



South Carolina Dance Company Annual Recital Policies

Reminder: There is no recital fee this year. All items will be individually purchased

Dear Parents and Students,

Thank you for a wonderful year at SCDC! We are honored that you chose our studio for your child's place of dance. Our students will soon begin working hard to learn their recital dances. Costumes will be given out through the months of February and March and LOTS of forms will need to be turned in by February 28th. The enclosed information will help you understand the details of our recital. Our first priority is to be organized and help make the recital experience a fun time for you and your child. If you need further assistance please contact Danyele at danyelescdc@gmail.com or call the studio at (803) 996-1150.

South Carolina Dance Company, LLC is proud to provide students with an exciting performance experience through its May recital. This year's theme is "Under the Sea". It's the time of the year for many students to have a chance to reveal their hard work and progress in front of family and friends. SCDC Teachers enjoy seeing our students light up on stage as their dreams come true at our annual recital.

The recital experience is part of their dance training. SCDC students are learning to be performers. They develop life-long skills such as a sense of confidence and self-esteem. SCDC students may one day become professional dancers and we are preparing them every day for many opportunities whether it's in non-dance activities or the next audition.

SCDC really hopes that both the parents and the students will be committed to the entire recital process including rehearsing at home and staying organized to ensure a successful recital. Our staff and teachers will gladly help you video your child's dance in class and make CDs of your child's music. This will help with their retention skills and they will feel more comfortable with their dance(s).

Please let us know if you need any assistance during the recital process. We want this to be a positive experience for you and your families. **Please make it your responsibility to stay informed of this important information.** It is our goal to make the recital experience organized and exciting for all involved. Reading this packet in its entirety is the first step. The key to a great show is the team effort of the directors, students, parents, and teachers. SCDC is very excited for our 2017 RECITAL!

Lastly, we have made some changes to our recital processes and procedures (especially concerning our Awards Presentation at the end of the recitals) to please be sure to read the details in this packet to ensure that we have the correct information for your child so he/she will be included.

Thank You for your participation and support, SCDC Staff

IMPORTANT DATES: Mark your calendars now

Recital Picture Week – March 27th through March 30th – Pictures are taken during your regularly scheduled class time unless your class meets on Friday. Friday classes will be taken on Thursday. A specific time will be emailed out closer to picture week.

***RECITAL NON-DRESS REHEARSAL AND PREP WEEK – MAY 22nd-25th** (HERE AT THE STUDIO – NO REGULAR CLASSES THIS WEEK)

5:30 to 7:30 PM MAY 22nd – REHEARSE THE SATURDAY 12:00 SHOW

5:30 to 7:30 PM MAY 23rd – REHEARSE THE SATURDAY 2:00 SHOW

5:30 to 7:30 PM MAY 24th – REHEARSE THE SATURDAY 5:00 SHOW

5:30 to 7:30 PM MAY 25th – REHEARSE THE SUNDAY 3:00 SHOW

***RECITAL DRESS REHEARSAL DATES ARE MAY 26th & 27th.** (AT LEXINGTON ONE PERFORMING ARTS CENTER) This schedule will be emailed out closer to recital time.

***RECITAL DATES MAY 27th & 28th**

Please complete the following (enclosed) forms and turn in by FEBRUARY 28TH, 2016

- Volunteer form
- DVD Order Form
- Flower Order Form
- Ticket Order form
- Trophy Order Form
- New Trophy/Certificate Form
- Program Book Order Form
- Program Book Ad Page
- Recital T-shirt, Earrings, and Tights Order Form

NOTES

Order of the Recital Program - the first draft of each performance will be posted in the studio during OPEN HOUSE week. The second draft and final draft will be emailed to you prior to the recital. WE ARE NOT ACCEPTING RECITAL REQUESTS THIS YEAR. We apologize for any inconvenience this may cause.

Please email or inform the office staff if there are any mistakes.

1. **Rehearse with your child(ren) – Teachers will be glad to make you a copy of notes and music for your child to rehearse at home. Please bring a CD to class with your child’s name on it.**

PLEASE ENCOURAGE YOUR CHILD TO REHEARSE AT HOME. THIS WILL HELP WITH RETENTION SKILLS AND WILL ENSURE THAT HE/SHE WILL FEEL MORE CONFIDENT ABOUT HIS/HER DANCE.

