



IMPORTANT CONCERT INFORMATION HANDBOOK

Please take the time to read this entire booklet

"ICONS"

2026 ANNUAL CONCERT TICKETS GO ON SALE

Monday 28th September 2026 @ 10am for all Baby & Lil Biz families via special separate emailed pre-sale link only (valid for 24 hours only from 28/9 @ 10am)

Tuesday 29th September 2026 @ 10am for all other families

Where to purchase:

PURCHASE YOUR TICKETS HERE

(Link will go live in the coming days to preview the show)

THREE shows on Thursday 5th at 6.30pm &

Saturday 7th November 2026 at 12pm & 6pm

Concert Tickets WILL sell out so get in early to avoid disappointment. LINK WILL NOT GO LIVE UNTIL 10AM, TUESDAY 29TH SEPTEMBER. Please remember when purchasing your concert tickets all **BABY BIZ & LIL BIZ** students will perform in the **12pm show ONLY**. Performers do not require a ticket; they will be kept backstage for the duration of the show.

THERE IS A CAP OF 8 TICKETS PER TRANSACTION

QUICK REFERENCE

Studio Address: 523 KEILOR RD, NIDDRIE VIC 3042

Phone Number: (03) 9374 2777

Mobile: 0477 253 820

Email: dani@showbizpas.com.au or accounts@showbizpas.com.au

Website: www.showbizpas.com.au

Principal: Danielle Stott

Concert Venue: CLOCKTOWER CENTRE

Concert Address: 750 Mount Alexander rd. Moonee Ponds

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****CONCERT REHEARSAL DATES****

A \$40 Rehearsal Fee will be invoiced to all students' accounts to cover extra rehearsals and classes; this is a compulsory fee for all students. All rehearsals are compulsory.

- All rehearsals are **Drop Off & Pick Up Only**
- Please make sure you pack a lunch box and water bottle for all rehearsals –NUT FREE PRODUCTS ONLY
- No costumes will be required for any rehearsals unless students have quick changes. Costume rehearsals will be done during class times only if required.
- No parents are to stay during any rehearsals, we have sufficient teachers and helpers.
- It is compulsory for all students to attend all required rehearsals.
- All students that wish to participate in the Finale must attend ALL Finale Rehearsal days.
- We ask that all parents please allow extra time at pick up and drop off times to allow a smooth transition for ALL students and to quickly clear the carpark, so we don't upset our neighbours.
- Remember this is a fun day for your children and it's ALL about them, their learning and their growth from this new performance experience, rehearsals are an important part of the result.

FINALE' REHEARSALS @ ShowBiz PAS

Our Finale is the very last dance of the concert, bringing students together on stage to finish the show with one huge, fun group number! We usually have around 150 students performing, so it's always an amazing way to end the concert.

Finale is not compulsory, but it is SO much fun, and we'd love to have as many students involved as possible! To participate in Finale, students MUST attend BOTH rehearsals at ShowBiz PAS

What you'll need:

Students participating will need:

- A PINK or BLUE ICONS T-shirt, which must be ordered and purchased through this online Finale form. These can then be worn as ShowBiz uniform for years to come!
 - Your own black leggings
 - Black jazz shoes OR black runners

Saturday 10th October 2026

1pm – 2.30pm 10yrs and Under

2pm – 4pm All Students 11yrs and Above

Saturday 17th October 2026

1 –2.30pm All Students 10yrs and Under

2pm – 4pm All Students 11yrs and Above

CLASSES WILL RUN AS NORMAL BEFORE FINALE REHEARSALS ON BOTH SATURDAYS

CONCERT REHEARSAL @ SHOWBIZ

Shoes and dance attire only, no hair, no make-up, no costumes required.

1st Half of Concert- Friday 16th October

Baby Biz Ballet ONLY 4:30pm - 5:15 pm & Lil Biz Classes ONLY 4.30pm-6pm

ALL OTHER 1ST HALF DANCES- 5.30-7.30pm

2nd Half of Concert- Sunday 18th October

Lil Biz Classes ONLY 11am-12.30pm

ALL OTHER 2ND HALF DANCES- 12pm-2pm

FULL CONCERT REHEARSAL @ Clocktower Centre

Monday 19th October 2026

Baby Biz Ballet ONLY 4-4.45pm Lil Biz Classes ONLY 4-5.30pm

1ST HALF CONCERT: 5-7pm

2ND HALF CONCERT: 7-9pm

You may pack snacks/dinner for your child. NO NUTS. No heating facilities available. No underage students are permitted to leave the theatre to purchase food without their parent present.

CLASSES RUN AS NORMAL TUESDAY 20TH-MONDAY 26TH OCTOBER INCLUSIVE

REHEARSAL WEEK @ SHOWBIZ

Compulsory for all students

These rehearsals are based on the order of routines for the concert. Students will only be required on the days where their dance/s are placed in the concert. The concert running order is live on our concert hub webpage.

