

# **Fairport Dance Academy Studio Handbook 2019-2020**



**Classes Begin: August 26, 2019**

**Recital Dates: June 12, 13, 19, 20, 2020**

## ABOUT THIS HANDBOOK

For almost 50 years our school has been a leader in dance education. We believe that our success comes as a result of providing solid training and quality service, as well as our underlying belief in the strength of our organization. We have created this handbook to offer our students and parents a clear understanding of their commitments and responsibility to the school.

### **Mission Statement:**

To impart the knowledge and training of traditional and contemporary dance forms and to foster a dance spirit that promotes personal growth, creativity, respect, responsibility, and teamwork within a caring and nurturing environment.

### **Key contact information for Fairport Dance Academy:**

Address:	Fairport Dance Academy One Victoria Place, Suite 140 Painesville, OH 44077
Studio Phone:	(440) 354-5062
Nicole DeBiase:	(440) 488-7692 calls and texts okay
E-Mail:	fairportdanceacademy@hotmail.com
Website:	www.fairportdanceacademy.com
Directors:	Nicole DeBiase, Cheryl Hill
Instructors:	Rick Bocchieri, Kelsey Daubert, Nicole DeBiase, London Fulton, MaryKate Freeman, Cheryl Hill, Erin Hill, Robin Hribar, Lauren LeBoeuf, Brianna Preuer, Kelly Rice, Natalie Ruggiero, Brianna Wolfe, Desiree Wood
Office Manager:	Nicole DeBiase

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# FAIRPORT DANCE ACADEMY | 2019-2020 CALENDAR

- 5 Shoe Fittings 5-8 pm
- 8 Grand Opening 11:30-1:00
- 9 Shoe Fittings 4-6 pm
- 12 Shoe Fittings 5-8 pm
- 15 Summer Classes End
- 16 Shoe Fittings 4-6 pm
- 17 Art in the Park
- 26 Classes Begin
- 30 Tuition #1 Due

AUGUST '19						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY '20						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

- 7 Fantasy Dance Camp 4:30-6
- 7 Recital Fee Due
- 21 Tuition #7 Due

- 2 Labor Day - CLOSED
- 13 Fantasy Dance Camp 4:30-6
- 27 Tuition #2 Due

SEPTEMBER '19						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MARCH '20						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- 13 Fantasy Dance Camp 4:30-6
- 13 Costume Rental Fee Due
- 20 Tuition #8 Due
- 23-27 Spring Break - CLOSED
- 30 Classes Resume

- 4 Competition Deposit Due
- 11 Fantasy Dance Camp 4:30-6
- 18 Tuition #3 Due
- 31 Halloween - CLOSED

OCTOBER '19						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL '20						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

- 17 Tuition #9 Due

- 1 Costume Deposit Due
- 8 Fantasy Dance Camp 4:30-6
- 15 Tuition #4 Due
- 27-29 Thanksgiving Break-CLOSED

NOVEMBER '19						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY '20						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- 1 Recital Program Ads, Memories Senior Bios and Photos Due
- 10 Recital Tickets Available Online
- 22 Tuition #10 Due
- 25 Memorial Day-CLOSED

- 6 Competition Deposit Due
- 13 Tuition #5 Due
- 13 Fantasy Dance Camp 4:30-6
- 20 Competition Balance Due
- 23 Winter Break Begins

DECEMBER '19						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JUNE '20						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

- 4 Last Day of Classes
- 4 Online Ticket Sales Close

Spacing Rehearsals

Dress Rehearsals

Recital Dates

- 6 Classes Resume
- 10 Costume Balance Due
- 10 Fantasy Dance Camp 4:30-6
- 24 Tuition #6 Due

JANUARY '20						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

 School Closed

 Tuition Due Date

 Additional Due Dates

Recital Dates: June 12, 13, 19, 20

## 2019-2020 CLASS SCHEDULE

Schedule is separated into Core Classes: Ballet, Tap & Jazz classes and Elective classes: Hip Hop, Lyrical, etc.

