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DANCE ACADEMY XIV

Welcome To Our Year

Welcome to a wonderful year at Dance Academy XIV! This handbook should act as your guide to the upcoming months.

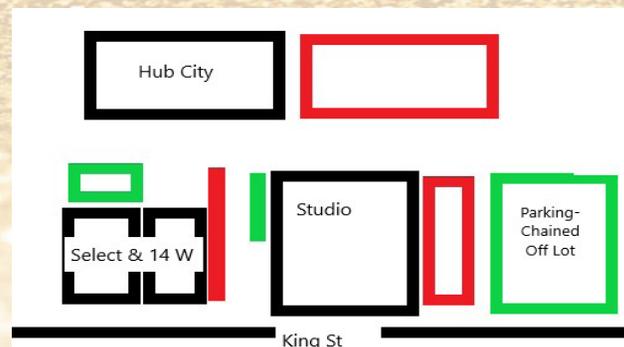
We like to view our parents and students as our family -your feedback and partnership is important to us. We try to keep everyone informed through newsletters (available the first week of each month in the lobby and website under Resources), Facebook, Instagram, and our studio app (available on the app store under Dance Academy XIV). Even though we try to keep everyone as updated as possible, it's ultimately the parent's responsibility to make sure they stay informed and are actively reading the information given. Please don't miss out on the excitement! If at any time you have a concern or question, please reach out to Miss Amanda through email at danceacademyxiv@gmail.com, her phone 717-404-6754, or Facebook. Her available hours are Monday-Friday, 9am-9pm. She will be able to respond to you quickest through electronic means.

Please be patient with us the first month of classes!! It takes some adjustments for us to make sure all students are in the best levels for them to be equally challenged but not overwhelmed, and we like to make sure all class sizes are acceptable. All classes and levels should be finalized by October. We will inform you if we need to move your child to another class for their best growth.

PARKING

Being downtown, parking is our largest obstacle. Hub City has been kind enough to allow us to park in their chained off lot, which is to the left of the building as you are behind the studio. We also have parking in the unmarked spaces next to the building, Select Restaurant, and street parking. If you are just dropping off a student, you drop off only at the double side doors, so as to not clog up the alley that we share with several other businesses. Also, please do not park behind Hub City and allow students to run across the alley. We care very much about their safety and want to be good neighbors.

Parking Map: Red- no parking, Green- Parking



Schedule 2018-2019

Monday	Studio 1	Studio 2	BD Studio	Wed	Studio 1	Studio 2	Middle Studio	BD Studio	Friday		
415-5		Ballet 1		415-5:00	Worship Dance	Modern 1		Beg Dance	4:15-5:00		Beg Dance
5-545	Jazz 1	Ballet 2		5-545	LC1	Modern 2	Tap 1	Beg Dance	5-545		Acro 1
545-630	Choreography	Ballet 3	Beg Dance	545-630	LC 2	Modern 3	Tap 2		5:45-6:30	Hip Hop 1	Acro 2
630-715	Jazz 2	Ballet 5 (630-730)	Beg Dance	630-715	LC 3	Musical Theater	Adult Contemp		6:30-7:15	Hip Hop 2	Acro 3
715-8	Jazz 3	Ballet 6 (730-830)		715-8	P1	Hip Hop 5	Tap 3		7:15-8:00	Hip Hop 3	
8-845	Jazz 5			8-845	P2	Hip Hop 4	Tap 4		8:00-8:45		
845-930	Jazz 6			845-930							
Tuesday											
415-5	LTC 1			Thursday	Studio 1	Studio 2					
5-545	LTC 2	Petite Comp		415-5	Beg Dance	Beg BW					
545-630	LTC 3	Mini Comp		5-545	Ballet 4 (5-6)	Adult BW	Hippity Hoppity				
630-9	Competition			545-630	Jazz 4 (6-645)	Adv BW					
				630-715	Ballet 1 (645-730)	Performance Team (645-730)					
				715-8		Acro 4 (730-815)					
				8-845	Pointe 3						

Fees & Special Teams

One Class/Week- \$50/Month

\$25/Month Each Additional Class/Week

Siblings 25% off

Our tuition is "all inclusive". This means no separate registration fee, recital fee, or costume fee. The monthly tuition includes it all, and comes with one free costume per class*.