Please note normal dance classes will NOT be running this week. Private piano & vocals will run as normal.

Tuesday 27th October

ALL STUDENTS IN THE FIRST QUARTER OF CONCERT ONLY

BABY BIZ & LIL BIZ- 4.30-5.30PM

ALL OTHER STUDENTS 4-7PM

Wednesday 28th October

ALL STUDENTS IN THE SECOND QUARTER OF CONCERT ONLY

LIL BIZ- 4.30-5.30PM

ALL OTHER STUDENTS 4-7PM

Thursday 29th October

ALL STUDENTS IN THE THIRD QUARTER OF CONCERT ONLY

LIL BIZ- 4.30-5.30PM

ALL OTHER STUDENTS 4-7PM

Friday 30th October

ALL STUDENTS IN THE FOURTH QUARTER OF CONCERT ONLY

LIL BIZ- 4.30-5.30PM

ALL OTHER STUDENTS 4-7PM

STUDIO CLOSED- NO CLASSES SAT 31ST OCT - WED 4TH NOV FOR CUP WEEKEND

SHOWBIZ CONCERT DAYS!

**NO NORMAL CLASSES RUN ON THURSDAY 5TH OR SATURDAY
7TH NOVEMBER**

Please make sure all students are at the Clocktower Centre

750 Mount Alexander rd. Moonee Ponds (main entrance) Please abide by parking time limits and restrictions.

CONCERT DAY RUNNING TIMES:

THURSDAY 5TH NOVEMBER 2026- NO BABY OR LIL BIZ CLASSES

4.30PM: STUDENTS TO ARRIVE AND BE SIGNED IN

Conclusion of Concert approx. 9.30pm

SATURDAY 7TH NOVEMBER 2026- 12PM SHOW- ALL STUDENTS

10.30AM: STUDENTS TO ARRIVE AND BE SIGNED IN

11AM: ALL LIL BIZ STUDENTS TO ARRIVE AND BE SIGNED IN

11.30AM: ALL BABY BIZ BALLET STUDENTS TO ARRIVE AND BE SIGNED IN

3.30PM: ALL STUDENTS TO BE PICKED UP FROM THE THEATRE- NO SUPERVISION FROM

3.30PM-5PM

SATURDAY 7TH NOVEMBER 2026- 6PM SHOW- NO BABY OR LIL BIZ CLASSES

5PM: STUDENTS TO ARRIVE BACK AT THEATRE AND BE SIGNED IN

Conclusion of Concert approx. 9pm

CONCERT DAY NOTES

- Students **MUST** arrive with make-up and hair done at the times listed above and be signed into their backstage/changeroom area. They may wear comfortable clothes, preferably wide necked singlet, and zip hoodies to avoid ruining their hair/make-up. They **should wear** their correct tights and underwear for their first dance underneath. They **should not** wear their first costume to preserve them for the performance.
- The Concerts will go for an approximate duration of 3 hours including a 20min interval.
- **At the conclusion of the Matinee (day) Concert on Saturday, all students must be picked up from the Clock Tower Centre, as there will be no supervision for students between the Matinee Concert and the Evening Concert. Students must return to the Clock Tower Centre at 5pm for the Evening Concert. (NO BABY OR LIL BIZ KIDS at night concert)**
- All performers and helpers must arrive on concert day at the specified time on page 3 for a safety briefing and head count.

Our Annual Concert is a very exciting, wonderful, and rewarding experience for all involved, particularly for our students. They look forward to this event for most of the year! We are very proud of the excellent reputation we have developed for our high standard of performances put on by our entire team. We are thankful for the incredible amount of work put in by the teachers, students, staff, and parents and without them the concert would not be possible.

Those people who have been involved with our Concerts before will appreciate the enormous amount of work that goes into producing a show of this size and calibre. For those parents and students for whom this is a new experience, you will need to be patient with us and look forward to being part of an extremely rewarding time for your child. Please feel free to ask if you are unsure about anything.

ALL help is appreciated, so please let us know if you feel you can assist with anything, so we can make the best use of our resources.

For a lot of our students, this is their first time on a proper stage in a proper theatre. We ask for your patience and kindness when approaching staff. Abuse of staff and parent helpers will not be tolerated. You will be asked to leave immediately at the discretion of the principal and will not receive any compensation if you are barred from attending any events associated with our concert due to unnecessary abuse. Please be kind to one another and remember to put our kids first, who have worked very hard for this performance opportunity.

Email or text are the best options when contacting us during this busy time, we will endeavour to respond to all queries in a timely matter but please do ensure you read through all the info enclosed in this handbook first as most answers to common questions are right here in the handbook.

Thank you for your assistance!

