



# DANCER HANDBOOK

2022-2023 REC PROGRAM



# TABLE OF CONTENTS

<b>PAGE 1</b>	WELCOME!
<b>PAGE 2</b>	OUR "WHY"
<b>PAGE 3</b>	DANCER REQUIREMENTS
<b>PAGE 4</b>	STUDIO RULES & EXPECTATIONS
<b>PAGE 5</b>	CLASSROOM RULES & REQUIREMENTS
<b>PAGE 6</b>	PARENT/CARETAKER REQUIREMENTS, TUITION & PAYMENT INFORMATION
<b>PAGE 7</b>	PERFORMANCES & EVENTS
<b>PAGE 8</b>	LEADERSHIP OPPORTUNITIES
<b>PAGE 9</b>	ADDITIONAL OPPORTUNITIES
<b>PAGE 10</b>	IMPORTANT DATES
<b>PAGE 11</b>	SHOE REQUIREMENT GUIDE

# WELCOME!

Welcome Dancers and Dance Families! We are so excited to begin our 20th Season with you all! We are so thrilled to welcome back our returning dancers, and we can't wait to get to know our new dancers who have just joined Premiere! We know this will be our best season yet!

Starting a new year or in a new program can be overwhelming, and our goal is to provide as much information about this season through this handbook. We will outline information about tuition, payments, costumes, etc. as well as rules and policies for our dancers, parents/caretakers, classrooms and studio.

Before we get started, we want to highlight our Premiere Pillars, which are our core values that we believe our dancers, teachers and staff should stand by. They promote positivity, hard work ethic and uniqueness. At Premiere, our mission is to help our students achieve their full potential as both dancers and people, and we believe our Premiere Pillars are a great guide to fostering a positive environment where they all can thrive!

- P** Promote Compassion
- R** Respect All
- E** Empower Each Other
- M** Make Every Moment Count
- I** Inspire and Be Inspired
- E** Exceed Expectations
- R** Remain Fearless
- E** Embrace What Makes You Unique



# OUR "WHY"

At Premiere Dance Academy, your children are the center of everything that we do. Keeping kids happy, healthy and safe in dance is a responsibility that we do not take lightly. We are striving to provide our students an excellent dance education while also celebrating their uniqueness as individuals and artists.

## **DEDICATION TO SAFETY**

Since the dance industry has no governing body, we have utilized resources from Youth Protection Advocates in Dance (YPAD) to further educate our instructors, and to help set a standard for best practices in the dance industry. We want to ensure your child is in a safe environment with safe instructors and staff who can make sure they are safe physically, socially, emotionally and mentally.

YPAD has thoughtfully created these standards from resources coming from the American Psychological Association, Federal Bureau of Investigation, Geena Davis Institute for Gender and Media, Darkness to Light and more to present evidence-based research and to equip dance professionals to advocate for youth dancers.

Many of our instructors are now YPAD-certified or are working towards their certification. Being a YPAD-certified instructor means they are:

- Certified in First Aid/CPR
- Passed an extensive background check
- Mandated reporters and trained in the prevention of abuse
- Trained in emotional health, physical safety and psychology of injury
- Role models in body positivity, language and behavior
- Have an understanding of nutrition and eating disorders
- Educated in healthy and safe social media practices

## **ENHANCING DANCE EDUCATION**

Our teachers are always striving to stay up-to-date with current trends in the world of dance. We will always encourage and provide our teachers with opportunities to further their education via seminars, classes, certifications, etc. so your child can receive the best dance education possible.

## **ARTISTIC DEVELOPMENT**

Being a great dancer doesn't always mean you need to have perfect technique or master difficult tricks. Dance is an art and each form of art is special and unique, just like our students. We will always encourage student-focused learning, which is an opportunity for them to develop their own movement vocabulary. This is essential for dancers of all ages, abilities and skill levels.