Additional fees through the year are all paid out to other companies and are optional, such as recital DVDs, pictures, & recital tickets.

We accept payment through paypal, stripe, check, or cash. For ALL cash payments, please enclosed them in an envelope with your child's name. You can also enroll in autopay through our parent portal. Securely enter your credit card/bank info (we use Stripe to keep your info secure) and it is automatically withdrawn the 1st of each month.

No hassle and no worries!

Private lessons for competition are \$20/half hour for solos, \$10/half hour for duets/trios per person. If you are unable to attend a private and give more than 24 hours' notice, you do not have to pay for that private. However, if the time given is less than 24 hours, half the rate of \$10.00 will still be charged. For anyone failing to attend a private without notice, full rate of \$20 will be charged. Due to time constraints, no private will be able to be rescheduled for another time if the student is unable to attend.

There is a \$25 fee for returned checks.

There is a \$15 late fee for any tuition not paid by the 15th of the month, and due to the new software we have, this will be added automatically this year and not able to be retracted.

We will prorate fees for any student starting halfway through a month, but will not prorate if a student misses class.

All Fees are Non-Refundable
for any reason.

*Free costume is contingent upon at least five months of paid tuition, and does not include competition team or performance team. They have separate costume fees given out in the fall.

COMPETITION TEAM

Dance Academy XIV is happy to be able to offer four competition teams by audition only. Petite team (ages 5-8), Mini Team (8-11), Junior Team (10-14), Senior Team (12+). Auditions are held in August and the class begins in September. After auditioning, dancers will be cast in dances based on their performance and movement quality, attitude, and experience. After cast list is posted, dances will be learned during class. From February until the competitions, those dances will be cleaned and Saturday practices may be required as well. The studio will perform at three competitions- past competitions have been held in Hancock, Harrisburg, Lancaster, and Philadelphia. More information will be given at the competition parent meetings before auditions.

Competition is the same tuition as a normal class, but costumes are not included.

PERFORMANCE TEAM:

Performance team is a non-competitive team open to anyone ages 8+, and will perform locally at the Shippensburg Halloween parade, the Shippensburg and Chambersburg Christmas parades, several Wilson College sporting events, and other opportunities as they present throughout the year. This team will have a parent meeting the first day of class to discuss extra rules and obligations, and students are required to take ballet or jazz (preferably both) to participate.

NATIONAL HONOR

SOCIETY OF DANCE ARTS:

We are honored to be one of 8 dance studios in the state of PA that is a chapter sponsor for the NHSDA. The NHSDA is open to any high school juniors and seniors-with inductions held in the winter. The program is based off of dance activity credits, GPA, and leadership. Any students wishing to apply must pick up a credit criteria form from Miss Amanda. Thirty credits are required for acceptance, and it takes roughly 1½-2 years to complete. Sophomores wishing to enroll their junior year may start their credits at the end of their freshman year. In addition to the credits, students must have a GPA of 3.5 and be actively involved in the studio while maintaining a positive attitude in classes and performances. Acceptance into NHSDA opens the doors for some awesome scholarship opportunities through the National Dance Education Organization (even if you do not major in dance), and it also looks great on college applications.



