



2606 Old Bay Springs Road
Laurel, MS 39440

Owner and Instructor: *Juna Broome*

Dance Instructors: *Sarah Salas & Emaleigh Ousterhout*

Email - info@danceetceterastudio.com

Website - www.danceetceterastudio.com

It is Dance Etcetera's mission to educate, empower and enrich every student that enters our door while instilling an appreciation for all genres of music and dance in a fun and enjoyable atmosphere.

HANDBOOK 2023-2024

In order to form a professional, sustainable and healthy organization, Dance Etcetera Studio has set in place rules and procedures to be followed in accordance with the following information. Our number one goal and mission is to keep all students, parents and teachers safe at all times. In addition, providing a rich, learning environment of dance and performance is of utmost importance for our students. While dancing is a fun, entertaining and enjoyable hobby/passion; it also calls for a certain level of discipline and training to instill life-long values. While most dancers do not foresee themselves as a professional in the activity, this art form allows students to learn work ethic, endurance, patience, leadership qualities and flexible mindsets to name a few.

We are thrilled to have your child/children join us as we embark on a new journey through dance this year. The studio is built upon the love and passion of dance, music and performance in hopes to pass along that core development for all children regardless of race, age, gender, religion, and beliefs.

As always, we shall #SeeYouAtTheStudio!

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Calendar of Events

<u>Early Bird Registration</u>	July 20th; 10:00-12:00, 4:00-6:00
<u>Registration</u>	August 3rd; 4:00-6:00
<u>Classes Start</u>	Week of August 7th
<u>Attire Requirements</u>	Week of September 4th
<u>Labor Day (no classes)</u>	September 4th
<u>Fall Break (no classes)</u>	October 9-13
<u>Thanksgiving Break (no classes)</u>	November 20-24
<u>Holiday Open House</u>	December 19-21
<u>Costume Fee Due</u>	Week of December 18th
<u>Holiday Break (no classes)</u>	December 23-January 5th
<u>Classes Resume</u>	January 8th
<u>Spring Break (no classes)</u>	March 18-22
<u>Easter Holiday Break (no classes)</u>	April 1st
<u>Recital Fee Due</u>	Week of April 22nd
<u>Program Ads Due</u>	TBD
<u>Dance Pictures</u>	TBD
<u>Recital Meeting</u>	TBD
<u>Dress Rehearsal</u>	TBD
<u>Recitals</u>	TBD

**Classes will resume on days not mentioned above: we understand this may conflict with your specific school district's calendar! Please communicate your absence during Holidays and Spring Breaks ahead of time.

**Only the above mentioned days will be considered a Holiday Break for the studio due to the excessive amount of Monday School Closings. Please make every effort to attend Dance on these Mondays as there will not be make-up sessions for these classes missed. We DO understand if there are scheduled family events, etc.!

**Dance fees are the same for every month regardless of the breaks involved in that month.

Visit our [Google Calendar](#) to view all dates and add the calendar to your phone!

Class Information

Class	Age	Dance Offered	Day	Time	Fee
Boogie Babies	Age 2	Ballet, Creative Movement	Mon	4:30-5:00	\$45
Boogie Babies	Age 2	Ballet, Creative Movement	Tues	5:30-6:00	\$45
Dance 2	Ages 3 & 4	Ballet, Tap, Jazz	Tues	4:30-5:30	\$50
Dance 2	Ages 3 & 4	Ballet, Tap, Jazz	Thurs	5:30-6:30	\$50
Dance 3	Kinder/1st Grade	Ballet, Tap, Jazz	Tues	6:00-7:00	\$50
Dance 3	Kinder/1st Grade	Ballet, Tap, Jazz	Wed	4:00-5:00	\$50
Dance 4	2nd/3rd Grade & (Beginning 4th/5th graders)	Ballet, Tap, Jazz	Thurs	4:30-5:30	\$50
Hip Hop	2nd-5th Grade	Hip Hop	Wed	4:00-5:00	\$50 H/H Only +\$15 - Add/on
Dance 5	4th/5th Grade	Ballet, Tap, Jazz	Thurs	5:00-6:30	\$65
Dance 6	Intermediate	Ballet, Tap, Jazz, Lyrical/Contemporary Combo, HipHop	Mon	5:00-7:30	\$85
Dance 7	Advanced	Ballet, Tap, Jazz, Lyrical/Contemporary Combo, HipHop	Mon	5:00-7:30	\$85
Pointe*	Intermediate/Advanced	**Add-on for intermediate/advanced dancers only **Approval required to WEAR Pointe Shoes **Add-on Monday 7:30-8:00 strength/technique training is available for those wanting to transition to Pointe-providing the opportunity to strengthen the correct muscles and technique required for Pointe Shoes.	Mon/Thurs	7:30-8:00 (+\$5) 6:30-7:30 (+\$10)	+\$15 - Full Pointe +\$5 - Pointe Strength Training OR \$50 Pointe ONLY