# DANCER REQUIREMENTS

## **BE KIND & RESPECTFUL**

At Premiere Dance Academy, kindness matters. We place high value in being considerate, encouraging, empathetic and respectful to all dancers, teachers and staff. Our studio is one big happy family and it's important to support and lift each other up!

## **POSITIVE ATTITUDE & WORK ETHIC**

Every Premiere Dancer should come to class with enthusiasm and the intention to work hard. We want to make sure we are focused, listening to our teacher and practicing our dance so we are prepared for our big Recital performance at the end of the year!

## **HAVE FUN**

Most importantly, we want each and every one of our dancers to have fun while they are at dance. Dance promotes creativity, gets your body moving, builds self-esteem, improves your mood and is an opportunity to make new friends!

## **SOCIAL MEDIA**

As a Premiere Dancer, you are a representative of the studio, even on social media. We have zero tolerance for any social media content on TikTok, Instagram, Facebook, Twitter, Snapchat, etc. that includes foul language or inappropriate behavior.

## **BULLYING**

We have a zero-tolerance policy regarding bullying. We define bullying as recurring, deliberate and an imbalance of power. If there is bullying occurring at the studio, we will immediately address it. We cannot control a child's behavior outside of the studio, and we encourage parents to monitor behavior outside of the studio.

## **SEXUAL HARASSMENT, THEFT, VANDALISM**

Any action involving theft, sexual harassment, property damage, or unlawful actions or criminal behavior would be cause for immediate removal from your class and the studio. All dancers are expected to behave in accordance with Federal, State and Local laws.





# STUDIO RULES & EXPECTATIONS

## **DROP OFF/PICK UP AND PARKING**

The best and safest way to access the building for drop off and pick up is to manage the roundabouts so that you are dropping off/picking up your dancer in front of the studio. If you are driving yourself to the studio, park in the lot but take extreme care using the crosswalk as vehicles don't always heed to it. Do not park across the street from the studio and let your child out of the vehicle to run across the street to the studio. This is dangerous and affects traffic flow.

Please adhere to drop off and pick up times. Do not drop off early or leave late as we can not be responsible for dancers before or after classes. If you are picking up or dropping off down Colorado Street, please be courteous to businesses that are in operation and do not block their driveways.

## **LOBBY AREAS**

Our lobby areas can be utilized by dancers who have breaks in their schedules. These designated lobby areas are meant for dancers to have a snack/dinner, do homework, hang out with classmates, etc. We ask that dancers be considerate and clean up after themselves and encourage others to do the same.

Lobby areas can also be utilized by parents/caretakers to drop off and pick up their dancers. Parents can also stay to watch their dancer's class via our TVs throughout our lobby areas.

There is no running, climbing or standing on furniture, walls or railings. We ask that anyone using the lobby is maintaining a quiet and respectful volume.

