

The Nutcracker - 2025

Cast Handbook

We are looking forward to our third annual performance of The Nutcracker! Please read the following policies and procedures carefully. Your signed contract will be collected as a [Google Form](#) that must be completed by **July 25, 2025**.

Location:

Deer Park High School, South Campus
710 West San Augustine
Deer Park, TX 77536

Performances:

Cast A: Red - Saturday, December 13 at 7:00 pm
Cast B: Green - Sunday, December 14 at 4:30 pm

Tech & Dress Rehearsals:

Tech Rehearsal (Both Casts): Friday, December 12 at approximately 5:30 pm
Cast A: Red: Dress Rehearsal: Saturday, December 13 at 9:30 am
Cast B: Green: Dress Rehearsal: Sunday, December 14 at 9:30 am

WEEKLY REHEARSALS

- **Performers are required to attend rehearsals weekly on Saturdays from August 23 until December 6 for a total of 14 rehearsals (Mini Corps dancers will start rehearsals on September 6 for a total of 12 rehearsals).** There are no rehearsals on October 18 for Fall Break or November 29 for Thanksgiving Break.
- Rehearsal start/end times will be between 9:00 am to 4:30 pm with the duration dependent on the role. Please expect that your dancer's schedule will vary week to week. The rehearsal schedule will be posted on the Call Board and our website. Please check the board frequently and note the rehearsal times. Any changes will also be emailed to you in advance.
- Dancers must arrive at the studio 15-20 minutes BEFORE rehearsal begins to check in, warm up and stretch. Your dancer's call time is the time they start rehearsal, not when to arrive.
- Students will not be admitted into the studio if they arrive late. **Late entries will count as an unexcused absence!** Students are to wait outside of the door and be invited in by the instructor.
- **PLEASE DO NOT CALL OR EMAIL THE STUDIO TO ASK WHEN YOUR CHILD REHEARSES!** If you have questions regarding your child's rehearsal schedule after you've reviewed the Call Board/website, please send a message to nutcracker@coomerballet.com.
- Parents/guardians must pick up their dancer at their designated end time - please do not be late. In the event of an emergency, please call the studio to let the staff know that you will be late. After two late pick-ups, your account will be charged a \$25 late fee per incident.
- Costume fittings will take place on August 2. If you are unable to attend on August 2, a make-up session is available on August 9. You must make arrangements with the Artistic Directors (email nutcracker@coomerballet.com) to attend the make-up costume fitting.

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ATTENDANCE POLICY

Each performer is required to attend all scheduled rehearsals for their role(s). Any conflicts must be communicated to the Artistic Directors via the [Request to Miss Rehearsal](#) form which must be submitted at least a week before your planned absence. Any illness should be reported directly to nutcracker@coomerballet.com as soon as possible. Please be aware that even if a conflict is reported in advance, missing a rehearsal may prevent the performer from being staged into scenes.

- Two (2) excused absences are allowed for performers. Anyone exceeding these allotted absences is subject to a probationary period unless a doctor's note is provided.
- One (1) unexcused absence (this includes late entries) will result in a probationary period. Excessive absences/late entries may result in removal from performances.

Production Weeks are the last two weeks before performances, and attendance is mandatory with no exceptions. These dates are November 22 and December 6. **If you plan on going out of town for Thanksgiving Break, be sure you are still available to attend rehearsal on November 22.** These rehearsals are FULL RUN-THROUGHS of BOTH CASTS. Please be prepared for rehearsals, including tech and dress rehearsals, to run long and late into the evening during the immediate week prior to opening.

Dancers must be enrolled in and attend regular ballet classes at Coomer Ballet Conservatory during the 2025-2026 session in order to maintain eligibility to perform in our production of The Nutcracker.

CASTING

Final casting is at the discretion of the Artistic Directors and will be announced by July 14th, 2025. Dancers must accept roles assigned to them knowing that they are assigned with consideration for their specific abilities, costume availability, and the requirements/needs of the overall production. Casting is subject to change at any time based upon the Artistic Directors' discretion without question.

Dancers assigned to understudy a role are expected to know the choreography and stay current with corrections. Dancers may rehearse a role as a cover/understudy, but not perform the role on stage. This is a wonderful learning and growth opportunity.

Please do not call/email the Artistic Directors OR office regarding casting.

DRESS CODE - REHEARSALS

FEMALE DANCERS

Female dancers should wear any solid color leotard, pink tights, and ballet shoes. Hair must be in a proper ballet bun. If a dancer arrives without a bun, a bun kit will be provided and charged to your account for \$5.

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MALE DANCERS

Male dancers should wear a white shirt, black pants/tights, white socks and black ballet shoes.

DRESS CODE - PERFORMANCES

All costumes will be provided by Coomer Ballet Conservatory; **they are the sole property of Coomer Ballet Conservatory and will be kept in the dressing room at all times.**

FEMALE DANCERS

All female performers are required to have **two new pairs of Capezio-brand ballet pink tights** (convertible style recommended) for performances. These tights should be clean and free of stains or tears. In the event that a dancer's tights become damaged during performance weekend and no backup pair is available, a replacement will be provided and the cost will be charged to your account.

- Find **adult** sizes [here](#) OR purchase at Razzle Dazzle Dancewear.
- Find **child** sizes [here](#) OR purchase at Razzle Dazzle Dancewear.

All female performers must wear a nude, thin strap, low-back leotards for dress rehearsals/performances and the costume fitting session on August 2 (or the August 9 makeup day). Please have your child wear a cover up over their nude leotard when entering/exiting the studio/theater. Do not wear nude leotards to studio rehearsals.

