



Woodbury Dance Center

Information Packet for Recreational Dancers Enrolled in Fall-Spring Classes

Welcome to classes at Woodbury Dance Center! Please read through this information carefully and let us know if you have any questions. Keep this packet for important dates and reference throughout the year.

Contact Information:

Woodbury Dance Center
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Important Dates:

Classes Begin: Thursday, September 7th
MEA Weekend: Classes WILL be held over MEA (October 19th - 21st)
Halloween: EVENING Classes WILL NOT be held Tuesday, October 31st
Thanksgiving: No classes Wed, November 22nd thru Sat, November 25th
Holiday break: No classes Wed, December 20th thru Mon, January 1st
Spring break: No classes Mon, March 26th - Sat, March 31st
Picture Week: Monday, April 2nd - Saturday, April 8th (No Classes will be held during Picture Days)
Final class day: Thurs, May 24th
Tentative recital dates: June 4th thru 10th at East Ridge High School in Woodbury
Tentative dress rehearsal dates: Tues, May 29th; Wed, May 30th; Thurs, May 31st and Fri, June 1st

Recitals

All dancers in tots classes through adult classes (that meet weekly, fall-spring) have the option to participate in our year-end recitals. Most students will choose to participate in recitals. Recitals will be held in June 2018 at East Ridge High School in Woodbury. Students should arrive at least 30 minutes prior to show start. Students will stay backstage during the show and will be supervised by WDC staff and volunteers (with the exception of tot dancers- they should be picked up after their performance and can sit with parents to watch the show). All dancers participating in recitals will have a scheduled dress rehearsal as well.



While we do our best to schedule siblings in the same recital it is not always possible. Siblings that take class on the same day of the week are not guaranteed to be in the same recital. An information packet including important information about recital will be handed out this winter.

FUN FACT

WDC was honored to have dancers perform at the Industry Dance Awards 2017 in Los Angeles, California, where they also received awards for the Best Open and Contemporary Routines.

Costumes



Dancers who choose to participate in our year-end recitals will need to purchase a costume(s) through WDC.

Costumes are selected by our staff and will be age-appropriate. Costume totals are \$75 for one costume and \$125 for two costumes (\$65 for tots' costume). *Costume Payments are as follows:*

\$40 payment due per student per class on October 15th

\$35 payment due per student per class on November 15th (\$25 due for tots classes)

\$50 payment due per student on December 15th (only for classes with costume totals of \$125)

The following classes will have two costumes: 3rd/5th Int (75 minutes), 5th/7th & 6th/8th Int. & Int/Adv. (75 minutes), 7th/9th, 8th/12th Tap/Jazz. All other classes will have one costume.

Boys classes' costume fee will be announced in class after winter break.

During the end of November, beginning of December, classes will be trying on samples of their recital costumes (except boys classes - they will try on samples at a later date). Please plan for your dancer to wear a leotard and tights or other types of fitted dancewear (without attached skirts) to class if at all possible during those weeks. Also it is important for dancers to attend class during this time. We appreciate your help with this!

Your costume payment includes accessories, music files of recital song(s), and tights (if applicable). Shoes will need to be purchased separately.

Costumes will be distributed in class in the spring. Costume payments are non-refundable after December 1st.

BOYS CLASSES



Boys enrolled in a Boys Only class ages 8-12, can take both the Tap Only class (Tues 6:45 Beg or Tues 8:00 Int) and the Hip Hop class (Tues 7:15) for a reduced tuition of \$60 per month total for both classes. The costume payment for Boys Classes will be announced in class after Winter Break. The Boys Only 8-12 year old Hip Hop class will be participating in two recitals in June. Parents are not required to purchase tickets for both recitals but may do so if they choose. All other Boys Only classes will be participating in one recital.

Class tuition is FREE for the month of September for ALL boys in recreational classes.



Cancellation Policy

If at any time you find the need to withdraw your dancer(s) from their class(es) please contact the studio immediately. Tuition for the current month will not be refunded. However, if you have paid in advance for future months (or for the full season) you will receive a refund for that amount. Registration fees are also non-refundable.