2. **Costumes and taking care of your costume(s) – Costumes will be given out during the months of February and March. Please check to make sure you have all items with costumes such as hats, hair pieces, jewelry, etc. SCDC will help with major alterations, but we ask the parents to help with minor alterations.** All outstanding account balances must be paid in full before children will be allowed to take their costume home. Please don’t allow children to play in their costume at home. We recommend that your child’s name be placed in all costumes, shoes, accessories, and tights. Place costumes in a garment bag with your child’s name on the outside. Pack accessories in a clear plastic bag with your child’s name on the bag and on each item. Costumes should be steamed before the performances. We prefer that costumes stay off of the floor.
3. **Shoes and Tights – Please make sure you have the correct shoe for your child’s costume.** Please see your teacher for the correct brand, style, and color of shoes needed for your students. Do not wait until the last day to purchase shoes as some items may be on backorder. If you wish to order dance shoes through the studio, please see the front desk ASAP.
4. **Dance Undergarments - Absolutely NO** panties are to be worn under costumes! Please explain to students that wearing a costume and tights is just like wearing a bathing suit. We encourage you to begin now if your child is uncomfortable not wearing panties with her dance clothes to class. For our older students, the SCDC staff will be glad to help dancers find the correct items for those who feel they need support garments under costumes.
5. **Hair and Makeup for stage and pictures-** SCDC will post a make-up guide on the bulletin board in the lobby. We will be glad to make a copy for you. **Pinks and Neutral colors are preferred...**no blues, purples, greens etc. We recommend black eyeliner and black mascara. Younger students may wear minimal make-up. All female students must wear rhinestone earrings purchased from the studio (no extra jewelry). All fingernail and toenail polishes must be removed for the performances. Please see our recital supply guide for your class’ hairstyle.
6. **SCDC Survival Guide-** We recommend that you make a checklist of your child’s routines, listing their costume, tights, shoes, and any accessories, and refer to it to make sure you have all your supplies before going to the theater. Bring at least one extra pair of tights of each color. Also bring extra hair gel, hairnets, bobby pins, and hairspray. Other handy extras include:
 - Baby Wipes/ Shout Wipes (to fix makeup mistakes or wash hands)
 - Baby Powder (for itchy costumes)
 - Safety Pins (for emergency costume repairs)
 - Clear Nail Polish
 - Pain Reliever of Choice
 - Band-Aids (the “invisible” kind)

7. **Dress Rehearsal at the Auditorium** - A dress rehearsal schedule will be given out to all students 3 weeks prior to the recital. Please make plans to attend this very important rehearsal...dates are May 26th and 27th. **Participation in the dress rehearsal is mandatory.** Please arrive at least 30 minutes prior to your scheduled time. SCDC staff will help you find your dressing room. PLEASE MAKE SURE THE STUDENTS STAY IN THEIR DRESSING ROOM SO WE DO NOT HAVE TO SEARCH FOR THEM. MAKEUP IS NOT REQUIRED FOR DRESS REHEARSAL, HOWEVER, COSTUME AND HAIR IS REQUIRED. A responsible adult must accompany all students at all times. PLEASE DO NOT DROP OFF YOUR CHILD AND LEAVE THEM UNATTENDED. Please do not leave until your class has been dismissed. TEACHERS WILL BLOCK ALL DANCES ON STAGE WITHOUT THE MUSIC, HELP DANCERS WITH ENTRANCES AND EXITS TO AND FROM THE STAGE, AND THEN RUN THEIR DANCE WITH THE MUSIC. Parents may record or take photographs of their children at the dress rehearsal. **Please Note: This will only be allowed at dress rehearsal as we have a professional videographer and photographer at all of the recitals.**

8. **SCDC Auditorium Accepted Behavior** - No eating, drinking, or smoking is allowed in the auditorium or dressing rooms during the dress rehearsal or recital. The same applies during the intermission and after the show. ALL ELECTRONIC DEVICES MUST BE TURNED OFF DURING THE PERFORMANCE. IF YOU MUST LEAVE THE AUDITORIUM DURING THE SHOW PLEASE LEAVE DURING A BLACKOUT. DO NOT STAND OR SIT IN THE AISLE. Absolutely no video or flash photography will be allowed in the auditorium at the recital. Dancers must remain backstage with their class mom until the end of the recital. NOBODY IS ALLOWED TO LEAVE FROM THE DRESSING ROOMS UNTIL OUR STAFF EXCUSES THEM. Please remind your families not to come backstage as there is limited space for props and dancers. Those who wish to greet performers after the show or present flowers should do so in the lobby areas. ABSOLUTELY NO PARENT OR GUARDIAN WILL BE ALLOWED ON THE SIDE OF THE STAGE . Only SCDC staff, volunteers, and performers will be allowed past the stage doors. Thank you for your cooperation.