Additional requirements for dancers cast as soldiers: One pair of black footed or convertible tights and black canvas ballet shoes

Principals, Soloists, and Corps Dancers must wear canvas ballet flats cleaned for the show. Students performing pointe roles should have an extra pair of pointe shoes sewn and ready at all times.

Petite Corps/Mini Corps will need pink leather or canvas ballet flats cleaned for show.

MALE DANCERS

All male party scene performers will wear black or white socks and black ballet shoes for performances.

MAKEUP AND HAIR REQUIREMENTS

Make-up and hair requirements vary by part and will be posted on The Nutcracker [page](#) several weeks prior to the performance. Please be aware that dancers are not allowed to wear jewelry unless required for their role. Nail polish must be removed prior to dress rehearsals and shows.

FEES BY TIER/ROLE

Your fee for this production covers the theater rental, costumes, props, salaries for our professionals, guest artists, advertising, etc. All fees are due and payable on July 25, 2025. If your dancer has roles in multiple tiers, you will pay one fee for the higher tier.

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Tier	Class Level	Fee	Roles
Principal/Solo/Corps	Level 3 and Up	\$595	Clara, Fritz, Grandma, Dolls, Mouse Captain, Snow Queen, Snow Crystals, Snowflakes Spanish, Arabian, Tea, Mirliton Lead and Demi-Soloists, Dew Drop Fairy, Lilac Fairies, Flowers, and Sugar Plum Fairy
Petite Corps	Levels 1 and 2	\$450	Mouse Lieutenants, Generals, Soldiers, Snow Flurries, Arabian Attendants, Arabian Corps, Tea Leaves, Peppermints, Candy Canes, Lead Clowns, and Clowns
Mini Corps	Creative Dance and Primary Ballet	\$300	Nursery Children, Mice, Angels, Lead Gingerbreads, Gingerbreads, and Jesters
Volunteer Cast	Volunteer/Non Dancing Adult and Volunteer Party Boys	-	Party Parents, Party Boys, and Snow Attendants

ETIQUETTE

Please be aware that as a performer in The Nutcracker, you are now a representative of Coomer Ballet Conservatory. Your etiquette reflects on us! Make sure to conduct yourself properly in and out of weekly rehearsals. You are to treat all staff members and fellow performers with respect inside and outside of the studio.

Proper conduct includes maintaining a respectful and appropriate presence on social media. Should Coomer Ballet Conservatory staff become aware of inappropriate online/social media comments, pictures, or other behavior, immediate corrective action will be taken to include probationary status or removal from the production.

WITHDRAWAL POLICY

Anyone wishing to withdraw from the Nutcracker performance is required to contact us at nutcracker@coomerballet.com to request a drop form. Anyone withdrawing for medical reasons MUST provide a doctor's note.

IMPORTANT: Production budgets are based on the number of performers and funds will have already been allocated for your child's participation. If your child is withdrawn or removed from the performance for *any* reason, no refund will be provided!

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VIDEO/PHOTO RELEASE

By participating in our production of The Nutcracker, you hereby consent to the reproduction and/or use of photographs, video/film, or audio recordings of your child for advertising and promotional purposes for Coomer Ballet Conservatory. You understand that your child's picture may be placed on the studio website, Facebook page/Instagram, and other local publications. All photos and videos of the performance are the property of Coomer Ballet Conservatory. A professional photographer and videographer will record the show and all production materials are copyrighted.

PARENT COMMUNICATION METHODS

- Email: Please make sure that we have your correct email address on file! Please contact us to update or log into the [Parent Portal](#) on the Coomer Ballet website.
- The Call Board: The board is located in the main studio hallway and all schedules and relevant information will be posted here. Please check the board frequently and encourage your child to do so, as well.
- Website: [The Nutcracker - Coomer Ballet Conservatory](#)

HOW TO COMMUNICATE WITH NUTCRACKER STAFF

Email nutcracker@coomerballet.com with questions and inquiries. Please do NOT email the studio or call the front office.

TICKET SALES

Tickets for The Nutcracker will be available via our online ticketing center (Ludus) on November 3, 2025. The link will be shared at a later date. Please note that there are no comp tickets for families.

All tickets will be assigned seating:

- Orchestra Level: \$50
- Mezzanine Level: \$40

PARENT RESPONSIBILITIES

- Confirm and approve the contract via the [Google Form](#) by July 25, 2025 so that your dancer can attend rehearsals.
- Bring your child to rehearsal on time and pick them up on time. Late entries are not allowed and will be counted as an unexcused absence. After two late pick-ups, your account will be charged a \$25 late fee per incident.
- Enroll your child in ballet class for the 2025-2026 Session at Coomer Ballet. Dancers in Principal/Solo/Corps roles must be enrolled in at least 2 ballet classes a week.

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- Be sure that your child has cleaned up after themselves at rehearsal - do not just assume that they threw away their trash - come into the studio to check! Please remind your child to respect the studio.
- Check the call board and website for schedule updates. Any last minute rehearsal changes will be communicated to you via email.
- Be sure that your child has the necessary items for their role - purchase all shoes, thin strap/low back nude leotards, and tights IN ADVANCE.
- Submit absence requests to the Artistic Directors at least a week before your planned absence and/or notify the Artistic Directors as soon as possible if your child will miss rehearsal due to illness or injury.
- Share our social media posts regarding our ticket sales. Please like and share relevant posts on Instagram ([@coomerballetconservatory](https://www.instagram.com/coomerballetconservatory)) and on Facebook ([Coomer Ballet Conservatory](https://www.facebook.com/CoomerBalletConservatory)).

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