

# Performers' Packet 2024

Please take time to read this packet thoroughly; it contains important information for Session IV and the May production. This information is also available on our website under the "performance" page. We look forward to seeing the young performers on stage and hope of you can support us in some way during the run-up to and the performance itself. If you have questions or concerns, email [brisbanedanceworkshop@gmail.com](mailto:brisbanedanceworkshop@gmail.com)  
Please note, Camille will take no calls or emails the week of the shows.

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## **1. Important Dates for Session IV Classes**

Session IV dates	March 19– May 25, 2024 <i>Session IV is our performance session!</i>
NO CLASSES	April 8– April 12, 2024, Spring Break <b>In order for the artists to best prepare for classes the week of April 1 -5</b> <b>Please let us know if your student (s) WILL BE or WILL NOT BE in class(es)</b> <b>Send confirmations to <a href="mailto:brisbanedanceworkshop@gmail.com">brisbanedanceworkshop@gmail.com</a></b> <b>Note exact class(es) Please let us know before March 25.</b>  <i>**There <b>are</b> classes the week <u>after</u> our performances, so please make sure your child attends! Students love these classes, as they get the chance to share their experiences and thank their teachers.</i>

**Note for next year:** registration for BDW 2024-20245 begins the first week of August. As always class placement is first come first serve; sign up online at [www.brisbanedanceworkshop.org](http://www.brisbanedanceworkshop.org).  
Look for announce in Brisbane Activity Guide, BDW web site or BDW facebook page.

## **2. Important Rehearsal and Performance Notes**

April / Community Center Rehearsals / May Mission Blue Rehearsals – see sched. below #3

### **Thursday Tech Rehearsal – May 16, 2024**

**6:00pm**

This is a long and arduous rehearsal and is all about the lighting and sound cues. We begin with the bows and then start at the top of show. After a student has completed this/her section of the show, they may leave (quietly) out the **back exit** of the theater.

### **Friday Dress Rehearsal – May 17, 2023**

The Dress Rehearsal begins **at 6:30**. Please arrive early enough to have time to dress in costume. Monday Pre-School and Kinder arrive in costume. This is also pictures – see # 7 PICTURE Section for full details.

### **Important**

Please pay close attention to the call times we've provided and plan accordingly. We also recommend that you provide your child with healthy, nutritious snacks! Only water is acceptable in dressing rooms. Thank you!

Don't miss your kid's performance! Note:

- **Preschoolers & Kindergarteners** perform in the Saturday, 3:30 and Sunday 3:30 shows ONLY.

### **Below are a few “Do’s and Don’ts” to remember during rehearsal/performance time.**

**Do:**

- Provide performers with water and nutritious snacks.
- Eat in the Mission Blue foyer only. Food is not allowed in performance area or backstage.
- Wear flesh-toned or pink underwear/leotard or camisole for students who are nervous about changing in front of others.
- Arrive for dress rehearsal and all shows with basic stage make-up. **(See make-up application instructions on the next page.)** Students who need additional make-up will know who they are; they'll be given separate instruction.
- Help us strike sets and cleaning up the potluck and facilities after the Sunday show.
- Take all conversations to the foyer.
- Use the back door exit when leaving during any rehearsal (especially tech rehearsal)
- Monday Pre-schoolers & Kinder Performers bring a change of clothes for after Sunday's last show so you can return your costume.
- Pre-School & Kindergarten class arrive for dress and all shows in costume.

**Don't:**

- Provide performers with sugary foods or drinks.
- Eat in the performance area or backstage.
- Eat while in costume.
- Go into dressing rooms/backstage unless you are a wardrobe volunteer.
- Hold conversations in the theater area.
- Consider Tech or Dress rehearsal a time for you to view the show.
- Use flash photography during any rehearsal or show.
- Think there is no job for you to help in some way.

