



Dance Arts Iowa

Student Handbook
2018-2019

Dance Arts Iowa
221 First Street NE
Mount Vernon, Iowa 52314
319.895.8637 or 319.558.9202
Email: danceartsiowa@gmail.com
Website: www.danceartsiowa.com

MISSION STATEMENT

Dance Arts Iowa offers a carefully designed and progressive program in dance and tumbling technique, which may take the young dancer or tumbler from the primary levels in tumbling and dance to a pre-professional level for dance. Our professional staff has experience and expertise in teaching children of all ages. We understand that dance and tumbling disciplines must be taught carefully with enjoyment and encouragement. Our purpose is to educate and train dancers and tumblers, to retain the joy of movement itself. Dance Arts Iowa will provide an environment to tumble and dance for fun. Dancers may want to pursue creative expression, or to pursue a professional career, Dance Arts Iowa will provide the environment to help you achieve your goal.

QUICK REFERENCE

Dance Arts Iowa Telephone Numbers and Email address: 319. 895.8637 or 319.558.9202; danceartsiowa@gmail.com

- Please call or email to report absences
- Call to schedule an appointment if you need to speak to the Studio Administrator, Trude Elliott or Business Manager, Kelly May.

DAI Website: www.danceartsiowa.com. Dance Arts Iowa also has a Facebook page

- Class schedule and registration information
- Event schedule and calendar
- Photo gallery
- If you do not want your child's picture on the Dance Arts Iowa website and Facebook pages please indicate this on the registration form.

Tuition: due by the 10th of each month. Please leave payment in the gray tuition box outside the office. Direct deposit is also available. Please pay by the 10th of each month to avoid a \$10.00 late fee.

Student Updates and Information: Check your email regularly. We will not send notes home with students. Please notify us if there is not an email address available or if it has changed.

Dance Attire and Appearance: Students need to wear the class-specific attire outlined in the Dress Code section. Ballet (including Contemporary Ballet) students' hair should be in a bun or tight pony tail and neatly pinned away from face or pulled back with pins and headband if not long enough for a bun. Jazz, Irish, Tap, Hip Hop, Musical Theater and Pom & Drill students may put their hair in a tight pony tail.

Dancers are encouraged to keep their personal belongings in the hallway lockers.

Please remember to keep your contact information updated. Current home, work and cell phone numbers and email addresses help us quickly contact you in case of an emergency.

REGISTRATION, ENROLLMENT and ADMISSION

Upon enrollment, dancers will be placed in classes that are age and ability appropriate.

Our teachers continually assess the dancers for placement in the class that will be the most beneficial to the dancer.

Registration for each year begins in August. The necessary paperwork and a non-refundable registration fee must be submitted for enrollment. DAI will accept new students until the end of November, subject to teacher approval. Students will not be accepted after November 30 because the students are preparing for the Spring Recital.

Students register once for the entire tumbling/dance year September through April.

Dance Arts Iowa cannot be held responsible in case of accident or injury. Should medical care be required, the parent or the dancer's personal medical insurance will be responsible.

SCHEDULE CHANGES *PLEASE NOTE*

Classes may be added at any time during the school year. Please refer to the Fee Schedule for applicable fees.

Classes not meeting the minimum enrollment of five students may be re-scheduled or cancelled. Based on enrollment information, at the beginning of the dance year, some class times may be rearranged to make the schedule more efficient. We will contact dancers before schedule changes take place.

FEES

For specific class fees please refer to the Fee Schedule.

Fees have been set on a monthly basis and are due whether or not your dancer plans to attend all classes. Payments are due the 10th of each month September through April.

The Recital/Costume Fee is due by December 7. The Fee is \$65 per student per class for all students **except** students enrolled Jazz III, Jazz IV, Ballet III, Ballet IV, Ballet V and Tap III, IV, Pointe and Contemporary II Ballet. The Fee for these classes is \$70.00 per student per class. The Recital/Costume fee includes a new, age-appropriate costume and all accessories needed for the Studio Pictures, Dress Rehearsal, and the Spring Recital. Costumes will be the property of the student.

Creative Movement and Tumbling students do not pay a costume fee. These students do not participate in the Spring Recital but will perform at their own Showcase in the spring.

Payments

Payment is due by the 10th of each month. Payments may be placed in the gray payment box outside Studio A or mailed to Dance Arts Iowa at 221 First Street NE Mount Vernon, IA 52314. You will not receive an invoice for each month but you will receive a reminder if the payment is past due plus a request for a \$10.00 late fee.

Recital/Costume Fee(s) may be divided and paid in equal installments in September, October, and November, with the total due by December 7. The Fee is \$65 or \$70 (see FEES above) per class/per dancer.