9. **Recital Trophy Presentation** - At South Carolina Dance Company we believe in rewarding every child for their continued dedication to the arts. At the conclusion of our 12:00, 2:00, 5:00, 7:30 and Sunday at 3:00 recitals, students will be presented with their awards. We present certificates to students with 2, 4, 6, 8, 9, 11, 12, 13, and 14 years of dance and a badge to first year dancers. For a \$10 fee, trophies are awarded to students who have studied dance for 3, 5, 7, 10, and 15 years. **ALL Parents, it is very important to verify your child's dance years using the form in this packet.** (We honor ALL dance years taken from other studios). NO students will be allowed in the auditorium until the conclusion of the awards presentation. PLEASE DO NOT COME GET YOUR CHILD DURING THE PERFORMANCE. FOLLOWING THEIR PERFORMANCE THEY ARE LINED UP FOR THE AWARDS CEREMONY. ALL VOLUNTEERS BACKSTAGE WILL HELP THE STAFF LINE UP THE CHILDREN FOR THE AWARDS CEREMONY.

10. **Recital Volunteer Information - We Need Volunteers:** Anyone interested in volunteering to help backstage is welcome. A form will be given out to explain VOLUNTEER PROTOCOL. There will be a mandatory meeting for all volunteers PRIOR TO EACH REHEARSAL AT THE STUDIO DURING RECITAL PREP WEEK. All volunteers must work together in a cooperative manner at all times. All volunteers will receive an identification badge at the dress rehearsal, which must be worn in the theater at all times. Volunteers must remain backstage during the entire performance. However, you will be allowed to watch your child's performance from the front two rows in the auditorium....this will be a reserved section for volunteers. The door to the back stage area will be locked this year as you will not be able to enter as you please. We are trying to reduce noise and commotion back stage. Once again, students will not be allowed to leave the back stage area until the final awards presentation is completed.

Volunteers consist of:

Class mothers - They are responsible for making sure that each child is in the proper costume, has the proper accessories and shoes, and is backstage at the appropriate time. They are also responsible for seeing that all children return to their appointed dressing room after their time on stage. The number of volunteer moms needed for each class will be determined by the number of students (1 to 6 students = 1 volunteer; 6 to 12 students = 2 volunteers, etc). If there are too many volunteers for one class, some may be asked to work with children from another class.

We need male volunteers for the boy's dressing area as well as they are not near the female dressing rooms.

Prop DADS - We will need several dads for each show to help with heavy props. Sign-up today!

- 11. Recital Tickets & Program Book Policy** - Children 3 and under are admitted for FREE. VOLUNTEERS DO NOT NEED TO PURCHASE A TICKET. Tickets may be purchased for \$10.00. Only one ticket is needed for admission into all shows. Program books will be sold for \$8. Program book ad pages are due by February 5th.
- 12. Recital Photos** - Class photos will be taken during your child's regularly scheduled dance March 27th-30th. Friday Class pictures will be taken on Thursday at your child's regular class time. All students need to be present for their class picture. Students may get ready at the studio 1 hour before their scheduled class/picture time. ONLY THE SCDC STAFF WILL BE PERMITTED IN THE STUDIO WHERE PICTURES ARE BEING TAKEN. Please wear makeup and hair as specified for recital. After the group photo shoot, students may choose to have solo portraits made in any or all of their costumes. There is no obligation to purchase photos. Please arrive at least 20 minutes before your child's scheduled class time (if you are dressed and ready). Students will not have a regular class and rehearsals during this week. Please do not leave until the teacher dismisses you. All photo forms must be completed prior to pictures.

THANK YOU FOR TAKING THE TIME TO READ OUR GUIDE. WE HOPE THIS WILL HELP YOU WITH ANY QUESTIONS DURING OUR BUSY RECITAL TIME. PLEASE SEND ANY SUGGESTIONS TO DANYELESCDC@GMAIL.COM. WE ARE LOOKING FORWARD TO OUR ANNUAL RECITAL AND WE HOPE THAT YOU AND YOUR FAMILY WILL ENJOY THIS EXPERIENCE!!! THANK YOU! ☺