



Full Year Kids Programs Policy Handbook

The following is a list of all studio policies for the 2019-2020 dance season at J'Adore Dance. To ensure a successful experience for all of our families please read through the Policy Handbook carefully. If you have any questions or concerns, please do not hesitate to ask!

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*** PLEASE PRINT SECTION 3 AND KEEP THIS PAGE OF KEY DATES FOR YOUR REFERENCE***

1. Philosophy

Our programs are based on a conceptual dance education approach where creativity, imagination, and expression are combined with developmentally appropriate movement, music, and ballet, jazz, tap and hip hop technique to create a class that is fun for all!

We believe that dance is a community driven art form. We believe children learn best when provided with problem solving opportunities in an inclusive, supportive, non-competitive environment. Children will be active participants in each class where they will be free to explore their own creativity and expression while increasing their dance skills and technical vocabulary.

Dance is more than a series of steps. Our programs use a holistic approach that provides our young dancers with a brain compatible learning environment where we strive to ensure success for all! Our conceptual approach to dance education ensures our students move with purpose on the dance floor and through life.

Our child-learning philosophy follows the following 3 tenants:

1. Each child is a unique individual and will be respected as such.
2. Children learn best in a supportive, non-competitive environment.
3. Children learn through participation, observation and interaction.

2. Conceptual dance education

People often have the incorrect assumption that creative dance is dancing like a tree, or a flower, in strange pantomime to new age music. That it is without structure. That it is with limited value. However, masterfully crafted, conceptually based creative dance is the ideal way to introduce children to dance and can easily continue to be incorporated into any style of dance and technique.

Dance concepts are based on the work of Rudolf Laban. Laban Movement

Analysis is a way of creating, describing, and understanding any kind of human movement. The four main categories include:

- Body
- Effort
- Shape
- Space

Any movement can be analyzed and changed using these concepts.

Dance is about communication. Stories, emotions, and ideas have historically been human beings' motivation to move to the music and create meaning. When the focus of dance becomes purely mastering a series of steps and technique, the meaning is gone. Dance without concepts is movement without meaning, without purpose.

Children who learn dance steps and technique through an understanding of concepts become master communicators and masters of their own body. They can use concepts to convey sadness or joy, and understand how they are different. They have a thesaurus of body language that expands their movement repertoire.

Children who dance through concepts aren't using rote memory but accessing higher brain functioning through application, analysis, synthesis, and evaluation. They are smarter dancers.

At J'Adore Dance, we want the children we teach to take the skills they learn and apply them outside the studio. We want those skills to be relevant, purposeful, and meaningful in their day-to-day lives and help them shape a bright future. Regardless of what paths and interests they choose to pursue, we want what they have learned at the studio to be valuable.

A conceptual dance approach also fosters language development. Rather than just learning the names of steps, children learn and use descriptive vocabulary as they analyze and add meaning to their movement. They practice expressive, detailed communication. Speaking and writing skills improve. Children become masters at communication.

Conceptual dance is process driven. It challenges and inspires children to explore, inquire, and problem solve. It helps them communicate and create

meaning in the world around them. It challenges the stereotypes that effective dancers must fit a certain body type. It increases self-esteem and confidence. It is holistic, beautiful, and child focused. It takes dance from a once a week activity in the studio to a way of joyfully traveling through life.

3. Dance Season

The 2019 - 2020 dance season will run the following dates:

Monday classes: September 9- May 11

No classes: Oct 14, Dec 23, Dec 30, Mar 16, Mar 23, April 13

Parent Sharing: Oct 7, Dec 16, May 11 (Final Class)

Tuesday classes: September 10- May 12

No classes: Dec 17, Dec 24, Dec 31, Mar 17, Mar 24

Parent Sharing: Oct 8, Dec 10, May 12 (Final Class)

Wednesday classes: September 11- May 13

No classes: Dec 18, Dec 25, Jan 1, Mar 18, Mar 25

Parent Sharing: Oct 9, Dec 11, May 13 (Final Class)

Thursday classes: September 12- May 14

No classes: Oct 31(classes after 4 pm), Dec 19, Dec 26, Jan 2, Mar 19, Mar 26

Parent Sharing: Oct 10, Dec 12, May 14 (Final Class)

Friday classes: September 13- May 15

No classes Dec 20, Dec 27, Jan 3, Mar 13 (Senior Recital Tech night –no classes after 12:00), Mar 20, Mar 27, Apr 10

Parent Sharing: Oct 11, Dec 13, May 15 (Final Class)

Saturday classes: September 7- May 9

No classes: Oct 12, Dec 21, Dec 28, Feb 22 (for Preschool Recital – Senior Recital classes will have an afternoon practice time TBA), Mar 14 (Senior Recital), Mar 21, March 28, Apr 11

Parent Sharing: Oct 5, Dec 14, May 9 (Final Class)

Sunday classes: Sept 8- May 10

No classes: Oct 13, Dec 22, Dec 29, Mar 15, Mar 22, Mar 29, Apr 12

Parent Sharing: Oct 6, Dec 15, May 10 (Final Class)

****Recital Dates are booked for February 22 (Primary) and March 13/14 (Senior).**

4. Class Attire

Proper dance attire is important for keeping your dancer safe, allow instructors to ensure alignment is correct, and allows for freedom of movement.

