

## ATTENDANCE

Attendance is crucial to the learning process. If a student is going to be absent please email [Abigail@spevents.com](mailto:Abigail@spevents.com) so she can prepare the instructor ahead of time. If a student misses class and feels he/she would like to spend extra time with one the instructors that can be arranged through Abigail directly. Please email her with times that your child is available. \$35/half hour; \$65/hour. This will be added to your account and your statement will be emailed to you.

All Competitive Division Dancers are required to be at practices 5 minutes early. During these 5 minutes, dancers are expected to be stretching silently in the hallway before class. After a dancer has 3 absences (also; 3 tardies = 1 absence) he/she will be required to take a make-up class with the instructor at \$30/half hour.

COMPETITION ATTENTANCE is mandatory for all competitive division dancers.

### Mandatory Attendance for All Dancers in Recital:

- **Dress Rehearsal- Thursday, June 14<sup>th</sup>, 2007**- Regis College @ 4pm- (more information will come in May 2007)
- **Recital- Sunday, June 17<sup>th</sup>, 2007**- Regis College- Times TBD (more information will come in February 2007)

## STUDIO RULES AND EXPECTATIONS

1. All students are expected to arrive on time to class.
2. All students are expected to attend each week.
3. All students are to be dressed appropriately. See Dress Code information.
4. Water should be brought to every class. No gum, food or drink allowed in the studios.
5. No cell phones allowed in studios.
6. Please inform the teacher if a child must be picked up early this must be arranged prior to the class beginning. Please send your child with a note.
7. If a student's ride is going to be late please call The Dance Academy and leave a voicemail message.
  - a. 617.614.5428 (Abigail direct #)
8. *Siblings and families* wishing to wait in the waiting area must remain silent. Please refrain from bringing food. Your help in keeping our studios clean is appreciated. Please do not enter the studios during class.
9. All students are expected to respect their teachers and other dancers at all times. The Dance Academy reserves the right to suspend or expel a dancer for rude or inappropriate behavior towards any staff or other students.
10. All students are expected to try their best and work as hard as they can while in the studio. Personal integrity and hard work are what makes dance fun and challenging for everyone.

# The Dance Academy at Siagel Productions, Inc.

## DRESS CODE

2006-2007

### Our dress code is simple. Black dance appropriate attire.

Your child can dress wearing a leotard and tights, Capri's and tanks, t-shirt and dance pants, whatever he/she is most comfortable in. All Dancers must have their hair pulled away from their face and neck at all times. No jewelry is to be worn while dancing. Required dance shoes are expected at each class. No street sneakers allowed in either dance studios at any times.

**Hip Hop, Break-dance and Street Dance** is a bit more relaxed with a bit more baggy clothing, hats, bandanas, etc. Again, clothing should be dance appropriate and be mostly black with some colors allowed.

**Ballet, Lyrical and Acrobatics** classes require a black leotard and black tights or tight dance pants/dance shorts.

**Jazz Team Dancers:** You must come in black leotard and black dance pants or tights. All black tight clothing. You can still have your own style, just make sure you are wearing all black and your hair is pulled away from your face and neck at all times.

**Age 3-7:** Please wear any black leotard and tights. No street clothing (skirts, flip flops, or jeans). Dressing appropriately for dance class helps our "little ones" focus and maintain structure. This in turn helps everyone to have fun and learn.

We believe that if a dancer dresses the part they will achieve higher success and in turn this will raise their confidence.

\*Please contact Erica Sperberg to purchase shoes and dancewear at 15% off store prices. [Da\\_retail@hotmail.com](mailto:Da_retail@hotmail.com)

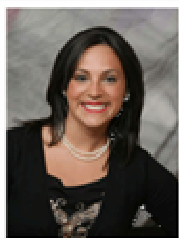
## COSTUME POLICY

All parents are responsible for measurements of their child (ren). This measurement will be used to purchase each costume for the child. These measurements will be used to assign a costume size to your child. Please leave room for growth. These measurements are due by the week of October 30<sup>th</sup>. Measurement forms can be found at The Dance Academy or online at [www.thedanceacademynewton.com](http://www.thedanceacademynewton.com).

