



CONCERT HANDBOOK

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Information in this booklet is correct at time of publication. Changes may occur after publication.*

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INTRODUCTION

Each year AMMA School of Dance presents a dance concert. The concert is the culmination of the year's work and is much anticipated by the students. For this reason term four is always an exciting and busy time of the year.

The benefits of being involved in such a production are many – students

- Develop self confidence by being on stage in front of an audience.
- Develop self esteem as they realise that their skills are valued by family and friends.
- Improve their dancing skill level due to having such an important purpose for their learning.
- Learn the value of co-operation and teamwork as they experience the different aspects of the production.
- Develop patience and respect for others as they work within the AMMA team.
- Develop independence and improved organisational skills as they encounter backstage life.

A "concert participation form" will be given to you. It is very important that this is returned by the due date. It must be signed or your child will not receive their costumes and therefore not be able to participate.

PRACTICES

All practices are done in class, however due to some groups being quite small we need to combine them for the concert. A new timetable is created for Term 4. Please note every effort is made to try not to inconvenience people with changes of days. Later in the term some groups may need to be available for extra practices. This will usually be Friday or Saturday afternoons. You will be notified in advance. If there are two lessons for your child's grade it is requested that for Term 4 you try to attend both of these lessons. (The more practice the better!) Younger children need this to become familiar with their places on stage.

DANCES – What are we Performing?

Students are involved in all their regular class dances but will be given the opportunity in Term 4 to expand their repertoire. The following styles are available tap, jazz, ballet, contemporary, slow modern, hip hop, acrobatics and musical theatre. Each year the teachers will culminate these dances into a selected theme or story.

2011 - THEME

"I AMMA a Dancer"

20 years in the making

COSTUMES

Costume Pool – To allow all students to have access to costumes for the concert and other performances throughout the year, AMMA Dance maintains a costume pool. In all cases costumes are ready made, although some final finishing touches may be required. If required, full instructions will be supplied. E.g., Hemming a pant to required length.

Hire Charge – Students are required to pay a hire charge relative to the number of costumes required. This will be invoiced during Term 4. The objective of this system is to minimise the costs for each student. Payment of the costume hire must be paid by the due date to ensure you get your costumes. (Check dance calendar.) The following hire charges apply:

No. of Costumes per child	Hire Amount (tax inclusive)
1	\$40
2	\$80
Any additional costumes	\$35 per costume

Buying Costumes: If costumes are in a low price category an option to buy your costumes will be offered. Notes will be sent to the relevant students.

Costume Collection – A security deposit of \$50.00 per student is required at the time of collection of costumes. This can be by way of cash, cheque or credit card imprint, to be returned to you when costumes are returned undamaged and on time. Included with your costumes is a “**costume sheet**” which details all the requirements and information about your costume. This will list any extra items that you may need to purchase such as tights and make up colours.

Costume Return – Costumes must be returned on the nominated day/s in the week following the concert. Costumes not returned on time will incur a \$20.00 late fee per costume. If you have difficulty returning them on time, please notify the office or make arrangements with a staff member regarding return of your costumes.

Naming – Please pin nametags to a seam inside each piece of every costume (ensuring that the nametags cannot be seen while the costume is being worn) before dress rehearsal. ***Please do not permanently mark costumes and/or AMMA label if you are hiring.*** Please also name all tights, shoes and hairpieces and any other personal property. Please ensure that you remove all name tags before returning costumes.

Costume Care – Due to the high cost of costumes it is imperative that all costumes are given the utmost care. Appropriate care and washing instructions will be detailed on the costume sheet. **Please follow these instructions carefully.** We recommend that each costume be hung and/or stored in an appropriate zip-up, plastic “suit bag”, clearly marked with your child’s name etc. Damaged and/or stained costumes must be paid for in full. Students are not to leave the dressing room wearing costumes during interval. Please do not wear costumes to and from the concert.

Food and Drink – Food and drink are to be kept to a minimum in the dressing rooms or near costumes. It would be appreciated if you only give your child little snacks if required and make sure that they are not messy or greasy. It would be a good idea to ensure that your child has had adequate food to eat prior to entering the dressing room for dress rehearsal and concerts. The only drink that is permitted in the dressing room is water in a clearly named water bottle. The same rules apply on photo day.

