



## SPRING PERFORMANCE NOTES

**April 28, 2018  
Hill Performance Hall  
Eisemann Center  
Richardson, TX**

This has been an exciting and busy year for Chamberlain School of Performing Arts. The faculty and staff appreciate your continued support of the school and are looking forward to the future.

***Please read through all the information carefully before calling the front desk***  
*OR you can access our website at [www.chamberlainschoolofballet.com](http://www.chamberlainschoolofballet.com)*

Enclosed is information on the upcoming 2018 Spring Performance. All dress rehearsals and productions will be held in the Hill Performance Hall, located at the Eisemann Center, 2351 Performance Drive, Richardson, TX. Use your child's regular class day, time and instructor's name as a guide to locate the appropriate production(s) and dress rehearsal(s) schedule. When bringing your dancer to the theatre, please use the **North Back Stage Door Entrance**, which is located on Performance Drive closest to the attached parking garage, do not enter through the lobby. Dressing Room assignments will be posted at the backstage entrance. Due to restricted space, the dressing room area is limited to **ONE** parent per child (**must have a Backstage Wristband**). **NO** other children are allowed downstairs in the dressing room area.

There will be no regular classes during the week of April 23 – April 28, 2018. Attendance at all rehearsals outside of the regularly scheduled classes is most important. All of the students have worked very hard to present their work and out of respect to all, these rehearsals are mandatory.

The school's Spring Performance will have two separate productions, each lasting approximately 2-1/2 hours. Everyone is welcome to attend. **TICKETS may be purchased** through the Eisemann Ticket Office by calling 972-744-4650 or purchased online starting Monday, March 19th at [www.eisemanncenter.com](http://www.eisemanncenter.com). **It is the Eisemann Center's policy that all patrons, regardless of age, must have a ticket (no lap children)**. If your dancer performs in the first half of the performance and you want them to be seated with you for the second half, you will need to purchase a ticket for them and retrieve them at intermission only.

Children that dance in the second half of the performance will be seated in the balcony with chaperones for the first half of the performance. If your child dances in the first half and you don't want to retrieve them at intermission, please let Carolyn Cox know so that they can sit with chaperones in the balcony for the remainder of the performance. You can then meet them in the dressing room after the show.

Thank you for your cooperation in getting the students to and from the rehearsals on time. The students have been working very hard and we are all looking forward to a wonderful Spring Performance!

## SPECIAL NOTES THEATRE ETIQUETTE

- Rehearsals are not only for the dancers but also for the technical crew. We will follow the time schedule, but if technical difficulties arise the rehearsal may run late. Your understanding is greatly appreciated. **Please do not arrive late for your child's rehearsal on stage.**
- Dancers need to conduct themselves properly at all times. No food or drink are allowed in the dressing rooms or Hill Performance Hall. Running in any area of the Eisemann Center is unacceptable.
- Please take all photos or video at the dress rehearsal. Flashes or videos will not be allowed during the Spring Performance productions. Professional videos of the productions will be available for purchase.
- **Dress Rehearsal:** Each parent or guardian must check in at the **North Stage Door Entrance**. A Backstage Wristband can be picked up at the check-in table. One parent/guardian is allowed (**must have the Backstage Wristband**) to accompany your dancer to his/her dressing room, assist your dancer with their costume and makeup, and then go with your dancer to wait in the audience until your dancer is finished with his/her rehearsal. When your dancer's rehearsal is finished, please go to their dressing room and get them promptly. Before your child leaves his/her dressing room, please make sure you have all of your personal belongings and that everyone has cleaned up after him/herselves. A parent/guardian must accompany each child from the theatre. There will be "sign in/sign out" sheets at the backstage door check-in table.

## COSTUME AND THEATER ETIQUETTE

Please bring your costume to the theatre on a hanger – **do not wear your costume to the theatre**. Once a dancer is in his/her costume, **NO** eating, drinking, or gum chewing is allowed. We ask all dancers to wash their hands before getting into costume. Please refrain from wearing jewelry & nail polish. When your rehearsal has concluded, you are to return to the dressing rooms and get out of your costume. You will need to take your costume and personal belongings with you when you leave, as another set of classes will be using the dressing rooms for the next rehearsal/performance. **At no time during the performances are the dancers permitted to be in the audience or theatre lobby in costume.**

- Running in the theater, loud/distracting play or other behavior that will disrupt our rehearsal time will not be tolerated. Children in attendance at rehearsals that are not in the production are to be supervised by an adult at all times.
- All dancers are to conduct themselves in a respectful and professional manner. Parents, please review with your child the behavior that is expected of them while at the Eisemann Center. This will help ensure proper theatre etiquette from the dancers. **Respectful behavior toward the Crew and Chaperones and the guidelines they are asked to uphold is expected from all dancers and parents. Failure to comply with these guidelines will result in dismissal from the production by the artistic director.** No running in the halls or loud talking in the dressing rooms allowed – this is very distracting to the other dancers. Dancers are encouraged to bring a book or quiet games that can be played in the dressing rooms. Dancers are not allowed to leave a dressing room without permission or be roaming the lobby area without adult supervision.

# EISEMANN CENTER PARKING

During **dress rehearsals**, parking is available at the **Public Garage** (attached to the Eisemann Center). Payment in this garage is due when exiting, so in order to get the \$2.00 rate, please see Carolyn Cox at the **North Stage Door Entrance** to pick up a parking coupon.

For **performances**, there will be event parking available at the **North Parking Garage** across the street from the Eisemann Center. This garage accepts \$5.00 **cash** upon **entry** into the garage and not at the exit.

For more information, please go to [www.eisemanncenter.com](http://www.eisemanncenter.com)

## EISEMANN CENTER LOCATION MAP

