

A MIDSUMMER CELEBRATION – FINAL INSTRUCTIONS

Please read carefully to ensure smooth running and safe shows!

DRESS REHEARSALS

MONDAY 11TH JULY	MUSICAL SHOW	4.30-6.00pm 6.30-8.00pm	RED CAST BLUE CAST
TUESDAY 12TH JULY (No STARS required at these rehearsals)	BALLET SHOW	4.30-6.00pm 6.30-8.00pm	PURPLE CAST GREEN CAST

ARRIVAL & COLLECTION

- Pupils should please arrive an hour before their performance time and sign in at the stage door. Collection is at the end of the show also from the stage door – see approximate running times below. **NB. Pre-School and Pre-Primary STAR collection (ballet show) is from the stage at the end of the performance.**
NO parents except those who are chaperoning will be allowed backstage in the changing areas.

PERFORMANCE	ARRIVAL TIME	COLLECTION TIME
RED CAST: Thursday 14 th July at 7pm	6pm	8pm
PURPLE CAST: Friday 15 th July at 7pm	6pm	8.15pm
GREEN CAST: Saturday 16 th July at 11am	10am	12.15pm
RED CAST: Saturday 16 th July at 3pm	2pm	4pm
BLUE CAST: Saturday 16 th July at 7pm	6pm	8pm
PURPLE CAST: Sunday 17 th July at 11am	10am	12.15pm
BLUE CAST: Sunday 17 th July at 3pm	2pm	4pm
GREEN CAST: Sunday 17 th July at 7pm	6pm	8.15pm

- All pupils up to and including school year 11 must be signed in and out by a parent or responsible adult. Only students in school year 12 and 13 and adults are allowed to sign themselves in.** This is a legal requirement set by KCC under show licensing rules and not our rules!
- Please be patient when collecting pupils as it can be crowded. We work as quickly as possible, but need to ensure that all pupils are signed out properly for their safety, and would ask that only **ONE PARENT please comes to collect** to reduce overcrowding.
- Please arrive IN COSTUME with hair and make-up done** as far as possible. Where this is not possible, or if your costume is staying at the theatre, please come under-dressed as far as possible with your shoes and costumes in a small named bag. If you have several costumes for the same show please arrive in your first costume and bring the other(s) in a small bag.
- There is no parking at the Malthouse except allocated parking for blue badge holders. There are a number of local car parks and some on street car parking in the vicinity. The nearest car parks are St Radigunds, Kingsmead or Canterbury West car parks which are all located within a 5 to 10-minute walk. For safety reasons please drop off and collect **BY FOOT**.

CHANGING ROOMS & BELONGINGS

- Pupils will be supervised by licensed chaperones and DBS checked parents backstage. They are volunteers without which the show could not go on, so we do expect the pupils to listen and do what they ask. No pupil is to leave their changing room unless accompanied by a chaperone or member of staff. The chaperones will have a list of pupils in their care along with any necessary medical information. There will also be a first aider in attendance at each performance.

- Please only bring the absolute essentials with you to the theatre and leave all valuables at home. Pupils should not really require food backstage except those performing in multiple performances on the same day who will need to bring a packed lunch/tea and snacks. All of the changing rooms will have ample drinking water for pupils. If you do bring food please **DO NOT EAT IN COSTUMES!**
- **NO MOBILE PHONES OR CAMERAS BACKSTAGE PLEASE.** This is again a legal requirement under child legislation rules. There is the potential for photos to be posted on the internet and social media without permission, and these may be inappropriate. We hope you will appreciate that this can be extremely difficult these days, and be sure this rule applies. We have mobile phones should students need to make a call urgently and we can be contacted via the Dance Warehouse mobile phone (number below) in an emergency. It also prevents valuables getting lost too! We reserve the right to confiscate any mobile phones that are found being used until the end of the performance.

