



## Company Contract 2025-2026

### **Placement:**

A dancer's placement in the Competitive Dance Company at On Your Toes Dance Studio is based on the following criteria: technique, potential, commitment level, enthusiasm, attitude and behavior in class, attendance and stage presence. We place students together in groups that we feel will work best together in rehearsals and performances. Company members are selected by instructors and will be invited into the appropriate company class.

### **Attendance and Time Commitment:**

A dance company is a team. Just as sports teams require all players to attend practices, dance companies require their dancers to attend all classes and rehearsals. Absences will not only affect the individual dancer, but the company as an entity.

Each dancer is allowed to up to three (3) unexcused absences from company classes and rehearsals.

\*Excused absences require prior approval from the director; advance notice of absence does not mean it is excused. The following are considered "excused" absences:

- Death in the Family
- Scheduled school programs or performances required for credit
- Wedding or religious dedication for you or a member of your family
- If you are seriously ill or infectious

Dancers will watch company class/rehearsal in the case of injury or mild illness. The same rules apply to all other classes.

Students should not miss more than five (5) of any one class per dance season; after which, the dancer may be dismissed from the company. Dance requires consistent ongoing training, and dancers who excessively miss classes will not be able to perform at the same level as those who have attended all classes regularly.

**Company members must be present in ALL their classes the week prior to competition.** Being a member of a dance company is a privilege, and comes with responsibility. Personal accountability is essential for a successful season, and commitment to your other company members is a vital component of this success. When a member of the company is not present, it negatively impacts your entire team. Please do not consider being a part of the On Your Toes Competitive Dance Company if it will not be your dancer's top priority.

Regular attendance in all dance classes is expected of Company members. Excessive absences from ANY one dance class may be cause for dismissal from the company (including ballet). No refund of payment will occur in the event of dismissal, and costumes and accessories will become the property of On Your Toes Dance Studio.

**Requirements:**

A minimum of two (2) competitive areas are required to compete with On Your Toes Dance Competitive Company.

If Jazz is requested, and the dancer is chosen, ballet will be a required technique class.

If contemporary is requested, and the dancer is chosen, ballet will be a required technique class.

If tap is requested, and the dancer is selected, leaps and turns will be a required technique class.

If hip hop is requested, and the dancer is selected, leaps and turns will be a required technique class.

\*Ballet will be the required class if jazz or contemporary are selected. If the dancer requests and is selected for tap and hip hop, that is the only combination that would bypass ballet, and leaps and turns would be the only required technique class.

On Your Toes Dance Studio reserves the right to make changes to any competitive company through September 1<sup>st</sup>. Class placements will be final after September 1<sup>st</sup> for the 2025-2026 competitive season.

The On Your Toes Competitive Company will attend two competitions each season. Please be aware that becoming a company member will obligate you to these competitions. All competitions are held on weekends, and are typically a half day, and possibly a full day or two day commitment. Competition management does not send the performance day and time until 5-7 days before the event. Please do not message requesting the schedule before. As soon as we receive the schedule, it will be forwarded to the entire company. Dancers will need to be available for the entire weekend until we know the final schedule.

**SCHOOL RELATED ACTIVITY EXCLUSIONS:**

Competitions are already putting out their dates, and we will allow parents to submit school related conflicts for consideration. Unfortunately, we can no longer consider prom as a competition conflict due to the number dancers from various school districts in our competitive company. We will do our best to compromise on times/minor changes in moving dances earlier, but please understand that dances must compete in their bracket to be considered for overalls. We'll consider any submitted school related conflicts before September 1<sup>st</sup>. Once we release the final competition schedule, we will no longer be able to excuse dancers from competition.

**Courtesy and Respect**

All Company members will be held to the highest standards of conduct. Communicating negatively about teachers, choreographers, or other students in or outside our studio will not be tolerated. Company members are expected to show courtesy and respect to all instructors and students. Any student who exhibits repeated negative or disrespectful behavior will be asked to leave the company. Company dancers are always respectful, supportive, encouraging, and are positive in spirit, attitude, and behavior.

### **Dress Code**

All dance company members must wear appropriate dancewear to every class. Hair should be pulled away from face, and dance leotards, sports bras, and dance styled shorts are acceptable. Should a dancer have on a tee shirt or sweatshirt, they will be asked to remove that additional and unnecessary layer, and should have appropriate dance wear on underneath. We would prefer black dance attire as you begin replacing items moving forward.

