

Academy Concert Information 2019

Event Information

Dates: Thurs 12 December & Friday 13 December

Time: 6.30pm start (both nights)

Location: National Theatre, Barkley Street, St Kilda

If your child is NOT participating in this year's annual performance, please email us immediately - info@academydance.com.au

Please note: unlike the midyear performance, the end of year performance is divided into two acts.

Act 1 - Ballet

Act 2 - All other dance styles

Students that are only in one act may either watch in the audience for the other act (provided they have a ticket) or arrive and leave just for their act.

What night does my child perform in?

- Level 1 and up students (blue, green and grey leotard levels) in all styles perform on BOTH nights!
- Pink leotard level classes will perform in ONE performance only, either Thursday night (12 Dec) or Friday night (13 Dec). See below:

Pink leotard levels performing Thursday 12 December ONLY

ACT I

Beginner Ballet Monday (Miss Hannah)

Beginner Ballet Monday (Miss Miranda)

Primary Ballet Monday (Miss Hannah)

Preparatory Ballet Thursday (Miss Ele)

ACT II

Beginner Tap Tuesday (Miss Ele)

Primary Jazz Tuesday (Miss Hannah)

Beginner-Preparatory Hiphop Wednesday (Miss Ele)

Preparatory Jazz Tuesday (Miss Ele)

Beginner-Preparatory Hiphop/Acro Friday (Mr Mark/Mr Andy)

Pink leotard levels performing Friday 13 December ONLY

ACT I

Beginner Ballet Tuesday (Miss Ffion)

Beginner-Primary Ballet Saturday (Miss Natasha)

Primary Ballet Tuesday (Miss Ffion)

Preparatory Ballet Monday (Miss Rachel)

ACT II

Beginner/Primary Jazz Saturday (Miss Ele)

Primary/Preparatory Jazz Saturday (Miss Ele)

DanceSingAct Junior Saturday (Miss Ele)

Beginner-Preparatory Hiphop Saturday (Miss Ele)

Dates for your diary:

General Rehearsal Day: Saturday 7 December (at The Academy - 4 Clarence Street)

Photo Day: Sunday 8 December (at The Academy - 4 Clarence Street)

Dress Rehearsal (Ballet Level 3 and up only): Thursday 12 December (2.30pm at The National Theatre in St Kilda)

Performance night 1: Thursday 12 December

Performance night 2: Friday 13 December

Please see following pages for specific times and information about each day. We appreciate it is a lot of information to take in at once, we recommend having a brief read and putting all the times in your family diary and then reading the detailed information again the day before each event.

If everyone is on the same page in regards to the logistics of each event day it will lead to a much smoother running and enjoyable performance season for everyone.

General Rehearsal Day:

(All students)

When: Saturday 7 December

Where: Australian Academy of Dance Studios – 4 Clarence Street,
Malvern East

Times: **Act 1 Ballet:**
Blue, Green & Grey leotard level students 10am-1pm
Pink leotard levels:
Thursday 12 Dec performers 10am-11.30am
Friday 13 Dec performers 11.30am-1pm

Act 2 All other styles:
Blue, Green & Grey leotard level students 1.30pm-4.30pm
Pink leotard levels:
Thursday 12 Dec performers 1.30pm-3pm
Friday 13 Dec performers 3pm-4.30pm

Please aim to arrive to the rehearsal 10 min prior to your rehearsal start time.

Act 1 & 2 Students:
Blue, Green & Grey leotard level students that are in both Act 1 and Act 2 are required from 10am-4.30pm and will stay at The Academy over the lunch break - don't forget to pack lunch and snacks.
Pink leotard levels that are in both act 1 & 2 may be picked up in between their Act 1 & Act 2 rehearsal times as stated above.

Makeup: No make up is required for this rehearsal day.

Hair: No special hair requirements for this rehearsal day, normal class hair please.

Costume: No costumes are required at this rehearsal. Please wear your normal class uniform.

Procedure: Parents are to drop students 10 minutes prior to the time/s indicated above.
Parents are NOT to stay during the rehearsal - we simply do not have enough room at The Academy as we already have students, teachers and parent volunteer supervisors helping at the studio on the day and it gets very crowded.

If you would like to volunteer to help out on the day please put your name down at reception prior to the event.

There will be allocated spots for each class level to sit when they arrive and when they are not required to be performing. Each class will be allocated a teacher / supervisor to look after them and ensure that the students are quiet and not running around.

At the end of the rehearsal students are to stay in their allocated area with their supervisor until a parent has arrived to pick them up.

Food/Drink: For those staying at the rehearsal a significant time, bring something to eat but please be considerate and do NOT bring messy foods (ie popcorn) and absolutely nothing that contains nuts. Make sure you bring a water bottle to keep hydrated as you will not be able to leave your allocated area to get a drink from the kitchen.

Other: It is a good idea to pack something to keep students entertained ie: colouring in sheets, card games, books or similar to keep themselves entertained when they are not required. There is a lot of sitting around at these rehearsals when they are not performing.

