

The Nutcracker
TWO THOUSAND ELEVEN



The Nutcracker Ballet
Handbook

December 10 & 11, 2011

Presented by

Kristina Pulcini
Ballet Academy

DV
BT
Delaware Valley Ballet Theater

Dear KP Ballet Academy Families,

Fall is a wonderful season of dance at Kristina Pulcini Ballet Academy. It's the season when all of the KP Ballet Academy dancers begin the exciting process of rehearsing The Nutcracker Ballet! Our ballerinas rehearse The Nutcracker Ballet from September until December in order to bring their families and friends this magical ballet.

The performances will be at Archmere Academy Theater, at 4:30 PM on Saturday, December 10th and Sunday, December 11th.

I want to thank all of our dedicated and supportive KP Ballet Academy families for the hours spent driving to and from ballet classes and Nutcracker rehearsals!

I want to express my deepest appreciation to all of the back stage and theater teams who make this ballet performance possible! It takes a team effort to produce and perform such a professional classical ballet!

We have created this *Nutcracker Handbook* to answer all Nutcracker Ballet related questions. We hope it contains all the information and answers to your questions and that you find it useful during the time leading up to the performances.

We're looking forward to another enchanting Nutcracker Ballet!

All the best,

Kristina

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Dress Rehearsal Information

Dress Rehearsal Location:

Archmere Academy Theater
3600 Philadelphia Pike
Claymont, DE 19703.

Archmere Academy is about 25 minutes from the KPBA studio. Directions are on the studio bulletin board and on the last page of this handbook.

Preschool Creative Movement & Pre-Ballet Dancer Drop Off and Pick Up

- Dancers arrive at 5:15. Please let us know if you cannot arrive by 5:15 and we will let your Chaperones know when to expect your dancer. Please do not arrive early because Chaperones won't be ready.
- Please walk your dancer to her dressing room, sign her in and then immediately leave the backstage area and go into the audience. Please do not linger backstage because it will make the Chaperone's job of keeping dancers secure more difficult. We request that parents of Preschool Creative Movement dancers stay in the audience during the Dress Rehearsal in case your little one needs you. Thank you!
- **Preschool Creative Movement dancers** will be dismissed at Intermission. Please come to the stage and sign your dancer out.
- **Pre-Ballet dancers (Angels and Snowflakes) are also dismissed early at Dress Rehearsal.**
 - Snowflakes will be dismissed at Intermission.
 - Angels dance after Intermission and will be dismissed right after they dance. Their Chaperones will get them dressed and walk them out to the stage steps for sign out.

Ballet 1 through Ballet 5 Dancer Drop Off and Pick Up

- Dancers arrive at 5:15. Please let us know if you cannot arrive by 5:15 and we will let your Chaperones know when to expect your dancer. Please do not arrive early because Chaperones won't be ready.
- Please walk your dancer to her dressing room, sign her in and then immediately leave the backstage area and go into the audience. Please do not linger backstage because it makes Chaperone's job of keeping dancers secure more difficult. If you leave, please keep your cell phones on in case we need to contact you for any reason. Dress rehearsal is scheduled to be finished at approximately 8:15 PM.

Females Only Backstage

Please remember no Dads, brothers or grandfathers are permitted backstage. Dancers are getting dressed

Dress Rehearsal Snacks

Please feed dancers a substantial snack before the Dress Rehearsal. Chaperones will have bags of pretzels and water that dancers can snack on when they're out of costume. To protect dancers with food allergies and dietary issues, all parents must check off yes or no on the sign in sheet to let Chaperones know whether their dancer is permitted to eat pretzels. We will supply the pretzels, so please do not send in any other food with your dancer.

Dress Rehearsal Hair

Hair should be pulled back, preferably in a bun. Pony tails are fine for Dress Rehearsal.

Dress Rehearsal Makeup

DO NOT wear make up for Dress Rehearsal! It smears easily onto costumes.

Dancers Should Wear

All dancers need to arrive wearing their nude camisole leotard and Ballet Pink tights.

Dancers wear nude/flesh colored camisole leotards for modesty and hygiene. The backstage area is a busy space and we want dancers to remain covered at all times.