### **Financial Commitment**

Tuition for company members varies depending on the number of classes they take weekly. It is the responsibility of each parent to check their accounts and emails weekly.

**Students who withdraw before the end of season** – A \$250.00 fee will be applied to any student who does not complete the competitive season. This fee will cover instructor fees to re-choreograph and restage. Any costumes purchased by the student will become the property of On Your Toes Dance Studio and will be used by the dancer taking their place for the remainder of the season.

If a dancer does not complete the competitive season, the parents of the competitive dancer will still be required to fulfill their financial obligation of company fees to On Your Toes Dance studio to cover choreography and costumes.

### **Competitions**

Dancers should arrive a minimum of 1 (one) hour before their first performance for any dance that begins before noon, and 2 hours before any dance after 12:00 noon with all costumes, shoes, and accessories in hand. We will not always have the luxury of waiting for a dancer who is late. It is necessary for you to factor in traffic and additional setbacks when planning your time for arrival.

Awards ceremonies are **mandatory** for all dancers. Should a dancer not attend the awards ceremony, they will not be pictured for overall awards, and will not receive their pins, medals or trophies.

### **Fees: In addition to tuition, the following fees will apply:**

#### **Costumes:** \$55.00 – \$75.00

A \$65.00 deposit will be billed at the beginning of the season, and the additional balance will be billed to your dancers account in April.

#### **Choreography** - \$55.00 - \$75.00

Most dancers will pay the \$55.00 fee, but if we have a choreographer from out of town, the additional fee will cover mileage, hotel, and meals.

#### **Prop Fee:** \$2.50 - \$15.00 (If Applicable)

Most of our props are considered “Hand props” and there is a minimal charge. If a prop is over \$25.00, we typically charge a \$7.50 - \$10.00 rental fee for wear and tear on the item for the season, and transportation to and from each event. These fees will be charged in April.

**Accessories:** \$2.50 – \$15.00

Hats, Socks, Gloves, bows, and additional accessories are sometimes added to costumes at pass offs. Please note that stones are typically \$15.00 per gross for labor to stone plus the actual stones/E6000 glue. We'll keep stones to a minimum, but if accessories are necessary, we'll add them to the costumes, and the fee will be charged in April.

**Competition Fees:** \$50 - \$75.00 per dancer per group entry

Pending the LED Screens/amenities, and venues, competition rates do vary. Group dances range from \$50.00 - \$75.00 per group entry. These fees are per person, and must be paid in full in order for your dancer to participate in competition.

**Recital Fees:** \$65.00

A recital fee of \$65.00 is charged per dancer to cover the cost of the venue, backdrop, security, on stage decorations, sound, lighting, media, and additional fees.

**Recital Opening Number/Closing Number and Solo Characters for Seniors:** Up to \$30.00 per dancer for (Pre-Teen, Teen, and Senior Level Companies)

We hire amazing choreographers to create opening numbers, closing numbers, and solo parts for our seniors for our recreational show.

**Additional Rehearsal Fees:** Up to \$25.00

Weekend rehearsals are often needed to prepare dancers for competition. In addition, pass offs, dress rehearsals, and additional rehearsals will be needed throughout the season. Our budget is \$25.00, and we will charge as needed up to \$25.00. This will be charged in April.

**Coaching Fees/Processing Fees Per Competition:** Up to \$25.00

We have a fantastic staff who typically spends 40 plus hours at competition. We cover rooms, food, and travel expenses for our staff. Based on the rates, and cost of gas, fees will range up to \$25.00 per competition.

**Communication:**

We encourage communication in group me, but small personal text message groups are strongly discouraged. These "gripe groups" are not acceptable in any capacity. If a parent question arises, you can always email: [Jennifer@OYTstudio.com](mailto:Jennifer@OYTstudio.com) and based on the day/time of the question, I will typically respond within a few hours.

**Observation:**

Recreational Classes are open for observation, but company classes are not open for observation. We have cameras in each classroom that are viewed to ensure the success of our students and teachers.

**Conferences:**

If a parent has a particular concern, they must email Jennifer Odom-Townsend at Jennifer@OYTStudio.com. After reviewing the content, Mrs. Townsend will determine if the question can be answered with an email response, or if a conference is required. Should the conference concern another instructor, they will be asked to attend the conference as well. A conference will not be held until all concerns are shared in writing via email.