Monthly Tuition

Tuition is due the first class of every month. September tuition and yearly registration must be paid to reserve your spot in class. There is a \$2 late fee for tuition not paid on time.

Payment requirements -All accounts will be required to have a credit card on file and be signed up for automatic monthly payments for tuition. You will still have the option to pay at the front desk with cash, check or a different card if the payment is received before monthly tuition payments are processed automatically with our online system. Online payments will be automatically processed on the 3rd of each month. Please let us know if you have any questions.

Tuition/Vacation Policy -- Dancers who have extended vacations or trips out of town are required to pay for their monthly tuition to hold their spot in class. We are not able to pro-rate or credit tuition for missed classes due to vacations or out of town trips. Dancers do have the option to take make up classes.

Tuition Discounts:

2 classes per week (same student)
-- \$85/month

3 classes per week (same student)
-- \$105/month

2nd student from same family -- \$6 off per month

3rd, 4th, 5th, 6th student from same family -- 50% off tuition per month

*Discounts are also given for paying more than one month at a time starting in the fall. Contact the studio if you are interested in this option. Pay for the whole year up front and receive a 5% discount.

*Military Discount - We have a 10% military discount for active military and reservists. The military discount may be applied to tuition, as well as boutique purchases (but not in addition to other discounts/sales). Please request discount be applied to tuition at front desk and to boutique purchases in the boutique at the time of purchases.

Dance Attire / Dance Bags

Dancers should wear clothing that they can move and stretch comfortably in. Great options are leotards, dance/yoga pants, dance shorts, tank tops, etc. Boys can wear sweatpants, athletic shorts, t-shirts, etc. No jeans please.

All dancers should have a bag that they can identify as their own to keep their dance shoes in. Please label with your dancer's name. They will be bringing their bags into their dance room and changing shoes during class (tots and hip hop classes will not need to bring in their bag since they do not change shoes). Dance bags are available at WDC or you may use a bag that you already own.



Shoes

The following are the shoes required for each class. Dancers should be sure to have these by pictures in April to match their class:

Tots: Pink Ballet (Boys will need Black Ballet)

Preschool: Pink Ballet and White Tap (Boys will need Black Ballet & Black Tap)

Kindergarten: Pink Ballet and White Tap (Boys will need Black Ballet & Black Tap)

Hip Hop & Tap Ages 5-7: Clean Tennis Shoes* and *Tan Tap*

1st/2nd: Pink Ballet and Tan Tap (Boys will need Black Ballet & Black Tap)

3rd/5th: Tan Jazz and Tan Tap

5th/7th: Tan Jazz and Tan Tap

6th/8th: Tan Jazz and Tan Tap

8th/12th & 7th/9th: Tan Jazz and Black Tap

8th/12th Lyrical: Pirouettes

Hip-Hop: Clean Tennis Shoes*

Boys Tap: Black Tap

Boys Hip Hop: Clean Tennis Shoes*

Pre Comp Groups: Tan Jazz and Tan Tap



***Dancers in classes including hip hop will be required to purchase black hi top converse shoes with white soles for recitals. They will not be available through WDC. Dancers will need to purchase them through local retail stores.**

Please label shoes with dancer's name or initials. We suggest you label ballet/jazz shoes on the inside and tap shoes on the bottom at the base of the heel. Ballet shoes have an elastic string that goes around the shoe. Once you have adjusted the string, they may be trimmed to 3-4 inches long. Do not trim all the way down. As your child grows you may need to readjust the elastic. Once this is done tie elastic in a knot and tuck in excess elastic in the shoe.



Observing Class

Family and friends are welcome to observe class through our viewing windows or overhead monitors (located outside every classroom). Please rotate at viewing window so everyone has the opportunity to watch class. The teachers may choose to keep the blinds/curtains closed to help with distractions for the dancers. However, the TV monitors will still be available for viewing.

Dancers coming to class late should enter when music is not playing as to not distract other students. Teachers and assistants will assist students with changing shoes, etc- please refrain from entering the classroom as to not disturb the class. Teachers or assistants will come to get a parent if your child has to use the bathroom, etc.

