



# STARZ Performing Arts Academy

## 2018-2019 Handbook

### A Guide for Students and Parents

*As a condition of enrollment at STARZ Performing Arts Academy, students and their parents or guardians agree to abide by all the policies set forth by STARZ Performing Arts Academy, its director, faculty, and staff. STARZ Performing Arts Academy reserves the right to terminate any student's enrollment at any time for misconduct or inappropriate actions by either the student or his or her parent(s).*

Welcome to STARZ Performing Arts Academy!

This handbook will serve as your guide to STARZ Performing Arts Academy and its philosophy of performing arts education.

We take our roles as a mentors and teachers in your child's life very seriously. It is our objective to inspire a passion for the arts in every child who passes through our doors. In the process, we strive to set the right example and help your child (and you) create memories that will last a lifetime.

### **Philosophy**

STARZ Performing Arts Academy is committed to providing high-quality dance, tumbling, music and performing arts classes to enhance the overall development of your child. We provide a safe and youth-centered environment to encourage our students to explore dance with qualified, nurturing teachers.

We believe that dance training encourages young people to develop a positive self-image as they increase awareness of their physical being. Along with improving coordination skills and developing muscular awareness, dance classes give children the freedom to express themselves through movement.

The highest educational standards are expected from all STARZ Performing Arts Academy faculty members. They are lifelong learners who continue to educate themselves through certification programs, master classes, conventions, and other learning opportunities.

## **ABOUT THIS HANDBOOK**

FOR MORE THAN 18 years our school has been a leader in dance education. We believe that our success comes as a result of providing solid training and quality service, as well as our underlying belief in the strength of our organization. We have created this handbook to offer our students and their parents a clear understanding of their commitments and responsibility to the school.

- Dates and/or expenses listed in this handbook are subject to change. Please check the website and your newsletters for updates.

### **Key contact information for STARZ Performing Arts Academy:**

471 Blue Prince Rd, Bluefield, WV 24701  
(304)910-9647

[dancewithstarz@gmail.com](mailto:dancewithstarz@gmail.com)

[www.dancewithstarz.com](http://www.dancewithstarz.com)

[www.Facebook.com/StarzPerformingArtsAcademy](http://www.Facebook.com/StarzPerformingArtsAcademy)

[www.YouTube.com/STARZoftheVirginias](http://www.YouTube.com/STARZoftheVirginias)

[www.Instagram.com/dancewithstarz](http://www.Instagram.com/dancewithstarz)

[www.Twitter.com/DancewithSTARZ](http://www.Twitter.com/DancewithSTARZ)

*Follow us on social media for all of the latest news & info!*

### **Key event dates for STARZ Performing Arts Academy:**

STARZ Open House/ Registration Day - Tuesday, August 21<sup>st</sup> - 3-7 pm

STARZ Competition Team Orientation Meeting - Tuesday, August 21<sup>st</sup> – 7 pm

STARZ Christmas Wonderland Meeting - Tuesday, August 21<sup>st</sup> – 7:45 pm

Fall Classes begin at STARZ! - Monday, August 27<sup>th</sup>

Labor Day - Monday, September 3<sup>rd</sup> (CLOSED)

STARZ at the PMCCC Women's Expo - October dates TBA - Brushfork Armory

Halloween – Wednesday, October 31<sup>st</sup> (CLOSED)

Tickets go on sale for STARZ Christmas Wonderland – Thursday, November 1<sup>st</sup>, 2018

Thanksgiving Break - November 19<sup>th</sup> – 25<sup>th</sup> (CLOSED - Classes resume Monday, November 26<sup>th</sup>)

MANDATORY Dress Rehearsals for STARZ Christmas Wonderland – December dates TBA – Bluefield High School's Performing Arts Center

STARZ Christmas Wonderland - December dates TBA - Bluefield High School's Performing Arts Center

Christmas Break – Friday, December 21<sup>st</sup>, 2018 – Tuesday, January 1<sup>st</sup>, 2019 (CLOSED)

2nd Semester Classes Begin - Wednesday, January 2<sup>nd</sup>, 2019

Bella Moxi Dance Competition/ Convention – February 1<sup>st</sup>-3<sup>rd</sup>, 2019 – Charlotte, NC (Optional Convention)

Dance Makers Convention - February 15<sup>th</sup>-17<sup>th</sup>, 2019 - Columbia, SC (Optional Convention)

Showstopper Dance Championships - March 1<sup>st</sup>-3<sup>rd</sup>, 2019 - Lenoir, NC (REQUIRED Competition)

