

# DE LA Dance Company

## 2021 DE LA Nutcracker Handbook/Contract

Welcome to de la Dance Center's "The Nutcracker Jazzed Up!". We have assembled this handbook for your benefit. Inside you will find all of the dates of the performances and rehearsals from the beginning of the rehearsal period in September to the last performance in November. You will find information on rehearsal expectations and rules on missing rehearsals, as well as many other bits of info that will help us work smoothly through the process. Please read through this handbook with your dancer. Thank you for participating in our annual "The Nutcracker Jazzed Up!". We look forward to working with you and your child and experiencing all the wonderful things Nutcracker has to offer.

***PLEASE READ AND SIGN THE BACK PAGE OF THE HANDBOOK AND RETURN by September 18, 2021***

**Performance Dates:** We will be performing our "Nutcracker Jazzed Up! The Theater@ de la Dance Center. We will have 8 performances of Nutcracker:

**Performances are the week of Thanksgiving and the following week -**

November 26,27,28 and the week after Dec 3,4,5

There are 8 performances - 4 each weekend :

|                 |               |
|-----------------|---------------|
| Friday Nov 26   | 7:30          |
| Saturday Nov 27 | 2:00 and 7:30 |
| Sunday Nov 28   | 2:00          |
| Friday 3        | 7:30          |
| Saturday 4      | 2:00 and 7:30 |
| Sunday 5        | 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 which 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 want to 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 week.**

### **Parent volunteers**

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

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

- **Costume sewing - prior to performances**
- Backstage Chaperone
- 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
- Boutique Sales/Table Watcher

Parents of Ballet 3-7 dancers have the option to sign-up for any of the roles above. Parents of Ballet 2 and under dancers need to volunteer as a backstage chaperone for at least one performance and can choose from any of the options listed above for their second role. Our volunteer coordinator is Morgan Saunders and can be contacted at [info@deladancecenter.com](mailto:info@deladancecenter.com) or 513-871-0914 with questions.

## Dress Rehearsals

**\*Dress Rehearsals are REQUIRED for ALL performers:**

**The times below for dress rehearsals are general. A detailed schedule will be posted closer to the shows.**

|                   |   |
|-------------------|---|
| Saturday Nov 20th | 1:30-6:00 costumes only                         |
| Wednesday 24th    | 12:00-4:00 Dress Rehearsal costume hair make up |
| Thursday Dec 2nd  | 5:30-8:30 no costumes or makeup                 |

**Rehearsal Days and Times:** The calendar for The Nutcracker rehearsal schedule is posted on our website

<https://www.deladancecenter.com/google-calendar>

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**Description of Roles:** For clarification, here is a list of which role is involved in which scene. Please be aware of the changes from previous years.

## Act 1

**Dross' Rehearsal room** - Dolls, Workman, Drosselmeyer

**Opening Scene** - Clara, Mother, Father, Fritz, Maids

**Party Scene** - Party Children, Party Parents, Maids, Clara, Fritz, Mother, Father, Dolls, Drosselmeyer

**Battle Scene** - Nutcracker, Clara, Soldiers, Rats, Little Mice, Rat King, Drosselmeyer

(If "Little Mice" are not listed for a specific rehearsal for Battle scene then they are NOT required to be there. If your child is cast as "little mice", look only for "little mice" on the rehearsal schedule. If it says Battle scene and does not specify "little mice" then they are not expected to be there.

**Snow Scene** - Clara, Snow Corps, Snow Queen, Nutcracker Prince

## Act 2

**Opening Scene** - Opening Flowers, Sugar Plum, Cavalier, Clara, Diverts

**Diverts (Divertissements)** - Flowers (no Opening flowers), Spanish, Arabian, Chinese, Bo Peep, Polichinelles, Clara, Sugar Plum

**Finale** - All Act 2 cast members are involved in the finale except for Opening flowers.

**Curtain Call** - Full Cast Act 1 and 2

**Rehearsals:** DE LA Dance Company productions are top quality and directed 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 rehearsal so that we can be efficient and complete what needs to be done for that day. Please understand this rule and plan accordingly.

