

DuHadway Dance Dimensions

Studio Located in Northtown Plaza

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www.facebook.com/duhadwaydancedimensions

Studio Handbook

For Students & Parents

2017 - 2018



••• Please keep this guide handy for future •••
Updated August 2017



Welcome to DuHadway Dance Dimensions

Our goal is to provide a fun, educational experience. Students will learn the disciplined art of dance and movement in a structured classroom setting. Placement in our studio ensures a professional approach to teaching combined with a genuine love and appreciation of the art of dance. We strive to educate our students mentally as well as physically with the goal of building self esteem and confidence.

TUMBLING CLASSES OFFERED

for the following age groups

4 - 5 yrs (45 min) , 6 - 8 yrs (1 hour), 8 -12 yrs (1 hour), 13 & up (1.25 hours)

Classes will be offered in two 12 Week Sessions and one 8 Week Recital Session

Mid September to Mid December, January to March and April to June (participate in recital)

for tumblers to perform in recital they must attend one 12 week sessions and the April to June session.

DANCE CLASSES OFFERED

3 - 5 yrs Rhythm Development

6 - 7 yrs Pre-Ballet

6 & up Tap

8 & up Ballet

7 & up Jazz

8 & up Hip Hop

Young students are placed in classes based on age. Older students placement is based on ability which will be determined by the studio and changes will be made if necessary.

DANCE OPPORTUNITIES

School Year Program

Mid September through mid June.

12 Week Classes begin in January and run through the end of March.

Summer Schedule runs July through August and includes Punch Card Classes, Pre School Workshop, Pre Ballet & Tap Workshop, Jr Hot Summer Workshop, Cecchetti Ballet as well as guest artist classes.

REGISTRATION

1. ***A non-refundable \$25 deposit is required with your registration.***
2. *Each family must meet with a DDD director to finalize schedule and payment plan for the season. Appointments will be available.*

GENERAL STUDIO ETIQUETTE

Dancers are to enter the studio quietly and respectfully as classes may be in session and the students dancing must not be disturbed. The studio will open its doors 15 minutes before classes begin for the day. If you are late arriving to your class please wait outside the door until the music stops, then enter quickly and quietly. If you must leave early please inform your instructor at the beginning of class. Please pick up all students promptly. This is for the child's protection.

- NO STREET SHOES ARE ALLOWED IN THE DANCE STUDIOS.
- PARKING - please park in the marked parking spaces. DO NOT PARK NEXT TO/ PARALLEL TO THE BUILDING. These areas are fire lanes and you may be towed. Not even for just a minute!
- Each room has an observation window for your convenience. Please take care not to disturb classes while observing from the windows.
- Students should not arrive any earlier than 15 minutes before their class begins. Pick up students promptly. The studio will be unlocked 15 minutes before classes begin at the start of each dance day.
- Parents of students in rhythm I or rhythm II (3 & 4 year olds) are asked to remain on the premises during their child's 1/2 hour class. THANK YOU.
- Students under the age of 11 may not be left in the studio unsupervised. Other students parents and DDD staff are not expected to supervise your child. You are responsible for them when they are not in class.
- Parents are expected to come in and get their children at the end of class. No student under the age of 11 will be released into the parking lot. Our front desk staff will monitor the door between classes. Please introduce yourself to our staff and let us know if someone different will be picking up your child. These rules are for the safety of your child.
- Persons waiting in the building during classes must keep noise down in the waiting areas. All persons are asked to sit quietly while waiting for students in classes. Young children being disruptive in the waiting areas will not be permitted. Running, screaming and climbing will not be tolerated.
- We have leased and created this space for you. Please take care of it. Anyone found defacing DDD property will be charged. If amenities are abused they will be removed. Students and parents are expected to clean up after themselves. All snacks and drinks should be taken with you or put in the trash before your leave.

General Studio Etiquette cont.

- Only water bottles will be allowed in the studio rooms. No other food or drinks will be allowed in the studios.