Students must be the class age by October 1, 2019

### CORE CLASSES: BALLET, TAP & JAZZ CLASSES

Age	Class	Day/Time	Class Length	Teacher
1-2	Toddler & Me	Tuesday 4:30-5:15 pm	45 minutes	Kelsey
3-4	Creative Movement	Tuesday 4:30-5:30 pm	1 hour	Kelly
3-4	Creative Movement	Thursday 4:30-5:30 pm	1 hour	Kelly
4	Pre-Ballet & Tap age 4	Monday 4:30-5:30 pm	1 hour	Brianna W
4	Pre-Ballet & Tap age 4	Wednesday 4:30-5:30 pm	1 hour	Kelly
5	Pre-Ballet & Tap age 5	Monday 4:30-5:30 pm	1 hour	Kelly
5	Pre-Ballet & Tap age 5	Wednesday 4:30-5:30 pm	1 hour	Brianna W
6	Pre-Ballet & Tap age 6	Monday 5:30-6:30 pm	1 hour	Kelly
6	Pre-Ballet & Tap age 6	Tuesday 5:30-6:30 pm	1 hour	Kelly
6	Pre-Ballet & Tap age 6	Thursday 4:30-5:30 pm	1 hour	Lauren
7	Pre-Ballet, Tap & Jazz age 7	Monday 4:30-6:00 pm	1 ½ hours	Brianna P
7	Pre-Ballet, Tap & Jazz age 7	Wednesday 5:30-7:00 pm	1 ½ hours	Kelly
7	Pre-Ballet, Tap & Jazz age 7	Thursday 5:30-7:00 pm	1 ½ hours	Brianna W
8	Ballet age 8	Monday 4:30-5:30 pm	1 hour	Desiree
8	Tap age 8	Monday 5:30-6:00 pm	30 minutes	Desiree
8	Jazz age 8	Monday 6:00-6:30 pm	30 minutes	Desiree
8	Ballet age 8	Tuesday 4:30-5:30 pm	1 hour	Cheryl
8	Jazz age 8	Tuesday 5:30-6:00 pm	30 minutes	Nicole
8	Tap age 8	Tuesday 6:00-6:30 pm	30 minutes	Nicole
9-10	Ballet age 9-10	Wednesday 4:30-5:30 pm	1 hour	Desiree
9-10	Tap age 9-10	Wednesday 5:30-6:00 pm	30 minutes	Desiree
9-10	Jazz age 9-10	Wednesday 6:00-6:30 pm	30 minutes	Desiree
9-10	Ballet age 9-10	Thursday 4:30-5:30 pm	1 hour	Desiree
9-10	Tap age 9-10	Thursday 5:30-6:00 pm	30 minutes	Desiree
9-10	Jazz age 9-10	Thursday 6:00-6:30 pm	30 minutes	Desiree
11-13	Ballet age 11-13	Thursday 5:30-6:30 pm	1 hour	Lauren
11-13	Tap age 11-13	Thursday 6:30-7:30 pm	1 hour	Robin
11-13	Jazz age 11-13	Thursday 7:30-8:30 pm	1 hour	Rick
14-18	Tap age 14-18	Monday 6:30-7:30 pm	1 hour	Kelsey
14-18	Ballet age 14-18	Monday 7:30-8:30 pm	1 hour	Kelsey
14-18	Jazz age 14-18	Monday 8:30-9:30 pm	1 hour	Natalie
14-18	Tap age 14-18	Wednesday 6:30-7:30 pm	1 hour	Kelsey
14-18	Ballet age 14-18	Wednesday 7:30-8:30 pm	1 hour	Kelsey
14-18	Jazz age 14-18	Wednesday 8:30-9:30 pm	1 hour	Kelsey

**Tuition Rates are on Page 9**

### ELECTIVE CLASSES

Age	Class	Day/Time	Class Length	Teacher
14-18	Belly Dance	Tuesday 7:30-8:30 pm	1 hour	Nicole
14-18	Belly Dance	Wednesday 5:30-6:30 pm	1 hour	Nicole
14-18	Belly Dance	Thursday 7:30-8:30 pm	1 hour	Nicole
13-18	Contemporary	Tuesday 6:30-7:30 pm	1 hour	London
6-7	Hip Hop	Wednesday 4:30-5:30 pm	1 hour	Nicole
8-12	Hip Hop	Tuesday 4:30-5:30 pm	1 hour	London
13-18	Hip Hop	Tuesday 5:30-6:30 pm	1 hour	London
11-12	Lyrical	Tuesday 7:30-8:30 pm	1 hour	Kelly
13-18	Lyrical	Tuesday 6:30-7:30 pm	1 hour	Rick
13-18	Lyrical	Thursday 6:30-7:30 pm	1 hour	Natalie
13-18	Modern	Wednesday 5:30-6:30 pm	1 hour	Erin
13 +	Pointe 1	Thursday 4:30-5:30 pm	1 hour	Cheryl
14-18	Pointe age 14-18	Thursday 7:30-8:30 pm	1 hour	Robin
18	2020 Senior Class	Tuesday 7:30-8:30 pm	1 hour	Rick & Robin

### ADULT CLASSES

Recital participation is not required

Age	Class	Day/Time	Class Length	Teacher
ADULT	Adult Ballet	Tuesday 6:30-7:30 pm	1 hour	Robin
ADULT	Belly Dance	Wednesday 7:30-8:30 pm	1 hour	Nicole
ADULT	Adult Tap	Wednesday 6:30-7:30 pm	1 hour	Desiree

**\* This Adult Class will change dance styles every 6 weeks \$78 the six-week session or \$15.00 to drop in**

ADULT	Adult Jazz *	Tuesday 7:30-8:30 pm August 27-October 2	1 hour	MaryKate & Maria
ADULT	Adult Lyrical *	Tuesday 7:30-8:30 pm October 8-November 12	1 hour	MaryKate & Maria
ADULT	Adult Contemporary *	Tuesday 7:30-8:30 pm January 7-February 11	1 hour	MaryKate & Maria
ADULT	Adult Jazz *	Tuesday 7:30-8:30 pm February 18-March 31	1 hour	MaryKate & Maria

### FANTASY DANCE CAMPS

Single Day Classes for ages 5-8  
Pay By Class

Age	Class	Day/Time	Class Length	Teacher
5-8	Fantasy Dance Camp	Friday, September 13, 2019	1 ½ hours: \$20	Kelly & Kelsey
5-8	Fantasy Dance Camp	Friday, October 11, 2019	1 ½ hours: \$20	Kelly & Kelsey
5-8	Fantasy Dance Camp	Friday, November 8, 2019	1 ½ hours: \$20	Kelly & Kelsey
5-8	Fantasy Dance Camp	Friday, December 13, 2019	1 ½ hours: \$20	Kelly & Kelsey
5-8	Fantasy Dance Camp	Friday, January 10, 2020	1 ½ hours: \$20	Kelly & Kelsey
5-8	Fantasy Dance Camp	Friday, February 7, 2020	1 ½ hours: \$20	Kelly & Kelsey
5-8	Fantasy Dance Camp	Friday, March 13, 2020	1 ½ hours: \$20	Kelly & Kelsey