## **CUBBIES & LOST AND FOUND**

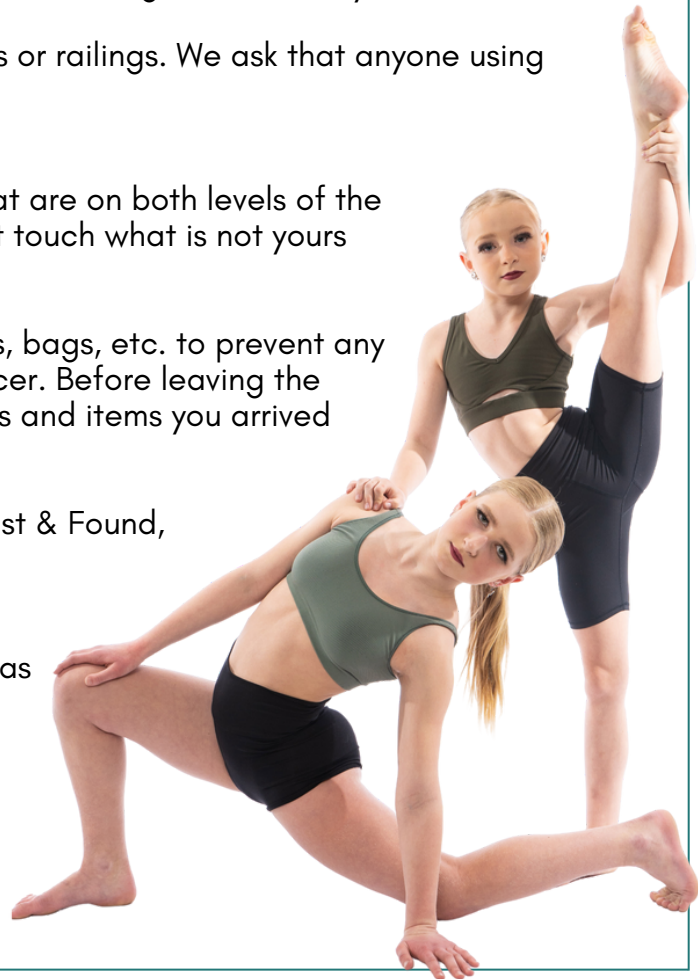
We ask that dancers utilize our cubbies and coat racks that are on both levels of the facility. Please respect other dancer's property and do not touch what is not yours without permission.

We also suggest that dancers label their sneakers, sandals, bags, etc. to prevent any issues where items are accidentally taken by another dancer. Before leaving the studio, please double check you are leaving with the shoes and items you arrived at the studio with.

If you lost an item at the studio and need to access our Lost & Found, please see our Front Desk Staff for assistance.

## **SECURITY**

To ensure the safety of your child, we have security cameras throughout the lobby areas and outside of the building. We also are in the process of installing a new "buzz-in" system for our main entrance. We will send more information about how this works at a later date.



# CLASSROOM RULES & REQUIREMENTS

## STUDIO ETIQUETTE

While in the classroom, dancers are expected to treat the space, equipment and props with respect. We ask that students do not touch music, fans, props, equipment, teachers' items, etc. without instruction from your teacher. We also ask that all street shoes, food and any beverages (besides water) remain outside of the studio. Climbing or hanging from ballet barres is not permitted.

## DRESS CODE & CLASS ATTIRE

For Tap, Jazz, Lyrical and Hip Hop classes, dancers should wear any clothing they can move comfortably in (dance shorts, leotard, sports bra, fitted tank or t-shirt) and hair should be pulled back. No jeans or sweatshirts. Boys can wear activewear clothing.

For Ballet classes, dancer should wear a black leotard, footed pink tights and ballet shoes. All ballet shoes must be sewn. If any dancers would prefer to wear tights that matches their skin color we welcome them to do so. Ballet shoes should also match your tight color to complete the leg line.

For your safety, all jewelry except for earring studs are not allowed to be worn during class. We ask that dancers leave jewelry at home or stored away in their dance bag to prevent anything from getting lost.

## SHOES

It is mandatory to have all required shoes during each class. Please refer to our 2022-2023 Shoe Requirement Guide for more information on what shoes are required for your class. Our annual Shoe Fitting will be on **Thursday, August 25th 3-6 PM** at the studio.

## CELL PHONE USE

Cell phones are not permitted during class. Please leave all cell phones in your dance bags and please do not check until you are dismissed from class.



# PARENT/CARETAKER REQUIREMENTS

## CODE OF CONDUCT

Actions by parents, whether verbal or nonverbal, can have a lasting emotional effect on children. As a parent/caretaker of a Premiere Dancer, your actions reflect not only on you, but your child, their class and the studio as a whole. We expect every parent to hold themselves to the highest standard when it comes to respect, sportsmanship and appropriate behavior both inside and outside of the studio. We have zero tolerance for inappropriate behavior; depending on severity of the infraction, we reserve the right for immediate dismissal from the program and studio.