You can purchase them at Motions Dance Shop for \$18.90. Please buy one that is big enough to wear for a year or two as dancers will need to wear them under their costumes for every performance.

Ballet Bag

Please pack your dancer's dance bag with the items listed below. Please label everything your dancer brings to the theater so we can get lost items back to you! Label the inside of ballet slippers. Masking tape works well.

- Pink Ballet Slippers.
- Change of Clothes.
- Hair Kit: A Ziplock bag containing 20-30 bobby pins, small tube of hair spray or gel, a comb or brush and any extra hair items. For safety, Chaperones will not use other dancer's hair spray, etc.
- NO FOOD. We will provide pretzels and water.

Performance Day Information

Performance Location:

Archmere Academy Theater
3600 Philadelphia Pike
Claymont, DE 19703

Archmere Academy is about 25 minutes from the KPBA studio. Directions are on the studio bulletin board and on the last page of this handbook.

Preschool Creative Movement drop off and pick up

- Dancers arrive at 3:30. Please walk your dancer to her dressing room, sign her in and then immediately leave the backstage area. Please do not linger backstage because it makes the Chaperones' job of keeping dancers secure more difficult.
- Preschool Creative Movement dancers will be dismissed at the beginning of Intermission. Please come to the stage and sign her out. Your dancer can sit on your lap and enjoy the remainder of the Nutcracker. Most of our Preschool dancers love seeing the other children dance.

Pre-Ballet through Ballet 5 dancers drop off and pick up

- Dancers arrive at 3:30.
- Please walk your dancer to her dressing room, sign her in and then immediately leave the backstage area. Please do not linger backstage because it makes the Chaperones' job of keeping dancers secure more difficult.
- At the end of the performance, meet your Dancer at the stage and sign her out.

Please remember, no men or boys are permitted backstage.

Dancers are getting dressed.

Ballet Bag

Please pack your dancer's dance bag with the items listed below. Please label everything your dancer brings to the theater so we can get lost items back to you! Label the inside of ballet slippers. Masking tape works well.

- Pink Ballet Slippers.
- Change of Clothes.
- Hair Kit: A Ziplock bag containing 20-30 bobby pins, small tube of hair spray or gel, a comb or brush and any extra hair items. For safety, Chaperones will not use other dancer's hair spray, etc.
- No Food.

Performance Day Snacks

The day of the show dancers are not backstage for very long, things move very quickly and we ask that there be no food. Dancers are in their costumes for most of this time and it is too risky for them to eat while in costume.

Performance Day Hair

- Please bring your dancer to the theater with her hair done.

Performance Day Makeup

- Please bring your dancer to the theater with her makeup done
- For hair and makeup instructions, please refer to the hair & makeup Instruction sections of this handbook.

Dancers Should Wear

Dancers need to arrive wearing their nude/flesh colored camisole leotard and Ballet Pink tights.

Dancers wear nude/flesh colored camisole leotards for modesty and hygiene. The backstage area is a busy space and we want dancers to remain covered at all times.

You can purchase them at Motions Dance Shop for \$18.90. Please buy one that is big enough to wear for a year or two as dancers will need to wear them under their costumes for every performance.

Photographs and Video

Photography

- During Dress Rehearsal you are welcome to take photographs. We ask that you use non-flash photography. Flash photography is very distracting and dangerous for dancers -- flashes cause temporary blindness in dancers, which can cause falls and injuries.

Please remember, Dress Rehearsal is the only time you are permitted to take photographs.

- **Absolutely NO photography the day of performance.** We strictly enforce this at the performances in order to protect the dancers from injury. Flash photography is very distracting and dangerous for dancers and causes temporary blindness in dancers, which can cause falls and injuries.

Backstage Photographs

- For the safety of all of the dancers we cannot allow friends and family backstage to take photographs. We know it's disappointing, but we have to keep careful track of over one 100+ dancers and it's just not possible for us to do that with family and friends of 100+ dancers coming back stage to take photographs. Please send your dancers in with cameras to take close up photographs.

Videotaping

- No videotaping is permitted during Dress Rehearsals or Performances.
- We contract with a professional videographer who will tape the performances and DVDs will be available for purchase.

