

Eastern Connecticut Ballet

The Nutcracker 2010



Student, Parent and Guardian Guide to
Rehearsing and Performing in

ECB's Nutcracker 2010

IMPORTANT DATES:

Tech Week: December 6-9

Children's Performances: December 10 at 10 am and 12 am

Public Performances: December 11 at 11:30 am &
4:30 pm and December 12 at 1:30 pm

**Garde Arts Center
325 State Street
New London CT, 06320**

DIRECTIONS TO STAGE DOOR:

The stage door is where all performers will enter and exit.

From I-95 North

Take Exit 83, onto ramp for 0.2 miles.

Continue STRAIGHT. This street will turn into Huntington Street. Continue for 0.7 miles.

Turn LEFT onto Gov. Winthrop Blvd. The stage door will be on the right, across from the funeral home, and diagonal to the

From I-95 South

Merge onto CT-32 E via Exit 84S. This becomes Eugene O'Neill Drive.

Turn RIGHT onto Gov. Winthrop Blvd. The stage door will be on the left, across from the funeral home, and diagonal to the Radisson.

ECB PHONE NUMBER:

860-739-7899

ECB EMAIL:

easternctballet@aol.com

ECB WEBSITE:

www.easternctballet.com

IF YOU HAVE LOST YOUR PAPERWORK:

Go to the website and click on Parent Corner.

Here, you will be able to view all information for schedules and requirements.

EMERGENCY PHONE NUMBER (during Tech Week):

860-912-0115

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- **BETWEEN SATURDAY PERFORMANCES**

ONLY levels 5, 6 and 7 are allowed to stay at the Garde between the 11:30 and 4:30 performances on Saturday. All other dancers must be picked up with proper sign out procedure.

- **FOOD/HOMEWORK**

For all rehearsals and performances, dancers should pack a light **DRY** snack and plenty of water for while they are waiting to perform. Snacks are NOT TO BE EATEN IN COSTUME. They are also welcome to bring homework to work on while waiting to go on stage.

- **COMPANY CLEANING ASSIGNMENTS**

Each company dancer will be assigned a clean-up job after the Sunday performance. The list with your assigned task will be posted. You may not go to the cast party until your job is complete. The three jobs are: dressing room clean-up, costume pack-up, and scenery load-out.

- **IN CASE OF EMERGENCY**

WEATHER: In most cases, rehearsals and performances will go on as scheduled. If you are unsure if a performance is occurring due to bad weather, a message will be left on the schools voicemail and an email will be sent, notifying you of cancellation or a delay.

ILLNESS: If your child has become too ill to perform, please call 860-912-0115 to notify us.

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Dear Students, Parents and/or Guardians:

The following is information to help you during this season's Nutcracker. **Please read ALL of the enclosed information thoroughly, as many of your questions may be answered here.** This will help us all with many

unnecessary phone calls during the very hectic season. However, if you have questions, you may check the Parent Corner on our website:

www.easternctballet.com or call the office at 860-739-7899.

We realize this is as much a parent/guardian commitment as it is for the student during a time of year that is traditionally a busy one for families. So we ask you to carefully consider the time involved as you prepare for holiday family plans, vacations, etc.

• **REHEARSALS**

The Nutcracker is a professional production. Rehearsal schedules will be **posted** in three locations: 1) on the bulletin board located by studio A, 2) posted on the door of studio C (downstairs) and 3) on the Parent Corner of the website. Rehearsal schedules will also be **e-mailed** to you. If you are **NOT** receiving emails, please come into the office to confirm your email address. This is **not** an excuse for missing rehearsals.

Rehearsals will be scheduled on Friday evenings (7-8:30 approx) and Saturday afternoons (12:30-4 approx). All students **must** attend every rehearsal for which they are called. In the case of illness or death in the family, fill out a rehearsal absence request form (located in the office, attached to the desk in a folder) or call the office at 860-739-7899.

All students **must** dress in proper dance attire for all rehearsals, i.e. regular ballet class uniform and ballet shoes (**NO ponytails, sweats, t-shirts, gum, etc.**).

• **BEHAVIOR**

Professional behavior is expected of every performer no matter the age. Students must conduct themselves in a quiet, orderly fashion during all rehearsals, both at ECB and in the theater, costume fittings, and performances.

The following behavior is NOT PERMITTED:

- * running
- * pushing
- * shoving
- * abusive/inappropriate language
- * eating or drinking in costume
- * touching props or scenery
- * disrespect towards the Directors, Staff, Garde personnel, Chaperones, and other dancers.

At the Garde Arts Center, students are expected to clean up after themselves in the theater, restrooms, lobbies and dressing rooms. They are responsible for all their personal belongings.

• **PHOTOGRAPHY/VIDEOGRAPHY**

ECB hires both a professional photographer and videographer for The Nutcracker. Photos will be taken during the dress rehearsals, and all three performances will be videoed. Parents and audience members **MAY NOT** take photos or video any rehearsals or performances. The purchase of both photos and videos will be available to parents after the performances.

• **NO CLASS, NO REHEARSAL**

If a student has class preceding a rehearsal, they may not rehearse unless present in class. Absences due to SAT's held on Saturdays are permitted.

- **VALUABLES/JEWELRY**

ECB cannot be responsible for the loss of any valuables—i.e. jewelry, Nintendo DS, iPods, cell phones, cameras, etc. No jewelry is to be worn, unless it is part of your costume requirement.

