

Performing Arts Workshop

2023-24 Spring Showcase Handbook

Philosophy, Policies & Procedures

OUR 2023-24 SEASON SPRING SHOWCASE WILL TAKE PLACE ON FRIDAY, MAY 17
TECHNICAL REHEARSALS ARE SCHEDULED FOR SATURDAY, MAY 11.
SCHEDULES ATTACHED TO THIS DOCUMENT. KINDLY READ THOROUGHLY.

Each school year, Performing Arts Workshop provides students with exciting performance experiences. Our Showcase is a chance for ALL students to shine, which we all anticipate with nervous excitement. It offers our students a professionally directed performance, which allows them to present the results of their hard work, dedication, and progress to their family and friends.

The performing experience helps build self-esteem and self-confidence. 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 showcase commitments is the responsibility of both students and their parents. We have created this guide in an effort to clarify the expectations in terms of commitment and responsibility to the annual showcase; to the studio; and to all student & families participating in the event.

Remember, the showcase is for everyone but it is about the children. When we all put the children first, the experience is one they will never forget. We appreciate your compliance with the rules and procedures in this guide, and hope our 2024 Spring Showcase will be as fun and exciting for you as it is for all of our staff. Thank you for working with us to create a memorable, educational experience through performance for all of our students!

Please consult this guide for answers to all of your questions as we approach show day. If you have a question that cannot be answered with the information included in this guide, please contact our team at info@performingartsworkshop-nj.com.

Looking forward to showcasing your children on May 17!

Table of Contents

SECTION 1

Communications

- Key Contacts
- Staying Informed

SECTION 2

The Commitment

- Important Dates
- Keeping Track of Updates
- Practicing at Home

SECTION 3

Ticketing

SECTION 4

Portrait & Video Info

- Portrait Sessions
- Grooming
- Showcase Video

SECTION 5

Costumes

- Overview
- Alterations
- Distribution
- Costume Care
- Students in Multiple Classes
- Quick Changes
- Tights & Shoes
- Preparation/Tips
- 1st Costumes for Dancers
in Multiple Classes

SECTION 6

Dress/Tech Rehearsal Policies and Procedures

- Overview
- Why a dress rehearsal?
- Procedures and Rules

SECTION 7

Backstage

- Rules
- Props

SECTION 8

Showcase Policies and Procedures

- Pandemic Protocols
- Venue Rules
- Guest Check-in
- Photo/Video Rules
- Audience Etiquette
- Curtain Call
- Pick-up

SECTION 9

Schedules:

- May 13 Rehearsal & Portraits
- Show Prep Week Schedule

SECTION 10

Parent/Guardian Volunteers Program Boosters & Ads

- Commission Opportunity

SECTION 1

Communications

KEY CONTACT INFO

Studio Address: 196 Morgan Street, Ground Floor, Jersey City, NJ 07302

Phone: (201) 424-3075

E-mail: info@performingartsworkshop-nj.com

Website: www.performingartsworkshop-nj.com

IMPORTANT: We will not be available to answer phone or e-mail inquiries May 10-17 as we prepare for— and host— our student performances. While we are confident this guide, the showcase website, and our e-mail updates share everything our families need to know for successful participation in the Spring Showcase, we do recognize that parents may still require assistance. **Please be sure to reach out by May 9** with any questions or concerns which could not be addressed by referencing the information available in this guide, the showcase website and any updates our team may share via e-mail.

STAYING INFORMED

We work hard to make the show experience organized and fun. Keeping you informed is one of our primary goals. Please read all e-mails and reference the information provided as needed.

If you have any questions regarding any of the information shared, we encourage you to contact the Front Desk at **(201) 424-3075** TUE/WED/THU/FRI between the hours of 12:30p-6:30p. Please also feel free to e-mail questions to **info@performingartsworkshop-nj.com**.

A NOTE ABOUT INACTIVE CONTACTS: If you have been a part of our PAW Family for many years, you may have **inactive contacts** such as performingartswkshp@gmail.com saved to your devices. **Please delete all old contacts from your phone and email address books, as your inquiry will not be seen.** (201) 424-3075 and info@performingartsworkshop-nj.com are our only valid/operational business contacts. Thank you!