- Moving up to the next dance class level is at the discretion to Mrs. Juna and/or the dance instructor according to maturity and dance skill levels.
- Pointe is only available for students in Intermediate or Advanced Dance with the exception of students who are ONLY participating in Pointe. Students will participate in Pointe class 2 times a week that consists of technique, strength and flexibility training. Only approved dancers who meet the strength and technique requirements will be allowed to wear Pointe Shoes. *It is very important that the correct ankle strength is formed to prevent injuries in Pointe Shoes.*
- Both class times of Pointe are required in order to participate in Pointe Class Recital and to receive the best instruction and progression towards wearing Pointe Shoes.
- Dance 5 - if your child is a BEGINNER in dance, they will be asked to participate in Dance 4 for at least 1 year prior to transitioning to Dance 5 to allow them adequate time to learn necessary skills and technique.

Fees & Payments

Registration:

A \$40 registration fee is required in order to sign up for dance classes. This fee includes a Studio T-Shirt.

**Promo codes may be used online or in person.

- EARLYBIRD23 - \$10 off registration fee until July 20th
- SIBLING23 - \$10 off each sibling's registration fee
- SIBLINGPLUSEARLY23 - \$10 + \$10 off each sibling's registration fee if registered by July 20th.

Dance Class Fees:

Dance class fees are due by the 3rd of every month from the first day of dance until May. If the 3rd falls on a weekend day, you may pay the following Monday. The fees for each class are as follows:

Boogie Babies	\$45	
Dance 2, Dance 3, Dance 4	\$50	****Sibling Discount is provided for those that have multiple children in various classes. For 2 or more siblings, a \$10 discount is applied to each dancer's class fee.
Dance 5	\$65	
Dance 6, Dance 7	\$85	
+Pointe (Mon/Thurs)	+\$15	
+Pointe (Mon ONLY)	+\$5	
Pointe ONLY (Mon/Thurs)	\$50	
+Hip Hop (2nd-5th Grade)	+\$15	
Hip Hop ONLY (2nd-5th Grade)	\$50	

Recital Fee:

Recital Fee for every dancer is \$50 and due the week of April 22nd.

This fee pays the rent for Northeast Jones Performing Arts Center and must be paid in full in order to participate in the recital. All fully paid recital fees include 3 free tickets to the dance recital. Extra tickets for the recital are \$5 each.

*****Recital fee will be waived if \$1000 of ads are sold by deadline set for program*****

Costume Fees:

Costumes are ordered early in the year to ensure adequate time for shipping prior to recital time. Costume fees are due by your class time during the week of December 12th. Payments not received by this date may not receive their costume in time for recital. Costumes will not be ordered until the fee has been paid entirely.

Class	# of Costumes	Amount \$
Boogie Babies, Dance 2, Dance 3, Dance 4, Dance 5	2 (Tap, Ballet)	\$130
Dance 6, Dance 7	4 (Ballet, Lyrical, Jazz, + Hip Hop Top**)	\$180
Pointe	1	Price Varies***
Hip Hop	1	+\$50

**Tap costume is provided and BORROWED from Mrs. Juna. This costume is not bought with the costume fee provided by the dancer. Dance 6/7 receive a Ballet, Jazz, and Lyrical Costume + a HipHop Top/Accessory. Additional attire might be needed for the HipHop dance and will be communicated in the month of March.

***The Pointe costume price varies depending on the theme of the dance and if it will be borrowed from Mrs. Juna. This information will be communicated in January; if there is a small fee for this costume, it will be due the same day as the Costume Fee.

Payment Options:

Cash/Check in the Drop Box located at the studio

- Checks payable to Dance Etcetera
- Be sure to use the provided envelope and small information form when paying with cash OR check.
 - These are available beside the drop box.

