**MOSCOW BALLET’S ‘GREAT RUSSIAN NUTRCRACKER’ COLUMBIA, MO 2019**

Congratulations on being cast for a role in the Moscow Ballet’s ‘Great Russian Nutcracker’ tour to Columbia, MO! This is a wonderful opportunity for students to perform with a professional ballet company. Please read the following information thoroughly to ensure this process will be a positive experience for all involved!

**REHEARSAL POLICY**

* Casting is determined by the Moscow Ballet rehearsal director and is non-negotiable. All dancers must accept the roles they are cast for.
* School of Missouri Contemporary Ballet will set the rehearsal schedule for all roles.
* Dancers will be allowed ONE excused absence from ongoing Saturday rehearsals. The school of MCB will need advance notice, and any absences beyond this will result in the dancer being ineligible to perform.
* Dancers must be on time and picked up promptly for all rehearsals
* If rehearsals are missed without notice, Moscow Ballet will stand by a teacher’s decision to remove a child from the cast.
* Children must memorize choreography and music counts and be performance ready for day of show

**PERFORMANCE**

**Wednesday, December 11th, 2019 @ 7pm**

**Jesse Auditorium, University of Missouri**

**Drop-off time for students will be advised by Moscow Ballet one-two weeks prior to performance. Anticipate students being needed 6 hours prior to the start of the show. Dancers will need to be excused from school early this day.**

**School of MCB strongly advises purchase of tickets as soon as possible. Tickets may sell out! Tickets are available for purchase through the University Concert Series, or through the website directly, nutcracker.com/buy-tickets. There is a group rate available for those purchasing 10 or more tickets.**

**We will not have any extra tickets available at the school.**

**COSTUME GUIDELINES**

**All children must arrive at the theatre with their hair and makeup already done.**

**Makeup**: Please keep all makeup minimal. Soft pink lipstick, blush, light foundation, light eyeliner and mascara are acceptable. No colorful eyeshadow.

**NO RED LIPSTICK OR BODY GLITTER.**

**What to wear:**

**Party “girls”**: Hair curled, half up      **Leotard**- Short sleeve: plain pink, white or beige

                        **Shoes**- Pink Slippers          **Tights**- Pink tights

**Party “boys”:** Hair in a low bun        **Leotard**- Short sleeve: White or beige

                        **Shoes**- White slippers        **Tights**- white tights

**Snowflakes:** Hair in high bun             **Leotard-** Tank: White

                        **Shoes**- Pink slippers          **Tights-** Pink tights

**Snowflake (Boy):** White jazz pants, white slippers, white fitted dance shirt

**Mice:** Hair in low bun                        **Leotard**- Short sleeve: Black

                        **Shoes-** Black Slippers        **Tights**- Black dance tights (NO pantyhose!)

**Snow Sprites:** Hair in mid to low bun            **Leotard**- Camisole: White

                        **Shoes**- Pink slippers or pointe shoes    **Tights**- Pink

**Snow Maidens:**Hair in mid low bun                         **Leotard**- Camisole: White

                        **Shoes**- Pink slippers or Pointe shoes       **Tights**- Pink

**Small Variations:** Hair in low Bun               **Leotard**- Short sleeve: White or beige

                        **Shoes**- Pink slippers            **Tights**- pink tights

**Tall Variations:** Hair in Mid bun                   **Leotard**- Camisole: Nude

                        **Shoes**- Pink slippers or pointe shoes     **Tights**: Pink

**Variations (Boys):** White slippers, white tights, white short sleeved or tank dancewear top

You can purchase leotards, tights, and shoes directly through the School of MCB. Use the attached order form, and please return by October 12th to ensure they arrive by the performance date. ‘

\*\*\*Please contact head of wardrobe, Alexandra Ludwig, at alex@talmientertainment.com with any questions\*\*\*

**COSTUME FITTING PROCESS**

The below guide is designed to make fittings **quick and accurate**! It is really important that the Dress Rehearsal Volunteers help to keep the children as quiet as possible. It is an exciting time, but the kids must co-operate if they want their costumes fitted in time. Please help them understand the process!

**FITTING PROCESS**:

1. Children should arrive on time and go directly to their assigned group and wait for their group to be called to get their costumes.

2. Children must line up from smallest to tallest sizes in their respective role groups, as that is the way the costumes are arranged – no exceptions.

3. When a child receives his/her costume the DRV puts the child’s name on masking tape on that costume’s hanger. The child is now RESPONSIBLE for her/his own hanger and costume.

4.  Photos of each child in costume will be taken. When they are finished the costumes and all accessories including head pieces and gloves are taken off and hung up on the marked hanger with the child’s name and ready for performance. The costume MUST BE RETURNED to Moscow Ballet on the same hanger it was received on at the end of the performance.

5. If there is double casting there will be two names on the matching costume hanger.

6. No dancer leaves the fitting area with costumes or accessories on, as someone is bound to leave her headpiece in the bathroom never to be found again.

