



Nutcracker Information Packet 2023

This is a detailed packet with all the remaining Nutcracker information.

Please read thoroughly! There is A LOT of information here and you are responsible for knowing this information.

Theatre Information

Joanna Ramsey Theatre (at Westminster High School)

6933 Raleigh St. Westminster, CO 80030

Please drop dancers off at the front entrance.

Do not come into the school early on Thursday and Friday. We are not allowed to be in the school until 4:30 pm.

Mandatory Dress Rehearsal

Wednesday, December 13th at Joanna Ramsey Theatre (at Westminster High School)

Thursday, December 14th at Joanna Ramsey Theatre (at Westminster High School)

Performances

Friday, December 15th 7:30 pm

Saturday, December 16th 2:00 pm

Saturday, December 16th 7:30 pm

Sunday, December 17th 12:00 pm

Sunday, December 17th 4:00 pm

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Timeline

Monday, December 4th to Thursday, December 7th

Regular Schedule

Friday, December 8th at Littleton Ballet Academy

Photo Shoot (see attached sheet)

Saturday, December 9th at Littleton Ballet Academy

Photo Shoot in the morning (see attached sheet)

Costume Rehearsal

2:00 to 4:00 **ALL Act II** (This includes Little Angels, Archangels, Cooks, Candy Canes, Jesters, Lambs, Clowns)

Little Angels will be dismissed at 3:30 pm

4:15 to 6:30 **ALL Act I** (This includes Fritz, Party Girls, Party Boys, Fritz' Friends, Marionette Dolls, Toy Soldiers, Sergeants, Lieutenants, Young Rats, Big Rats, Rag Dolls)

5:00 to 6:00 Wee Mice

Tuesday, December 12th at Littleton Ballet Academy

Mandatory In-Studio Run Through at Littleton Ballet Academy for **Ballet 5, 6, 7, and 8**

6:45 pm to 8:45 pm

- Optional for dancers in Ballet 4
- **NO Pre-Ballet, Ballet 1, Ballet 2, or Ballet 3 dancers**

All other dancers regular class schedule

All regular classes will be held EXCEPT the Ballet 4, 5, and 7/8 classes will end at 6:30 pm.

ALL Jazz classes are canceled that day as well.

Wednesday, December 13th

Dress Rehearsal (Mandatory for ALL dancers, ALL casts)

**Mandatory for ALL dancers and ALL CASTS at the Joanna Ramsey Theatre
ALL CASTS ARE REQUIRED TO BE THERE (except Wee Mice and Little
Angels-there will be an additional email sent out)**

You are automatically excused from classes if you are participating in The Nutcracker

- ALL dancers who are involved in multiple casts as well as any understudies need to remain in the theatre while their part is being rehearsed so you can hear all the notes and spacing. Advanced dancers who may not get to run their cast may end up running their part on stage before the shows.
- Please come in your regular dress code leotard and tights with hair done in performance style
- **Stage makeup needed for all dancers as well as ringlets**
- 4:30 Theatre opens
- 4:45 to 5:15 Ballet Class probably in hallway (Ballet 5, 6, 7, and 8)
- 5:00 Call at theatre for Fritz, Fritz' Friends, Party Boys, Party Girls, Marionette Dolls, Wee Mice, Toy Soldiers, Rag Dolls, Sergeants, Lieutenants,
- 5:15 Call for Party Parents and children with later school dismissals
- 5:30 to 8:00 ACT I (Wee Mice will be dismissed at 7:30 pm, possibly earlier)
- 6:15 Call at theatre for Little Angels and Archangels
- 6:30 to 9:00 ACT II (Little Angels will be dismissed at 8:15 pm, possibly earlier)
- 8:45 Pickup time for all other dancers in Act II except Pre-Professional Division
- 9:15 Pickup time for dancers in Pre-Professional Division
- 9:30 Theatre closes

Thursday, December 14th at Joanna Ramsey Theatre

Dress Rehearsal (Mandatory for ALL dancers, ALL casts)

Mandatory for ALL dancers and ALL CASTS at the Joanna Ramsey Theatre
ALL CASTS ARE REQUIRED TO BE THERE (except Wee Mice and Little Angels-there will be an additional email sent out)

You are automatically excused from classes if you are participating in The Nutcracker

