

# The Barnfield Theatre, Exeter

Saturday 25<sup>th</sup> November 10.30am

Sunday 26<sup>th</sup> November 10.30am / 3.30pm / 7.00pm



Please also refer to the website show information page: -

<https://www.joannamardonschoolofdance.co.uk/show-2023/>

**password – 93show23!**

## Parents information- Please read!

1. PLEASE ENSURE YOU ARE 100% CLEAR WHICH PERFORMANCES YOUR CHILD IS PERFORMING IN. IT HAS BEEN ON THE WEBSITE SHOW PAGE SINCE SEPTEMBER.
2. **Everyone should have received the ticket booking link and password via email now.** PLEASE ENSURE YOU BOOK TICKETS TO A SHOW YOUR CHILD IS IN. I cannot change or alter incorrectly purchased tickets and access to the auditorium will be by tickets only. (No children allowed on laps due to Fire Regulations)
3. The Saturday 10.30am, Sunday 10.30am and Sunday 3.30pm shows will be approximately 2 ¼ hours including the interval. The senior only show at 7pm on the Sunday will be approximately 1 ¾ hours including interval and presentations.
4. We are not having a charity raffle this year but instead we are donating a £1 from every ticket sold to a local charity. SnackPack (charity number 215199) has been running for over 30 years, supporting local children (under the RD&E) & their families living with Type 1 Diabetes. They are a local group under Diabetes UK & rely entirely on fundraising for income. This seems like an appropriate group to support as we have several diabetic children in the school.
5. **Costumes** have all been sent home now. Please hang costumes to allow creases to drop out. Please keep costumes safe and treat with care. It is your responsibility to ensure costumes come to the theatre in the perfect condition they have been given to you in. If any costumes are damaged beyond repair, you will be charged for replacement. Please ensure headdresses are kept safe. (Some headdresses will be given to you at the theatre.)  
Please ensure you have any leotards / shoes required! We had at least 2 people arrive for the junior photoshoot without their ballet shoes. If children don't have their shows on show days sadly, they will not be able to perform.  
**Costumes must be returned to classes the week following the show unwashed.**

6. Please bring as little as possible to the theatre re. Outdoor clothes as space will be limited.  
**Please ensure everything is named.** Children are encouraged to bring something to keep them amused in the dressing room - game / books etc... If parents allow electronic devices to be brought into the theatre this is at their own risk. The Dance School will not be held responsible for loss or damage to valuables in the theatre.

7. **Dress Rehearsal – Sunday 19<sup>th</sup> November** at the Barnfield Theatre. All pupils required. See times on website. Pupils will come and go throughout the day/evening. Please be patient as it will be a long day and the care taken is to ensure the safety of your children.

**Enter via Stage door behind Theatre - Pupils will be checked in / out**

Parents need to wait for young children in the bar area and / or help them in the dressing rooms, but there will be no access to the auditorium. Helpers are requested to come back-stage to familiarise themselves.

Teenagers can be dropped off and those that have a lot of dances are welcome to stay and sit in the auditorium when not needed. It goes without saying you will be respectful and well behaved when in the theatre and courteous and helpful to the teaching and theatre staff!

Please arrive ½ hour prior to the allocated time so you are checked in and changed ready to rehearse as indicated – we will do our best to keep to time, but your children's needs will be our priority. Please be patient if we are running later than expected when you arrive.

Please note that the running order for the dress rehearsal is not the running order for the actual shows.

8. **Photographs / Souvenir Brochure**

Individual photographs will be sent home with your children.

They are £10 per print. Reprints are £10.00. Cash / Cheques for photographs made payable to **Brian Eveleigh** please (NOT the dance school). Unwanted photographs please return to the dance school. (We must account for all photos, and I have a list of who has been given what.)

**The Souvenir Brochure will be on sale at the show – please bring cash. (£8.00)**

9. **NO PHOTOGRAPHY OR VIDEO RECORDING ALLOWED IN THE THEATRE.**

A professional recording will be made of the show and a digital download will be sent to all participants. We will have the first 3 shows recorded and then edited to include all dances. A license is required for this, and it is therefore illegal to make your own recording. The cost of the filming/editing and license must be covered within the sale of the copies. (We do not make any profit.)

