

## SENIOR SHOW MONITOR DUTIES

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

- Please make sure that either a parent or the dancer signs in and out so that we can keep track of attendance. Sign-in sheets will be attached to your group's table(s) in the cafeteria.
- There are multiple groups at each table - you are the chaperone for all those students in each group. You must stay until all of your students have been picked-up.
- Make sure that parents/dancers drop off any additional costumes in the regular costume change room or the quick change room. If a costume is to go to quick change, it will be indicated on the costume label.
- **You will be staying in the cafeteria with your group(s) for the duration of the show.**
- The dancers should be lined-up based on the list provided. The teachers will take care of splitting them up in the wings backstage. You will not be required to go backstage during the show.
- Please ensure there is always at least one chaperone at the table if there are still students 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 get close to being called.
- Epi-Pens can be dropped off at the cafeteria managers table or kept on the student until they reach the stage door.
- Please make sure your dancers know where they need to go for their costume changes. Runners will be available to help direct students to quick change/regular costume change, or back to your table in the cafeteria.
- Once the dancers have performed, they should re-group in the cafeteria and either wait for their next dance or sign out and leave.
- If you are a chaperone for a competitive/intensive 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.
- Something for the students to do while they wait (e.g. playing cards, magazines, etc. Please avoid markers or crafts that may stain the costumes.)
  - Senior dancers are encouraged to bring their own "keep quiet and busy" activities.

**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). Please note: earrings may not be worn unless specified by the teacher.
- 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?
- 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.
- Is their hair neat & tidy?
- 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!!!**