SECTION 2

The Commitment

IMPORTANT SHOWCASE-RELATED DATES

The following dates directly affect participation in the Showcase. Please see previously distributed Calendar of Events for other important dates unrelated to the show.

Date	Activity	Details
April 30	Parent Volunteer Application Submission Deadline	Age 21+. Must be comfortable helping children in a fast-paced setting. Google form submissions, only. Please see section 10 for more details.
May 1 through May 7	Final Costume Distribution	Any undistributed costumes will be sent home at the end of regular classes on these dates. Please do not permit your child to wear their costume(s) except to try on at home. Steam wrinkles, clean dance shoes & set aside for dress rehearsal. See Section 5 for more information.
May 2	Ticket Sales Begin	We will utilize NJCU's Box Office this year. Link will be e-mailed no earlier than one day prior to sales opening. Please see Section 3.
May 3	All Accounts Current	All balances must be paid in-full in order for students to perform on May 17. Costumes will not be sent home with students who have past due account balances. No refunds for any tickets purchased while balances remain unpaid.
May 9	Inquiry/Assistance Deadline	Please reach out to info@performingartsworkshop-nj.com or (201) 424-3075 with any questions not answered in this guide, the website or e-mail communications by this date.
May 9	Program Booster/Ad Deadline	Google form submissions, only. If payment is not received for completed submissions by this date, those boosters/ads cannot be included in the showcase program. Please see Section 10.
May 11	Dress/Tech Rehearsal and Class Portraits	Location: 2039 JFK Blvd, JC, NJ 07305. Drop-off only. No observation. Time slots and other instructions noted on provided itinerary. See Sections 6 & 9 for full details.
May 11	Group Portrait Sessions	Location: 2039 JFK Blvd, JC, NJ 07305. Drop-off only. No observation. Time slots and other instructions noted on provided itinerary. See Sections 4 & 9 for full details.

May 14-16	Show Prep Week Rehearsals	Office closed. Administrative staff unavailable. Special rehearsals at studio for all classes. See section 9 for full details.
May 17	2023 Spring Showcase!	Location: 2039 JFK Blvd, JC, NJ 07305. Performer check-in 6:30-7:00pm. Doors will open for guests no earlier than 7:00pm. See Sections 7 & 8 for full details.
June 17	Photo/Video Delivery Deadline for PAW Team	Expect digital delivery via Dropbox on or before this date. Reach out after this date if you have not received the link and cannot find it in your spam folder. See section 4 for more information.

UPDATES

Please keep track of all information shared via e-mail. Our goal is an organized experience but it's a team effort— students, their parents, the teachers, and the director are all key players in the show's success.

A NOTE ABOUT HOME PRACTICE

In an effort to ensure that the students feel confident about their performance, we ask parents/caregivers to encourage them to rehearse their choreography at home; but please be sure not to put pressure on the kids to get anything “perfect” (there's no such thing anyway). [Music available here.](#)

SECTION 3

Ticketing

POLICIES & PROCEDURES

Tickets sales will begin May 2 via the NJCU Box Office (online) and cost \$26.50 each, reserved seating. You will be able to select your seats from the seating chart provided on the ticketing site. A link will be e-mailed to all families no earlier the day before sales open, along with notification by text message if you have signed up to text notifications in the parent portal.

IMPORTANT: Everyone may purchase tickets, but please be aware that families with unpaid balances on their account on the day of the show will not be granted entry, and refunds for tickets will not be provided. Please check the status of your account, if you are unsure, by May 1 to ensure a great experience for your family.

All tickets are reserved seating. Our show is considered family entertainment and will be about 2 hours in length with a 15-minute intermission. Each audience member must have a reserved seat. Children age 3+ must have a reserved seat and are not allowed to sit on adults' laps. Children age 2 & under may sit on laps. **Strollers and car seats are not permitted in the theatre.** Please plan accordingly.

Performers do not need seats. They will remain backstage for the entirety of the show.

Ticket sales will end on May 17 when doors open for the show. Please plan ahead.

No refunds or exchanges. If you end up with extra tickets at the last minute, you may try to sell them to another family in need of more seats, but may not increase the price for a profit. Our staff cannot facilitate any P2P transactions.