Special Note Regarding Photos & Video

At every performance several people attempt to disregard this request and pull out cameras and smart phones to take photos and/or video. The people sitting around and behind them get upset and complain to the Ushers. The Ushers have to interrupt the performance to ask them to stop, which is a distraction for everyone in the vicinity.

Taking flash photographs and videotaping is inconsiderate and distracting to the people around and behind you. If everyone in the audience was allowed to videotape it would be terribly distracting for everyone, so we hire a professional. Please be considerate of the people sitting around and behind you and do not attempt to videotape. We have a wonderful, professional DVD for sale. Thank you.

Frequently Asked Questions

How do I know when rehearsals are? Where are rehearsals located?

In September, we handed out detailed rehearsal information with the Nutcracker Participation Form so families would know the dates and times of rehearsals in advance. We also post the rehearsal schedule on the studio bulletin board. All rehearsals, with the exception of the Dress Rehearsal the week of the Nutcracker performance, are at the KP Ballet Academy Studio. Dress Rehearsals are held at the Archmere Academy Theater.

How do I know which Nutcracker performance my dancer is in?

There is a Saturday Cast and Sunday Cast, and dancers are cast according to their class. The Cast lists are posted on the studio bulletin board. (Important note for families with multiple dancers: We try to cast all sisters in the same cast and in order to do that sometimes we will have one of your dancers rehearse her dance with her class but dance with the other cast.)

Can my Preschool Creative Movement dancer wear a pull up?

Yes. Pull ups don't show under costumes and wearing one prevents an accident from becoming a costume problem. If you have any concern, wearing a pull up will ensure your tiny dancer has a happy, positive performing experience.

Can I videotape? Take photos?

Videotaping is not allowed at Dress Rehearsals or Performances. We hire a professional videographer and there will be a Nutcracker DVD for sale.

You are always welcome to take photographs at Dress Rehearsals, but never at performances. Please read the Photo and Video section of this handbook for more details.

Where do parents go during Dress Rehearsal?

*Please know that we value your time and children's bedtimes and we try to dismiss promptly. Occasionally technical things go wrong and we have to correct them at Dress Rehearsal. Thank you for your understanding!

- **Preschool Creative Movement families:** We request that parents of Preschool Creative Movement dancers stay in the audience so we can bring your dancer out to you if necessary. It is very reassuring for an unsure little one to see her parents and to know they're sitting in the audience. Preschool Creative Movement dancers will be dismissed at Intermission. Please come to the stage and sign your dancer out. Intermission will be at approximately 7:15 PM. Sign your dancer out at the stage steps.
- **Pre-Ballet through Ballet 5 dancer's families:**

You are welcome to leave or to stay in the audience. Chaperones have all of the parents' contact information and will be able call your cell phone if necessary, so please be sure to keep it on. Dress rehearsal is scheduled to be finished at approximately 8:15 PM. If you would like to leave the theater, please plan to return at 8:15. If we finish earlier, please be assured that your dancer will be well looked after and chaperoned!

Will there be backstage chaperones?

Dancers are carefully chaperoned by KP Ballet Academy teachers, teaching assistants and Moms. Chaperones are backstage at both the Dress Rehearsal and the show and they get the dancers in and out of costume and walk them to the stage. Chaperones are able to watch dancers from the stage wings. (If a Chaperone has two dancers she can split her time between them and watch both dance.)

We find that the calming presence of Moms is a comfort to young ballerinas. Many of our Chaperones enjoy it so much that they do it for every ballet. Please let us know if this is something you would enjoy.

Do Chaperones have to stay backstage the entire performance? Will I see my dancer on stage? What if I have two (or more) dancers?

With the exception of Preschool Creative Movement Chaperones, all Chaperones need to remain backstage the entire performance. All Chaperones will be able to watch their dancer on stage from the wings. If you have two dancers, you can split your time between the classes.

When and where will I pick up my dancer after the Dress Rehearsal?