SHOES & UNDERGARMENTS

Shoes and Stockings – Please note that all students will need the **correct dance shoes** (children should have these already) for the photographic session, rehearsal and concert. The details of the type of shoes required will be on the costume sheet. It is essential that each student has the correct shoes and that they are clean and in good repair. They will also require clean unmarked hosiery appropriate to each particular costume. The following is a list of what is required:

Dance Type	Shoe	Stocking
Creative Movement/Toddler	Pink ballet with elastics	Pink ballet
Ballet	Pink ballet with elastics or ribbons (from grade 3 up). Senior girls require their Pointe shoes.	Pink ballet
Jazz	Up to Grade 3 – camel jazz shoe Grade 4 up – Black jazz shoe	Flesh shimmers (dance)
Tap	Camel tap shoe	Flesh shimmers (dance)
Musical Theatre	Jazz Shoe or Black Chorus Shoe (To be advised)	To be advised
Hip Hop	Black Jazz sneaker or sand shoe. Some dances may require	Socks or jazz stocking depending on costume.

	a white sand shoe. You will be advised.	
Contemporary	Foot thong or similar	Footless or similar
Cabaret	Black chorus shoe	To be advised

Jewellery – Please note that all jewellery is to be removed for concerts and photo sessions.

Underwear - It is important that each student has the appropriate underwear for their costumes. Unless issued or prescribed all underwear must be **flesh coloured** if worn. Older students may prefer to wear a flesh coloured body suit or g-string. Good quality “dance underwear” is available from dance shops and some department stores.

HAIR & MAKE UP

Hair – Check your hair details on your costume sheet. You may require a **curly or messy hairpiece**. You will be advised earlier if you require one. Please do not leave ordering hairpieces until the last minute as delivery time can vary. We therefore suggest that you order and pay for your child’s hairpiece no later than three weeks prior to the photo day. (*Curly Hairpieces range from \$35 - \$40 at most dancewear shops*). *Some second hand wigs are available from the office*).

Make-Up – It is essential that **all students** wear appropriate makeup which accentuates their natural features and expressions on stage, as the strong lighting tends to make faces appear “washed out”. Basic make up is only required for little ones. Below is a list of make-up that is recommended for performing:

- ◆ Foundation
- ◆ Concealer (if needed)
- ◆ Black Eyeliner & (Silver eyeliner for top lid if not using glitter eyelashes.)
- ◆ Eye Shadow (a range of colours. Cream and plum/purple are a must)
- ◆ Eye Brow Pencil (if needed)
- ◆ Blush
- ◆ Lipstick – refer to costume sheet (Deep Red or Hot Pink are good colours to have)
- ◆ Black Mascara or fake eyelashes (Lashes with silver glitter are great!)
- ◆ Hair spray and gel
- ◆ Body Glitter and/or glitter hairspray (optional)

ARE YOU INTERESTED IN A MAKE UP & HAIR WORKSHOP? Check “Dance Calendar”

Dancewear shops – Step by Step Unit 2/54 Kremzow Road Brendale 3881 1669
 Dance Pacific 393 Gympie Road Kedron 3630 5557

STEP by STEP Dancewear will be selling “Masquerade” stage make up packages for our dance students. Both the above stores sell both the wigs, shoes and stockings that you require.

CONCERT SHIRT

To mark the occasion of our yearly concert, a t-shirt is designed for students to wear to & from the concerts, at rehearsal and in the finale dance. Students also like to wear it to normal classes. This year’s shirt is to be purchased from the office.

DRESS REHEARSAL – STUDIO

In the week leading up to the concert teachers may ask students to bring their costumes to class so that we can have a full dress rehearsal in the costumes. This is a good way to check if there are any problems and have time to fix them. All costumes and accessories (as per your costume sheet) must be transported to the rehearsal in appropriate protective bags.

DRESS REHEARSAL – CONCERT VENUE

There will be a dress rehearsal at the concert venue in the weeks leading up to the concert. All students are required to arrive 20 minutes before the scheduled rehearsal time. **Please wait in the foyer** of the auditorium and a staff member will come to escort you to your dressing room. Students are required to arrive with their hair in a bun. All students are required to wear just their concert t-shirt and a pair of black dance pants or black bikers/shorts. Ballet and older students would also require a black leotard or AMMA leotard under their t-shirt.

Please note that the rehearsal will be a “closed door event” and therefore only staff and students will be permitted into the auditorium. Parents may wait in the foyer or dressing rooms for their child. A concert rehearsal fee of \$5 will be charged to your invoice for this event. Please be patient on this day as things don’t always run to schedule.

ON CONCERT DAY

- All students are to arrive with hair and make-up done. Costumes must NOT be worn to and from the venue.
- Parents of younger children must deliver them to the appropriate area within the dressing room. Please find your groups parent helpers (they will be wearing a badge) and have your child's name marked off the list.
- If you wish to see your child during interval, please come and collect them from the parent helper in the dressing room and notify the parent helper if they are not returning to the dressing room during the second half.
- If a student does not have an item in one half, they are able to watch that half. They will be required to wear their concert t-shirt and have a valid ticket to enter the auditorium.
- We usually try to set up a closed circuit TV in the dressing rooms on the day of the concert.

