

Dear RSD Families,

We are implementing a new drop-off and pick-up system for safety reasons during Dress Rehearsals and the Recital. This will apply to all Pre-Ballet students through those in Intermediate 4. All students will be dropped off at their designated dressing room through the stage door in the alleyway by a female. No boys or men are allowed backstage if they are not part of the performance. When you drop your child off at their dressing room, there will be a sign-in sheet in each room. You must sign them in and provide an emergency name and number where someone can be reached during the hours that students will be backstage. Also, please write down the name of the person picking up your child after the Rehearsal or Recital. Your child will not be released to anyone other than who you assign.

No parents are allowed backstage during the Dress Rehearsal or Recital unless they are a designated Room Mom with a badge. Anyone who remains backstage without a badge will be asked to leave. Room Moms must wear name badges at all times while backstage, and the color coding on your badge designates the show for which you are permitted to be backstage. If you were selected as a Room Mom, please do not forget to bring your badge. After the Dress Rehearsal and Recital, parents may come backstage through the stage door in the alleyway, proceed to your dancer's dressing room and sign them out. Pre-Ballet parents may come get your child at Intermission.

All students in Intermediate 5 and up must walk yourself to and from your designated Dressing Rooms in the basement. **No parents are allowed downstairs that are not assigned to be there.** If you need assistance, please ask a teacher, one of the Room Moms or classmate.

If you have any further questions regarding this new system, please see any of the three of us.

Thank You,

Miss Jacqueline - Owner

Miss Angie – Artistic Director

Miss Erin – Office Manager