

INFORMATION FOR CHAPERONES

Important Information

- *All Chaperones must be at least 21 years of age or older.
- *You will be given a Chaperone ID badge to help identify you as part of the production. You must display this badge at all times. Please be sure to carry a personal ID with you, as well.
- *In order for your group to perform, we require three chaperones for each group to serve as Show Attendants.
- * There will be a **mandatory** meeting for ALL Chaperones and Show Attendants with one of our Guest Talent Coordinators. Following the meeting, those Chaperones not acting as one of the three Show Attendants for the upcoming show will be escorted into the park.
- * One designated Table Attendant must stay at your group's table during the Chaperone meeting. Please make sure to pass along information from the meeting to them.
- *There is a Candlelight Dining Package available for purchase through Walt Disney World Resort **HOWEVER** keep in mind when booking your dining package that reservation packages must be completed three hours prior to your show time and all chaperones and students must arrive backstage together.

How Chaperones Can Support Their Choir Members

- *Familiarize yourself with each performer in your group, or a smaller group that you may have been assigned to chaperone.
- ***Cell phones and smart watches will be permitted in the pre-show area only until rehearsal begins. At that time, performers will be asked to leave all cell phones on their table in the tent. Please help us enforce this guideline.**
- *Encourage the performers to drink plenty of water and stay hydrated.
- *Please ensure that each performer is able to appear on stage by familiarizing yourself with our appearance guidelines.
- *You may want to bring an "Emergency Candlelight Kit" with you. This kit should include: extra black socks, shoelaces, black shoes, safety pins, white T-shirts, black pants, Tylenol, Band-Aids, etc.

Seating For The Show

"Candlelight" is a professional production, and as such, complimentary seating is **NOT** provided to Production Personnel, performers or Chaperones. If you would like to view the performance, you must wait in the theater queue for show seating. Seating for all Epcot guests is limited and is not guaranteed. While waiting to see the show, Chaperones and any other school representatives, including parents, must follow WDW Park guidelines as would be expected by any other of our park guests. Any guidelines that are not adhered to by any school representatives, such as saving a place in line or allowing others to "cut" the line, can result in their removal from the park.

Show Attendants

- *Show Attendants should think of themselves as part of the stage crew for the show; as such, they will **NOT** be able to watch the performance.
- *The three required "Show Attendants" for each group will be split into either the 2 Theatre Attendants & 1 Table Attendant.
- *All Show Attendants are responsible for providing emergency medical information, medical authorization and if needed, accompany a performer in the event of a medical transport.
- *Theater Attendants will be escorted to the stage for the performance and **MUST** be at the designated location on time.
- *The Table Attendant will remain in at your group's designated table to watch over everyone's belongings as well as performers that are unable to perform for any reason.
- *For groups performing in both the 6:45 p.m. & 8:15 p.m. performances, we recommend for three different Show Attendants for each performance. This will allow chaperones at least one chance to see the show.

Failure to be in the designated locations on time may result in the entire group being pulled from the production.

Performance Day Breakdown

Arrive to Pre-Show Area/Snack

- 2.5 hours before Show
- A nutritionally balanced snack box will be provided to all Performers, Chaperones, and Directors
- Monitor performers during this time and listen for announcements

Mandatory Chaperone Meeting

- All Show Attendants and Directors are to attend the meeting, location and time will be announced.
- The Table Attendant will remain at your group table for the duration of the meeting
- All Chaperones not designated as Show Attendants will be escorted into the park after the meeting.

Choir Rehearsal Begins

- Directors are encouraged to watch rehearsal. Theatre Attendants should relay information from meeting to the Table Attendant

Theatre Attendants to Meet at Candy Cane

- You will be escorted to the backstage of the theatre approximately 20 minutes before the show
- Please be prepared and on-time!

Show Begins

- Table Attendant should remain at your group's table at all times

IF YOUR GROUP IS PERFORMING IN THE 6:45PM & 8:15PM SHOWS:

- There will be a brief performer break between shows
- If you are switching out to be Theatre Attendant or Table Attendant for the 8:15pm show, this would be a good time to switch out with the other Show Attendants.