

# 320 DANCE



## 2026 Recital Handbook

### Recital Dates

**Tuesday, May 12<sup>th</sup> at 6:30 PM**  
**Wednesday, May 13<sup>th</sup> at 6:30 PM**

### Location

**Kansas City Music Hall**  
**301 West 13<sup>th</sup> Street**  
**Kansas City, Missouri 64105**

## IT'S RECITAL TIME!!

For our 22<sup>nd</sup> Annual Studio 320 Recital we will celebrate our amazing & hard-working dancers with 2 huge shows at the Music Hall in downtown Kansas City! It's such a special occasion for our kids and teachers - and a fun and memorable experience for all 320 family, friends & fans!

Studio 320 recitals are BIG events, with professional sound, lighting, and incredible talent! From our "Tiny Twos" to our Seniors (we have 11 graduates this year!) you will see dancing that will melt your heart and blow your mind!

We've created this handbook to clarify details and lay out a plan of attack for the coming weeks. We still have a lot to accomplish before we take the stage!

### Philosophy, Policies & Procedures

Recital is a rite of passage for our devoted students! It provides them the opportunity to showcase the results of a year's hard work, dedication & progress, in a professional and exciting environment. A big part of dance training is learning through stage performance. These opportunities not only help prepare students desiring a further career in dance, but they also contribute to children's success in non-dance activities. The performing experience helps build self-esteem and self-confidence and can result in better school presentations, improved social skills, and strong interview skills for future college or job opportunities.

The in-class rehearsal process is a tremendous learning experience as well. It helps the children develop retention skills, and by working with their classmates on a group performance, they learn the positive aspects of teamwork!

### Staying Informed

We work hard to make your 320 experience organized and fun. Keeping you informed is one of our primary goals. **Please read all parent emails, website and Facebook updates to stay informed!** If you have any questions regarding the information distributed, we encourage you to contact us!

Our office staff are at the front desk every evening (Mon-Thurs) from 4:45-8:00 PM. You can email [FrontOffice@320dance.com](mailto:FrontOffice@320dance.com) or call the studio (816) 903-2623 at any time.

We make frequent updates to our 320 Instagram & Facebook pages, and our website will include a "Recital" tab for updates and easy-to-access info. [www.320dance.com](http://www.320dance.com)



## THE COMMITMENT

By allowing your child to participate in the Studio 320 Dance Recital, you are committing yourself and your child to the following dates & events:

Mar 16-19

### **Costume Distribution Week**

**Parents attend the last 15 minutes** of your Recital class to receive costume & details. All accounts must be up-to-date to receive costumes.

Mar 30 – Apr 3

### **SPRING BREAK – STUDIO CLOSED**

April 13 - 16

### **Recital Picture Week**

Studio 320 will be taking class and individual pictures this week! ***NEW this year: Pictures will be taken during your regular evening class times. You'll wear costume/tights/hair/light makeup to class.*** Further details will be emailed as picture week nears.

April 16

Last day to turn in Recital T-Shirt & "Backstage Mom" Volunteer Forms (take off recital t-shirt)

April 20

### **Recital Fee Due (\$85 per dancer)**

April 27

### **Monday: RECITAL TICKETS ON SALE!**

**Tickets will be available for purchase starting at 5:00 PM** at Studio 320's front desk. (Tickets must be purchased in person, not by phone.) There is NO LIMIT on tickets and no fear of selling out. There will not be the option to purchase ticket at the door on recital nights. Tickets are \$18 each. Performers do NOT need a ticket. All parents/family/siblings (age 4+) DO need a ticket.

May 1

Summer Classes, Camps & Intensives posted! Online Registration goes LIVE!

May 4-7

Final week of regular classes! **Mandatory attendance** for all recital performers! Parents attend last 10 minutes of each class for last-minute details.

May 12

**Recital Day #1 at Kansas City's Music Hall 6:30PM**

May 13

**Recital Day #2 at Kansas City's Music Hall 6:30PM**

# RECITAL PICTURE WEEK

APRIL

## PICTURE WEEK IMPORTANT NOTES!

This year, we are utilizing the same Recital Picture process from last year! Everything will be managed in-house by our very own **320Clix**. Pictures will be taken during regular class hours the week of April 13<sup>th</sup>.

