

BALLET ARTS STUDIO

Information for Backstage Volunteers

Thank you so much for volunteering your time! Your assistance is essential to running a great show and creating a positive experience for our dancers. The basic responsibilities of parent volunteers are outlined below. If you have any questions, please contact our Backstage Manager, Fern Ricci, at riccifmr@gmail.com.

Responsibilities:

Rehearsal: Attendance at the Friday, June 1st full dress rehearsal as well as your Performance Day shift is MANDATORY! We run the Friday dress rehearsal from the dressing rooms, so we need parents who can be there both Friday and Saturday.

On Friday, June 1st, you will need to be at the Bardavon from 4:30 pm until the last dancer in your assigned area is picked up.

On Saturday, June 2nd, Performance Day, matinee volunteers need to be in their assigned dressing room at their child's arrival time, and stay until the evening chaperones arrive, around 4:30 ish. Evening volunteers need to be in their assigned dressing room at 4:30 pm, and stay until the last dancer in their area has been picked up.

Safety: Safety is our first concern. You must keep an eye on all the children with safety in mind.

Attendance lists: Attendance lists will be posted in each dressing area. Take attendance and "count noses" often. All dancers are to stay in their assigned dressing rooms.

Assisting dancers: Backstage volunteers help all the dancers in their dressing rooms with make-up, costume changes, snacks, entertainment, bathroom visits, etc.

Other adults: There will always be a minimum of 2 adult volunteers with each group. Parents may come to the dressing rooms to bring in their children and

to pick them up. However, we need our Parent Volunteers to ensure that pick up and drop off are pretty quick turnarounds. "Good luck honey!" is fine, but staying to put on make-up is not. We will ensure that all parents are aware of the pick-up and drop off protocol.

Cleaning: We are responsible for cleaning the area each evening. Please help us by placing all garbage in the garbage cans provided. Give all Lost and Found items to Ms. Fern, Ms. Cindy or Ms. Mary.

Smoking/Drinking: No smoking and no alcohol at the Bardavon.

Performance: A Ballet Arts Staff member will come to your dressing area about 10 minutes before we need the dancers. The staff member will assist in lining up the dancers in the same order they enter the stage. It is essential that Parent Volunteers keep track of time and where we are in the Concert so bathroom breaks and other necessities are taken care of and the dancers are ready to leave the room to go to the stage when the time comes.

Getting backstage: A Ballet Arts staff member will help bring the dancers to the backstage area. Please have at least one parent near the middle of the line and one at the end. Once the dancers get to the Main Stairs, they are to stop talking. Please be a role model and refrain from talking on the stairs and in the backstage area. The noise CAN be heard in the audience.

At the Stage Door, a Ballet Arts Staff member will take the dancers into the wings. Parents will wait outside the Stage Door, ready to "catch" the dancers after they perform, and bring them quickly and quietly back to their dressing area.

There are no free tickets associated with volunteering, and parent volunteers cannot watch the show from the wings.

The Spring Concert is an exciting bonding time for the dancers. There is a LOT of energy in the rooms backstage. It is important to channel that energy to keep everyone safe, positive, respectful and included in the fun.

THANK YOU!! QUESTIONS? Email Ms. Fern at riccifmr@gmail.com.