**Tuition Rates are on Page 9**

### PRODUCTION PROGRAM REQUIRED CLASSES

Classes for students enrolled in our competitive dance program

Age	Class	Day/Time	Class Length	Teacher
PRE	Pre-Production Tap	Monday 4:30-5:30 pm	1 hour	Nicole
PRE	Pre-Production Ballet	Wednesday 4:30-5:30 pm	1 hour	Cheryl
PRE	Pre-Production Jazz	Wednesday 5:30-6:30 pm	1 hour	Brianna P
PRO2	Pro 2 Jazz	Tuesday 5:30-6:30 pm	1 hour	Kelsey
PRO2	Pro 2 Ballet	Tuesday 6:30-7:30 pm	1 hour	Kelsey
PRO2	Pro 2 Tap	Thursday 4:30-5:30 pm	1 hour	Nicole
PRO2	Pro 2 & 3 Choreography	Thursday 5:30-6:30 pm	1 hour	Cheryl & Nicole
PRO3	Pro 3 Ballet	Monday 6:30-7:30 pm	1 hour	Cheryl
PRO3	Pro 3 Jazz	Monday 7:30-8:30 pm	1 hour	Natalie
PRO3	Pro 2 & 3 Choreography	Thursday 5:30-6:30 pm	1 hour	Cheryl & Nicole
PRO3	Pro 3 Tap	Thursday 6:30-7:30 pm	1 hour	Nicole
PRO4	Pro 4 Tap	Tuesday 6:30-7:30 pm	1 hour	Nicole
PRO4	Pro 4 Ballet	Tuesday 7:30-8:30 pm	1 hour	Cheryl
PRO4	Pro 4 Jazz	Wednesday 7:30-8:30 pm	1 hour	Erin
PRO4	Pro 4 Modern	Wednesday 8:30-9:30 pm	1 hour	Erin
PRO5T	Pro 5T Tap	Monday 6:00-7:00 pm	1 hour	Nicole
PRO5T	Pro 5T Modern	Monday 7:00-8:00 pm	1 hour	Erin
PRO5	Pro 5 Choreo/Kickline	Monday 8:00-9:30 pm	1 ½ hours	Cheryl, Erin, Nicole
PRO5T	Pro 5T Jazz	Thursday 6:30-7:30 pm	1 hour	Rick
PRO5T	Pro 5T Ballet	Thursday 7:30-9:00 pm	1 ½ hours	Cheryl
PRO5W	Pro 5W Modern	Monday 6:00-7:00 pm	1 hour	Erin
PRO5W	Pro 5W Tap	Monday 7:00-8:00 pm	1 hour	Nicole
PRO5	Pro 5 Choreo/Kickline	Monday 8:00-9:30 pm	1 ½ hours	Cheryl, Erin, Nicole
PRO5W	Pro 5W Jazz	Wednesday 6:30-7:30 pm	1 hour	Erin
PRO5W	Pro 5W Ballet	Wednesday 7:30-9:00 pm	1 ½ hours	Cheryl

### PRODUCTION ELECTIVES

Age	Class	Day/Time	Class Length	Teacher
PRO3-4	Pro 3-4 Pointe with experience	Wednesday 6:30-7:30 pm	1 hour	Cheryl
PRO5	Pro 5 Lyrical	Thursday 5:30-6:30 pm	1 hour	Erin
PRO5	Pro 5 Pointe	Tuesday 5:30-6:30 pm	1 hour	Cheryl

**Tuition Rates are on Page 9**

## **CLASS DESCRIPTIONS & REQUIREMENTS:**

**Toddler & Me** (Age 1 ½ -3 with Adult): This is the perfect introduction to movement and dance for your child. In this class, you and your child will learn to love dance together. Students and adults should wear comfortable clothes and bare feet or ballet shoes. This class has open enrollment throughout the school year. This class does not participate in the recital.

**Creative Movement** (Ages 3-4) Is a Pre-Ballet and Modern dance program that offers a new experience for the young child in learning body awareness, self-assurance, self-esteem, coordination, flexibility, and more! Pre-Ballet technique, skipping, leaping and movement concepts like: fast/slow, high/ low, etc. and fun class themes like: "Beach Day" or "Seasons" that tie the classes together. This class does not participate in the recital. There are 2 informal "performances" for friends and family at the dance school. Usually in December and May. This class has open enrollment throughout the school year. Students can wear bare feet or ballet shoes.

**Fantasy Dance Camp** (Age 5-8): This is a single day camp. See schedule for dates and themes. Class includes dance choreography, a story and a craft that they will dance with and can take home. Boys and girls welcome—activities for both. Each camp is different. No previous experience necessary. Students can wear bare feet or ballet shoes.

**Pre-Ballet & Tap** (Ages 4-6): 30 minutes of tap and 30 minutes of ballet

**Pre-Ballet, Tap & Jazz** (Age 7): 30 minutes of tap, 30 minutes of ballet & 30 minutes of jazz

**Ballet** (Ages 8 & Up): is a highly technical form of dance with its own vocabulary based on French terminology. It has been globally influential and has defined the foundational techniques used in many other dance genres and cultures.

**Tap** (Ages 8 & Up): is a type of dance characterized by using the sounds of tap shoes striking the floor as a form of percussion. The sound is made by shoes that have a metal "tap" on the heel and toe.

**Jazz** (Ages 8 & Up) is a performance dance technique and style that emerged in the early twentieth century. Jazz dance may refer to vernacular jazz or Broadway or theatrical jazz that emerged with jazz music.

**Belly Dance** (Ages 14 & Up) Learn muscle control and fluidity while toning the core, encouraging good posture, improving flexibility, and gaining body confidence. In this class you will learn the basic movements and isolations as well as the posture and styling of belly dance. Have fun and discover muscles you never knew you had! No previous dance experience necessary. We will begin each class with a comprehensive warm up, review and develop belly dance technique, work on travelling movements and brief sequences of choreography.

**Contemporary** (Ages 13 & Up) Contemporary dance is a style of expressive dance that combines elements of several dance genres including modern, jazz, lyrical and classical ballet. Contemporary dancers strive to connect the mind and the body through fluid dance movements.

**Hip Hop** (Ages 6 & Up) refers to street dance styles primarily performed to hip-hop music or that have evolved as part of hip-hop culture. It includes a wide range of hip hop styles.