### **RECITAL FEE – Includes Photos & T-Shirt**

Each dancer will be charged a Recital Fee. This fee includes the administration fee, recital t-shirt, and professional photos.

The administration portion of the fee helps cover all of the behind-the-scenes work that goes into recital preparation, including staffing, scheduling, and photo editing.

Dancers will receive professional group and individual photos for each of their group routines. This flat fee per dancer covers all photos, regardless of how many group routines your dancer performs in.

Recital Fee Breakdown:

\$85 – Recital / Performance Team / PreCompany Dancers

Includes recital administration fee, recital t-shirt, and all group routine photos.

\$55 – Company Dancers

Includes recital administration fee and recital t-shirt.

*Photos are not included for Company dancers.*

**Recital Fees will be charged via ePay on Friday, March 20th**

**ARRIVE 5 MINUTES BEFORE** your regular scheduled class time. We will not be able to wait for late arrivals. If you miss your group picture, you may still get your individual picture taken!

### **ARRIVE PHOTO READY**

Walk into the studio wearing your first costume, with hair, makeup, accessories, tights and shoes!

There will be dressing rooms set up for those who have multiple costume changes – with parent help.

### **PHOTOS**

A digital link to your edited/finalized group & individual photos will be emailed to you by May 13<sup>th</sup>. You will be able to download, share, or print as desired.

**RECITAL VIDEOS** - We will not be selling Professional Recital Videos (or yearbooks) this year. Parents may video from the audience as desired. (We will be creating a professional highlight video/recap of the shows, and we will share on social media.) However, if you wish to record your dancer's full routine, you may video this yourself.

## **MORE RECITAL PREP DETAILS!**

### **320 Recital Webpage**

Use the **RECITAL** link on our website for the most current info and updates! [www.320dance.com](http://www.320dance.com)  
Our goal is to make the recital an organized, exciting, and stress-free experience for everyone involved.

### **Payments & Refunds**

Recital costume orders can take 12 weeks or more for delivery. Costume manufacturers do not accept cancellations or offer refunds; therefore, Studio 320 does not offer refunds on costume deposits or payments.

### **Costume Cost**

All recital costumes are \$85 + retail sales tax. Costumes will not be distributed until accounts are paid in full. No refunds will be made if a parent or guardian withdraws a child from class after costumes have been ordered and prior to the recital. (If you lose or damage your costume or accessories, you will be responsible for cost and rush fees for the studio to ship replacements, if possible.)

### **Alterations**

Alterations are sometimes needed after the costumes have been distributed and are the responsibility of the student's parent or guardian. Often you can do minor adjustments of straps with a couple safety-pins. If you have questions or need advice, please see the front desk.

### **Distribution**

As stated, costumes will be distributed during the last 15 minutes of your child's regularly scheduled class(es) during the week of March 16<sup>th</sup>. Please have 1 parent in attendance as you will receive specific instructions on shoes, tights, and more. Costumes will NOT be sent home with students unless a parent/guardian is present. If you are not available on these assigned distribution dates, you may pick up your child's costume at the front desk. **Please try on your costume as soon as you bring it home.** This allows you to take inventory of all pieces and accessories and determine whether alterations are needed. Doing this in the weeks prior to recital minimizes stress at performance time.

### **Costume Care**

Label all costumes, shoes, accessories, and tights with your child's name. Place the costumes in a garment bag with your child's name on the outside. Pack accessories in a clear plastic bag labeled with your child's name. Hang and steam all costumes prior to performance. Do not wash costumes in your washing machine. Remove any tags that could hang out of the costume. Many costumes come with headpieces, gloves or hats. These will be handed out, and the teacher will determine how the headpieces will be worn. *(Pro Tip: If your costume is "scratchy" due to sequins, try "Nexcare" first aid tape made by 3M, found near the Band-Aids. It sticks right to the inside of your costume and helps reduce irritation to the skin.)*

### **Steaming & Tutus**

**IMPORTANT!** Please steam wrinkled costumes and tutus before the Recital. Hang tutus upside down in your garment bag to keep fluffy!

## Quick Costume Changes

During the recital, some students may have quick costume changes. **Moms MUST come backstage to help your dancer during quick changes.** A special area and instructions will be given to you upon arrival at the show.