Artists Simply Human – March 15<sup>th</sup>-17<sup>th</sup>, 2019 - Greenville, SC (Optional Convention)

Hall of Fame Dance Challenge - March 22<sup>nd</sup>-24<sup>th</sup>, 2019 - Winston Salem, NC (REQUIRED Competition)

Starquest Dance Competition – April 5<sup>th</sup>-7<sup>th</sup>, 2019 - Charleston, WV - The Clay Center (Optional Competition)

Spring Break – dates TBA (CLOSED)

Spring Recital Tickets go on sale at STARZ – Wednesday, May 1<sup>st</sup>, 2019

OPEN Auditions for STARZ 2019-2020 Competition Team – Friday, May 3<sup>rd</sup>, 2019 - STARZ Performing Arts Academy

Memorial Day - Monday, May 27<sup>th</sup> (CLOSED)

MANDATORY Dress Rehearsals for STARZ 19<sup>th</sup> Annual Spring Recital – dates TBA – Bluefield High School's Performing Arts Center

STARZ 19<sup>th</sup> Annual Spring Recital - June 2019 (exact dates TBA) - Bluefield High School's Performing Arts Center

## **FOR OUR STUDENTS**

The first step to becoming a successful dancer is making a solid commitment to your classes. Strong technique is a key ingredient and class is where you develop that technique. Come to each class prepared to learn and without personal distractions. Class time is your chance to focus on yourself, so try to leave your concerns or worries at the studio door. True progress is made when you look at each class as an opportunity to become better at what you love to do. Dance full-out, stretch a little further, become more aware of your technique, and make the most of every class.

Respect for the teachers is essential. Listen to each correction given, whether it's directed at you or another dancer. A correction is an honor; it shows you how much a teacher cares about your progress as a dancer. Always say thank you when a teacher or choreographer offers you constructive criticism. Nothing can stop those students who apply themselves in every class and appreciate their teachers' knowledge and experience.

## **FOR THE PARENTS: "WE'RE IN THIS TOGETHER"**

We believe that children's success depends on the support of their parents or guardians. Because your commitment to the process makes an enormous difference, we encourage you to be a part of your child's dance education.

Our programs rely on a positive atmosphere and educational experience for our faculty and students and their parents. Cooperation between all parents is expected. Showing respect—for other parents, the students, and the faculty—makes an important impression on the children. You are a role model for your child about how to interact with others in a professional setting.

Your child's presence at all classes is imperative. The spirit of teamwork and the lesson of dedication are a big part of our school's educational process.

Parents and teachers may look at a child's learning from different perspectives. However, we believe they share a common goal: to ensure that every child receives the best possible training, both physically and mentally. Mutual respect among our faculty and our students' parents provides the children with the ultimate care and education.

### **Special Information for Parents of Preschool Students**

Our purpose is to provide the highest-quality preschool education in a secure, nurturing, and stimulating environment. STARZ Performing Arts Academy serves the physical, emotional, and intellectual needs of the preschool students. We meet these goals with our age-appropriate curriculum and ongoing communication with parents.

The first few weeks of classes serve as an introductory phase to help students become comfortable with the overall dance experience, the classroom, their teacher, and their classmates.

Right from the beginning we focus on your child's coordination, listening skills, musical awareness, and developing imagination. We accomplish this through age-appropriate music and song, simple stretching exercises, ballet and tumbling basics, and games in an environment of creativity.

Preschool dance is about helping children learn to tap into their imaginations and express themselves creatively, not necessarily about learning steps (although they do get introduced to some basic steps). So don't be disappointed if your child doesn't pirouette around the house or look like a budding ballerina right away.

#### **Separation from the Parent**

The process of separating from the parent as the child attends dance class is an important accomplishment of preschool children.

As children mature, they begin to identify themselves as independent personalities. In separating from you, the parent, your child is learning

- to develop an interest in the activities of the dance class;
- to feel comfortable with other children in the class;
- to understand that his/her parent will come back and pick him/her up;
- to understand that all parents leave their children and come back for them.

It is important to know that at times young children will explore the limits of attending dance class and say they don't want to go. This period may occur anytime, but it is usually short-lived. Here are some suggestions that might help you handle the situation:

- Emphasize what the child is doing at the dance class rather than what you do while he/she is in class.
- Before you leave, see that the child is involved in an activity or is in the hands of a teacher.
- Avoid prolonged good-byes.
- Ask the teacher for help in separation.