**Lyrical** (Ages 11 & Up) Lyrical is a fluid and graceful style of jazz that incorporates ballet and modern techniques.

**Modern** (Ages 13 & Up) Modern dance is often considered to have emerged as a rejection of, or rebellion against, classical ballet. Modern dance pioneers disregarded ballet's strict movement vocabulary, the particular, limited set of movements that were considered proper to ballet, in the search for greater freedom of movement.

**Pointe** (Ages 13 & Up) Pointe technique is the part of classical ballet technique that concerns *pointe work*, in which a ballet dancer supports all body weight on the tips of fully extended feet within pointe shoes. Pointe work is performed while wearing pointe shoes, which employ structural reinforcing to distribute the dancer's weight load throughout the foot, thus reducing the load on the toes enough to enable the dancer to support all body weight on fully vertical feet.

**Pointe Requirements:**

Students ages 13 and up who are interested in taking Pointe classes for the following dance season should:

- Have progressed to the Intermediate level of Ballet.
- Understand that you must take a Ballet class plus the additional Pointe class. Both classes cannot be scheduled on the same day.
- Attend all classes with a serious attitude.

Pointe dancing is not for everybody. Sometimes your physical anatomy will prevent you from going on pointe. It is imperative that pointe students make a serious commitment and have a positive mental attitude, which allows them to take constructive criticism. The student should also be responsible for demonstrating these corrections consistently throughout her training.

**Production Program:** The FDA Production Program is designed for serious dance students ages 9 and up, with good attendance, great attitudes and a strong desire to learn. These classes challenge the more serious student, and concentrate on the execution, perfection and precision of dance technique advancement. These classes participate in local dance competitions. Students should have completed at least one year of a one-hour ballet class and have tap and jazz experience to begin this program.

**Senior Class** (Graduating Class of 2020): This class is for our graduating Senior students who have been dancing with us for several years. To take this class you must also take at least one technique class in: ballet, jazz, lyrical or modern. Class will learn: a Senior class dance and a Partnering dance for the recital. These Seniors should submit a Senior Biography and Senior Photo for the Recital Program, and a baby photo and senior photo for the recital slide show by May 1, 2020.



## TUITION AND EXPENSES

### Tuition Rates Per Student

Tuition Rates for each student are determined by the following scale:

Class Hours Per Week	Monthly Payment	Annual Tuition
1	\$52.00	\$520.00
1½	\$77.00	\$770.00
2	\$102.00	\$1020.00
2½	\$122.00	\$1220.00
3	\$142.00	\$1420.00
3½	\$162.00	\$1620.00
4	\$182.00	\$1820.00
4½	\$202.00	\$2020.00
5	\$222.00	\$2220.00
5 ½	\$242.00	\$2420.00
6	\$262.00	\$2620.00
6 ½	\$282.00	\$2820.00
7	\$302.00	\$3020.00
7 ½	\$322.00	\$3220.00
8	\$342.00	\$3420.00
8½	\$362.00	\$3620.00
9	\$382.00	\$3820.00

A Family Discount of 10% will be applied to each child's monthly tuition rate if your children take a total of 6 to 9 dance classes per week. If they take a total of 9 ½ to 12 hours per week, the discount will be 15% per child. If they take 12 ½ hours or more, the discount will be 20% per child.

Missed Classes: Tuition is not refundable for missed classes.

Dropped Classes: Tuition is not refundable for the payment period during which a student chooses to drop a class.

## Registration Fee

A 2019-2020 Dance Season registration fee of \$20 per family covers the cost of mailing, insurance, handbooks, and rehearsals. Registration fees are not refundable.

## Tuition Fee

Tuition payments can be made online, in person at the dance school or mailed to: Fairport Dance Academy, 1 Victoria Place, Suite 140 Painesville, OH 44077

We accept cash, checks and all major credit cards.

Check payments should be made payable to: Fairport Dance Academy. A \$35.00 fee will be charged to your dance school account for any checks returned to the school for insufficient funds.

Monthly statements will be mailed out each month at least one week before tuition is due.

Any student with an overdue balance of more than 60 days will not be allowed into class until payment in full is received. Contact Nicole for payment issues.

## Tuition Due Dates

1. August 30	5. December 13	8. March 20
2. September 27	6. January 24	9. April 17
3. October 18	7. February 21	10. May 22
4. November 15		

## Additional Fees

Tuition does not include the registration fee, recital fee, dancewear, shoes, costumes, or recital tickets

## TUITION AUTO PAY

Families can choose to automatically pay their tuition fees and other fees each month with a credit or debit card set up. **You need to sign up for Auto Pay each year. If you were signed up for Auto Pay last year, and want to continue Auto Pay, please sign up again this season.**

## AUTO PAY INSTRUCTIONS

**You need to sign up for Auto Pay each year.**

**If you were signed up for Auto Pay last year, and want to continue Auto Pay, please sign up again this season.**

To sign up for our Tuition Auto Pay program you need to:

- 1) Email Nicole at [fairportdanceacademy@hotmail.com](mailto:fairportdanceacademy@hotmail.com) and say "sign me up for auto pay"
- 2) Have a valid credit card set up in your online school account.

To do this, or to check your card on file, you can either go to [www.fairportdanceacademy.com](http://www.fairportdanceacademy.com) and click on the Online Account Management link at the top of our Homepage to view your account. Or go to:

<https://app.mydanceworks.net/customer/Login.aspx?parentid=ak600186j>  
to view your account

- 3) Nicole will respond to your "sign me up for auto pay" email with a confirmation email that indicates the credit card we have on file.

**If that seems confusing, you can also just turn in the Auto Pay Form on page 12 with your registration form to have Nicole set up your account and credit card information.**

You will receive a confirmation email once we have charged your card on the date that tuition is due.