Ticketing Customer Service is the job of NJCU's Box Office. When you make your purchase, please note their customer service contacts for all of your ticketing needs.

SECTION 4

Portrait & Video Information

PORTRAIT SESSIONS

We are holding group portrait sessions at the venue (NJCU Performing Arts Center, 2039 JFK Blvd) same day as Dress Rehearsal, May 11. All classes are assigned an appointment after school/work hours. See provided itinerary.

All students should be present for their stage rehearsal and class picture. Group photos are included in your paid showcase fees (no prorate for absentees), so be sure to mark your calendars and arrive at your appointment time.

Group photos will be digitally delivered by June 17.

PORTRAIT GROOMING

All students are to arrive at the studio for group portraits in full costume with their hair and make-up done before arrival. Students with multiple costumes should arrive dressed in their first costume (according to the schedule) with their other costume(s), accessories and shoes in tow.

All students' hair should be styled neatly away from the face and free of tangles/knots. Any specific hair styling instructions will be included with costumes at the time of distribution.

Full stage make-up is not required for photos, but some make-up should be worn to enhance features. Students age 5 and under are not required to wear make-up for pictures if their parents do not want them to. Students age 6+ should, at least, wear black mascara, deep pink blush and deep pink lipstick for a professional look in their class photos.

SHOWCASE VIDEO

The showcase will be recorded in 4K. After the footage is edited, all families will receive the digital download by June 17. This is included with your paid showcase fee and nothing more is due.

SECTION 5

Costumes & Grooming

OVERVIEW

We spend many hours selecting the costumes for each class. They are always age-appropriate and of the highest quality possible. Pre-school students will receive one costume; all other students will receive one costume for each subject they train in. Costumes include all accessories (hats, gloves, etc.), but do not include tights or shoes.

PLEASE NOTE: No jewelry or visible underwear is to be worn with costumes. This includes during dress rehearsals and performances, and when class pictures are taken.

IMPORTANT: No refunds will be provided for costumes if a child withdraws from the program prior to the showcase.

ALTERATIONS

Alterations are sometimes needed after costumes have been distributed. The studio will provide assistance in the instance of any major alteration we deem necessary for a proper fit. Parents are expected to do their own minor alterations, such as stitching straps or taking in waistbands on pants, skirts and shorts. No other alterations/embellishments may be made without consulting the PAW's Director.

DISTRIBUTION

All costumes will be distributed by May 7. Please try on all costumes and accessories as soon as you bring them home. This allows you to account for all accessories and determine whether alterations are needed. Doing this in advance of the showcase minimizes stress at performance time.

COSTUME CARE

Label all costumes and shoes with your child's name on a sticker or inside tag. We also recommend that you place costumes in a garment bag with your child's name on the outside.

Pack accessories in a bag (labeled with your child's name). Hats should be stored in a hatbox or similar container to prevent damage.

Remove any tags that could hang out of the costume.

If costume straps are not attached, that is to ensure proper fit. Please be sure to stitch them in place before May 11.

Some costumes come with headpieces or hats. Placement instructions will be included with costumes at the time of distribution.

Steam all costumes prior to May 11. Please do not wash costumes in your washing machine. Dry clean them only (after the showcase).

We do not recommend using a traditional iron on costumes. Silks can burn; sequins can melt; and fabric colors may change. Please use only a handheld steamer and treat costumes with caution because of glues that may have been used to attach appliqués and/or trim.

IMPORTANT: In order to ensure costumes remain intact, clean and accounted for, students should not wear their costumes, accessories, or tights prior to May 11 (with the exception of trying garments on for size). **Costumes and accessories cannot be replaced if they are damaged, stained or lost.**

STUDENTS IN MULTIPLE CLASSES

We will have garment racks in the dressing rooms, but parents are welcome to bring their own if it is compact. A folding rack with wheels is a smart investment if your child has several costumes. 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 during the show.

QUICK CHANGES

During the show, some students may have quick costume changes. Staff and volunteers will assist these students, whose costumes and accessories will be placed in a designated quick-change area.