## **It May Not Be the Right Time**

If your child cries or does not want to take class, don't panic. If we push children and create more stress than they are already experiencing, they may come to perceive dance class as a bad experience. That kind of negativity could make them apprehensive about dance for a long time, which isn't good for anyone involved. Never force your child into the classroom.

If your child stops attending class within the first month, the registration fee will be credited to the following year. We encourage you to have your child try again next year.

We recommend that children be encouraged to practice at home but not forced to do so. Repetition is one of the key elements for success with preschool dance students; the more they practice, the more confident they will feel. Practicing with your child allows you to join in the dance experience.

## **FOR ALL PARENTS AND STUDENTS**

### **Understanding Dance Education**

As a parent, you play an important role in supporting your student financially, but your emotional support is of equal—and perhaps even greater—value. Encourage your child to be the best that he or she can be regardless of what others may achieve. Dance is an individual art form and children need to be allowed to achieve at a pace that's comfortable. No two students will progress at the same rate, even if they experience the exact same training. It's important to encourage children to focus on themselves, give their all, and be satisfied with their own accomplishments.

Not all children will develop into professional dancers. One of the primary goals of our faculty is to teach life lessons and skills that offer children the best chance for success. Dance education encompasses far more than technique and the steps your children learn. We believe the discipline of dance training gives young people a better understanding of commitment through learning, experiencing the spirit of teamwork, and discovering what they can accomplish through hard work. Our goal is to educate the minds, bodies, and souls of our students, teaching them the skills needed for a successful life, whether or not they stay involved in dance.

- You play an important role in supporting your student financially, but your emotional support is of equal—and perhaps even greater—value.

### **Class Placement**

It is our policy to offer appropriate opportunities to every child.

Placement decisions are derived from many years of teaching experience. Often a child is placed in a particular group or class where he or she will feel confident, in order to promote the development of self-esteem. Some students who are placed in a higher level become

discouraged, only to lose their passion for dance. Others respond to the challenge of being in a class with students who are more proficient by pushing themselves to work harder. Placement is highly individual and the factors that go into the decision are complex. We will never push a student to a level of dance or tumbling that their body or muscle development is not yet ready for. Pushing your child to perform advanced skills before they have mastered the basics necessary to execute those skills properly can be physically detrimental to their body. Please trust the professional decisions of STARZ Performing Arts Academy's acclaimed faculty regarding class levels and Company placement. With a combined 110 years of experience in the arts within our faculty, we are fully aware of your child's abilities and capable of placing them in the class(es) that will best suit their level of education.

## **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 STARZ Performing Arts Academy. 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.

## **Dos and Don'ts**

Some parents may compare their child's progress or class placement to another child's. Watch for this behavior in your children as well and encourage them to focus instead on their own accomplishments.

Looking to other students for inspiration is good; however, making negative comparisons distracts children from focusing on becoming stronger dancers. In addition, speaking negatively about your child's teachers, fellow students, or other parents in front of your child—or other students—could result in problems far beyond your original concerns. Often children will imitate a parent's behavior with other adults or authority figures.

Children learn important lessons from their teachers and parents, acquiring behavior patterns through their example. Our school's faculty takes that responsibility seriously. It's our philosophy to encourage our students to feel, think, and act respectfully toward their peers, the adults in their lives, and themselves.

If you have questions or concerns about your child's dance education (such as progress or class placement), please discuss them with your child's teacher or the director. Talking only to other parents can lead to misinformation and confusion. Please contact the school office to set up an appointment; do not approach your child's teacher or the director between or during classes.

If you do request a conference, please listen carefully to what your child's teachers have to say. They spend a significant amount of time with your child and offer expertise in the field of dance and performing arts education.

- Class placement of students is highly individual and the factors that go into the decision are complex.

## **STAYING INFORMED**

We work hard to make the performing arts experience organized and fun. Keeping you informed is one of our primary goals. Please read all newsletters and other school information.

Newsletters and important updates are printed and filed in your STARZ Mail Folder (located in the Lobby). Newsletters and updates are also emailed to you and posted on the STARZ Performing Arts Academy website and Facebook page. Be sure to add us on social media to receive daily reminders, news, and information.

If you have any questions regarding the information distributed, we encourage you to contact Alethia in the office at (304)910-9647 between the hours of 4 & 8 pm (Monday-Thursday).

We answer emails as often as possible. Feel free to email questions to the office at [dancewithstarz@gmail.com](mailto:dancewithstarz@gmail.com).