- ALL dancers who are involved in multiple casts as well as any understudies need to remain in the theatre while their part is being rehearsed so you can hear all the notes and spacing. Advanced dancers who may not get to run their cast may end up running their part on stage before the shows.
 - Please come in your regular dress code leotard and tights with hair done in performance style
 - **Stage makeup needed for all dancers as well as ringlets**
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- 4:30 Theatre opens
 - 4:45 to 5:15 Ballet Class probably in hallway (Ballet 5, 6, 7, and 8)
 - 5:00 Call at theatre for Fritz, Fritz' Friends, Party Boys, Party Girls, Marionette Dolls, Wee Mice, Toy Soldiers, Rag Dolls, Sergeants, Lieutenants,
 - 5:15 Call for Party Parents and children with later school dismissals
 - 5:30 to 8:00 ACT I (Wee Mice will be dismissed at 7:30 pm, possibly earlier)
 - 6:15 Call at theatre for Little Angels and Archangels
 - 6:30 to 9:00 ACT II (Little Angels will be dismissed at 8:15 pm, possibly earlier)
 - 8:45 Pickup time for all other dancers in Act II except Pre-Professional Division
 - 9:15 Pickup time for dancers in Pre-Professional Division
 - 9:30 Theatre closes

Friday, December 15th

Performances at the Joanna Ramsey Theatre

No classes at LBA

- 4:30 pm Theatre opens
- 5:30 to 6:30 Mandatory Class (Ballet 5, 6, 7, and 8 on stage)
- 6:00 Call at the theatre for all other dancers
- 7:30 Performance begins
- 8:30 Wee Mice and other dancers ONLY in Act I may be picked up during intermission (MUST be dressed in street clothes to be dismissed)
- 9:30 Performance ends- All dancers in Act II can be picked up
- 10:00 Theatre closes

Saturday, December 16th

Performances at the Joanna Ramsey Theatre

Dancers are automatically excused from classes

12:00 Theatre opens

12:15 to 1:15 Mandatory Class on stage (Ballet 5, 6, 7, and 8)

1:15 Call at the theatre for all other dancers

2:00 Performance begins

3:00 Wee Mice and other dancers ONLY in Act I may be picked up during intermission (MUST be dressed in street clothes to be dismissed)

4:00 Performance ends- All dancers in Act II can be picked up

Potluck Dinner at the theatre if you'd like to participate

5:30 to 6:15 Warm Up class on stage (Ballet 5, 6, 7, and 8)

6:15 Call for all other dancers back at the theatre

7:30 Performance begins

8:30 Wee Mice and other dancers ONLY in Act I may be picked up during intermission (MUST be dressed in street clothes to be dismissed)

9:30 Performance ends- All dancers in Act II can be picked up

10:00 Theatre closes

Sunday, December 17th

Performances at the Joanna Ramsey Theatre

- 10:00 am - Theatre opens
- 10:15 to 11:15 am Mandatory Class on stage (Ballet 5, 6, 7, and 8)
- 11:15 Call for all other dancers
- 12:00 Performance begins
- 1:00 Wee Mice and other dancers ONLY in Act I may be picked up during intermission (MUST be dressed in street clothes to be dismissed)
- 2:00 Performance ends- All dancers in Act II can be picked up
- Potluck Dinner at the theatre if you'd like to participate
- 3:15 Call for dancers back to the theatre
- 4:00 Performance begins
- 5:00 Wee Mice and other dancers ONLY in Act I may be picked up during intermission (MUST be dressed in street clothes to be dismissed)
- 6:00 Performance ends- All dancers in Act II can be picked up.
- **Please help us pack up costumes and sets!**
- 7:30 Theatre closes

Breakdown of Parts

LYB's version of The Nutcracker is set in 1903 in Littleton, Colorado.

ACT I

Party Scene

Clara	Fritz	Maids	Dr. and Mrs. Stahlbaum
Grandmother	Party Parents	Clara's Cousins	Clara's Friends
Small Clara's Friends	Fritz' Friends	Party Girls and Boys	Drosselmeyer
Columbine Doll	Harlequin Doll	Soldier Doll	Marionette Dolls

Transformation and Battle Scene

Clara	Wee Mice	Drosselmeyer	Toy Soldiers
All Rats	Mouse King	Captains	Sergeants
Nutcracker	Rag Dolls		

Snow Scene

Snow Queen
Snowflakes

Snow King
Frost

Prince
Drosselmeyer

Clara

ACT II

Land of the Sweets

Little Angels

Archangels

Clara

Sugar Plum Fairy

Cavalier

Prince

Candy Canes

Dew Drop Fairy

Cooks

Jesters

ALL Spanish

Russian

ALL Chinese

Arabian

Mirlitons

Lambs

Mother Ginger

Clowns

Flowers

Drosselmeyer

Common Stage Vocabulary

In-Studio run-through: a rehearsal done in the studio that is a full run through but without costumes

Costume rehearsal: a rehearsal in the studio that is a full run through done with costumes

Tech rehearsal: a rehearsal done in the theatre to figure out spacing, scenery, lights, etc. (all the technical aspects of the show). The rehearsal will start and stop as needed. (Our tech rehearsal will use makeup and costumes due to photography).