- All dancers are dismissed on stage. Please meet her at the stage and remember to sign your dancer out!
- Preschool Creative Movement dancers are dismissed on stage at the beginning of intermission.
- Pre-Ballet Snowflakes dance before Intermission and will be dismissed on stage at the beginning of Intermission.
- Pre-Ballet Angels dance after Intermission and will be dismissed as soon as they are dressed. Please meet your dancer at the stage about 10 minutes after she dances.
- Ballet 1 through Ballet 5 dancers are dismissed at the end of the Dress Rehearsal. Please meet your dancer at the stage at the end of the Dress Rehearsal.

When and where will I pick up my dancer after the Nutcracker Performance?

- All dancers are dismissed on stage. Please meet her at the stage and remember to sign your dancer out!
- Preschool Creative Movement dancers are dismissed on stage at the beginning of Intermission, so the Preschool Chaperones are able to go out into the audience with their dancer and enjoy the remainder of the ballet. Preschool Creative Movement Chaperones will need to buy a ticket if they plan to sit in the audience after intermission. Please see the ticket section of this handbook for ticketing details.
- Pre-Ballet through Ballet 5 dancers will be dismissed on stage at the end of the performance. Please wait about 10 minutes after their final bows and they will come to the stage with their Chaperones.

Are there ballet classes during *Theater Week*, December 5th through 10th?

No. *Theater Week* is what we call the week we are in the theater getting ready for the production. It's also when our dancers have their Nutcracker Dress Rehearsals and performances.

All regular ballet classes are canceled Theater Week, Monday, December 5th through Saturday, December 10th. It's too much for young dancers to attend class, dress rehearsal and perform in the same week! Your dancer's dress rehearsal will replace her regular ballet class that week, so please do not schedule a makeup.

What is the procedure to buy tickets?

Ticket sales for the 2011 performance of the Nutcracker will take place from **November 7 through December 3rd, 2011.**

A Nutcracker Ticket Order Form will be emailed to everyone and there will be additional Nutcracker Ticket Order Forms at the KPBA studio.

Seating is reserved and will be assigned in the order that ticket order forms are received, so send in your form early for the best seats. The Ticket Committee will not process ticket orders until full payment is received by check or cash. Tickets will be available at the door the day of the performance.

Any questions or requests regarding tickets **MUST** be directed to the Ticket Committee at kpbatickets@gmail.com. Kristina and Janis don't want to make mistakes with your ticket order and seating, so please send all questions, requests, etc., directly to the Ticket Committee.

Do Preschool Chaperones Buy Tickets?

Preschool Creative Movement Chaperones will need to buy a ticket if they plan to sit in the audience after intermission.

Makeup Instructions for Everyone

Makeup is only worn on performance day.

Makeup is necessary so that dancers appear to have features from the audience. We are striving for a natural look and we suggest Moms use makeup that they have on hand. Makeup is optional. Please do not pressure a young dancer who is resistant to wearing it.

Please apply the following

1. brown eyeliner - outline top and bottom coming out slightly beyond the eye see image below.
2. pink blush for cheeks
3. soft pink lipstick for lips
4. soft pink, pastel or soft brown eye shadow is fine
5. Please NO mascara! It can run and is very uncomfortable for young dancers.
6. Please be sure to color in eyebrows. Otherwise your dancer will appear to have no eyebrows.



Hair Instructions for Everyone, Except Party Girls & Clara & Katie's Friends

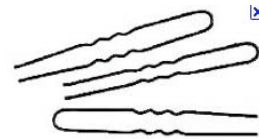
Please don't stress over hair! This is supposed to be a fun experience for everyone. ☺ Dancers with hair long enough should wear their hair in a bun. Please locate all buns at the very back of the head opposite your dancer's eyes so that Chaperones can bobby pin her headpiece to the top of her head, like the photo below. Dancers with hair too short to put in a bun should clip it away from the face.

Hair Kit: Please pack a Ziplock bag hair kit with 20-30 bobby pins, small tube of hair spray or gel, a comb or brush and any extra hair items. For safety, Chaperones will not use other dancer's hair spray, etc., on your dancer.



Supplies to make the perfect Bun

- Hairspray or hair gel
- Elastic band
- Hair pins



- Bobby pins



Comb & brush (Fine tooth comb preferable)
Hair net (Fine net with elastic edges. Should be same color as hair.)

