

westernArkansas **BALLET**

December 2017

Dear Parents and Volunteers,

We truly appreciate your help and support. It would be impossible to create this wonderful production without you!

Enclosed you will find the following: a Production Week rehearsal schedule, Helpful Hints, Hair Requirements, Makeup Requirements and Recommendations, and Backstage Rules and Etiquette. The Backstage Rules and Etiquette page has a form at the bottom that **MUST** be signed by both a parent/guardian and the dancer and returned to Western Arkansas Ballet by Saturday, December 9.

We will begin rehearsals at the Theatre on Tuesday, December 12, and there is a chain of command set up to allow for smooth-running rehearsals and performances, as well as the safety of each and every child.

The Cast and Volunteer Coordinators (Amber Bryant and Lisa Corder), in addition to the wonderful volunteers at the security desk, know what Western Arkansas Ballet expects and have the authority to maintain these expectations. These rules and guidelines are for the safety of your child, and we expect you and your child to follow them.

We do realize that this can be a time of high anxiety. Please work together and remember to respect others as you would like to be respected. Thank you to each and every performer, parent, and volunteer for your cooperation and your immense dedication of time and talent.

Happy Nutcracker!

Respectfully,

Mrs. Melissa Schoenfeld, Mr. Jared Mesa & Ms. Brianna Hagar

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The Nutcracker Schedule for December 11-17, 2017

Thank you so very much for all of the long hours and hard work that you devote to these rehearsals and performances. It is the hard work and dedication of you and our volunteers that makes our annual production of *The Nutcracker* such a success.

All of the following rehearsals will take place at the ArcBest Corporation Performing Arts Center. Please know that end times are approximate, but we will do everything possible to end by the scheduled time.

Videotaping your child during rehearsals on Tuesday or Wednesday is allowed. The Thursday and Friday rehearsals are **closed** rehearsals by Ballet policy. We do encourage you to order a DVD of the Saturday performance — Order forms are available online and at the studio front desk.

Monday, December 11

No rehearsals. Volunteers will load-in sets, props, and wardrobe to the theatre. Please contact the studio by Friday, December 8, if you are available to help with Load-in.

Tuesday, December 12

<i>Party Scene</i>		<i>Dream Scene</i>		<i>Act II</i>	
5:30 pm	Call Time	5:30 pm	Call Time	7:00 pm	Call Time
6:00-7:00 pm	Go	7:00-8:00 pm	Go	8:00-9:30 pm	Go

Wednesday, December 13

<i>Party Scene</i>		<i>Dream Scene</i>		<i>Act II</i>	
5:30 pm	Call Time	5:30 pm	Call Time	7:00 pm	Call Time
6:00-7:00 pm	Go	7:00-8:00 pm	Go	8:00-9:00 pm	Go

Thursday, December 14 (Dress Rehearsal)

<i>Party Scene</i>		<i>Dream Scene</i>		<i>Act II</i>	
5:50 pm	Call Time	6:20 pm	Call Time	6:50 pm	Call Time
6:05 pm	Make up	6:35 pm	Make up	7:05 pm	Make up
6:50 pm	Costume	7:20 pm	Costume	7:50 pm	Costume
7:00-8:15 pm	Go	7:30-8:30 pm	Go	8:00-9:30 pm	Go

Friday, December 15
(School Performances with Abbreviated Cast)

8:20 am	Call Time for Abbreviated Cast
9:30 am	1st Performance
11:00 am	Lunch (provided by the WAB Guild)
12:30 pm	2nd Performance
1:45 pm	Child Pick-Up

Friday, December 15
(Dress Rehearsal)

<i>Party Scene</i>		<i>Dream Scene</i>		<i>Act II</i>	
5:50 pm	Call Time	6:20 pm	Call Time	6:50 pm	Call Time
6:05 pm	Make up	6:35 pm	Make up	7:05 pm	Make up
6:50 pm	Costume	7:20 pm	Costume	7:50 pm	Costume
7:00-8:15 pm	Go	7:30-8:30 pm	Go	8:00-9:30 pm	Go

Saturday, December 16
(Performance with Full Cast)

Morning Spot Rehearsals—To Be Announced

<i>Party Scene</i>		<i>Dream Scene</i>		<i>Act II</i>	
5:50 pm	Call Time	6:20 pm	Call Time	6:50 pm	Call Time
6:05 pm	Make up	6:35 pm	Make up	7:05 pm	Make up
7:20 pm	Costume	7:30 pm	Costume	7:50 pm	Costume
7:30-8:30 pm	Go	7:45-8:30 pm	Go	8:00-9:30 pm	Go

