



# SHOW PACK 'SEASONS'

Dance Production at The Spotlight Theatre, Sunday 16th March 2025



This pack contains all the information you need to know regarding our upcoming dance production in March 2025.

Includes Info On:  
Performance Dates/Times  
Ticket Information Pre-Show Meetings Chaperones  
Costumes Child's performance licence  
DATES FOR THE DIARY  
FORMS- Very important!



# SEASONS 2025 DANCE SHOW

Sunday 16th March 2025

Spotlight Theatre

Shows at 2.30pm & 6.00pm



## DATES FOR THE DIARY

Wednesday 8th January

- GOLD & PLATINUM Members tickets on sale

Friday 10th January 2025

- Return chaperone forms



- General ticket release
- Return statement of fitness form

Friday 10th January

- Show meeting for 1st time show parents

Thursday 16th January

- Alternative show meeting to attend

Sunday 2nd March

- Dress Rehearsal at Mayhem

Thursday 13th March

- (4pm onwards) Stage Blocking at The Spotlight

**Sun 16th March**

- **Show Day!!!**

(Additional Rehearsal dates may be added nearer the time)

# DEAR PARENTS.....

'SEASONS' is only 3 months away! This will come round very quickly, so we wanted to get as much information out to you before we break up for Christmas. When we return in January, we will only have 10 weeks to get everything together, so we really need your help to keep to the schedule and deadlines.

Please read the information regarding the show very carefully and do not hesitate to contact us if you have any queries.

In this pack you should find **ALL** the information you need!

Mayhem's next Annual Dance Production is to be held on **Sunday 16th March 2025** at The Spotlight Theatre, Hoddesdon. All DANCE classes will be included in the production with the exception of Friday Twinkle Tots Ballet, Monday and Saturday Ballerinas, who we consider to be a little too young to handle the experience at this time.

We must ask that all students are present every week in classes from now until the show (with the exception of Saturday 18th January, Monday 17th to Saturday 22nd February when we will be closed). We are sure you will appreciate that it becomes very difficult for teachers and students to progress with routines if they continually have students missing from the classes. If you will be unable to participate in this year's show, please email [Nicole@mayhemgroup.co.uk](mailto:Nicole@mayhemgroup.co.uk) as a matter of urgency. If students are absent from a class, please email [Millie@mayhemgroup.co.uk](mailto:Millie@mayhemgroup.co.uk).

There are two forms that we need you to urgently complete and hand back to the office as soon as possible so we can apply for a licence via Hertfordshire County Council. If you are unable to print these, we will have copies available from the office.

**Statement of Fitness Pg 5**

**Chaperone Form Pg 6**

We will return to class Monday 6th January 2025.

Have a lovely Christmas!

Happy reading :-)



# Performance Times

There are two shows on the day (2.30pm & 6.00pm)

**Funky Pop** are only performing in the 2.30pm show.

## Tickets

Tickets will go on sale on **Friday 10th January 2025** at the price of £18.50.

Mayhem students who are not in the show but would like to come along and support siblings or friends, can purchase tickets at a reduced rate of £10.00.

**Members of Mayhem Passes (Gold and Platinum)** will be able to purchase the tickets 48 hours before at 12pm on **Wednesday 8th January**.

**Please note:** For Health and Safety reasons set by the Theatre, all children including 'babes in arms' have to be allocated a seat. Please also make it known at booking if you have a 'babes in arms' if under 2years old. You will not be charged for this place but we will need to allocate a seat for you.

If you have any children under the age of 4 please purchase seats in the stalls only.

Tickets will be available to purchase via our TicketSource link which will go live on the release dates and emailed to you. Tickets are non-refundable

## Join The Facebook Group For Updates!

Please make sure you have all joined the Mayhem Facebook show private group for updates (QR code to the right) :



**STATEMENT OF FITNESS  
MEDICAL DECLARATION TO BE COMPLETED BY CHILD'S PARENT**

STUDENT NAME \_\_\_\_\_

Does your child have any of the following?	Answer (yes or no). If 'yes', please provide details including any treatment or medication
Asthma	
Any allergies	
Any skin conditions	
Hearing impairment	
Visual impairment	
Any learning disability	
Any physical disability	
Any medical conditions?	
Taking any regular medication(s)?	
Been to see or had a referral to a hospital consultant in the last 6 months?	