Dance Family Rules

- 1. BE KIND** All students and parents are expected to be well-behaved, courteous, and respectful to instructors, fellow students, staff, and all others. Disrespectful, mean or uncooperative behavior, or attitudes will not be accepted from anyone. In order to provide the best possible dance experience, the following behavior will not be allowed:
* Disrespectful behavior towards the instructor or anyone else. Disruptive behavior: excessive talking, crude language, racist language, rough-housing, running or horseplay, destruction of property, speaking negatively about one another, an instructor, or anyone else, Comparing abilities or ridiculing another's abilities, Harassment or intimidation of any kind, including bullying, pushing, shoving or fighting of any kind, not respecting other student's space—KEEP YOUR HANDS TO YOURSELF! All students are expected to behave in a way that demonstrates self-respect and a desire to learn. We have 3-strikes policy that includes verbal warning on the first offense, written warning on the second, and expulsion on the third. For flagrant violations, at the discretion of Miss Amanda, the first two steps may be skipped. If two students have an issue with one another, they will be made to sit and discuss their issues with instructor mediation until they can handle themselves civilly. No refunds are given for students dismissed due to behavior.
- 2. ATTENDANCE & PARENT VIEWING** We ask that all students continue regular attendance in classes through the year. Especially in the spring - inconsistent attendance can affect recital dances, formations, and your child's progress. If a student misses more than 25% of their classes in April and May before recital they will not be permitted to perform in the recital with no refunds given. It's not fair to their classmates to have to spend class-time reviewing and redoing dances due to truancy. We have several parent viewings scheduled into the year. We believe it's important for parents to observe the growth and dance development of their children. However, we limit it because we have found that constant parents in a classroom causes children not to listen to instructors, shyness among children who are unfamiliar with the new faces, and an overall hindrance to the education we try to provide. This year for our last parent viewing we are having a "parent participation" class. We are encouraging parents to come to class that week in comfy clothes. We are going to allow you to take class with your child and let them show you in a very hands on way all the things they have learned.
- 3. LOBBY & DRESS CODE:** Please have your children clean up after themselves in the lobby and refrain from rough housing and running. Please do not let students play in the parking lot. Dress code for all classes except hip hop is leotard or sports bra with leggings or shorts. Hip hop is comfortable and loose clothing. See Miss Amanda for all shoe requirements.

September 2018

Wk	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	
	27	28	29	30	31	1	2	
35	Please be patient the first month of classes as we sort out levels to make each student feel at home! If you have any questions during this month, please ask! We want this year to be a great experience for you and your child.							
	3	4	5	6	7	8	9	
36	Classes Resume							
	10	11	12	13	14	15	16	
37						Late fees applied		
	17	18	19	20	21	22	23	
38								
	24	25	26	27	28	29	30	
39								

October 2018

Wk	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
40	1	2	3	4	5	6	7
	Bring a Friend Week						
41	8	9	10	11	12	13	14
	Columbus Day- Studio Open						
42	15	16	17	18	19	20	21
	Late Fees on tuition applied					Performance Team @ Ship Halloween Parade	
43	22	23	24	25	26	27	28
			Costume Week				
44	29	30	31	1	2	3	4
			Halloween Studio Closed	Students may bring a friend the first week of this month! Friends can be school buddies, siblings, or even parents! We will have open studios for you to observe this week as well. Also, come out and support the performance team at their first event this month!			

November 2018

Wk	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
44	29	30	31	1	2	3	4
45	5	6	7	8	9	10	11
46	12	13	14	15	16	17	18
	Veterans Day- Studio Open			Late fees on Tuition applied		Performance Team Christmas Parades	
47	19	20	21	22	23	24	25
			Studio Closed Happy Thanksgiving!!!				
48	26	27	28	29	30	1	2
						Happy Thanksgiving Everyone!	

December 2018

Wk	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
48	26	27	28	29	30	1	2
49	3	4	5	6	7	8	9
	Parent Viewing Week	<hr/>					
50	10	11	12	13	14	15	16
						Late Fees Applied on tuition	
51	17	18	19	20	21	22	23
				Studio Closed Christmas & New Years Break	Studio-Wide Christmas Party 5-7 pm		
52	24	25	26	27	28	29	30
	Studio Closed	Christmas Day	Boxing Day				
1	31	Studio Wide Christmas Party - Level 1 dancers and up are invited to join us at the studio for our studio-wide Christmas party. Games, pizza, and fun! Beginner Dance classes will have mini-parties during their classes the week before break. Studio Closed December 20 - January 2 for Christmas and New Year's Break					

