

# MOLLY MYERS DANCE ACADEMY

## STUDENT HANDBOOK



504-715-5205

Email: [Molly\\_myersdance@att.net](mailto:Molly_myersdance@att.net)

Website: [Mollymyersdance.org](http://Mollymyersdance.org)

### Studio Policies

Please read the studio policies for your dancer listed below. All of these policies need to be strictly followed if we are to achieve the results we expect from our dancers. Following these rules will instill proper school behavior, dress code, and overall attitude.

**(504-715-5205) Please only call/text my cell phone on Monday-Friday from 9:00am-5:00pm, and Saturdays from 9:00am-11:00am. Thank you.**

1. All dancers must wear DANCE CLOTHING. No Nike or gym shorts, nor pajama pants allowed. If dance shorts are worn, the dancer must have on tights. Dancer must have dance shoes on at all times. It is the responsibility of the parent to make sure their child comes prepared for class.
2. All hair must be pulled back and off the face. I would recommend wearing a bun.
3. All students must arrive to class on time and be picked up when the class is over.
4. No gum chewing or eating at anytime, anywhere in the studio
5. No talking while class is in session as this disrupts the other students and makes it impossible to conduct class.
6. All students must ask permission to use the restroom.
7. No laughing, criticizing, or correcting each other at anytime.
8. All students must be polite and courteous to the faculty at all times. Disrespectful behavior will not be tolerated.
9. It is the parent's responsibility to bring their child to class each week. Repeated absenteeism affects the entire class and is a reflection on the parent not the child. It is the parent's responsibility to call and find out about extra practices or schedule changes when a child is absent. Teenagers should be able and encouraged to do this on their own.
10. It is the responsibility of the parents to read all notices and contact me with phone number or address changes.
11. Parents or visitors are not allowed to observe during class. We have found it to be more of a distraction in the years past and want to be sure that each child is learning to the best of their ability. No student is to wait outside for his or her ride.
12. Cell phones must be put on vibrate and kept in dance bags while class is taking place.
13. NO STUDENT SHOULD BE BROUGHT OR DROPPED OFF AT DANCE MORE THAN 15 MINUTES BEFORE THEIR CLASS TIME.

**(504-715-5205) Please only call/text my cell phone on Monday-Friday from 9:00am-6:00pm, and Saturdays from 9:00am-11:00am. Thank you.**

**"Trust in the Lord with all your heart and do not lean on your own understanding. In all your ways acknowledge Him, and He will make your paths straight." Proverbs 3:5-6**

## Tuition Policy

Tuition is due at the beginning of every month. If it is not turned in by the 10<sup>th</sup>, a \$10.00 late fee is due. Registration fees AND tuition are non-refundable.

Siblings have a \$10.00 a month discount on their tuition. For example, if the first student pays \$50.00 per month, the second student's tuition is \$40.00 per month. Any NSF Checks will be charged an extra fee of \$25.00.

## 2016-2017 School Calendar

September 5 <sup>th</sup>	1 <sup>st</sup> Day of Classes
September 5 <sup>th</sup>	1 <sup>st</sup> Revue Deposit Due
October 1 <sup>st</sup>	2 <sup>nd</sup> Revue Deposit Due
October 31 <sup>st</sup>	Closed for Halloween
November 1 <sup>st</sup>	Revue Fees are due in Full
Thanksgiving	CLOSED November 20 <sup>th</sup> -25 <sup>th</sup>
Christmas Parties	December 18 <sup>th</sup> -22 <sup>nd</sup>
Christmas	CLOSED December 25 <sup>th</sup> -January 6 <sup>th</sup>
January 8 <sup>th</sup>	Classes Resume
Mardi Gras	CLOSED February 12 <sup>th</sup> -14 <sup>th</sup>
March 10 <sup>th</sup>	AD CONTEST
March 17 <sup>th</sup>	All Ads are due
Easter	CLOSED March 31 <sup>st</sup> -April 6 <sup>th</sup>
Rehearsal @LSU	Monday, May 28 <sup>th</sup> (could possibly change)
Recital @LSU Student Union	Saturday, June 2 <sup>nd</sup>

To receive updates throughout the year please subscribe to our texting system:

Ages 2-6 Text this message: @mmdafam1 to this number: 81010

Ages 7-12 Text this message: @mmdafam2 to this number: 81010

Ages 13 & up Text this message: @mmdafam3 to this number: 81010

Please also follow us on Facebook or Instagram to receive updates!

