

Marwyn School of Dancing

Show 2010

'The Princess and the Frog'

Dear Parent/Guardian

Please find the attached Show Agreement, which we require you to complete regarding your child/children taking part in the 2010 show – **'The Princess and the Frog'** - on **Friday 30th April** and **Saturday 1st May 2010** at the **Spa Pavilion Theatre, Felixstowe**.

Show Agreement.....

To enable us to put on the production, we need an element of commitment from yourselves, in the form of making your children available for the majority of normal rehearsals, **all** of the intensive rehearsals in the week of the show and obviously on the show days themselves.

You will see on the attached Show Agreement form that we would like it returned and signed even if you do not wish your child to take part. This is for our records and to ensure we do not embarrass anyone by unnecessarily sending home reminders about money etc.

Costumes.....

We need to start collecting payments for the costumes to enable their creation, commencing with immediate effect. These payments will be **£20** per Tap, Modern & Acro costume, **£25** for a smaller sized Ballet costume (0-3a), and **£30** for Ballet costumes size **3** and above (this is due to the fact that size 3 upwards are double fronted to ensure the modesty of the dancer). Romantic (long) styled Ballet costumes will be **£35**. We hope that these amounts will cover the cost of your child's costume. However, we cannot always judge the total cost at this stage, and therefore may need to request a small further payment at a later date. We will of course try to avoid this.

We would therefore appreciate it if you could complete the attached form, and return it along with the initial payments to the dancing school as soon as possible (**but no later than Saturday 5th December**), **in a clearly named envelope**. If you have children in a number of classes it may be possible to pay monies in instalments of £20. If you require this option please speak to Jackie or Mrs Hedley as soon as possible.

Please pay your money in cash wherever possible. If a cheque is unavoidable, then please make cheques payable to Mrs CR Hedley

Photography Agreement....

As you may be aware our school has its own web site which is regularly updated and reviewed. As a result we would like to ask your permission to use photographs taken during the show, rehearsals and lessons to illustrate the site. Please be assured that any children included would not be identified in any way. We have obtained permission from many of our parents in the past, but as we are lucky enough to have welcomed a number of new pupils we feel it appropriate to re-check our records. Would you please indicate on the attached form whether you are willing to give permission or not .

Chaperones....

To enable us to perform a Show at the Spa Pavilion, it is necessary for us to have back-stage chaperones to assist with changing children, supervising dressing rooms, toilet duties etc. The ratio of chaperones to children required by law, means that we need up to 40 chaperones to cover all the performances and still allow chaperones (who may also be parents) to see the Show. There is a letter and form attached which we ask you to read, and ask that as many of you as possible offer to help us out. Can we also ask that if you are willing to offer, we **MUST** start the process of form filling and application immediately, to ensure it is completed by April. Believe it or not, it takes that long for the County Council to process the applications.

Many thanks

Jackie

Marwyn School of Dancing

SHOW AGREEMENT FORM

The Princess and the Frog

Friday 30th April and Saturday 1st May 2010

Spa Pavilion, Felixstowe

I do/do not* wish my child/children* to take part in the 2010 show **The Princess and the Frog**. I understand that by doing so I am agreeing to make a commitment to bring my child/children* to the majority of standard rehearsals and particularly the intensive rehearsals during the week of the show.

I also understand that unless I do **not** wish my child/children to participate, then once I have signed and submitted this form along with my costume money/s, they will be non-refundable. I agree to pay all outstanding amounts owing on any of my child/children's costumes prior to the show.

Signed _____ Print Name _____ Date _____

Photography Agreement

I do/do not give* my permission for images of my child/children taken during normal lessons, rehearsals or the show to be utilized to illustrate the **Marwyn School of Dancing** web site.

Signed _____ Print Name _____ Date _____

Costume Payments (by 5th December latest)

I am enclosing a total of £_____ in initial/full* payment for my child/children's costumes. I agree to pay any remaining monies owed as soon as possible. I have indicated below the subject/s in which my child/children will be requiring a costume.

Please enter your child/ren's name and tick the boxes for the subject/s in which they participate, and then enter the total in the final box.

Signed _____ Print Name _____ Date _____

Child's name	Ballet £25 small sizes £30 size 3 upwards and romantics @ £35	Tap £20	Modern £20	Acro £20	Total per child
					£
					£
					£
					£

CASH please where possible – cheques if necessary made payable to **Mrs CR Hedley**

* Delete as appropriate

Chaperones

We require a full team of chaperones for each Show night, and for rehearsals. A number of our own parents kindly chaperoned at our last Show and are in the process of renewing their licenses (including police checks).

To enable us to put the show on, and to meet the Councils requirements, we must have at least 40 Licensed Chaperones, so that over the 2 performances, all parents will be able to actually see the show as well as our having sufficient chaperone cover backstage for both performances. Chaperones should not expect to chaperone their own child/ren.

To enable someone to become a 'Licensed Chaperone', it is a fairly simple matter of filling in a form and being CRB (Criminal Record Bureau) checked by the local authority, who will then issue the license, and then attending a Child Protection Training Evening (at a date to be confirmed). Once issued, a license is very simply renewed every 18 months at no cost to you.

The only cost involved is for your obtaining 3 passport size photographs for the application. We will not only send off the application forms at our expense, but also help you fill them in if you need us to. We want to try and make it as easy as possible for you to help us.

Please help us with this if you at all possibly can, and remember that this is all making for a safer environment for our children.

✂

Chaperone Details Form

(please return by 9th November latest)

Name in CAPITALS: _____

Tel no: _____ **E-mail address:** _____

Name of Child _____

Are you a qualified First Aider (this is not compulsory)? Circle as appropriate **Yes / No**

For new chaperones

I have not been a chaperone before but I am willing to become one. I understand that the Marwyn School of Dancing will send off the paperwork and help with the form if I need them to. I will obtain 3 passport sized photos.

For those that have been Chaperones before

I have been a chaperone before and would like to be one for The Princess and the Frog

My CRB expiry date is: _____

My chaperone licence expires/expired on: _____

The date of my last child protection / safeguarding training course was: _____

Signed: _____