MAKEUP & HAIR:

A video demonstration on how to do the concert makeup will be put on the
"Showbiz PAS Parents Closed Group" on Facebook.

If you are not a member of this group, please [CLICK HERE](#) and you must answer the questions to gain access.

MAKEUP:

1. To start off prime your entire face and let it dry. Apply your foundation. This must be 1-2 shades darker than your skin tone, for stage.
2. Add a rosy, pink blush on the apples of your cheeks that can be seen when you smile. Blend up towards your hairline.
3. Select a white/silver for the inner and black for the outer for eyelids and blend using your clean fingers or a brush to apply it all over your eye lid and above your eye crease and some under bottom lashes.
4. Line your upper and lower lash line with **BLACK eyeliner**. Make the line a little thicker than usual.
5. Apply **BLACK mascara** to your top and bottom lashes. Use false lashes if wanted. You can also define your eyebrows more by filling them in if needed.
5. Now add your **BRIGHT RED lips** and you are done!

OPTIONAL: You can add a little silver glitter to eyes or cheeks if you'd like to sparkle a little more on stage.



Please ensure you pack a kit of spare hair and makeup products including:

- ❖ Hair ties
- ❖ Hair pins
- ❖ Hairspray
- ❖ Comb/brush
- ❖ Make up remover wipes
- ❖ Cotton buds
- ❖ Safety pins
- ❖ All make up needed for touch ups (lipstick, eyeliner, mascara, eye shadow)

HAIR STYLE:



Girls:

- **Slick Back LOW Ponytail with middle part**
- Hair to be slick with Hair Gel and Straightened.
- Hair wrapped around hair tie.
- Strictly no fly aways.

VIDEO TUTORIAL HERE:

<https://www.youtube.com/watch?v=mXeke8UrFVg>

Boys:

Hair must be styled with product.

SHOE & STOCKING REQUIREMENTS

STOCKINGS REQUIRED:

Stockings are compulsory for all female students performing in the concert: (N/A for Acrobatics)

- ❖ Theatrical Pink Convertible for Ballet
- ❖ Tan Matte Convertible for Jazz/Musical Theatre/Contemporary/Lyrical/Hip Hop where legs are shown.

ShowBiz Uniform Shop has tights available for purchase for \$20

We also stock flesh underwear for \$15 and clear strap flesh crop tops, that also have a clear back and are perfect for backless and low back costumes for \$27.50

SHOES REQUIRED:

Ballet, Jazz, and Foot paw shoes available in studio in all sizes plus selected sizes of tan tap shoes

JAZZ/MUSICAL THEATRE: Black soft jazz shoes (unless otherwise specified) (available to purchase at ShowBiz)

HIPHOP: White or Black Sneakers to be determined by your teacher

BALLET: Ballet Flat Shoes (unless otherwise specified) (available to purchase at ShowBiz)

TAP: Tan Tap shoes

SENIOR TAP: Black Tap Shoes

CONTEMPORARY: Foot Paws (available to purchase at ShowBiz)

ACROBATICS: Bare Foot

DRAMA: BYO (correspondence to follow regarding costuming)

FOR ALL SHOE, STOCKING, UNDIE AND BRA PURCHASES PLEASE SEE THE FRONT DESK

BACKSTAGE ETIQUETTE

All students who are performing are required to be at the venue at the time listed on Page 3 titled: -CONCERT RUNNING TIMES- dressed in comfortable clothing with your hair and makeup completed. A list of your routine order will be released by the end of September.

All students are required to bring their own lunch box and bottled water to keep them hydrated.

Strictly NO NUT products.

It is important to leave valuables at home as no responsibility will be taken for lost items.

Students are asked to keep all walkways free so people with quick changes can move around quickly. Students will be assigned specific dressing areas with their classmates and are asked to stay in those areas with the parent helpers assigned to that area.

All students are asked to behave in an acceptable manner. Encourage and inspire each other, so we can all achieve our best performance. Any behaviour or conduct by the students deemed unacceptable by the school will be reported to their parent/guardian and they will be asked to leave immediately.

We want our shows to be a fun and inspirational experience for all our students and families!

Students are not permitted to leave the backstage areas at any time, and nobody is permitted to enter backstage areas during the concert or rehearsals unless they have security clearance and are listed as a helper or teacher.

COSTUME COLLECTION

All costume invoices will be distributed once we receive our final invoices from our costume suppliers.

NO costumes will be given out without full payment, including any outstanding tuition fees unless you are on a direct debit plan.

Costumes will be available for pick up in the weeks prior to the concert, dates will be made available once they arrive from our suppliers.

- Please ensure that when you pick up your costumes that they are clearly labelled with your name.
- If your child does not receive his/her costume once all have been given, please see the front desk.

If you are an unlimited student or have quick changes it is important that all costumes are packed in order and ready to go. For all quick-change students we recommend that you bring a separate empty clear container or laundry basket to throw costumes into when you get undressed, so you don't lose any items.