Please don't pack anything of value such as iPads etc. While we don't anticipate anything being stolen, invariably items end up in the wrong dance bags at the end of the day.

Photo Day:

When: Sunday 8 December

Where: Australian Academy of Dance Studios – 4 Clarence Street
Malvern East

Times: Times are allocated for each class photo - **schedule will be provided on the website by Saturday 26 October**. Students will need to arrive 20 min before allocated time to get changed into costume and get hair and makeup checked by a teacher/volunteer. There is only a 10 min photo time for each class, which includes group and individual shots. If you are running late it holds up everyone else and it becomes a very long day. Please be aware that this is always a very busy day and things can get a little behind or in front of schedule - we ask that you be patient as everyone will get the chance to get their photo done.

Procedure Upon arrival, please get makeup and hair checked with a staff member / volunteer to make sure that it is all good. We can then give advise if something needs fixing.
Each class will have a group photo taken as well as individual shots. Students should have individual and group poses practiced before they come on the day to make the day run more efficiently.

What to bring to photo day:

Dance Shoes: All dance shoes to be in a bag (make sure they are clean with no marks) and clearly labeled with your name.

Dance Tights (girls): Ballet tights (flesh colour) and or Jazz/Tap tights (tan colour). These are the normal ones you should be wearing to class. If you do not have these please purchase prior to the performances and photo day. Please NO holes in tights for the photos or performances.

Socks (boys): Generally it is white socks for ballet and black socks for other styles, however speak to your teacher prior to the event to double check if this is what they would like.

If you do not have the correct shoes/tights/socks you may be excluded from the photo day

Makeup Please arrive with basic stage makeup already on (see makeup instructions further on in this document). It is impossible for us to do everyone's makeup on the day - there are simply too many students. We will however have some makeup stations set up on the day to do tidy ups and fix ups.

Hair Please arrive with hair in a neat bun for ballet / neat ponytail for other styles (unless told otherwise by your teacher). (See hair information further on in this document)

Dress Rehearsal:

When: **Thursday 12 December - 2pm arrival for a 2.30pm start**
(Level 3 and up ballet students ONLY – no pink, light blue or mid blue leotard students, only dark blue, green and grey leotard level students)
Please allow time between 2 – 2.30pm to get into costume and be warmed up ready to go.

Where **National Theatre**, Corner Carlisle and Barkly Streets, St Kilda

Drop off: Entrance to the National Theatre is through the stage door ONLY which is at the back of the theatre. You will not be able to gain access through the foyer (doors will be locked) or through the Ballet/Drama School.

You will need to SIGN in at the stage door with a staff member / volunteer.

THERE IS NO PARKING ALLOWED OUT THE BACK OF THE NATIONAL THEATRE. For safety, cars are not permitted to park, drop off, or pick up students at the back of the theatre. It is dangerous for cars to be around the children as they are signing in and out, and they are strictly forbidden.

Parents: PARENTS ARE NOT ALLOWED IN THE BACKSTAGE AREA!
There are 300+ students backstage, as well as many staff members and volunteers – it gets very crowded and if we also allowed a parent of each child to go backstage it would be absolute chaos. Please understand that the backstage area runs like a well oiled machine – we have 1 staff member/volunteer allocated to each class group as well as a first aid officer on site.

If your child needs special assistance or if you have any questions about this please come and see us prior to the event so we can let your child's volunteer know about the situation
If you would like to help backstage please let us know as we have a roster and we can assign you something specific to do.
It is also a safety issue from the theatre's perspective, not only is it a fire hazard if hallways are blocked with people but as the theatre is in St Kilda we do not just want anyone wandering in from the streets.

Pick up Students are to stay in the theatre after the rehearsal to get ready for the evening performance.

No pickups are allowed until interval – please ensure you pack some dinner or a snack.

Procedure: Before the rehearsal: After sign in students will be shown to their allocated dressing room where they will meet their supervisor and get changed into costume and then chaperoned to the audience to sit quietly until called up on stage, each groups supervisor will sit with their group.

The assistant stage manager will come and get you and make sure you are backstage at least two items prior to when you are required onstage. We cannot stop the show if you do not make it onstage, please do not run on stage if you have missed your entry – try and come on at a suitable time (as per a performance).

Performance Days:

- When:** Thursday 12 December:
Act 1 - 6.30pm
Act 2 – 8.00pm
Friday 13 December: 6.30pm
- Where:** National Theatre – Corner Carlisle and Barkly Streets, St Kilda
- Drop off/
Sign in:** **Act 1 – Ballet students**
Pink leotard level ballet students (single night performers) and Level 1 & 2 blue leotard levels - Drop off at 6pm in foyer of theatre with makeup and hair ready.
- Level 3 Blue and Green & Grey leotard level ballet students on the first night will stay on from the Dress Rehearsal
On the 2nd night (Friday) these levels should arrive at 5.30pm
- ACT 2 – All other styles**
Students that are in Act 1 - will stay backstage in preparation for Act 2
- All other students that are only in Act 2 – Arrive at 7.30pm
- You will need to SIGN IN in the theatre foyer with a staff member / volunteer.
- Sign out
(interval)** If your child is only in Act I (ballet) and not in Act II (all other styles) you must pickup at interval.
- You will need to SIGN OUT in the theatre foyer with a staff member / volunteer (where you signed in).
- Sign out
(end of
show)*** **Pink leotard level students (single night performers) & Blue leotard level Students:** Sign out will be in the upstairs bar (there will be signs for each level and class).
- Green and Grey Level Students:** To be signed out in foyer of theatre (where you signed in).
- PLEASE DO NOT CROWD OR SHOUT OUT TO STUDENTS –**
please be considerate and give staff and students plenty of room to sign out.

