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# WELCOME TO DANCE CREATIONS DANCE STUDIO

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**Dance Creations Dance Studio** is committed to providing high quality dance education fostering creativity, confidence, and personal growth in an inclusive and supportive environment where all students shine!

Our staff strives to make each and every student feel important! By instilling a sense of accomplishment to not only grow as dancers, but also grow into kind, confident, life-ready adults through the journey of dance. At DCDS we focus on 5 core values to guide us into every part of the studio: Kindness, Positivity, Authenticity, Creativity, Passion, and Community.

We are thrilled to welcome each family into our 33<sup>rd</sup> season of dance! We thank you for your trust and allowing the staff at DCDS to do what we love best, share our passion for the art of dance! As always, we hope you have a positive experience at Dance Creations Dance Studio.

## **Our Dance Season**

Students have many opportunities to join in on the fun all year round:

- Full Dance Season: September – Mid June
- Summer Session: June- July
- Pop UP Mini Sessions and Intensives

## **Holidays: Studio is closed on the following dates**

- Halloween: October 31
- Thanksgiving Break: November 20-26
- Winter Break: December 22-January 7
- Memorial Day: May 27

## **Festive Weeks: Students may dress up for class**

- October Costume Dress Up: October 24-30
- December Holiday Dress Up: December 14-20
- February Valentines Dress Up: February 8-14

## **It's More Than About Dance**

Dancing at DCDS is so much more than a collection of steps and skills during class time. It's about building experiences with friends for a lifetime. Experiences that are evolving and meaningful, impactful to the dancer's life and the lives of others.

## **Parent Portal**

DCDS will now be introducing and utilizing our **PARENT PORTAL**. This secure portal is found on our Dance Creations Dance Studio website. This feature will allow parents to submit payments, view invoices, and access communication with our studio staff. Once you have submitted your online registration for your dancer(s), click three bar icons next to the "contact" pop up. Once you have clicked the icon you will be able to select "My account" and you will then have access to all mentioned above.

### Parent Communication

Email is the BEST way to communicate with the studio and is the main form of communication used for studio families. If you call the studio and we are unable to answer, please leave a message and we will return your call. Text will be responded to from 9-4 Monday-Friday. Email is monitored all the time!

### Social Media

Be sure to like Dance Creations Dance Studio on Facebook and Instagram! We often times share fun photos and videos there and would love for you to see.

### Medical Information

Parents must notify the Director/Instructor of any medical conditions, physical limitations or learning disabilities at the time of registration. This would include the need of an inhaler, or any medication needed during his/her time at DCDS. The more we know about our students the better experience it will be for everyone.

### Attire

Structure is important in the art of dance. It teaches so many necessary life skills that students can use in the future. Self-discipline, self-respect, responsibility, and determination are all beautifully learned in dance. Dancers must reflect this in the way they dress for class. **Cell phone or I-phone watches are not allowed in class.**

**Ballet/Pointe** Leotard, ballet skirt and tights. No athletic shorts will be allowed. Hair should be up away from face. Ballet slippers and pointe shoes are required for classwork. A shoe fitting will be arranged at the start of the season followed by a spring fitting.

**Acro/Jazz/Lyrical/Contemporary/Technique:** Form fitting dance attire, dance shorts or pants. Bare feet, Jazz shoes, Half sole modern shoes.

**Hip hop:** Loose comfortable clothing should be worn. Please bring a pair of clean, dry sneakers for hip hop. **NO OUTSIDE STREET SHOES MAY BE WORN IN THE STUDIOS.** Please designate a pair of sneakers and change prior to the start of class.

**Kinder Combo:** Leotard, ballet skirt or dance shorts, tights optional. Pink ballet slipper, Patent leather tie tap shoes.

**Pre-Dance:** Leotard, ballet skirt or dance shorts, tights optional. Pink Ballet slipper.

**Class placement:** Current age, age of previous training, previous styles of dance studies, and maturity of student will be taken into consideration. Students will not be placed in classes in order to be with friends or siblings. Placement in any class is in not guaranteed. *Dancers enrolled in any class other than Move & Groove must be potty trained.*

**Missed classes:** If a dancer is going to be absent from class, it is necessary to call the studio and leave a message. A dancer who is absent from school due to an illness should NOT attend class on that day! Please do not bring a dancer to class if he/she has a fever or symptoms of any illness. **Always, always have your dancer use the restroom before class and remember to do a health assessment before arriving!**

**Parking:** Please keep a watchful eye on dancers entering and exiting the building. DCDS is not responsible for any damage to vehicles or parking lot altercations.