Locker Rooms/Restrooms:

- The girls locker room contains two restrooms for women only. Two unisex restrooms are located in the main lobby areas of our studio.
- Students are not to wait for their class to begin or hang out in the locker room. This room will be monitored and students are asked to wait in the waiting areas quietly for their class to begin.
- Students should leave coats, bags and shoes in the locker room during classes. Use hooks and cubbies provided. Dance bags can be taken into class with you. This will make it easier to change shoes between classes if necessary.
- Do not leave valuables in the locker room (ex. cellphone, purse, iPad or iPod). DDD is not responsible for lost or stolen belongings.

RECITAL

Our annual recital is held in June at CMU's Wariner Hall. All students will participate. If you are not planning to participate please contact the studio immediately.

You will receive a Recital Handbook in April which will have more detailed information about recital.

STUDIO POLICIES

STUDIO NEWS

We try to keep you informed of the latest studio news in several ways.

First, e-mail is our preferred method of distributing studio information. Please make sure we have your e-mail on file. Secondly, periodically throughout the year important information will be distributed to your children in the form of newsletters. Thirdly, information will be posted both on bulletin boards in the studio, our website and Facebook. Please make an effort to check one of these areas to insure you are informed about studio news.

CANCELLATIONS/SNOW DAYS

While area schools may close for bussing reasons, most often the roads are clear and safe by early afternoon. It is our intention to remain open for all scheduled classes. The status of classes will be available by 2:00 on the studio voice mail, website and Facebook if we must close for severe weather conditions. Classes canceled due to weather will not be rescheduled.

VISITATION DAYS

We offer visitation weeks three times during the dance year with open visitation the last 3 weeks of May. Visitation days are listed on the studio calendar. When visiting remember to remove your shoes, they carry dirt into the studio ruining both the floor and dance shoes. Please remove disruptive siblings. There is no food allowed in the studio. Our primary concern is the education of your children, even during visiting, please do your best to keep the classroom quiet.

DRESS CODE

We have a basic dress code that will be enforced.

Students not following the dress code will be warned. Students attending more than 1 class not properly attired will be asked to observe. **STREET CLOTHES FOR DANCE CLASS ARE UNACCEPTABLE** (anything you might wear to school). Proper apparel is essential to ensure the teacher can see if the proper techniques are being executed.

You are responsible for having the following, however, other colors are acceptable for class:

Ballet: black leotard (short sleeve, tank or cami), ballet pink tights, ballet pink LEATHER ballet shoes

Note: Leotard and tights, skirts and legwarmers are acceptable, but no other clothing items are allowed.

Tap:

6-11 years: leotard, tights, or dance pants, black low heeled tap shoes. All ribbons in the tap shoes must be replaced by black elastic.

12 and up: leotard, tights, or dance pants, black full sole tap shoes required

Note: Shorts, dance pants and tank tops are acceptable as long as they are DDD apparel or are designed for dance.

Jazz: All Students: leotard, tights or jazz pants, black jazz shoes

Note: Shorts, dance pants and tank tops are acceptable as long as they are DDD apparel or are designed for dance.

Hip Hop:

Black high top converse style shoe dedicated to dance (ie not worn outside), pants/shorts and solid colored shirts. No open midriiffs. No jeans or street shoes.

Boys Dress:

Solid colored shorts, white t-shirt, white socks, warm up pants, black ballet slippers, tap, jazz or hip hop shoes as listed above.

Tumbling Dress:

Shorts, tucked in T shirt or Tank top, no shoes.

ADDITIONAL NOTES ON DRESS

- The above listed dress is necessary for auditions, workshops, visitation days and is often used during recital.
- Colors of apparel is flexible, but you must have required items.
- Hair must be up and away from the students face and neck.
- No gum or jewelry for safety.
- Long fingernails are a hazard to other dancers, please keep them trimmed neatly.

ATTENDANCE

Please keep your commitment in mind when determining whether or not a student should miss class. It delays everyone when students are frequently absent. Severe attendance problems may lead to a student being asked to discontinue.

Students are expected to attend all lessons. Credit will not be given for missed classes. In the case of severe injury please contact the studio. In injury cases it is helpful if the student can attend the class to observe.