**\*\* Childrens roles are allowed only 1 absence.**

**Missed Rehearsals** If it is absolutely impossible to be at a rehearsal you must notify de la as soon as you know so we can possibly 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 [meridith@deladancecenter.com](mailto:meridith@deladancecenter.com) with any absences.

***If a performer misses more than one rehearsal he/she may be removed from that role.***

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***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 that could either effect her casting or participation in the performances.

**There are NO CLASS ABSENCES allowed for Ballet 5-7 during any theater week.**

*AP students must be in good standing with their absence allowances in order to participate in de la Dance Company productions.*

*Any Main Division student cast in a role that is performed on pointe will be required to take 4 classes per week (3 on pointe) for the duration of the contract.*

**Costume and Theater Fee** The Nutcracker “Jazzed Up” is a full production with many costs. We have to pay for the theater for an entire week; We have to build, alter, clean and order costumes; we have to build scenery. We must charge a theater and costume fee to all dancers of \$100 dollars.(\$85 for any additional family members in the cast) This fee helps offset these costs so we can produce a quality performance. Due date for costume fee is September 18th for ALL students.

**After Sept 18, a charge of \$75 will be added to any costume fee not paid on time.**

Rehearsal Conduct - There is an expectation that all dancers are on time for rehearsals and performance. 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 as well as the off time between rehearsal and performances. Please help your child understand their conduct affects the entire cast. You can send a quiet activity, book or homework to entertain them 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 full of excitement. The theater is a great fun place “to get lost”. We insist that the children understand to stay in their dressing room and follow the directions that the chaperone gives. Here are a few simple rules that must be followed:**

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*\* Be on time. \* No eating or drinking in costume. \* Have clean shoes and tights with no runs or holes. \* Quiet backstage. \* Stay in appointed area with chaperone.* When dancers arrive at the theater they will go to their appointed dressing room.

Ballet 5-7 will be required to take warm up based 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 the performance **PLEASE HANG UP YOUR COSTUME WITH ALL OF THE PIECES TOGETHER** ie: headpiece, sash, belt, flowers, pants, skirt etc. Those who fail to do this will be reprimanded.

Party Children, Mice, Lambs : Volunteers will put on makeup and help them into their costumes. Students should not sit in costumes. We will try to put costumes on just a short time before they have to dance. When the dancer is finished they will be helped out of their costume. They must stay in the room until the Act is over and then can be picked up by a parent. More details will follow as we get closer to performances.

**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 content 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 the second performance. Fruits, cheese, crackers, nuts and granola bars are good things to snack on. Also, please do not pack any colored juices. Apple juice is at least clear but we want to avoid any red, blue or orange drinks from spilling on any costumes.

**Communication:** We will use our email network for easy communication. Rehearsals and any other information can all be accessed via the website [deladancecenter.com](http://deladancecenter.com). We would like the Ballet 5-7 students to be responsible for their own rehearsal schedule and communication. They are in the studio almost everyday and should keep their eyes and ears open to any changes or events. The older dancers should know what they are doing and not have to rely on their parents to keep track of their dance responsibilities.

**\*REMIND APP- This year we will be using the Remind App for alerts and changes. We need all cast members to be signed up for that app to ensure everyone receives our communication.**

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Please Sign and return to Morgan or put in the box on the front desk by  
September 18, 2021

I have read the de la Nutcracker Handbook 2021 and understand ALL that is included. I am committed to abide by the rules. I understand that I may not be able to participate in this year's Nutcracker if I miss the allowed amount of rehearsals and classes. I also realize that as an AP 5-7 it is an obligation to keep myself in shape by being consistent with my class attendance and realize I may not miss any classes or rehearsals during theater weeks.

*I authorize de la Dance Company to use any photos of my child during class, rehearsal, or performance for marketing materials such as social media, website, newspaper or ads.*

I will be able to commit to a volunteer position for two performances

**Student** \_\_\_\_\_ *date* \_\_\_\_\_

**Parent** \_\_\_\_\_ *date* \_\_\_\_\_

Below are my known conflicts with the set forth rehearsal schedule for de la's Nutcracker Jazzed Up! Any conflicts that arise after this signing will not be accepted

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