TIGHTS (INDEPENDENT PURCHASE REQUIRED)

Clean tights are required for every class presentation. We request that all tights are purchased from the same brand (Theatricals) for quality and uniformity.

- Students who wear dance shoes to match their skin tone should have Theatricals brand, convertible tights which also MATCH THEIR SKIN TONE and blend with the shoes.
- All others should wear Theatricals brand, convertible tights in LIGHT SUNTAN.

FOOTWEAR FOR ALL CLASSES (MUST BE CLEAN & PRESENTABLE FOR STAGE)

Proper dance shoes for each discipline are required for all students, per the studio's uniform guidelines. Be sure that all shoes are cleaned prior to the showcase. If you purchase dance shoes just before the show, please break them in (indoors) to ensure they are pliable and comfortable for the performance.

GROOMING

All young ladies should wear makeup for the showcase. We ask for bronze eyeshadow, deep pink blush, deep pink lipstick, black eyeliner and black mascara. Foundation recommended so the color makeup reads well onstage. Black eyeliner optional for preschool age children.

For young men, optional bronzer and black eyeliner work well to ensure faces are not washed out by the stage lights.

Company Dancers should follow the make-up instructions included in their team communications.

Uniform hairstyles are required. Instructions will accompany costumes when they are distributed. Dancers with short hair must style their hair neatly away from the face and pull-up as much length as possible into a bun or ponytail (whichever is feasible). Hair may not be left free-flowing or haphazard for performances.

PREPARATION

Preparing for the showcase is not a one-day activity. Please gather all costumes, accessories, shoes, and makeup in advance so you'll know if something is missing or isn't right. If your child is in multiple classes, make a checklist of their routines, listing the costume, tights, shoes, and any accessories in order to make sure you have all your supplies before heading to the venue.

Pack extra supplies. At least one additional pair of tights- in each color needed for your child's costumes- is recommended. Also, pack extra hair gel/spray, hair nets, bobby pins, and elastics in the same color as your child's hair.

TIPS: OTHER HANDY EXTRAS

- ✓ Face Wipes/Sanitizing Wipes (to fix makeup mistakes or wash hands)
- ✓ Body Powder (for itchy costumes)
- ✓ Safety Pins (for emergency costume repairs)
- ✓ Clear Nail Polish (to repair runs in tights when there is no time to change)
- ✓ Invisible Band-Aids
- ✓ Your Pain Reliever of Choice

Dancers in Multiple Classes

WE WILL LET YOU KNOW YOUR COSTUME ORDER FOR SHOW DAY, DURING SHOW PREP WEEK, MAY 14-16. YOUR COSTUME ORDER FOR TECH REHEARSAL IS ALREADY NOTED ON THE SCHEDULE PROVIDED IN SECTION 9 OF THIS GUIDE.

SECTION 6

Dress/Tech Rehearsal

REHEARSAL WILL TAKE PLACE AT NJCU ON MAY 11

OVERVIEW

An itinerary is attached (SECTION 9) to help families plan ahead. Kindly understand that special requests cannot be accommodated.

Our rehearsal will be a closed session and general viewing will not be permitted.

This is to ensure we make the most of each group's stage time and are able to keep our students focused. Do not invite guests to watch rehearsal— they will be turned away by campus security.

We cannot force any student to attend, but those who miss the rehearsal will be at a significant disadvantage when it comes time to perform the following week. This rehearsal allows the students to become familiar with the auditorium surroundings and feel comfortable performing their choreography, wearing their costume(s), and being onstage. Lighting, music cues, and all other logistics for an organized and professional performance are rehearsed so that the students make the best impression possible.

Additionally, one of the main objectives of our curriculum is to teach the spirit of teamwork and commitment to classmates. When children miss the rehearsal, the result can be confusion for the remaining students (as a classmate's absence affects spacing and timing).

WHY DO WE HAVE A DRESS/TECH REHEARSAL?