Dates that tuition will be charged:

- |                 |                |             |
|-----------------|----------------|-------------|
| 1. August 30    | 5. December 13 | 8. March 20 |
| 2. September 27 | 6. January 24  | 9. April 17 |
| 3. October 18   | 7. February 21 | 10. May 22  |
| 4. November 15  |                |             |

We do not automatically charge for costumes, rental fees, recital fees. If you would like us to Auto Pay these additional fees, please let us know.

Dates additional fees would be charged:

1. Costume Deposit Due: November 1
2. Costume Balance Due: January 10
3. Recital Fee: February 7
4. Costume Rental: March 13

If you signed up for Auto Pay last year, please email to confirm that you would like to continue.

**2019-2020  
AUTO PAY SIGN UP FORM**

**You need to sign up for Auto Pay each year.**

**If you were signed up for Auto Pay last year, and want to continue Auto Pay, please sign up again this season.**

Account Name: \_\_\_\_\_

Student(s) Name: \_\_\_\_\_

Credit Card:    VISA        MASTERCARD        DISCOVER        AMEX

Card Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Expiration Date \_\_\_\_\_

3 Digit Security Code \_\_\_\_\_

Billing Address (if different from your account address)

\_\_\_\_\_

\_\_\_\_\_

I am authorizing Fairport Dance Academy to automatically charge my credit card for:

- ☐ Monthly Tuition
- ☐ Dancewear Put on Account (tights, shoes, etc.)
- ☐ Costume Deposit (Due November 1)
- ☐ Costume Balance (Due January 10)
- ☐ Recital Fees (Due February 7)
- ☐ Costume Rental Fees (Due March 13)
- ☐ Competition Fee Deposit (Production Only-Due October 4)
- ☐ Competition Fee Balance (Production Only-Due December 20)

Account Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## DRESS CODE REQUIREMENTS

- **Please do not purchase Payless or other discount store shoes made of vinyl or synthetic materials.**
- Students should carry their dancewear, shoes, and other belongings in a dance bag. Please print your child's name on the bag as well as on all of its contents.
- Dancewear is to be kept in good repair and laundered on a regular basis.
- Watches, jewelry, and safety pins should not be worn to class.
- Dance shoes should never be worn outside.
- Female students should wear their hair tightly secured and styled away from the face. A neat bun, braid or pony tail is preferred.
- Students are expected to observe good personal hygiene habits. Deodorant is required for students age 10 and older. When hormones start to kick in, many times it is the younger students whose body odor is the most offensive. To prevent an embarrassing situation, please supply your child with deodorant for dance class.

Class	Dancewear	Shoes
Creative Movement	Comfortable clothing or leotard and tights (any color). Dance skirt ok.	Pink Ballet Shoes or bare feet
Pre-Ballet	Leotard and tights (any color). Dance skirt ok.	<ul style="list-style-type: none"> <li>• Bloch #205 or Revolution #150 Pink Ballet Shoes</li> </ul>
Ballet ages 8-Adult	Leotard and tights (any color) Dance skirt or black dance shorts (not loose athletic shorts) ok. All should own a black leotard.	<ul style="list-style-type: none"> <li>• Bloch #205 or #208 or Revolution #150 Pink Ballet Shoes</li> </ul>
Pre-Tap	Leotard and tights (any color). Dance skirt ok.	<ul style="list-style-type: none"> <li>• Capezio 3800 Mary Jane Buckle Strap Tap Shoes Black Leather NO PATENT LEATHER</li> <li>• Bloch #352</li> <li>• Revolution #821</li> </ul>
Tap Ages 8-10	Leotard and tights (any color) Dance skirt or black dance shorts (not loose athletic shorts) ok.	<ul style="list-style-type: none"> <li>• Capezio 3800 Mary Jane Buckle Strap Tap Shoes Black Leather NO PATENT LEATHER</li> <li>• Bloch #352</li> <li>• Revolution #821</li> </ul>
Tap 11-18	Leotard and tights (any color) Dance skirt or black dance shorts (not loose athletic shorts) ok.	Capezio Cadence Black Tap Shoes (Bloch & Revolution Balck jazz tap shoes ok also)

Jazz – all levels	Leotard and tights (any color) Black dance shorts (not loose athletic shorts) ok.	Jazz: Revolution Brand Dark Tan Slip on Jazz Shoes
Belly Dance	Form fitting tank top and pants	No shoes required.
Lyrical	Leotard and tights (any color) Dance skirt or black dance shorts (not loose athletic shorts) ok.	Bloch Eclipse Nude Leather Half Sole Shoes
Modern	Leotard and tights (any color) Dance skirt or black dance shorts (not loose athletic shorts) ok.	Capezio Foot Undeez, Dance Paws or bare feet
Production-all levels	Black leotard & tan, pink or black tights. Black dance shorts (not loose athletic shorts) ok.	<ul style="list-style-type: none"> <li>• Ballet: Bloch#205 or #208 Pink Ballet Shoes</li> <li>• Tap: Capezio Cadence Black Tap Shoes</li> <li>• Jazz: Revolution Brand Dark Tan Slip on Jazz Shoes</li> <li>• Lyrical: Bloch Eclipse Nude Leather Half Sole Shoes</li> </ul>
Boys	Comfortable clothing	<ul style="list-style-type: none"> <li>• Ballet: Black Jazz Shoes or Black Ballet Shoes</li> <li>• Jazz: Black Jazz Shoes</li> <li>• Tap: Black Jazz Tap Shoes</li> </ul>
Hip Hop	Comfortable clothing	Clean tennis shoes (not worn outside) for class. Recital shoes that students may need to purchase will be announced by January 2019.

## Dancewear and Shoes

**Fairport Dance Academy sells all dance shoes, dancewear, tights, and dance bags at our studio throughout the year.**

Dance shoe and dancewear fittings can be done during our registration and shoe fitting dates: August 5<sup>th</sup> from 5:00-8:00, August 9<sup>th</sup> from 4:00-6:00, August 12<sup>th</sup> from 5:00-8:00, August 16<sup>th</sup> from 4:00-6:00.

