



**2018-19**  
**Student Handbook**

## **2018-19 Policies**

### **Business Hours**

Monday through Thursday 4:30PM-9:00PM

### **Mailing Address**

Our Mailing address is P.O. Box 22, Kannapolis NC 28082.  
We **DO NOT** receive mail at the studio street address.

### **Studio Email Addresses are:**

info@lets-dance-studio.com or mrussell@carolina.rr.com

**We do NOT receive mail at the studio gmail address.**

**It is for information distribution only.**

### **Email Address**

Please make sure that we have your correct email address so you can receive important updates throughout the dance year.

### **Tuition**

Tuition will remain the same every month regardless of sickness, holidays, or inclement weather. We do not charge extra for the months with five weeks, so the number of classes averages the same each month during the 2018-19 dance year. The classes will owe the full tuition amount for the month of December. A schedule is listed on the next page for the number of classes for the entire year.

Tuition is due the first class in each month and is late after the 10<sup>th</sup>. A \$20.00 late fee will be applied if payment is not received by the 15<sup>th</sup>. If payment is not made by the 30<sup>th</sup> of each month an additional \$10 finance charge will be added and Let's Dance Studio reserves the right to have the student not return to class or withhold a costume until the student's account is not up to date.

### **Tuition Discounts and Fees**

We would like to offer a 5% discount again this year for all tuition fees paid by cash. This does not apply to costume deposits, recital fee, etc. If you pay tuition for the full 2018-19 dance year, you can receive a 10% discount.

Due to increasing bank fees, there is a 3% Convenience Fee for all payments made my debit/credit cards.

### **Tuition fees are non-refundable.**

There is a \$25 returned check fee.

## **Class Schedule**

The total number of classes are listed below that each day will receive for the 2018-19 dance year. Monday & Wednesday Classes will have April pro-rated since their year does not include 32 classes. Let's Dance Studio reserves the right to change these dates if needed. There is 1 extra Tuesday & 1 extra Thursday that we are leaving on the calendar for possible Snow Make Up Days.

## **Holiday Closings**

**Labor Day—September 3**

**Halloween—October 31**

**Thanksgiving—November 21-22**

**Christmas—December 17 -January 1**

Month	Monday	Tuesday	Wednesday	Thursday
September	3	4	4	4
October	5	5	4	4
November	4	4	3	4
December	2	2	2	2
January	4	5	5	5
February	4	4	4	4
March	4	4	4	5
April	5	5	4	4
May	0	0	1	1
Total 2018-19	31	33	31	33

## **Inclement Weather**

In the case of inclement weather, a decision concerning classes will not be made until 2:00PM. Please call the Studio for a recording after 2:00PM. Information will also be posted on the studio website & Facebook page at that time.

We will email student in the classes that are cancelled. We **DO NOT FOLLOW** the School Systems for weather closings.

## **Dance Attire**

Please have proper dance wear/shoes and have the hair pulled back away from the face and in a ponytail.

### **Technique Class Attire:**

Students may wear any color/style of leotard with dance short leggings. Tights, capri, convertible or fitted are required with leotards and dance shorts.



Dancers in the “Ages 2-6” Class may also wear a skirted dance dress with tights.

Dancers in the “Ages 7 & Up” Classes may also wear “FITTED” dance tops with leggings or fitted dance shorts with tights.

You are welcome to purchase these items at Walmart, Academy, Kohls, and online at Discount Dance.

We encourage modesty– No Midriffs should be shown at any time.

T-shirts and shorts **are not acceptable** forms of dance wear.

### **Shoes Ages 2-6**

The shoe requirements are as follows:

\*\*\*Ready “2” Dance - (2-3 year olds) Pink Leather Ballet Shoes

\*\*\*Twinkle Stars (4 year olds) Pink Leather Ballet Shoes, Velcro Tan Mary Jane Tap. In order to have the ability to have a quick change into tap shoes, please make sure that you have this Velcro style for your younger dancer.

\*\*\*Tiny Stars (Ages 5-6) Pink Leather Ballet shoes, Tan slip on Jazz shoes, and Tan Velcro Tap Shoes. In order to have the ability to have a quick change into tap shoes, please make sure that you have this Velcro style for your younger dancer.

Hip Hop Classes—Black Converse Chuck Taylor low cut. You will need to purchase these on your own.

**Please write your child’s name in all dance shoes.**

**Ballet Shoe Note**– Please adjust the ballet shoe draw strings to the proper position, tie tightly, then tuck into the ballet shoes. This will assist the instructor with class time, since our little dancers become so pre-occupied with ballet shoe bows being tied

## **Shoes Ages 7 & Up**

**\*\*\*Future Stars (Ages 7-8) Pink Leather Ballet Shoes, Velcro Tan Mary Jane Tap, Tan slip on Jazz Slip**

**\*\*\*Shooting Stars (Ages 9-10) Pink Leather Ballet Shoes, Tan slip on Jazz Shoes, Black lace up Tap Oxford**

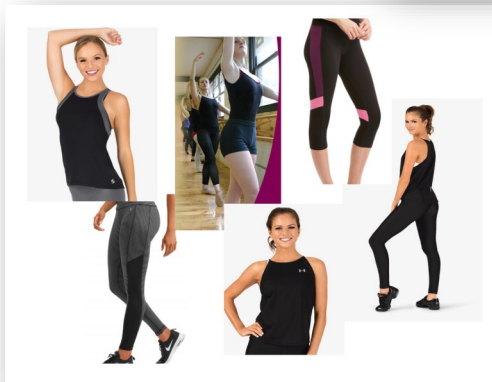
**\*\*\*Junior (Ages 11-12) Pink Leather Ballet Shoes, Tan Turning Point Pirouettes for Jazz & Lyrical, Black Lace Up Tap Oxford. (This class is eligible for Pointe shoes upon recommendation from the Instructor)**

