

DE LA Dance Company

La Sylphide Handbook and Contract 2024

Welcome to DE LA Dance Company's production of *La Sylphide*! In this handbook, you will find all of the dress rehearsal and performance dates. You will also find information on rehearsal expectations and many other bits of info that will help us work smoothly through this process.

***PLEASE SIGN AND RETURN THE BACK PAGE OF THE HANDBOOK
BY FEBRUARY 24, 2024.***

Performance Dates

There are 12 total performances, which will take place at The Theater @ de la Dance Center.

Friday, April 26	7:30
Saturday, April 27	2:00 and 7:30
Sunday, April 28	2:00
Friday, May 3	7:30
Saturday, May 4	2:00 and 7:30
Sunday, May 5	2:00
Friday, May 10	7:30
Saturday, May 11	2:00 and 7:30
Sunday, May 12	2:00

Performance Week

Performance week is when we put all of our work onto the stage before the audience arrives. Props, scenery, costumes, and lights are added to the choreography, and this requires a tremendous amount of time and patience. We will do our best to make it as easy on the dancers and parents as possible, but we ask for your cooperation and patience up front as this period can be long and tedious. **We expect every cast member to be available for these rehearsals.**

General times are listed below for dress rehearsals, and a detailed schedule will be posted closer to the shows.

Saturday, April 20	1:30-6:00
Thursday, April 25	6:00-9:30

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Rehearsal Days and Times

The *La Sylphide* rehearsal schedule is posted on the calendar on our website linked here. <https://www.deladancecenter.com/google-calendar>

Parent Volunteers

Parent volunteers are a vital resource for the school and are essential in making performances possible for the dancers. Volunteering for performances helps create a stronger de la community and offers an inside perspective on the theater, productions, and dance as a whole.

Parents of all *La Sylphide* student dancers are committing to volunteer for **at least three performances**. The volunteer sign-up schedule will be emailed to parents to choose their **three or more** volunteer roles. There are several positions to choose from with varying time commitments.

- Costume Sewing - **prior to performances**
- Backstage Chaperone (female)
- Backstage Make-up - Volunteer can buy a ticket and see the show.
- Backstage Hair - Volunteer can buy a ticket and see the show.
- Ticket Sales - Volunteer can buy a ticket and see the show.
- Boutique Sales
- Usher - Volunteer can buy a ticket and see the show.

Parents of Int/Adv dancers have the option to sign-up for any of the roles above. Parents of students in Ballet 2 and under need to volunteer as a **backstage chaperone for at least one performance** and can choose from any of the options listed above for their other roles. Our volunteer coordinator is Martina Berger, and she can be contacted at info@deladancecenter.com or 513-871-0914 with questions.

Theater Fee

La Sylphide is a full production with many costs. We must pay for the theater for an entire week; we must construct, alter, clean, and order costumes; and we must build scenery, among other things. In light of this, we charge all dancers a Theater Fee of \$100 dollars (\$85 for any additional family members in the cast). This fee helps to offset costs so that we can produce quality performances. The due date for the Theater Fee is **February 19th** for ALL students.

After Feb 19th, a charge of \$25 will be added to any late Theater Fee.

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Rehearsals

DE LA Dance Company productions are top quality and crafted by professional directors who nurture and expect professional results. All dancers are expected to attend all of their rehearsals. It is imperative that all performers are in every designated rehearsal so that we can be efficient and complete what needs to be accomplished for that day. Please understand this policy and plan accordingly.

Missed Rehearsals

If it is absolutely impossible to be at a rehearsal, you must notify de la as soon as possible so that we can perhaps plan around that dancer. We certainly understand family emergencies and illness, but we ask that you make every possible effort to be in rehearsal. If your child is sick but not contagious, she/he should still come to watch the rehearsal. Please email Meridith at deladancemeridith@gmail.com with any absences. (If it is communicated beforehand, excused absences due to spring break trips, etc. are not included.)

Children's roles are allowed only two unexcused absences. If a performer misses more than two rehearsals, he/she may be removed from that role.

Missed Classes

It is extremely important that all dancers maintain their class schedule. Steps for their roles are polished during class time. If a dancer misses too many classes during the rehearsal period, this may effect casting and/or participation in the performances.

There are NO CLASS ABSENCES allowed for Int/Adv students during any theater week.

Rehearsal Conduct

There is an expectation that all dancers are on time for rehearsals and performances. **Girls on pointe must arrive 20 minutes before rehearsal to warm up to avoid injury.** It is also expected that the performers are quiet and mannerly during their rehearsal and the off-time between rehearsal and performance. Please help your child understand that their conduct affects the entire cast. You could consider sending a quiet activity, book, or homework to entertain your dancer during their off-time. We make our rehearsals fun and enjoyable, but we do this in a disciplined atmosphere so everyone can enjoy this wonderful experience.

Theater Rules

When theater week arrives, the energy is high, and the air is full of excitement. The theater is a great, fun place to "get lost." We insist that the children understand that they need to stay in their dressing room and

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follow any directions given by the chaperone. Here are a few simple rules that must be followed:

** Be on time. * No eating or drinking in costume. * Keep shoes and tights clean and free of runs and holes. * Stay quiet backstage. * Stay in appointed areas with a chaperone. (When dancers arrive at the theater, they will go to their appointed dressing room.) **

Int/Adv students will be required to take warm-up, dependent on space. (Times will be posted.) After warm-up, there may be a few notes; please stay on stage until you are dismissed. After you are dismissed, you are responsible for your own makeup and hair. We generally have 45 minutes to one hour of preparation time before curtain. Practice hair and makeup at home so you can be sure to be ready in plenty of time. At the end of each performance, **please hang up your costumes with all of the pieces together** (e.g. headpiece, sash, belt, flowers, pants, skirt).

Lunch/Dinner

Please pack a healthy lunch/dinner for your child to eat in between performances. It is best not to send snacks high in sugar, as this will get them wound up at first, and then, when it is time for the second performance, they will “crash.” We want to make sure they have enough energy for both performances. Fruit, nuts, cheese, crackers, and granola bars are good things to snack on.

Please do not pack any colored juices. (Apple juice is acceptable, but we want to avoid any red, blue, or orange drinks from spilling on costumes.)

Communication

We use our email network for easy communication. Rehearsals and other information can all be accessed via the deladancecenter.com website. We would like Int/Adv students to be responsible for their own rehearsal schedules and communication. They are in the studio almost everyday and should keep their eyes and ears open to any changes. Older dancers can improve this skill and do not need to rely on their parents to keep track of their dance responsibilities.

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Please sign and return this form to the front desk
by February 24th, 2024.

I have read the DE LA *La Sylphide* Handbook 2024 and understand ALL that is covered. I am committed to abiding by the rules as they are outlined. I understand that I may not be able to participate in this year's production if I miss more than the specified number of rehearsals and classes. As an Int/Adv student, I also realize it is an obligation to keep myself in shape by being consistent with my class attendance and understand that I may not miss any classes or rehearsals during theater weeks.

- I authorize DE LA Dance Company to use photos of my child during class, rehearsal, or performance for marketing purposes such as social media postings, website postings, newspaper articles, and ads.
- I will commit to a volunteer position for at least three performances.

Student _____ *date* _____

Parent _____ *date* _____

Below are my known conflicts with the established rehearsal schedule for DE LA's *La Sylphide*. (Any conflicts that arise after this signing will not be accepted.)