If a student buys new shoes at the beginning of the dance season and outgrows their shoes during the dance season, we have a shoe exchange program that allows them to trade their used shoes for another pair of used shoes in a larger size. If you don't want to trade your old shoes, the cost for used shoes is \$5.00 per pair.

The shoes that we sell are quality shoes at an economy price.

**Please do not purchase Payless or other discount store shoes made of vinyl or synthetic materials.**

## RECITAL INFORMATION

- We have 4 different recitals. Each show is approximately 2 hours long.
- Performances have reserved seating and recital tickets will go on sale online in May.
- Students who take Ballet, Tap and Jazz, with no elective classes, are only in 1 recital performance.
- Recital rehearsals and shows follow the schedule below.
- We will let you know which recital performance your child is in during December 2019.
- Spacing and Dress Rehearsals are very important. They help your child get used to dancing in a different space with stage lighting.
- **It is very important that all students attend their recital spacing and dress rehearsal.**
- **Please do not schedule family vacations during recital weeks.**

### JUNE 2020

#### Week One

Monday, June 8	Tuesday, June 9	Wednesday, June 10	Thursday, June 11	Friday, June 12	Saturday, June 13
Spacing Rehearsal #1	Spacing Rehearsal #2	Dress Rehearsal #1	Dress Rehearsal #2	Recital Performance #1	Recital Performance #2

#### Week Two

Monday, June 15	Tuesday, June 16	Wednesday, June 17	Thursday, June 18	Friday, June 19	Saturday, June 20
Spacing Rehearsal #3	Spacing Rehearsal #4	Dress Rehearsal #3	Dress Rehearsal #4	Recital Performance #3	Recital Performance #4

**Friday recital performances begin at 7:00 p.m.**

**Saturday recital performances begin at 3:00 p.m.**

WEEK ONE STUDENTS – Students who have Spacing Rehearsal on Monday will have Dress Rehearsal on Wednesday and their Recital Performance on Friday. Students who have Spacing Rehearsal on Tuesday will have Dress Rehearsal on Thursday and their Recital Performance on Saturday.

WEEK TWO STUDENTS – The same format will be followed: Monday-Wednesday-Friday or Tuesday-Thursday-Saturday.

### **Recital Fee**

Each student will be charged a \$40.00 recital fee. **The recital fee has increased \$5 from last year and now includes digital downloads of all four recital performances.** The recital fee also covers the purchase of extra recital costumes, props, set materials, recital music, sound technician, lighting, etc. Recital fees are due by February 7<sup>th</sup>.

## **Recital Costumes**

Costuming our students for the spring recital is very time consuming and a huge expense. To make this more affordable for our dancers, we require each student to buy only one costume (which they keep) if they take 4 hours of class or less.

**\* Production Students who take more than 4 hours of classes per week, will be responsible for purchasing 2 costumes. \***

Additional costumes will be provided by the dance school and a small rental fee will be charged for each borrowed costume. The dance school will also do the fitting, altering, steaming and bagging of all costumes and accessories for each student. **Students MUST return all borrowed costumes after their last recital performance.**

## **Costume Deposit**

A \$50.00 costume deposit ( \* \$100 if you are in Production and take more than 4 hours of class per week and are purchasing 2 costumes \* ) is due by November 1, 2020. This deposit is for the recital costume that each student is required to buy. You can expect the total cost of a single costume to be between \$65 to \$95. The deposit enables us to begin the purchasing process.

## **Costume Balance**

The balance due on recital costumes will be sent out during Winter Break and is due by January 10, 2020. Costumes will not be sent home until the balance is paid.

## **Costume Rental Fee**

To help cover the huge expense of costuming our dancers for the spring recital, students will be charged a rental fee of \$15.00 for each borrowed costume owned by Fairport Dance Academy. Costume rental fees will be due by March 13, 2020. Rental fee covers costume alterations, steaming and accessories.

## **Recital Tights**

Recital tights will be included with costumes that students purchase at a discounted price. Students who rent costumes only will be responsible for purchasing their tights from the dance school before the recital.

## **Hip Hop Costumes**

If your student is only taking Hip Hop **and no other classes**, you do not have to pay the \$50.00 costume fee due in November. Hip Hop students rent their costumes from the school. Hip Hop students will need to purchase their shoes for the recital. Shoe requirements will be announced in January 2020.

## **Recital Program**

Our Recital Program is an 8 ½ by 11 book. It will be distributed to approximately 1200 people, then on display at Fairport Dance Academy for the following year. We invite our families to send their dancer a special message or advertise a local business in our program. Recital Program artwork is due by May 1, 2020. We also have an Ad Contest: the top three students who bring in the most program ads receive “dance dollars” which are good for tuition or dancewear and their picture in the recital program. More info will be sent out in January.



# FAIRPORT DANCE ACADEMY RECITAL PROGRAM ADS

We are selling Ads for the 2020 Dance Recital Program. Recital dates: June 12, 13, 19, 20, 2020.

Our program is an 8 ½ by 11 book. It will be distributed to approximately 1200 people, then on display at Fairport Dance Academy for the following year.

Student name: \_\_\_\_\_

Contact name: \_\_\_\_\_

Name of Business \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Please Circle	Business Card 3" H x 4"W \$30	1/4 page 3"H x 8"W \$45	1/2 page 5 ½"H x 8"W \$75	Full Page 10"H x 8"W \$125
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**All ads must be print ready.** Please do not fold or staple your ad.

Mail or bring ads to:

Fairport Dance Academy: 1 Victoria Place, Suite 140 Painesville, OH 44077

Email your ad to Nicole at **fairportdanceacademy@hotmail.com**.