**Recital:**

We do ask that all competitive company parents donate up to one hour of time towards recital to help with the success of our program. Our staff is needed backstage for the entirety of the show, and we appreciate your help with ticket scanning, auditorium clean up, dressing area clean up, etc. Each team will be assigned an area, and we appreciate you supporting On Your Toes and your fellow company members by donating a small amount of time that will make a big difference in our performance weekend.

**Parent Conduct:**

Parents are expected to set a precedent for their dancer. Our company parents are expected to show kindness at all times, and never speak in a negative sense in regards to any instructor, parent, choreographer, director, or dancer. Parents should never confront a teacher of OYT for any reason. There is a time and place for everything, and any situation will be handled professionally by Jennifer Odom-Townsend.

Parents should understand that their actions will have an impact on their dancer's future at On Your Toes Dance Studio. A parent's actions can have a negative effect on their dancer's current placement, and hinder their dancer from being eligible in the future.

If a parent approaches another teacher, dancer, dance parent, or choreographer in an aggressive, or demeaning way at a competition, they will be asked to leave company immediately.

**Social Media:**

While we completely understand that parents and dancers would like to recognize and thank their choreographer on social media, it is important to understand that many people work hard to ensure success, and provide opportunities for these dancers. Please begin each post with a thank you to On Your Toes Dance Studio teachers, company directors, and staff before singling out one instructor.

**Backstage Observation:**

Dancers may not have parents or friends backstage at competition. Parents may be in the dressing area, but should not be in the wings or backstage for any reason as this is against competition rules and OYT company rules.

**Missing Costume/Accessories:**

There will be a \$15.00 late fee added to accounts for dancers requesting replacement items on competition day. (This includes socks, accessories, and earrings.)

**Competition Tardiness:**

Dancers will sign-in at the allotted time of arrival for each competition which will be distributed via email. **Dancer accounts will be billed \$50.00 if the dancer arrives late for a competition.**

**Missing Accessories:**

If a dancer is missing an accessory on competition day, and the studio does not have a replacement, the parent will be responsible for creating an acceptable piece comparable to the missing accessory. Socks should be picked up from a local store, etc. Parents and Dancers should not rely on company directors to be responsible for replacement items.

**Missing Costume at Competition:**

If a dancer does not have their costume at competition, the director reserves the right to pull the dancer from the entry.

**Injury/Participation/Refunds – Prior to Competition**

If a dancer is injured prior to a competition, group dance refunds will not be given. These fees will be used to cover the cost of the sub dancer.

I understand that OYT will accommodate any dancer with an injury, however, fatigue and muscle soreness will not excuse my dancer from competing, and I will need a doctor's excuse for my dancer in order to pull them from any group sections or routines.

I understand that choreography is set in sections. If my dancer is injured and unable to complete a specific skill, they will be taken out of that entire section. My dancer and I agree that the success of the group is top priority and trust the director and choreographers to make the best decision for the team. \_

**Injury/Participation/Refunds - Injury During Competition:**

If a dancer is injured during a competition and cannot compete, a refund request will be made, but the dancer is not guaranteed a studio credit or refund from the organization.

ACE Bandage Wraps may not be used on stage. Tan braces and KT may be used on stage.

If a dancer incurs an injury, I understand that my costume will be needed for the substitute to use on stage.

**Closing:**

Do not forget the many positives of competitive dance. You'll gain a lifetime of great memories and friendships during this time together, so enjoy every second! We strive to make this the most positive and rewarding experience for our dancers and look forward to having another incredible and exciting dance season.

## **2025-2026 Dance and Parent Agreement On Your Toes Dance Studio Competitive Company**

I agree to keep my tuition and company fees up to date.

I agree to donate up to one hour of time for recital weekend with a specific job before, during, or after recital. I understand that by parents pitching in, we can keep our performance fee to a minimum.

My information online is current. I agree that my address, phone numbers, emergency contacts, medical conditions, and additional information are current.

I agree that my dancer(s) may be excused from the team/company if continuous problems occur from the parent's actions, or dancer's actions, and fully understand that no refunds will be given in addition to the completion of choreography/costume fees. I agree to pay the \$250.00 restaging fee, and that my dancers costumes will become the property of On Your Toes Dance studio.