## COMMUNICATION

At Premiere, communication is a top priority for us, especially with so many opportunities and constant activity, so we take great lengths to keep our dance families informed and up to date. The majority of our correspondence will be via email. Please make sure you keep your email address current with us. Our primary email is **office@premieredanceacademy.com**.

Parents as well as students are not allowed to contact teachers by text, private messages via Facebook or Instagram, etc. to receive information or ask questions regarding class schedules, progress, dates, etc. These types of questions must be sent to the studio via email so we are able to properly answer and direct the information.

If your dancer will be missing class, please let us know via email prior to the class start time so we can notify their instructor.

# TUITION & PAYMENT INFORMATION

## TUITION & PAYMENT SCHEDULE

All families are required to fill out our Auto-Withdrawal Form for tuition. This auto withdrawal must come from a checking or savings account and is for tuition only. Any incidentals (shoes, clothing, etc.) will need to be paid separately by cash, check or credit card. Payments will be taken out the 1st of each month (unless it falls on a holiday or weekend). September tuition will be taken out on **September 12th**, since this is our first week of classes.

Our tuition is based on a 30-31 week dance season and is averaged over a nine month period for accounting purposes and payment convenience. 2022-2023 Tuition is as follows:

45 Minute Classes = **\$65/month**

1 Hour Classes = **\$69/month**

Dads & Dolls = **\$65 per couple**

*Please note: We are not responsible for make-up classes or tuition refunds due to inclement weather or illnesses.*

## COSTUMES

Costume prices are included in your tuition with the exception of tights (will be deducted automatically from your ACH in the winter/spring). If your dancer drops during the year, you will still be responsible for your costume balance.

Dancers are measured for costumes in the fall, and we typically hand out Recital Costumes in April after Spring Break. All information regarding costumes, costume details, alterations, etc. will be accessible on our website (we will provide link to this information at a later date).



# PERFORMANCES & EVENTS

## WATCH WEEK

Our Watch Week is a time for parents/caretakers to come and watch their dancer in class and to see what they have been up to all season!

We will send a schedule and more details for Watch Week later in the year, but please mark your calendars for the following weeks:

- Studio A and B Watch Week: **January 16th-21st**
- Studio E Watch Week: **January 23rd-28th**

## PICTURE WEEK

Our Picture Week will be held **April 24th-28th**. It's so much fun seeing our dancers in their costume with hair and makeup done for the first time! You will receive all Picture Week information (schedule, how to purchase photos, poses, etc.) at a later date. *Please note: regular classes are not held this week, and your scheduled picture session may not necessarily be the day/time of your typical class.*

## DRESS REHEARSAL

Before our big Recital performance at the end of the year, we always have a Dress Rehearsal that all of our Recreational Dancers and Darby's Dancers must attend. This rehearsal gives us an opportunity to work with sound, lights and set up cues for our final shows. It also provides dancers (especially if this is their first Recital) a chance to perform on stage in front of an audience in costume with hair and makeup.

Our Dress Rehearsal will take place on **Friday, June 2nd**. More information and schedules will be sent at a later date.

## RECITAL

Our Season 20 Recital will be the best show yet! It's truly the best weekend of the year and we cannot wait to see all of our dancers' hard work shine on stage! This year's Recital will be **June 3rd-4th** and will take place at Prior Lake High School.

Each of your classes will perform in two shows, but if you are in multiple classes, this may mean you will perform in more shows.

We will send out all Recital information via our "Recital Hub" at the end of April. It's a "one stop shop" for all things you need to know for Recital including costumes, hair/makeup, performance times, tickets, etc.



# LEADERSHIP OPPORTUNITIES

## ASSISTANT TEACHER

We have two separate Assistant Teacher Programs – the Mentor Program and the Apprentice Program. Applications for either program is due on **Friday, August 26th** (application can be found in the digital packet).

