

Recital Handbook

December 2025



Rehearsal: Friday December 5th

6pm Start Time

All student run through in show order

Performance: Saturday December 6th

3 pm Doors Open

4 pm Show Time

Dress Rehearsal

Location: St. Mary's High School – 5802 Ridgeland Dr, Bismarck, ND 58503

Friday Evening: Please have your children ready with leotards/tights/hair at arrival

Arrive by **5:45 PM**. Rehearsal begins promptly at **6:00 PM**.

ABSOLUTELY NO FOOD OR DRINKS IN DRESSING ROOM OR AUDITORIUM! (Bottled Water permitted)

Dancers are encouraged to stay for the entire rehearsal. We will run the show in performance order. This helps backstage staff coordinate quick changes, props, and other important details. It's essential that each dancer practices with their class.

Students will be seated in the auditorium and can watch each other perform.

Please pack a water.

Food is not allowed in the auditorium and may not be eaten while in costume.

We encourage dancers to eat before or after rehearsal whenever possible. If your child needs a snack during rehearsal, please pack a large shirt or robe for them to wear over their costume while eating. **All food will need to be eaten in the lobby.**

Rehearsal Check In

Upon arrival, check-in at the designated table.

Each dance will practice their stage entrance/exit and routine with their instructor. If your child has multiple routines, they will need to get changed into their next costume. If not, you are encouraged to watch the rehearsal with your child as this is their opportunity to watch their friends live!

DO NOT LEAVE YOUR CHILD UNATTENDED!

Once your student has finished rehearsing their routine(s) you will need to pack your costume to take home for the night. You are responsible for ensuring the costume stays free of staining/wrinkling/damage. Please keep all accessories together with costume.

Your dancer will need to arrive the following day PERFORMANCE READY. (Full hair & makeup, - bring along costume and shoes).

Performance

Location: St. Mary's High School – 5802 Ridgeland Dr, Bismarck, ND 58503

Show: Saturday December 6th – 4:00 – 6:00 pm

Student Check In

Upon arrival, check-in at the designated table. Your dancer will be brought directly to their dressing room **DO NOT STAY IN THE DRESSING ROOM WITH YOUR STUDENTS.** There are volunteers to supervise and help kids with any costume changes. This is for the safety of all our students and the success of their show. We thank you in advance for your cooperation.

| ARRIVAL TIME | CLASS | Class Day | Teacher |
|--------------|------------------------|---------------------|----------------------|
| 3:00 | Level III Classes | Mon | Jazzy/Shawnell |
| 3:00 | Drill Prep | Thursday | Jazzy |
| 3:10 | Intermediate Classes | Tuesday | Jazzy/Shawnell |
| 3:20 | Poms & Mini Poms | Weds/Thurs | Aliyah |
| 3:30 | Hip Hop & Mini Hip Hop | Weds/Thurs | Aliyah |
| 3:35 | Petite Level Classes | Mon/Tues/Weds/Thurs | Jazzy/Aliyah/Alecsis |
| | Beginner Level Classes | | |
| | Combo Classes | | |
| 3:45 | Creative Movement | | |
| 3:50 | My Grownup & Me | | |

DANCERS ARE TO BE PERFORMANCE READY WHEN THEY ARRIVE

If your child has multiple costumes, please have them arrive wearing their **first** costume.

Remaining costumes should be packed neatly in their garment bag. Your label lists the costumes in performance order to help keep things organized.

Christmas Costumes are rentals and will need to be turned back into the studio the week following the performance. Please pack a change of clothes to ensure costumes stay in good condition.

No Food/Drink, Markers, Etc. In the backstage area on show day.

ONLY WATER

The live stream will be playing in our holding room for the children to watch.

We want to keep this room as controlled as possible without extra distraction or items to monitor. Please make sure your child is dropped off with only their dance bag with shoes, a water, and costumes.

LABEL YOUR WATER BOTTLES AND SHOES.