The importance of a stage rehearsal is often questioned. In fact, the key to a successful performance for your child *is* this final rehearsal. Here's why:

- The stage is much larger than the classroom and is often intimidating to the children, at first.
- The dark auditorium and stage lights can be frightening/disorienting to young children. We spend time at the rehearsal to show them where to look for their teachers during the show.
- Modifications to the choreography for older students can be made at tech rehearsal. A student who misses the rehearsal will not have the chance to practice any of the changes onstage.
- Students have the chance to practice their entrances and exits, so they know what to do and what to expect going to and from the dressing room.
- The chance to practice on the stage before the formal performance is very important for students' confidence. Confidence is critical to a successful performance. The dress rehearsal offers your child the chance to feel prepared for the show!

REHEARSAL POLICIES & PROCEDURES

Students should be accompanied to the check-in table for rehearsal by one adult.

Do not bring friends or family with you to rehearsal drop-off. Viewing will not be permitted. No exceptions. Once checked-in, students will be placed under the supervision of our staff and volunteers, and all other adults must vacate the premises.

Students should arrive dressed in their costume (1st costume on the schedule if they are in multiple classes) with hair and make-up done already. We will begin promptly at the scheduled rehearsal time; latecomers cannot be accommodated. Please plan accordingly.

Please make sure small children have used the restroom prior to dropping them off with our staff. It is hard to start on time if half of our cast needs the restroom at the outset. Thank you for your assistance!

Food and drink will not be permitted inside of the auditorium. However, all students should bring snacks which will not stain their costumes and water (absolutely no soda or juice) to be consumed in an area we have designated for eating during rehearsal hours. **DO NOT SEND ANY NUTS OR ANYTHING MADE WITH ANY TYPE OF NUT, TREE NUTS OR OTHERWISE.**

Please be sure to arrive on time, but no earlier than a few minutes in order avoid over-crowding and excessive waiting. Performing Arts Workshop staff WILL NOT be made available to babysit students who arrive early; and parents/caregivers must remain with children outside until check-in time.

Parents/Caregivers will be greeted by a PAW staff member or volunteer for check-in and students, only, will be led into the performance space. Any bags, street clothing, street shoes, books, toys, etc. will need to remain with parents/caregivers, except additional costumes needed for the day.

WHY IS REHEARSAL SO LONG? Students will not dance endlessly for the duration of rehearsal. We do not plan to exhaust them. They will take the stage to practice entrances/exits/bows; acclimate to stage lights; take turns rehearsing their routines; and support each other as good audience members. Each class will also need time for portraits before parents return for pick-up.

SECTION 7

Show Day: Backstage

RULES

Family and friends are not permitted backstage or in the dressing rooms, both during rehearsals as well as the show (*including before the show begins and immediately after their children perform*). There is a lot of backstage activity in a limited space, and dressing rooms are private areas. Please remind your family and guests to be respectful of these areas and aware of the security risks posed by adults roaming around. Security Personnel will monitor the backstage area and will not permit access to anyone without a Performing Arts Workshop badge.

Early pick-up will not be granted under any circumstances. All students must remain backstage for the entirety of the show and will be dismissed to their families at the culmination of the show.

No food is allowed backstage during the show. Water, only. Absolutely no exceptions unless medically necessary (doctor's note on file with our office required).

Students should not bring anything with them backstage except for their costumes and dance footwear. At check-in, we will ask parents to take all other belongings with them as they leave. *Do not send students with toys; anything that can stain costumes (markers, paint, etc.); instruments and other noise-making items/activities; nor electronics.*

All students must respect other students' space and property backstage. They will spend more time backstage than on the stage, so please coach your children on the importance of respectful behavior and using/touching only what belongs to them.

PROPS

All props are the property of the Performing Arts Workshop and are to be returned to the Stage Manager after the performance.

SECTION 8

Show Day: Policies & Procedures

COVID-19 PROTOCOLS

Currently, none. The venue reserves the right to impose protocols in the interest of public safety and all PAW staff, students and families are required to comply. Updates will be shared via e-mail and on the showcase website.

ADDITIONAL VENUE RULE

Strollers, car seats and freestanding carriers may not be brought into the theatre. NJCU cannot provide a secure area for storage, so please plan accordingly; and please pass this information along to your guests with young children.

GUEST CHECK-IN

The doors to the venue will open to guests no earlier than 30 minutes before show time. Those who arrive any earlier must be prepared to wait outside (in all weather) until the doors open at their scheduled time. Please share this information with your guests.