**I CONFIRM THAT I HAVE PARENTAL RESPONSIBILITY FOR THIS CHILD:**

Signature of parent	
Print name	
Parent's email address	
Parent's telephone number	

**I/WE CONFIRM THAT MY/OUR CHILD IS FIT AND HIS/HER HEALTH WILL NOT SUFFER BY TAKING PART IN PERFORMANCES. I/WE UNDERTAKE TO INFORM YOU OF ANY MATERIAL CHANGE TO MY/OUR CHILD'S HEALTH.**

Signature (Parent/guardian)	
Date	



# Chaperone Form - SEASONS

We will be in contact via email with more information with regards to chaperoning in the weeks leading up to the show.

Full Name \_\_\_\_\_

Parent of (student name) \_\_\_\_\_

Students Current Classes Attended (this helps us know if your child will be in act 1 or act 2)

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I am available to help on:

Please Tick below:

Sunday 2nd March – Dress Rehearsal @ Mayhem – Morning (TIME TBC)	<input type="checkbox"/>
Sunday 2nd March – Dress Rehearsal @ Mayhem – Afternoon (TIME TBC)	<input type="checkbox"/>
Thursday 13th March – Technical Rehearsal at Spotlight (4.00pm onwards)	<input type="checkbox"/>
Sunday 16th March – ‘Show Day’ @ Spotlight morning until 2:30pm show	<input type="checkbox"/>
Sunday 16th March – ‘Show Day’ @ Spotlight 2:30pm show until just before the 6pm show starts	<input type="checkbox"/>
Sunday 16th March – ‘Show Day’ @ Spotlight 4.30pm/5:00pm until end of second show	<input type="checkbox"/>

-I am also happy to come backstage after the show if I am needed to assist with clearing dressing rooms and signing out the children. *(We will contact you 'if' you are needed to do so. Please do not enter the backstage area unless we have asked you too.)*

-I have an up to date Chaperones licence *(Please email a copy to millie@mayhemgroup.co.uk )*

I hold a current enhanced DBS check as I work in a school / local children's club and can provide this for you to see *(Please email a copy to millie@mayhemgroup.co.uk)*

I **do not** hold an up-to-date DBS/Chaperones licence but happy to apply please send the link to my email address

\_\_\_\_\_  
(You will need to be apply for this as soon as possible - before January!)

Signed \_\_\_\_\_

Date: \_\_\_\_\_

# PRE-SHOW MEETING

"This will be my child's first ever show with Mayhem ... What do I need to know ?"

If this is your first DANCE show with us , we ask that you attend one of our pre-show meetings as a priority (you do not need to come to both). There will be two pre-show meetings to choose from :

Friday 10th January at 4.30pm

or

Thursday 16th at 5.45pm

At the meeting I will explain what the show involves. You will have the opportunity to ask questions about the rehearsals, show day, costumes etc and also meet the office team.

These meetings are your chance to find out all you need to know or may have concerns about. Due to space we kindly ask that children are **not** present at the meeting.



## Mayhem Staff for this Show

**Nicole May:** Principal and Show Producer. Nicole will be leading the team for the show as well as choreographing some of the class routines.

**Millie Andrews:** Millie, along with choreographing our junior street classes, Millie will be in charge of collecting in all the forms etc needed for the licencing for the show . Please hand all forms to Millie direct.

**Jessie Hills:** Jessie will be in charge of all ticket purchases, social media, advertising and programme content so if you have a business you would like to advertise please email: [jessie@mayhemgroup.co.uk](mailto:jessie@mayhemgroup.co.uk)

**Nicole, Millie, Nicola, Toni, Becky and Hollie,** all make up the creative choreography team who are busy preparing routines for all the classes as we speak!



# FULL DRESS REHEARSAL SUNDAY 2ND MARCH AT MAYHEM

## All students MUST be present

We are delighted to be performing at the Spotlight Theatre again. However, having a large theatre venue does have disadvantages in that rehearsal time in the theatre is limited prior to the show. Additional rehearsals leading up to show day will, therefore, be necessary as detailed below. We cannot stress enough how important these rehearsals will be, and it is vital that everyone attends. A full dress rehearsal at Mayhem will happen on Sunday 2nd March so please keep the whole day free.