January 2019

Wk	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1	31	1	2	3	4	5	6
	Studio Closed	New Year's Day					
2	7	8	9	10	11	12	13
3	14	15	16	17	18	19	20
		Late Fees Applied on tuition					
4	21	22	23	24	25	26	27
	MLK Day- Studio Open						
5	28	29	30	31	1	2	3
					Snow Closings - will be posted by 3:00 pm on Facebook, Instagram, the app, and emailed out to everyone.		

February 2019

Wk	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
5	28	29	30	31	1	2	3
6	4	5	6	7	8	9	10
	Parent Viewing						
7	11	12	13	14	15	16	17
				Valentine's Day- Studio Open	Late Fees Applied on tuition		
8	18	19	20	21	22	23	24
	Spirit Week! See Newsletter for more info!						Competition Team 1st Competition
9	25	26	27	28	1	2	3
					Watch your newsletters for details on our Spirit Week 2019. Good luck to the competition team on their first performance of the year!		

March 2019

Wk	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	25	26	27	28	1	2	3
9	Studio closed for spring break end of this month. Our snow policy is to make up any days missed more than one time over Spring Break, and we will post any days we will make up if necessary in our newsletter this month.						
	4	5	6	7	8	9	10
10				Late Fees on tuition applied			
	11	12	13	14	15	16	17
11							
	18	19	20	21	22	23	24
12	Spring Break Studio Closed						
	25	26	27	28	29	30	31
13							

April 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	1	2	3	4	5	6
Bring Your Parent to Dance Week						
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
Picture Week #1 Tickets on Sale Love Notes Due						
28	29	30	1	2	3	4
Picture Week #2			It's a busy month with a lot due! Make sure to stop in the studio at Parent's Week and get your recital handbook, and don't forget to get your recital tickets!! Share your Parent's Week pictures with us on Facebook and Instagram!			

May 2019

Wk	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	29	30	1	2	3	4	5
18	Picture Week #2						
	6	7	8	9	10	11	12
19							Happy Mother's Day!
	13	14	15	16	17	18	19
20							
	20	21	22	23	24	25	26
21							
	27	28	29	30	31	1	2
22	Memorial Day- STUDIO CLOSED						

June 2019

Wk	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	27	28	29	30	31	1	2
22							
	3	4	5	6	7	8	9
23							
	10	11	12	13	14	15	16
24		Dress Rehearsal at Studio Show 2	Dress Rehearsal at Studio Show 1&3	Dress Rehearsal at Auditorium Show 2	Dress Rehearsal at Auditorium Show 1&3	Extravaganza 2019! 10AM, 1PM, & 6PM Shows	Happy Father's Day!

RECITAL 2019

Our recital this year will be held June 15, 2019 at Shippensburg High School. We will once again be performing 3 shows: 10:00 am with beginner dancers, 1:00 pm that will contain levels 1, 3, & 5, and 6:00 pm containing levels 2, 4, & 6. Students do not have to participate in the recital to take classes, just please let the instructor know they will not be participating. The 10 am show will be approximately one hour, the 1 & 6 pm shows will be approximately 2 hours. All students in a particular show will be expected to stay for the entire performance and will not be permitted to leave early. All level 1 and beginner dancers will need picked up after their dress rehearsals and show from stage to avoid anyone getting lost. Please read and review the recital program that will come out in April for all the details regarding the performances. Tickets are required for anyone attending the recital that will be occupying a seat (lap children are free). Tickets for the 10 am are \$6 (since it is a shorter show), 1 & 6 pm shows are \$9/advance and \$12/door. If you purchase tickets to both the 1 & 6 pm performances, the 10:00 performance is free (you still need to get tickets so that you have your seat saved, they will just be at no cost). Tickets go on sale April 21 at 8:00 pm online at www.recitalticketing.com/23890.

