NEW HAVEN BALLET

The Nutcracker

LISA KIM, ARTISTIC DIRECTOR

2026 PERFORMANCE HANDBOOK

2026 Performance Season
The Shubert Theatre
247 College Street
New Haven, Connecticut

Performance Dates
Children's Matinee at 10:30 a.m. (not a public performance)
December 11, 2026 at 7:00 p.m.
December 12, 2026 at 1:00
December 12, 2026 at 5:00 p.m.
December 13, 2026 at 1:00 p.m.

WELCOME TO THE SHUBERT

We are looking forward to sharing another wonderful *Nutcracker* with our dancers and families. Performing at the Shubert Theatre is a special experience, and we appreciate everyone's help in making rehearsals and performances run smoothly. Please review the following information carefully and keep this handbook handy throughout the production.

ARRIVAL & THEATER CHECK-IN

Being on time is especially important during performance week. Please follow the assigned arrival and departure times in the Production Schedule. The theater cannot admit performers before their scheduled call time, so please do not arrive early or late.

All performers must check in and out at the Shubert stage door for every rehearsal and performance. The stage door is located on the right side of the Shubert Theatre, in the alley next to the municipal parking garage.

Upon arrival, dancers will be directed to their assigned dressing rooms. Creative Ballet 1 through Level 5 students should arrive dressed in their performance attire, with hair styled appropriately. Levels 6 through 8 students should arrive in their warm-up attire. Please refer to the Hair Breakdown chart for hairstyle requirements.

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Once checked in, students may not leave the theater until they have been released and checked out. If your child will be late for any reason, please call the NHB Cell at 203-605-2843.

A note about weather: Unless state highways are closed, Shubert performances will go on as scheduled. Please plan accordingly and allow enough time to arrive promptly, regardless of weather conditions.

PICK-UP & DISMISSAL

Dancers must be picked up by a parent or guardian and checked out at the stage door. This applies to rehearsals as well as performances. For technical and dress rehearsals, please refer to the Production Schedule for approximate pick-up times.

To accommodate dressing room space, Act 1 performers must be picked up at intermission. Dressing rooms need to be cleared for Act 2 dancers. If your child would like to watch Act 2 in the theater, a ticket must be purchased.

Act 2 performers will be released after the performance. Please be patient as our volunteers work to ensure each dancer is safely released to their parent or guardian.

PARKING & THEATER ACCESS

Street parking and municipal garage parking are available near the theater. Parking garages and lots tend to fill around the holidays downtown. Please allow extra time during performances.

For everyone's safety, backstage access is limited to performers, assigned volunteers, artistic staff, and technical personnel. Parents, friends, and family members are not permitted backstage unless they have been specifically asked to serve as volunteers. Students will be escorted to and from their dressing rooms by volunteers.

Should you have any questions regarding *Nutcracker*, please contact Ruth Barker
administrator@newhavenballet.org
NHB office: 203-782-9038
Ruth Barker: 413-297-7294

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The Shubert stage uses “wing masking” to block the audience from seeing the backstage area. This means the performance is not viewable from the backstage area.

The Shubert Theatre requires a ticket for everyone over 12 months of age, even if a child will be sitting on a parent's lap. The child's ticket must be in the same price range as the parent's tickets. This policy helps the theater maintain its required fire-safety occupancy limits.

REHEARSAL & PERFORMANCE EXPECTATIONS

We want every dancer to feel prepared and confident to enjoy the experience. A little extra care and consideration from everyone makes a big difference backstage.

Please have your dancer bring all necessary performance supplies to dress rehearsals and performances. We recommend packing the night before and double-checking everything before leaving home. Jewelry, watches, electronics, and other valuables should be left at home, as NHB cannot be responsible for lost or stolen belongings.

Once inside the theater, dancers are expected to remain calm, quiet, and focused. Running is strictly prohibited anywhere in the building. The Shubert has recently been renovated, and we ask everyone to treat the theater and its facilities with care.

Please follow the directions of artistic, technical, wardrobe, and volunteer staff. Everyone has an assigned responsibility, and following the theater's chain of command helps keep rehearsals and performances organized and safe.

During performances, please remain quiet in the wings and onstage unless communication is necessary. We know this can be a stressful time and also ask dancers to support one another with kindness and encouragement.

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Costumes & Props

Costumes are an important part of the production, and we ask dancers to handle them with care. Please hang costumes properly and return them to the designated person or place with all accessories, headpieces, and loose pieces intact.

Props should be handled with the same care. Dancers should check their assigned preset props before each performance and touch only the props required for their role. Please do not handle anything else on the props tables. If you find a misplaced prop, return it to a prop table; the Shubert crew will reset all props before each performance.

For everyone's protection, please remember that dancers may only drink water while in costume. Food and other beverages are not permitted. Makeup should never be applied while wearing a costume, and dancers should avoid sitting while in costume.

If a costume needs attention or repair, please notify the Shubert Wardrobe Department (Donna Maher) as soon as possible, either before or after a rehearsal or performance.

Please do not touch the wings, lights, sets, or other stage equipment.

THEATER PERSONNEL

There are many people working behind the scenes to make the production possible. Each person has an important role, and we ask that performers and families respect their responsibilities and instructions.

If you receive conflicting or contradictory instructions, please speak with Artistic Director Lisa Kim or Stage Manager Lisa Camarata.

Only performers, artistic staff, assigned volunteers, and technical staff and crew are permitted backstage.

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DRESS REHEARSALS

Parents are not permitted to watch dress rehearsals from the theater seating area.

Flash photography is not permitted in the theater, and cell phone use during performances is prohibited.

IMPORTANT PHONE NUMBERS & CONTACTS

Ruth Barker, Office Manager administrator@newhavenballet.org 203-605-2843
New Haven Ballet Office 203-782-9038
Shubert Theatre Box Office 203-562-5666

WINTER RECESS

December 14 – January 3
Happy Holidays!

Thank you for your time and support throughout the *Nutcracker* season. We know how much goes into preparing for these performances, and we are grateful to our dancers and families for being part of this special tradition.

Most importantly, enjoy the experience, celebrate your dancers, and have a wonderful performance season.

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