



**2010-2011  
Parent  
Handbook**

**Mission Statement**

1. To provide the highest standard of age appropriate training for every student in a professional yet family friendly environment.
2. To build confidence and self esteem in every student. Qualities that will last a life time.
3. To develop physical and mental discipline through perseverance and dedication to the completion of a goal: developing excellence in the technique and artistry of dance. Qualities that will enhance every student's ability to achieve any goal in their future.
4. Instilling a respect and love for dance and a joy for performing.
5. All students being the best they can be.
6. Creating memories, fun and friendships that will last a life time.
7. Providing professional training in a nurturing and positive environment for both the serious and recreational student.
8. Providing the parent with the highest level of customer service as well as the pride of watching their child develop into a dancer of the highest caliber for their age and level.
9. Providing those who want to be professional dancers an avenue to get there by creating a professional dance company for them to aspire to.

***29 Years of Making Dance Dreams Come True  
Watch Your Child Grow With Us Step By Step***

**Located at Dance Fantasy Cultural Arts Center  
10600 Victory Blvd.**

**Corner of Victory and Tujunga**

**1-818-760-8675**

**[nohodance.org](http://nohodance.org)/[nohodance@att.net](mailto:nohodance@att.net)**

**Art of the Dance Academy has four prestigious programs or divisions.**

**Pre-Dance Division.** Combination classes in ballet, jazz and tap for ages 3 to 7. Combination classes are important at this age for setting a proper foundation for the higher levels of dance to come. Ballet provides the student with flexibility, strength and coordination as well as focus. Tap provides them with an acute sense of rhythm and jazz provides training in body isolation and directions. This sets a strong foundation to safely and effectively build the next levels on. The age appropriate material instills a love of movement, creativity and brings out the best in each child. After graduating from pre-dance with a special trophy to mark this accomplishment, the student may decide to enter the Professional Academy or continue on in the Recreational Dance Division.

**Recreational Dance Division.** For those students who do not wish to commit to a full program, do not have time in their schedules to come more than once a week or have had a late start in dance this is the level for them to best achieve their goals. Our recreational dancers receive the same attention to excellence in technique and artistry that is given to our more serious students but with the expectations, corrections and choreography that is appropriate for the once a week student. In a fun and safe environment with classes geared towards correct technique and creative expression, the quality of our instruction really shows in the quality of our recreational dancers. We have had many, many students start with us as very young once a week students and stay with us until they graduate from high school. Our program provides that much enjoyment and sense of accomplishment for the once a week recreational student. We train every level to be the best they can be.

**The Professional Academy Division.** This is for the more serious student who not only wants a full program of dance but wants to become part of our top award winning competition teams and dance companies. This is also where our Ballet Academy, Ballet LA, trains our dancers in a unique professional program based on the Artistic Director's years of training at San Francisco Ballet. This blend of the best of all the codified schools of ballet safely and without affectations creates a dancer who can meet the demands of today's professional who must be able to perform both the classical and contemporary repertoire that is a part of most ballet companies today. Our dancers are tested each year to ensure they are achieving all the technical and artistic requirements of their level before they are allowed to advance. All of our dancers in this program whether they want to become a professional or simply wish to have a professional ballet experience achieve the highest level of excellence in ballet artistry and technique. The strength of our ballet program also creates jazz, contemporary, lyrical and modern dancers of the highest caliber producing many award winners. Our dancers on the professional track have been chosen for many of the top summer ballet programs including Bolshoi Academy, Pacific Northwest Ballet and Huston Ballet. The Academy also offers private coaching for the Pre-Professional who wishes to take part in The Youth American Grand Prix ballet competition or audition to join a professional ballet company.

**Commercial Dance Division.** We offer kid friendly G-Rated Hip Hop that is safe, fun, energetic and always age appropriate.