**Website** [www.dancewithstarz.com](http://www.dancewithstarz.com)

We are constantly updating our website. News, Faculty Bios, important parent and student information, contact information, and more are available online 24 hours a day.

**Facebook Page** [www.facebook.com/StarzPerformingArtsAcademy](http://www.facebook.com/StarzPerformingArtsAcademy)

“Like” the STARZ Performing Arts Academy page on Facebook to receive daily updates on academy events. Please invite your family and friends to join our community by “liking” our page as well.

## **Weather Cancellations**

Academy closures due to severe weather conditions will be announced by 1:00 pm on that day. Notifications of weather cancellations will be posted on our Facebook page and emailed. Make-up classes for inclement weather cancellations are available upon request. Your child may choose to make-up missed classes in another class within her/his age division, and on or below their current level of dance.

Each class has a limit of 3 cancellations built in to our calendar. If a class is cancelled due to inclement weather more than 3 times during the season, make-up classes will be scheduled at the convenience of the instructor. Students are not required to attend make-up classes. These extra classes are simply scheduled as a courtesy.

## **Dress Code Requirements**

STARZ Performing Arts Academy maintains a dress code to encourage concentration and a sense of inclusiveness (variations in attire can be distracting). Uniformity in dancewear allows the teachers to assess how well the students are implementing the technique being taught, problems with alignment, and other important aspects of dance training.

- Students should carry their dancewear, shoes, and other belongings in a dance bag. Please print your child's name on the bag as well as on all of its contents.
- Dancewear is to be kept in good repair and laundered on a regular basis.
- Excessive Jewelry should not be worn to class.
- Dance shoes should never be worn outside.
- Female students should wear their hair tightly secured and styled away from the face; a neat bun is preferred.
- Students are expected to observe good personal hygiene habits. Deodorant is required for students age 10 and older.

All required dancewear, shoes, and tights are available through ***Discount Dance Supply*** at [www.discountdance.com](http://www.discountdance.com). Please enter teacher code **TP44001** at checkout to support your studio & receive a discount. We have included DDS style numbers to make shopping for shoes quicker & easier. Be sure to visit our Dancewear Boutique for the latest Dancewear and STARZ Gear. Our Exclusive NEW Custom line of STARZ Gear in collaboration with Limelight Teamwear can be ordered online through your Parent Portal or at STARZ.

### **Preschool "Tutus & Taps"**

Pink or Lavender LEOTARD  
Ballet Pink Capezio FOOTED Tights (#1815C)  
Ballet skirt (optional)  
Pink Capezio Ballet Shoes (#205C)  
Caramel Capezio "Mary Jane" Tap Shoes (#3800C)  
Hair secured off the face & neck (preferably in a Ponytail or Bun)

### **K-2<sup>nd</sup> grade Ballet, Jazz & Tap**

Pink, Lavender, or Black LEOTARD  
Ballet Pink Capezio FOOTED Tights (#1815C)  
Pink Capezio Ballet Shoes (#205C)  
Caramel Capezio SLIP-ON Jazz Shoes (#EJ2 or #EJ2C)  
Caramel Capezio "Mary Jane" Tap Shoes (#3800C)  
Hair secured off the face & neck (preferably in a Ponytail or Bun)

***K-2<sup>nd</sup> Grade students will need BOTH Ballet Pink & Light Suntan Tights for the Spring Recital. Ballet Pink Tights will be worn for Ballet, and Light Suntan Tights will be worn for Jazz & Tap.***

### **3<sup>rd</sup>-6<sup>th</sup> grade Ballet, Jazz, Tap**

PINK or BLACK LEOTARD

Ballet Pink Capezio FOOTED Tights (#1815 or #1815C)

Pink Ballet Shoes (#205C) -Split Sole for ages 10 & up- (#2033 or #2033C)

Caramel Capezio SLIP-ON Jazz Shoes (#EJ2 or #EJ2C)

Caramel Capezio "Mary Jane" Tap Shoes (#3800C)

Hair secured off the face & neck (preferably in a Ponytail or Bun)

### **Jr/Sr Tap**

LEOTARD

Light Suntan Capezio Tights (#1815C or #1815)

Caramel Capezio "Manhattan Xtreme" Tap Shoes (#657)

Hair secured off the face & neck (preferably in a Ponytail or Bun)

### **Ballet levels II/III, IV/V, VI**

BLACK LEOTARD

Theatrical Pink Capezio FOOTED or Convertible Tights (#9 or #9C)

Pink Ballet Shoes (#205C) -Split Sole for ages 10 & up- (#2033 or #2033C) – Bloch Elastosplit for levels IV/V & VI

Ballet Skirt (optional)

**Hair in a BUN** (or top knot)

### **Pointe levels 1-5 & STARZ en Pointe**

BLACK LEOTARD

Theatrical Pink Capezio FOOTED or Convertible Tights (#9 or #9C)

Pointe shoes (at your instructor's discretion – brands may vary from dancer to dancer as no two feet are made exactly the same – Always check with your instructor before purchasing pointe shoes.)