Holiday Performance

A class observation/holiday performance is held in December for tots, preschool and kindergarten class levels at the studio during their regular class time. Dates and times will be distributed in class closer to December.

Attendance

All students are expected to attend their regularly scheduled classes. Each class offers a step forward in the educational process. A missed class could leave a child one step behind the other students. During the months of January through May, choreography for the recital will be taught and rehearsed. It is important for children to feel completely confident with the choreography at the year-end performance. Missing class during this period could result in frustration for the students, their teachers and classmates.

Make-Up Classes

If dancers must miss class, they are welcome to do a make-up in another class of the same age/level. For instance, if your dancer is a Kindergartner that attends class on Monday normally, they could take a Kindergarten class on Thursday to do a make-up. Please contact us ahead of time by calling or e-mailing to let us know your dancer will be doing a make-up. After our winter holiday break, dancers will start learning recital dances. At that time, you should contact us (or ask at the Front Desk), to inquire about what classes are available for make-ups for your student (as some classes will have different choreography). Make-ups are not required.

Picture Day

Monday, April 2nd - Saturday, April 7th we will have pictures taken of all of our dance classes. Classes will not be held during picture days. Dancers will only come for their pictures on those dates - the picture schedule will be passed out with our Recital Packet in March (pictures will be scheduled during/close to dancers' normally scheduled class time - this includes morning classes). Students will wear their dance costume(s) and can choose to do their hair/make-up however they'd like. You will have the option to purchase individual and group photos.

Photos

Woodbury Dance Center employees and photographers occasionally photograph dancers during class. These photos may be posted on our website, Facebook or in ads that we may produce. Please fill out the attached form and return to front desk by September 30th. Please note that we do not include our dancer's names with any pictures used online or in ads.



Younger Dancers

Often, dance class is the first structured class your child may experience. We love embracing this fun, new opportunity with them! Our goal is to make dancers feel comfortable and confident staying in the classroom *without* mom or dad. Our teachers are highly experienced with little dancers and will help make transitions as easy as possible. Let us know if we can help in any specific way to make your dancer's experience positive.

Siblings & Friends

Siblings and friends are welcome at WDC! We have coloring supplies located near the front desk and a TV with children's movies. Please encourage your children to walk in the lobby for their safety. *Children should be supervised at all times in the lobby.*

Free WiFi

We provide free wireless internet for WDC customers! Simply choose "dance4" as the network and the password "wddance" when accessing the internet.

Facebook/Instagram

'Like' Woodbury Dance Center on Facebook and follow us on Instagram to see photos, updates, contests, and more.

Special Needs, Allergies, etc

If your dancer has any special needs, allergies, etc that their teacher should be aware of, please let them know. You can write them a brief note or talk with them before or after class. Let us know if there is any way we can better help your students in class!

Medical Information

Parents must notify the director/and or teachers regarding children who use an inhaler or who may require medications during their time at WDC. It is also important to inform the director and/or teachers about your child's existing medical conditions or learning disabilities at the time of registration and throughout the school year. Our teachers are trained professionals who are anxious to work with all children and personalities, and the more we know about your child, the better the dance experience will be for all involved. All information about our students is confidential.

Newsletters

A newsletter will be posted each month on our website and an email will be sent to notify parents that is has been posted. Newsletters will include important information and reminders throughout the season.

Emails

If you do not receive our emails regularly, please contact the front desk. Our recreational email list is created using the email addresses associated with your registration account. If you would like any additional email addresses (2nd parent, grandparent, care giver, etc) to receive information, please let us know.

Dance Trophy Awards

Dancers who have danced at WDC for three, five, seven, ten, twelve, or fifteen years will be recognized with a special trophy and will be listed in our recital program book at the end of the year.

Theme Weeks

Throughout the year we will have designated theme weeks for our dancers. Please check our monthly newsletters for scheduled weeks and themes. Some theme weeks will be for certain age groups, while others will be for all dancers.

