

Instructions for Parent Volunteers (Friday dress rehearsal and Saturday Evening Show)

Both at the dress rehearsal and concert, all volunteers and workers will be asked to sign in and wear a tag stating their name and which class they are supervising. Each class will need at least one volunteer with a background check.

The volunteer will be given a list of student's names:

DRESS REHEARSAL (Friday May 24th)

- Parent Volunteers need to arrive early to be there for the children when they arrive.
- Parent volunteers need to arrive at **Harrisonburg High School** on **Friday, May 24th** for the **dress rehearsal** at **4:30pm**. The dress rehearsal will begin between 5:30 and 5:45.
- **Parent Volunteers will sit in the auditorium with their group at their appropriate signs. Signs will be along the sides of the rows.** So please know the name, day, and time of the class you are supervising.
- **Parent volunteers need to stay with their group until all children have left with their parent.** Parents not volunteering must stay during the dress rehearsal until their child is done rehearsing, but will not be allowed backstage unless they are on the volunteer sheet.
- **Children and the volunteers will be walked backstage by the stage managers when it is their turn to perform.**
- Each class will perform their piece two to three times.
- **Be observant of which way the children are entering and exiting the stage so that you are there for them.**
- **The volunteer and the class will be led by another stage volunteer returning back to their seats in the auditorium where they will sit until the parents pick their child up. Once all children are picked up you are free to go! It is best to check the children off the list as they arrive and leave. Be sure to make verbal contact with parents when picking up their child.**
- **Once all children are picked up, you are free to go!**
- Children do not have to stay for the entire dress rehearsal
- Please bring safe materials to occupy them during dress rehearsal. (Crayons and coloring books. **NO MARKERS!!!!!!!**)

- There should be **no food, no candy, nor gum** given to the children or drinks unless it is water. We do not want damage to their costumes and we do not want to take a risk with children who may have allergies to certain foods.
- **No other parents are allowed backstage unless they are on the volunteer list!!!**

DANCE RECITAL (Saturday, May 25th)

- Parent Volunteers need to arrive at **Harrisonburg High School** for the **recital Saturday, May 25th at 5:30pm** and **report to assigned rooms/hallways** to sit where the appropriate sign is for your class.
- Children will arrive at 6:15 and the show will start at 7:00
- Parent Volunteers need to keep the children occupied while in the rooms or hallways and quiet while waiting backstage before performing.
- Please bring safe materials to occupy them (Crayons and coloring books. **NO MARKERS!!!!!!!** You can help them stretch or play a game, puzzles, etc). Bringing a laptop and a child friendly movie is appropriate.
- There should be **no food, no candy, nor gum** given to the children or drinks unless it is water. We do not want damage to their costumes and we do not want to take a risk with children who may have allergies to certain foods.
- **No other parents are allowed backstage unless they are on the volunteer list!!!**
- **Be observant of which way the children are entering and exiting the stage so that you are there for them.**
- **After the dancers perform, they need to quietly and quickly follow you and return to the appropriate room/hallway and wait with their class backstage in their appropriate areas until the finale.**

FINALE (concert only):

- **The Stage managers will line up classes for the finale. While in the hall the dancers need to remain quiet.**
- **The stage parent(s) will accompany the children onto the stage with their instructor.**
- **After the children have taken their curtsey/bow they will be instructed to back up and sit crisscross applesauce on the stage.**

- **Parent volunteers should sit with them.**
- **When the finale is finished parents will be instructed to come up to the stage to get their child.**
- **All Children should stay seated until their parents are present.**
- **Be sure to make verbal contact with parents when picking up their child.**
- **Once all children are picked up, you are free to go!**

GENERAL RULES AND RESPONSABILITIES FOR BOTH DRESS REHEARSAL AND CONCERT:

BATHROOM:

- Children who have to use the Bathroom need to do so **before** they perform not while they are about to go on stage.
- Please be aware of the order of the show so you can allow efficient time for bathroom use.
- Keep asking the children if they have to use the bathroom and remind them that once they are on stage they cannot go use the bathroom until they are finished performing.
- If you are the only volunteer you need to take the entire class with you.
- If there are two volunteers one can stay with the class while the other takes the child to the bathroom.

Parent Volunteers need to keep a list of the students with them. If the instructor has a specific order the children need to be in that class needs to be ready in that order before they perform.

Everyone **must listen to the stage managers**, Ms. Sarina, Ms. Tara, Ms. Connie, and Ms. Courtney. They will be in charge of getting the children on and off stage, making sure everyone is there ready to perform, and will be lining the classes up for the finale. This is all to make the show run smooth, organized, safe, and most important positive and fun for all. There are no exceptions to the rules! If a parent volunteer thinks he or she cannot abide by these guidelines then he or she may not want to volunteer. If a volunteer cannot follow the rules and directions in a responsible manner they will be dismissed from this duty! Remember, we want this to be fun, safe, and positive for all involved.

Lastly, thank you to all who will be volunteering their time in this exciting experience in the lives of our children's dance education. We realize this takes a lot of patience and time for volunteers. A dance concert, just like any school play or sports event, takes a lot of preparation and time months before and during the show in planning the dance concert order, choreographing the dances, selecting music, organizing volunteers and recital expectations, dancing with and encouraging the students in the wings during the show, booking Harrisonburg High Schools auditorium, costume ordering and delivery, printing programs, curtain, music, and light technicians, etc. Technical glitches are always bound to occur and your patience and understanding is appreciated. There is a lot that goes on behind the scenes to make a performance possible. We are especially grateful to volunteers. Without your help and support, this fun opportunity would not be possible. Your generosity and help is greatly appreciated!

Concert Order:

Saturday Evening 7:00 Show

1. Adv. Jazz III (Tues.) Jimmy
2. Beg. Ballet/Tap I (Thurs.) Cynthia/Jimmy
3. Int. Ballet (Thurs.) Cheryl
4. Adv. Irish (Wed.) Courtney
5. Ballet/Tap II/III Jimmy/Cynthia
6. BLUE CREW DANCE COMPANY (Zilda's piece)
7. Adv. Child Ballet (Thurs.) Cynthia/Jimmy
8. Beg. Jazz (Fri.) Katherine
9. BLUE CREW DANCE COMPANY (Jasmine's piece)
10. Musical Stage (Mon.) Liza
11. Adv. Ballet II/III (Wed.) Jimmy/Cynthia
12. Int. Jazz (Fri.) Cheryl
13. BLUE CREW DANCE COMPANY (Cindy's Piece)
14. Youth Modern (Mon.) Liza
15. Teen Tap (Sat.) Katherine
16. Adv. Ballet IV (Thurs.) Cynthia
17. Beg. Irish (Wed.) Courtney
18. Adv. Jazz I/II (Tues.) Jimmy
19. Teen Ballet (Sat.) Liza
20. Adv./Int. Jazz (Fri.) Cheryl
21. Adv. Modern (Thurs.) Cheryl

*****Finale*****

Assigned Classrooms for Saturday's 7:00 Dance Concert:

Dressing Room 1: (Blue Crew #1, #6, #9, #13, #21)

Hall: #4, #7, #13, #10, #11, #14, #15, #16, #18, #19, #20 (hall dancers must be quiet!)

Room 2: dance #2

Room 3: dance # 3

Room 4: dance # 5

Room 5: dance # 8

Room 6: dance # 12

Room 7: dance # 17

Room 8: extra

Room 9: extra