Dress rehearsal: a rehearsal done in the theatre with full lights, scenery, costumes, etc. We will stop and start as needed but with hopefully less than a tech rehearsal.

Call: The time when a dancer is required to be at the theatre.

Act I: The first half of the show

Act II: The second half of the show

Intermission: Half time

Costume and Hair Requirements

- Please let us know if you need to borrow a dress code leotard that is a camisole or tank. A camisole leotard is one with thin straps.
- **Dancers that need pink trunks need to provide their own.**

Role	Leotard	Tights	Shoes	Hair
Clara	white camisole	pink	pink pointe shoes	half up, half down curled in ringlets (no fake hair)
Fritz	dress code camisole	pink	black jazz shoes	flat bun
Clara's Friends	dress code camisole	pink	pink pointe shoes	half up, half down curled in ringlets (no fake hair)
Clara's Cousins	dress code camisole	pink	pink pointe shoes	half up, half down curled in ringlets (no fake hair)
Small Clara's Friends	dress code camisole or white	pink	pink pointe shoes	half up, half down curled in ringlets (no fake hair)
Party Girls	dress code camisole	pink	pink ballet shoes	half up, half down curled in ringlets (no fake hair)
Fritz' Friends	dress code camisole	pink	black jazz shoes	flat bun

Party Boys	N/A	pink or white	black ballet shoes (Boys provide their own, girls we have shoes for you)	N/A
Marionette Dolls	dress code camisole	pink	pink ballet shoes	two curly ponytails
Harlequin Doll	dress code camisole	pink	black ballet shoes (that we provide)	bun (fit w/hat)
Columbine Doll	N/A	pink	pink pointe shoes	bun (fit w/hat)
Soldier Doll	N/A	black	black ballet shoes	N/A
Wee Mice	N/A	pink	pink ballet shoes	classical bun
ALL Rats	dress code camisole	pink	pink ballet shoes	classical bun
Nutcracker Prince	N/A	white	white ballet shoes	N/A
Toy Soldiers	dress code camisole or tank leotard for Ballet 2 dancers. Dancers in Ballet 3-we will provide you a navy or burgundy leotard or you can wear your own if you have one	N/A	pink ballet shoes	Flat bun
Captains	red leotard provided by LBA	N/A	pink ballet shoes	Flat bun
Sergeants	dress code camisole leotard	pink	pink ballet shoes	Flat bun
Rag Dolls	dress code camisole leotard	pink	pink ballet shoes	curly ponytail
Little Angels	N/A	pink	pink ballet shoes	classical bun
Archangels	N/A	pink	pink ballet shoes	classical bun
Cooks	dress code camisole	pink	pink ballet shoes	bun (fit w/hat)
Candy Canes	N/A	pink	pink ballet shoes	classical bun
Jesters	dress code camisole	pink	pink ballet shoes	bun (fit w/hat)
White Lambs	N/A	N/A	pink ballet shoes	low ponytail (under hood)
Black Lamb	N/A	N/A	black ballet shoes (that we have provided)	low ponytail (under hood)
ALL Chinese	dress code camisole	pink	pink pointe shoes or ballet shoes	classical bun

Clowns	dress code camisole	pink	pink ballet shoes	classical bun
All Russian	dress code camisole	pink	pink ballet shoes	classical bun
Arabian Soloist	N/A	pink	pink pointe shoes	classical bun
ALL Spanish	pink trunks	pink	black character shoes	classical bun
Maids, Mirlitons, Snowflakes, Frost, Flowers, Dew Drop	pink trunks	pink	pink pointe shoes	classical bun
Snow Queen, Sugar Plum Fairy	N/A	pink	pink pointe shoes	classical bun
Snow King	N/A	white	white ballet shoes	N/A

