



41st Annual Recital information

# *Recital Handbook 2024*



RECITAL WEEK-  
JUNE 16TH-18TH, 20TH-22ND

NEWMARK THEATRE  
1111 SW BROADWAY ST, PORTLAND, OR

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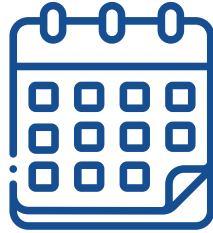
Hello Westside Dance Families!

We are so excited for our 41st Annual Recital this June! Please take time to read through this packet and familiarize yourself with our Recital policies.

Recital show assignments are listed in this packet; details on show order and exact call times will be sent out this Spring.

Please let us know if you have any questions!  
-Westside Dance Staff

# IMPORTANT DATES



PLEASE MARK THESE DATES IN  
YOUR CALENDAR AND PUT THEM IN  
YOUR PHONE FOR EASY REFERENCE

MAY 4-10TH

DANCE/ACRO PICTURE WEEK

MAY 20TH

RECITAL TICKETS GO ON SALE  
THROUGH PORTLAND5 WEBSITE

JUNE 16-18TH, 20-21ST

DRESS REHEARSALS @ THEATRE

JUNE 18TH, 20-22ND

RECITAL PERFORMANCES @ THEATRE

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DRESS REHEARSAL CALL TIMES AND  
PERFORMANCE ORDERS WILL BE  
SENT OUT THIS SPRING

# DRESS REHEARSAL & PERFORMANCE INFORMATION

## RECITAL 1

DRESS REHEARSAL: MONDAY, JUNE 17TH @ 4:00PM  
PERFORMANCE: TUESDAY, JUNE 18TH  
(CALL TIME FOR DANCERS AT 6PM, SHOW @ 6:30PM)

## RECITAL 2

DRESS REHEARSAL: TUESDAY, JUNE 18TH @ 12PM  
PERFORMANCE: THURSDAY, JUNE 20TH  
(CALL TIME FOR DANCERS AT 6PM, SHOW @ 6:30PM)

## RECITAL 3

DRESS REHEARSAL: THURSDAY, JUNE 20TH @ 12PM  
PERFORMANCE: FRIDAY, JUNE 21ST  
(CALL TIME FOR DANCERS AT 6PM, SHOW @ 6:30PM)

## RECITAL 4

DRESS REHEARSAL: FRIDAY, JUNE 21ST @ 12PM  
PERFORMANCE: SATURDAY, JUNE 22ND  
(CALL TIME FOR DANCERS 1:30PM, SHOW AT 2PM)

ALL REHEARSALS AND  
PERFORMANCES WILL BE HELD AT  
THE NEWMARK THEATRE-  
1111 SW BROADWAY ST, PORTLAND OR

EXACT DRESS REHEARSAL CALL  
TIMES AND PERFORMANCE ORDERS  
WILL BE SENT OUT THIS SPRING

# WHO'S IN WHAT RECITAL? 2024

## Recital 1-

Dress rehearsal-

Monday, June 17th

Show-

Tuesday, June 18th

Call time 6pm\*, Show

@ 6:30pm

PC Mini Co  
PC Pre Teen Co  
PC Jr/Pre Teen Co  
Production  
Pre Teen Small Group  
PC Musical Theatre  
Ballet Co  
PC Production  
Mini Crew  
Teen Crew  
Teen Troupe

Preschool 3-4s

\*Mon 4pm 6-8 Pre Ballet w/  
Makenna

\*Mon 5pm 6-8 TJT w/  
Makenna

\*Mon 6:30pm 9-11 HH w/ Sara

\*Tues 3:30pm 6-8 HH w/  
Kelly

\*Tues 3:30pm 4-5 TJT w/  
Jessica

\*Tues 6:30pm 12+ HH w/ Sara

\*Wed 4:30pm 9-11 HH w/  
Trinity

\*Wed 4:30pm 6-8 TJT w/  
Jessica

\*Thurs 3:30pm 6-8 TJT w/  
Makenna

\*Thurs 4:30pm 9-11 Musical  
Theatre w/ Makenna

\*Thurs 6:30pm 12+ HH w/  
Carly

\*Fri 5pm 9+ Ballet w/  
Bethany

\*Fri 6pm 9+ Tap/Jazz w/  
Jessica

\*Sat 10am 9-11 HH w/ Carys

\*Sat 11am 9+ Contemporary  
w/ Makenna

\*Sat 11am 6-8 HH w/ Lindsay

## Recital 2-

Dress rehearsal-

Tuesday, June 18th

Show-

Thursday, June 20th

Call time 6pm\*,

Show @ 6:30pm

PC Jr Co  
PC Teen Co  
PC Jr Jazz Small Group  
PC Jr/Pre Teen  
Production  
PC Production  
Ballet Co  
Jr Crew  
EA Comp