- **MAKE-UP/HAIR**

Please follow the proper make-up colors and hair guidelines outlined in your paperwork. This keeps the production uniformed. Hair and make-up must be done **BEFORE** arriving at the theater. Each role will be provided with a packet of information outlining proper hair/make-up/costume requirements. This information will be located on the Parent Corner of the website.

- **COSTUMES**

All costumes are property of ECB and should be treated with respect. There is NO eating or drinking anything (other than water) once in costume. After your child comes off stage, costumes and head pieces are to be returned to the proper hanger and bag labeled with their name on it.

- **TIGHTS/SHOES**

Tights and shoes must be clean and free of holes. Your child should bring an extra pair of tights with them to the theater. All shoes are to have your child's name in them.

**If your child is cast as a little mouse, their shoes will be dyed brown. You will be informed of when/where to drop off their shoes for the dying process. At this point, their shoes will remain with their costume, and will be brought to the theater by an ECB costume staff member.

- **CASTING**

The Nutcracker is a professional production. This is a public presentation of ECB and should not be confused with a school “recital”. The

commitment to participate in the Nutcracker requires students to attend ALL rehearsals scheduled for the roles which they have been assigned. Students must be available for all performances to which they are

scheduled. Most roles are double cast. Therefore your child should expect to perform in 2 or 3 out of 5 performances. Some students will perform in all 5 shows. Casting is **NON-NEGOTIABLE**.

You may not SWAP performance dates with another student. We have over 100 students involved in this production and cannot begin to accommodate special requests. We appreciate your consideration on this matter. Casting is at the discretion of the Artistic Director.

- **TICKETS**

After you receive your child's casting (Cast A and/or Cast B), you may purchase tickets through the Garde Arts Center at www.gardearts.org or 860-444-7373.

- **ECB CLASSES**

Students are expected to attend ALL of their regular scheduled classes. If a student has repeated absences from class, they will be subject to dismissal from the production. During Tech Week (December 6-12), there will be **NO CLASSES** held at ECB.

- **MISSING OF ACADEMIC CLASSES**

Students are required to perform on Friday, December 10 at 10 A.M. and/or 12 P.M. Your child will have to miss school on that date. ECB will provide a letter explaining your child's community contribution on this day. This will serve as your child's absence note from school.

- **SIGN IN/OUT**

When your child arrives at the theater for both Tech Week rehearsals and performances, any child under the age of 16 must be escorted to the stage door. The stage door is located on the backside of the Garde Arts Center on Governor Winthrop Blvd. Please do not drop them on the street to walk in alone. All students will enter and exit the theater from the stage door. Inside the door, there will be a sign in/sign out station and an ECB staff member. Please make sure your child is signed in upon arrival and signed out at dismissal. Unless you are a volunteer on that day, you are asked to leave your child at that point.

To pick up your child after the performance, you are **NOT PERMITTED** to walk through the theater/house and stage area to get to the dressing rooms. You must exit the building and walk around to the stage door to retrieve your child. After proper sign out has occurred, you may **ONLY** exit through the stage door onto Governor Winthrop Blvd.

If another parent is taking your child home for any reason, please send a note with your child. This note should be handed to the sign in/out person upon arrival. This note must include your child's name, your name and phone number, and the name and phone number of the person who your child will be leaving with. *No child will be dismissed without this note.*

- **PARENTS/FRIENDS**

Parents and friends are **NOT PERMITTED** in the backstage area. Only chaperones will be allowed past the sign in/out station. After the performance, parents and friends may come to the stage door and meet with dancers after proper sign in/out has occurred.

- **STUDENTS ATTENDING PERFORMANCES**

Dancers in the performance will **NOT** be allowed to leave during intermission to join their family in the theater. It is a great experience for your dancer to see the show in which they are **NOT** performing, allowing them to see the beauty of the production in its entirety.

- **CHAPERONES**

Your child will be chaperoned at ALL TIMES at the theater. These chaperones are present for your child's safety and should be treated with respect and courtesy. All students are expected to follow instructions from their chaperone. Any student who is not behaving appropriately will be reported to the Directors. All reports of disorderly conduct will be assessed on an individual basis, not to exclude the possibility of removal from the production.

- **TECH WEEK REHEARSALS**

Students must attend ALL Tech Week rehearsals. Please follow the schedule and arrive on time. Monday and Tuesday involve spacing and tech rehearsals. Dancers will wear their ECB class attire. Wednesday and Thursday are dress rehearsals and Friday, Saturday, and Sunday are performances. Dancers need to arrive with proper hair, make-up, tights, and shoes.

- **PERFORMANCE RESPONSIBILITIES**

1. Arrive ON TIME – remember to allow plenty of time in the case of bad weather.
2. Sign IN and OUT.
3. ONLY chaperones will be allowed past the sign in/out station (badges will be worn by all chaperones).
4. Come with your hair and make-up DONE. This is NOT the
5. chaperones responsibility.
6. ALL personal belongings must be labeled with your child's name in ONE bag.
7. Bring books and quiet games to remain occupied during down time.
8. LISTEN and COOPERATE with all instruction from Directors, Staff and Chaperones.
9. HAVE a great time and enjoy the experience of being in the production.
10. Have a positive attitude and get PLENTY of rest!
11. In case of illnesses, call AS SOON AS POSSIBLE.