**Hair in a BUN** (or top knot)

### **Stretching & Conditioning/ Contortions**

LEOTARD or tank top/sports bra & bootie shorts

BAREFOOT

### **Hip Hop (All Ages)**

Any color top/sports bra/ etc

Hip Hop pants/jazz pants

Black Sneakers or Combat Boots

### **Competition Team Classes/ Technique Classes**

LEOTARD or tank top/sports bra & bootie shorts – **NO BAGGY CLOTHING OR T-SHIRTS!**

Light Suntan Capezio STIRRUP Tights (#1861C or #1861)  
Caramel Capezio SLIP-ON Jazz Shoes (#EJ2 or #EJ2C) or Half-soles  
Hair secured off the face & neck (preferably in a Ponytail or Bun)

### **Tumbling Classes (All Ages/Levels)**

LEOTARD or tank top & bootie shorts  
No loose fitting clothing  
No tights, socks or shoes  
Hair secured off the face & neck in a low ponytail

### **Musical Theatre**

LEOTARD  
Light Suntan Capezio Tights (#1815C or #1815)  
Tan Character Shoes - heel no higher than 3" (#C700, #8518, or #T3100)  
Hair secured off the face & neck (preferably in a Ponytail or Bun)

### **STARZ Dancewear Boutique**

STARZ Dancewear Boutique offers a wonderful selection of dancewear and STARZ Gear for individual purchase at any time during the school year. Special Ordering available.

### **Registration Fee**

An annual registration fee of \$20 + tax (\$21.20) per student covers the cost of mailings, insurance, handbooks, and so on. Registration fees are not refundable with the exception of preschool students who are determined to be unready for dance and may receive a credit for the following season.

### **Tuition and Expense Policy**

Full monthly tuition is due on or before the 10th of each month. Tuitions paid after the 10<sup>th</sup> of the month will be charged a \$15 late fee. Tuitions paid after the 20<sup>th</sup> of the month will be charged a \$25 late fee. Tuition is paid by check or cash monthly at the studio or by Paypal, credit or debit card online through your Dance Studio Pro account. If you prefer an annual payment plan, please check with the school office.

If paying by check, please write your child's name in the memo portion of the check. If you pay with cash, please ask for a receipt.

There is a \$40.00 return check fee. After two returned checks, we accept cash only. All accounts must be paid in full before your child can dance in STARZ Christmas Wonderland, Spring 2018 recital, or participate in any competitions. Competition & Convention Fees will not be accepted until a student's STARZ Account is up to date.

Competition & Convention Fees are non-refundable.

No refunds will be given for classes missed by the student. Classes missed for any reason other than illness will not be pro-rated.

Please note: Tuition is calculated monthly and based on the season regardless of how many weeks are in a given month. Tuition payments average out to four classes each month.

