

BACKSTAGE 101 AT ID DANCE

Welcome to ID Dance Competition.

Backstage is where preparation meets performance. Our environment is structured, enjoyable and distraction-free, designed to keep dancers focused, excited and ready to unlock their full potential.

The Backstage Check-In Team supports the iconic energy all event, ensuring seamless transitions and nonstop momentum.

Please review the information below to help set your team up for a successful and seamless event experience.

Backstage Routine Count + Flow

To maintain safety, organization, and a distraction-free environment, ID Dance limits the number of routines backstage at any given time based on performance category and venue size.

Solos / Duet-Trio Performances

- A maximum of four (4) routines may be backstage at one time:
 - Three (3) routines waiting backstage
 - One (1) routine performing on stage

Please note:

The Backstage Check-In Team may limit access to two (2) routines total:

- One (1) routine performing on stage
- One (1) soloist or duet-trio waiting backstage

Group Performances

- A maximum of two (2) routines may be backstage at one time:
 - Once (1) routine waiting backstage
 - One (1) routine performing on stage

Line-Production Performances

- A maximum of one (1) routine may be backstage at a time:
 - One (1) routine performing on stage

For venues with larger backstage areas, the next line-production and/or large group routines may be brought backstage near the conclusion of the current performance.

This structure helps ensure dancer safety, smooth transitions, and a focused performance environment for all studios.



Waiting Backstage to Perform

Please have your dancers and staff remain behind the yellow caution tape to be respectful and limit distractions for the dancers performing on the stage.

Please remain behind the caution tape for safety and respect for dances that have run-arounds during their routines. Thank you!

Who is Allowed Backstage?

Only teachers, studio staff and prop teams are permitted backstage with dancers and must wear an **official ID lanyard or wristband** at all times for identification. Friends, family members, and other supporters who are not teachers or studio staff are not permitted backstage.

Please remind dancers' friends and family to wish them luck before dancers enter the backstage area.

Parents may not check in routines unless they are officially representing the studio as staff, are wearing a teacher lanyard, and ID has been notified in advance.

- Lanyard Policy**

- Teachers and studio staff must wear the lanyard provided in the ID Studio Bag while backstage.
- Only individuals wearing an ID lanyard will be permitted backstage with dancers.
- The number of lanyards provided matches the quantity requested on your Welcome Form.
- If additional lanyards are needed, please request them from the Backstage Check-In Team located at Check-In.

- Why Do We Have This Rule?**

- Distraction Prevention
- Limiting backstage access helps prevent distractions for dancers and teachers and ensures judges are not distracted by activity in the wings. Our goal is to provide every routine the opportunity for their best possible performance, free from unnecessary stress.

Safety & Security

Restricting backstage access protects dancer safety, prevents trip hazards, and ensures the backstage area remains secure and free of unidentified individuals for all studios and ID staff.

Routine Check-In

All routines must be checked in with the ID Dance Backstage Check-In Team, located at the backstage stage entrance. Emcees and Stage Managers are not able to check in routines.

ID Dance strives to run events in program order. Please ensure routines are checked in on time and in order to avoid point deductions. We appreciate dancers changing efficiently and studios staying organized to support fair judging and a smooth, stress-free event experience.

Viewing Your Routine from Backstage

Teachers are welcome to watch their own routines while they are performing:

- You may stand in front of the caution tape and view the performance from the wings or on the large TV screen.
- You do not need to stand behind the caution tape while observing your routine.
- For **multi-stage events**, ID will provide viewing options of the other stage both at the backstage check-in and backstage at the side of the main stage.
- **Please note:**
 - Coaching is not permitted from the audience or the wings.
 - Point deductions occur if judges observe coaching during a performance.

Thank you for helping us maintain a safe, focused, and professional backstage environment for all dancers.

Awards

Get ready for the **signature** ID Awards!

Dancers are to check in for Awards with the Backstage Check-In Team at the backstage entrance. Dancers will be sent onstage once the stage is set and ready.

Only dancers and teachers should attend Awards backstage. All non-participants are required to view Awards from the audience.

Questions + Support

If you have questions regarding backstage organization or event procedures, please speak with the **ID Backstage Check-In Team** or your **Event Director**. Our goal is to provide a smooth, enjoyable, and distraction-free backstage experience so dancers can focus on their performance.