The Mentor Program is for dancers ages 13 and up who are interested in volunteering their time in assisting a class this season. They will learn how to be an effective assistant by training alongside one of our staff members, and gain hands-on experience with their specified class. *Please note: if accepted, this is a volunteer basis only.*

The Apprentice Program is for more serious assistants who are at least 16 years old and have had two years experience. Their focus will be on being more of a leader in class (warming the class up, assisting with choreography, etc.) and taking their teaching skills to the next level. *Please note: if accepted, they will receive a monthly discount on their tuition.*

Requirements for Assistants are:

- Lead the class by example by following all of Premiere's rules for dancers (see "Dancer Requirements" page).
- Exhibit strong leadership skills and the ability to lead with poise and respect for all students, instructors & staff.
- Be at every class and rehearsal and be there on time.
- Lead the class in warm up/stretch.
- Take attendance.
- Assist dancers with shoes, bathroom trips and anything else they may need.
- Help keep studio clean and picked up after each class.
- Remind dancers to respect the studio (no food, no pop/juice, no hanging on barres, hands off mirrors, etc.)
- Help with hair, makeup and costumes at Dress Rehearsal and Recital.
- Take initiative when instructors are working with other groups to work with the remaining teammates.
- Help manage music as needed.
- Absolutely NO cell phone use is permitted (exception would be using phone to run music).
- Absolutely NO sitting on the floor doing homework.
- It is your responsibility to find a substitute if for any reason you are unable to assist your designated class.
- Will be required to fill out and submit a mid-season self evaluation the week of **January 16th** to check in on your Assistant requirements.

## DARBY'S DANCERS VOLUNTEER ASSISTANT

Darby's Dancers provides an opportunity for children with special needs to participate in the performing arts through dance education. Darby's Dancers classes are taught by volunteer dance instructors and take place in donated studio space. The charitable contributions of youth volunteers, dance instructors, community dance studios and local businesses allow Darby's Dancers to provide dance classes, supplies and costumes to dancers with special needs at no cost to their parents.

Each Darby's Dancer is paired up with an Assistant who works with them 1-on-1 to help them have the best experience possible while in class or during performances. The Darby's Dancer may be able to perform the dance independently, or they may need more assistance depending on their needs. Before meeting your Darby Dancer for the first time, we will provide you with a "Dancer Profile" which breaks down your dancer's needs and how you can best help them.

We are currently looking for Darby's Dancers Volunteer Assistants for the upcoming season. All volunteers must be at least 13 years of age and be able to commit to attending the 45-minute class each week.

To apply to be a Darby's Dancers Assistant, please see the "Darby's Volunteer Application" tab in the digital packet. All applications are due on **Friday, August 26th.**



# ADDITIONAL OPPORTUNITIES

## ELEVATE TRAINING PROGRAM

For dancers wanting to focus more on technique, flexibility and strength, our Elevate Training Classes are the perfect option! Elevate classes are drop-in style classes. You can register for classes up to one hour before the class start time.

### Elevate Ballet

Class will focus on ballet technique through a professional class progression. Dancers will focus on Barre work, center and across the floor exercises designed to better your technique, vocabulary and confidence.

### Progressing Ballet Technique (PBT)

PBT is an innovative program designed to train dancers in muscle memory to improve technique, flexibility and longevity in dance, while gaining a greater awareness of their muscles and how to use them properly to achieve their goals in ballet.

ELEVATE SCHEDULE		
Ballet Beginner/Intermediate (recommended ages 8 and up)	WEDNESDAY 6:45-8	CASEY (A)
PBT Intermediate/Advanced (recommended ages 10 and up)	FRIDAY 4:30-5:30	CASEY (A)
PBT Beginner/Intermediate (recommended ages 6-9)	FRIDAY 5:30-6:30	CASEY (A)

*Keep an eye out for more Elevate Classes that will be added throughout the season!*

## PRIVATE LESSONS

Private Lessons are a chance for students to work 1-on-1 with a Premiere Instructor to focus on areas that need improvement. Private Lessons are typically offered only in the spring and summer. We will send out more details when Private Lessons are available.

