

## **IMPORTANT INFORMATION**

### **PARENTS WILL NOT BE ALLOWED BACK STAGE.**

All volunteers will have to pass a background check as well as sign waivers. E-Mail [Aforbes@niles-parks.org](mailto:Aforbes@niles-parks.org) for more information.

Skaters and volunteers should arrive 30 minutes before dress rehearsal and all show times.

Rest assured your skaters are in good hands with our dedicated staff and volunteers.



**\*Eating and drinking in costume or in the backstage/locker room area is not permitted.**

Your child will be at the arena for approximately 3 hours and he or she should eat before rehearsal. Water is available at the water fountains and they must bring water bottles, clearly marked, with the child's name. No concessions may be purchased by skaters or brought back stage. This is strictly enforced.

**\*NO FOOD OF ANY KIND IS PERMITTED  
IN THE LOCKER ROOMS!\***

**\*No cameras, cell phones, markers, or paint are allowed in the locker rooms.**

Items will be taken away from the child and returned upon departure.  
**WE DO NOT WANT TO SEE ANYONE'S COSTUME DAMAGED DUE TO A SPILL.**

**\*Costumes cannot be replaced!**

All costumes are pre-made to general sizes, not custom sizes.

We are not responsible for custom fitting, alterations, or defective materials in costumes, but we do our best to order from quality companies. Please read all costume instructions precisely.

**\*ALL SKATERS MUST WEAR MAKE-UP FOR THE SHOW AND PICTURES.**

Some make-up may be fitting to a particular character or role in the show. HAIR MUST BE NEAT AND TIDY. No bobby pins please.

Specifications have been made and were included in the costume bags.

Any and all information subject to change as needed.

# Niles Park District Annual Spring Show Skater/Parent Handbook



### **\*Show Times\***

**Friday May 2, 2025 at 7pm**

**Saturday May 3, 2025 at 6pm**

**Sunday May 4, 2025 at 1pm**

**Tickets on sale April 1, 2025**



Please direct all questions regarding the ice show to Skating Director,  
Amy Forbes at [aforbes@niles-parks.org](mailto:aforbes@niles-parks.org)

We appreciate your participation and have included helpful information to make your ice show experience memorable. This guide should answer most of your questions regarding the ice show process.

Should you have any additional questions, please e-mail:

Amy Forbes, Skating Director  
at Aforbes@niles-parks.org

## Rehearsals

**It is important to attend all of your scheduled rehearsals.**

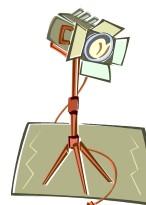
**Rehearsal is mandatory to be in the show.**

If you do have to miss due to illness or a school function, please contact the skating director by email with as much notice as possible. That information will then be given to your group choreographer. If you are unsure of your rehearsal times, please check the schedules posted in the ice arena on the bulletin board or check the e-mails sent to participants.

## Adult Skaters/Performers

All adult performers must do the background check that we require of our volunteers. This requires a social security number. Please e-mail

Aforbes@niles-parks.org for the information.



## It's Show Time!

Once IceLand has been transformed from a typical ice rink into a show setting complete with spotlights, soundboards, and our skating stars, we are ready for Opening Night! **All skaters must arrive to IceLand thirty minutes prior to every show.**

Parents will drop their skaters off at the check in desk in the hallway near the upper party room. That is also where skaters must be signed out to leave. No one other than staff and requested quick change volunteers will be permitted back stage. For our skaters' safety, they will NOT be allowed to leave without a parent or guardian.

## Date

Friday, May 1

Saturday, May 2

Sunday, May 3

## Arrival Time

6:30 pm

5:30 pm

12:30 pm

## Show Time

7:00 pm

6:00 pm

1:00 pm

An array of services will be offered on show days. Program books, flowers, and ice show DVDs. will be available in the IceLand Lobby over the weekend.

Parking is free and available in IceLand's lots, Northridge Prep School's lot, and Gemini Junior High School's lot.



Thank you so much for participating in the most exciting event of our year! The IceLand staff understands the commitment you have made in order to be a part of this celebration, and we will be with you every step of the way. With our staff, parent volunteers, and skaters' hard work, our show is sure to be a fabulous success!!! Please be sure to tell all of your friends and families to come out to watch the show!

# Locker Room Assignments for Show Week

## Locker Room 1

Featured Performers—  
To be assigned.