The full 'Running Order' will be on our notice/display boards outside our main entrance by mid-January so you can see which act your child is in, depending on the classes they attend. For now, we ask that everyone keeps the whole day available.

Students who are in both acts will be need to stay all day so please ensure they have plenty of snacks (NO NUTS) and drinks (Water only with a sports cap lid).

We will update collection times for students for the afternoon via our private Facebook show group:

Students will not be permitted to leave the Mayhem Premises at any time unaccompanied by parents unless they are over the age of 14 years. Those students over the age of 14 years must have a consent form duly signed by their parents giving them permission to leave the premises.

Please check 'Running Order to know which 'Act' your child is in  
(this will be emailed to you in January.)

Please arrive at **Mayhem** at the following times:

Staff and Chaperones:	9.00am
Act 1 Students arrive at :	9.30am
Act 1 Students - Change into first costume ready to start at :	10.00am
LUNCH BREAK	12.00pm-1.00pm
All other students who are only in Act 2, arrive at:	12.45pm
EVERYONE is needed for the Finale rehearsal at :	1.00pm-2.00pm
If your child is only in ACT 1, they will be ready to collect at :	2.00pm
Act 2 Students - Change into first costume ready to start at :	2.30pm
FINISH 4.30pm	

### Costumes and Hair

All costumes that are to be provided by Mayhem (Either hired or brought) will be handed to the students when they arrive and collected back in before they leave. Please do not take any costumes home with you unless they are your own provided costume, which you will need to bring with you aswell.

Hair must be neatly back in a bun (please see show day pack info)

We will be having individual professional photographs taken of all the students during the dress rehearsal day which will then be available to purchase on show day.



# TECHNICAL REHEARSAL

## THURSDAY 13TH MARCH

### AT THE SPOTLIGHT THEATRE

**\*\*\*All students to wear mayhem uniform black t-shirt black leggings and bring all dance shoes with them -NO COSTUMES ARE NEEDED\*\*\***

Staff and chaperones to Arrive at 3.45pm or as near to as possible!

Students in the following classes will need to arrive at 4.00pm:

Funky Pop

Pre-Primary Ballet (Saturday morning class)

Primary Prep Ballet (Monday class)

Primary Ballet (Wednesday class)

Primary Tap (Monday class)

Primary Modern (Tuesday class)

MJ1 Crew (Friday class)

Parents please remember to ask what **COLOUR** group your child has been allocated as you will need to know this for the show day. Once your child has been signed in you are free to go. Please leave them with a small bag of their shoes, drink and snack and take all additional layers/coats/wet outdoor shoes away with you .

All students in the classes listed above, will be ready to collect at 5.45pm

Everyone else will be needed to arrive at the theatre by 4.45pm. Students will then wait in the bar area until they are called in by a teacher/member of staff.

Please all join the Facebook private show group (QR or link below) as we will update parents with information and for approx 'pick up times' via the group on the night : <https://www.facebook.com/groups/824766931966198>



All students will be finished by 8.15pm at the very latest but we may be finished before this with some of the dance groups so will notify parents via the group. Alternatively, feel free to leave them with us until the end as its quite nice for them to sit and watch the other groups rehearsing too, however we do need to all be out of the theatre by 8.30pm at the very latest so please arrive by 8.00pm.



Please bring snacks and drinks with them. There will be no set time we will all stop and eat together and the rehearsals for the staff will just continue back to back throughout the evening. The children will have plenty of time to sit in between rehearsals and eat . (food in throwaway bags, no fizzy drinks, only water with sports cap lids and NO NUTS.