**NO PHOTOGRAPHY IN DRESSING ROOMS – THIS IS A SAFEGUARDING ISSUE.**

10. **Hair to be in a low bun at the nape of the neck.** (Please don't add donuts or put the bun on top of the head. It should not be visible from looking at the face.)  
Please can you arrive with your hair done. (Bun packs available to purchase from the website shop.)  
If you are unable to do your own hair please bring own Hair grips, pins, bands, nets, gel, spray and it will be done for you. Hair needs to be done for the dress rehearsal too.
11. **Make-up will need to be provided by each child. (Not required for very young children - parent's discretion.)**  
Foundation & blending powder –Can be applied before arrival at Theatre  
Black eye liner and Mascara. Eye shadow- (Browns/beige/cream)  
Red lipstick and blusher  
Helpers will be available backstage to help the pupils but due to health and safety all pupils must provide their own make-up. Thank you.  
**Can I suggest a small NAMED purse/bag containing the above.**  
Make-up is not required for the dress rehearsal.
12. If drinks are brought into the Theatre, please think carefully. No blackcurrant etc... (Water / Lemonade is much easier to hide if spilt on a costume.)  
**NO FOOD BACKSTAGE – WE HAVE SEVERAL CHILDREN WITH NUT ALLERGIES.** (Seniors performing in the 7pm Sunday show can bring a packed tea for between shows as there won't be enough time to go out for food.)
13. **No Jewellery to be worn in the Theatre-including earrings. No nail varnish / tattoos. No valuables to be brought to the Theatre.** The Joanna Mardon School of Dance cannot be held responsible for loss or damage of property during the show.
14. **Back-stage helpers** will be allocated a specific dressing room. Please stay where you are allocated. Costume changes will be pinned up in each dressing room. Running Orders for the performances will be on the notice boards – please familiarise yourselves with these.  
  
In the event of an **emergency** please listen carefully to your helpers and leave the Theatre by your nearest exit. The meeting point is in the grounds of Southernhay.
15. **All pupils will be checked in and out of the backstage area.** No pupil will be allowed to leave during a performance unless pre-arranged with Jo due to specific medical needs. Please be patient as this is for the security/safety of YOUR children. **IF PERFORMING IN SUNDAY MORNING AND SUNDAY AFTERNOON, ALL PUPILS MUST BE COLLECTED AFTER THE FIRST SHOW AND THEN BROUGHT BACK FOR THE SECOND SHOW.** There is normally only time to collect the children - go into town and get some food and then return for the second show of the day.

**SENIORS PERFORMING IN THE SUNDAY 7PM SHOW WILL NEED A PACKED TEA AS THERE WILL NOT BE TIME TO LEAVE AFTER THE AFTERNOON SHOW.**

16. **Questions / Concerns:** - Email [jo@joannamardonschoolofdance.co.uk](mailto:jo@joannamardonschoolofdance.co.uk) / 07931 854588. I will get back to you within 24 hours. Please ensure you are clear of the arrangements prior to the weekend of the dress rehearsal and shows.
17. Show days:- Please arrive for your performance:-  
13-18 years – 1 ½ hours before show starts  
7-12 years – 1 hour before show starts  
3-6 years – ½ hour before show starts

Please remember we have a lot of children performing and we need your co-operation to make sure the show runs smoothly and safely. This is the 30<sup>th</sup> year of the Dance School so please appreciate we do know what we are doing, and your child's safety is the most important thing to us. Thank you in anticipation of your continued support. Please remember this is your children's special weekend and they have worked exceedingly hard to produce an entertaining show for everyone. Sadly, recent years have seen many changes in people's attitudes towards others. When purchasing tickets, you are buying a ticket to watch a show, not just your child. Please can I ask for a little respect for other spectators and other people's children performing and ask you not to get up and walk out during someone else's performance.

**We hope your children have a wonderful experience making memories, building confidence, developing lifelong friendships and gaining a love of performing.**

**Enjoy the show – we are so proud of all the children and young people in the school.**

**Miss Jo and team**