

## SHOW INFORMATION SHEET

Age Group	Reception Tuesday,
Fee	£8.50 (this will be added to May Invoice)
Download	Full digital download of the performance. This is a compulsory purchase. £19.00 per family (this will be added to June Invoice)
Venue	Stage Door Towngate Theatre Basildon SS14 1DL
Room	Dressing Room - Mirren
Attire	Flesh Coloured Knickers (can be white knickers stained with tea) Purple Leotard with Name badge (see below) White Dance Socks Only Black Ballet Shoes with Black Elastic

Hair/Make-up All students should arrive with hair and make-up ready for performance.

### Important Reminders for Students Under 11 Years (Year 6 and below)

To ensure the safety and smooth running of our sessions, please take note of the following important procedures:

- **Mandatory ID Badges:**  
All students under the age of 11 must wear a badge on their leotard, clearly displaying their name and an emergency contact number. Any adult collecting a child must also wear a matching badge.  
*Please note for security reasons, children will only be released to individuals wearing the correct matching badge.*
- **Dressing Room Etiquette:**  
Due to limited space and to reduce the risk of lost items, we kindly ask that students leave their outer garments and shoes with their parents before entering the stage door.  
Students do **not** need to bring bags, food, drinks, or any other personal items.
- **Lobby Area – Safety First:**  
The lobby area is both compact and a designated fire exit. To maintain a safe and clear environment, parents and guardians are asked not to enter the stage door lobby at any time. We greatly appreciate your cooperation in keeping our studio safe, organised, and stress-free for all involved!



Dress Rehearsal	Date	19 <sup>th</sup> July 2025
	Timetable	12:30 Arrive 12:45 Photos 13:00 Rehearsal 13:40 Pick up from Stage Door
Matinee Performance	Date	20 <sup>th</sup> July 2025
		Venue and Attire as above
	Timetable	12:30 Arrive 13:00 Perform
		Pick up from Mirren after <i>I Put A Spell On You</i>
Evening Performance	Date	20 <sup>th</sup> July 2025
		Venue and Attire as above
	Timetable	18.00 Arrive 18:30 Perform 19:10 Pick up from Stage Door

### Tickets – Performance Guidance for Younger Groups

- *We strongly recommend* that parents of students in this group attend the **matinee performance**, as it is the most suitable option for our younger dancers.
- Once the group performance of *I Put A Spell On You* has concluded, we kindly ask that the **guardian of each performer quietly slip out of the auditorium**. You'll be able to collect your child—and their complimentary ticket—from the entrance to the **Mirren Studio**. After collection, you are welcome to return to your seat for the remainder of the show.  
*Please be mindful to re-enter only between dances to avoid disruption.*
- **Children must remain seated throughout the performance.** If your child becomes unsettled, we respectfully ask that you step out into the foyer, so all audience members can enjoy an uninterrupted view of the performance.
- Each performer will receive **one complimentary ticket**, provided by the school. Please note, however, that the **Towngate Theatre applies a small administration fee** for processing.
- After the **evening performance**, performers will be dismissed via the **stage door** in line with our usual safeguarding protocols.
- **Ticket prices and sale dates** will be confirmed and shared nearer the time.

**Backstage Help Required – Parent Volunteers Needed** To ensure a safe and smooth experience for all performers, **we require three parent helpers per performance** for each class participating in the show.

For this group, with only **9 students**, we kindly ask that **each performer's mum** volunteers to help at **either the dress rehearsal, matinee, or evening performance**.

- Without this support, the group will unfortunately **not be able to perform**.
- Helpers will be allocated on a **first-response basis**. Any families who do not respond will be **assigned remaining slots**.
- Be sure to **book your own and your child's performance tickets** for a show in which you are **not** helping backstage.

Thank you in advance for making the magic happen behind the scenes—we couldn't do it without you!