Unfortunately we can't go to the next city without all our costumes, so PLEASE help us.

**NO ONE leaves the theater until ALL COSTUMES AND ACCESSORIES are counted and back in the Gondolas according to size. THANK YOU FOR YOUR CO-OPERATION in getting this accomplished.**

If you have any questions please feel free to contact Education Director Sharon Wolin 800-320-1733 x18 or sharon@nutcracker.com.

**DAY OF PERFORMANCE SCHEDULE AND CHECKLIST**

One to two weeks prior to your performance you will hear from the Moscow Ballet Costume Director who will give you the confirmed schedule for the day.

1. **Performance day approximate schedule**

-Children will arrive at the venue’s backstage door 6 hours before (first) curtain dressed in tights, camisole or leotard with hair and make-up on. Arrival time may vary – if so parents/children will be informed of the new time ahead of performance date by the host dance teacher.

-Parents will sign their child in with host dance teacher at the backstage door (unless directed to a different entrance by the Moscow Ballet costumer).

-Children will be backstage until the end of the performance. Parents are not allowed backstage

-Upon arrival costume fittings begin with Moscow **Ballet Wardrobe Mistress who is the children’s** **supervisor for the day and will set the rules.  Please help her out by supporting her efforts**

-After each child is fitted in their costume, portrait photos are taken.

-Rehearsal time with Moscow Ballet company is flexible and Moscow Ballet Production Manager will let the Host Dance Teacher know when and where it will take place that day

-Show call is 1 hour before performance. Children should be warmed up and in costume prior to this time. Performance is 2 hours which includes a 20 minutes intermission.

-**End of performance** – parents come to LOBBY where they dropped the children off and sign-out their child with the Host Dance teacher. Parents are not allowed backstage.

**2. Checklist of Items to Bring in 1 Bag**

-Clean ballet shoes, Pointe and/or soft shoes

-Button up or zipper warm up suit (Nothing over the head, cannot mess up hair). Make sure sweat suit does not leave “pill” marks on tights

-Pink lipstick & blush (NO red lipstick, false eyelashes or colored eye shadow)

-Hair spray or gel, Pony-tail holders and/or rubber bands, hair pins, hair net, brush, comb

-Personal mirror

-Small packages of tissues and safety pins, NO jewelry of any kind, i.e. earrings, rings, bracelets, etc.

-Child’s name must be on all personal items

-Water bottle and healthy snack: fruit/nuts/granola bar/etc (No large meals please)

3. **Parents Role**

-Make sure your child gets a good night’s rest and arrives well fed at the venue

-Parents are not permitted backstage at any time or in the theatre during dress rehearsal

-Neither the Host Dance Studio or parents may take photos or record the Moscow Ballet performance in any format

-Please do NOT bring large trays of food

-Your Host Studio will create an insert with names and roles to be inserted into Moscow Ballet’s national Playbill

**INFORMATION FOR PARENTS**

**NO parents that are not designated volunteers are allowed backstage or in the theatre.**

**What to pack: (Please pack everything in 1 bag)**

            1.  Personal mirror

            2.  Hair spray, bobby pins, comb, gel

            3. Water, snacks & a lite meal- No peanuts, no candy, no chocolate

            4. Blanket to sit on

            5. Activities to keep entertained (i.e. books, coloring activities, electronics etc.)

            6. Warm ups/ sweaters

**Day of Performance Schedule-**

**Arrival:**

* The children’s cast will arrive 6 hours before show time unless advised otherwise.
* Children must have their hair and makeup done before arrival. \*\*See costume & makeup guidelines\*\*
* *Children’s cast MUST NOT ARRIVE EARLY. No early arrival can be accommodated.*
* A Moscow ballet crew member will greet the children in the LOBBY upon arrival. Your child will be signed in by a volunteer from the dance school.
* Parents will drop off children in the lobby and a volunteer from the dance school will bring the children to their dressing room.
* Parents are not allowed to remain in the theatre.
* The dance school will provide volunteers for each group of children.

**Fittings & Photos:**

* The wardrobe attendant will run the fittings.
* Fittings & photos will be done in show order.
* All photos will be available online for purchase

**Rehearsal with Moscow Ballet Cast:**

* The rehearsal is run by Moscow Ballet’s rehearsal director only
* The wardrobe attendant will notify the dance teacher when the rehearsal will be.

**Performance:**

* Children can NOT leave the building between rehearsal and the performance; the exception to this is if your child is participating in multiple shows in one day.
* Only designated volunteers are allowed backstage
* Call time is one hour before the show. Children should be warming up at this time.

**After the performance:**

* The dance school is responsible for signing out all children.
* No children will be dismissed until ALL costumes and accessories have been accounted for.
* The children will be brought back to the lobby by a volunteer for their parents to pick them up, NOT THE STAGE DOOR.