JBallet Combo classes:

Girls: Leotard (any color), pink convertible tights, pink ballet slipper

Boys: Black sweat pants or shorts, white tee shirt, black dance slippers

Hair should be pulled back off the face.

JHop classes:

Girls/Boys: Sweat pants or shorts, or leggings (no jeans please), tee shirt, and indoor, non-marking athletic shoes

If your dancer forgets their dance shoes please remove their tights/socks so they can dance safely in bare feet.

Long hair should be worn tied back so as not to impede your dancer's vision.

JTap classes:

Girls: Leotard (any color), pink convertible tights, tap shoes

Boys: Black sweat pants or shorts, white tee shirt, tap shoes

Hair should be pulled back off the face.

We ask that you please change into your dance attire at home as our bathrooms are located in the studio. If you need to change at the studio, please arrive at least 15 minutes early and wait for the instructor invite you into the studio.

Forgot your dance attire at home? We still want your child to participate! Ensure they have bare feet and we will accommodate them as much as possible.

J'Adore Dance has dance slippers, tap shoes, tights, and a small variety of leotards available to purchase in studio. We will have dance packages (tights, body suit and shoes) that are available at J'Adore Dance for

\$75 + GST, which is a 20–25% savings if you were to buy items at a retail store. Dance Wear Purchase days will be Saturday July 20th and Saturday August 24th from 10am-2pm at the studio. No appointment will be necessary. *Dance wear will be available at the studio and inventory is on a first come first serve basis.* Packages must be paid in full at the time of ordering. **If you are in a JTap class and wish to purchase tap shoes they will be available for fitting and purchase at the same time.**

We also recommend the following dancewear store:

On Stage

10004 79 Ave NW, Edmonton, AB T6E 1R5
(780) 432-7998

Please be sure your child has dancewear for the first day of classes.

5. Studio Etiquette

We ask that all families work with us to ensure that the studio is an ideal learning environment for all our dancers. **The following are our studio etiquette expectations:**

- **Please remove all outdoor footwear in the lobby and place it on the rack by the door prior to entering the dance studio.** This includes all family members who may need to use the washroom. Please do not store outdoor footwear in the drawers below the benches.
- **Water bottles are permitted in the studio.** All other drinks and food items must be left in the lobby. Please clean up after yourself to keep our studio clean for all our families.
- **Please keep all talking in the lobby to a minimum and at a low level.** Our open studio concept is designed to ensure you feel welcome, however this does mean we expect parents waiting in the lobby to do so quietly so that noise does not distract any of our dancers during their class time.

- **Please ensure siblings are supervised and playing quietly.** We are a family focused studio so we understand you may need to bring siblings with you. We ask you to be responsible for your child's behavior while in the studio. **All electronic devices must be put on mute or headphones worn.** *Under no circumstances should siblings be left in the lobby unattended. For the safety of all Empty studios are not open play spaces.*
- **Please arrive to class on time and ready to dance.** Try to arrive to your class 5-10 minutes prior to the start time in your dance attire. This will ensure you have enough time to take off outerwear and change into dance shoes. *While arriving early gives you time to get ready, please do not come to the studio more than 15 minutes prior to class.* A long wait often leads to dancers being unable to remain attentive for the duration of their class. **If you are late, please come in quickly and quietly, joining the class with as little disruption as possible.**
- **We will have sharing days throughout the year so that you are able to watch what your child is working on in class.** For all other class days, you may want to consider grabbing a coffee from Sunterra, browsing in some of our neighboring shops, or visiting one of the nearby playgrounds after you drop your child off for their class and come back for the last 5 minutes of class in case your child's teacher has special announcements for you.
- **Please do not talk to your child once they are in class.** Talking to your child is not only distracting to all the children in the class, but also it takes their focus away from the teacher. Our instructors are trained in classroom management, learning styles, early childhood development, and are confident in their ability to lead your child successfully through the class. If the instructor feels they need your help, they will discuss this with you after class.
- **Children learn differently and in their own time.** We understand it can be difficult to see your child not always participating, but please remember some children are visual learners and need to spend more time watching the instructor and other dancers before they feel comfortable participating. After class, praise your child for their effort

in class and ask them to share with you their favorite part of class. Creating a positive association with class is the best way to ensure their success!

- **All J'Adore Dance instructors and staff will be treated with dignity and respect at all times.** J'Adore Dance reserves the right to dismiss anyone thought to be disrespectful or not following studio policies.
- **Please communicate any concerns with your instructor outside of class times.** We strive to maintain open, positive communications with our families and hope you will approach us with any concerns. Our instructors' focus needs to be on the dancers and their lessons. In between classes they need to prepare for the following class. Please contact us to set up a time to discuss your concerns.

6. Cancellations

Cancellations received prior to August 1, 2019 will be charged a \$50 cancellation fee.

Cancellations received prior to Sept 16, 2019 will be charged \$120 administration fee and a \$50 cancellation fee.