Unlimited/elite students will be assigned a dresser to help with quick changes and to keep items in order; it is important that you arrive at the venue early and organized to go through all your changes with your helper.

If you do not have the correct costume or all your items, you may be removed from your routine. It is important to be organized and get all items ready prior to the concert

FINALE' CLOTHING

All students that will be performing in the Finale are required to wear:

ShowBiz Concert T-Shirt - \$33.50 - To be ordered via this link by: 5/10/26

FINALE T-SHIRT ORDER FORM

STRICTLY NO LATE ORDERS!

Black Pants/leggings & Black Jazz Shoes or Black Runners to be supplied by you.

USB VIDEO ORDERS

Our ShowBiz Concert will be filmed, make sure that you order your copy today!

USB Video Order Form

Price: \$72

BACKSTAGE HELPER INFORMATION

All Backstage helpers MUST have a current Working with Children's Card.

Sometimes we may have too many helpers and if this is the case not everyone will be required. Or on the rare occasion we may not have enough and may call on extras to assist.

You may not be assigned your child's group to assist if others require extra attention.

You will receive a helper's pack with further information if you are assisting and may be required to attend a meeting if deemed necessary.

If you wish to assist backstage, please follow this link:

Parent Helper Sign Up Form

PHOTO DAYS

Saturday 14th & Sunday 15th November

We have listened to your feedback and have condensed photos into 2 days with all Baby and Lil Biz photography to take place after classes from 2pm on Saturday 14th November and all other classes to be photographed on Sunday 15th November. Photos are taken at the ShowBiz Studios. An information sheet with purchase options and directions as well as a schedule will be released shortly.

OPEN WEEK

MONDAY 16th NOVEMBER– SATURDAY 21st NOVEMBER 2026

During Open Week normal classes including private dance, vocal and music lessons will be running. All existing ShowBiz students are welcome to try any dance and drama classes within their age group along with attending their normal classes for no extra cost. Should you wish to trial a piano or vocal private classes, normal rates of \$40 per half hour will be payable. These classes will also be available for any families new to the school who wish to trial classes for 2027.

ANAPHYLAXIS & ASTHMA MANAGEMENT PLANS

If your child has an anaphylaxis, asthma or allergy plan please ensure this is submitted to us ASAP. We have first aid trained staff who can administer medication in case of an emergency. Any medication must be handed directly to the staff member at sign in at rehearsals and concert day. No medication should be kept with students for safety reasons. Please fill the plan upload form below and submit ASAP.

[ANAPHYLAXIS, ASTHMA, ALLERGIES MANAGEMENT PLAN UPLOAD](#)

EXTRA HELPFUL INFO

We recommend all parents to come into the studio regularly and keep an eye on our socials for any information you could have missed. As I'm sure you can understand it is a busy time of year and we would like everyone to remain up to date with all current information.

On the Concert Day all ShowBiz phones and mobile communication will be unattended. Please make sure that any last-minute questions are answered prior to the Concert Day!

Please remember to put all dates in your diary or calendars at home, as there is a lot to remember. Classes will return as normal after concert from Monday 9th November for the last 4 weeks of the year through to Saturday 5th of December being our last day of the year. Look out for info regarding our breakup party on Saturday 5th December at ShowBiz.

If you have any further queries, please do not hesitate to contact us on 0477 253 820. We are looking forward in seeing you all soon at the ShowBiz PAS 2026 17th annual concert.

'ICONS'

"Good Luck to all our performers can't wait to see all your smiling faces on stage again!"

Thank you, Dani, and the ShowBiz Crew.

CONCERT CHECKLIST

**USE THIS CHECKLIST TO ENSURE YOU HAVE PREPARED ALL THE NECESSARY
ELEMENTS TO HAVE A STRESS-FREE CONCERT PERIOD**

- ☐ Make note of all applicable rehearsal dates on pages 2, 3 & 4
- ☐ Make a note of arrival times for the concert day on page 4
- ☐ Put the ShowBiz mobile number in your contacts- 0477 253 820
- ☐ Buy Concert Tickets- On sale 29/9/26 via link on page 1 or pre-sale link for baby & lil biz families on 28/9/26
- ☐ Buy finale t-shirt if child is participating via link on page 8
- ☐ Order concert USB video via link on page 9
- ☐ Submit application for backstage helping, if you wish to volunteer, on page 9
- ☐ Practise hair and make-up using tutorials including video via link on page 6 & 7
- ☐ Ensure I have the correct stockings and shoes listed on page 7
- ☐ Ensure my rehearsal fee is paid so my child can attend all rehearsals along with all costume balances and that your tuition is up to date.
- ☐ Ensure you have your pack of spare makeup and hair products on page 6 & 7