<b>30 min weekly</b>	<b>\$34.00 + tax monthly</b>
<b>45 min weekly</b>	<b>\$38.00 + tax monthly</b>
<b>1 hour weekly</b>	<b>\$41.00 + tax monthly</b>
<b>1 hour 15 min weekly</b>	<b>\$48.50 + tax monthly</b>
<b>1 1/2 hours weekly</b>	<b>\$56.00 + tax monthly</b>
<b>1 hour 45 min weekly</b>	<b>\$63.50 + tax monthly</b>
<b>2 hours weekly</b>	<b>\$71.00 + tax monthly</b>
<b>2 hours 15 min weekly</b>	<b>\$78.50 + tax monthly</b>
<b>2 1/2 hours weekly</b>	<b>\$86.00 + tax monthly</b>
<b>2 hours 45 min weekly</b>	<b>\$93.50 + tax monthly</b>
<b>3 hours weekly</b>	<b>\$101.00 + tax monthly</b>
<b>3 hours 15 min weekly</b>	<b>\$108.50 + tax monthly</b>
<b>3 1/2 hours weekly</b>	<b>\$116.00 + tax monthly</b>
<b>3 hours 45 min weekly</b>	<b>\$123.50 + tax monthly</b>
<b>4 hours weekly</b>	<b>\$131.00 + tax monthly</b>
<b>4 hours 15 min weekly</b>	<b>\$138.50 + tax monthly</b>
<b>4 1/2 hours weekly</b>	<b>\$146.00 + tax monthly</b>
<b>4 hours 45 min weekly</b>	<b>\$153.50 + tax monthly</b>
<b>5 hours weekly</b>	<b>\$161.00 + tax monthly</b>
<b>5 hours 15 min weekly</b>	<b>\$167.00 + tax monthly</b>
<b>5 1/2 hours weekly</b>	<b>\$173.00 + tax monthly</b>
<b>5 hours 45 min weekly</b>	<b>\$179.00 + tax monthly</b>
<b>6 hours weekly</b>	<b>\$185.00 + tax monthly</b>
<b>6 hours 15 min weekly</b>	<b>\$191.00 + tax monthly</b>
<b>6 1/2 hours weekly</b>	<b>\$197.00 + tax monthly</b>
<b>6 hours 45 min weekly</b>	<b>\$203.00 + tax monthly</b>
<b>7 hours weekly</b>	<b>\$209.00 + tax monthly</b>

**ANNUAL REGISTRATION FEE: \$20.00 + tax PER STUDENT**  
**(Includes 2018-2019 Student Handbook)**

### **STARZ Competition Team Tuition**

**1<sup>st</sup> hour - \$35.00 + tax MONTHLY\***

**2<sup>nd</sup> hour - \$25.00 + tax MONTHLY\***

**3<sup>rd</sup> hour (and any additional hours) - \$15.00 + tax MONTHLY\***

**\*COMPETITION TEAM CLASSES ARE INDIVIDUAL ENTITIES WHEN ADDING UP TUITION.**

### **Special Discounts**

STARZ DANCERS RECEIVE AN \$8.00 PER MONTH DISCOUNT FOR ADDING ON A TUMBLING CLASS.

STARZ TUMBLERS RECEIVE AN \$8.00 PER MONTH DISCOUNT WHEN ADDING ON A DANCE CLASS.

ALL STUDENTS RECEIVE AN \$8.00 PER MONTH DISCOUNT FOR EACH ADDITIONAL SIBLING ENROLLED.  
ALL STUDENTS RECEIVE \$15.00 OFF 1 MONTH OF TUITION FOR ENROLLING A FRIEND. THE FRIEND ALSO  
RECEIVES \$15.00 OFF TUITION. (LIMIT 2 PER YEAR)

***Please mail all payments to our STUDIO ADDRESS:***

**471 Blue Prince Road  
Bluefield, WV 24701**

### **Additional Fees**

Tuition does not include the registration fee, dancewear, shoes, costumes, recital tickets, private lessons, or special events.

A Recital Fee of \$50.00 (+ tax) per student is due by April 10<sup>th</sup>, 2019. This fee covers theater rental, production costs, janitorial fees, etc. This fee is non-refundable. Your Recital Fee will also include 1 free Recital DVD! You will have the opportunity to choose the performance night you wish to receive. Additional nights may be purchased through STARZ.

## **Discipline Policy**

In order to maintain a happy, healthy, professional environment, students are taught the importance of being a part of the group. We encourage students to have respect for other students, the teachers and staff, and studio property, and we foster the development of good habits and compliance with rules of conduct.

Our staff and faculty are trained to use constructive techniques of discipline to maintain class control and handle individual misbehavior.

- Children who exhibit unacceptable behavior or attitudes are told what is wrong and directed to a positive alternative approach or behavior.
- If a child strikes another child, the two are respectfully separated and each is asked to explain what happened. They are then asked to help solve the problem, talk to each other, and reconcile with one another.
- Children who are disruptive will be respectfully asked to stop the behavior. If the behavior is repeated, they will be reminded of it and told how it affects others. If the disruption continues, the children involved will be asked to sit down for a short period of time (usually three to five minutes) before rejoining the class.
- If a child's misbehavior continues to disrupt the class, the parent or guardian will be called to pick up the child.

## **Termination of Enrollment**

In certain circumstances, when it is in the best interest of one or more students, it may be necessary for the school owner or director to terminate a student's enrollment. Every effort will be made to correct a problematic situation before terminating enrollment. Reasons for termination of enrollment include the following:

- Disruptive or dangerous behavior by students or their parents
- Abuse of other children, staff, or property
- Inability of STARZ Performing Arts Academy to meet the child's needs

## **Arrival and Departure**

We encourage students to arrive 15 minutes before class starts.