Dressing Room Procedures

- Children need to be signed in and out by ONE parent. There is a desk in the hallway where they will be met by a backstage helper and then taken to the dressing room.
- Children will be taken care of by our backstage helpers. All backstage helpers are background checked.
- **Parents who are NOT backstage helpers are NOT allowed in the dressing room OR backstage. This includes during ALL rehearsals.**
- Gossiping and rude parents will be asked to leave. We do not have the time for this behavior.
- Please arrive ON TIME already wearing dress code leotard and tights with street clothes pulled over.
- Please come already wearing blush, eye shadow, and mascara.
- Wee Mice and dancers only in ACT I MUST be signed out by one parent during intermission only.
- All dancers must be wearing street clothes to be dismissed (street clothes worn over a leotard and tights).
- **No students will be released in the middle of the show. NO EXCEPTIONS.**
- All students are expected to be on their best behavior while at the theatre.
- Children are NOT allowed to leave the dressing room while still in costume.
- Please remember that we are not your personal maids. Clean up after yourselves. This means all Band-Aid wrappers, food wrappers, bottles, etc. should be either thrown in the garbage or recycled.

What to Bring

- Ballet shoes, jazz shoes, character shoes, and/or pointe shoes (as needed)
- 2 pairs of tights (one for emergencies)
- 2 dress code leotards (one for emergencies)
- A hair kit packed with lots of bobby pins, two hair nets, and thick hair elastics
- A brush
- Hair spray

- Safety pins
- Something to wear over leotard and tights such as zipped sweatshirt and sweatpants
- Water bottle filled with water
- Underwear for later
- A healthy snack that is NOT messy
- Deodorant (if needed)
- Foot care supply kit (if needed) packed with Band-Aids, toe tape, lamb's wool, Neosporin, etc.
- Toe pads, spacers, etc. (if needed)
- Small sewing kit (if needed)
- A quiet game, cards, books, or coloring books and crayons to pass the time
- **PLEASE write your name on all belongings!**
- A blanket is very handy and highly recommended

What NOT to Bring

- **Valuables**
- Markers
- Fast food
- Messy snacks such as Cheetos, Oreos, blueberries

Makeup

All students, including boys, will need makeup to brighten their faces under the stage lights

- Pink blush for cheeks
- Black mascara
- Brown eye shadow
- NO glitter makeup, NO glitter hairspray

Older students (dancers in Ballet 5, 6, 7 and 8) can also use

- Foundation
- Black eyeliner
- False eyelashes

NEW THIS YEAR: we have makeup kits available for younger dancers for \$5. Please buy these at the studio ahead of time.

Nails and Jewelry

- No nail polish or French tips allowed-please take it off the Sunday before and leave it off.
- Please do not put on temporary tattoos during the week of Nutcracker.
- Please do not apply any spray or artificial tanners the week of the show.
- Students may wear **small** clear rhinestone earrings only (no dangles). However, if a girl is cast as a boy, toy, or animal, she should not wear earrings for that part. NO earrings for Wee Mice, Rag Dolls (boys), Toy Soldiers, Sergeants, Fritz, Fritz' Friends, Lambs.
- No other jewelry allowed.

Hair

Unless specified all female dancers need to wear hair in a classical bun worn flat to the middle of the head.

- NO BUNMAKERS or donut things allowed for hair.
- Use a spray bottle of water if needed to wet down hair.
- Pull hair straight back to put into a ponytail at the crown of the head.
- Coil hair into a bun shape.
- Use a hair net (the same color as hair) to hold all hair together.
- Pin around the bun using lots of bobby pins so that bun is flat to the head.
- Hair spray the finished product so there are no wispies.
- Bangs for all dancers must be pinned and sprayed back.
- No colored or shiny clips, barrettes, or bun covers are allowed.
- All headpieces (flowers, ribbons, hats, etc.) MUST be pinned in a crisscross fashion. Give it a little tug to make sure it is secure.
- Please pick up a sheet on how to make a classical bun if you are uncertain how to do this, attend a bun making class or check our YouTube channel: You may also access this information on our You Tube channel at <https://www.youtube.com/channel/UCl-uS24nnpn7tqLwwqdxRpPw>
- *You can also find ringlet and makeup tutorial information here.
- Most hair supplies can be purchased at Walgreens, Rite-Aid, Walmart, Penny Robin Dancewear etc. (Remember we can't personally guarantee which store has what items - we suggest you shop early!)
- NEW THIS YEAR: we have hair kits available for younger dancers for \$5. Please buy these at the studio ahead of time.
- Each child needs to have her own brush. PLEASE DO NOT share brushes or other hair supplies.
- No feathers allowed in hair.
- **No artificial hair colors**

Last year, some parents did not have the correct supplies for buns and our volunteers provided a lot of the necessary bun items out of their own pocket. This year, if you do not have the right items and we must supply them, we will charge a \$10 fee to your account.