Sunday, December 17
(Performance with Full Cast)

<i>Party Scene</i>		<i>Dream Scene</i>		<i>Act II</i>	
12:50 pm	Call Time	1:20 pm	Call Time	1:50 pm	Call Time
1:05 pm	Make up	1:35 pm	Make up	2:05 pm	Make up
2:20 pm	Costume	2:25 pm	Costume	2:50 pm	Costume
2:30-3:30 pm	Go	2:45-3:30 pm	Go	3:00 pm-4:30 pm	Go

website: www.waballet.org
e-mail: info@waballet.org
phone: 479-785-0152

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The Nutcracker **Company & WAB II** Schedule for December 11-17, 2017

Thank you so very much for all of the long hours and hard work that you devote to these rehearsals and performances. It is the hard work and dedication of you and our volunteers that makes our annual production of *The Nutcracker* such a success.

Videotaping your child during rehearsals on Tuesday or Wednesday is allowed. The Thursday and Friday rehearsals are **closed** rehearsals by Ballet policy. We do encourage you to order a DVD of the Saturday performance — Order forms are available online and at the front desk of the studio.

All of the following rehearsals will take place at the ArcBest Corporation Performing Arts Center. Please know that end times are approximate, but we will do everything possible to end by the scheduled time.

Monday, December 11

No rehearsals. Company may take the night off OR may take class. (4:15 – 5:45)

All company **must** attend warm-ups at the theatre on December 12-17.

Tuesday, December 12

4:30 pm	Call at Theatre
4:45 pm – 5:45 pm	Warm-up on Stage
6:00 pm - 7:00 pm	Party Scene at Theatre
7:00 pm - 8:00 pm	Dream Scene at Theatre
8:00 pm - 9:45 pm	Act II at Theatre

Wednesday, December 13

4:30 pm	Call at Theatre
4:45 pm – 5:45 pm	Warm-up on Stage
6:00 pm - 7:00 pm	Party Scene at Theatre
7:00 pm - 8:00 pm	Dream Scene at Theatre
8:00 pm - 9:45 pm	Act II at Theatre

**Thursday, December 14
(Dress Rehearsal)**

4:45 pm	Call at Theatre
5:00 pm – 6:00 pm	Warm-up on Stage
6:30 pm – 8:15 pm	Party Scene at Theatre
7:30 pm - 8:30 pm	Dream Scene at Theatre
8:00 pm - 9:30 pm	Act II at Theatre

**Friday, December 15
(School Performances with Abbreviated Cast)**

7:45 am	Call Time at Theatre
8:00 am – 9:00 am	Warm-up on Stage
9:30 am	1 st Performance
11:00 am	Lunch (provided by the WAB Guild)
11:30 am – 12:00 pm	Warm-up on Stage
12:30 pm	2 nd Performance
1:45 pm	Please Exit the Theatre

**Friday, December 15
(Dress Rehearsal)**

4:45 pm	Call at Theatre
5:00 pm – 6:00 pm	Warm-up on Stage
6:30 pm – 8:15 pm	Party Scene at Theatre
7:30 pm - 8:30 pm	Dream Scene at Theatre
8:00 pm - 9:30 pm	Act II at Theatre

**Saturday, December 16
(Performance with Full Cast)**

Morning Spot Rehearsals—To Be Announced

5:30 pm	Call at Theatre
6:00 pm – 7:00 pm	Warm-up on Stage
7:30 pm	Performance

**Sunday, December 17
(Performance with Full Cast)**

12:30 pm	Call at Theatre
1:00 pm – 2:00 pm	Warm-up on Stage
2:30 pm	Performance

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Hints to Surviving *The Nutcracker*

Dress Rehearsals are on Thursday and Friday nights. This means every dancer needs full costume and makeup for every part, including the correct color and type of shoes, tights, etc. The more the dancers practice in full costume, the better they will feel and look during performances.

Hair

*Hairnets are excellent to keep buns in place and can be purchased at the studio as well as most retail stores including Dollar General, Walgreens, or Wal-Mart. Be sure to buy an appropriate color for the dancer's hair. Gel or mousse work great for getting those little loose ends up. A hairbrush, bobby pins, hair gel, hair spray, etc. should be sent with the dancer. Please make sure your child does not have any unnatural haircolor.

Makeup

*Gel-type baby oil works great to remove the adhesive felt circles used on the dancers' faces.

