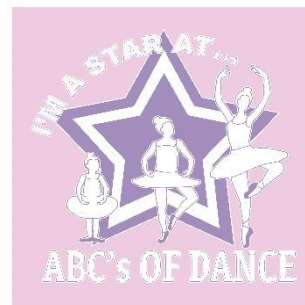




Handbook

Let's watch them SHINE!
Building confidence through performing &
Encouraging a love of the art of dance

2016-2017 Season Policies and general information



Welcome!

Watch your child begin their love of dance!
Your dancer will discover the magic of learning with teachers who nurture their progress and develop their artistic talents. Their confidence will soar as they learn, progress, and improve. Performing on stage will be the highlight of the year and is an experience they will treasure forever. Dancers flourish in small class sizes

where they can build strong bonds with their teacher who gives them individual attention to ensure their success.

At ABC's of Dance, every child is a star!

We are a family-owned studio, which allows us to share our passion for dance, creating a true sense of community. We have over 23 years of experience in the dance industry and over 17 years of experience owning a studio. Join our dance family and see your child grow through the art of movement!

What we offer at ABC's of Dance:

Great classes for ages 18 months-beginning and intermediate level adults
Awesome school break dance camps for ages 4-8 years
Exciting birthday parties
Personalized private lessons
...and more!

If you have any questions, please feel free to ask!

Like us on Facebook & Instagram at ABC's of Dance!

Contact Us

Call or text: (310) 923-0888
Email: info@abcsofdanceweho.com

*Students and parents/guardians shall comply with all policies during the term of enrollment. Failure to read these policies does not exempt the parent/guardian or the student from abiding by them.



Road to Stardom Program

Dancers will thrive in our Road to Stardom Program, where we focus on continual progression and improvement:

- Introduction to concepts and technique
- Improve and build confidence
- Put that technique into choreography
- Performances which allows children to blossom and showcase their talents!

Benefits of Dancing with ABC's

We offer more time in class- your child's development is our first priority!

- 40 weeks of instruction per season
- We take limited time off for holidays! We are open all weekend and Monday holidays and over Spring break. We only take one week off over the holidays, which we don't charge tuition
- All classes are a full hour unless specifically a 45 minute class
- Unlimited make-ups for missed classes

Why? More time in class gives your dancer the opportunity to flourish and leads to faster improvement! It all adds up!

Other great benefits:

- TWO performances this season! (Winter & Spring)
- Photoshoot with a professional photographer for class and individual pictures
- Dancers will receive a free ABC's of Dance t-shirt!
- \$50 off camps, intensives, and birthday parties!
- Easy to switch classes (prior to recital costumes being ordered)
- No substitutes or switching teachers
- And more!

Tuition Policies

- 2016-2017 Season runs August 28th, 2016-June 10th, 2017
- Annual registration fee is \$35 and is valid for the dance season
- Tuition must be paid in full before the student begins attending class unless prior arrangements have been made for a payment plan
- Students may make-up a missed class in any class for their age group. Make-up classes should be taken during the current season.
Contact us to schedule a make-up class.
- No credits for missed classes.
- Returned check fee: \$25
- Class and camp tuition is non-refundable
- No make-ups or credits for missed camp days
- We have a scholarship program based on talent and financial need. The deadline for scholarship applications is Sept. 1st. Contact us for more information and application.

Recital & Costume Information



- All students enrolled in the 3 & up classes are expected to participate in our two recitals this season (Winter & Spring). Creative Movement students will not participate in the recitals.
- Recital dress rehearsal dates TBA (Winter show- Beginning-Mid December, Spring show- Mid May-Beginning of June)
- Recital participation is a commitment. Dances are choreographed for the number of students in the class and involve partnering and formation changes. The students are a team, and not participating in the recital creates difficulties for the teacher and the other dancers. If, for any reason, your child will not be participating, the teacher must know as soon as possible to make the necessary adjustments.
- Costume fees of \$100-125 (includes tax & tights) will be due in September for our recital in December and also in January for our recital in late spring. We use quality costume companies and choose the best costumes for the dance and the show.

Recital & Costume Information (continued)

- Costume due date will be announced as soon as possible. Payment arrangements may be made if necessary, but the costume fee must be paid in full by the due date to avoid any late fees.
- Costume fees which are not paid by the due date will be subject to a \$15 late fee.
- Costume fees are non-refundable.
- We will have a class picture day in your recital costume with a professional photographer. Photos are displayed at the recital and on our “Wall of Fame” for the following year. Picture day will most likely not be on your regularly scheduled class day and time, however it is important to come so all dancers are in the photo. Picture date and time TBA.

