

Energy Dance Arts

Student Handbook

Energy Dance Arts Inc.

2535 Major MacKenzie Drive Maple Ontario
(905) 303-2720 www.energydancearts.com

Welcome to the 2017/ 2018 Dance Season!

Welcome to Energy Dance Arts Inc! We are very excited to be in our 10th season of fabulous dance. We have an exciting dance season planned for you. This booklet is filled with information covering the entire school year. If you have any questions or concerns, please speak to someone in the office at your earliest convenience.

Energy Dance Arts Inc. started its development over 12 years ago when Billie Silvestri and Ashley Calafiore first registered Energy Dance Arts. Upon finishing postgraduate programs and dancing professionally they decided it was time to open studio doors to Maple Ontario. After many days and nights, sweat and tears, they built the studio of their dreams themselves. They were ecstatic to open their doors July 23, 2008 with only a handful of students. Since then the studio has grown to be home to over 200 recreational students and 100 competitive students.

Energy Dance Arts' success relies on its very faculty and dedication to quality education. Our priority is to host professional dance lessons in an environment where students feel they are comfortable to take risks and believe that there are no limits but the sky. Whether students are participating in recreational programs or competitive programs each dancer should feel challenged, have fun and achieve goals. Our mission is to pass our passion of creative movement to all of our dancers.

We welcome your comments and suggestions. If any parent/student wishes a private conference concerning your individual dance goals or financial concerns, please do not hesitate to ask. We are happy to work with you to ensure that your school year will be one of pleasure and growth. The entire faculty and staff wish you a fantastic year of dance!

Billie Silvestri and Ashley Calafiore
Energy Dance Arts Inc. Directors

Energy Dance Arts

Studio Policies

Please note the following guidelines regarding all classes:

1. We request that students carefully observe our dress code outlined in this booklet. If dancers are not in proper uniform they may be asked to leave the class.
2. Any student arriving more than 10 minutes late will not be admitted to class. Late students disrupt the class and it is also a safety concern, as warming up properly prevents dance injuries.
3. All students are encouraged not to leave the room once class has begun. Please allow for appropriate restroom use prior to class. Very young children will be treated sensitively as the need arises. Preschool children may need a parent's attention from time to time for various reasons including bathroom or behavior issues. Please do not leave the waiting room when very young children are in class without informing the office or having another parent responsible during your absence. We make every effort to have all children feel safe and cared for in a loving and inspiring learning environment.
5. School age children and teens: *please practice respect*. Students are not to be socializing in a disruptive manner during the class with other students. Please come early or stay late to enjoy friends in the waiting area. Please honor your teacher and fellow students by giving full attention and co-operation. You will be advised if we feel any student is not well adjusted to the classroom environment for any reason over time.
6. During class if a student complains of being ill, or sustains an injury and cannot participate, the instructor will send them to the office to notify their parents.
7. Only students with a pre-existing injury are allowed to observe class. The parents must notify the office if a student is to observe class.
8. Students are encouraged to stay hydrated during their dance classes. Please bring an eco-friendly re-usable water bottle. Juices, sports drinks and pop is not permitted in the studios.
9. Gum chewing is prohibited at the studio.
10. Energy Dance Arts is a NUT FREE facility. This includes products that may contain traces of nuts. Please respect the safety of all of our dancers.

11. Outdoor shoes are not to be worn past the front reception area. If you need to use the restroom, go to the change room or into a studio, outdoor shoes must be left at the front.
12. If for any reasons a parent or dancer would like to speak with a teacher or director about their dancer's progress please set up an appointment with the front desk. Teachers can not discuss an individual student's progress between classes.
13. Classes may be cancelled due to inclement weather. Any closures will be noted on our website www.energydancearts.com under the latest news tab. We will also do our best to call every student in a timely fashion.
14. Each dance class is run following our curriculum, however at different paces. Choreography for year end recital dances is unique to your child's dance class which is why make up classes are not available. There are also no refunds for missed dance classes.
15. Please refer to our tuition/refund page for all payment and refund information.
16. Parents are invited to view the classes in progress through our closed circuit television at anytime during classes.
17. During the first few weeks of class, teachers will track each dancer's progress to make sure that they have enrolled in the most appropriate class for their age and ability.

Dance class is education and fun, however, an important part of class work is developing an attitude of discipline and respect for teachers and fellow students. We trust that following our classroom etiquette will provide an environment whereby classes at Energy Dance Arts will be a pleasure for all concerned.