## Tights, Shoes, Hair & Makeup

To ensure that there are no discrepancies in color and style (noticeable on stage/pictures) students are required to have the same brand. Other brands (pantyhose, etc.) are NOT permitted. No tights should be dirty or have ANY holes, tears, or runs in them for pictures or performance. Our backstage staff will have extra tights on hand for purchase at recital – please see us if you have any problems!

## Shoes

Each class/routine will require a specific color/style of dance shoes. Shoes should be purchased through **Dance Designs** in Liberty, MO. A special handout will be emailed to your class with exact shoes/tights/costume pieces/hair/makeup for your convenience. See the office with any questions or issues.

## Undergarments

Undergarments are never to be visible with costumes. If wearing tights, these act as your underwear. Otherwise, if you prefer or need to wear undies, they should be skin-tone and no-show. Our older dancers may wear any necessary undergarments that are not noticeable in costume. Bras should be skin-tone in color and have clear straps or be backless/strapless. “Sticky bras” can be found at Target, Walmart, Amazon, etc. and typically work for almost all costume styles. **See your teacher or the front desk for suggestions or questions – we have a solution for ANY costume or undergarment problem!**

## Makeup

All female students are required to wear stage makeup for the recital: foundation, powder, bronzer, lipstick in a “true red” shade, blush, dark brown eye shadow (in crease) with ivory shadow on brow bone. Black eyeliner (top eyelid) and black mascara (top and bottom lashes.) Fake lashes are optional for Recital (required for team dancers.) Lightly enhance eyebrows with shadow or pencil. We want all your dancer’s features and expressions to be seen under stage lighting!

**Here is a helpful MAKEUP TUTORIAL that Miss Erin made for our competition teams!**

**MAKEUP Part 1:** <https://youtu.be/alF9bDhUa4E>

**MAKEUP Part 2:** <https://youtu.be/1lcvez57aqq>

**BOYS:** We do not require boys to wear stage makeup.

**PRESCHOOLERS:** Please use your own discretion with preschool-age dancers, as application can be tricky and skin can be sensitive. Many preschool moms choose to do some eye shadow, blush and lipstick - and some even attempt a little mascara for willing dancers! ☺ You just want some definition under the stage lights.

## ABSOLUTELY NO...

Colorful nail polish, fake tattoos, watches, jewelry, hair/body glitter, extra accessories, etc. allowed on the Recital stage. Real tattoos should be covered with stage/tattoo makeup. Fake nails should be neutral in color. For safety, no extra-long or sharp/pointed nails are allowed on stage. Small stud earrings are OK if you just got your ears pierced.

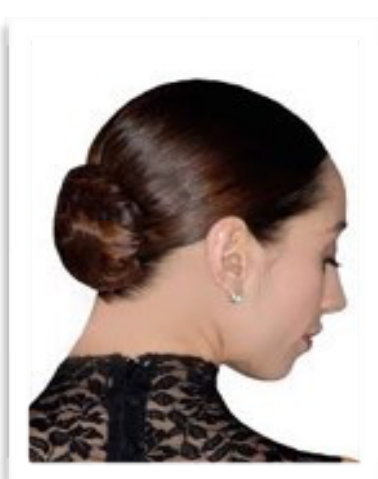
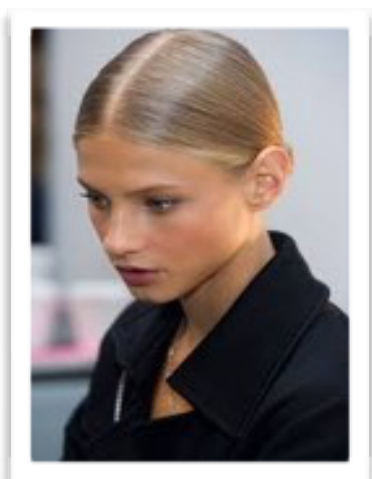


### Hair for PRE-K/KINDER & UP

Uniform hairstyles are required for the stage. **Girls must wear their hair SLICKED into a LOW BUN, with a MIDDLE PART. A hairnet is MANDATORY.** Donuts/bun-makers are optional. Lots of hair pins and gel/hairspray required. You'll need to touch-up hair (and makeup) at each costume change during the recital.