## Locker Room 2

Featured Performers—  
To be assigned.

## Locker Room 3

Featured Performers in—  
To be assigned.

## Locker Room 4

Skaters in multiple numbers who  
are not featured performers.

## Locker Room 6

Beginner/PA1/PA2

## Locker Room 7

Alpha 1/Alpha 2/Beta 1

## Locker Room 8

Beta 1/Gamma/Delta/Pre FS

## Locker Room 5

Female Family Number  
Performers

## Upper Meeting Room South

Tot1-4/Younger Boys

## Upper Meeting Room North

HS and Family Male  
Skaters/Older Boys

## High School Boys/ Family Male Adult Skaters

must come dressed.  
No locker room will be  
provided but space will be  
provided in the upper  
meeting room for your  
things.



\*Exact details will be  
posted the week of the  
show.

\*Skaters will have  
assigned spots in their  
assigned locker room.

## Ice Show Picture Day

Professional photos will be taken of your skater on Monday, April 29, 2024. Please dress your skater in his/her costume and skates on this day. You want to look your best for the photo your hair and make-up should be top notch! Please do your best to be on time for your group's scheduled photo time. The photographer cannot wait for missing skaters and we want all our skaters' smiling faces in all of the photos! Skaters will also be taking individual photos.

## Picture Day Schedule - Monday April 28, 2025

You do not have to pay for pictures on picture day.

Featured Performers Costumes— Individuals in FP Costume	4:30pm-5:05pm
Tot 1-4— 133801-01	5:05pm-5:25pm
Tot-Delta Production - 133801-22	5:25pm-5:45pm
Beginner/Pre Alpha 1/2— 133801-02	5:45pm-6:05pm
Boys Group— 133801-06	6:05pm-6:20pm
Alpha 1/2-Beta 1—133801-05	6:20pm-6:45pm
Beta 2/Gamma/Delta—133801-05	6:45pm-7:00pm
Featured Performer—Opening Costume—Group Only	7:00pm-7:20pm
Team IceLand Tot thru Pre FS —133801-27	7:20pm-7:35pm
Family—13380123	7:35pm-7:50pm
FS Plus FS 1-FS4—133801-11	7:50pm-8:05pm
FS Plus 5 & Up Plus—133801-28	8:05pm-8:20pm
Team IceLand FS Levels—133801-21	8:20pm- 8:40pm
High School - Men In Black	8:40pm-9:00pm

## Ticket Information

Skaters love to have special guests in the audience during their performances. Tickets go on sale April 1, 2025 for the Ice Show at IceLand's front desk. All seating is general admission. **Tickets are \$10 before May 1st and \$12 May 2nd and beyond.**

Doors open 30 minutes prior to each performance. Seating is first come, first serve. Tickets sell out quickly, so we recommend that you purchase tickets in advance. Handicapped seating is limited and must be purchased in advance. All children under the age of two are free and may sit on their parents' laps. All other audience members occupying a seat must purchase tickets, including performers who stay to watch the show.

### Technical & Dress Rehearsal Information

Technical and dress rehearsals are mandatory.

#### ALL Performers MUST

attend the technical rehearsal on Tuesday April 29

**Drop Act I Skaters Off at 4:45pm—Pick Skaters Up at 6:30pm**

**Drop Act II Skaters Off at 5:45pm—Pick Skaters Up at 8pm**

Dress Rehearsal Wednesday April 30—Act I Only

#### Tot 1-4 Group ONLY MUST

attend the Act I dress rehearsal on Wednesday April 30, 2025.

**Drop Tot 1-4 Skaters Off at 4:45pm—Pick Tot 1-4 Skaters Up at 6:30pm**

#### ALL other Act I Skaters

attend the Act I dress rehearsal on Wednesday April 30, 2025.

**Drop Skaters Off at 4:45pm—Pick Skaters Up at 8pm**

Dress Rehearsal Thursday May 1—Act II Only

attend the Act II dress rehearsal on Thursday May 1, 2025.

**Drop Skaters Off at 4:45pm—Pick Skaters Up at 8pm**

For safety purposes some group numbers may need to be run two times.

All Featured Performers should plan to stay until 8:30PM/8:45pm for the technical and dress rehearsals.

Performers are required to wear their costumes on dress rehearsal days ONLY.