If your child is *not* participating in the final recital you must provide Abigail with written/emailed notification by November 15<sup>th</sup> so a costume is **NOT** ordered for your child. All costume final balances are due by February 28<sup>th</sup>, 2007. If payment is not received all credit cards on file will be charged. Costumes will be handed out only to families that are paid in full.

All alterations and costume adjustments are the responsibility of each family. Please allow for growth. If your child's costume is too small there will be an additional charge to exchange/order another costume. All alterations and adjustments must be done by Picture Day (Date TBD).

# QUESTIONS/COMMENTS



## Abigail Fine Director

Email: [Abigail@spevents.com](mailto:Abigail@spevents.com)

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

Direct: 617-614-5428

Fax: 617-965-2857

## Hours- Beginning September 11<sup>th</sup>, 2006

- ◆ Monday 11-9
- ◆ Tuesday 11-9
- ◆ Wednesday 11-9
- ◆ Thursday 9:30-11; 1-9
- ◆ Friday 10-6

All messages will be returned within 48 hours. Email is Abigail's fastest line of communication so please feel free to email her at anytime. Your questions and comments are always appreciated.

Abigail's office is located on the left across from Studio 1 (big studio).

## Abigail's Teaching Hours

- ◆ While in the studio teaching classes, Abigail cannot be reached. Please feel free to contact her or visit during her office hours. Thank you for your cooperation.
  
- ◆ Monday 3:30-5:30
- ◆ Tuesday 12:30-6:30
- ◆ Wednesday 2:30-8
- ◆ Thursday 10-11; 2:30-5
- ◆ Friday 3-5:30

## D.A. F. A. Q's

**F.Y.I.** Your commitment at time of registration is for September through our June recital. We make a commitment to our teachers based on enrollment. Your child is expected to attend all classes and we do not credit or refund tuition for any classes after the 2<sup>nd</sup> class.

**Code of Ethics:** As a Dance Academy dancer each dancer is committing oneself to improve and perfect their dance technique/style, as well as serve as a role model to all other dancers here and in the community.

### **How do I choose a class?**

Students are placed according to age and/or ability. If at any time the teacher feels that the placement is incorrect you will be notified and the situation will be rectified. Our first priority is to place children where they will progress and succeed, with the day and time of the class secondary. Please try to be flexible with scheduling so your child can make the most of his or her dance experience.

### **What if I miss a class?**

Good attendance is necessary to insure maximum progress in class. If an injury does not allow you to take class, please come and watch if possible.

There are no tuition refunds made after the second class.

### **What is the snow day and cancellation policy?**

If the Newton Public Schools are cancelled because of snow, our classes are automatically cancelled. If it starts to snow after school begins, you can also call The Dance Academy one hour prior to your class and check.

We add 2 extra classes into the year to cover any snow days or cancellations. If there are more than 2 cancellations classes will be made up during vacation weeks in February and April. If your child cannot attend the make up classes there will be no refunds.

### **What about costumes?**

Costumes are ordered the first week in December and the measurements you provide for us determine the size we order for your child. To ensure your child gets the correct size costume please measure your child (leave room to grow) and return the form in class the week of October 30<sup>th</sup>. To ensure we receive the costumes on time we must order the costumes latest of December. Costume companies do not accept returns and therefore if your child grows then you will need to order another costume, or material to be attached to your child's existing costume.

### **Where do I wait?**

#### **Before Class**

Students should wait in the hall area for their class to begin. No one is allowed in the dance classroom without a teacher.

#### **During class**

Students are not allowed to enter or leave the studio without permission of their teacher. Parents, guardians and friends are not allowed in the class and must remain quiet at all times.

#### **After class**

Students must wait in the hall area for a parent or guardian. For safety reasons, students must not leave the Dance Academy without a parent or guardian.

### **Is there a bring a friend week?**

Yes, this year we will allow each student to bring 1 friend to dance class the week of November 13<sup>th</sup>. Please inform your guest that they are to dress appropriately and make sure to show respect as class will still be run like normal.