Students over the age of 7 are expected to be on time for each of their classes in the proper classroom. Students with multiple class changes throughout the day are expected to keep track of their schedule. **It is not the responsibility of our Instructors to leave their studio to find you.**

Please be ready, in proper Dress Code approved attire, outside of your classroom 2-3 minutes before your class begins.

For their safety, children under age 10 should be picked up immediately after class. Students ages 10 and older must be picked up no more than 15 minutes after their class is completed. STARZ Performing Arts Academy is not a babysitting service. If your child has a break between classes, please make sure that they are responsible enough to behave and wait in the lobby area between those classes. Students are never allowed to leave STARZ Performing Arts Academy or “hang out” in the parking lot between classes. Please discuss the importance of safety practices and punctuality with your child prior to dropping them off at the academy.

## **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. Throughout the months of September through December, new Technique and movement is introduced. During the months of January through May, choreography for the spring recital will be taught and rehearsed. We are always learning, working, and introducing new information, technique, and concepts. It is important for children to feel completely confident with choreography and performances. Missing class could result in frustration for the students and their teachers and classmates.

All STARZ Competition Team Dancers are expected to be present for at least 75% of each Ballet, Technique, and Company class they are enrolled in. Missing more than the allowed 75% of classes may result in dismissal from STARZ Competition Team. Make-up classes are always encouraged.

## **Tardiness**

Dance is a physical activity that requires the body to be warmed up in order to execute movement safely. Late students miss the proper warm-up and/or barre and therefore may sustain injury. Students who arrive more than 10 minutes late may be asked to observe class for reasons of personal safety.

## **Class Visitors**

Safety issues and legal responsibilities make it impossible for us to allow students to bring visitors into the classroom. Students should not invite siblings, other relatives, or friends to their classes with the exception of special events such as “Bring a Friend Week”, potential students, and in-school performances.

## **Makeup Classes**

Students who miss a class will have the opportunity to make it up with another similar class (with the exception of Company Choreography classes). Please check with the office to determine the best makeup class for your child.

## **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.

## **Illness**

Colds, flu, and other contagious diseases occur frequently and spread easily among children. To help protect your own child's health and to minimize the possibility of contagion at school, please keep your child at home if you observe any of the following symptoms:

- Nasal discharge that is green or yellow
- Complaints of ear pain
- Consistent cough
- Severe sore throat
- Eyes that are pink, burning, itching, or producing discharge
- Diarrhea or vomiting
- Fever

If these symptoms or other conditions deemed contagious are observed in your child during a class, you may be called to pick up your child.

When your child has a fever, please keep him/her at home until the temperature returns to normal. If there are any lingering signs of illness, such as glassy or watery eyes, listlessness, and drowsiness, please keep your child at home. This will help to ensure that the illness has passed and that your child will be well enough to resume class activities the following week.

## **Parking Lot Safety**

The school is home to children of all ages. Please enter and exit our parking lot with extreme caution. Never park your vehicle in any area that is not a designated parking space or is reserved for the Mini Mall's Handicapped patrons. Please do not allow children to play in the parking lot.

## **Student and Parent Use of Social Media**

Use of Facebook, Twitter, LinkedIn, blogging, and other online social-media vehicles is commonplace. This policy is intended to provide STARZ Performing Arts Academy students and parents with guidelines to eliminate any confusion concerning the use of social media.

- You DO NOT have permission to reveal any information that compromises STARZ Performing Arts Academy. By that we mean you are forbidden to share personal information about the director, other students or their families, or anything that is proprietary and/or confidential to them or STARZ Performing Arts Academy.
- Students and parents should neither claim nor imply that they are speaking on behalf of STARZ Performing Arts Academy.
- Never post anything that could compromise the self-esteem of students who attend STARZ Performing Arts Academy.

- If you post videos of class or rehearsals, don't post any choreography in its entirety; STARZ Performing Arts Academy owns the copyright to all choreography taught at the school.
- Respect the law, including those laws governing defamation, discrimination, harassment, and copyright and fair use. As stated in this handbook, parents and students should never post negative comments about other schools or teachers. Also, please do not post negative comments about school activities such as competitions, conventions, and performances or about the directors of those events.
- Ensure that your social networking conduct is consistent with all of the policies contained in this handbook.