We will have mandatory dress rehearsal so dancers can see the stage and practice before the show. Each class will have approximately 10-15 minutes on stage. Children cannot be left unattended during the dress rehearsal.

Etiquette and Policy for Students

- Students must wait quietly outside the dance room before class begins (no running around the room.)
- Students and siblings are not allowed in the studio without an instructor.
- Students are expected to be on time for their classes and attend class regularly. It is important for students to take class each week because each class builds on what they have learned and it is difficult for students who miss class regularly. Students who miss many classes may be asked to take private lessons at an additional cost to catch up to the level of the class.
- Dancers must be respectful and listen to the dance teacher at all times.
- Dancers should not talk or “goof off” during class.
- Instructors must be notified of any injury or illness prior to class.

Etiquette and Policy for Parents

- Please help us keep the waiting room a reasonably quiet environment so dancers won’t be distracted. Please take any loud conversations outside.
- Make sure you can receive emails from info@abcsofdanceweho.com. It is important to read any emails as we only send them when it is something you need to know. We send emails instead of passing out notes in class as much as possible in consideration of the environment.
- Please do not bring your dancer to class if they are sick. It spreads germs to the other students and to the instructor. No one wants to get sick! We offer a variety of options to make up any missed classes.
- Parents at no time are allowed to enter the dance studio and interrupt class unless you are passing through to use the restroom.
- Parents should not talk to their dancer while in class. It distracts your child and the other students in the class.
- Parents must supply their student with necessary dancewear and required shoes.
- No unattended children should be left in the waiting room. We are not responsible for children left unattended.
- If any parent/guardian is running late picking up student, please call the studio at (310) 923-0888
- No food or drink is allowed in the dance studio.
- Dancer level will be determined by instructor and may not be according to class age.
- It is the responsibility of the parent/guardian to provide water for their dancer. We sell water bottles for \$1.
- ABC’s of Dance is a private school and reserves the right to refuse service to anyone.

Dress Code

- Hair must be pulled back for class.
- Dance shoes should be worn in the dance studio and never outside.
- Dancewear and dance shoes are required. See the list below for dancewear and shoes required for your class:
- **Creative Movement:** Dancewear (leotards with or without a skirt/tutu) or clothing that is easy to move in such as leggings and a t-shirt (no jeans). Leather or canvas ballet shoes are required- pink for girls, black for boys.
- **Ballet/Tap Combo:** Girls wear dancewear such as a leotard and tights or a ballet dress (skirt is attached to the leotard). Boys wear something that is easy to move in such as leggings and a t-shirt. Ballet and black tap shoes are required. Ballet shoes should be pink for girls, black for boys; leather or canvas only.
- **Pre-ballet:** Girls wear a leotard or ballet dress (skirt is attached to the leotard) and tights. Skirts are optional. Boys wear something that is easy to move in such as leggings and a t-shirt. Pink ballet shoes for girls, black for boys; leather or canvas only.
- **Ballet I, II, & III:** Girls wear a leotard, tights and hair must be in a neat bun. Skirts are optional. Boys should wear clothing that is easy to move in, such as leggings and a tucked-in fitted t-shirt. Ballet shoes: pink for girls, black for boys; leather or canvas only.
- **Jazz:** Clothes that are easy to move in (no jeans). Black jazz shoes are required.
- **Tap:** Clothes that are easy to move in (no jeans). Black tap shoes are required.
- **Hip Hop:** Clothes that are easy to move in (no jeans). Black dance sneakers are required.



Photo Release

Students may be photographed during ABC's of Dance classes, camps, and/or performances. These photographs, which will be owned by ABC's of Dance, may appear in ABC's of Dance promotional material unless otherwise specified by the parent/guardian. No child whose photograph is used will be identified by name. No compensation will be extended for such use.

Liability Policy

ABC's of Dance is not responsible for any personal injury sustained by the student in the studio or on the building's premises as a result of the student's participation in class, rehearsal, or performance. Parent/guardian assumes all risks associated with participation in the activity including, but not limited to falls, contact with other participants, the effects of the weather, traffic, and other reasonable risk conditions associated with the activity.

Holiday Closures

We are open most major holidays, with the exception of Thanksgiving (Thursday only) and 1 week off the week of Christmas. Tuition was not charged for the week we will be closed. We do not take time off for spring break.

Birthday Parties

Watch your child dancing and having a blast with their friends on their special day! We will play all of their favorite music and they will even learn a dance to their favorite song-choreographed just for them! We always tailor our parties to the age of the birthday girl or boy, whether they are turning 3 or 10. You will feel at ease with how smoothly the party is run. We always go out of our way to ensure that your child has the best birthday party and has a great experience, creating memories they will cherish forever!