Website payment

There are 3 different ways to on our website:

- Pay 1 month at a time by clicking for the dance class on the “classes’ page
- Sign up for automatic payments on the website (this will automatically withdraw the class fee amount for 10 consecutive months; be sure to stop your payments manually online if you started this payment plan later in the year or no longer dance with us)
- Pay for the ENTIRE dance year (10 months of dance) one time for a \$50 discount. This can only be done at the beginning of the year; Dance Etc will not reimburse months you do not use once you purchase this plan.

In order to maintain the integrity of Dance Etcetera and to provide the best environment for your dancer; your dance fees and all related fees included but not limited to recital and costumes, are required in order to participate. While we understand extenuating circumstances can and will happen, please communicate concerns and/or emergencies with Mrs. Juna as soon as possible to prevent late fees and/or penalties as explained in the following:

- If payments are not received by the **3rd of the month**, the dancer’s account will be charged a \$10 late fee for every week up to a month.
- If a dancer’s account is not up to date in payments for the end of the past due month, that account will then be put on ‘probation’.
- Probation - Dancer’s account must be completely paid in full by the end of the 2nd month past due. If the account is still not up to date on payments, the dancer will not be allowed to participate until the account is fully paid.
- A “probation” period is only allowed once a year. The 2nd time a dancer’s account is on probation, they will not be allowed to participate for the remainder of the dance year and may be asked to not return for the next year.

We hope this never happens; however, if the previous mentioned occurs, any payments made prior to the probation period will not be refunded. Costumes that are fully paid for will be given when arrived. Recital fees will not be refunded.

*****Mrs. Juna Broome is given full discretion in all decisions regarding fees and/or payments.***

A monthly invoice will be sent via email for each dancer’s account.

Dance Attire

****Dancers must be able to move freely while performing various activities and tricks. In order for this to happen safely, a specific dress code is mandatory for all dancers.**

Boogie Babies, Dance 2, Dance 3, Dance 4	Dance Tights, Leotard, Gym/Dance shorts/skirts Pink Ballet shoes, Black Tap shoes, Nude Jazz shoes (Dance 2, 3 & 4)
Dance 5, Dance 6, Dance 7	Dance tights, leotard, gym/dance shorts/skirts, dance leggings, dance tops (crops or tank tops) Pink ballet shoes, black tap shoes, nude jazz shoes, (Dance 6/7 require half lyrical shoes and hard sole shoes for hip hop)
<p>**** <u>Any color is allowed</u> for all clothing</p> <p>**** No vulgar, profane or obscene images or words</p> <p>**** Modest apparel only (not too much skin showing)</p> <p>**** Loose t-shirts, cheer shorts, pants, joggers, athletic attire, hoodies, baggie jackets, etc. are not allowed. <i>The dress code for dance class will be enforced starting the week of September 4th; giving adequate time to provide the correct clothing for practice.</i></p> <p>**** You may purchase shoes any way you wish (Amazon, Wal-mart, Target, Academy's, Dance Fantasy, etc.). After September 1st, if the student does not have the correct shoes for the correct dance, they may not be allowed to participate in that particular type of dance. This is for the safety of the dancers as certain skills and activities are done and can cause injury if the appropriate shoes and/or clothing are not worn.</p>	

Studio Expectations

- **Parking**

- The grass area on the right side of the building is available for long-term parking.
- Keep the drive-thru area clear (left side of building with gravel) for easy drop-off.
- Any area marked with private property; please refrain from driving or parking, including concrete driveway.

- **Drop-Off/Pick-Up**

- All students will be dropped off, walked in and/or picked up on the LEFT side of the building. If it is not your child's class time, please have them wait in the seating area until their class begins.
- An adult/teacher will escort students to the door and ensure students get safely to their vehicles.
 - Any student **that does not drive themselves** will not be allowed to exit the building alone due to safety concerns. (Extenuating circumstances may be communicated to Mrs. Juna or his/her dance teacher)
- The escorting adult will wait at the door for 5 minutes; after that time, students will be asked to wait in the seating area for their ride. This allows the dance teacher to begin the next scheduled class.
 - Please come inside on the LEFT side of the building.