Name Tags

- Please make sure you have put your child's name on leotards, tights, shoes, and other belongings (especially dance shoes). We have a lot of children performing and things can easily get misplaced.

Tights and Shoes

- All younger female dancers need clean pink ballet shoes with elastics **sewn** on (many shoes come with the elastics pre-sewn but if they are not you will need to make sure the elastic is properly sewn on).
- All boys will need white tights and black ballet shoes with elastics sewn on.
- Drawstrings MUST be tucked in.

- All female ballet dancers will need clean light pink nylon footed (with the feet) **dance** tights with no holes or runs (except Toy Soldiers). We suggest getting nylon tights because they wash well and don't snag easily. Also, they won't "shine" under the lights.
- All dancers on pointe **must** hair spray, tape, or sew their ribbons in. NO EXCEPTIONS!
- Dancers on pointe will be fined if their ribbons come out on stage.
- **Girls: Please do not wear panties (underwear) underneath tights. It is not necessary and creates excess lines.**

Costumes

- Dancers are not allowed to keep any costume.
- Please make sure that you treat every costume with respect. All dancers in Ballet 1 and higher will be taught how to and then be expected to hang up their own costumes if needed. If a dancer is caught being careless with a costume, he or she will be responsible for the dry cleaning and/or repair costs of the costume.
- Dancers who need it **MUST** wear deodorant.
- **NO ONE IS ALLOWED TO EAT OR DRINK ANYTHING EXCEPT WATER WHILE IN COSTUME!**

Volunteers

- We always need volunteers for performances. We will send out a link to our online sign up.
- All volunteers will be expected to be calm, courteous, and follow the rules and vibe of the lead volunteer.
- Volunteers who want to be in charge or cannot follow directions will be dismissed.
- All volunteers who are working with children must be background checked. Please let us know if you need the link to be background checked.
- We also need donations of concession items such as cookies, brownies (these should be store bought this year). Please put snacks in individual Ziploc bags so we can distribute them easily (or buy them already in small bags). We are also allowed to sell small bottles of water, soda, and other pre-packaged snacks as well as hot chocolate and coffee. Thanks.

Parental Behavior

- Please treat our volunteers, faculty, and staff with respect during the rehearsals and performances. **Please be respectful.** Anyone caught yelling at a volunteer, staff, or faculty member will be dismissed from the school and all fees will be forfeit.
- Gossiping and nasty behavior will **NOT** be tolerated.

Potluck Dinner

- During the shows on Saturday and Sunday we are having our potluck dinners again. Please bring something to share.

Photography

- There will be a photographer taking pictures during the dress rehearsals and performances. These will be provided to you in January after the media fees are paid.
- Please do not post any pictures on social media sites without explicitly asking the people in the picture. We have students who are not allowed to be photographed in the cast.

- NO FLASH PHOTOGRAPHY is ALLOWED IN THE AUDIENCE! It is harmful to the dancers AND audience members. We have a dancer in the cast as well as a few known members of the audience with seizure disorders and the sudden flash could trigger a seizure. This includes the dress rehearsal. This will be strictly enforced.

Videos

Candidly Created will be recording The Nutcracker.

NO ONE IS ALLOWED to record the performance! Ushers will be enforcing this rule.

Tickets

Tickets are for reserved seating in three price tiers ranging from \$26 to \$48. They are available...

- Online at www.littletonyouthballet.org or www.littletonballetacademy.org
- At the door 45 minutes before the performance

Please invite family, friends, potential students, neighbors, etc.

- Doors will open 30 minutes prior to curtain

Boutique

- We will be selling Nutcracker gift items during the performances including snow globes, ornaments, jewelry, photo albums, nutcrackers, etc.

Tuition

- All tuition INCLUDING tuition for the month of the December **MUST** be paid before the performance or your child will not be allowed to perform! There are NO reductions or prorates on tuition for ANY reason.

Parking

- Parking is free for the Joanna Ramsey Theatre.

Thank you so much for being a part of our 2023 Nutcracker Production! We have amazing children and families at Littleton Youth Ballet and Littleton Ballet Academy and we are excited for this year's performances! Please help us by following the rules and helping when you can. This will help everyone have a smooth and wonderful Nutcracker experience. We've been doing this a while and these rules are based from past experiences. Please trust that we are working very hard to give your child an enriching experience that will last a lifetime.

*Thanks,
Bobbie, Ali, and Anna*