**\*\*\*Teen/Senior (Ages 13 & Up) Pink Leather Ballet Shoes, Tan Turning Point Pirouettes for Jazz & Lyrical, black Lace up Tap Oxford. (This class is eligible for Pointe shoes upon recommendation from the Instructor)**

**\*\*\* Hip Hop—Black Converse, Chuck Taylor low cut. You will need to purchase these on your own.**

**Please write your child's name in all dance shoes.**

## **Ages 2-6 Dance Attire**



## **Ages 7 & Up Dance Attire**

## **Spring Recital 2019—May 4 & 5**

### **Kannapolis Performing Arts Center.**

The 2019 Spring Recital Theme is “The Greatest Show.”  
Our 2019 Ballet Production is “The Lion King.”

### **Recital Fee**

The recital fee helps to cover the enormous expense of producing the recital. The cost is \$55 per child and \$75 for siblings and **IS DUE APRIL 1.**

Admission to the recital is free and you may bring as many friends and family as you like by eliminating ticket sales. Your recital fee will include one program book per family.

We present trophies starting with three years of dance and then on the odd number of years at the recital. **The deadline to order trophies is April 1. You will need to complete a form in the office to order your child's trophy. Students with account balances will not be permitted to perform in the Spring Recital.**

### **Recital Program Ads & Good Luck Pages**

If you would like to place a good luck wish or an advertisement in the program book, the deadline is April 1. Encourage your family members to show their support with a good luck page.



## **RECITAL COSTUMES:**

Since our recital is in early May we must order costumes before Thanksgiving in order to have them in time for the Dance Recital.

Costume Deposits are due starting October 1, 2018

**The final balance is due on November 6.**

A costume must be paid in full or it will NOT be ordered.

**THERE ARE NO REFUNDS ON COSTUMES.**

**Costumes will NOT be ordered for students that have Tuition account balances.**

### **Costume Deposit Guidelines:**

Please follow these guidelines for an estimate of your costume deposits.(\$50 per costume)

#### **Ready "2" Dance & Twinkle Stars Combo Classes**

1 Costume

#### **Tiny Stars, Future Stars, & Shooting Stars**

2 Costumes

#### **Junior & Teen/Senior**

1 costume per dance (Ballet & lyrical count for 2 costumes).

The lyrical costume will be more basic in order to keep the cost down.

Hip Hop– We will try to have a basic pant & top.



**We will measure for costumes during your child's dance class the week of October 1.**

Parents will need to select the costume size from the costume catalog and initial on the costume measurement sheet for the size that you would like us to order. If the costume should need to be exchanged then the parent will be responsible for any exchange fees and/or return shipping.

**Student's with account balances after costumes have arrived will have their costumes held in the office until the account is paid in full!**

**Class Observation**

Parents are welcome to watch your child anytime on the closed circuit television in the lobby. Parents are not permitted to sit in the classroom after the first few weeks that dance begins. It is a distraction to the child in addition to the instructor and other children in the class.

Parent Observation Times will be scheduled for the individual classes throughout the season for you to be able to sit in the classroom and watch the class.

The dates for these sessions will be sent via email to students.

**Classroom Etiquette**

Students and parents should be respectful of the instructor.

Parents should allow this time to be a training tool for your child in acceptable behavior.

**Screaming, biting, shoving, and running are not acceptable behavior and will not be tolerated.**

Our studio is a now member of the "Wingman for Dance" Organization which focuses on the importance of kindness, compassion, and inspires dancers to go above and beyond for each other.

**Treat others as you would like to be treated. Luke 6:31**



## **Lobby Etiquette**

Only water is permitted inside the building.

Students having beverages other than water will be asked to place them in the break room until they leave. Sports drinks and soft drinks contain a lot of unneeded sugar for students, as well as they make a sticky mess on the floor. No Gum please!

**No tap shoes in the lobby.** We often see young dancers fall in the lobby due to their slippery tap shoes.

Parents please be aware of the topics that you discuss and the language that you use while in the lobby or other waiting areas, such as the front porch. We have other students waiting for class and those young ears, as well as other parents, may not need to hear the nature of your conversation.

We thank you in advance for not allowing your child to run freely in the lobby while classes are in session and teaching your child respect for others and public property. It will help keep the studio a nice environment for all of our students.

Please help keep your child safe and the comfortable lobby chairs protected for everyone, **by not allowing your child to stand on or in the chairs.**

We have also created an outside seating area near the handicap ramp for you to enjoy. Please keep this area nice for everyone's enjoyment by not allowing your child to mark or color on these benches.



**Thank you for being a part of our Dance Family!**

**Let's Dance Studio**  
**P.O. Box 22**  
**Kannapolis NC 28082**  
**704-938-8411**  
**[www.lets-dance-studio.com](http://www.lets-dance-studio.com)**