If your hair is very short or textured, please choose a style that works best for your class & hair accessory. See Tara or Office for ideas or questions.

**Boys** should wear hair styled with product that works best for you.



### Hair for PRESCHOOL (Tiny 2, Preschool)

Preschool performers may wear hair in ANY style that works best for your hair type and that compliments your costume's hair accessory. Curled, sides pulled up, ponytail, piggies, braids, etc. Make sure it's out of her face and set with hairspray/product. **Boys** should wear hair styled with product that works best for you.

## **Planning & Preparation**

Gather all costumes, accessories, shoes, hairnets & makeup several days in advance so you'll know if something is missing or isn't right. Make a checklist of your child's routines, listing the costume, tights, shoes, and any accessories and refer to it. Triple check everything before you leave for the theater!

## **Snacks**

Please send your dancer with a DISPOSABLE WATER BOTTLE (absolutely NO juice, soda, flavored water) LABELED WITH THEIR NAME! If you must bring a snack, it needs to be clean & safe. No peanut products – and nothing chocolaty, cheesy, or messy that can ruin faces/makeup/costumes before performing.

## **Dressing Room Etiquette**

Students must respect other students' space and property in the dressing rooms. Volunteers will be supervising the dressing rooms and helping Moms & Dancers with quick-changes & bathroom breaks. Games and activities will be provided. Please leave toys and devices with parents.

## **Backstage**

For security purposes, guests and friends are not permitted backstage or in the dressing rooms during the recital, including before and after the show. There is a lot of backstage activity in a limited space, and dressing rooms are private areas. Those who wish to greet performers after the show, or to present flowers and do photos, may do so in the lobby area. Photo-op areas will be set up just for you!

**Dance Moms will be able to enter the dressing rooms during the show to assist their child with costume changes.**

## **Audience Etiquette**

- Enthusiastic applause is encouraged!
- Tickets are required for all children age 4+ or who are sitting in a seat (student performers do NOT need a ticket)
- Children should not bring devices with sounds and/or lights that could be a distraction for other audience members.
- Audience members should remain seated during all performances. Allowing children to run around or disrupt the performance is unfair to other parents/audience members.
- If you do leave the auditorium during the show, please do so between routines. You will only be allowed back into the auditorium between routines.
- No eating, drinking, vaping, or smoking is allowed in the theatre.
- During the recital, when the dancers are not on stage, they must remain in the dressing rooms with their Volunteer Class Moms.

### **Student Drop-Off and Pick-Up Procedures**

The Music Hall is a very large facility which requires us to have a very specific backstage plan. An email will be sent detailing student drop off and pick up procedures. This will be a secure process to ensure the safety of our dancers. As always, only parents with a “VIP” badge will be permitted to pickup children backstage. VIP badges will be issued to you at check in before the show.

**Tuesday, May 12<sup>th</sup> 6:30 PM Recital - Dancers should check-in between 6:00-6:15 PM**

**Wednesday, May 13<sup>th</sup> 6:30 PM Recital - Dancers should check-in between 6:00-6:15PM**

All dancers should be picked up backstage after they finish dancing for the evening. We highly encourage our dancers to join their family in the audience to continue watching the remaining show! Otherwise, you are free to leave the facility following your final performance.

### **Parking**

Updated parking options will be emailed to families leading up to the shows.

### **ROUTINE LINEUPS**

320 DANCE cannot guarantee that any student participating in more than one class will perform all of their routines in the same show, although we have been working hard to minimize multiple shows to the best of our ability.

320 DANCE cannot guarantee that siblings will be performing all in the same show.

As always, we have been as thoughtful as possible when setting recital line-ups to take into consideration multiple classes, siblings, costume changes, etc. Our ultimate goal is to create an entertaining, well-rounded show featuring a variety of ages, levels, and routine styles. Each Recital night is completely different & will highlight talented performers of all ages, from newbies to advanced levels.