### **Tuition Policies**

1. Tuition is based on a 10 month program. Your monthly payment is the payment plan for the full 10 months of tuition. This fee is also discounted from the per class fee. When you enroll at the studio you are committing to a 10 month program or however many months are left in the program. That is why there is not pro-rating during the September to June dance season and we do not deduct for holidays or add for five week months. The month to month is the payment plan for the full season of dance. Example: One hour of class time is worth \$16.00 per hour. The full tuition for the 10 months would be \$640.00. For committing to the full program and agreeing to pay by the month we discount the full 10 month tuition to \$590.00. On the payment plan this is \$59.00 per month. You are responsible for the season total in full regardless of class attendance.
2. The Registration Fee is for the full September to June dance season. It is due each September regardless of the month you began in the previous season. Your registration fee holds your place in class for the season and includes the student's uniform in the proper leotard style and color for ballet students and the studio t-shirt for boys and non ballet students.
3. All tuition payments are by credit or debit card auto pay. This is set up at the time of enrollment. If you do not choose to take the auto pay option there is a \$10.00 service fee per month to cover the extra accounting costs of maintaining a non auto pay account.
4. Auto pay is due the 5th of each month and will be processed on that date with no statements sent. You can set up a different due date if you need to without a service fee. Any other fees that are due the studio that are not on auto pay and require a statement to be issued will also have a \$10.00 service attached to it.
5. All payments are non-refundable. There is no month to month carry over or credit for missed classes.
6. Payments declined or returned by the bank for whatever reason will be subject to a \$30.00 charge back fee .
7. You may access your account at any time through our web site nohodance.org. Your log in and password will be set up at the time of registration and enrollment. Payments made through the web site in a timely manner will not incur the \$10.00 service fee.
8. If you must withdraw from class for any reason, the parent or guardian must come into the studio in person and fill out a withdrawal form 30 days before the last class to be attended or the student will be considered enrolled and all fees due and payable.

## **Dress Code**

**Pre-Dance Division** Pink cap sleeved leotard provided with the registration fee and pink tights. Full soled pink ballet slippers. beige elastic buckle tap shoes and beige slip on jazz shoes. Hair can be worn any way so long as it is neat and off the face. Dancers in this division may wear skirts, tutus and crowns but please no dance costumes it is too difficult for the teacher to see their body lines and make sure they are doing things correctly.

## **Recreational Dance Division**

Ballet: Black tank leotard provided with registration fee. Pink tights and pink full soled ballet slippers. Hair in a bun-no pony tails allowed.

All other forms of dance: If the student wishes to wear a black tank leotard and beige tights they may. The other option is tight fitting leggings or capris with the studio t-shirt. The black tank leotard or the studio t-shirt are provided in the registration fee.

Shoes: beige slip on jazz shoes, beige slip on taps. Street clothes and other t-shirts are no allowed in class. Hair must be in a pony tail for all classes.

## **Professional Academy Division**

Ballet: For your curriculum/performance class there is a uniform provided with the registration fee to be worn with non seamed pink tights in Ballet 1 to 4 and pink seamed tights in ballet 5 to the pre-professional levels. All dancers wear pinched front cotton spandex camisole leotards in the following colors:

Ballet 1 Pink

Ballet 2 Lt. Blue

Ballet 3 Lavender

Ballet 4 Royal Blue

Ballet 5 Navy

Ballet 6 Burgundy

Ballet 7 Black

Pre-professional: Any black camisole with no complicated backs.

All dancers not on pointe must wear full soled pink ballet slippers. They may switch to split soles when they are on pointe.

No cover ups allowed except for tight fitting dance sweaters in the winter. Absolutely no dance shorts or skirts in any Academy class. No t-shirts except for the studio t-shirt. No jewelry is to be worn in class except for small stud earrings.

Dancers may wear solid color leotards without complicated backs for any other Academy class that is not their curriculum/performance class.

In all Academy classes hair must be in a bun at all time

**Boys in Recreational and Academy Division.** For ballet boys wear the studio t-shirt included with the registration fee, tight fitting black leggings and black ballet slippers. For all other classes they may wear sweat pants or loose fitting jazz pants with the studio t-shirt. Boys jazz and tap shoes are black.

