

# Family Guide for *Peter Pan*

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As of January 15, 2020. Subject to change.

**Cast members and their parent/guardians are expected to read all information about the production, stay fully informed throughout rehearsals and performances, respect this opportunity and conduct themselves professionally during this fun and rewarding process.**

## COMMUNICATION

- **Nearly all communication regarding *Peter Pan* will be done via email and posted on-line. Bookmark this link!** <https://www.milwaukeeballet.org/school-academy/student-cast-information/>
- The cast contact list will be distributed so you can communicate with your child's alternate cast member in case of an emergency.

## IMPORTANT PHONE NUMBERS AND WHEN TO CALL

Baumgartner Center	414-902-2100	Monday-Friday and during weekend rehearsals
Staff Cell Phone	414-334-1114	For use when students are at the Marcus Center

## VENUES

### **Baumgartner Center for Dance**

128 N Jackson St, Milwaukee, WI 53202

- Location of auditions, cast meeting, costume fittings, studio rehearsals
- Free street parking available
- Loading zone for quick drop off and pickup. No parking here. Do not leave your car unattended.

### **Marcus Center for the Performing Arts, Stage Door**

Located under the skywalk between parking structure and theatre

127 E. State Street, Milwaukee, WI 53202

- Marcus Center only credit card payments when entering the garage
- Cast member and volunteer entrance and exit for stage rehearsals and performances
- Metered street parking or parking structure available
- Large loading zone for drop offs and pickups, but do not leave your car unattended
- Audience members enter the lobby at 929 N. Water Street

## TICKET INFORMATION

- 25% discount for regular tickets for all shows. **MBSA parent/guardian Promo Code is MBSA1920.**
- Ticket exchanges cost \$1/seat except for families with children in *Peter Pan* cast (ticket exchanges for cast reasons are complimentary).
- Share a 15% discount code to share with your **Friends & Family. This Promo Code is FFMSA.**
- A 50% off Day-Of-Show Discount Card to use at Marcus Center or Pabst Theater was mailed to your home at the start of the school year.

- Please note Milwaukee Ballet Box Office normally charges a \$4/ticket transaction fee. For MBSA parents, Milwaukee Ballet Box Office only charges \$5/order (like subscribers). If you buy tickets through Marcus Center Box Office, the ticket transaction fee is \$4.50/ticket. Tickets are also available online through Ticketmaster (via [www.milwaukeeballet.org](http://www.milwaukeeballet.org)) and these transaction fees vary based on the size of the order.
- Student matinee tickets are only available to official school groups by contacting Emily Kinzel at [ekinzel@milwaukeeballet.org](mailto:ekinzel@milwaukeeballet.org) or 414-902-2126. Tickets to school matinees are not available to the general public or families of cast members.

## **VOLUNTEERS**

- Volunteers are critical to the success of the show and provide an exciting insiders-look at the production.
- Volunteers must apply and a background check will be conducted.
- Volunteers must sign a waiver from the Marcus Center.
- Only Backstage Supervisors who are volunteering for the specific performance/rehearsal are allowed in the backstage area.
- Volunteers are eligible to use a discounted parking voucher when they are on duty.

## **STUDIO REHEARSALS**

- **All rehearsals are required, unless you reported a prior commitment at auditions.**
- **The rehearsal calendar is subject to change.**
- Be ready to dance, not arriving to the building, at the beginning of each scheduled rehearsal.
- Dress in regular ballet class attire.
- Artistic Staff has the right to replace any cast member due to missed or late arrival to rehearsals.
- When students rehearse with the Company, some last-minute schedule changes may be unavoidable and will be communicated as soon as possible.
- Ballet classes missed for rehearsals may be made-up, but these absences do not count toward overall attendance records.
- Students are encouraged to take classes at BCD before and after rehearsal, as available.
- Submit the letter received in the email with your acceptance packet to your child's academic school, if needed, to support absences from school for rehearsals or performances.

## **THEATRE REHEARSALS (At the Marcus Center)**

- Always come dressed in regular ballet class attire with warm-up clothes to wear over dance attire.
- Always wear hair and make-up as you have been instructed to do so for the performances for these rehearsals.
- Parents are welcome to observe rehearsals by sitting in rows T through Y only.
- Arrive 30-minutes prior to the start of rehearsals at the Marcus Center, unless the calendar lists otherwise.