## IMPORTANT SHOW DAY INFORMATION :

# Registration Times:

We hope the information in this pack is clear but should you have any questions or queries please do not hesitate to contact [nicole@mayhemgroup.co.uk](mailto:nicole@mayhemgroup.co.uk)

Please arrive at the **Spotlight Theatre** at the following times:

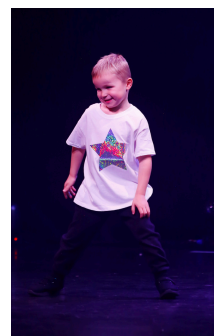
**Staff and Chaperones: 9.30 am**

**Pre show meeting in the Bar with Nicole 9.45am - 10.15am**

**Senior Students (Year 7+) to arrive: 10.30am**

**Inter Students (Year 4 - 6) to arrive: 11.00am**

**Junior Mayhem students (Reception - Year 3) to arrive: 12.30pm**



# IMPORTANT SHOW DAY INFORMATION CONTINUED...

Please make sure your child have had a big hot breakfast/ lunch before they arrive. They will have plenty of opportunities for breaks throughout the day so please bring enough snacks/packed lunch and drinks with a sports cap lid in disposable bags.

Upon arrival at The Spotlight, you will need to sign in at the Mayhem desk located in the Spotlight Theatre Foyer.

You will also be told your child's group 'Colour' which you will need to know for pick up.

Once signed in, please make your way through the main entrance into the bar area and check the coloured signs into the auditorium so you know where your child is to be collected from after the show. Please take away with you any coats/jackets etc that your child may have worn to the theatre as there is not enough room backstage to accommodate these.

If you arrive too early, you will have to wait with your child until they are signed in. However, you must be in the foyer by the arrival time stated above. Please do not be late as this then causes disruption to the run of the day.

Unfortunately, parents are not allowed backstage or in the auditorium whilst rehearsals are taking place (unless they are chaperoning). We have very limited space and strict Health and Safety procedures. Should you have any problems whatsoever we can be contacted through the main reception desk.

## **AT THE END OF THE SHOW ..** **STUDENTS WILL THEN BE READY TO COLLECT FROM** **THEIR DESIGNATED COLOURED ZONE**

The coloured zone procedure at pick up is **very important**. Please remember we have over 130 children backstage aged as young as 5yrs whom we need to move around the building safely. We kindly ask only **1 parent** is present at the designated colour to help students get to parents safely. Students will be brought out in groups depending on how long it takes them to change and pack away their belongings. Please ensure that you have sufficient time to wait. Unless there is a real emergency, students cannot be brought to you individually before the others in their group.

# Costumes

As we prepare for our upcoming dance routines, we would like to provide you with some important information regarding costumes.

Over the years, we've curated a variety of costumes, but as our group classes continue to grow, we occasionally need to purchase additional ones. Where possible, we aim to reuse costumes from our collection and only acquire new ones when necessary.

Costume Costs:

- Costumes typically range from £20 to £80, with an average cost of around £50.
- We charge a small hire fee per costume to help cover expenses.
- In some cases, we may ask you to source certain costumes if they are straightforward to obtain.

## Costume Grid:

A detailed costume grid, outlining what each child will need to hire or supply, will be sent out via email in January, It will also be available for download on the Mayhem website from January.

## Payment

Please ensure all costume slips and payments have been submitted as soon as possible.

All costume fees will be due by Saturday 15th February.

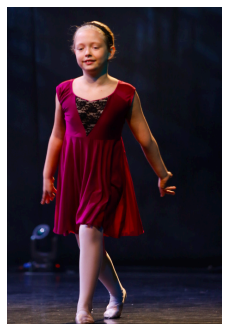
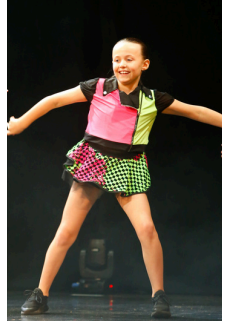
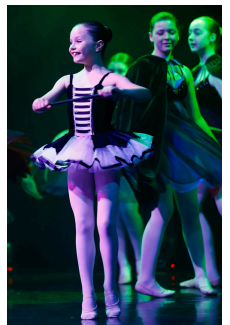
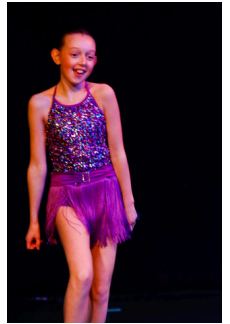
Late costume fees will incur a late payment charge.

