

JUNIOR SHOW CHAPERONE DUTIES

Performance Dates Arrival Time	45 minutes prior to showtime
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For performances:

- You will ensure that a parent signs their dancer in and out on the form that will be attached to your table.
- Parents will drop their dancers off at your table in the cafeteria.
- Make sure parents know where to drop off additional costumes - quick change and regular costume change. Costumes that need to go to quick change will be labelled as such.
- Epi-Pens can be dropped off at the Cafeteria Manager's table or kept on the student until they reach the stage door.
- You will be staying with your group(s) for the duration of the show. The dancers should be lined up based on the list provided to you. The teachers will take care of splitting them up in the wings. Please ensure there is at least one chaperone at the table if there are still students staying at the table.
- The Cafeteria Managers will post when your group is ready to be lined up. When one of your groups is called to line up, meet the Cafeteria Manager at the entrance to the cafeteria. Please ensure all dancers are present as your number gets close to being called.
- ONE chaperone will line up the group and bring them backstage for their dance; once backstage, the teachers will line up the dancers in the correct wings.
- The other chaperone will stay at the table with any remaining dancers who may not be performing with the current group. If all dancers are performing (and no dancers are staying at the table) both chaperones may go backstage with the group.
- Runners will meet you in the hallway outside the stage door to take required students to costume change and bring them back to the table. You will bring the dancers who are not changing back to your table in the cafeteria.
- If you are a chaperone for a competitive group, please do not allow them to stay in the change room or hang out in the hallways. Encourage them to return to the cafeteria.

For performances, please consider bringing the following with you:

- Hair products - just in case someone needs a little extra "glue" or hairspray.
- Colouring books, papers, crayons (wax & pencil crayons only please; **no markers**).
- Simple card or board games (nothing with little pieces that can get lost).
- Quiet game ideas (telephone, eye spy, etc.) Please avoid games that involve movement or running around.
- Books & magazines that they can read/that you can read to them.

You will be provided with a chaperone ID badge - please wear this for the duration of the show, and leave it at the table before you leave.

Dancer checklist for you:

- Monitor any food that is brought in - this is a **NUT-FREE ZONE** as many of the students have severe allergies.
- Ballet shoes - are their "spiders" tucked in? (elastics)
- Has nail polish & jewelry been removed? (small band-aids will be available to cover earrings if need be).
- Are they wearing the correct tights & shoes?
- Is their hairpiece on the correct side?
- Have they got all of their correct dance costume pieces on?

- Is their hair neat & tidy?
- Do they need a washroom visit? (good idea to ask a number of dances prior to theirs.)
- Have they handed their costumes to a Costume Change Manager – Do not leave on a rack without someone physically putting it in the right place.
- For tap numbers - they should not wear their tap shoes in the cafeteria. Please have them carry their shoes until they arrive at the props table and also have them remove them after their dance (once they exit the backstage area).
 - Tap shoes are not allowed in the hallways. This is important as the Janitors will not allow us to come back. Dancers are to carry them to the stage door and put them on at the props table.

If you require an extra set of hands for a short period of time, please see the Cafeteria Manager and she/he will ask one of their assistants to help you out.

Please stay with the dancers until all of them have been picked up and signed out by their parents. Dancers are free to leave when their last dance is finished but are not allowed in the theatre; there is no curtain call.

Please note: please help reinforce with parents who pick up their children prior to the end of the show that dancers are NOT permitted to attend the show. Thank you :)

ENJOY!!! HAVE FUN!!! THANK YOU!!!