*All skaters must come in through the front doors of the arena and check in near the party room staircase. Rehearsal will get started at 5:00PM and will continue until 8PM. We will not wait for late skaters.*

While we understand you are excited to see your skaters, we keep these **rehearsals closed to parents/spectators**, so that skaters may perfect their programs for Opening Night. We suggest that you drop off and pick up your skaters. Skaters must be signed out from the check in table after rehearsal by one parent or guardian in order to leave IceLand. Only staff members and those volunteers asked to work quick change will be allowed back stage. Locker rooms will be supervised by Niles IceLand staff members and background checked volunteers only.

**All staff members, locker room volunteers, and back stage volunteers are background checked.**  
**This is for the safety of the performers.**

## Ice Show Program Book Ads

Good luck ads may be placed for skaters or businesses by  
March 28, 2025.

Please see your ice show group instructor or the Skating Director for information. You can also e-mail

[aforbes@niles-parks.org](mailto:aforbes@niles-parks.org) or  
[gcline@niles-parks.org](mailto:gcline@niles-parks.org).

Please see the separate letter and order form.





## Skates/Tights

This year, all female skaters need to have Mondor Over the Boot Light Tan Tights.

**Orders MUST be placed by 3/15/25.**

**See order form.**

**\*Limited sizes may still available at the front desk once they are shipped to us.**

Our male skaters need black boots or black boot covers.

Hard, rubber skate guards are required for all skaters.

Skate rental is available for the duration of the show for all skaters who do not own their own skates. Skates are rented for \$4 for each rehearsal. A \$100 safety deposit in the form of a check is necessary for skaters to receive skates for the week of ice show. The skater will receive his/her skates on Monday and must return them on Sunday, after the final performance. At that time, the \$100 check deposit will be returned, unless skates are lost or damaged.

## Volunteer Information and Donation Information

Ushers are needed during all three performances. Ushers must arrive 1 hour before each performance and be ready to assist patrons to the proper seats. This is a great way for older siblings to get involved and receive service hours credit for school. If you are 16 or older, you may usher. If you are interested in ushering, please email Amy at [amforbes@niles-parks.org](mailto:amforbes@niles-parks.org).

We are always looking for donations of materials such as paint, paint brushes, craft supplies, wood flats, foam board, heavy duty card board, etc. If you or your business are able to donate these items, please let our skating director know. Items would be put to good use.

We are still in need of some spotlight operators for the entire show week. If you are interested in being a spotlight operator please contact [Aforbes@niles-parks.org](mailto:Aforbes@niles-parks.org). No experience necessary.

## Locker Room Supervision

All dressing rooms will be supervised by IceLand staff members and background checked volunteers. If you are interested in volunteering please note that you may not be in your skaters locker room.

### To volunteer in a dressing room you must:

1. Complete a background check through the park district by 4/15/25.
2. You must be available for at least Tuesday, Wednesday, or Thursday, and at least 1 show. The more the better.
3. You must be willing to help all skaters in your locker room.
4. You must be able to stay until all of the skaters in your locker room are picked up.
5. You must be willing to be in a locker room other than your skaters locker room. Sometimes we need help in multiple locker rooms.
6. You must complete and sign all volunteer paperwork by 4/28/25.

Parents will drop their skaters off at the check in desk in the hallway near the upper party room. That is also where skaters must be signed out to leave. No one other than staff and requested quick change volunteers will be permitted backstage. This is for the safety of the skaters and the well being of the show.

Skaters should arrive dressed and ready to perform. This means hair and make-up should be complete upon arrival. They must have shoes with them if they arrive in their skates. Absolutely no food is allowed in the dressing rooms. Water only.



## Act I Groups—

Opening

Tot 1-4—Little Campers

Pre FS—FS 4—Camp Calamine

Team IceLand Tot-Pre FS—Mr. Sandman

Team Ice Land FS Levels—Grimm Reapers

Blow-Up—Aliens

High School—Men In Black

Family Number—When You're an Addams

Alpha 1/Alpha 2/Beta 1—Wednesdays

Act I Finale



## Act II Groups—

FS 5 and Up—Ghosts

Beta 2/Gamma/Delta/Pre FS—Ghostbusters

Beginner/Pre Alpha 1/Pre Alpha 2—Vampires

Team IceLand Beetlejuice

Tot through Delta Production—Wizards

Boys Group—Dragons

Feature Performer Finale

Act II Finale