**Commercial Division.** Tennis shoes and street clothes. No bare midriffs.

***We sell leotards, tights and dance shoes at reasonable prices. No need to drive around we have it here.***

## **Other Expenses**

### **Costumes**

Pre-Dance Division. Dancers will need a costume to perform in the January Ballet or the June Recital. For the Pre-Dance Division all costumes are \$69.95 for XSC, SC and MC. \$79.95 for LC, XLC, SA, MA and LA. Pre-school and Pre-primary need one costume for the June Recital. Primary classes also take part in the January Ballet as well as the June Recital. For that class we order a twofer costume. One leotard base with a tutu for ballet in January and pants or a fringe skirt for tap or jazz in June. That way the parent purchases only one costume for both shows at the above price. The costume fee includes the costume, head piece, tights and any extra bows or gloves as well as any alterations that may be necessary.

Recreational Dance Division. Each class will need a costume to perform in the June Recital. Where classes are piggybacked a twofer costume will be ordered. The costume fees are noted above. But please note that twofers for pre-teens and teens are more expensive so there may be an extra \$10.00 to \$15.00 added to the above fees. This is still way less expensive than purchasing two separate costumes.

Professional Academy Division. All ballet students take part in the January Ballet and June Recital. A ballet costume is purchased for the class number in the January ballet and for their solo if they choose to audition for a featured role in the story ballet. The class costume is used again at the June Recital. In Ballet 1 to 4 a twofer is ordered so one fee handles not only both shows for ballet but also for their jazz or tap number as well. For Ballet 5 and over there is a ballet costume for both shows and twofers or single costumes for any other classes that perform in June. The prices are the same as above but please note that twofers for pre-teens and teens are more expensive so there may be an extra \$10.00 to \$15.00 added to the fee. This is still much less expensive than purchasing two costumes.

## **January Ballet and June Recital Tickets**

Since we do not charge a recital fee or for dress rehearsal, we ask that you purchase as many tickets as you need. Tickets for both shows are \$15.00 in advance and \$17.00 at the door. All seats are reserved.

## ***Performance Opportunities***

All ballet classes in Primary and Levels 1 to Pre-Professional 3 in the Professional Academy take part in a full length story ballet in January.. Students in Ballet 2 and above may audition for principal roles in the Ballet. This year we will be performing Cinderella.

All classes in all divisions take part in the June Recital. There is also an opportunity to perform a solo duo or trio at the recital. See the Artistic Director for fees and requirements.

## ***Dance Companies and Competition Teams***

For those who want more opportunities to perform we have several top awards winning dance companies:

Ballet LA, Rhythm in Motion and Art in Motion. All three have their own fees and requirements. When you have been at the studio for one year in the Professional Academy Division the Artistic Director will give you all the information you need about auditioning for these dance companies.

## ***Ballet Testing and Class Evaluations***

All students in the Professional Academy from Ballet 1 to Pre-Professional 3 must take ballet exams every year in May. All students take one syllabus/performance ballet class where testing will take place as well as their other required classes for their level. As part of their barre and center floor work students are prepared for these exams. An outside adjudicator will watch a group of 6 students at the barre and center floor scoring the technique and artistry that each student presents. If the marks are high enough the student will move on to the next level. A student will not be advanced who does not meet the minimum required score. If a student passes, they are given a certificate of completion. A parent may request the results by e-mail for their child only.

All other students in all other divisions have an evaluation class in May. Every teacher is given goals and curriculum targets for their classes that they are expected to work on with their class. An outside adjudicator will come in and watch the class marking each student on how well they have achieved these goals and targets. If the student has achieved high enough marks they are advanced to the next level. These evaluations will also be used to determine if a student who started in the Recreational Division may be ready to move into the Professional Academy. When the student passes a level they are given a certificate of completion. A parent may request the evaluation for their child by e-mail and may have a copy of the goals and targets at any time.