*The face makeup can be a little harsh on young skin, so you may want to start applying a moisturizer a few days before dress rehearsals begin to condition the skin.

*Dancers should remove all nail polish on fingers and toes before dress rehearsals and performances.

*Please bring your own makeup remover to the theatre. Ponds is a great choice for young skin because it is so moisturizing.

Wardrobe

*Please be sure that your dancer has both dance shoes, right and left, and anything else needed for the costume that must be brought from home. This saves a lot of frantic phone calls and anxiety for everyone!

*Please label **EVERYTHING** with the dancer's name.

*Please send a small bag labeled with your dancer's name to the theatre with your child to keep clothing and personal items in while in the dressing room. This will prevent lost clothing and other items.

*No panties under leotards please!

*No jewelry.

Angels

*Angels need a very light colored leotard under their white robes. Very light pink, very light blue, or white works best, but lavender does not work. Also, the Angel's hair needs to be pulled up as high as possible to accommodate the halo.

Prior to Arrival at the Theater

*Please be sure that your dancer has had a good meal before arriving at the theatre.

Backstage

Each scene (i.e. Party Scene) has a specific call time, so please pay close attention to the schedule.

*Act I dancers will be dismissed at the end of their scene's rehearsal. Beginning on Thursday, your dancer may be picked up at intermission if in Act I only, or after the performance if in both Acts, or in Act II only.

*No one is allowed to release dancers from rehearsals except Mrs. Schoenfeld. If you must leave a rehearsal at a specific time, it is best to address this with Mrs. Schoenfeld prior to arriving at the theatre. The rehearsal schedule will be followed as closely as possible, but please remember that a quality performance takes lots of attention to detail, and things sometimes take a little (or a lot) longer than expected.

*Please be patient when waiting to pick up your child after dress rehearsals and performances. Remember that removing makeup and changing clothes takes some time, especially for younger dancers. Your child will be escorted to the security desk as soon as possible.

*Sound carries easily in the dressing room, so everyone needs to remember to keep the noise to a minimum in the dressing area and be especially quiet when in the hallways, going back and forth to the stage. Please talk to your child about this before coming to the theatre.

*It is in everyone's best interest to adhere to the following rule if you have a question at the theatre: **Please speak to Mrs. Amber Bryant or Mrs. Lisa Corder, Cast and Volunteer Coordinators**, who will then take the issue to **Stephan Copeland, Stage Manager**, who will take the issue to Mrs. Schoenfeld. This saves a lot of time and frustration for everyone.

Gifts

*A gift table will be located in the hallway and any flowers or gifts for dancers need to be left at this table. Please be sure that your gifts are tagged with the dancer's name and that your dancer is aware of the need to check the table. These items may be left at the security desk, and they will be taken to the gift table for you.

*Party adults may purchase small gifts for their "children". Often, lead characters also give small gifts to their "group" (i.e., the Soldier General may give gifts to the Soldiers). These are usually just little candy bags, small ornaments, or some other token. Please understand that this is optional, not required, and not all dancers receive gifts.

With a little consideration and cooperation, this will be a very memorable and enjoyable event for everyone!

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Hair and Makeup Requirements for *The Nutcracker* 2017

High Bun

Party Scene

Harlequin Girl Doll
Drummer Doll

Dream Scene

Spirit of Christmas
Christmas Trees
Angels
Soldier General
Soldiers
Snowflakes
Cherubim
Winter Sprites
Snow Queen

Act II

Lady-in-Waiting
Pages
Gumdrops

Peppermints
Spanish Lead
Arabian Lead
Gems
Chinese Lead
Russian Lead
Little Bo Peep
Dew Drop Fairy

French Braid

Dream Scene

Baby Mice
Mice
Mouse King
Mouse General

Act II

Fortune Cookies
Gingerbread Cookies
Sheep
Chinese Corps
Wolf

Other

Party Scene

Party Adults-women-ringlets, front pulled up
or elegant updo
Party Girls-ringlets, front pulled up
Party Boys-no gel or spikes
Maids-low bun
Girls who are Party Boys-French Braid tucked up
Raggedy Ann-Low Bun
Raggedy Andy-Pigtails
Jester-Pigtail Buns
Harlequin Boy-Low Bun

Act II

Peasants-Pigtail braids and criss crossed
Buffoons-2 high buns, splitting center
Little Flowers-low bun



2017 The Nutcracker Makeup Requirements

Western Arkansas Ballet provides makeup for all cast members. We understand if you would like for your child to have his or her own. If you wish to purchase your own makeup, please speak with the front desk for a handout specific to your part. The handout will have specific colors and brands; the reasoning for this is so that all cast members meet the exact specifications of the Executive Artistic Director. If you choose not to purchase makeup, we will provide it for you. We apply the makeup individually and do not reuse applicators.

