

THE NUTCRACKER **INFORMATION PACKET**

**Performed by:
Aspen Santa Fe Ballet**

**Presented by:
Omaha Performing Arts
Omaha Theater Company**

**Rehearsals conducted by:
Ballet Nebraska**

Please complete and return the registration form, release form, and bottom portion of the Nutcracker contract.

Keep this information packet for your reference.

Students and parents agree to refer to this information packet to answer all questions relating to the Nutcracker. After referring to the packet, unanswered questions can be directed to nutcracker@balletnebraska.org. In the event of an emergency, Dance Administrator Jolie Koesters can be reached at 402-813-1395.

1. **Attendance at all rehearsals is mandatory.** If a dancer is absent due to illness, Ballet Nebraska must be notified as soon as possible. A physician's note may be requested. The only other excused absence is a death in the family.
2. **Rehearsal Schedule.** Students must be available for all potential rehearsal dates and times:

SATURDAY, OCTOBER 9: REHEARSAL

9:00a-1:00p: TBA 1:00p-3:00p: BREAK 3:00p-6:00p: TBA

SUNDAY, OCTOBER 10: REHEARSAL

9:00a-1:00p: TBA 1:00p-3:00p: BREAK 3:00p-6:00p: TBA

SATURDAY, OCTOBER 16: REHEARSAL

60-90 minute rehearsal at TBD exact time

SATURDAY, OCTOBER 23: REHEARSAL

60-90 minute rehearsal at TBD exact time

SATURDAY, OCTOBER 30: REHEARSAL

60-90 minute rehearsal at TBD exact time

SATURDAY, NOVEMBER 6: REHEARSAL

60-90 minute rehearsal at TBD exact time

SATURDAY, NOVEMBER 13: REHEARSAL

60-90 minute rehearsal at TBD exact time

SATURDAY, NOVEMBER 20: REHEARSAL

60-90 minute rehearsal at TBD exact time

SATURDAY, NOVEMBER 27: NO REHEARSAL – *Thanksgiving Holiday*

MONDAY, NOVEMBER 29 – SUNDAY, DECEMBER 5: Production Week

TBD – need to be available for all of the following:

Mon, Nov 29 evening rehearsal

Tue, Nov 30 evening rehearsal

Wed, Dec 1 afternoon and evening rehearsal

Thu, Dec 2 morning performance, afternoon performance and evening rehearsal

Fri, Dec 3 morning performance, afternoon rehearsal, evening performance

Sat, Dec 4 all day (two performances)

Sun, Dec 5 morning and afternoon (one performance)

3. Students and parents are responsible for checking Ballet Nebraska's Nutcracker Info page regularly at www.balletnebraska.org/season/nutcracker-tour/nutcrackerinfo/. All schedules and information relating to the production will be posted and updated here. Please bookmark this page and check it often as schedules are subject to change as necessary.
4. Arrive 15 minutes prior to your scheduled rehearsal time. Parents may not watch the rehearsals.
5. **Please be on time when picking your child up from rehearsal.** Ballet Nebraska tries to finish all rehearsals on time, but that is not always possible. We would like to ask for your patience and understanding if a rehearsal ends a few minutes late.

Student Artist Responsibilities

I. Respect for fellow artists and staff

Student artists will:

- ◇ Attend all rehearsals and performances unless there is an emergency or prior arrangements have been made with, and permission given by the supervising staff member.
- ◇ Show respect for fellow artists and staff at all times. Inappropriate behavior may be cause for dismissal from the production.

I. Respect for the rehearsal and theater environment and facilities

Student artists will:

- ◇ Keep all areas of the rehearsal hall and theater clean and neat. Everyone will be responsible for policing personal trash and restoring rooms to their original order.
- ◇ Make all phone calls with permission and/or assistance of a staff member.
- ◇ Consume only water while in costume.
- ◇ Be responsible for hanging up or putting away costumes, make-up and personal props.
- ◇ Handle only their assigned costumes and properties.
- ◇ Never eat in costume.
- ◇ Only eat in designated areas.

