At times, these students will stay to watch the act that separates their 2 performances. A costume cover-up helps keep the muscles warm, prevents costumes from becoming soiled, and also preserves the element of surprise.

## Part 3: Tights, Shoes, Hair, & Makeup

### Tights:

Tights will be included with your costume delivery. A backup pair of tights is highly recommended (especially for dancers performing in multiple acts). To ensure that there are no discrepancies in color and style, students that need backup tights are recommended to purchase through DDC at rehearsal. For your convenience, tights will also be on sale at the gift shop the day of recital.

### Shoes:

The following shoes are required for dancers taking class in that particular genre of dance. All girls tap shoes should remove black ties and use tulle ties provided with costume. If no ties are provided, extra tulle will be available at rehearsal and recital. Be sure that all shoes are cleaned prior to rehearsal. NOTE : The majority of our dancers will not need all of the shoes listed below, only the shoes pertaining to their class.

**If you purchase new dance shoes just prior to recital, please encourage your dancer to break them in (indoors) so that they are pliable and comfortable for recital.**

### **GIRLS:**

Pink leather Ballet shoes (no slippers please)

Black Tap shoes

Tan Jazz shoes

Black and white (converse type) low top sneakers for hip hop

### **BOYS:**

Black leather Ballet shoes

Black Tap shoes

Black Jazz shoes

Black and white (converse type) low top sneakers for hip hop

**Shoe Exchange:** Recycle your dancer's old dance shoes and give a new step for a younger dancer! DDC welcomes your gently used dance shoes to pass on! Recycled shoes will be accepted at rehearsal and recital. Before recycling your gently used shoes, please clean them as best you can to make them presentable for the next dancer 😊

**Hair & Makeup:** All female dancers should wear makeup for recital: pale pink lipstick, light blush, neutral eye shadow, and mascara. For boys, a tiny bit of blush works well under the bright stage lights.

Uniform hairstyles are required. All female students must wear their hair in a bun at the crown of the head with hairpiece bobby pinned or clipped to the dancer's right side of the bun unless hair/hairpiece placement is otherwise specified with costume or by your Dreamweaver at rehearsal. No bangs or beads are allowed. Dancers with short hair must pull their hair away from face and slick it down. A good technique to help with this is to pull the hair back when it is wet.

**NOTE: Having an extra pair of tights offers dancers and parents a great sense of security.**



## Part 4: Being Prepared

### 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. Make a checklist listing costumes, tights, shoes, and any accessories and refer to it to make sure you have all your supplies before going to the theater.

### Other Handy Extras:

- Baby wipes/shout wipes (to fix makeup mistakes or wash hands)
- 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)

**Snacks:** Please do not send your dancer to rehearsal or recital with snacks or beverages that could stain their costumes. Crackers, energy bars, apples, carrot sticks, and string cheese are good choices to eat in the car on the way to rehearsal/recital. Water is the best beverage; please do not serve juice boxes or other sticky beverages. And chocolate bars are a NO NO!

## Part 5: Dress Rehearsal

Participation in the dress rehearsal is *mandatory!* The dress rehearsal allows dancers to become familiar with the auditorium surroundings and feel comfortable with their performance, costume(s), and being onstage. Lighting, music cues, set changes, and all other logistics for an organized and professional performance are rehearsed so that the dancers make the best impression possible on show day.

### Why a Dress Rehearsal:

Often parents question the importance of a dress rehearsal for their dancer. In fact, the key to a successful performance for your child is the dress rehearsal. Here's why:

- The stage is a much different environment than the classroom and is at times intimidating to the children.
- The stage lights can be frightening and disorienting to young dancers.
- Modifications to the choreography can be made at dress rehearsal. A dancer who misses the rehearsal will not have the chance to practice any of the changes onstage.