If you have any questions, please call our Makeup Coordinator, Amanda Sullivan at (918) 774-2230.

Thank you for your assistance in making this production a great success!

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Items to bring to the Theatre

- Makeup Removal—Please bring the following items in a Ziploc bag with your child's name and part **clearly labeled**.
 - Makeup remover—cloths, face wash, Ponds, or Nivea cold cream
 - Several washcloths
 - Gel-type baby oil for removing felt circles (Soldiers & Dolls)
 - Facial moisturizer
 - Tissues
 - Q-tips
 - Cotton balls

Please do not send exfoliating makeup wipes. These damage your child's skin.

- Hair—Please bring the following items in a Ziploc bag with your child's name and part **clearly labeled**.
 - Bobby pins & Hair pins
 - Ponytail holder
 - Hair net
 - Hair gel
- Items such as homework, books, or quiet games to keep your dancer occupied while waiting backstage. Please refrain from sending music players without headphones. **ALL LABELED WITH NAME.**
- Dance Shoes & Clothes—Please make sure your dancer has all his or her needed dance shoes and wardrobe items. Please **LABEL** shoes and clothing with your dancer's name to avoid confusion backstage.

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Backstage Rules and Etiquette

Please talk to your child about these rules before coming to the theatre.

1. **Dancers should arrive for all theatre rehearsals and performances with a clean face and hair in a bun. (Party girls should wear their hair down.) No bangs.** If a dancer is required to pull hair up for a second part, items must be sent to accomplish this.
2. As in most ballets, the costumes, choreography, and makeup designs belong to the ballet company. **Therefore, all makeup must be removed before leaving the dressing room.** Each dancer should bring a wet washcloth, makeup remover (Johnson's baby shampoo works great!), moisturizer, tissues, makeup remover wipes, Q-tips, cotton balls, etc. to aid in this process. These items should be placed in a large ziplock bag and marked with the dancer's name and part.
3. As mentioned above, costumes are also the property of Western Arkansas Ballet and are quite expensive to repair or replace. **It is the responsibility of the dancer to keep up with all pieces of the costume.** All costumes are either on hangers or in ziplock bags, and all items are marked with the dancer's name. After rehearsals and performances, **the dancer must place the costume and all pieces neatly back on hangers and/or in the bags provided. This must be checked and verified before the dancer leaves the dressing room area.**
4. **Dancers should be taken to the table at the Security Desk of the East Side Entrance and must be signed in upon arrival.** Arrival times are noted on your rehearsal schedules. For the safety of all dancers, **no one will be allowed past the security table unless that person has a name badge that allows them backstage.**
5. Again, for the safety of all dancers, no dancer will be allowed to leave the backstage area until signed out by a parent or designated adult at the Hallway-East Entrance sign-in table.
6. Dancers are encouraged to bring books, quiet games, and homework to rehearsals and performances to stay occupied while waiting to go on stage. Dancers should not bring jewelry (includes earrings) or expensive personal items to the dressing room area. Dancers will be responsible for all personal items brought to the theatre and/or studio. Western Arkansas Ballet is not responsible for personal items.
7. **No food or drink will be allowed in the dressing room areas of the theatre.** This goes for volunteers as well as dancers.
8. Please remember that the volunteer workers on this production are just that: volunteers. They give of their time and talents to insure the safety of your dancer and to put on a quality production. We ask that all dancers and parents be respectful and courteous to the workers and each other. **Problems or concerns should be reported to Mrs. Amber Bryant or Mrs. Lisa Corder, Cast and Volunteer Coordinators.** The Artistic Staff reserves the right to dismiss any participant from the production due to disrespectful or uncooperative behavior.

Please return this portion to Western Arkansas Ballet

My dancer and I have read and understand the Backstage Rules and Etiquette and agree to abide by them throughout rehearsals and performances of *The Nutcracker*. We also understand that the Artistic Staff reserves the right to remove any performer from the production due to disrespectful or uncooperative behavior. This agreement must be signed by both the dancer and a parent or legal guardian.

Print Dancer's Name: _____ Dancer's Signature: _____

Parent/Guardian Signature: _____ Date: _____

Please sign and return by Saturday, December 9, 2017