Tuition and Payment Information

All payments are due on the first of each calendar month. We have a very fair policy regarding our payment for tuition and subsequent assessment of late fees. There is no late fee assessed until after the 15th of the month. Any account unpaid after the 15th of the month will have late charges assessed for 10% of the total monthly tuition. Payments may be made at the office or online. Any student with an overdue balance of more than 45 days will not be allowed into class until payment in full is received. If at any time you would like a printed statement of your account you may request one.

Returned check fee is \$25.00

Competitive choreography

Competitive choreography classes are based on a different fee schedule. Choreography fees are non-refundable. Choreography of groups will be scheduled in a regular weekly schedule. Solos, duets and trios will have weekly rehearsals, but their choreography is done in four, forty five minutes choreography classes.

Costumes (Recreational)

Recreational costumes are based on a flat fee. Payments are due by November 1st 2017 and must be paid by cheque or cash. Please write the dancer's name in the memo section of the cheque if possible. Collection envelopes will be distributed for this payment in the beginning of October. Late payments will result in a charge of \$10.00/costume.

Fees:

Nursery, Mini and Primary classes (3-8yrs)	Junior, Intermediate and Teen classes(9+yrs)
\$90.00 (plus hst)	\$98.00 (plus hst)

Costumes (Competitive)

Competitive costumes are not based on a flat rate. Competitive costume prices vary depending on design and fabric, but are usually between \$120 and \$225 each. More elaborate costumes (i.e. tutus) may cost slightly over this price. A deposit for each competitive dance costume is due November 1st, 2017. Collection envelopes will be distributed in October. Late payments will result in a charge of \$10.00/costume. The remaining balance of the costume is due upon pick up before the competitive showcase. Costume payments must be made by cash or cheque.

Refunds

Energy Dance Arts Inc. will refund class fees with the following conditions:

- i. Refund request must be made in writing 10 days before next payment is due.
- ii. Post-dated cheques will be returned upon receipt of refund request prior to Nov. 1/2017.
- iii. Recital costume fee are not refundable.
Refunds will be issued as follows:
- iv. Prior to Nov. 1st remainder of class fees will be refunded, after November 1st there will be no refunds for tuition.
- v. There will be a \$45.00 admin fee withheld on all refunds. Refunds will only be given after 4 weeks of classes have been attended.

Recital

Our year end recital will be held May 14th and May 15th at the Richmond Hill Centre for the Performing Arts. The theatre is located on Yonge street, north of Major Mackenzie Drive. All recreational dance classes will participate in one recital. Ticket and show information will be made available in March 2017. A DVD of the performance will be available for purchase courtesy of DRC video.

Makeup and Hair demonstration

Hairstyles and makeup requirements change year to year and it is best to attend even for the seasoned pros. We will provide all dancers with Youtube tutorials for all hair and makeup styles.

Competitions

Competitions are chosen by the directors during October. We usually receive the final schedule two to three weeks before the competition weekend. As soon as we get the schedule we will send it to you. Competitions are chosen for a variety of reasons; affordability, studios that will be competing, location and date. As a member of a competitive team all dancers and parents are expected to follow this guideline at all competitions;

- Dancers are to be at competitions one hour before their call time. At this time, they should be dressed and ready to go on stage. They should begin stretching and be available for EDA staff to rehearse them.
- Dancers and parents must show 100% sportsmanship at all competitions.
- During adjudications: Dancers are expected to wear an EDA team jacket. Dancers should listen to the announcer and must be respectful by clapping for every dance. One dancer per group is asked to go collect the award. Awards should be handed out to team members as soon as you get off stage. If you picked up the awards you are responsible to bring any leftover awards to the studio.
- Dancers should not eat in their costumes...but please eat before you put it on!
- Parents/dancers are responsible for all hair and costume changes at competitions.
- Parents should not rehearse any dances with dancers. Like-wise we ask that parents not interfere when we are rehearsing dances, it is best to stay out of sight, especially for the little ones. We need them to focus to go over trouble spots in their dances.
- No parents or dancers should discuss results or problems with competition directors or judges. If you have concerns please voice it to us and we will speak to the appropriate people.

Photo day

We arrange a professional photographer to come into the studio. Photo day information will be distributed in March with the recital information package.

If you should have any questions regarding any of these policies please do not hesitate to contact us at (905) 303-2720 or at info@energydancearts.com.