## ***Parent Guidelines***

1. Please get your children to class on time every week since regular attendance is necessary for good training.
2. Please be prompt in picking up your child after class.
3. Please do not block traffic in the parking lot.
4. Please label dance shoes and gear with student's full name. Please do not allow your child to wear dance shoes outside. A dance bag is required for all dance gear.
5. Please make sure your child is properly outfitted each week in a studio uniform leotard or t-shirt. For ballet students or any Professional Academy class hair is in a bun.
6. Please call in all absences and arrange for make-ups.
7. Please encourage practice at home.
8. In the Professional Academy please do not allow your child to miss class for play dates or parties. Arrive fashionably late to parties not to class. The only reason to miss class is illness, injury, family emergency or a school function required for a grade.
9. Please try not to have a birthday party during class hours.
10. Please remember that you are responsible for supervising siblings; keep them safe and under control in the lobby.
11. Please remember while class is in session the class room door should remain closed. Please do not open the door or stand by the door in an attempt to coach your child or shout out directions.
12. Please remember that if you wish to speak to your child's teacher, they are obliged to start the next class on time. They will be happy to call you at the end of the day.
13. Students and parents should be respectful of the lobby area, using their inside voice and keeping voices down. Please do not stand on or sit on the backs of any lobby furniture.
14. Please keep student's jewelry and valuables at home.
15. Please check your child's dance bag for handouts and check you e-mail for studio information as well.
16. Please avoid being a gossip who may spread misinformation or unfounded negativity. If you need to discuss a situation please call the studio to arrange a meeting with the Artistic Director.
17. Please don't compare your child to other dancers or discuss such comparisons with other parents
18. Please trust your teachers since they are professional dance educators and only have your child's best interest at heart.
19. ***Above all: Please remember that we value your patronage and support. We thank you for being a part of the Art of the Dance family.***

## ***Important Dates***

Friday	September 10, 2010	The 2010-2011 Dance Season Begins
Saturday	September 25, 2010	Cinderella Auditions
Saturday	October 2, 2010	Cinderella Rehearsal Fees Due for Principals
Saturday	October 16, 2010	Cinderella Costume Fees Due
Friday-Saturday	October 29-30, 2010	Off for Halloween. Competition Teams and Cinderella Cast may be called in for rehearsals.
Friday-Sunday	November 25, 26, 27 & 28	Off for Thanksgiving. Competition Teams and Cinderella Cast may be called in for rehearsals.
Sunday Cinderella Rehearsals		
	December 5, 2010-Principals Only	
	December 12, 2010-Principals Only	
	December 19, 2010-Principals Only	
	January 9, 2011-Full Cast Act 1 (Happy Birthday Miss Leslie)	
	January 16, 2011-Full Cast Act 2 and Act 3	
Saturday	December 11, 2010	Tickets on sale for Cinderella
Friday-Sunday	Dec. 24, 2010 -Jan. 2, 2011	Winter Break. Competition Teams and Cinderella Cast may be called in for rehearsals.
Saturday	January 15, 2010	Fees Due Showstopper Competition
Saturday	January 22, 2011	Cinderella Dress Rehearsal and Performance 12:30 PM to 7:30 PM Glendale High School Auditorium
Saturday	February 12, 2010	Costumes Fee Due Recital 2011
Saturday	February 19, 2010	First Half Fees for Privates Due
Saturday	February 26, 2010	Competition Fees Due for Prime Time Dance
Friday-Sunday	February 18, 19 & 20, 2011	Showstoppers Competition Disney Land Hotel Anaheim
March 2011		A Concert of Art on Motion-the studio dance companies perform
Friday-Sunday	April 8, 9, & 10, 2011	Prime Time Dance Competition Pasadena
May 2011		Ballet Exams and Class Evaluations
Saturday	May 7, 2011	Second Half Fees Due For Privates
Saturday	May 14, 2011	Tickets on sale for Recital 2011
Thursday	May 19, 2011	Dance Company/Competition Team Auditions 2011-2012
Friday-Sunday	May 28, 29 & 30, 2011	Off Memorial Day Weekend
Saturday	June 25, 2011	Dress Rehearsal June Recital 2011 11:00AM-3:30PM
Sunday	June 26, 2011	Performance June Recital 2011 12:30PM-6:30PM Glendale High School Auditorium
July 5-July 29	Dance Camps	
<b>August 1, 2011 The 2011-2012 Dance Season Begins.</b>		
<b>This is the start of our new 11 month program.</b>		