## Make-Up Application Instructions:

- Please apply makeup to your child as close to the call time as possible. Also, please ensure you can touch them up between shows or pack the makeup with them and arrange for another parent to assist if you cannot be present before the show to reapply. It is essential every child is touched up before each show and especially after eating or drinking.
- For girls: Please apply blush, lipstick, and mascara to your child. Please keep in mind that your child will be under lights so lipstick and blush especially, should be visible on your child from a few feet away at least. We use mascara, blush, and lipstick to prevent your child from appearing washed out and accentuating their features, so they are visible to the audience.
- For boys: Although they may fight you on this, boys need both blush and lipstick. They should be applied on the lighter side. A few dabs on the lips for the lipstick will suffice as well as a few strokes of blush on the cheeks. It is essential that all boys receive this makeup, so they do not appear washed out under the lights.
- These makeup items can be purchased from almost anywhere. Target, CVS, and Walgreens will have all if not most of these options available. Amazon and Ulta might also carry these items as well.
- Blush:
  - Darker complexion
    - Covergirl clean classic color blush in “iced plum”
    - Covergirl cheekers in “plumberry glow”
  - Lighter Complexion
    - Maybelline Fit Me in “pink rose”
    - Elf blush in “blushing”
- Lipstick:
  - Maybelline in 895-On Fire Red
  - Sonia Kashuk in 93-Classic Red
  - Rimmel London-Moisture renew in 505-Red Alert
  - Revlon-Ultra HD in 875-Gladiolus
- Mascara:
  - Any mascara will do, Maybelline Great Lash is usually a great cost effective choice.

## 2024 Schedule

**Mark Your Calendars or POST in a convenient place!**

**3. Rehearsal Schedule** (detailed calendar below)

### **\*Theater 1, 2 & 3**

**Tuesdays March 5 – April 30**

**3:20 – 5:30**

### **\*Tap 1 & 2**

**Wednesday March 13 – April 10**

**Tap 1**

**3:00 – 4:00**

**Tap 2**

**3:30 – 4:30**

**April 2024:** Classes and rehearsals take place at **Brisbane Community Center & Mission Blue**

*April classes are at regularly scheduled times unless noted*

***ACTORS:** Please note April 29– MAY 2 @ Community Center - Attendance is required at noted times. **This is the time the actors can begin to understand their role as well as entrances and exits in relationship to the dance.** Also please note actor calls for rehearsal with dancers at Mission Blue*

# 2024 Schedule con't

Community Center April 15 – May 2 unless noted otherwise.

Monday	Tuesday	Wednesday	Thursday
15 Classes at usual times	16 3:20 – 5:30 All Actors	17 3:30 – 5:30 Tap I, II & III	18 Classes at usual times
22 2:45– 3:30 Preschool & Kinders  3:00 -4:00 1 <sup>st</sup> & 2 <sup>nd</sup>	23 3:30 – 5:30 All Actors	24 3:15– 4:45 Tap I, & II  4:45 – 5:45 Tap III	25 Classes at usual times
29 2:45– 3:30 Preschool & Kinders  3:00 -4:00 1 <sup>st</sup> & 2 <sup>nd</sup>  <u>Actors:</u> 3:15 – 4:00 <i>Alice, Daisy, Jasmine, Marigold, Petunia, Poppy, Violet, Iris, Rose</i>	30 3:30 – 5:30 All Actors	May 1 3:15– 4:45 Tap I, & II <u>Actors:</u> Cards 1, 2, 3 4, 5 and Joker 4:00– 4:45  4:45 – 5:45 Tap III <u>Actors:</u> Dee & Dum, Hatter, Alice, Dormouse & Hare	2 Classes at usual times  <u>Actors:</u> 3:40– 4:00 Mom, Dad, Alice & Aunt Cora 4:45 – 5:15 Actor: Cheshire Cat

**ALL REHEARSALS @ MISSION BLUE** (\*during the week of 5/15-5/17 – please allow time prior to are just after rehearsals for performers to try on their costumes )

Monday	Tuesday	Wednesday	Thursday
6 3:00 – 3:30 Preschool & Kinders  3:00 -4:00 1 <sup>st</sup> & 2 <sup>nd</sup>	7 3:30 – 5:30 All Actors	8 3:20– 4:20 Tap I, & II  4:30 – 5:30 Tap III	9 3:15 – 4:15 Modern/Contemporary 1  4:15 – 5:15 Modern /Contemporary 2&3
13 3:00 – 3:30 Preschool & Kinders  3:00 -4:15 1 <sup>st</sup> & 2 <sup>nd</sup>  <u>Actors:</u> 3:15– 4:00 <i>Alice, Daisy, Jasmine, Marigold, Petunia, Poppy, Violet, Iris, Rose</i>	14 3:30 – 5:30 All Actors	15 3:20 – 4:20 Tap I, & II <u>Actors:</u> Cards 1, 2, 3 4, 5 and Joker 4:00– 4:45  4:40– 5:30 Tap III <u>Actors:</u> Dee & Dum, Hatter, Alice, Dormouse & Hare	16 3:20– 4:15 Modern/Contemporary 1 <u>Actors</u> 3:40– 4:00 Mom, Dad, Alice & Aunt Cora  4:15 – 5:15 Modern /Contemporary 2&3  <b>TECH Rehearsal</b> <b>6:00</b>