You may also sign up for Direct Deposit and have your payment automatically deducted from your checking or savings account. These payments will process on the 10th of the month. There will be a \$30.00 charge for all returned checks or automatic debits with insufficient funds.

SCHOLARSHIPS

Scholarships are available for tuition and enrollment fees. It is our belief that those with the desire to dance or tumble should be given that opportunity. Please contact Trude Elliott for details.

ATTENDANCE

Dancers are expected to attend all the scheduled classes but, of course, dancers may not be able to attend a class for illness or because of a special occasion. Regular attendance in class helps build strength and lessens the risk of injury. Attendance will be taken for each class. If a dancer has an excessive amount of absences, the teacher may advise the dancer to move down a level. Regular attendance is especially required January through April for participation in the Recital. Parents are responsible for notifying the studio of all absences. The teachers or Trude Elliott are responsible for contacting parents after a student has missed three (3) classes in a row that are unexcused absences. Also, teachers may contact parents if there is a pattern of arriving late for class or skipping class. The teacher has the discretion to determine if a student is prepared for the Spring Recital.

ABSENCES

DAI must be notified if the student is absent for any reason. Call Dance Arts Iowa 319.895.8637 or send an email (danceartsiowa@gmail.com). If a dancer needs to leave class early, he or she should let the teacher know prior to the beginning of class.

Should a dancer become ill or injured during class, he/she should inform the teacher if she/he is able to observe the class or must leave and contact his/her parents. The teacher may help the student contact his/her parents, if necessary.

ADVANCE STUDENTS

Advance students are expected to have a certain level of commitment to dance. At some point, difficult decisions may need to be made regarding the number of activities in which dancers are involved. Dancers involved in other athletic activities risk injury resulting in diminished ability to contribute in their classes. It is important for advanced dancers to attend classes with the commitment to dance.

WEATHER CANCELLATIONS

When Mount Vernon Community Schools cancel classes, close early or cancels extracurricular activities due to bad weather, DAI will cancel classes and close. Trude Elliott will send an email when a class is cancelled. **Classes canceled because of teacher unavailability will be rescheduled. Classes canceled due to bad weather will not be rescheduled.**

OBSERVATION WEEKS

During Observation Week, parents, family and friends are encouraged to observe class. Pictures and videos will be allowed during observation times. Observation Weeks are listed on the DAI calendar in the back of this handbook.

ADVANCEMENT/PROGRESS

Advancement to the next level is based on individual progress in class and the level of understanding and maturity demonstrated in class. Dancers may stay in one level for two years or more depending on class behavior, personal progress (evaluated by the teacher) and age. Each dancer is evaluated by his or her teacher. Any questions regarding your dancer's progress should be addressed in a parent/teacher conference. Please contact Trude and your dancer's teacher if you would like to schedule a conference. Tumblers will advance based on the recommendation of the tumbling instructor.

STUDENT DROP OFF/PICK UP

If you are dropping off a small child, please make certain they have used the restroom and are dressed appropriately for class and can change their shoes independently. Please accompany young dancers and tumblers into the building and to the dance or tumbling studio.

Please make every effort to pick up your child on time. Children not picked up on time will remain in the dance studio. We are in a public facility, with many people coming in and out so it is important all young students are with an adult they know.

COMMUNICATION

Questions regarding billing or payments contact Kelly May at First Street Community Center/Elliott's Uptown Fitness Center, 319.895.8060. If you have questions they may be directed to Trude Elliott (319-558-9202) or contact Kelly and Trude by Email: elliottsuptownfitness@gmail.com or danceartsiowa@gmail.com. DAI will attempt to convey all important information via the website and email.

LOST AND FOUND

During the course of the year many items of clothing are left in the studio and hallway. Any unclaimed items will be given to Southeast Linn in December and May. Please check the lost and found box in the studio.

"HANDS-ON" TEACHING

Due to the nature of dance and tumbling, hands-on adjustment is used as a regular and important teaching tool. Touch cues guide dance students and tumblers in understanding body placement and movement. Please address any concerns with your instructor.

STUDIO RESTRICTIONS

There are NO restrictions for students who want to take class at other studios, workshops, etc. Our desire is to provide the best possible instruction in all areas, but we also want what is best for the student.

VOLUNTEERS

Volunteers are integral to the success of DAI. Volunteers are needed for Magical Night, December 1, 2018 and the Spring Recital - date to be determined.