## Monthly Tuition

\$50.00	45min-1hour (ages 2-6)
\$60.00	1 ½ hours (ages 7-14)
\$70.00	2 hours (advanced level)

## Unlimited Packages

	w/ hip hop	w/ advanced ballet	w/ pointe
7-10 year olds	\$80.00	\$100.00	
11-13 year olds	\$80.00	\$100.00	
Advanced Level	\$90.00	\$110.00	\$130

Our classes will begin in September on the Tuesday after Labor Day (September 5th). If your daughter's first class falls on Labor Day, her first class will be on September 11<sup>th</sup> due to the Holiday.

Tuition is September-May.

Ages 2-4 come for 45 minutes once a week. They will need black tap shoes and pink ballet shoes.

Ages 5-6 come for an hour once a week. They will need black tap shoes and pink ballet shoes.

Ages 7-9 come for an hour and a half once a week. They will need black tap shoes, tan jazz shoes and pink ballet shoes.

Ages 10-14 come for an hour and a half once a week. They will need black tap shoes, tan jazz shoes and tan lyrical shoes.

Advanced Level will come once a week for two hours. They will need black tap shoes, tan jazz shoes and lyrical shoes.

Only ages 7 & up can take the extra ballet or hip hop classes.

## Recital Fees

All students participating in the recital will have a fee of \$235.00. This covers your revue fee, 2 costumes, headpieces, props, bows and tights. The 2<sup>nd</sup> child in a family gets \$20.00 off their fee.

If you are participating in the opening number, ages 11 and up, your cost will be \$290.00. This covers 3 costumes, headpieces, props, bows and tights.

All additional costumes will be an extra charge. I'll do my best to keep the cost of costumes down.

The cost can be broken down into 3 monthly payments, but must be paid in full by November 1<sup>st</sup> in order for your child's costumes to arrive in time for their pictures and the recital.

	\$235.00	\$290.00(opening participants)	additional siblings \$215.00
September	\$80.00	\$100.00	\$75.00
October	\$80.00	\$100.00	\$70.00
November	\$75.00	\$90.00	\$70.00

## Reserved Seating for the Recital

In order to be eligible to purchase reserved seats for the night of the recital you must have all tuition paid in full, as well as the revue fees. There must be a zero balance at the time the tickets go on sale to purchase seats. Zero balance includes recital fees and monthly tuition. Deadline to pay in full for Reserved Seating is January 1<sup>st</sup>.

This is how it works: Once you have paid in full (September-May AND Revue Fees) you go on a list and are given the next number in line, in the order in which you have paid. For instance, if Janie pays in full Sept. 15<sup>th</sup> and is the first student to pay, she is number 1 on the list and gets to pick her seats at the purchase price of \$5.00 per seat. If Sara pays in full next she will be number 2 on the list and so on. You are under no obligation to purchase reserved seating.