**Enrollment:** An online student registration form is required at the start of a new season. As a condition to the enrollment at Dance Creations Dance Studio, students, parents/guardians agree to uphold the policies and procedures of DCDS.

Enrollment Fee is **\$25.00** per individual student and **\$40.00** per family.

When you enroll a dancer at this studio, you are enrolling for an entire season. Fees are based on the number of hours per class per week and paid monthly. Dancers may have 3, 4 or 5 classes during any given month. Payment options are listed below. We do not send out a bill each month. There is a **\$10.00 LATE CHARGE** on all payments after the 7th of the month in which the payment is due. Please always mark dancer(s) first and last name in the memo area on any payments made by check.

There is a **\$30.00** returned check fee. NO EXCEPTIONS, NO REFUNDS. Credit Card on file will be charged!

**PLEASE SELECT A PAYMENT OPTION AT TIME OF REGISTRATION**

**OPT 1:** Pay for the year in full. Receive a 10% discount (not good after August 30<sup>th</sup>) Check or cash. Credit card payment for season will incur a 3% up charge. Annual tuition payments after August 30<sup>th</sup> will receive a 5% discount on the annual tuition.

**OPT 2:** Tri-Annual Installments with payments due in September, December, and March. Tuition payments are due the first class of the month. If dancer will not attend that class, the parent is responsible for dropping off or mailing in the payment before the end of that week. Payments received after the first week should include a **\$10.00** late payment fee. This payment is basically a **monthly lesson fee multiplied by 9.5 and divided by 3.** June lesson fees are ½ price and equally divided between monthly tuition.

**OPT 3:** Automatic Monthly Withdrawals from a checking account. DCDS has the authorization to debit monthly tuition fees from a bank checking account. This is the **ONLY** option for **monthly** payments. June lesson fees are equally divided between the monthly payments which end after the May tuition payment.

**OPT 4:** Add costume fees to any of the above payment types.

Monthly Pay Rate	Class #	45 Mins.	1 Hour	1 Hour & 15 Mins.	1 Hour & 30 Mins.	1 Hour & 45 Mins.	2 Hours
<b>Discount</b>	<b>1</b>	\$52.00	\$54.00	\$57.00	\$60.00	\$65.00	\$70.00
<b>-25%</b>	<b>2</b>	\$39.00	\$40.00	\$43.00	\$45.00	\$49.00	\$52.50
<b>-35%</b>	<b>3</b>	\$34.00	\$35.00	\$37.00	\$39.00	\$42.00	\$45.50
<b>-50%</b>	<b>4+</b>	\$26.00	\$27.00	\$28.50	\$30.00	\$32.50	\$35.00

**Example:** Miss Daisy Dancer takes one 1 hour combo class, one 45 minute gymnastics class, and one 45 minute hip hop class per week. Tuition would be \$54.00 + \$39.00 + \$34.00 = \$127.00 per month/ \$402.20 Tri-Annually/ \$1,159.00 less 10% = \$1,085.85 (10% only good if paid by September 1st.)

- All families with more than one dancer take 10% off total monthly fee.
- Annual rates are available at 10% off the entire season when payment is made by August 30<sup>th</sup>.

(Pay family season IN FULL by deadline and receive both family 10% off AND annual 10% off = 20% off. **Paid Tuition is Non-Refundable.** Annual payments made after the August 30<sup>th</sup> deadline will receive a 5% discount on tuition.

**Class enrollment:** Schedule is subject to change based on class enrollment. All classes with less than 5 students will be cancelled.

A guaranteed credit authorization form is required for enrollment at Dance Creations Dance Studio. This authorization form is void **ONLY** by notification of **withdrawal by parent.** To withdraw from classes at DCDS, it is required that a **withdrawal form** be received **30 days prior to withdrawal.** Without a withdrawal form, the credit card on file will be charged until withdrawal form is received. **(There are no refunds on paid tuition).** Parent/Guardian must sign the form, phone calls or emails are **not accepted.** A **\$100.00 restaging fee** will be added for any withdrawal within **6 weeks** of our spring production.