### **General Policies**

- Parent and students should not sit in the office space of the school without a STARZ Staff member present.
- Use of the school telephone is limited to emergencies only.
- Parents and students should never interrupt a class in session.
- Only water is allowed in the studios. No food, drinks, or gum.
- We love babies and young children and appreciate the chance to meet our students' siblings. However, our priority is the safety of every child on the school premises. Children must be supervised at all times and are not free to run around the lobby or classroom areas.
- Students - No cell phones or tablets may be used during class time. (This means no emailing, Internet use, or text messaging), with the exception of filming choreography during the last 5 minutes of class time.
- Never speak negatively about teachers, students, or parents from other schools.
- All students must show respect for their teachers at all times. Inappropriate behavior could result in dismissal from the school.
- Please help keep our studio clean. No eating or drinking is permitted in the studio rooms or Costume Shoppe. Students must eat and drink in the lobby or dressing room areas. We do expect students and parents to respect STARZ as a home away from home and clean up after themselves.

### **Annual Recital**

Dress rehearsals: exact dates in June 2019 TBA

Recitals: exact dates in June 2019 TBA

Additional Recital rehearsals may be scheduled for students ages 10 and older at the discretion of the teacher/choreographer. Parents and students will be notified of additional rehearsals at least one week in advance.

All dance students participate in our annual recital to be held at Bluefield High School's Performing Arts Center in early June 2019. Please note that all students must participate in the dress rehearsal in order to perform in the recital. There are no exceptions to this policy.

The recital offers our students a professionally directed performance that allows them to present to their families and friends the results of a year's hard work, dedication, and progress. Preschool students perform two routines in the annual recital. All other students perform one time in each of the styles of dance they are registered for.

A big part of dance training includes learning through performance. Although performance opportunities can help prepare some students for a possible career in dance, they also contribute to children's success in non-dance activities. The experience helps build self-esteem and confidence, which can result in better in-school presentations, improved social skills, and strong college and job interview skills. The rehearsal process is a tremendous learning experience as well. It helps the children develop retention skills, and by working with their classmates on a group performance, they learn the positive aspects of working as a team to create the best end result.

## **Costumes**

We spend many hours determining the correct costumes for each class. They are always age appropriate and of the highest quality possible. Preschool students will need one costume; K-2<sup>nd</sup> grade students – 2 costumes; all other students will need one costume for each dance form they train in. Costumes include all accessories (hats, gloves, etc.,) but do not include tights or shoes.

In an effort to ensure that costumes are delivered in time for organized distribution to our students, costume orders are placed in the Fall and during the December holiday break. Costume manufacturers do not accept cancellations or offer refunds; therefore the school does not refund costume deposits.

## **Costume Payment Schedule**

Costumes will not be ordered until they are paid for in full. Parents or guardians accept full responsibility for all expenses, including surcharges and postage for costumes that are ordered late. STARZ Performing Arts Academy is not responsible if costumes are not received in time for the recital due to late payments. Costume payments are the sole responsibility of the parent or guardian.

A \$20.00 Costume Payment per non-competitive costume will be added to your monthly bill beginning in NOVEMBER. This \$20.00 monthly payment per costume will continue monthly until your recital costume(s) are paid in full. These payments are required in order to purchase your child's costume(s). The number of costumes needed depends upon the number of classes that you have enrolled for. Once November's costume

deposit is paid, the costume belongs to you regardless of any circumstances that may arise. Recital costumes that are not paid for by their deadline will not be ordered. This does not refer to costumes for STARZ Christmas Wonderland or STARZ Competition Team. Costumes for STARZ Christmas Wonderland and STARZ Competition Team will be billed separately in August & September.

- Costumes are always age appropriate and of the highest quality possible.

### **Recital Tickets**

Tickets for STARZ Christmas Wonderland will go on sale at STARZ Performing Arts Academy Thursday, November 1<sup>st</sup>, 2018 during regular business hours.

Tickets for our annual spring recital will go on sale at STARZ Wednesday, May 1<sup>st</sup>, 2019.

No one is admitted to the recital without a ticket.

## **ADDITIONAL INFORMATION AND ACTIVITIES**

### **Summer Programs and Camps**

Each summer STARZ Performing Arts Academy offers summer programs and camps for both current and new students. Summer activities are for children ages 2 ½ and up. A complete Schedule of all summer programs will be released in March. We suggest early registration as these programs do sell out, especially the Intensives.

### **A FINAL NOTE**

Welcome to STARZ Performing Arts Academy! We are looking forward to an exciting, rewarding 19<sup>th</sup> season!