All guests should present their tickets at the entry and find their seats in the auditorium right away. If you or one of your guests has lost or forgotten your ticket(s), please see see/contact box office personnel.

Guests should be prepared to stay for the length of the show (about 2 hrs with a 15 minute intermission) and remain seated. This show is about the children, and the last child to take the stage deserves the same number of people in the audience as the first child. Audience cooperation also helps the show move along much faster than if we have to stop, close the curtain and restart pieces when guests leave their seats & create distractions for the dancers, or block the view of other audience members.

Do not attempt to visit or pick-up your child before the show ends, nor during intermission. Simply put, it is a security risk that we are not willing to take. The building is public and strangers with bad intentions can blend in very easily in large crowds. All students will be under the care of responsible adults; and will be safe for the length of the performance. We will make announcements over the PA system in the event of any emergency. **IMPORTANT:** Any family who disregards this policy- which is only for the safety and security of every child- will not receive the showcase video and group photos (absolutely no refunds will be provided), and may not enroll in future Performing Arts Workshop programs.

PHOTO/VIDEO

Personal photography (without flash) and videography is permitted. No electrical outlets will be available, so be sure your batteries are fully charged. Guests may not stand to take pictures nor record video and must remain seated.

Please be courteous of the guests behind you and do not raise cameras, phones or tablets above your head; and remain seated at all times. Security guards will ask anyone standing in the aisles to return to their seats. **Tripods are not permitted** and devices must be handheld.

The use of flash photography is strictly prohibited during the show. It is important that you pass this policy on to your family and friends. Flashes can distract or even temporarily blind performers, which may result in injury.

AUDIENCE ETIQUETTE

All electronic devices must be silenced or set to airplane mode. Text messaging and phone calls are rude and distracting, and are not permitted during the show.

Portable game devices are rude and distracting, and are not permitted during the show. Security guards will ask parents to bring such devices back to their cars, which may result in missing part of the production. Refunds will not be provided.

We ask that everyone remain seated during the entirety of the show. If you do leave the auditorium, you will be allowed back in only in-between performances when the curtain is closed. This rule will be strictly enforced; please do not create a disturbance with the staff or security guards, as doing so will result in you being asked to leave the building. Refunds will not be provided.

Never cross in front of the stage while the children are performing. If you must leave your seat, please wait until the curtain closes. Walking across the auditorium while students are on stage will result in blocking their families' view and ruining the professional video recording for that class. Please be courteous.

Children must remain seated for the entire performance. If you think they will have a hard time remaining seated, please do not bring them to the show. Allowing children to run around or otherwise disrupt the performance is unkind to other audience members and will result in removal from the auditorium (with their parents). Refunds will not be provided.

Do not approach the stage at any time, including the curtain call and final bows at the end of the show. Those who wish to greet the children or present flowers to them, may do so after backstage pick-up.

Please respect the space! Follow all venue rules and do not leave trash anywhere in or around the facility.

CURTAIN CALL

All students will remain in costume for their curtain call. They will take their final bows during this time, at the end of the show.

DISMISSAL/PICK-UP

After the curtain call/final bows, all students will be brought to their pick-up location. Whether backstage, onstage or dressing room, it will be noted on the wristband provided to families at drop-off.

SEE ADDITIONAL ATTACHMENTS FOR

- * REHEARSAL/PORTRAIT SCHEDULES *
- * SPECIAL REHEARSALS DURING SHOW PREP WEEK *
- * PARENT VOLUNTEER APPLICATIONS *
- * PROGRAM BOOSTER/AD INFORMATION *

PLEASE KEEP THIS PDF HANDY AS YOU PREPARE FOR THE EVENT.