Guaranteed credit will be used if selected payment option does not go through properly or a payment is more than 7 days late. Notification must be made 30 days prior to the last day of the student's class and **MUST** be in writing using a withdrawal form provided by DCDS or the dance season ends. There are **NO REFUNDS ON PAID TUITION, COSTUMES, OR PERFORMANCE FEES.**

In the event of a government ordered shut down, state of emergency, pandemic, natural disaster that results in DCDS being unable to continue in-person instruction, there will be no reduction/refund if there is a need to implement virtual learning.

**Drop off and pick up procedure:** For now, the studio will be open for parents to escort dancers into the building. Dancers should arrive no more than 10 minutes prior to the start of class. **Health assessment should be taken before the student leaves home.** **Please do not bring dancer to studio if sick.** Please enter through the rear Northwest entrance.

**Parent viewing:** Parents are invited into class **the last 15 minutes** of class during the times indicated on the season calendar. There may also be times in which the instructor may invite parents in to view. Please note these extra viewings are totally random. **Each dancer should have no more than 2 people attend the class viewing including siblings.**

#### **SPRING PRODUCTION:**

An annual Spring Production is produced so that the dancers may have a night to shine. Participation in the production is preferred and encouraged, however not mandatory. The production is scheduled for June 10<sup>th</sup> and is the official end to the season. This show is an extension of the benefits derived from the dedication of dance training. As a part of their participation in the show, students learn showmanship, teamwork, memorization of patterns, choreography but most of all "IT'S FUN!!!"

The dress rehearsal is mandatory for all and will take place the morning of the show.

**PARTICIPATION:** **All students in group classes are assumed to participate in the recital unless they have given advance notice stating otherwise before November 15<sup>th</sup>.** In order to participate in the Spring Production, students must attend class(es) consistently and consecutively. The account of the student(s) must also be up to date. **NOTE: There must be no outstanding balance on your account to receive your costume(s) and participate in recital.**

**COSTUME DEPOSIT:** A **non-refundable \$75.00** costume deposit for **each** class **subject** a dancer attends, except for technique & gymnastics, is due **November 1<sup>st</sup>.** For older students it is likely that there will be a small balance. (Invoice will be sent) The costume deposit is **nonrefundable, no exceptions.** A fundraiser will be offered in both the fall as well as spring to help defray performance expenses. **Please note that combo classes have a costume deposit PER SUBJECT.** A **\$10.00 late fee** per costume will be added to all costume deposits made after **November 15<sup>th</sup>.** Credit card on file will be charged on **November 15** if payment has not been made.

**RECITAL FEE:** A **non-refundable \$75.00 Recital Fee** per dancer will be due **March 1<sup>st</sup>.**

# DCDS Referral Program

DCDS WANTS TO THANK YOU FOR THE TRUST YOU HAVE IN US AND FOR ENROLLING FOR THE UPCOMING SEASON! WE WANTED TO FIND A FITTING WAY TO SHOW OUR APPRECIATION FOR JOINING OUR DANCE FAMILY IN HOPES THAT YOU TO MAKE IT GROW EVEN MORE!

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We implemented a referral program for *current families* attending our studio. This referral program will offer a **\$25 credit** for each family you refer! It will be credited to your account once 2 payments paid tuition have been completed.

AN EASY WAY TO EARN HUGE DISCOUNTS AND SHARE THE GOOD TIMES & MEMORIES WITH YOUR FRIENDS! WHAT COULD BE MORE INSPIRING AND FUN FOR ALL?

## Referral Guidelines

- Referred family must be *new to DCDS* and not previously a part of our studio.
- Referred families *must attend at least one month* of purchased classes to receive your \$25 credit per family referred, at which point the credit will be given to your account.
- The referral program is *per family* and is not applicable to siblings of past, current, or referred students.
- Credit is only issued to a family's account, not to each individual student within the family.
- When the referred family registers, please make sure the referred family enters your name in the "How Did You Hear About Us" box on the online registration form.

