

2022/2023 Recital Handbook

Recital Dates – Saturday May 27th

Recital Theme – **Soundtrack of Summer**

Philosophy, Policies, and Procedures

Dear Parents and Students,

For the past Eighteen years, the Dance Factory has provided students with an exciting performance experience through its yearly recital. The annual Recital gives an opportunity for our dancers to shine in front of family and friends that they anticipate with nervous excitement.

The recital offers our students a professionally directed performance that allows them to present to their families and friends the results of a year's hard work, dedication, and progress.

A big part of the dance training process includes learning through performance. The experience helps build self-esteem, self-assurance, and contributes to a sense of confidence. Although performance opportunities can help prepare some students for a possible career in dance, they also contribute to children's success in non-dance activities. That onstage experience can result in better in-school presentations, improved social skills, and strong interview skills for future college or job opportunities. The rehearsal process is a tremendous learning experience as well. It helps the children develop retention skills, and by working with their classmates on a group performance, they learn the positive aspects of working as a team to create the best end result.

Dedication to recital commitments is the responsibility of both students and their parents. We've created this handbook in an effort to clarify what The Dance Factory expects from you in terms of commitments.

The Commitment

Important Dates

By allowing your child to participate in The Dance Factory Recital, you commit yourself and/or your child to the following dates and events.

Recital Show #1- Saturday May 27th, 2023 – **11am** (Doors open at 10:15am)
Investors Bank Performance Center (Washington Township High School)

Recital Show #2- Saturday May 27th, 2022 – **3:00pm** (Doors open at 2:15pm)
Investors Bank Performance Center (Washington Township High School)

Directions to Investors Bank Performing Arts Center

Please use the following address in Google Maps, Mapquest or GPS:

**Investors Bank Performing Arts Center
Washington Township High School
529 Hurffville-Cross Keys Rd.
Sewell, NJ 08080**

Updates

As the season progresses, additional recital information or updates will be posted on The Dance Factory website www.thedancefactorynj.com and on the school bulletin board. Please make it your responsibility to keep abreast of this important information. Our goal is to make the recital an organized, exciting experience for everyone involved. It's a team effort; students, their parents, the teachers, and the director are key players in the show's success.

Home Study

To ensure that the students feel confident about their performance, we ask parents and guardians to encourage them to rehearse their recital choreography on a regular basis. Please see your teacher if a copy of the class music is needed.

"Our goal is to make the recital an organized, exciting experience for everyone involved"

Costumes

We spend many hours determining the correct costumes for each class. They are always age-appropriate and of the highest quality possible. All students will need one costume for each subject they train in. Costumes include all accessories (hats, etc.), but not shoes.

"Costumes are always age-appropriate and of the highest quality possible"

Distribution

Costumes will be distributed when all outstanding tuition balances for the season are paid in full. The deadline for all tuition balances due is Monday May 2nd, 2022. To ensure that there are no costume problems, students should not wear their costumes, accessories, or tights prior to the photo session, dress rehearsal, or performance.

Withdrawal

No refunds will be made if a parent or guardian withdraws a child from the school after costumes have been ordered and prior to the recital. Parent or guardians may pick up purchased costumes at the school at the time of general costume distribution and up to 15 days after the performance. Costumes not picked up after 15 days will be donated to charity.

Costume expenses

All costumes are included with your tuition payments. Any additional charges are the sole responsibility of the parent or guardian.

Costume Care

We recommend that each student's name be placed in his or her costumes, shoes, accessories, and tights. Place the 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. Hats should be stored in a hatbox or similar container to prevent damage. Please do not wash costumes in your washing machine; dry clean them only (after the recital).

"We recommend that each student's name be placed in his or her costumes, shoes, accessories, and tights"

Costume Racks

Clothing racks with wheels can be purchased; if your child has several costumes, a rack is a smart investment. It keeps the costumes organized, prevents wrinkles, and provides some privacy during costume changes. Hang costumes on the rack in the order they will be needed in the show.

TIPS: Costume Common Sense

- Always have a second pair of tights available.
- Place costumes in a garment bag for travel.
- Carry hats in a hatbox or container to prevent them from damage.
- Hang costumes before each performance.
- Place your name in all costumes and shoes.

Shoes, Hair and Makeup

Shoes

Please speak with your teacher on what shoes are required for your performance.

Hair and Makeup

Female students are required to wear makeup for the recital: lipstick, blush, eye shadow (not blue), and mascara. For the boys, a little blush works well.

