

## **MPSD 2022 Recital Procedure Letter**

### **Where do I drop off my dancer at the Arts & Culture Centre?**

- Please do not drop off dancers at the archway entrance (box office entrance) or the backstage doors. Dancers and parents should continue to the laneway on the north side of the building (parallel to Prince Philip Drive) and enter through the North Entrance
- Once inside the North Entrance, you will see signs indicating 'MPSD Dancers, Wait Here 😊'
- The North Entrance is to be used for Staging, Tech/Dress, and Recital Day

### **What time should my dancer be there?**

- **Staging (May 23 & 24)**: Please have your dancer arrive **15 minutes BEFORE** their designated staging time (e.g. if staging is 1.20 – 1.40 pm, please arrive at 1.05 pm). Please reference the 'Staging' schedule of dances to confirm when your dancer is scheduled
- **Tech/Dress (May 26 & 27)**: Dancers in the first half should arrive at 3.30 pm. Dancers in the second half should arrive at 6.00 pm. Please reference the 'Tech/Dress' running orders to confirm when your dancer is scheduled. May 26 Tech/Dress is the matinee performance rehearsal, May 27 Tech/Dress is the evening performance rehearsal.
- **Recital (May 28)**: Dancers in the matinee should arrive at 1.15 pm (performance begins at 2.00 pm). Dancers in the evening show should arrive at 6.15 pm (performance begins at 7.00 pm).

### **What happens at Staging & Tech/Dress?**

- Your dancer will be greeted by one of our MPSD Volunteers, who will then bring your dancer backstage to the main auditorium. They will be seated in the audience until their staging or Tech/Dress time. Please note that parents/guardians are not permitted backstage or in the audience due to Covid restrictions (Exception: any parents who are volunteering).
- Once they are finished their rehearsal, the dancers will be returned to the drop-off door (North Entrance), and the MPSD volunteer will remain with them until all dancers have been picked up by their families
- Please note that **dancers must wear a mask while backstage or in any shared area with the Arts & Culture Centre Crew**. Please ensure your dancer has a mask with them at staging, Tech/Dress, and for the show.

### **What do we bring?**

- **Staging (May 23 & 24)**: This rehearsal is to familiarize the dancers with their places on the stage. Dancers do not need their costumes. Students should wear their usual class attire with the dance shoes they need for the dance style(s) they have. We recommend that our younger dancers leave their belongings with their parents/guardians to avoid losing any items in the audience seats.
- **Tech/Dress (May 26 & 27)**: This rehearsal is where the music, lights, and costumes all come together in preparation for the Saturday recital. Stage make-up is not necessary.

Hair should be pulled back neatly (as per the appropriate dance style), however show-coiffed hair is not necessary. Please have dancers dressed in their first costume (please see the Tech/Dress running orders for guidance as to the order the dances are being performed), with the dance shoes needed for their dance(s). Dancers are encouraged to wear their costumes for Tech/Dress, please bring any additional costumes to change into. Water is permitted in the auditorium.

- **NO FOOD TO BE EATEN IN THE AUDIENCE!** Should your dancer need a snack, they must eat it out of the theatre. We encourage dancers to have lots of great, energy filled and nutritious snacks/food if they are in both halves of the rehearsal, ie. if they are required to attend from 4.00 – 8.30 pm. **\*\*Please discuss this important rule with your dancer before they arrive for their rehearsals\*\***
- **Allergies:** Please ensure your dancer's snacks are free from any nuts and nut butter, kiwi, eggs, tuna fish, and bananas

### **Recital (May 28):**

It's Showtime!

- Dancers should come fully dressed in their first costume and have all their shoes and additional costumes for any subsequent dances with them. Same meet and greet procedure (as per Staging and Tech/Dress) applies to the recital except dancers will be escorted to their designated dressing room
- Make-up: As the stage lights are quite bright, we recommend that dancers wear some stage make-up (e.g. foundation, blush, bronzer, eye shadow, mascara, and bright lipstick: pinks or red) so they don't fade away under the lights. Stage make-up is generally a little "more" than everyday wear. DFYC, Combo, and younger students – this is completely at parental discretion ☺
- Hair should look polished, and the styling depends on the dance genre (e.g. ballet = bun, Jazz Funk = ponytail). If you are unsure, please ask your dancer's teacher during the rehearsals at the A&CC
- We recommend that students bring a quiet activity with them to help pass the time, as well as a non-staining snack and water. Please do not include any beverage that could stain your dancer's costume (or someone else's)
- **Do not send your dancer with money for the vending machines – they will not be permitted to leave the backstage area.** The A&CC is a public building, and we will not be permitting any students to leave the backstage area for safeguarding purposes.
- If your dancer will be leaving once they have danced and before the end of the performance, please notify Beth in writing via email to [elisabethpardy@hotmail.com](mailto:elisabethpardy@hotmail.com)
- Due to Covid regulations, **parents are not permitted backstage at any point during the performance, nor doing intermission** (exception: parents that are volunteering). The backstage cohort is a separate one from the audience. Should your dancer need you for any reason, we will page you in the audience and go from there ☺
- Dancers will be brought to their parents at the North Side entrance once the recital has finished and a volunteer will remain until all dancers have been collected by their families

- Memories Forever will be recording the performances should you wish to purchase a copy of the recording

We cannot wait for next week! As always, please don't hesitate to get in touch should you have any further questions 😊

BEAM Team

Beth, Erika, Amanda, Michele