SHOW ETTIQUETTE

- **SAFETY BACKSTAGE:** We will have a pre-dress rehearsal talk on Monday and Tuesday about theatre safety. Theatres can be potentially be dangerous places and are very dark at times backstage so pupils need to be careful and in NO circumstances are allowed free-access backstage. They must not touch scenery or anything similar that takes their fancy and we will be strict about this for students' safety. The lights in the dressing rooms can also get very hot and so these are 'out of bounds'.
- **GOOD BEHAVIOUR & RESPECT:** We also expect good general behaviour so that all pupils enjoy themselves – this includes 'borrowing' of other pupils' belongings. Pupils should follow any instructions that are given by adults looking after them or theatre crew, and should be respectful towards them please. We also ask that pupils take care of their costumes and props, especially those that they are hiring from us, and anything that is borrowed or hired must be left at the theatre after the last performance please and not taken home. All dressing rooms must be left tidy at the end of each performance.
- **DON'T BE LATE!**
Please be on time – the shows will start at the times stated and will not be delayed for late comers!
Times given are when we begin so allow plenty of time for parking etc

PHOTOGRAPHS & DVDS

Blue Pig Photography will be taking portrait and class photos at the dress rehearsals, and action shots during the performances. There is no obligation to buy the pictures but they can be bought on the show days or afterwards through their website. The performances are also being filmed and DVDS/downloads can be purchased. If you have not already ordered one and would like to please complete and return the attached form with payment to us.

For any **STARS** in the ballet show who would like to have their portrait photos taken in costume there will be an opportunity to do so on **MONDAY 11TH JULY at 4pm.**

AND FINALLY...

If you need to get hold of us (emergencies only) please call the Dance Warehouse mobile phone: **07486 422602**

If you have any concerns or queries at all please do not hesitate to ask a member of staff. We all look forward to a great show and I'm sure the children will have a fantastic time, and will look back on the experience in the future with very fond memories for a long time to come.

Thank you for all your support and enjoy the show!
Katie Marquis.

DVD ORDER FORM

WE HAVE COMMISSIONED BLUE PIG PHOTOGRAPHY TO PRODUCE A PROFESSIONAL VIDEO OF A MIDSUMMER CELEBRATION AT THE MALHOUSE THEATRE IN CANTERBURY.

EACH DVD WILL BE IN A PRESENTATION CASE. EACH SHOW WILL BE FILMED SEPARATELY. ORDERS FOR EACH ADDITIONAL SHOWS CAN BE PURCHASED AT A REDUCED RATE.

EACH DVD WILL COST £15 FOR THE FIRST COPY, £10 FOR THE SECOND AND £5 FOR THE THIRD.

WE WILL ALSO BE OFFERING DIGITAL DOWNLOADS OF THE SHOW WHICH WILL BE PRICED AS PER DVDS.

THESE PRICES ARE FOR PRE ORDER ONLY BEFORE TUESDAY THE 14TH OF JULY. ORDERS RECEIVED AFTER THIS DATE WILL COST £20.

TO ORDER YOUR DVDS OR DOWNLOADS, PLEASE FILL IN THIS FORM AND RETURN IT WITH YOUR PAYMENT, TO US AT DANCE WAREHOUSE.

NAME: TEL OR EMAIL:

PERFORMERS NAME:

PLEASE SUPPLY DVDS OF THE FOLLOWING SHOWS:

THURSDAY AT 7PM FRIDAY AT 7PM

SATURDAY AT 11AM, SATURDAY AT 3PM, SATURDAY AT 7PM,

PLEASE SUPPLY DOWNLOADS OF THE FOLLOWING SHOWS:

THURSDAY AT 7PM FRIDAY AT 7PM

SUNDAY AT 11AM, SUNDAY AT 3PM, SUNDAY AT 7PM,

I ENCLOSE CHEQUE/CASH FOR

PLEASE MAKE CHEQUES PAYABLE TO BLUE PIG PHOTOGRAPHY.

I WILL COLLECT THE DVD(S) FROM CANTERBURY ... ASHFORD ...