Please see your teachers for the proper hairstyle that is recommended for your dance. All female students must wear their hair in a bun or ponytail. No bangs or beads are allowed. Dancers with short hair must pull their hair away from the face and slick it down.

"Having a second pair of tights on hand offers students and parents a great sense of security"

Pre-Planning

The Recital isn't a one-day activity. Gather all costumes, accessories, shoes, and makeup several days in advance so you'll know if something is missing or isn't right. 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. Also bring extra hair gel, hair nets, bobby pins, and hairspray.

Tips: Other Handy Extras

- 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 (to repair minor holes or runs in tights when there isn't time to change them)
- Your pain reliever of choice
- Band-Aids (the "invisible" kind)

Finale

All students will remain in their last performance costume for the finale, which awards will be distributed.

Dressing-Room Etiquette

Students must respect other students' space and property in the dressing rooms. The students will spend more time in the dressing rooms than onstage or in the auditorium, so please do your best to keep them organized and clean.

Rehearsal Guests

One parent or guardian may accompany each student to the rehearsal. Please, no siblings who do not dance - Thank you.

Student Drop-Off and Pickup

****Recital Performance Arrival and Dismissal****

All Parents and/or guardians are responsible for their dancer/s costume changes at Recital. However, there will be a teacher working the dressing room for any help needed to include costume changes. Students will only be allowed to be picked up at intermission OR the end of the show!

PLEASE REMEMBER THAT EVERYTIME YOU GET UP FROM YOUR SEAT YOU COULD BE DISRUPTING ANOTHER FAMILY MEMBER FROM SEEING THEIR DANCER. PLEASE BE RESPECTFUL OF OTHERS THAT ARE ENJOYING THE SHOW.

There will be two rows of seats at the back of the theater for Parents or Guardians that have several costume changes. Quick changes will also be done in the backstage dressing rooms.

Recital Photography and Videos

Recital Photos

Class photos will be taken at The Dance Factory. All students are required to be present for their class picture, there are no exceptions. 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 be patient in case we experience technical difficulties or delays. Pictures will take place at TDF on May 15th thru May 18th 2022 during normal classes. All students must come in costume.

Photo Shoot Hair and Makeup

Consider it the same as a performance. All female students are required to wear makeup: lipstick, blush, eye shadow (not blue), and mascara. For the boys, a little blush works well.

Teacher selected hairstyles are required. All female students must wear their hair in a bun or ponytail. No bangs or beads are allowed. Dancers with short hair must pull their hair away from the face and slick it down.

Photo and Video Purchase

Photos will be available for pickup at the studio, times and dates will be announced. **Artistic Hands Productions** will be videoing our Recital and order forms will be available during ticket purchases online. Artistic Hands Productions has taped our recital the past 18 years and has a very professional high-quality product.

The Dance Factory Videographer will professionally videotape the recital. No personal video cameras are allowed in the auditorium during the Recital. Video links will be distributed via email when the editing is completed.

Recital Tickets

Ticket Policies

Tickets will be used for this year's recital and will go on sale Monday May 1st at 7:30pm and cost \$25 each. Additional tickets may be purchased the day of the event for \$30. All studio accounts must be paid in full. Tickets are **NOT REFUNDABLE!**

Tickets may be purchased online or the day of the event.

(Handicap seating is available through the online link.

In an effort to create an organized and professional atmosphere, children will not be allowed to sit on a parent's lap. We also ask if younger siblings would be uncomfortable remaining seated for three hours, please don't bring them to the recital. Children who are running around the auditorium are distracting to audience members. All of our recitals are considered family entertainment and are usually run three and a half hours in length.

Recital Policies

Video and Photography

Parents or guardians may videotape or shoot photographs of their children at the dress rehearsal ONLY! Due to the large number of cameras, no electrical outlets will be available, so be sure your batteries are fully charged. Please note: No video or photography will be allowed at the recital!

Auditorium Rules

No smoking is allowed in the auditorium or dressing rooms. When they are not onstage, dancers must remain in the dressing rooms with their room mom during the dress rehearsal and recital.

Backstage

Family members and friends don't belong backstage or in the dressing rooms during rehearsals or the recital. The same applies during intermission and after the show. There is a lot of backstage activity in a limited space, and dressing rooms are a private area. Please remind your family and guests to be respectful of these areas. Those who wish to greet a performer after the show or present flowers should do so in the lobby areas.

"No video or photography will be allowed at the recital"

THANK YOU AND ENJOY THE SHOWS!