

## SCHOOL PERFORMANCE SET-UP

### Canada's Ballet Jörgen's *The Velveteen Rabbit*

#### Performance Details

- Number of Performers: **6 performers + rotating 1-3 crew members**
- Preferred space: Gymnasium floor only
- Minimum area required: **35' x 30'**
- Prologue recommends this show for grades: **K-6**
- **Maximum audience size for this show: 300** students (or as per contract)

#### Time

- Artist(s) Arrival/Set-Up Time: **90 mins**
- Performance length: **45 mins**
- Q&A time: **15 mins**
- Artist(s) Load Out Time: **60 mins**
- **Total Time: 3 hrs. 5 mins.**

*Note: Times are approximate and may vary*

#### PERFORMANCE REQUIREMENTS

- The assistance of 8 senior students is required to help with the load in and set assembly, and the same 8 students to take down the set and pack
- Dancers, like athletes, are subject to injuries due to severe temperature variants. As a result, the dancers cannot perform if the temperature in the performance area and dressing room areas go below 23 degrees C (72 degrees F). Please ensure that the thermostat is turned up in the performance space in sufficient time to heat these areas before the dancers arrive
- Two change rooms are needed with easy access to washrooms and performance area, with no public access
- A small table and adult size chair is required for the sound set-up. If these items could be in the gym when the company arrives, it would be greatly appreciated.
- All other activities in the gym must be curtailed during the set-up until the end of the load out.
- ***NOTE: Due to union and copyright regulations, the taking of photos, audio or video recording is prohibited unless permission is received in advance from the artist/company***

#### Set Up Checklist

- Distribute study guides to colleagues
- Reserve performance space for total time (listed above)
- Ensure load-in is accessible directly from artist vehicle to performance space
- Reserve parking for vehicles
- Arrange for bells, announcements, PA systems to be turned off during performance
- Ensure space is cleaned and cleared prior to artist(s) arrival
- Greet artist(s) at arrival time
- Arrange for students to be seated by the performance start time
- Arrange for teachers to attend and supervise students throughout the show

**PROLOGUE** 50  
to the Performing Arts  
• aux arts de la scène •

A circular logo with a yellow background and a black border. Inside the circle, there is a black cross symbol at the top, followed by the word "YEARS" in black, a horizontal line, and the word "ANS" in black at the bottom.

**Artist Introduction** — the following is a script you can use to introduce the artist(s) and show.

**Canada's Ballet Jörgen has their own introduction led by one of the dancers. This gets the audience prepared for the show and asks them to look for things during the performance. We will then follow-up with our questions after the show and also give the audience a chance to ask their questions. If there is anything specific to your school structures that the school likes to have in place, then please feel free to make those announcements ahead of our start or discuss them with our representative so that we can include them in our introduction.**

**Also, please let us know if you have any sort of presentation or announcement that you need to be made after the show – our master of ceremonies will be glad to make sure that the person or people get their due.**

**Thank you for supporting the performing arts. Enjoy the show!**

If you have any questions regarding the school performance set up requirements, please contact us.