Thank you for your cooperation and support in making this event a success! If you have any questions or concerns, please don't hesitate to reach out.

## On show day .....

All students should arrive in their correct Mayhem uniform; Mayhem t-shirt, girls; plain black leggings, boys; plain black trousers. All dance shoes worn in the show should not be worn to arrive in. The one exception to this is if your child is only in a street routine then they can wear their show trainers all day. All other items of costumes that you have been asked to supply, should be brought on hangers with a large bag over the top of them all clearly labelled with their names on. Children who have any quick changes may bring a small plastic box/bucket so items can be clearly seen and left in the quick change area.

Please ensure every item is named, including shoes, socks etc. Please do not send your child with any valuables, mobile phones etc. Mayhem cannot accept any responsibility for loss or damage to personal property. Mayhem will bring all purchased or hired costumes to the theatre for the students and these will be given out in the dressing rooms.





# Hair and Make-Up

Students aged 4-10 years must **not** wear makeup.

Secondary school students (11yrs +) may wear a light foundation, blusher and a very small amount of eye make-up 'if' preferred. This will be monitored by the tutors and students must NOT share make up for hygiene reasons. Anyone caught sharing make up will be asked to hand it over until the end of the show.

**NO FAKE TAN** Seniors please only wear natural 'classic lashes' If you have 'spiders' we will ask you to take them off :-)

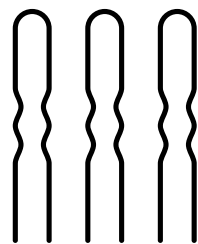
Please do not wear acrylic nails or stick on nails as they are a hazard.

All students must arrive with hair neatly in a bun (even street kids please!)

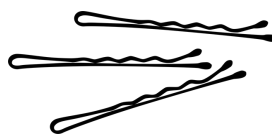
Please make sure your child has a 'hair bag' which includes:

**PINS,**  
**GRIPS,**  
**BUN NETS,**  
**HAIR ELASTICS (Natural hair coloured)**  
**GEL SPRAY**  
**HAIR BRUSH AND COMB**  
**(ALL NAMED)!!!**

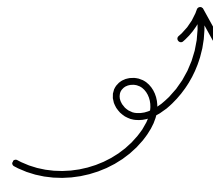
- Please no bun donuts!!!!!!



These are hair PINS



These are hair GRIPS

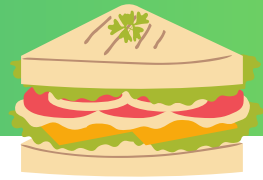


We now have of our stock hair sets available to purchase for £4.00 (limited availabilty) email [nicole@mayhemgroup.co.uk](mailto:nicole@mayhemgroup.co.uk)

[Watch hair tutorial for bun guidance \(QR Code to the right\) :](#)



# Food And Drink



Students must bring enough food and drink to last the entire day.

Drinks should be in plastic bottles with a sports cap top, which are less likely to get spilt.

Please place everything in a disposable plastic bag clearly marked with the child's name. The bags can then be binned after use.

Please do not use packed lunch boxes as they take up too much room.

Please no fizzy drinks or other items that could explode and make a horrible mess and strictly

**NO Nuts!**

Start the day with a good breakfast/lunch! We will have water supplies throughout the day should the students need to fill up their bottles.



# Photography & Video

The use of any camera recording equipment is not allowed. It can be off-putting to cast members and obscures other audience members' views.

The show will be professionally recorded and a digital download link of the show will be available the week after the show. This will be sent out via email. If you would like a copy of the video on a memory stick, this will also be available after the show for you to purchase at a cost of £8.00. Please email ; [millie@mayhemgroup.co.uk](mailto:millie@mayhemgroup.co.uk) to order these.

We politely request that audience members remain in their seats for the duration of the performance as leaving your seat can spoil the viewing for others and be picked up on the video.



# Staff and Chaperones

The staff at this production are volunteers who have given up their free time as they enjoy supporting and helping us. Children will be supervised at all times by licensed chaperones, Mayhem's parent volunteers and Mayhem staff members.

Please be assured that they will be well looked after for the duration of their time with us.

Once on site, they will not be allowed to leave the premises.