

Handbook



“Building Great Dancers and Great People.”

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Studio Philosophy

Here at Compelled 2 Dance Studio, we believe that self-development is just as important as dancing. It's the lessons that are hidden within dance training that will help our students be more prepared for their adult lives. They learn about discipline, working under pressure, how to take feedback, team work, perseverance, having a growth mindset, the importance of a good attitude, and our favorite...**HARD WORK**. We believe that most things in life aren't handed to you so we strive to develop good work ethics in all of our students. We love our students, and like their parents, we want the best for them. With truth, love, and correction we help build them into great dancers and great people.

Mission Statement

We are dedicated to building great dancers, and great people that will be able to use the tools that they have learned through their dance training to be successful in life, and the career of their choice.

Class Attendance & Absences

Here at Compelled 2 Dance Studio we are extremely serious about attendance. Our class attendance policy is simple. **BE HERE.** Be here every time we have class. When you miss practice you not only hurt yourself you also hurt the team. If you are unable to be here because you are playing a sport or are involved with a different organization, please let me know in advance.

*There will be a \$15.00 fee for all unexcused absences (This includes no call no shows).

*If you are sick, please turn in a doctor's note.

*Whatever the reason for your absence, please understand that **YOU** are responsible to catch up on the choreography before next class.

Tuition Due Dates & Late Fees

All Tuition is due the first class of every month. Tuition is considered late after the 7th of each month. Tuition paid between the 8th and 15th will result in a \$15 late fee. Tuition paid after the 15th of the month will result in a \$25 late fee.

* If you overpay, your payment will stay in your account and can be used as credit.

* Please make all checks out to Compelled 2 Dance or C2D.

* All return checks will cause you to receive a \$30 late fee.

Costumes

A \$100.00 costume deposit is required for each costume. Costume deposits are due by the LAST week in October. Costume balances must be paid before taken them home.

*For your convenience, you may apply your fundraiser money to your costumes and tuition

*If you do not withdraw from dance before the costumes are ordered, you are still responsible for paying for them.

*If your costume isn't paid for on time, you will be charged \$10 a week for every week after the due date. Starting on that following Monday.

Quitting

You can quit anytime. However, you must fill out and sign a withdrawal form. You will be charged until that form is complete.

Photo/Video Release

The studio often takes pictures of the students in class, and performances etc. These pictures are used in the studio, for promotional materials, on social media etc. By signing the registration form you are agreeing to allow us to use these pictures and videos.

*Please do not post any video footage that you get without permission.

Competitions

Competitions are a great way to showcase our hard work. Although we are a recreational studio, EVERYONE competes. The recreational students will have one competition, and the performance team students will have at least 2 to 3 competitions.

It's really important to me that we are respectful and kind when at these competitions. Please remember that you're representing the studio. No fighting, bad mouthing other teams, or inappropriate behavior. Positive vibes only please.

* We love creativity and individuality. However, when you're a part of a team we all must be uniform. This means only natural colored hair for competitions. No purples, blues, greens, etc. If you have any questions please check with me beforehand.

* NO fingernail polish except for clear or nude. NOTHING ELSE.

* All hair and make-up must follow our guidelines.

* Please don't add any extra pieces to your costume.

* If you lose your costume pieces there's a chance you might not go on stage.

* All of these rules also apply to recital.

Breaking any of these rules will result in some sort of punishment.

You will be given a more in depth rules and guidelines paper closer to competitions.

Unpaid Accounts

Any account that is not paid in full will be turned over to collections. There will be a 33.3% collection fee of your total bill added. If you still refuse to pay your bill, I will be forced to turn your account over to the court system and garnish your wages. I beg you; please don't let it get to this point. It's not something I enjoy doing, but it's something that I will do if necessary.

Class Description

Ballet: The ballet classes will focus on very basic ballet techniques and terminology.

Hip-Hop: The hip-hop classes will focus mostly on choreography, and basic hip hop party dances/grooves.

Acro: The acro classes will build strength and flexibility as they learn foundational acrobatic tricks that build to more advance tricks.

Recreational students will focus on one dance for competition, and a finale dance. They meet 50 minutes a week.

Performance team students will focus on at least two dances for competitions, and their finale dance. They will also be a part of the opening number, do a youtube video, and dance at any other opportunity that we may get outside of our regular season. They will be required to attend our technique camp, all master classes, and our studio dance convention. They will also be doing acro for an hour each week. They meet total of 2 hours and 50 minutes of class each week.