- **Studio Expectations**

- The seating area is available while waiting before and/or after class. Please refrain from loud noises and conversations as to not disturb any classes being held in the Little Room.
- Running and playing is not allowed in the building for the safety of the students and others.
- The kitchen area is off-limits. All announcements, accessories, forms, etc. will be available in the class-color coded bins by the bulletin board.
- Please help us keep bathrooms and other facilities clean and orderly while being used.
- The offices located on the right side of the Little Room are off limits for the safety of the students.

Class Expectations

The learning environment for dance class is most beneficial when not interrupted; allowing your child/children to receive the best instruction possible! The following procedures are in place to make yours and his/her experience professional and enjoyable!

- Wait outside the door or seating area until class is dismissed. If there is an emergency; you may enter quietly and let the teacher know.
- Dancers will be given a designated area in each dance area for their belongings. *Students will be given assistance from the teacher for shoe changes and other clothing needs. If you feel your child will need more help in regards to bathroom or other circumstances, please be available in the seating area so he/she can be released to you for assistance.
- Parents/Guardians will not be allowed in the dance class with the exception of Boogie Babies. Independence is part of our curriculum and we encourage all children to learn self-sufficiency when necessary.
 - Boogie Babies - 1 parent/guardian is allowed in class; however, we highly encourage waiting in the seating area as they students transition into independency. This becomes beneficial when they perform on stage for recital; allowing you to enjoy their performance as an observer and giving them the freedom to enjoy the experience of dance and performing.
 - Dance 2 - 1 parent/guardian will need to remain inside the waiting area if your child/children are in need of assistance for the bathroom and/or attire.
 - **A parent/guardian of every child in Boogie Babies & Dance 2 is required to be in the seating area or in the parking area in the event assistance is needed for bathroom/attire needs.**

***We understand 2 year olds often feel very attached and can be timid or scared when being in a class with new kids and adults. They will often cry and show strong emotions when you leave the room. Most often, once class begins and they notice other students dancing and playing, they become more comfortable and enjoy the experience. As always, we never want to intrude; however, we ask you trust the process. 😊*

- When in dance class; students will be asked to follow rules and procedures to keep a structured learning environment. Not only does a disciplined class allow for a successful dance experience, it allows the opportunity to learn and grow for the world OUTSIDE of dance; such as school, work, etc.
 - Listen when the teacher is talking
 - Follow directions quickly
 - Respect others, yourself and the studio
 - Be safe, be kind, be honest

****Constructive Criticism will be given through class. This is never to embarrass or hurt a child; it is only to help them improve and be the best they can be. No one is exempt from being corrected for behavior or technique. Our teachers are trained and certified in teaching both dance and school subjects of all areas. We are also parents! We will treat all children as if they were our very own! 😊 If you feel there is a special circumstance for your child/children, please let us know so we can help accomodate their experience!*

- In extreme cases; a parent/guardian might be called to help with behavior, class etiquettes, emergencies, etc. Please have your phone available in case these events arise.
- Correct attire and shoes are required to dance adequately and safely. Please make sure these guidelines are met as to not disturb the flow of class. *See dance attire section for more information*

Communication

To ensure everyone receives vital information; there are several forms of communication that will be used. Please be sure you have access to all of the following platforms so that you are always “in the know”. **There will NOT be a text messaging group for information.**

- **GroupMe** - All numbers provided on the registration form will be entered into a GROUPME messaging system. Please download the app and read group messages daily for important updates and information. Images and videos are able to be sent via this platform.
- **Email** - Monthly emails will be sent to the email provided on the registration form.
 - info@danceetceterastudio.com
- **Google Calendar** - A google calendar invitation will be sent to all emails provided on the registration form. Be sure to add this link to your calendar on your device to stay up to date with events. The link can also be found on our website.
- **Website** - *NEW* We now have a website that includes ALL newsletters sent and information needed for your child/children. Be sure to subscribe to the page so you can be sent updates. We promise not to overwhelm your email feed. You will be sent a notification for newsletters posts, important reminders and any payment subscriptions you have through the website.
 - www.danceetceterastudio.com
- **Bulletin Board** - Located in the kitchen area by the bathroom. We will post all current newsletters and announcements on the board as well as a paper copy for you to have.
- **Social Media** - Not all newsletters and updates will be posted on social media platforms; however, be sure to visit, like and follow all dance etcetera studio pages for upcoming events and important announcements! We will also upload videos of dances, warm-ups, techniques, etc. to our TikTok & YouTube Pages. YouTube Videos will be “unlisted” meaning: They can only be found if you subscribe to the page/channel.