<b>FRIDAY May 18</b> <b>Dress Rehearsal &amp; Photos</b>  <b>Photo Sched. detail See #7</b>  <b>Dress Rehearsal 6:30</b>		<b>SATURDAY May 18</b> Calls: 2:00 - Actors 2:30 - Dancers 2:45 - Monday 1 <sup>st</sup> & 2 <sup>nd</sup> > 3:00 - Pre-school Kinder <b>SHOW 3:30</b>  Calls: 6:30 - Actors 6:45 - Dancers 7:00 Monday 1 <sup>st</sup> & 2 <sup>nd</sup> .  PRE-SCHOOL & KINDER CLASS DOES NOT PERFORM IN THIS SHOW <b>7:30 Gala Show</b>	<b>Sunday May 19</b> Calls 2:00 - Actors 2:30 - Dancers 2:45 - Monday 1 <sup>st</sup> & 2 <sup>nd</sup> > 3:00 - Pre-school Kinder <b>SHOW 3:30</b>
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#### **4. Ticket Information**

##### **Performance Dates and Times**

Sat., May 18	3:30 p.m. 7:30 p.m. Gala Performance ( <i>Gala event begins at 6:45 gala social before/after performance</i> )
Sun. May 19	3:30 p.m. followed by potluck for BDW Performers and their Families

#### **Online Sales**

**BDW Families Ticket Sales begin April 21**

#### **Online Sales**

**BDW Families Ticket Sales begin April 21** [www.brisbanedanceworkshop.org](http://www.brisbanedanceworkshop.org) and click on "tickets.". All online tickets sales closes May 17, 2023

We will email the "early bird" purchase link to BDW Families on April 19.

General public sales will open May 1, 2024

All online tickets sales closes May 17, 2024

#### **Tickets**

\$15.00 Adults

\$12.00 Seniors and students 12 and younger

\$35 Gala (party and performance) *\*Wine, cheese and dessert will be served! This is BDW's fundraising Show. Let's fill the house and help cover the production cost.*

## 5. Volunteer Opportunities

Our BDW performances couldn't happen with the help of all our amazing volunteers. This is where parents and families have their chance to shine and support their young performers..

Please [www.brisbanedanceworkshop.com](http://www.brisbanedanceworkshop.com), then click “volunteer here” to sign up for your volunteer shift(s) We really love and need your help! Volunteer sign ups open April 20, 2023. There is a lot of “behind the scenes” that goes into our shows, and we look to you to help support the success of our performers.

### Wardrobe

Job	# needed	Description
Dresser	3 / per show 2 for girls 1 for boys	Stay in the dressing room during the performance. Get kids into costume. Help kids stay quiet offstage. Double-check costumes before kids go onstage. Help keep tights, leotards, and shoes organized during and between shows. Being backstage for the dress rehearsal is the perfect training ground!
Quick Change Dresser	3/ per show	Stay near dressing room door during performance; help kids with quick changes. Keep quick change area organized during and between shows. Being backstage for dress is essential – this is your rehearsal as well.
Costume Setup	3	Transport costumes and garment racks from BDW Storage to Mission Blue <u>Saturday May 13, 11:00 – 1:00.</u> Set up dressing rooms and prep quick-change areas.
Costume Breakdown	5	Transport costumes and garment racks from Mission Blue to BDW storage after final Sunday performance. Clean and vacuum dressing rooms; put furniture back in place. (5:30 – 6:30pm)
Laundry	3	Wash, dry and fold costumes including tights, leotards, t-shirts and leggings after final performance. Must be able to take several bags of clothing home after final performance and Mon – Thurs. before June 2 at Mandy Cline's home / 6 Lehning Way
Monday Classes / support	2/per show	Someone to sit on floor in front of stage with pre-school & kinder students during performances. 2 people
Sound	1	Run sound for tech. dress and 3 shows - Please reach out to Camille directly @ <a href="mailto:brisbanedanceworkshop@gmail.com">brisbanedanceworkshop@gmail.com</a>