**\*\*\*Your child's costumes will not be ordered December 10<sup>th</sup> if you owe any balance on recital fees or tuition from September through December. Recital fee will then increase after this date due to shipping and handling.**

**\*\*Again, paying in FULL for reserved seating means that you've paid for Tuition for September thru May AND Revue Fees!**

## Recital Policies

- Everyone must be in attendance at the rehearsal, which is held at the theatre of the recital taking place.
- Rehearsal is NOT a dress rehearsal.
- All students must wear the color tights that I carry at the studio so that everyone on stage will match.
- All students must be in COMPLETE costume the night of the show.
- No parents are allowed backstage at anytime.
- I expect all parents, students, and families to display proper theater etiquette during the rehearsal and recital.
- No yelling of names during the show.
- Dress attire should be dressy/casual.
- Ages 7 and up are in the dressing rooms with their moms on duty that are split up between both shows to help them change.
- Ages 2-6 are in an open dressing room during the entire show. We ask that you find a sitter, friend or family member to sit backstage with them the entire show and to help them change into their costumes. This will help us to keep each child safe and accounted for that way you as the parent are able to sit and enjoy the entire show without having to get up to go change your child.
- Every child must stay backstage for the entire show. You will not be able to check your child out of their dressing room until the recital is completely over.
- Rehearsal and recital are both at the LSU Student Union Theatre. We have two recitals. The first show is at Noon and the second show is at 5:00pm. Ages 2-6 are divided in half and will only participate in one show. Ages 7 and older are in both recitals.

## Student Teachers

- You must be on time to your designated class.
- You must dress appropriately, meaning NO gym shorts or pajama pants. Please wear dance clothing and proper dance shoes; this is a dance studio.
- Cell phones must be put away AND on vibrate or turned off.
- If you are unable to make a class, you must call me a day in advance to let me know so I can get someone else to come and help me.
- You must be aware of everything going on inside the classroom.
- You must let the head teacher know if you are bringing a child to the restroom.
- You must attend student teacher training throughout the year that we will have at the studio.
- You are required to get the class started with simple stretches if the head teacher seems to appear busy with a child's parent.
- No chewing gum or eating snacks during a class. You may eat snacks in between classes.

(Responsibility- always accountable; trustworthy; mature; reliable)

**\*\*If you are not willing to dedicate your time and take on this responsibility, please do not volunteer to help out. I expect a lot from my student teachers. My younger students look up to the teachers; therefore, you must set the best example to my girls.**

*Jesus said, "Let the little children come to me, and do not hinder them, for the kingdom of heaven belongs to such as these". Matthew 19:14*

# Dancer's Manners

Please review all of this information with your child. It is important in providing the best classroom environment possible for your child.

Dancers show respect for themselves by:

1. Being prompt for class.
2. Being dressed properly for class with tights. (No gym shorts, Nike shorts, or pajama pants)
3. Having hair pulled up out of the face.

Dancers show respect for others by:

1. Keeping their hands to themselves during class.
2. Waiting quietly for others to have a turn and for instructions from the teacher.
3. Talking with one another at the appropriate time.
4. Supporting other students' efforts, never laughing, pointing or whispering.

Dancers show respect for their teacher and the art of dance they are learning by:

1. Being properly dressed and ready for class on time.
2. Listening when the teacher speaks.
3. Never crossing their arms while the teacher is speaking.
4. Always finishing every exercise, never walking off noisily or showing anger or aggravation.

Dancers show respect for the studio by:

1. Leaving gum, food, or drinks outside.
2. Never hanging or leaning on the barres.
3. Never running inside the studio.
4. Putting trash in its proper place.
5. Turning off cell phones.
6. Always keeping all belongings zipped inside their dance bag.

Parents show respect for the dance class, teacher and studio by:

1. Coming inside to drop and pick up dancers. It is unsafe to allow children to walk through the parking lot alone.
2. Never leaving siblings unattended.
3. Bringing dancers to class on time and picking them up promptly after class.
4. Having dancers ready for class before entering the classroom.
5. Making sure the dancer has the opportunity to use the restroom before class starts.
6. Leaving toys at home.
7. Teaching children to never run or scream in the studio, waiting areas, or parking lot.
8. Talking only briefly to the teacher in between classes knowing she may have another class to teach. Please leave a short note in the tuition box with name, phone number, and best time the teacher can contact you.



## PICTURE & AD PACKET

All of the information you need to place your child's picture in the revue book is included in this packet. You have two options to choose from. You can either pay for a picture in the front of the book or sell ads to family, friends, and businesses.