III. Respect for personal safety

Student artist will:

- ◇ Always be under the direct supervision of a staff member.
- ◇ Enter and exit the building through the north door at the Holland Center, and the northeast door at the Orpheum.
- ◇ Do not go outside to wait for rides from parents. Wait in designated areas for rides.

Parent or Guardian Responsibilities

Parents or Guardians will:

- ◇ Make sure that arrangements have been made for transportation.
- ◇ Make sure that artists are picked up and dropped off in a timely manner.
- ◇ Make sure students enter through the proper door.
- ◇ Enter and pick up student artists from the designated pick-up area.
- ◇ Will notify staff member prior to rehearsal and theater activity in event of an emergency or illness.
- ◇ Notify the supervising staff member of any pertinent medical problems the student artist may have.

SEE NEXT PAGE FOR OFFICIAL CONTRACT AND SIGNATURE

NUTCRACKER

Rehearsal and Performance Contract

First Candy Cane/Battle/Party Scene rehearsal is October 9 & 10. This rehearsal is mandatory.
If you are unable to attend the first rehearsal, unfortunately a replacement will have to be arranged.

By signing this agreement you agree that you and your child have read, understand and commit to the following:

- Parents agree that they have read and kept a copy of the Nutcracker Information Packet, including the Frequently Asked Questions (FAQ) Sheet. Parents agree to refer to the FAQ sheet first if they have questions about the Nutcracker.
- Respect toward directors/assistants/instructors, peers and surroundings is expected at all times.
- Student and parents agree to check website info page and email regularly for possible rehearsal changes and updates.
- Students and parents agree that they understand this is a professional production, not a school production. The Executive and Artistic Directors make all casting decisions. Casting decisions are based on many factors including ability, age, height and what is best for the show as a whole. All casting decisions are final.
- Student and parents agree that they understand there are limited roles for students. There are no small or unnecessary parts.
- Student agrees to attend all scheduled rehearsals and performances. In the event of an illness/emergency, students may miss one (1) Saturday rehearsal and still be in compliance with contract requirements. **Absolutely no absences will be accepted for October 9-10 and November 29-December 5,** which are mandatory. NO EXCEPTIONS. PLEASE DO NOT ASK. Parents agree that they have read and understood the rehearsal schedule (inside Information Packet), and can commit to all dates/times. Student and parents understand and agree that two (2) missed rehearsals will be cause for replacement.
- Student will attend rehearsals prepared in appropriate dance attire (all) and hair (girls) as if in dance class.
- **Student and parents will arrive early for any rehearsals or performances.** Parents agree to help ensure early arrivals in this manner. Arriving late may be cause for replacement._
- Aspen Santa Fe Ballet and Ballet Nebraska remind all student dancers and families that this is a professional production. We rely on your commitment to attend all the performances and rehearsals in order to have a successful production. Please carefully consider the commitment we require before signing.

Please keep top portion for your records and return by October 8th.

I, _____, give permission for _____ to
(PRINT PARENT/GUARDIAN NAME) (PRINT STUDENT NAME)

participate in the *Aspen Santa Fe Ballet* production of *The Nutcracker*. My child (also referred to as "student") agrees to attend all rehearsals conducted by *Ballet Nebraska* associated with *The Nutcracker*. I have read the Information Packet, including the FAQ page, and agree to all of the above information. Further, I understand that there is a risk of personal injury associated with rehearsals and performances. I represent that the above named student is in good health and physically capable of participating in rehearsals and performances. On behalf of myself and the above named student, I hereby waive and release any claim against *Aspen Santa Fe Ballet*, *Ballet Nebraska*, *Omaha Performing Arts*, and *Omaha Theater Company* (the "Collaborators") employees, and contractors, arising out of personal injury occurring in connection with rehearsals, performances or otherwise occurring in or around the dance school or other location of rehearsals or performances. I accept responsibility for obtaining appropriate accident, health and hospitalization insurance to cover the student in the event of personal injury. In the event of an injury or other medical emergency in which I cannot be reached, I authorize the Collaborators to seek any medical assistance reasonably required. I agree to be responsible for medical expenses incurred on behalf of the student during the Collaborators' production of *The Nutcracker*.

(PARENT/GUARDIAN SIGNATURE REQUIRED)

(DATE)