SECTION 9

Dress/Tech Rehearsal & Portrait Appointments: May 11

- ALL STUDENTS SHOULD ARRIVE AT NJCU IN COSTUME WITH HAIR & MAKEUP READY FOR PHOTOS.
- STUDENTS IN MULTIPLE PIECES SHOULD ARRIVE AT THE EARLIEST NOTED TIME, AND SHOULD WEAR THE FIRST COSTUME LISTED.
- STAFF & VOLUNTEERS WILL HELP ALL STUDENTS CHANGE COSTUMES AS NEEDED.
- DROP-OFFS, ONLY. NO WAITING PERMITTED ONSITE. NO GUESTS PERMITTED ONSITE.
- GROUP PORTRAITS ARE INCLUDED WITH YOUR PAID SHOWCASE FEES. NO ADDITIONAL CHARGES.
- THERE ARE NO MAKE-UP DATES OR REFUNDS FOR ABSENCES FROM REHEARSAL. PLAN AHEAD.
- WE HAVE ADDRESSED THE IMPORTANCE OF DRESS/TECH REHEARSAL EARLIER IN THIS HANDBOOK. KINDLY REFERENCE SECTION 6 IF YOU HAVE NOT DONE SO ALREADY.
- REQUESTS FOR SCHEDULE CHANGES CANNOT BE ACCOMMODATED. PLEASE DO NOT ASK.

11:30AM - 2:15PM

ALL CLASS ASSISTANTS
WEAR STUDIO T-SHIRTS.
BRING ALL COSTUMES.

12:15PM - 2:30PM

FLOWERS IN THE GARDEN
• THU 4:45 PRE-BALLET/TAP

LIFE'S A HAPPY SONG
• THU 4:15 PRE-BALLET/TAP
• FRI 4:30 HIP HOP/TAP

SHELL SHOCKED
• FRI 4:30 HIP HOP/TAP

12:45PM - 2:45PM

PRETTY BALLERINA
• THU 4:15 BALLET/TAP
• THU 4:15 BAL/TAP/JAZZ

BANDSTAND BOOGIE
• THU 4:15 BALLET/TAP
• THU 4:15 BAL/TAP/JAZZ

WE'RE TAKIN' OVER
• TUE 4:15 HIP HOP/TAP
• WED 5:15 TAP/HIP HOP

1:30PM - 3:30PM

BOOGIE WONDERLAND
• TUE 4:15 HIP HOP/TAP
• WED 5:15 TAP/HIP HOP

CAN'T BACK DOWN
• TUE 5:15 BALLET/ACRO
• WED 6:15 ACRO DANCE
• THU 5:15 JAZZ/ACRO
• THU 4:45 ACRO/BAL/JAZZ

2:15PM - 4:15PM

GET YOUR SPARKLE ON
• WED 5:15 BALLET/JAZZ
• THU 4:15 BAL/TAP/JAZZ
• THU 5:15 JAZZ/ACRO
• THU 5:45 ACRO/BAL/JAZZ
• THU 6:15 BALLET/JAZZ

ALICE'S DREAM
• TUE 4:45 BALLET/ACRO
• TUE 5:30 BALLET
• WED 4:15 BALLET/JAZZ
• WED 5:15 BALLET
• THU 5:45 ACRO/BAL/JAZZ
• THU 6:15 BALLET/JAZZ
• THU 6:15 BALLET