How to Make a Ballet Bun

1. To start the process, wet the hair with water. This will give you better control over the hair. Gather the hair and pull it back. Apply hair gel if you need more control over the hair.
2. Use a hair brush to smooth out rough or uneven areas. Form a pony tail by brushing the hair up from the jaw line to the middle of the back of the head. The placement of the pony tail determines the placement of the bun. Use an elastic hair band to secure the pony tail. A tidy pony tail with hair drawn snugly back is the key to making a good ballet bun.
3. Apply more water or gel to keep the hair neat, before twisting the pony tail.
4. Twist or braid the pony tail.



Continued on next page

How to Make a Ballet Bun *Continued*

5. Use hair pins all around to secure the bun to the rest of the hair. Slide each pin through the outer part of the pony tail, then into the base of the bun.



6. Wrap a fine hair net around the bun. Keep twisting and wrapping so that the hair net tightly secures the bun. Add a few more pins.



7. With long thick hair, you may end up with a bun that is too high. A flatter bun is preferable. When the hair net is on it's easy to change the shape of the bun. For extra hold, when the bun and hair are all secure, use hairspray.



You can find hair supplies at Motion's Dance Shop and Sally's Beauty Supply. Here are the Sally's locations closest to KP Ballet:

7901 LANSDOWNE AVE

UPPER DARBY, PA 19082-0

Distance: **2.2 miles**

Phone: (610) 446-0615

400 SOUTH STATE ROAD

SPRINGFIELD, PA 19064-0

Distance: **4 miles**

Phone: (610) 328-1091

Hair Instructions for Party Girls & Clara & Katie's Friends

Party Girl dancers with hair long enough need to curl their hair for the Nutcracker Ballet. Parents, use foam curlers or hot rollers to set hair. If you don't want to set hair you can use store bought hair curls.



Setting Hair:

This page has a couple of pictures of how hair should look.

Using a hair piece matching your daughter's hair color:



First, make a bun. Then, add a bought hairpiece matching your daughter's hair color.

You're welcome to purchase a hairpiece anywhere. Instructions on how to use the hairpiece can be found on the next page.

Motions Dance Shoppe at 3020 Township Line Road, Drexel Hill, PA 610-789-2133, will order a hairpiece for you to match your daughter's hair color.

The deadline to order hairpieces from Motions is November 11th, 2011.

Here is how to wear a hair piece

1. Make a bun with a hair net. If you need more help, please read detailed bun instructions found earlier in this section.



2. Bobby pin on the hairpiece over the bun. Criss-cross the bobby pins for an extra tight hold.



3. Use hairpins around the edge of the hairpiece. Remember to criss-cross pins for extra hold.



4. Hairspray or gel down loose hairs hold.



Directions

From KP Ballet Studio to Archmere Academy

1. From the parking lot, turn Left onto Eagle Rd
2. Turn right onto Lawrence Road
3. Turn right onto Rt. 3/West Chester Pike
4. Merge onto I-476 SOUTH toward Chester.
5. Merge onto I-95 SOUTH toward Chester.
6. At the Delaware State line, stay to the right and merge onto I 495
7. Take the US-13 South-PHILADELPHIA PIKE EXIT #5, toward Claymont
8. At the end of the exit ramp turn right onto Route 13/Philadelphia Pike. You will see Archmere Academy immediately on your left
9. Drive along the Archmere Academy campus on your left for approximately ¼ mile and turn left onto Manor Road.
10. Look for KP Ballet Academy signs directing you to the stage door and theater entrance

Snow Policy

KP Ballet Academy will reschedule Nutcracker Ballet Dress Rehearsals/Performances in extremely adverse weather conditions. In this event, please check the website www.kpballet.com or call the office at (610) 853-0555 beginning at 9:00 a.m. the morning of a Dress Rehearsal/Performance for updates on the status.

Please check the website and office phone message before you leave for the Dress Rehearsal/Performance, as the status may change if the weather worsens.

If KP Ballet Academy must postpone a performance, another performance will be scheduled. KP Ballet Academy has a strict no refund ticket policy, so please make every effort to attend the snow date performance. Please pray for good weather. ☺ Thank you.