******If you do NOT wish for your child to be seen on ANY social media platform; we must have that in writing on the contract page located in the back of this handbook******

- Facebook - /danceetceterastudio
- Instagram - dance_etcetera
- TikTok - @dance_etcetera
- YouTube - @DanceEtceteraStudio

Attendance

We want your child/children to have the BEST experience possible. In order for them to grow efficiently and consistently, it is vital that they attend every dance class. We understand special events happen and illnesses arise. In those cases, please let his/her teacher know prior to dance class by sending a Direct Message on GroupMe, emailing or texting his/her dance teacher.

- The first semester of dance classes is used for technique and training. These classes help them become proficient when learning recital pieces and moving to the next level in dance.
- The second semester (after Holiday break), students begin to learn recital pieces; every class missed is missed choreography. Although we will review and clean consistently, missing the initial learning phrase can be detrimental to their performance success. **Any NEW choreography or skills learned will be videoed and uploaded to one of the platforms mentioned above. Dance 5, 6, & 7 are responsible for watching and learning missed choreography prior to the next class so they will not be far behind.

******Older students in Dance 5, 6, & 7****** Beginning January, you will be learning extensive choreography for recital. The goal is to have all recital pieces taught by Spring Break. After that time, we will be cleaning, adjusting and preparing for their performance. *Excessive absences could result in partial participation of dances learned and/or cleaned during their absences.* These situations will be communicated to the dancer and/or the parent/guardian.

Late drop-off/pick up

Accidents & emergencies happen! We completely understand! Please make your best effort to be on time for class and pick-up. We will start and end on time. Being excessively late causes the dancers to miss stretching which is vital to avoiding injuries during dance.

*Emergency contacts listed on registration will be contacted if a student is left more than 30 minutes after class time has ended (without prior communication). **Dance Etcetera is not responsible for students after this time due to having other classes. There will be no supervision in the seating area as other classes begin.** Students waiting to be picked up will remain INSIDE in the seating area and are not allowed to leave without a KNOWN adult picking them up INSIDE on the right side of the building. This is for their safety!!!!

Recital

Recital dates will be posted on the calendar no later than September 1st. A recital packet will be distributed during the Recital Meeting for all information and guidelines pertaining to this event. We will run recital a little differently this year to make it more enjoyable for ALL parents/gaurdians and students.

- A mandatory recital meeting will take place closer to the recital date (TBD). You will receive the recital packet and be allowed to ask questions. A representative of EVERY dancer must be present. Dates & Times for this meeting will be posted by September 1st.
- There will be a mandatory dress rehearsal prior to recital. Information for this will be posted no later than September 1st to give you adequate time to plan your events.
- Recital fee of \$50 is required in order to participate *See fees section*
- Recital Program Ad information will be released prior to Spring Break.
- All dancers must have skin-colored dance tights, the correct dance shoes (see attire sections) and appropriate undergarments for their costumes. Undergarment requirements vary depending on their age and body type; however we recommend the following:
 - A nude leotard
 - A supportive, skin-colored bra (straps that are shown must be clear or skin colored)
 - No colors for ANY undergarment will be allowed except skin-colored.
- Make-up & Hair Requirements will be given during the recital meeting.

Recital Programs

Each year, we encourage everyone to sell program ads for our Spring Recital. Awards and incentives are provided for those that sell a certain amount of ads. This information will be released prior to Spring Break.

****Anyone that sells \$1000 or more in Program Ads will receive a Recital Fee Waiver! ****

CONTRACT OF AGREEMENT

- I have read and understand the information provided by Dance Etcetera's 2023-2024 Handbook.
- I acknowledge that by signing, I am held accountable to the expectations for fees, conduct, attire and attendance.
- I understand that Dance Etcetera is not responsible for injuries that may happen while in the studio, parking lot or dance classes.

___I would ***NOT*** like my child, _____, to be shown
(Child's Name)
or mentioned on any form of social media, website, or public communication.

Student's Name (Print)

Parent/Guardian's Name (Print)

Parent/Guardian's Signature



Date

***A contract is required for each child participating.*
Detach from packet and return to Studio.**