## PERFORMANCES

- Always have your regular ballet class attire with you at the theatre. Some preparations will take place out of costume.
- Hair and make-up must be done before arriving to the theatre.
- You must adhere to your committed performance dates and times and are “on call” for alternate performances.
- “On call” cast members must always be available by phone in case of an emergency for all alternate performances. Cast A & B are alternates for each other.
- Standby casts are for emergency use only – not for convenience. Do not call your alternate unless you have a critical situation that prevents your child from dancing.
- If emergency circumstances arise that warrant your child’s absence from a scheduled performance, first contact your alternate and then call 414-334-1114 to inform a staff member.
- Keep your performance supplies with you if you are away from home during an alternate performance.

## ARRIVAL AND DEPARTURE FOR PERFORMANCES

- Performance start times are listed on the calendar and must be used to calculate arrival and departure times.
- **Students arrive 1-hour before the start of the performance.**
- If a cast member is more than 10 minutes late and has not called 414-334-1114 to report lateness to a member of the staff, an alternate will be called and the scheduled cast member will not dance at that performance, even if they arrive late.
- **Students dance only in Act I and will be dismissed at the first intermission, which is 40-minutes after the show begins. Students may join their families in the audience (with pre-purchased ticket) or must be picked-up at the stage door 40-minutes after the show begins. The Artist’s Lounge is not available to the student cast for this production. Please pick your child up promptly. Do not keep staff waiting.**

## COSTUME FITTINGS

- You will be emailed to schedule a 15-minute costume fitting with the Wardrobe Department at the Baumgartner Center for Dance
- **Wear regular ballet class attire to fittings.**
- Those who accompany the dancer must wait in one of the BCD lounges during the fitting.

## COSTUMES

- Arrive to the theater with hair and make-up done.
- Always have or wear your regular ballet class attire for both rehearsals and performances.
- Wear a button down or zip shirt to prevent messing up hair and make-up when changing into costumes.
- Bring extra supplies (hair spray, bobby pins, hair net, eye shadow, blush, lipstick, etc.)
- Use hair gel, hair spray or spritzer to slick hair back smoothly, if required.

- No nail polish, earrings, necklaces, bracelets, watches or rings may to be worn on stage.
- No underwear under costumes or leotard and tights, except boys as listed below.
- All students must wear clear drying, deodorant/anti-perspirant with costumes.
- All costume pieces will be provided except those listed in the last column below.
- Girls dancing as boys must provide their own wig cap. These are inexpensive and available on-line or at beauty supply stores.
- Costumes must only be worn/used as intended. No rolling on the ground or running in costumes.
- Any costume issues should be reported to the wardrobe staff directly and immediately.
- Finally, while this may be a sensitive issue, please know that even when girls are on their menstrual cycle, they must still adhere to costume requirements. There are many articles online with creative solutions to this often-self-conscious issue that all young female dancers face. Please help your daughter work through this important need. Thank you!

ROLE	HAIR REQUIREMENTS	MAKE-UP REQUIREMENTS	ITEMS PROVIDED BY THE STUDENT
GIRLS DANCING AS GIRLS	Girls – Hair half-up/half-down with hair band to match hair color. No bangs.	Girls wear mauve or soft brown eye shadow and a light application of dark brown eyeliner and one coat of mascara.  Medium pink lipstick (a shade that brightens the natural lip color, not one that changes your lip color) and rouge (soft and blended) should be worn. lipstick.	Pink tights, flesh tone leotard with fabric straps.
GIRLS DANCING AS BOYS	Boys (Girls) - Hair divided into sections with many small pin curls or French braids to lie <u>very flat</u> against the head; own wig cap required.	A very light application of brown eyeliner, one light coat of mascara, brownish blush and neutral lipstick.	Pink tights. Bra as needed but tights only, no leotards, under costume pants.
BOYS DANCING AS BOYS	Natural hair style.	A very light application of brown eyeliner, one light coat of mascara, brownish blush and neutral lipstick.	Dance belt, white t-shirt

## FOOD

- Eat a light balanced meal up until two hours prior to a performance.
- No eating or drinking is allowed in the dressing rooms.
- No eating or drinking is allowed while wearing costumes.
- The vending machines will be off limits to student cast members.

**Please do not hesitate to ask if you have any questions.**

**We are looking forward to a great production!**