

SHOW WEEK PREPARATION CHECKLIST

Please read carefully to ensure your skater is fully prepared

PREPARATION (TO COMPLETE BEFORE APRIL 28)

Review the Costume Cheat Sheets (attached to email)

- This outlines exactly what your skater needs to wear with their costumes provided by the club
- Especially ensure you have skating tights and/or bike shorts for under dresses if required!
 - Skating tights on Amazon like [this](#) for \$16 (feel free to use anything else like them)

Purchase your tickets at the rink during regular sessions by Tuesday April 28

- Maximum 6 tickets per family at this time
- Additional tickets will be released April 29 (first come, first served through Uplifter – details and links will be shared on Wednesday April 29)

Pick up your costume between April 21–28 during your regular session

- Sign out your costume on the clipboard at the table
 - If you are away during your regular skating time between April 21–28, please arrange for someone to pick up your costume on your behalf **OR** email carnival@bfsc.net to coordinate an alternate pickup time before April 28
 - Please note we are between Rickards & South Courtice Arena throughout the week, so costumes are not always available at every session each night – so you **will need to email** to pickup on an alternative day than your regular session

Try the costume on at home

- Costumes are meant to be fitted – slightly snug is normal – If it's too big, please pin to adjust
- If it does not fit at all (so big it will be unsafe to skate in or is not appropriate coverage) email us ASAP at carnival@bfsc.net – kids grow quickly, we will do our best to accommodate!

Ensure your skater has proper hard plastic skate guards

- “Universal” guards do not always fit every skate and many also need to be cut and sized to fit
 - Test them on your skater's skates before dress rehearsal
 - Figure skate guards at Canadian Tire for \$6 – click [here](#)
 - Hockey skate guards at Canadian Tire for \$9 – click [here](#)

Ensure your skater has a winter coat available

- Rinks remain cold, even if weather is warmer and winter items have been packed away

Label ALL belongings your skater will bring backstage

- This includes water bottles, coats, skate guards, helmets, mitts
- Unlabelled items created significant issues last year and we had a lot of items left behind!

Plan ahead for siblings

- Dressing rooms/backstage areas/hallways are very limited in space –no strollers permitted!
- Please arrange alternate care if possible, or plan for a carrier if needed

DRESS REHEARSALS (APRIL 29 & MAY 1)

Arrive at Rickards Arena no later than 5:15 PM on your dress rehearsal night

- Wednesday April 29 – Tuesday, Wednesday & Thursday skaters
- Friday May 1 – Sunday & Monday skaters
- Star 1-2, Star 3+ and Adult CanSkaters are in BOTH dress rehearsals

Ensure your skater has:

- Full costume on (arrive dressed)
- Skates, hard guards
- Gloves/mitts
- Helmet (if still wearing one)
- Labelled reusable water bottle (water only)
- Winter coat

Before arriving:

- Ensure your skater has eaten a full meal
- Have them use the washroom

Upon arrival:

- Sign in at the table in the lobby, then proceed to your assigned dressing room
- Put skates on and keep helmet off (skater to carry it – we don't want marks on their faces or messy hair for pictures)
- Leave winter coat with skater so they can be worn over costume while waiting

Sign your skater in with the chaperone

- Parents must exit the dressing room area promptly
- Please move to the stands to watch

Skaters will remain backstage for the duration

- They will:
 - Have photos taken
 - Practice lining up and group organization
 - Practice entering and exiting the ice
 - Learn and rehearse the finale

We will signal parents in the stands when the dress rehearsal is complete and parents can head backstage. Parents are not permitted backstage during the dress rehearsal for the safety of skaters and organization of the event.

We aim to be finished between **7:00–7:15 PM at the latest.**

Please note that this timeline depends on all skaters arriving on time and being ready to go, as delays at the start can impact the overall flow of the rehearsal.

SHOW DAY – SATURDAY MAY 2

Arrival Times at Rickards Arena:

- 1:00 PM Show → Sunday & Monday skaters → arrive by 12:30 PM
- 6:00 PM Show → Tuesday, Wednesday & Thursday skaters → arrive by 5:30 PM
- Star 1–2, Star 3+, and Adult CanSkate → participate in BOTH shows → arrive as above for each show

Ensure your skater brings:

- Full costume (arrive dressed)
- Skates
- Hard guards
- Gloves/mitts
- Helmet (carry, do not wear)
- Labelled reusable water bottle (water only)
- Winter coat
- A change of clothing to wear home

Check-in process:

- Sign in at the lobby table
- Take skater to dressing room
- Put on skates
- Helmet stays off until directed

Sign your skater in with the chaperone

- Parents must exit the dressing room area promptly
- Please move to the stands to enjoy the show!

Skaters will remain backstage for the entire show

- Peanut-free dry snacks will be provided
- Skaters will have activities to do
- Skaters will watch parts of the show from the staging area

We expect the shows to be finished by approximately:

- **2:15–2:30 PM** for the 1:00 show
- **7:15–7:30 PM** for the 6:00 show

These timelines are dependent on everyone arriving on time and the show starting as scheduled.

As soon as the finale is complete, parents can head backstage to meet skaters.

After the show:

- Skaters must change out of their costume
- All costumes must be left in the dressing room
- Costumes must be signed back in with a chaperone or volunteer