Email or call Nicole at (440) 488-7692 if you have any questions.

**All ad payments must be received by May 1, 2020. Please make checks payable to Fairport Dance Academy.**

**Thank you for your support!**

Office Use Only:

Payment Type: \_\_\_\_\_

Date Paid: \_\_\_\_\_

Amount: \_\_\_\_\_

# FAIRPORT DANCE ACADEMY

## FOOTNOTE FORM

Footnotes are a great way to share a personal message to those special dancer/dancers in your lives! It's always a big hit with dancers to receive a special message in the program from their family or friends. See our old recital programs for ideas.

Student name: \_\_\_\_\_

Phone: \_\_\_\_\_

Address \_\_\_\_\_

Mail or bring Footnotes to: Fairport Dance Academy 1 Victoria Place, Suite 140 Painesville, OH 44077

E-Mail Footnotes to:

Nicole at **fairportdanceacademy@hotmail.com**

**All Footnote payments must be received by May 1, 2020.  
Please make checks payable to Fairport Dance Academy.**

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**See any of our recital programs in the lobby for Footnote examples.**

**"FOOT NOTES"- \$12 or 2 for \$20**

Please print clearly what you would like printed.

You are allowed 3 lines.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**"FOOT NOTES"- \$12 or 2 for \$20**

Please print clearly what you would like printed.

You are allowed 3 lines.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Office Use Only:

Payment Type: \_\_\_\_\_

Date Paid: \_\_\_\_\_

Amount: \_\_\_\_\_

# FAIRPORT DANCE ACADEMY RECITAL MEMORY ORDER FORM

We want to make it as easy as possible for everyone so that you will be able to enjoy sending a special message to your dancer in our beautiful Recital Program. Every dancer is going to want to be recognized for their accomplishments, whether it's their 1<sup>st</sup> year or 15<sup>th</sup>. See our old recital programs for layout ideas.

Student name: \_\_\_\_\_

Contact name: \_\_\_\_\_

Phone \_\_\_\_\_

Address \_\_\_\_\_

Please	1/4 page	1/2 page	Full Page
Circle	3"H x 8"W	5 1/2"H x 8"W	10"H x 8"W
	\$45	\$75	\$125

**All memories must be print ready.** Please do not fold or staple your ad.

Mail or bring memory to:

Fairport Dance Academy: 1 Victoria Place, Suite 140 Painesville, OH 44077

Email your memory to Nicole at **fairportdanceacademy@hotmail.com**.

Email or call Nicole at (440) 488-7692 if you have any questions.

**All memory payments must be received by May 1, 2020. Please make checks payable to Fairport Dance Academy.**

**Thank you for your support!**

Office Use Only:

Payment Type: \_\_\_\_\_

Date Paid: \_\_\_\_\_

Amount: \_\_\_\_\_

## **GENERAL POLICIES:**

- Please put your name in your dance shoes.
- Parents are welcome to wait in our Lobby for their children during their classes or go out and enjoy the local businesses and return before their child's class ends.
- Dancers should put their dance shoes on before entering their classroom. No street shoes on the dance floors please.
- We love babies and young children and appreciate the chance to meet our students' siblings; however, our priority is the safety of every child on the school premises. Children must be supervised at all times and are not free to run around the lobby or classroom areas.
- Please use the "Changing Area" by our restrooms to change and not our bathrooms.
- We have multiple restrooms available – two in our studio (no key necessary) and public restrooms (key required) just past the white gazebo in the main building space. Key available at the school Front Desk.
- Only water is allowed in the studios. No food, drinks, or gum.
- No cell phones or computers may be used during class time. This means no e-mailing, internet use, or text messaging.
- Never speak negatively about teachers, students, or parents from this or other schools.
- All students must show respect for their teachers at all times. Inappropriate behavior could result in dismissal from the school.
- Hang coats, sweaters, sweatshirts, etc. in the lobby.
- Bring a water bottle with you if you are dancing for more than one hour. Please put your name on it.

## **Classroom Observation**

Parents may occasionally observe the Preschool dance classes. Please check with your child's instructor before coming into the classroom to observe. Often, parents can be a distraction to the students in the class, whether they mean to be or not.

If you observe, please do not bring infants or other children into the classroom, use cell phones, or shout to your student during class time.

## **STAYING INFORMED**

We work hard to make the dance experience organized and fun. Keeping you informed is one of our primary goals. Please read all emails, handouts, and other school information.

If you have any questions regarding the information distributed, we encourage you to contact Nicole at (440) 488-7692 or [fairportdanceacademy@hotmail.com](mailto:fairportdanceacademy@hotmail.com), or the front desk staff (440) 354-5062.

Please let us know if your e-mail address, mailing address, or phone number changes.

Website: [www.fairportdanceacademy.com](http://www.fairportdanceacademy.com)

We are constantly updating our website. News, important parent and student information, contact information, and more are available online 24 hours a day.

### **Facebook Page**

Fairport Dance Academy's official Facebook page is <https://www.facebook.com/Fairport-Dance-Academy-139304812876996/>

"Like" the Fairport Dance Academy page on Facebook to receive updates on school events. Please invite your family and friends to "like" the school.

### **Weather Cancellations**

During the winter season, you can find out if classes are cancelled due to severe weather conditions by calling the school (440) 354-5062, checking your e-mail, or by checking our website ([www.fairportdanceacademy.com](http://www.fairportdanceacademy.com)) **after 12:00 p.m.** We will also post the information on our Facebook page and on News channel 5, WKYC-TV3, and News Radio WTAM 1100 AM.

### **Parking**

There is a parking lot in the back of the building off S. St. Clair St. There is also parking around the Painesville Park and on Main St.

### **Lost and Found**

Please mark all dancewear, shoes, and personal items with your child's name. We will make every effort to locate and return lost items; however, we cannot be responsible for any items that your child brings to class. The Lost and Found dancewear box is located under the table next to the front door of the studio. Lost and Found dance shoes are held at the front desk.