Cancellations received prior to October 31, 2019 will be refunded one half of the total annual class fees, not including the \$100 administration fee.

Cancellations received between November 1, 2019 and November 30, 2019 will receive studio credit for one half of the class cost, not including the \$100 administration fee.

No refunds or credits will be issued for ANY cancellations received after November 30, 2019. If you are unsure if your child is ready for a full year dance commitment, please consider one of our sessional preschool or kids programs.

If you have any concerns regarding your child's progress in class, please discuss this with us sooner rather than later so we can work towards a positive solution for all.

7. Sharing Weeks

Sharing weeks provide you the opportunity to join your dancer in their class to observe the progress they are making and share in their joy of dance! Siblings and other special family members/friends are welcome to attend as well. Please remember that your dancer has worked very hard and will be excited to perform for you, and this is a good opportunity for younger siblings to learn audience manners. Dancers will demonstrate various aspects of their learning in class as well as invite caregivers to participate in a few activities with them. Please participate enthusiastically! This helps positively reinforce your child's commitment to dance.

Video and photos will be permitted during sharing weeks.

Monday classes: Parent Sharing: Oct 7, Dec 16*, May 11 (Final Class)

Tuesday classes: Parent Sharing: Oct 8, Dec 10*, May 12 (Final Class)

Wednesday classes: Parent Sharing: Oct 9, Dec 11, May 13 (Final Class)

Thursday classes: Parent Sharing: Oct 10, Dec 12, May 14 (Final Class)

Friday classes: Parent Sharing: Oct 11, Dec 13, May 15 (Final Class)

Saturday classes: Parent Sharing: Oct 5, Dec 14, May 9 (Final Class)

Sunday classes: Parent Sharing: Oct 6, Dec 15, May 10 (Final Class)

**Please note we realize that many children have school Christmas concerts during the December week of parent share. Your child's teacher may pole families to find out which week of December classes would work best to accommodate the majority of the families.*

8. Photos and Video

To provide your dancer with a distraction free class environment we ask that photos and videos not be taken during, before, or after classes with the exception of sharing weeks (see section 7) and the first day of classes. We will have First Day of Dance posters up for your child to pose with before or after their class.

9. Missed Classes

Performance Program classes do not offer make up classes however we understand that sometimes dancers may need to miss a class due to illness or other commitments. As such we have included an extra class in each semester, that is in addition to the classes included in your fees. If you do not miss any classes, these are bonus classes and our gift to you!

10. Communications

At J'Adore Dance we strive to maintain open, positive communication with all our dance families. If you have questions, comments, concerns, or feedback we are open to your thoughts and opinions.

For the 2019-2020 dance year please contact J'Adore Dance Artistic Director Chantel Sampson regarding all issues related dance programming. Chantel can be reached at 780-701-4942 or Chantel@jadoredance.com.

Please contact J'Adore Dance front desk regarding all issues related to fee payments, absences, etc. The front desk can be reached at 780-701-4942 or info@jadoredance.com

11. Newsletters

Each month our dance families will receive a newsletter. The newsletters will also provide reminders for important dates and announcements related the Full Year Performance programs.

A copy of the newsletter will be emailed to you each month and a copy will also be available in PDF form on jadoredance.ca under the Parent Document Tab. **Please read the newsletter carefully as to not miss any important announcements.**

12. Office Hours

Our office hours will be as follows for the 2019-2020 dance season:

Mondays: 9am-9pm

Tuesdays: 9am-9pm

Wednesdays: 9am-9pm

Thursdays: 9am-9pm

Fridays: 9am-7pm

Saturdays: 9am-5:00pm

Sundays: 9am-5:00pm

Please note: Sometimes office hours change. Please call the studio to ensure the office will be open when you arrive. The studio is closed for all long weekends, and may have reduced hours during periods of no classes.

13. Recitals

For the 2019-2020 season, we will be holding two separate recitals for different levels of dancers:

Under the Sea! JBallet Combo Levels 1, 2 and 3, JHop Levels 1, 2, and 3 and JTap Levels 1, 2, 3

Our primary recital will take place on Saturday, February 22 at the Myer Horowitz theatre at the University of Alberta.

There will be one morning performance and one afternoon performance. Dancers will perform in only 1(ONE) performance. Class performance times will be provided in early 2020. Our primary recital gives our youngest dancers a chance to perform in costume while remaining close to caregivers for an age appropriate introduction to dancing on stage.

TBA: JBallet Levels 4-7, Youth Contemporary, JHop Levels 4-7, JTap Levels 4-7, and Youth Tap as well as some of our Adult classes.

Our Senior recital will take place on Saturday March 14 at the Myer Horowitz theatre at the University of Alberta.

This year our Spring recital will beTBA. Our recital provides our dancers the chance to experience dance as a performance art and showcase their growth over the dance season.

All dancers will attend technical rehearsal and formal pictures on Friday, March 13 in the evening between 3pm and 9pm. They are also required to attend the closed dress rehearsal Saturday, March 14 in the morning followed by two afternoon performances. Times TBA in January 2020.

Please read your monthly newsletter for all announcements regarding recitals.

All Recital Information and notices are kept in the Parent Documents section on the website.