\*Mon 3:30pm 4-5 Pre  
Ballet w/ Kelly

\*Tues 10:30am 3-4s  
Princess Dance w/  
Jessica

\*Tues Adult HH w/ Sara

\*Wed 10:30am Movers &  
Shakers w/ Jenni

\*Wed 3:30pm Min  
Express

\*Thurs 3:30pm 4-5s  
Disney HH w/ Lindsay

\*Fri 4pm 6-8 HH w/  
Carys

\*Fri Adult Tap w/ Abby

\*Sat 11am Petite Express

\*Sun 9:30am 4-5 TJT w/  
Bianca

## Recital 3-

Dress rehearsal-

Thursday, June 20th

Show-

Friday, June 21st

Call time 6pm\*,

Show @ 6:30pm

PC Senior Co  
Fusion 2  
Fusion/Fusion 2  
Fusion 2 Tap Small  
Group  
Fusion 2 Jazz Small  
Group  
Execs  
Ballet Co  
Jr Troupe

\*Wed 5:30pm 6-8 HH w/  
Trinity

\*Thurs 10:30am 2.5-4s  
Princess Dance w/ Kelly

\*Thurs 4pm Jr Express

\*Sat 9am 6-8 Pre Ballet  
w/ Makenna

\*Sat 10am 6-8 TJT w/  
Lindsay

\*Sat 10am 4-5s Pre  
Ballet w/ Makenna

\*Sat 11am 4-5s TJT w/  
Carys

\*Sun 9:30am 6-8 HH w/  
Carly

\*Sun 10:30am 6-8 Pre  
Ballet w/ Carly

\*Sun 10:30am 3-4s  
Princess Dance w/  
Bianca

## Recital 4-

Dress rehearsal-

Friday, June 21st

Show-

Saturday, June 22nd

Call time 1:30pm\*,

Show @ 2pm

NWFDC  
Fusion Tap Small Group  
Fusion/Fusion 2  
EA 4  
EA 5  
Petite Crew  
Petite Troupe  
Mini Troupe

\*Preschool 4-5s

\*Tues 9:30am 2.5-3s  
Princess Dance w/  
Jessica

\*Wed 3:30pm 4-5 TJT w/  
Jessica

\*Wed 3:30pm 4-5 Pre  
Ballet w/ Kelly

\*Sat 9am 4-5s Disney  
HH w/ Carys

\*Sat 9am 2.5-3s  
Princess Dance w/  
Jessica

\*Sat 10am 3-4s  
Storybook Ballet w/  
Jessica

DRESS REHEARSAL CALL TIMES AND  
PERFORMANCE ORDERS WILL BE SENT  
OUT THIS SPRING

## TICKETING, PHOTO, & VIDEO

Recital tickets go on sale May 20th directly through Portland5. Once we have a ticketing link, it will be sent to you via email and will be posted on our social media.

Tickets will be \$26 plus service fees.

Picture week is May 4th-10th during your child's regularly scheduled class. That full schedule will be sent out soon. If your child is not participating in recital and/or does not have a costume yet, we do our best to have them wear something similar to match the group. A separate picture week email will go out with details on how to order and picture times.

For recital, we have a professional videographer filming each performance, and will send out information on how to purchase after they have been edited. Recital videos are \$35 and will be available for you to download and view on demand. There is no personal filming or photos allowed during the performances due to copyright infringement. One parent is allowed at dress rehearsal, and you can take photos (no flash) and video during the dress rehearsal if you'd like.

There will be concessions available for purchase at the venue, and you can preorder at the venue before the show to pick up snacks or drinks at intermission to save on time! Flowers will also be available to buy for your performer, and more details will be sent in the weeks leading up to recital.

# STAGE READY 101

## PICTURE WEEK: May 4th-10th

For picture week, please have your dancer wear their hair up and off their face in the teacher's preferred hairstyle (info will be told to your dancer in class). They should have light makeup on in order to make their features pop for photos- neutral tone eyeshadow, light blush, and a red lipstick. Make sure they have no temporary tattoos showing, personal jewelry on, and please use hair ties in their hair color. Each class has a shoe requirement as well, and if you don't know what shoes are required please check in with your teacher or the front office

## DRESS REHEARSALS & SHOWS

For dress rehearsal and the performances, dancers should come with hair up and makeup on and be in costume, ready to dance. Check to make sure you brought the right color tights and dance shoes. Tights, if needed, will be given out with your dancer's costume prior to picture week and the front office has information on exact shoe color.