- Dancers often rely on the familiarity of the classroom to help them with spacing and formation. Having the chance to dance without the security of the classroom *before* the performance is very important for their confidence.
- Dancers have the chance to practice their stage entrances and exits and get used to being in a new space.
- Confidence is critical to a successful performance. The dress rehearsal offers your dancer the chance to feel ready for the show.
- There's one final reason: One of the fundamental objectives of our curriculum is to teach the spirit of teamwork and commitment to our classmates. When dancers miss the rehearsal, the result can be confusion for the entire class (an absence affects spacing and timing).

We run an organized and timely rehearsal; your help with the process will help ensure a professional production. Please arrive NO MORE THAN 15 minutes before curtain time. Have dancers arrive in their performance costume. Dancers that have costume changes will do so in the dressing room.

**Dressing Room Etiquette:** Dancers will respect other dancers' space and property in the dressing room. The dancers will spend more time in the dressing room than onstage or in the auditorium, so please speak with your dancer about what is expected of him/her in the dressing room so it can stay organized and clean. NO FOOD OR DRINK IS ALLOWED IN THE DRESSING ROOM!

**Dress Rehearsal Guests:**

It is recommended that one parent or guardian accompany each dancer to the dress rehearsal and that non dancing siblings stay home if possible. This is to help ensure our rehearsal runs smoothly and everyone can stay focused.

## Audience Etiquette:

- Enthusiastic applause is encouraged! However, it is never appropriate to scream out a dancer's name or yell in any way.
- Children should not bring handheld electronic games or other devices with sounds and/or lights that could be distracting for other audience members.
- Because we present a professional performance, we ask that everyone remain seated during the entire performance. If you do leave the auditorium during the show you will be allowed back into the auditorium only between dances. This rule is strictly enforced; please do not create a disturbance with the auditorium ushers in regard to this policy.
- Children must remain seated for the entire performance. If you think they will have a hard time remaining seated during the performance, please do not bring them to rehearsal. Allowing children to run around or otherwise disrupt the performance is not fair to the other audience members or to the performers on stage.
- Parents who bring infants to the performance should quickly exit the auditorium if the infant begins to cry or create a distraction for the audience.
- The use of video or flash photography is strictly prohibited during the recital. It is important that you pass this policy on to your recital guests.

## Part 6: Student Drop off and Pickup

Dress Rehearsal: Dancers and parents should arrive no earlier than 15 minutes prior to curtain call at rehearsal. ALL dancers will need to be checked in prior to entering the auditorium. Dancers should arrive in

Full costume, hair, and makeup. Dancers should bring all their dance shoes with them to BOTH rehearsal and recital. Announcements will begin promptly at your act's designated time. Be sure to check this time located in the schedule in the back of this packet. Dancers will be dismissed from rehearsal once they have completed all of their routines.

**Recital Day:** Dancers, parents, and guests should arrive no earlier or later than 15 minutes prior to show time. All dancers will need to check in with Ms. Jessica after which Ms. Cheyenne will escort dancers to their designated dressing room where they will be placed under the supervision of Ms. Tabitha (our Dressing Room Manager), Ms. Shelley (our Dressing Room Mom), and our dressing room assistants. **Parents are not allowed in the dressing room at any time!** Dancers will remain backstage for the entire performance. After the trophy presentation, Dancers will be dismissed at the sides of the stage.

**NOTE: Parents are not allowed into the dressing rooms at any time!**

**Please do not attempt to pick up your child during the performance. All students will be under the supervision of responsible adults and will be safe for the length of the performance.**

**NOTE: Your dancers will need ALL of their dance shoes for BOTH rehearsal and recital.**

# Part 7: Recital Photography:

## Recital Photos:

Class photos will be taken on rehearsal night by the renowned Amanda Neeley. Photo times are subject to change. Please confirm your dancers class photo time provided in this packet. All dancers are required to be present for their group photo even if you do not intend on purchasing a photo. Annual class photos prove to be a keepsake for many years to come. It is important for all classmates to participate. After the group photo shoot, dancers may choose to have individual portraits made. There is no obligation to purchase photos. Parents should pay close attention to scheduled photo times, but also keep in mind that rehearsal on stage will take priority of photos. Amanda Neeley will accept cash or credit for the purchase of group and individual photos.