COSTUME FEES (Does Not Apply to Tumbling and Creative Movement)

Spring Recital/Costume Fees are due by December 7. The Fee is \$65 per dancer for classes Pre-Ballet/Tap, Ballet I, Ballet II, Pom and Drill I, Irish I, Irish I/II, Tap I, Tap II or \$70 for students in Hip Hop, Pom and Drill II, Irish III, Musical Theater, Jazz III, Jazz IV and Jazz V, Ballet III, IV, and V, Tap III, Tap IV and Tap V, Pointe and Contemporary II Ballet. The costume fee includes

a new, age-appropriate costume and all accessories needed for Studio Pictures, Dress Rehearsal, and the Spring Recital. Costumes will be the property of the dancer. The Recital/Costume Fees also offsets expenses for the Spring Recital.

SPRING RECITAL TICKETS

The family of each student will be given four (4) tickets for the recital. Once these are distributed, general tickets will be available and there may be a charge for extra tickets.

The Recital will be determined but will be two shows and no audience allowed during dress rehearsal.

SPRING RECITAL DATE

The Spring Recital will be held at Mount Vernon Community School Auditorium - date to be determined. Tumbling and Creative Movement classes do not participate in the Spring Recital but will participate in their individual showcases.

DANCE ATTIRE

Dance Arts Iowa students and parents may purchase all dance attire, including shoes, tights and leotards, from Dance Arts Iowa. Dancewear will be available for sizing in Studio A. Orders will be taken and filled with a 2-3 day turn around. You may order dance attire at any time throughout the year. You are not required to purchase dance attire with Dance Arts Iowa.

DRESS CODE

Appropriate clothing is important for dancers to allow their bodies to move freely and to allow the instructors to see the dancers' muscle development. Tumblers must wear knit shorts or short Yoga pants with a knit top. Tumblers may also wear tank suits. **Under no circumstances should street clothes or shoes be worn in class. No shoes allowed in Studio C. Ballet students from Creative Movement to Ballet V will not be allowed to wear Ballet skirts to class except by permission of the teacher.**

HAIR

Hair must be pulled back away from your face. If the hair is long enough it must be pulled back into a bun for Ballet or a ponytail for all other dances and secured with a tie plus loose hair smoothed with pins or a headband. Hair not long enough for a ponytail must be pulled away from the face with pins or a headband. At the beginning of the year, teachers will teach Ballet students, with long hair, how to put their hair in a bun. All tumblers must wear their hair secured in a ponytail. If hair is not long enough for a ponytail then all hair must be held away from the face by a cloth headband.

REQUIRED DANCE ATTIRE

Creative Movement and Pre-Ballet:

pink leotard
pink tights
pink Ballet shoes

Ballet I, Ballet II, Ballet III, Ballet IV and Ballet V, Pointe and Contemporary Ballet:

black tank leotard
pink Ballet tights
pink leather Ballet shoes

Jazz, Irish, Tap, Pom & Drill, Musical Theater, Irish Step and Hip Hop:

black tank leotard

black Jazz pants

black Tap, Irish Step or Jazz shoes

Male Dancer Attire:

Ballet: white t-shirt, black knit pants, black Ballet shoes

Tap, Jazz, Musical Theater, Irish Step and Hip Hop: white t-shirt, black knit pants, black Tap, Irish and/or Jazz shoes.

Tumbling:

tumbling leotard

knit shorts

secure fitting top that will not obstruct movement – no loose T-shirts

FEE SCHEDULE

Tuition based on length of class and paid monthly

½ hour class	\$40.00 per month
¾ hour	\$50.00
1 hour	\$55.00
1 ¼ hour	\$60.00
1 ½ hour	\$65.00
1 ¾ hour	\$70.00
2 hours	\$75.00
3 hours	\$85.00

REGISTRATION FEE: (non-refundable):

\$20.00 per student

\$30.00 per family

Spring Recital/costume Fee: \$65 or \$70 per dancer, per class - see **Costume Fees**. This fee is due by December 7.

DISCOUNTS:

Family Discount: \$8.00 deduction from total monthly tuition for 2-3 students from the same family enrolled in classes. \$16.00 deduction from total monthly tuition for 4 or more students from the same family enrolled in classes.

Multiple Class Discount: \$4.00 deduction from total monthly tuition for one student taking 2 classes and \$8.00 for one student taking 3 or more classes.

CALENDAR 2018-2019

September 4	Classes Begin
September 23	Lincoln Highway Arts Festival/Dance Tent. Students will have an opportunity to sign up and participate.
October 15-19	Observation Week
November 21-22	No Class – Thanksgiving Break

November 29	Magical Night Performance in Uptown Theatre in the First Street Community Center and the Living Window in Palisades Cafe
December 21 - January 6	No Class – Holiday Break
January 7	Classes begin after Holiday Break
February 11-15	Observation Week
March 18-22	No Class – Spring Break
TBD	Tumbling and Creative Movement Showcases.
TBD	Spring Recital