FINALE ITEM & PRESENTATIONS

All students are to take part in the concert finale (last dance and presentations). **Please note all students receive an award at the matinee session. Major trophies will presented at the evening show.** Creative Movement and Little Feet are not required to stay for the evening presentations. Students will be required to wear their jazz or dance shoes, their concert t-shirt and something black. This could be in the form of skirt, shorts, long or $\frac{3}{4}$ length pants. You do not need to go out and buy these items. Please use what you have in the wardrobe or borrow from someone else. It is ideal that students also wear this outfit to and from the concert venue.

CONCERT HELPERS

We are always grateful for any help that can be given to make our concert successful as it is for the benefit of all students. Please let us know if you can be of help. Listed below are some jobs that require helpers. If you are able to help out at either of the concerts, please complete the Volunteer Form and return it to the office.

Selling raffle tickets – Raffle tickets are sold before each concert and during the intervals.

Dressing Room helpers – We require a number of committed people who will be responsible for a designated group of students. They will be required to assist in dressing these students (this may require changes of hairstyle), checking makeup, ensuring that students are ready on time for their dances, and supervising their behaviour in the dressing room until they are collected by their parent. Dressing room

helpers will be given information regarding health and safety procedures of the theatre. This must be read and signed before you can participate in this event. This is a requirement of the Griffith Conservatorium occupational health and safety procedures. It is also a good idea to be at the dress rehearsal when your group is rehearsing to get to know the children. Helpers can assist at one concert only.

RAFFLES & DONATIONS

Each year the parents and staff of AMMA put together a grocery hamper to raffle at the concert. The monies raised go towards a charity of our choice. Please tell us if you know someone who could use a little Christmas cheer. Each family is asked to bring along one item and place it in the hamper basket which will be in the foyer of the studio. If you have any other items of interest for a raffle let us know and we would love to support your business by way of free advertising on the program.

TROPHIES & ADVERTISING

If you have a business and are interested in giving a donation towards trophies we will advertise your business in the program as thanks for your donation. Please advise us no later than two weeks before the concert.

TICKETS

Tickets will be sold through:

Qtix

136 246

www.qtix.com.au

Children's tickets are for 3 -15 years old. Every person (regardless of age) requiring a seat must pay for a ticket. Information will be sent home and will be available on the QTIX website. Ticket prices can range from \$25 - \$45.

PARKING INFORMATION for GRIFFITH CONSERVATORIUM

Parking is available as follows:

Please note: It is a good idea to check out costs as they vary from each carpark.

Performing Arts Centre

Art Gallery/Museum

South Bank Train Station is also adjacent to the theatre.

Brisbane Convention & Exhibition Centre

South Bank Parklands

PHOTOGRAPHY

"F - Stop" Dance photographers is our official photographer for the concert. Students are asked to attend the photographic session approximately one week prior to the concert. At this time each concert group as well as individual photos will be taken. Please be patient on photo days as the timetable does not always go to plan. The photographer likes to have all the dancers smiling and sometimes this requires a little extra time! Please be aware that parents are not allowed into the actual photographic area, your job is to dress your child and supervise them when they are not having their photographs. AMMA Staff will help your child during their sessions.

Please pack your costumes as for the concert and do your hair and make-up as requested before you arrive. If you need help please ask.

Parents are under no obligation to purchase these photographs. Photographs should be of a very high standard and will be on display and available for purchase on concert day and on the internet. A password will be given to access the photos of your child on the "F-Stop" website. The cost of the photographs is reasonable and different packages are available.

A photo session timetable will be up in the studio and on the website. Please check your times. If you have a prior engagement and cannot make your child's time please see the office for an alternative time on the day. You will of course only be able to do individual photos.

"F-Stop" will also be taking action shots of the students on stage will performing. These images will be available on their website after the concert.

VIDEOGRAPHY

The concert is professionally filmed and copies of the video/DVD are available for purchase. **Please note that due to copyright laws it is illegal for you to video the concert yourself.** All choreography belongs to the dance school and cannot be used for any other purpose without prior permission.

Recording by:

2011 Concert – "F-Stop"

QUERIES

Contact us on:

Phone	-	3353 0100
Fax	-	3353 0188
Email	-	office@ammadance.com
Website	-	ammadance.com.au

2011 - CONCERT VOLUNTEERS WANTED

I, _____ would like to volunteer to help at either the matinee or evening concert on Sunday 4th December, 2011.

I would be happy to help out: *(please tick and return to the office)*

Dressing room help *(please circle)* **Matinee** Concert / **Evening** Concert

Which grade would you prefer to help dress: _____

Selling Raffle Tickets *(please circle)* **Matinee** Concert / **Evening** Concert