Lost and Found

Please mark all dancewear, shoes, and personal items with your child's name. We will make every effort to locate and return lost items; however, we cannot be responsible for any items that your child brings to class. Lost & found bins are organized by the days of the week. Items left in lost in found will be donated, monthly, if not claimed.

Front Desk

Feel free to ask questions and retrieve information from the staff at the Front Desk. They are there to help you in your dance experience.

Restrooms

Please encourage your dancer to use the restroom before class to avoid having to leave during class time. Restrooms are located by rooms two and three. Diaper changing facilities are available as well.

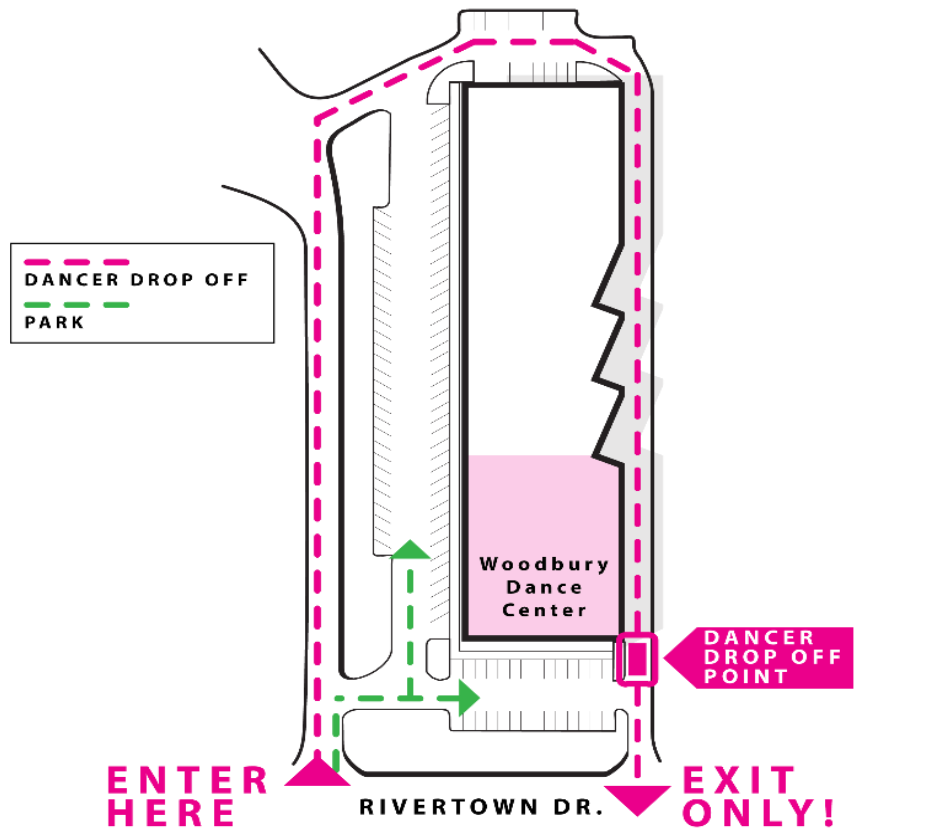
Boutique

Feel free to shop our on-site Boutique for all of your dancewear needs! We carry all shoes required for classes, as well as dancewear, tights, WDC apparel, gift items, and more. Look for new items arriving continuously throughout the year.

Drop off/Carpooling

Due to our busy parking lot we encourage carpooling whenever possible. Older dancers may also be dropped off if parents are comfortable with that option. To help with congestion in the parking lot, please follow our parking plan when parking, dropping off or picking up your dancer.

Please refer to the graphic below that shows the flow of traffic in our parking lot and our designated drop off spot.



PLEASE NOTE:

* You WILL NOT be allowed to drop off or pick up dancers in front of the doors.

* When picking up you WILL NOT be able to wait at the drop off/pick up point if your dancer is not there and ready to be picked up. Please plan to circle the building again or find a parking spot and wait until they are ready to come out to the car.

Please help keep our dancers safe by following this parking plan. Thank you!