**OPTION #1** This means that you are not selling ads and are purchasing your child's picture for the front of the book outright by either cash or check.

**Full Page (8x10) Price \$145.00cash**

**Includes the student's name under the 8x10picture OR a Full Page that includes a message with a 5x7 photo. This makes your child and automatic trophy winner.**

**Half Page Price \$125.00cash**

**Includes a 4x5 picture and a 4x5 ad next to it. Student's name appears underneath.**

**¼ Page Price \$70.00**

**Includes a 4x5 picture with the student's name underneath OR a 2x3 photo with a message next to it.**

**ANY STUDENT BRINGING IN \$145.00 IS AN AUTOMATIC TROPHY WINNER.**

\*\*\*\*\*

**Below is a list of the ad sizes and costs to sell to Businesses only:**

**If the business wants to add a picture of your child, it's an additional \$10.00.**

**You may add up your business ad sales with your personal ad or personal picture sales to get your total to place in the contest.**

\$25.00 Business Card

\$60.00 ¼ Page

\$110.00 ½ Page

\$135.00 Full Page

## Ad Rewards

If you sell \$300 worth of ads, your child is rewarded a Free Full Page.

-Includes the student's name under the picture and she is an automatic trophy winner.

If you sell \$200 worth of ads, your child is rewarded a Free ½ Page.

-Includes a 4x5 picture and a 4x5 ad next to it. Student's name appears underneath and she is a trophy winner.

If you sell \$130 worth of ads, your child is rewarded a Free ¼ Page.

-Includes a 4x5 picture with the student's name underneath.

## Centerfold

Who will be our Centerfold this year? It is a lot easier than you think. Start selling ads today. The student who has the highest total of money with a minimum of \$2,000 will be our Color Centerfold. In addition, she will receive the following:

1. 8x10 pictures in the front of the book
2. One ¼ page color picture
3. A 4 ft. trophy
4. She will be presented and featured in the grand finale.
5. Four free reserved seats for the revue.
6. One free revue book.

## Back Cover

All 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> place winners who's ads total 500.00 or more will be on our back color cover. In addition, they will receive the following:

1. ¼ page color picture in the book
2. 2 ½ ft. trophy
3. 8x10 pictures in the book
4. She will be featured and presented in the grand finale.
5. One free revue book.

## Grand Finale

Any student whose money totals \$500.00 or more will automatically participate in the grand finale. They will also receive the following:

1. 2 8x10 black and white pictures in the book
2. 2 ft. trophy
3. One free revue book

The ad contest will be on March 10th at 11:00am. All ads are due by March 17th.

**PLEASE TYPE ALL ADS AND BE SURE YOUR CHILD'S NAME IS ON THE AD. PAST REVUE BOOKS ARE AVAILABLE TO LOOK AT TO ASSIST YOU WITH WORDING YOUR ADS. ALL OTHER ADS ARE DUE NO LATER THAN MARCH 17<sup>TH</sup>.**

# MOLLY MYERS DANCE ACADEMY

## AD Form

**\*\*This form must be filled out for every single ad sold/bought.**

Dancer's Name: \_\_\_\_\_

### Business Prices:

\_\_\$25.00 Business Card

\_\_\$60.00 ¼ Page

\_\_\$110.00 ½ Page

\_\_\$135.00 Full Page

### Family Prices:

\_\_\$70.00 ¼ Page 2x3 picture w/ message or 4x5 photo with name underneath

\_\_\$125.00 ½ Page 4x5 picture and 4x5 ad(message) next to it

\_\_\$145.00 Full Page 8x10 picture with name underneath or 5x7 picture with a message

Business Name(if this is a business ad): \_\_\_\_\_

In the box below, please write out the message you would like your ad to include. PLEASE WRITE CLEARLY.

If the business wants to add a picture of your child, it's an additional \$10.00. Cash or Check is acceptable. Please make checks payable to Molly Myers Dance Academy.