UNDER NO CIRCUMSTANCES are students to be signed out while the performance is still running!! We are all very busy backstage putting on the show and it is impossible to find and deliver individual students while this is happening. The stage door will be locked while the show is running and will not be opened until interval and then again at the end of the show (this again is also so that we don't get random people walking in off the street).

Approx Length of Performance: 3 hrs plus a 20 minute interval

Medical: We have a first aid officer on site at all times during the performances - Anaphylaxis and Asthma plans **MUST** be submitted to The Academy reception **prior** to the performance day!

Procedure Students are to sit in their allocated dressing room when not performing – there is a TV monitor in every dressing room so the students can watch the other performances.

Each class is allocated a supervisor (staff member or volunteer). Our assistant stage manager will liaise with these supervisors to let them know when they are to be brought to the stage and the students will be chaperoned to the backstage area in preparation for their performance. After the students item they will then be chaperoned back to the allocated dressing room area.

Emergency contact

Mike or Nathaniel can be contacted on any of these days. If you have an emergency situation the studio landline is diverted to the work mobile – 9569 3009.

For all general enquiries please email info@academydance.com.au

Further information for dress rehearsal/performance:

Costume: Full costumes are to be worn at the dress rehearsal and Performance. Photos will be taken of the dress rehearsal, and any student not in full hair and costume will not be permitted on stage until they are ready.

No: Jewellery, Watches, Coloured hair ties or non-costume items are allowed onstage.

All hair accessories and other costume 'bits' must be securely fastened with pins so they don't fall off on stage.

Students' costumes (including any accessories) will be at the performance day ready for when they arrive. There are no spare costumes so please remind your child to look after them while they are in their possession. Any costumes that are lost or ripped/damaged will be charged at the full cost price, and they will not be able to go onstage without a costume.

Shoes/Tights:

All dance shoes to be in a bag (make sure they are clean with no marks) and clearly labeled with student name. Also don't forget to bring tights (girls). Ballet tights (flesh colour) and or Jazz/Tap tights (tan colour). These are the normal ones worn to class. Please NO holes in tights for the performances. If you forget to bring tights or they have holes in them, we will issue tights to the student and send you an invoice after the performance. Boys, don't forget to bring socks (white for ballet and black for other styles).

Hair: Please arrive with hair done as it will be for the first dance in the show – further information on hair styling can be found on the Academy website under Event/Concert Support Tools. Staff will help students change hairstyles as needed (for example if they do ballet, and then jazz).

Makeup: Those students in the Dress Rehearsal will have time to do makeup after the rehearsal and before the show – staff and volunteers will be available to help. All other students arriving later that are not involved in the dress rehearsal MUST arrive at the theatre with their hair and makeup ready to go. We simply do not have time/resources to do everyone's hair and makeup. The makeup kits which are available through our reception shop contain specialized 'stage makeup' specifically developed for stage, suitable for children's skin and have the correct colour of lipstick, blush and eyeshadow that is required. Further information on how to apply makeup can be found on the Academy website under Event/Concert Support Tools. We take a gradual stepped approach to makeup, with the younger

students having minimal makeup through to full professional stage makeup for the senior students. It is important that the students understand the role of stage makeup to help define the face onstage so that it does not get washed out under the strong stage lighting in the big theatre.

We recommend students and parents who are new to dance having a test run of the make-up at home.

It is also recommended that students keep their 'stage make-up' in a special 'performance bag' and

Food/Drink: Please bring something to eat (nothing messy and nothing that contains nuts) and a water bottle to keep hydrated. When students eat please remind them to have a protective layer over their costume and absolutely NO coloured drinks... water is better and will keep students more effectively hydrated than sugary drinks.

DVD: Please note the performances will be recorded and will be available for purchase for \$30. See website for PDF download order form.

Fill it in and drop off at The Academy or email info@academydance.com.au

Please note: it is NOT permitted for parents to film the concert. It is very distracting to other parents (and annoying) and is not part of our licence!

Photos: **Photography is strictly prohibited as it against our licensing agreement and breeches child safety policy.**

Volunteers: We are looking for parents to help out in the smooth running and supervision of students for the performance. All help is appreciated. Please contact the office if you would like to volunteer.

If there are any handy parents out there who would like to volunteer their sewing, set making, props or craft skills and get a great discount on their costume hire fee, please let us know – 9569 3009 or info@academydance.com.au