## TIPS & TRICKS

Please use plenty of gel and hairspray to achieve a wispy free hairstyle. Putting dry hair up is easiest, but use a spray bottle with water in it to make hair more easy to style and spray with hairspray after it's been secured.

Makeup is to be worn to help accentuate the dancer's features onstage or with bright lights in pictures. Dancer's with more fair complexions should wear a little bit more so as to not get washed out onstage by the bright lights.

## HAIR HOW TO



High ponytail hairstyle- at the crown of the head, matching hair ties and no wispy hair



Ballet bun- start with high ponytail, then lightly twist hair and wrap around to create a flatter bun. We prefer no hair 'donuts' to be used. Bun can be slightly lower if your child has shorter hair. Wrap hairnet around finished bun.



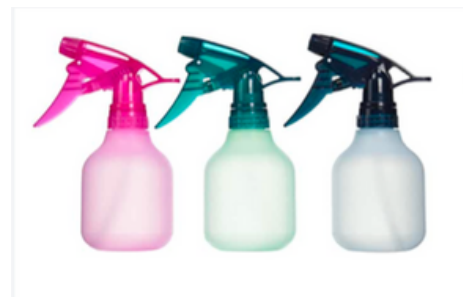
## HELPFUL HAIR TOOLS



Hair ties in dancer's hair color



Bobby pins (wispy/shorter hair), U-pins and hair nets (for buns). Use pins in dancer's hair color.



Spray bottle with water to help manage hair when styling. Secure with gel/hairspray

## MAKEUP



Neutral toned eyeshadow, mascara to help eyes stand out



Blush on the 'apples' of the cheeks



Red lipstick



# DRESS REHEARSAL PROCEDURES

Limited parking is available on the street, and there are several parking garages within easy walking distance. Please be sure to give yourself plenty of time to allow for parking/traffic, especially for evening performances.

DRESS REHEARSAL: Dress rehearsal times at the Newmark are as follows:

<u>SHOW</u>	<u>DRESS REHEARSAL</u>	<u>CALL TIME</u>
RECITAL #1	Monday, June 17th	3:45-7:00*
RECITAL #2	Tuesday, June 18th	11:45-3:00*
RECITAL #3	Thursday, June 20th	11:45-3:00*
RECITAL #4	Friday, June 21st	11:45-3:00*

\*You do not need to be at the theater for the entire rehearsal.

Exact call times will be sent out in the Spring.

Students will dance within approximately 30-45 minutes of this "call time." They may leave after they have performed all routines. Due to limited theater staffing, only one parent or other adult may accompany the student into the auditorium.

## WHERE TO GO-

Enter the front door on Broadway and take a seat in the main auditorium on the second floor and wait until your group is called backstage- only students are allowed backstage. Students should arrive at dress rehearsal in costume and ready to perform.

Make sure that tap and hip hop shoes are tied nice and tight and ballet shoes have their strings tucked in. Hair should be fixed nicely and out of the face in the teacher preferred style. PLEASE USE LOTS OF HAIR SPRAY, BOBBY PINS AND NO "WHISPIES." Your teacher will let you know if they want a particular hairstyle, and check with them for the specific shoe color for their class. If a student has two routines in one recital, check with your teacher or the posted call time to see which routine is first.

Note: The dress rehearsal is also a technical rehearsal.

Expect time to be taken adjusting lighting cues, etc. Timing may vary due to the nature of rehearsal

# RECITAL- DAY OF PROCEDURES

## PERFORMANCE DAY/TIME:

### RECITAL #1

#### PERFORMANCE:

TUESDAY, JUNE 18TH @ 6:30PM

CALL TIME (TO ARRIVE):

5:50PM (ROUTINES #1-5)

6:00PM (ALL OTHER ROUTINES)

### RECITAL #2

#### PERFORMANCE:

THURSDAY, JUNE 20TH @ 6:30PM

CALL TIME (TO ARRIVE) 5:50PM

(ROUTINES #1-5)

6:00PM (ALL OTHER ROUTINES)

### RECITAL #3

#### PERFORMANCE:

FRIDAY, JUNE 21ST AT 6:30PM

CALL TIME (TO ARRIVE)

5:50PM (ROUTINES #1-5)

6:00PM (ALL OTHER ROUTINES)

### RECITAL #4

#### PERFORMANCE

SATURDAY, JUNE 22ND AT 2PM

CALL TIME (TO ARRIVE)

1:20PM (ROUTINES #1-5)

1:30 PM (ALL OTHER ROUTINES)

Students and parents enter through the main lobby entrances on Broadway or Main, not the stage door.