# IMPORTANT DATES

- **August 25th:** Shoe Fitting, 3-6 PM at the studio
- **August 26th:** Assistant Teacher & Darby's Assistant applications due (see digital packet for application forms)
- **August 26th:** Automatic Payment Form & Contract due
- **September 11th:** Classes Begin!
- **October 10:** Classes ARE held (Columbus Day)
- **October 19th-23rd:** STUDIO CLOSED for MEA Break.  
Classes resume October 24th.
- **November 11th:** Classes ARE held (Veterans Day)
- **November 23rd-27th:** STUDIO CLOSED for Thanksgiving Break.  
Classes resume November 28th.
- **December 22nd-January 2nd:** STUDIO CLOSED for Winter Break.  
Classes resume January 3rd.
- **January 16th:** Classes ARE held (Martin King Luther Jr. Day)
- **January 16th-21st:** Studio A and B Watch Week
- **January 23rd-28th:** Studio E Watch Week
- **February 20th:** Classes ARE held (Presidents' Day)
- **March 31st-April 9th:** STUDIO CLOSED for Spring Break. Classes resume on April 10th.
- **April 24th-28th:** Picture Week!
- **May 21st-27th:** Last Week of Classes!
- **June 2nd-4th:** Dress Rehearsal & Recital at Prior Lake High School



2022 - 2023

# SHOE REQUIREMENTS

Please see your required shoe list below. You can order shoes at any time throughout the season through our website at <https://www.premierdanceacademy.com/shoe-orders/> or under the "STUDENT INFO" tab.

## RECREATIONAL PRE-K - 1ST

CLASS	SHOE REQUIREMENT	COST
BALLET	LEATHER 261P	\$24
TAP / JAZZ	BLK TIE TAP 12F / LEATHER 261P	\$28 / \$24
HIP HOP (Including boys)	Will determine at a later date. Please wear non-marking tennis shoes. Please do not wear shoes that have been worn outside.	TBD, once decided on shoe (anywhere from \$30-\$50)

## RECREATIONAL 2ND-12TH GRADE

CLASS	SHOE REQUIREMENT	COST
BALLET	CANVAS 290P	\$24
TAP / JAZZ	721 TAN TAP / TAN JAZZ 510LS	\$87 / \$50
LYRICAL	FREEFORMS FF01 CAR	\$50
HIP HOP	Will determine at a later date. Please wear non-marking tennis shoes. Please do not wear shoes that have been worn outside.	TBD, once decided on shoe (anywhere from \$30-\$50)

## POM

CLASS	SHOE REQUIREMENT	COST
ALL CLASSES	FREEFORMS FF01 CAR	\$50

## COMPANY DANCERS

CLASS	SHOE REQUIREMENT	COST
COMPANY JAZZ & LYRICAL	TBD, HANAMI PIROUETTE SHOE (LIGHT SUNTAN) CAN BE WORN FOR CLASS	\$24
TEENIES & MINIS TAP / BALLET	TAN TAP 721T / LEATHER 261P	\$87 / \$24
PETITE PERFORMERS & PETITE ELITES TAP / BALLET	TAN TAP 721T / CANVAS 290P	\$87 / \$24
JUNIOR ELITES, PTP, PTE, TEEN ELITES, SENIOR PERFORMERS & SENIOR ELITES TAP / BALLET	BLK TAP CG19 / CANVAS 290P	\$90 / \$24
COMPANY HIP HOP	Will determine at a later date. Please wear non-marking tennis shoes. Please do not wear shoes that have been worn outside	TBD, once decided on shoe (anywhere from \$30-\$80)



# GOOD LUCK THIS SEASON!

#premierelove #beinspired #season20