# TUESDAY RECITAL 5/12/2026

## THIS IS NOT THE RECITAL LINEUP

THIS IS A LIST OF DANCES IN EACH RECITAL (COMPANY IS NOT LISTED)

Song Name	Class	Day / Time of class	Teacher	Shoes
<i>The Bobble Song</i>	Preschool Combo	Tuesday 4:30	Madelyn	Ballet
<i>Gitchee Gitchee Goo</i>	PreK-Kinder Combo	Tuesday 5:15	Madelyn	Ballet
<i>Party in the USA</i>	1st-2nd Performance Team	Monday 5:00	Madelyn	Jazz
<i>L-O-V-E</i>	1st-2nd Performance Team	Monday 5:00	Madelyn	Tan Tap
<i>BOP</i>	1st-2nd Hip Hop	Thursday 5:00	Madelyn	White sneakers
<i>Legally Fabulous</i>	Sapphires PreCompany	COMPETITION ROUTINE #1	Madelyn	Tan Jazz
<i>Better Place</i>	Sapphires PreCompany	COMPETITION ROUTINE #2	Madelyn	Barefoot
<i>Love Shack</i>	Sapphires PreCompany	RECITAL ROUTINE	Madelyn	Tan Jazz
<i>Ooh La La Spa</i>	Rubies PreCompany	COMPETITION ROUTINE #1	Jenn	1/2 sole
<i>Wish Upon a Star</i>	Rubies PreCompany	COMPETITION ROUTINE #2	Jenn	Barefoot
<i>Big Deal</i>	Rubies PreCompany	RECITAL ROUTINE	Jenn	Jazz

# WEDNESDAY RECITAL 5/13/2026

## THIS IS NOT THE RECITAL LINEUP

THIS IS A LIST OF DANCES IN EACH RECITAL (COMPANY IS NOT LISTED)

Song Name	Class	Day / Time of class	Teacher	Shoes
<i>Me and My Teddy</i>	Tiny Twos	Wednesday 4:30	Madelyn	Ballet
<i>Splish Splash</i>	Preschool	Wednesday 5:00	Madelyn	Ballet
<i>Soda Pop</i>	PreK-Kinder Performance Team	Wednesday 4:30	Jenn	Tap
<i>I Like To Fuss</i>	PreK-Kinder Performance Team	Wednesday 4:30	Jenn	Jazz
<i>Amazing Mayzie</i>	3rd-5th Performance Team	Monday 5:00	Ava	Jazz
<i>Mamma Mia</i>	3rd-5th Performance Team	Monday 5:00	Ava	Jazz
<i>After Party</i>	3rd-5th Hip Hop	Thursday 6:30	Sloan	White sneakers
<i>It Takes Two</i>	6th + Hip Hop	Thursday 5:45	Rylie	White sneakers
<i>Accessory</i>	Emeralds PreCompany	COMPETITION ROUTINE #1	Gina	Jazz
<i>Small World</i>	Emeralds PreCompany	COMPETITION ROUTINE #2	Gina	Barefoot
<i>Material Girl</i>	Emeralds PreCompany	RECITAL ROUTINE	Gina	Jazz
<i>Remedy</i>	Diamonds PreCompany	COMPETITION ROUTINE #1	Ava	Barefoot
<i>Turn the Beat Around</i>	Diamonds PreCompany	COMPETITION ROUTINE #2	Ava	Jazz
<i>Strut</i>	Diamonds PreCompany	RECITAL ROUTINE	Ava	Jazz

All dance shoes are available for purchase at Dance Design  
1201 West College St. Suite 400 Liberty, MO 64068

# Volunteers Needed!

Studio 320 relies on the assistance of many dedicated volunteers to provide a high-quality performance experience for all. The children truly benefit from this volunteer effort, so we hope that you will become an enthusiastic member of our 320 Backstage Crew!

---

Volunteer Name

---

Volunteer Cell

---

Student Name

---

Volunteer Email

---

Relationship to Student

I would like to be a **CLASS MOM** for the following class:

---

I can help at the: \_\_\_\_\_ May 12 (TUESDAY) Show      \_\_\_\_\_ May 13 (WEDNESDAY) Show

T-Shirts are provided for all Recital Volunteers. Please mark your size below:

\_\_\_\_\_ AS    \_\_\_\_\_ AM    \_\_\_\_\_ AL    \_\_\_\_\_ 1XL    \_\_\_\_\_ 2XL    \_\_\_\_\_ Other

If you have any questions about volunteering:

Call the front office at 816-903-2623

Stop by during business hours, Monday-Thursday between 4:45-8:00 PM

Email [FrontOffice@320dance.com](mailto:FrontOffice@320dance.com)