Come dressed and ready to perform with hair up and makeup on.

#### WHAT TO BRING:

\*Dancers should arrive ready to dance with all accessories on. Dance shoes should be in a small bag/backpack. If your child has multiple routines in the same show, make sure you pack all costume items and shoes needed for that dance- costume, hair piece, tights, dance shoes

\*Makeup for touch ups- we have some backstage but if you prefer we use yours that's fine!

\*Extra hairpins, hair ties, etc.

\*Snacks- please bring healthy options that have minimal chance to stain costumes (water only, fish crackers/protein bars/fruit leathers are great options). We have a number of students with nut allergies, so please refrain from bringing these as a snack to limit possible contamination or reactions.

\*Entertainment- We provide coloring sheets and crayons and some toys, but please feel free to bring any activity for your student- electronics should be left at home.

\*Change of clothes (not required)

#### RECITAL DROP OFF:

\*ONE PARENT should accompany their student to Brunish Hall on the fourth floor (follow signs and use the stairs or the elevator) and check in at the dancer check in table.

\* If your dancer has multiple routines in the same show, they will turn in their other costumes at the check in table. We will put an index card with their name and routine number on it, and if it has a quick change (10 or less routines), it will be taken backstage by a helper. \*\*\*More info below

\* Your teacher, class assistant or chaperone will then take your dancer inside to their designated section of Brunish Hall

\*\*\*IF YOUR CHILD HAS MORE THAN ONE ROUTINE: The student should arrive dressed in their first costume. All additional costumes will be checked in at the dressers table located in front of Brunish Hall. Dressers or their group chaperone will assist the student to change into their next costume at the appropriate time, if needed. Extra costumes can be picked up at the table at the end of the performance.

#### PICK UP AFTER THE SHOW:

\*To keep things running smoothly, we ask that only one parent come into Brunish Hall and check out their dancer at the same table you checked them in at. You can go into Brunish Hall for pick up after checking them out. Any additional costumes will have been brought back to the rack outside Brunish and will be waiting for you to pick them up.

\*If your child is 15 years of age or older, you may send a permission slip authorizing us to release the student without a parent signing them out. If your student is in the first half of the show, and you have a seat in the theatre for them, you may pick them up during the intermission.

\*Dancers 5 and under who are in the first half of the show can be picked up at intermission. We encourage you to stay for the entire performance. Anyone watching the show must have a seat purchased. Lap children 3 and younger are allowed.

# AUDIENCE ETIQUETTE

NO PHOTOS OR VIDEOS ARE ALLOWED DURING THE PERFORMANCE.

Feel free to take as many photos as you want before and after the show in the lobby!

Silence your Cell Phones please

At student drop off, you can write your seat number down with your chaperone in case of emergency.

All dancers should stay with their chaperone/teacher until the end of the show\*\*\*  
\*\*\*Dancers 5 and under who are in the first half of the show can be picked up at intermission. We encourage you to stay for the entire performance. Anyone watching the show must have a seat purchased. Lap children 3 and younger are allowed. There is a cry room available on the orchestra level.

Please respect all of our performers and plan to stay for the entire recital. The dancers have worked so hard all year, and our closing production is really spectacular. If you must leave early, please exit the theatre in between dances, not while performers are onstage.

The students will be having a great time upstairs playing games, so sit back and enjoy the show!

How long do the recitals typically last?  
Each show is unique, but typical run times are around 2.5 hours including a 15 minute intermission

Do performers need a ticket?  
If your dancer is in the first half of the recital and you want to pick them up at intermission to have them watch from the front, they will need a seat. Otherwise, they do not need a ticket.

Can I pick my dancer up after they have performed?  
We ask that all dancers get picked up at the end of the show. If your dancer is in the second half of the show, you may stop by Brunish Hall at intermission to check on them and say hi! Dancers 5 and under who have danced in the first half can get checked out at intermission, but we encourage you stay through the end of the show.

How can I help during recital week?  
We have a number of volunteer duties available to parents! An email will be sent out in the Spring about how to help. You do not need to volunteer for your child's recital, but it can be a fun way to watch them perform from behind the scenes!

Where can I park?  
There are a number of parking lots nearby, as well as street parking. Both lots and street parking require payment.

How do I buy tickets?  
We will send an email with the ticketing link in May. All ticket sales go through the theatre and go on sale Monday, May 20th. Tickets will start at \$26, plus service fees.