**PHOTO TIMES WILL BE ANNOUNCED AT REHEARSALS!**

**Photo Purchase:** Photos will be available for purchase the night of rehearsal. Pricing information is provided in the back of this package. **Please print this form and bring to rehearsal to order photos!** Only cash or credit will be accepted for photo purchase. No checks please.

## Hair and Makeup:

Hair and makeup should be done for rehearsal as should be done for a performance. Please have your dancer arrive in full hair and makeup (as well as in full costume) at your designated dress rehearsal as well as recital time. All female students should wear the following: (these are also conveniently included in our Recital Survival Kits available for pre-order (\$15) or at rehearsals for \$20).

- Pale pink lipstick
- Light blush
- Neutral eye shadow
- Black mascara

For the boys, a little blush works well so their faces don't appear washed out under the bright stage lights.

## Part 8: Recital Tickets

### **Ticket Policies:**

Included with the delivery of your costume will also be 4 tickets to this year's show. Additional tickets will be available for purchase at the door on rehearsal night as well as the day of the show. The cost for additional tickets will be \$5. All studio accounts (tuition, costumes, etc.) must be paid in full before costume delivery is made and additional tickets are purchased. Children under the age of 5yrs. will not require a ticket for entry.

## Part 9: Recital Policies

**Video and Photography:** Parents or guardians may videotape or photograph their dancers at the dress rehearsal only. No electrical outlets will be available, so be sure your batteries are fully charged. **Please note: No video or photography will be allowed at the recital.**

**Auditorium Rules :** No outside food or beverage will be allowed in the theater. Eating and drinking is not allowed in the dressing room. Smoking is not allowed anywhere on the premises. During the recital, when the dancers are not onstage they must remain in the dressing rooms with the Dreamweavers.

**Backstage:** Family members and friends are not permitted backstage or in the dressing rooms at any time during rehearsal or recital, including during intermission and before and after the show. There is a lot of backstage activity in a limited space, and dressing rooms are private areas. Please remind your family and guests to be respectful of these areas. Those who wish to greet performers after the show or present flowers may do so in the auditorium once the show has ended, in the lobby areas, or outside.

**Props:** All props are the property of Dreamweaver Dance Company and are to be returned to the stage after the performance. Props include such items as canes, parasols, beach balls, etc.

**NOTE:** No video or photography will be allowed at the Recital.

## Part 10: Awards and Recognition

We recognize all our dancers on stage during the trophy presentation. Upon receipt of your dancer's costume at your school, you will sign next to your dancer's name to show that you in fact received your costume for the show. At that time, please check to be sure your dancer's name(s) are spelled correctly as that is how he or she will be listed in our program.

The trophy presentation will take place immediately following the end of your dancer's act.

## **The Recital is for Everyone!**

When everyone puts the children first, the recital experience is one they'll never forget. We appreciate your cooperation and compliance with the rules and guidelines provided in this handbook and hope that Dreamweaver Dance Company's annual recital will be as fun and exciting for you as it is for all our staff. We thank you for working with us to create a memorable educational experience through performance for all our students.

**We'll see you at the show!**

# **Rehearsal and Recital Schedule**

Please be sure to check both rehearsal and recital times closely for your participating DDC location and put in your calendars to reserve the day and time! Remember the REHEARSAL IS MANDATORY for your dancer to be eligible to participate in the big show and to receive his or her trophy!

## **Act 1**

KRK Springfield

KRK Duluth

Primrose Mableton 3pm class

Primrose Mableton 4pm class

Covenant Presbyterian

### **Rehearsal: Saturday May 11 at 9:45am\***

\*all dancers should be checked in and seated in the theater for important announcements by this time. Rehearsals and group photos will begin promptly following announcements.