MAKE UP CLASSES

Make-up lessons are available before February 1. Make up class sheets are available in the studio. If you have questions as to which class would be appropriate please call the studio. **NO MAKE-UP CLASSES AFTER FEBRUARY 1.**

DROPPING CLASSES

Must Be Submitted in Writing on form available in the studio!!

The parents of a student who chooses to drop lessons after December 31 will forfeit their costume payments. Unused tuition may be returned at the discretion of the studio. Students who drop lessons in the middle of the year can not be replaced because particular techniques have been stressed. Valuable class time is destroyed when work has to be reconstructed.

COSTUMES

- Costume Payment is \$60 per class. Grade 1 level ballet & up \$65.

Due October 1 and will be paid by cash, check or Credit Card.

- Students or families with more than 3 costume payments may pay in three installments dated for Oct., Nov., Dec. If using the installment plan a Credit Card must be on file. If costume payment is not received before the 15th of the month it will be charged to the credit card.

TUITION

- Submit all payments so you retain a receipt. We will not be responsible for cash.
- We accept cash & credit cards (Visa, MC & Discover) for payment of tuition.
- We have three tuition payment options payable at registration:

1. *Monthly* Credit Card October - May dated either 1st or 15th
Must have Credit Card on file. You can choose to pay monthly with cash or check, if payment is not received by the 22nd of the month the credit card on file will be charged.
2. *Half Year Payment* Cash = 5% Discount Credit Card = 2.5% Discount
Due September 15 and Jan. 1 or 15
3. *Whole year payment* Cash = 10% Discount Credit Card = 7.5% Discount
Due September 15

Discounts cannot be combined with any other DDD discount offers.

Discounts do not apply to Elite tuition and fees.

- If the tuition is not paid by the 22nd the credit card on file will be charged.

Hrs Per Wk	Monthly Tuition	Hrs Per Wk	Monthly Tuition
30 MIN	\$29	4.5	\$102
45 MIN	\$36	4.75	\$106
1	\$45	5	\$110
1.25	\$49	5.25	\$112
1.5	\$55	5.5	\$117
1.75	\$60	5.75	\$122
2	\$65	6	\$126
2.25	\$70	6.25	\$130
2.5	\$75	6.5	\$134
2.75	\$78	6.75	\$138
3	\$80	7	\$142
3.25	\$83	7.25	\$144
3.5	\$89	7.5	\$150
3.75	\$91	7.75	\$154
4	\$94	8	\$158
4.25	\$98		

Monthly Tuition Rates Payable October to May (subject to change)

- No credit is given for missed lessons. Make up classes are available.
- \$25 NSF charge on ALL returned EFT & Credit Card transactions
- Private Lessons \$20 per half hour or \$35 per hour, available upon request based on staff and studio availability.

PRE- PROFESSIONAL PROGRAMS

CECCHETTI BALLET GRADED EXAMS

DDD is proud to offer graded Cecchetti exams to its intermediate and advanced ballet students. What is the Cecchetti Method? It is a rigorous system drawn up with careful regard for the laws of anatomy, and it is designed to endow the human body with all those qualities essential to the dancer ... balance, poise, strength, elevation, elasticity, and so forth.

ELITE COMPETITION TEAM

DDD offers serious dancers the opportunity to compete outside of their home studio. We have both regional and national award winning teams. Our competitive team members provide entertainment for community organizations and perform upon request in the Central Michigan area. We also share our love of dance with local elementary schools and health care facilities. During the holiday season we travel with our story ballet.

Selection for Elite is determined through an audition for qualified judges. Students ages 7 & up must have required abilities in ballet, tap, jazz and hip hop to audition for this opportunity. All of those chosen are required to participate in extra rehearsals with good attitude, attendance and dedication to dance. Dance is work and your personal commitment is mandatory. The Elite teams were first formed in 2001.

For more information on our competition teams please contact our office.

Visit Our Website

www.duhadwaydance.com

**for more information
and to register for
classes!**

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