### Load In/Out

Job	# needed	Description
Load In	6 people	Pick up sets place to be determined and deliver to Mission Blue Saturday May11 @ 11:00am
Strike Sets	8	Take down all sets; help load trucks/cars for return delivery to storage. After final Sunday show (storage is in Brisbane) or move to large garbage containers at Mission Blue.
Return Sets/ Props	4 people Van or hatchback	Return sets to storage. In Brisbane Sunday May 19 after final show

**\*\*If you do not have a truck /hatchback/van– you can still help to strike and load vehicles. BDW will throw a wide net though out community for transport vehicles.**

## Front of House

Job	# needed	Description
Merchandise	2	Sell flowers and BDW merchandise Before and after each show – May 18
	2	3:30 Show 7:30 Show
	2	Sell flowers and BDW merchandise Before and after the show – May 21
Tickets and Seating	2	Collect tickets and help with seating Before and after each show Sat. 3:30 Show
	2	Collect tickets and help with seating Before and after each show Sat. 7:30 Show
	2	Collect tickets and help with seating Before and after each show Sun 3:30 Show
Job GALA	# needed	Description
Setup	4	Set up food and drink Immediately following the completion of the 3:30 p.m. show
Dessert setup	2	Prep the dessert table <u>during the evening show</u> (you will not be able to attend the evening show)
Clean-up	4	Stay after the gala to help clean up after dessert service
Wine donation	Unlimited 😊	If you have wine or cheese you'd like to donate to the gala, please contact Michelle @ <a href="mailto:michelle.lton@hayuk.com">michelle.lton@hayuk.com</a> for drop-off. Thank you!
<b>JOB POTLUCK</b>		
Set up	4	Set up food & drink & tables during Sunday's 3:30 PM show
Clean Up	4	Help clean up after pot luck

## 6. Potluck

The BDW potluck for performers and families is held immediately after the Sunday afternoon show. To ensure enough quantity and variety of food, each class is assigned a category of food. Please bring a dish to share from the category assigned to your child's class. If your child is in multiple BDW classes, just bring one item; there's no need to bring multiple dishes!

**Sunday May 19**

### Food Assignments

Monday Classes	Side dishes
Theater	Main dishes
Modern	Salads
Tap	Desserts
BDW Staff	Plates, utensils, drinks

Please remember to bring home your container/dish after potluck. BDW cannot be responsible for items left behind.

## **7. Photos**

### **PICTURES**

#### **Friday / May 19 at Mission Blue prior to dress rehearsal**

For students in several classes, the performer may choose one costume for her/his picture.

Because many students maybe rehearsing while the picture process is taking place, I ask that students who need change into a costume enter through costume doors to change and then exit the same way. Entrance for pictures will be through doors with line alongside of risers.. Please be respectful of performers and tech crew working. No conversations while in line for the picture. –

We'll be taking close to 80 photos during a very small window of time. With that in mind, please do not stop the flow by asking for group photos with friends. The idea behind the pictures is to provide just like in the professional theater setting a picture of each performer. PLEASE there will be no group photos. The individual performer photo price is \$20.00 and \$15.00 for additional photos. For families that wish to purchase a "performer family group" we may have time do but only after all individual pictures are taken. "Family Group Photo" must be purchased at time of photo and offered for \$40.00. Michael Schuman, once again has graciously offered to volunteer his time, and talent to take these pictures. Please arrive early enough to have time to dress before the schedule picture taking time and follow directions.

4:30 – Actors

5:00 –Wednesday Classes – Change into costume /Mission Blue, Costume Room

5:30 – Thursday Classes – Change into costume /Mission Blue, Costume Room

6:00 – Monday Classes (pre-school and kinder arrive in costume)

6:15 – Actors that have not had a picture taken and family performers photo if time allows.

#### **Photos & Merchandise & Flowers Purchase**

Photos (\$40.00) will be sold before and after each BDW show at the merchandise table (along with videos, flowers, and T-shirts. Photos can be picked up after the Sunday 3:30. BDW cannot be responsible for any paid photo not picked up on Sunday May 21 by 5:30 pm. Photos cannot be taken until after the final Sunday performance.

## **8. Videos**

We will film the final Sunday performance. A \$25.00 video thumb drive of the show can be purchased. Video purchase forms will be available at the front of house tables. All completed forms for video purchase along with payment must be finalized and given to front of house manager before 5:00 on Sunday May 21. The video thumb drive will be mailed directly to you.

..... So you may ask "Who is front of house manager?" - good question, whoever has volunteered for the day /evening and is sitting at table in foyer.