## **Class Attendance Policy**

All students are expected to attend their regularly scheduled classes. Each class offers a step forward in the educational process. A missed class could leave a child one step behind the other students. During the months of January through May, choreography for the recital will be taught and rehearsed. It is important for children to feel completely confident with the choreography and the year-end performance. Missing class during this period could result in frustration for the students and their teachers and classmates.

The quality of what you learn and how you perform in class and on stage will be a direct result of your yearly attendance. Each class is comprised of individual students who work together as a single unit or team to create this visual experience called dance. When team members are missing from class, this experience is diminished. **Schedule your other activities around your scheduled class times.**

## **Drop and Add**

**If a student chooses to drop and/or add a class, they must first fill out a Drop/Add form at the front desk.** Adding a new class will be based on class size limitations and the approval of the Nicole DeBiase. After the Drop/Add form is completed and approved, office data forms will be updated, and class rosters adjusted.

## **Absences**

Please call or email the school to let us know that you will be missing class due to illness, a school event or vacation. If you know in advance, you can sign the "Going to be Absent" sheet at the front desk.

## **Make-Up Classes**

Make-up classes will be offered, as a courtesy, from September through December when all classes are working on fundamentals and technique. Students can attend a similar class on a different day or time for make-up. Make-up schedules will be made available at the beginning of the dance season. Please sign up at least one week in advance for your make-up class. No make-up classes will be offered after winter break—this is when each class begins to learn its own recital choreography. Make-up classes can be scheduled with Nicole at the front desk.

## **Arrival and Departure**

We encourage students to arrive 15 minutes before class starts.

For their safety, children under age 10 should be picked up immediately after class. Students ages 10 and older must be picked up no more than 15 minutes after their class is completed.

## **Medical Information**

Parents must notify the front desk and/or teachers regarding students who use an inhaler or who may require medications during their time at Fairport Dance Academy. It is also important to inform the front desk and/or teachers about your child's existing medical conditions or learning disabilities at the time of registration and throughout the school year. Our teachers are trained professionals who are anxious to work with all children and personalities, and the more we know about your child, the better the dance experience will be for all involved. All information about your child is confidential.

## **Illness**

Colds, flu, and other contagious diseases occur frequently and spread easily among children. To help protect your own child's health and to minimize the possibility of contagion at school, please keep your child at home if you observe any of the following symptoms:

- Nasal discharge that is green or yellow
- Complaints of ear pain
- Severe sore throat or cough
- Eyes that are pink, burning, itching, or producing discharge
- Diarrhea or vomiting
- Fever

Please inform staff if your child has plantar warts or any other foot problems. If you know your child has plantar warts, it is very important that they keep their feet covered with shoes or socks while they are dancing as these warts are highly contagious.

## **Discipline Policy**

In order to maintain a happy, healthy, professional environment, students are taught the importance of being part of a group. We encourage students to have respect for other students, the teachers and staff, and studio property, and we foster the development of good habits and compliance with rules of conduct.

Our staff and faculty are trained to use constructive techniques of discipline to maintain class control and handle individual misbehavior.

- Children who exhibit unacceptable behavior or attitudes are told what is wrong and directed to a positive alternative approach or behavior.
- Children who are disruptive will be respectfully asked to stop the behavior. If the behavior is repeated, they will be reminded of it and told how it affects others. If the disruption continues, the children involved will be asked to sit down for a short period of time (usually three to five minutes) before rejoining the class.
- If a child's misbehavior continues to disrupt the class, the parent or guardian will be called to pick up the child.

## **Student and Parent Use of Social Media**

Use of Facebook, Twitter, LinkedIn, blogging, and other online social-media vehicles is commonplace. This policy is intended to provide Fairport Dance Academy students and parents with guidelines to eliminate any confusion concerning the use of social media.

- You DO NOT have permission to reveal any information that compromises Fairport Dance Academy. By that we mean you are forbidden to share personal information about the director, other students or their families, or anything that is proprietary and/or confidential to them or Fairport Dance Academy.
- Students and parents should neither claim or imply that they are speaking on behalf of Fairport Dance Academy.
- Never post anything that could compromise the self-esteem of students who attend Fairport Dance Academy.
- If you post videos of class or rehearsals, don't post any choreography in its entirety.
- Respect the law, including those governing all defamation, discrimination, harassment, and copyright and fair use. As stated in this handbook, parents and students should never post negative comments about other schools or teachers. Also, please do not post negative comments about school activities such as competitions, conventions, and performances or about the directors of those events.
- Ensure that your social networking conduct is consistent with all of the policies contained in this handbook.
- Improper use of social media could result in dismissal.

## **Termination of Enrollment**

In certain circumstances, when it is in the best interest of one or more students, it may be necessary for the school director to terminate a student's enrollment. Every effort will be made to correct a problematic situation before terminating enrollment. Reasons for termination of enrollment include the following:

- Disruptive or dangerous behavior by students or their parents
- Abuse of other children, staff, or property
- Inability of Fairport Dance Academy to meet the child's needs



**Your Personal Payment Record**  
**Monthly Tuition Payments**

	Date	Amount	Check #/Cash Credit Card
Registration Fee (\$20.00 per Family)			
Paid for Year			
Tuition #1 Due August 30			
Tuition #2 Due September 27			
Tuition #3 Due October 18			
Costume Deposit Due November 1			
Tuition #4 Due November 15			
Tuition #5 Due December 13			
Costume Balance Due January 10			
Tuition #6 Due January 24			
Recital Fee (\$40 per student) Due February 7			
Tuition #7 Due February 21			
Costume Rental Fees Due March 13			
Tuition #8 Due March 20			
Tuition #9 Due April 17			
Tuition #10 Due May 22			