Please do not direct questions to the Emcee during the event, as their role is strictly to host and announce. For any questions, your **Event Director** is reachable as well as **ID Team Members** available at Registration and the Merchandise Shop to assist you.

PROP PROTOCOL

ID Dance Competition Master Prop Protocol Policy

At ID Dance Competition, we love creative, elevated, and visually stunning props and sets. Large props and thoughtfully designed production elements enhance storytelling and artistry on the ID stage, and we fully encourage studios to bring their vision to life. At the same time, ID proudly guarantees all clients a well-paced, on-time event experience, and maintaining this standard requires clear communication, planning, and collaboration.

This Prop Protocol Policy ensures safety, efficiency, and excellence for every studio participating.

Advance Notice for Large or Extended-Setup Props

Studios utilizing large props or props requiring **more than 90 seconds** to set up are **required to notify** ID Dance Competition prior to the event. This advance notice allows our Production and Scheduling Teams to pre-schedule appropriate **buffer time** into the event schedule.

Extended setup time must be prepaid and approved in advance. This process ensures that studios are not causing delays due to unreported setup requirements and **allows ID to maintain the excellence** and efficiency promised to all clients.

Studios that do not provide advance notice for extended setup props risk schedule disruptions and may be ineligible for Overall Awards due to unapproved delays.



Prop Setup Timing & Fees

- Props with a setup time of 90 seconds or less incur no setup fee.
- Routines requiring more than 90 seconds to set up will be charged:
- \$50 prepaid per additional 30 seconds
- \$75 on-site per additional 30 seconds
- Payment is due immediately or prepaid when disclosed in advance.
- Routines with unpaid extended setup fees will not be eligible for Overall Awards.

Prop Disclosure & Check-In Requirements

All routines utilizing props must be checked in with the Backstage Check-In Team prior to performing. At check-in, studios must disclose:

- **That the routine includes a prop**
- **The estimated setup time**
- **Any special considerations related to size or complexity**

Studios with a high quantity of props for a given day are required to communicate this clearly so the **Backstage Check-In Team** can plan accordingly and notify the Emcees and Production Team.

Studios are strongly encouraged to provide a written prop list at check-in including:

- **Routine number**
- **Routine name**
- **Description of the prop**
- **Approximate prop size**

Prop Team Backstage Access & Conduct

To maintain a safe, efficient, and distraction-free backstage environment, prop team members may not remain backstage unless they are actively engaged in prop setup, prop removal, or immediate prop-related responsibilities.

Backstage areas are intentionally limited to essential personnel only. Prop team members may not use backstage as a viewing area, waiting area, or hangout space.

When not actively working with props, all prop team members are expected to view performances from the audience or wait outside of the backstage area until they are needed.

This policy helps protect dancer safety, supports smooth event flow, and ensures backstage remains calm, organized, and focused. We appreciate studios' cooperation in helping us maintain the elevated, five-star experience that defines ID Dance events.

Prop Team Identification & Access

All individuals assisting with props backstage must be properly identified at all times.

- **All prop team members must wear an official Prop Team wristband while backstage. Wristbands are issued based on information submitted on the Enrollment Form. Additional wristbands may be requested at the Registration Desk or Backstage Check-In.**
- Only properly identified individuals will be permitted in backstage area.

Prop Load-In Guidelines

- **Small to Medium Props:** Must be brought in through the street-level entrance.
- **Large Props:** If a prop does not fit through a street-level door, it must be loaded in through the loading dock.

Please ask the Backstage Check-In Team to contact the Production Crew for assistance or a walkthrough if you are unfamiliar with the venue layout.

Prop Storage & Liability

If storing props at the venue, studios must ask the Backstage Check-In Team for designated prop storage locations. ID provides assigned prop areas to maintain safety backstage and throughout the venue.

Please note:

- **ID Dance Competition is not responsible for studio-owned props.**
- **ID is not liable for damage, loss, theft, or any circumstances related to studio props.**

Commitment to Excellence

We enthusiastically welcome bold, beautiful, and innovative props. To sustain the high standards, seamless flow, and exceptional experience guaranteed to every client, extended setup props must be communicated, approved, and paid for in advance.

This partnership allows ID Dance Competition to deliver the elevated, on-time, and professional environment our studios expect and deserve.

