

Newsletter no 5:

Production Newsletter 2017:

Good day parents,

As mentioned in previous emails: Our annual Dance production is in the 4th Term (4th – 7th December 2017). The students are so excited to show off what they have learnt in these past few month and this is such a wonderful experience for all the dancers. This newsletter is packed with information in hopes that all questions are clearly answered. Please read carefully so that you don't miss dates that are important to your child. Attendance to all their classes is important so they are not left behind in their dances. The studio policy put in place this year : No more than 3 consecutive lessons missed without a doctors letter. This is put to ensue the dancer is allowed to participate in the production and not let down their group. Materials have already been purchased and they are well into choreography.

Concert Dates:

4 th Dec (Monday)	– 6:30pm
5 th Dec (Tuesday)	– 6:30pm
6 th Dec (Wednesday)	– 6:30pm
7 th Dec (Thursday)	– 6:30pm

All cast members to arrive **1 hour prior** to the performances with hair and make-up done i.e. 5:30pm prompt arrival time. A Cast call does take place to ensure all are in their change rooms and settled to begin their performance. Please ensure you're is participating in all 4 performances. No exceptions to this ruling. These dates were released in 1st term already so I'm sure this is just a reminder to most.

Stage Rehearsals:

Venue: Westville Civic Centre

Dates: Please see attachment to this email for your child's dates and times.

These rehearsals are compulsory so that each pupils understands their stage placements .Your child's non-attendance affects not only your child but others in the group too.

These stage placements are closed rehearsal which means no viewing will be permitted prior to the performance.

Ensure your child arrives dressed in their dancing attire as we have tight slot allocations for each group and want your child to enjoy this experience.

Photo Shoot:

Venue: Our studio, 35 Manors road, Padfield park, Pinetown. There is a map on our website should you need directions.

Dates: Please see attachment to this email for your child's dates and times

Arrive with hair and makeup done **30min prior** to timeslot given, so they can get dressed and ready for the photographer. An envelope from the photographic company will be sent home the week before, to fill out and return with correct payment on the allocated photo shoot day. A DVD will also be available to order if you so wish. The Dance studio will not handle payments to the photographer so please do not send it to the office as we do not processes his payment. Kcam digital normally gets some stunning shots out of the dancers which are treasured by the parents.



Costume & Prop hire:

Costume and Prop cost covers the hire for all 4 performances. The amount remains the same price as last year at **R200 per dance discipline** your dancer is performing in. Cash payment needs to be in by the **1st of November**. Please do not deposit the money into the studio bank account as this money does not belong to fees & the seamstress will only accept one deposit from the studio. Only dance fees are done via eft's. We need to settle accounts with the different companies for them to release outfits in time. ie no payment & the girls don't have an outfit. So please diarise this cut off payment for costume hire. Your support in this makes this event run smoothly and relieves me of stress with budgeting.

Helpers:

In order for our show to run smoothly, we are not able to do this without help from our parents. Our studio really has some amazing families who give of their time so willingly in the past. We are needing Mom volunteers to help us backstage in the change rooms to get the girls dressed & look after them during the duration of the show. It is always a treat when the dancers see a familiar face when getting ready for the stage so it would be stunning if you could assist. We only allow 2 mothers per group backstage. Should you be interested in being a volunteer then write your name down on the list placed in the waiting room at the studio.

Please note that audience will NOT be allowed into the change rooms as we want to ensure your child is safe at all times. This is a set ruling put in place for your child's well being. Only volunteer moms will be allowed into the change room if they are on roster.

Seniors to volunteer in set up:

With age comes responsibility. I am asking that my senior cast becomes involved in prep and clean up with their production. This studio production is growing and the staff are not able to do all breakup of a show this size without the students support. There is a list in the change room for seniors to write their names down on. It actually makes the whole experience more enjoyable if each dancer owns it herself. Thank you my lovelies.

Show décor: 3rd Dec Sunday 12:00 – 4:00 pm Westville civic

Show table layout: 5th Dec Tuesday 1:00 – 3:00 pm

Packing up the show on the last night. All seniors to get involved as the following day is not a school night

Washing of costumes

Repacking stock at the studio: 11th December 8:00am

Ticket Sales:

Tickets for the productions will go on sale as from the 14th November at the Westville Civic. A table will be laid out with our seating floor plans but please do prepare beforehand as to how many seats you would like and on which night, so that the lines are efficient and run smoothly. We normally sell out our productions so ensure you purchase your seats early so as not to be disappointed. We do not prebook seats under any circumstance.

- Monday – Raked seating
- Tuesday til Thursday -Table seating. The table layout normally sells the fastest and is most enjoyable for the whole family.
Dancers remain backstage until the performance has ended on the evening you wish to watch. No cast members may join their families during a performance. Preschool children (from external schools I teach at) may leave after their item if the parents are not watching that night, otherwise they stay backstage til the end of the production with the volunteer mom allocated.

Ticket Price:

- 4th Dec Adults R 110 Scholars R80
- 5th – 7th Dec Adults R 120 Scholars R80

Correct change would be so appreciated when purchasing.

Donations or sponsorships:

We would like to ask if anyone would be willing to donate prizes for spot prize's at the show or to give an amount to promising dancers for encouragement.

The production program does advertise to those companies who are in a position to bless.

Christmas Party: *Junior's*

Date: Friday 24th November

Venue: Our studio (35 Manors Rd)

Time: 2pm – 4pm

*Party clothes to be worn.

Seniors: To be confirmed for the evening event.

- No normal classes are scheduled on any Stage rehearsal days and photo shoots.
- We will be sending you a calendar Oct, Nov and Dec. Do print out the timetable for the month to make it easier for our busy families.

We hope you have a wonderful experience and are as excited about our upcoming production, as we are!. I have loved working with your daughter in preparation for this enjoyable event. If you have any questions, please contact us at the office during work hours, as we would love to make this a dance experience to remember fondly for years to come.

Yours in dance,
Michele