Student Check Out

The check-out process is a **critical safety measure** designed to ensure every child is released to the correct guardian. We understand the importance of peace of mind when it comes to your child's safety, and we've worked to make the process as smooth and secure as possible

We take this responsibility seriously and appreciate your cooperation in helping us keep all dancers safe.

At the conclusion of the show, our youngest dancers will be released directly to their parents off the stage using a color-coded wristband system. Please come to the center of the stage to collect your child.

We encourage families to use the auditorium and lobby areas to take photos in costume—these are truly timeless memories for everyone.

When you are finished, please proceed to the **designated check-out table**. A staff member will have you sign for your child. the same parent or guardian who dropped off the child during check-in will need to sign for them at check-out. This is a crucial step in the process to ensure each dancer is safely released to the correct person. **This extra step may take a few moments, but it is essential for maintaining a secure and organized environment.**

Dancer Recital Pins

Each year, your dancer will receive a performance pin to commemorate their recital. These pins are a fun keepsake for your child to cherish for years to come! Collectible pins will be handed out at the check-out table after signing out.

Costume, Hair and Makeup

Each dance is a team effort and every dancer deserves the opportunity to be part of a polished number that they can be proud of. **WE RESERVE THE RIGHT TO NOT LET DANCERS GO ON STAGE IF THEY ARE NOT IN PROPER COSTUME OR MISSING ACCESSORIES.**

Tights and Undergarments

We are a **safe-change studio**, meaning you can always trust that your child will be properly supervised backstage. For safety and comfort, all dancers are required to wear a leotard and tights under every costume. This ensures the well-being of both your child and our staff and volunteers.

- **Leotards** must be either nude or black.
- **Tights** must be skin-toned, Clean, with No runs or holes
- **NO UNDERWEAR!** No panties should be worn under tights. This ruins the clean look of the costume. If a bra is needed, it should be concealed completely and have clear/nude straps if the straps show. Nude leotards can also be worn.

CREATIVE MOVEMENT STUDENTS MAY WEAR TIGHT FITTING SHORTS AND TSHIRT OR LEOTARD. THEY DO NOT NEED TIGHTS OR SHOES!

Hair

Hair is to be secured out of your dancer's face.

Ballet dancers are required to have their hair in a low bun.

All other classes/styles are required to secure hair in ponytail.

NO MESSY BUNS! NO HAIR IN THE FACE! NO FLY-AWAYS!

Want help with hair? Our professional stylist is ready to assist. You can have her do your child's hair and/ or makeup for just \$15 each. Spots are limited. You can sign up online



Make-Up

The purpose of makeup for performances is to be sure we can see the dancers' faces under the lights without their features being washed out. It is in no way an attempt to make them look more grown up than they should. **Please use neutral colors for eyes and a light pink lip shade.**



Volunteers

A great recital is not possible without great parents like you to help make it a success.

We need help filling the following Duties:

Load-In/Load-Out - load/unload equipment and props from studio to stage or vice versa

Front of House / Guest Services

- **Program Distributors** – Hand out recital programs at the door.
- **Concessions Table** – Sell waters, flowers, etc.

Backstage Crew

- **Dancer Check-In/Check-Out** – Monitor arrival and dismissal of dancers.
- **Quick Change Assistants** – Help with costume changes (especially for younger dancers).
- **Class Runners** –
 1. Keeping your group of dancers safe and occupied while waiting backstage.
 2. Helping your group get from the dressing room to the stage and back to the dressing room again.
 3. Keep the dressing rooms relatively clean so that the venue will want to let us use their theatre again

Live Stream

- This year's event will be live streamed. The link can be purchased online
- Live stream cost is \$15.
- Each live stream comes with an option to download the performance.
- You can purchase the live stream solely for the purpose of digital download.

Download option is available for 1 year after performance date.

Photography Policy

NO FLASH Photos/Videography (you can use WITHOUT flash)

Flash can cause distraction and injury as well as diminish the quality of our live stream

We are going digital!

Please prepare ahead of time! We will not be printing paper programs.

Programs will be available online on our website!