3:30PM - 5:15PM

LOOK...MADE ME DO
WED 4:15 ACRO DANCE

GOOD FEELING
THU 5:15 HH/BREAKDANCE

4:00PM - 5:45PM

NOT ABOUT ANGELS
TUE 4:15 JAZZ/LYR JAZZ
WED 7:15 JAZZ/CONT LYR

UNSPEAKABLE JOY
TUE 4:15 JAZZ/LYR JAZZ
TUE 6:15 JAZZ/TAP
WED 7:15 JAZZ/CONT LYR

NA NA NA
TUE 6:16 JAZZ/TAP
FRI 4:30 TAP

4:30PM - 6:00PM

COMPANY KIDS
ALL PIECES

*PICK-UP TIMES ARE PROMPT.
CHILD SITTING UNAVAILABLE.*

Show Prep Week Rehearsals: May 14-16

- REGULAR CLASSES INCLUDED WITH ANNUAL PROGRAM TUITION END ON MAY 10. THERE ARE NO ADDITIONAL CHARGES FOR THESE EXTRA REHEARSALS.
- ALL REHEARSALS WILL TAKE PLACE AT THE STUDIO. DROP-OFF, ONLY.
- WAITING ROOM CLOSED. STUDENTS & STAFF, ONLY, DURING SHOW PREP REHEARSALS.
- ALL DANCERS SHOULD WEAR THEIR REGULAR CLASS UNIFORMS. COSTUMES NOT REQUIRED.
- DANCERS REHEARSING MULTIPLE PIECES IN THE SAME EVENING MAY BE DROPPED OFF AT THE EARLIEST TIME AND PICKED UP AT THE LATEST TIME.
- PLEASE SEND SIMPLE, HEALTHY SNACKS AND WATER IF YOUR CHILD(REN) WILL BE ONSITE FOR 90 MINUTES OR MORE.

PLEASE NOTE: WE HAVE DONE OUR BEST TO SCHEDULE LATER TIME SLOTS FOR STUDENTS WHO DO NOT USUALLY ATTEND CLASS IN THE EARLY AFTERNOON, THOUGH IT MIGHT BE ON A DIFFERENT DAY THAN NORMAL. WE THANK EVERYONE FOR SUPPORTING OUR EFFORTS TO HELP YOUR CHILDREN FEEL THEIR BEST!

PLEASE FIND THE TITLE OF YOUR DANCER(S) PIECE(S) TO ORGANIZE YOUR FAMILY'S SHOW PREP WEEK REHEARSAL SCHEDULE.

TUESDAY, MAY 14

4:30-5:00 WE'RE TAKIN' OVER
5:00-5:30 BOOGIE WONDERLAND
5:30-6:00 GET YOUR SPARKLE ON
6:15-7:15 NA NA NA

WEDNESDAY, MAY 15

4:30-5:15 LOOK WHAT YOU MADE ME DO
5:15-6:00 NOT ABOUT ANGELS
6:00-7:00 CAN'T BACK DOWN
7:00-8:00 UNSPEAKABLE JOY

THURSDAY, MAY 16

4:15-4:45 FLOWERS IN THE GARDEN & PRETTY BALLERINA
4:45-5:15 LIFE'S A HAPPY SONG & BANDSTAND BOOGIE
5:15-5:45 SHELL SHOCKED
5:15-6:15 ALICE'S DREAM
6:15-7:15 GOOD FEELING
7:15-8:00 COMPANY

SECTION 10

Parent/Guardian Volunteers

Performing Arts Workshop welcomes on the assistance of kind & dedicated family volunteers at our events. The children benefit tremendously from this effort, so we hope that you will become an enthusiastic member of our volunteer pool. The jobs require limited commitment at a specific time during the rehearsal and/or performance.

Filling out the application does not obligate you to volunteer and does not guarantee a position. At the appropriate time, we will contact the first 3 parents/guardians per class to submit an application, with relevant information and the option to decline (at which point we will reach out to the next parents/guardians adult on the list). *In any case, we thank you for your desire to volunteer!*

Volunteers at Dress/Tech Rehearsal on May 11: Ensure that all children in the class are safe and accounted for throughout the day; check for proper attire; maintain neat appearance; and escort children to and from the restroom, theatre, stage, backstage and the room designated for class portraits.

Volunteers at the Spring Showcase on May 17: Ensure that children in the class are safe and accounted for when not on stage; check for proper attire; maintain neat appearance; escort children to and from the restroom, dressing room, backstage; and assist our team with dismissal supervision after the show. *Parent Volunteers will remain backstage for the entirety of the show (but will be able to watch their children perform from stage wings) and do not need to purchase tickets.*

ADULTS AGE 21+, PLEASE COMPLETE AND SUBMIT [THIS FORM](#) BY APRIL 30.

Program Boosters & Ads

Congratulatory boosters and ads for students are a welcome addition to our digital showcase program. Families may also purchase ads for their own businesses; and may sell ads to community businesses if they wish. Participation is completely optional.

COMMERCIAL AD COMMISSION: Families who sell ads to local business will receive 5% of total sales credited to their accounts. *Please be aware that commission does not apply to boosters and congratulatory ads for PAW students.*

**PLEASE COMPLETE [THIS FORM](#) FOR EVERY SUBMISSION.
SUBMISSION & FULL PAYMENT DEADLINE: MAY 9.**