Dress Code

Ballet:

All Levels – black leotards, pink footed tights, and split sole ballet shoes (all leather or canvas). For younger children, solid sole pink ballet slippers (all leather). Hair must be pulled away from the face and into a bun. Please use hair nets and hairpins when putting the hair in a bun as it will hold it in place and will create a neater appearance, no bobby pins please as they have a tendency to fall out of the bun. Younger children may wear a bun holder. No sweatshirts or t-shirts will be permitted in class.

Hip-Hop:

Dance clothes or street clothes with tennis shoes. **NO FLIP FLOPS OR SANDALS, AND NO JEANS.**

*Different color leotards are also acceptable.

*You don't have to have the hair net as long as the hair is out of the face.

Inclement Weather/Studio Closings

All studio closings will be posted on Facebook, and Band app. Please make sure that you're watching those platforms for any closings. I offer several FREE classes throughout the year so you will not be reimbursed for any missed classes. I will make sure that they are ready for competition and recital.

Annual Recital

There will be a \$65 recital fee per family. This helps cover the cost of the building, the food that we cater the dress rehearsal with, programs, light man, sound man, someone to pull curtains, etc.

The dates are tentative, but once I get them I will make sure that you guys have them.

It's typically the second or third week in May.

*You will have to pay for tickets for both nights so please take note of this and plan accordingly.

*Remember, dress rehearsal is an all-day event. We practice until we are finished.

VIP Members

Our VIP program allows our clients to pay a small fee of \$60 and get the following benefits for the season:

- One FREE recital ticket.
- First pick of your seats for recital. (We will have assigned seating)
- First pick of your dance exam times.
- A payment plan option for your costumes.
- One FREE private lesson with me or one of my staff members.
- One FREE headshot from KB Photography.
- 40% off of your first job with Tree Guys (landscaping and tree cutting services).
- One FREE lesson at Premier Music with Tanis (vocal, violin, guitar, piano, banjo or ukulele).
- 10 % off ALL hair products at Shear Image in Keyser, WV.
- Free manicure when you spend \$50 or more at Beauty Mark by Christain.
- One FREE donut at Marla's Main St. Bakery in Keyser, WV.
- \$4 off a haircut at N The Cutt Barbershop in Cumberland, MD.
- 10% off your rentals with Mountain Jump LLC in Keyser, WV.

Referral Program

We are beyond grateful for our clientele that refers others to our studio. With this referral program, you will be able to benefit from telling others about our studio.

For every 3 people you refer you get a month free tuition.

Here are some terms and conditions:

- There is no limit to the amount of new students you refer.
- The offer applies to new students only.
- A referral card must be filled out (please contact henry to get referral cards). Referring students will be determined by the name written in the “referred by” portion of the referral card.
- Once your referral enrolls and pays for 3 months worth of classes, then your account will be credited.

Fundraisers

We offer several fundraisers to make dance affordable for EVERYONE. Dance can be very inexpensive if you want it to be.

You can use your fundraiser earnings to pay for your tuition, competition fees, dvds, and costumes.

You **may not** use your earnings to pay for registration fee, recital fee, or return check fees.

There is ONE studio fundraiser at the beginning of the year (A raffle ticket fundraiser). We use this for studio expenses outside of what tuition may not cover. Like different licensing we may need, continuing education that would make our staff better instructors, crafts for games, building improvements, etc.

For one student you will have to sell 35 \$2 raffle tickets. For 2 or more students in a family you will have to sell 55 \$2 raffle tickets. Whoever sells the most gets \$50 off of their costume bill.

Please remember that if you do not sell all of the required tickets, YOU are responsible to buy them out. You will be billed for what you don't sell.

Classroom Behavior & Discipline

Proper dance requires discipline. It is the discipline that is gained in dance training that makes dance such a positive and valuable activity. Students are required to be on time to class and must enter class with proper attire on (See dress code for more information). Anyone arriving in inappropriate attire or is more than ten minutes late to a class may be asked to sit and observe class instead of participating. Please call the studio if you are missing class or arriving late. Absolutely no chewing gum, eating or drinking (except for water) will be permitted in class. Gum is not allowed anywhere in the dance studio. Any disruptive behavior, use of profanity, or ridiculing of other students may result in immediate expulsion from the class. We encourage a feeling of mutual respect between our students and instructors, as well as between our students and each other. A good working relationship based on mutual respect is necessary for the well-being and progress of the student. Courtesy and good manners are expected and encouraged. During class time, students are expected to pay attention to the instructor and maintain suitable composure for their age. A student who fails to do so will be dealt with in a manner consistent with his or her age and maturity. For the little ones, we use distraction as a way to deter some behaviors. Older students may be sent out of the room to sit in the lobby. For a student who continually disrupts class, parental involvement may be called upon. We cannot have unruly children hampering the learning process of others who are there to learn and who are trying to do so.