I agree as a parent to check my email, group me, and my studio account often.

I agree that my dancer should wear dance attire and dance shoes in class weekly.

I understand that an outstanding balance could result in termination from company and prevent my dancer from participating in the competitive program.

I understand the policy for absences, and agree to make competitive dance a top priority.

I understand that the awards ceremonies at each competition are required, and should my dancer not attend, they will not receive their award from competition.

I have read and agree to the drop out/failure to complete the season procedures.

All choreography is the sole property of On Your Toes Dance studio and former or current members may not perform routines outside of the studio without written permission from the director.

Results will be posted at the end of camp. The first competition (Showstopper) will be billed in July, and is due before August 1<sup>st</sup>. Dancers must pay their first competition fee in full before they can attend the first week of classes.

Tuition is due on the first of each month. A late fee of \$10.00 will be applied on the 15<sup>th</sup> of each month for any outstanding balance. Families that are 2 or more months behind on their tuition may be dismissed from the program without reimbursement for costumes, tuition, competition fees, or any other fees paid.

Dancers and parents are responsible for reading any information sent via email. If any changes occur with your contact information, you are responsible for updating your account with any email, phone, or address changes. If you opt out of receiving e mails, we you will not receive important information.

Dancers may enter the studio 5 minutes before a class begins. Parents must stay with dancers in the studio until their class begins. Dancers may not be inside to change unsupervised, and if they are sent in early, they will be sent back outside to the parent. Please know that just because a teacher is in with a private lesson does not make them liable for other dancers left in the lobby.

Competition schedules are released approximately 7-14 days prior to each competition. It is the parent's responsibility to read this schedule and have their dancer in the venue at least 1 hour before their scheduled dance time ready to perform. Please do not ask an instructor or staff member the time of your first dance, as this could lead to a misunderstanding. **(Please do not email requesting the schedule.)** We honestly receive 15-20 messages per competition requesting information that we have not yet received.

We expect dancers & parents utmost respect for each other, bookkeepers, instructors, and director. Slander will not be tolerated in the studio, at competition, in dressing rooms, on social media, or in any other form. Parent/Student misconduct will result in immediate dismissal from the program without reimbursement for costumes, competition fees, or any other fees.

Parents are responsible for their own dancer at competitions. Your dancer should be ready to take the stage before coming to line up with their team. They should have makeup, accessories, costumes, and shoes on before coming backstage.

Appropriate dance wear and shoes must be worn during class.

Friends/family members may not sit in the studio to watch company level classes. All competition level classes are closed sessions.

I understand that dancers are responsible for learning any choreography missed due to absence from a choreography session. This could include hiring a fill in, choreographer, or an instructor for a private lesson.

I agree that parents should not enter the classrooms or confront or discuss any dance related issues with an instructor during a class, during studio hours, in the parking lot, or at a competition/outside event.



I understand that if my dancer is injured during the competition season and is unable to fulfill their obligation to the team, the dancer will turn in all costumes to the studio. If the dancer would like to return, they will be responsible for the substitute dancer's competition fees until they return. If the dancer gives up their spot, the substitute dancer will become a permanent part of the team and cover their own competition fees. Costumes will be returned to the injured dancer after recital.

I agree that competition choreography workshops are mandatory.

I understand that dancers are not allowed to take class at any other dance studio or be a member of another competition/performance team unless it is pre-approved by the director. Dancers are allowed to be a part of their school dance/cheer team.

I agree that dancers should arrive at least one hour prior to the first performance time for dances scheduled before noon, and two hours ahead for any dance after 12:00 noon at competition. My dancer will come backstage 5 dances before their performance.

I fully understand that parents may only communicate with teachers and bookkeepers with their studio email addresses. We will use Group Me for parents, but will completely eliminate text message/facebook/social media correspondence due to the high volume of daily messages.

I understand that if I have a concern and would like to request a conference, an email request must be submitted with a summary of concerns before a day/time will be booked for a conference.

**Placement conferences will not be held after competition camp this season.**

Cell Phones are not allowed in classes, but phones may be checked in the lobby between classes.

**Bullying will not be tolerated at On Your Toes.** We are updating our camera system to include audio. Any proof of bullying will result in instant termination from company with no refunds.