### **Recital: Saturday May 18 at 10:00am\***

\*Please arrive no earlier than 9:45am on the day of the show!!

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## **Act 2**

Baker Elementary 2:45 class

Baker Elementary 4:00 class

Tomorrow's Hope Montessori 3:30 class

Tomorrow's Hope Montessori 4:30 class

Goddard Barrett

### **Rehearsal: Saturday May 11 at 11:45am\***

\*all dancers should be checked in and seated in the theater for important announcements by this time. Rehearsals and group photos will begin promptly following announcements.

### **Recital: Saturday May 18 at 12:00pm\***

\*Please arrive no earlier than 11:45am on the day of the show!!



# **Rehearsal and Recital Schedule**

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## **Act 3**

Eastminster

KRK Satellite 3:30 class

KRK Satellite 4:30 class

Notre Dame Academy EYC class

Bundle of Joy Academy

### **Rehearsal: Saturday May 11 at 1:45pm\***

\*all dancers should be checked in and seated in the theater for important announcements by this time. Rehearsals and group photos will begin promptly following announcements.

### **Recital: Saturday May 18 at 2:00pm\***

\*Please arrive no earlier than 1:45pm on the day of the show!!

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## **Act 4**

Discovery Point Mary Eliza 10:00 class

Discovery Point Mary Eliza 3:00 class

Discovery Point Mary Eliza 4:00 class

Discovery Point Prominence Pt. 3:00 class

Discovery Point Prominence Pt 4:00 class

### **Rehearsal: Saturday May 11 at 3:45pm\***

\*all dancers should be checked in and seated in the theater for important announcements by this time. Rehearsals and group photos will begin promptly following announcements.

### **Recital: Saturday May 18 at 4:00pm\***

\*Please arrive no earlier than 3:45pm on the day of the show!!

## **Rehearsal and Recital Schedule**

Please be sure to check both rehearsal and recital times closely for your participating DDC location and put in your calendars to reserve the day and time! Remember the REHEARSAL IS MANDATORY for your dancer to be eligible to participate in the big show and to receive his or her trophy!

### **Act 5**

KRK Sandy Plains 9:00 class  
KRK Sandy Plains 10:00 class  
KRK Sandy Plains 3:00 class  
Meadows Montessori School  
Hayes Elementary School

**Rehearsal: Saturday May 11 at 5:45pm\***

\*all dancers should be checked in and seated in the theater for important announcements by this time. Rehearsals and group photos will begin promptly following announcements.

**Recital: Saturday May 18 at 6:00pm\***

\*Please arrive no earlier than 5:45pm on the day of the show!!

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### **Act 6**

KRK Chapel Hill  
Russell Elementary 2:45pm class  
Russell Elementary 4:00pm class  
Primrose Wade Green  
Tritt Elementary 2:30 class  
Tritt Elementary 3:45 class

**Rehearsal: Sunday May 5 at 1:45pm\***

\*all dancers should be checked in and seated in the theater for important announcements by this time. Rehearsals and group photos will begin promptly following announcements.

**Recital: Sunday May 19 at 2:00pm\***

\*Please arrive no earlier than 1:45pm on the day of the show!!

# **Rehearsal and Recital Schedule**

Please be sure to check both rehearsal and recital times closely for your participating DDC location and put in your calendars to reserve the day and time! Remember the REHEARSAL IS MANDATORY for your dancer to be eligible to participate in the big show and to receive his or her trophy!

## **Act 7**

Mini Elites

Junior Elites

Senior Elites

Keira Solo

Makayla Solo

Summer Solo

Makayla and Summer Duet

## **Rehearsal: Sunday May 5 at 3:45pm\***

\*all dancers should be checked in and seated in the theater for important announcements by this time. Rehearsals and group photos will begin promptly following announcements.

## **Recital: Sunday May 19 at 4:00pm\***

\*Please arrive no earlier than 3:45pm on the day of the show!!