

DIVERSITY IN DANCE

PARENT/STUDENT HANDBOOK



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This handbook contains information about classes, the studio, and student and parent expectations. All of the teachers and staff at DiD are dedicated to making sure our customers' experience is positive. We look forward to making our opening year at DiD successful!

The DiD Philosophy – More Than Just Great Dancing

The DiD staff participates in annual training on topics to help keep your child physically, emotionally, and mentally safe while in our care. As indicated by our name, DiD values diversity and inclusion in all aspects. Students are encouraged to be their full, authentic, best selves.

All teachers are background checked prior to hiring. We teach choreography, use music, and choose costumes that are all family friendly, child appropriate, and that present an overall experience that reflects DiD's values and standards of a child-friendly studio. We are committed to body-positive language that is mindful of tone and content and aims to avoid body shaming in any capacity. Our staff conducts itself in a professional manner at all times. DiD staff and leadership communicate and attend trainings continually to uphold these standards.

DiD also believes in the importance of exploring other art forms, engaging in community outreach, and fostering a supportive dance community that celebrates diversity and collaboration. Remember, being a well-rounded dancer involves focusing on more than just the steps; it's about cultivating a lifelong passion for the art and embracing personal growth along the way.

Dance Year and Important Dates

The DiD Dance Year is split into two seasons – Fall/Winter and Spring. Unless otherwise noted on the calendar, the Fall/Winter Season begins the day after Labor Day and ends after the third complete week of December; and the Spring Season begins the first Monday after New Years Day and ends the last week of May/first week of June. Dance should be considered a full-Dance Year commitment.

Optional classes and camps will be offered in the summertime.



2023-2024 Season Important Dates

October 2, 2023	First Day of Class
October 31, 2023	Halloween; Studio Closed
November 2, 2023	Open House/Meet the Teachers
November 11, 2023	Grand Opening Event
November 20-25, 2023	Thanksgiving Week; Studio Closed
December 22, 2023 through January 7, 2024	Winter Holiday; Studio Closed
January 15, 2024	MLK Day; Studio Closed
February 19, 2024	Presidents Day; Studio Closed
March 11-16, 2024	Spring Break; Studio Closed
March 29, 2024	Good Friday; Studio Closed
May 27, 2024	Memorial Day; Studio Closed
May 31, 2024	Last day of classes; recital dress rehearsal
June 1, 2024	Recital

Studio Communication

Parents must sign up for the Parent Portal and ensure that all contract, financial, and student information is kept up to date. DiD sends out a monthly newsletter and other announcements via email and/or the Parent Portal. For the fastest and most thorough answer to any questions you may have, please contact us via email at info@diversityindance.net. We will do our best to respond to all emails within two business days. We encourage you to use all available resources (*i.e.*, our website, Parent Portal, Facebook page, Parent Handbook, etc.) to find readily available answers to your questions prior to emailing the studio. Please add "admin@diversityindance.net" to your contacts to avoid emails going to your SPAM/junk folders.

Registration

Registration for new and returning members is easy via our Parent Portal enrollment link. This can be found on our website at www.diversityindance.net.

The Annual Registration Fee covers non-tuition essentials such as music licenses, studio communication, and administration and helps keep your monthly tuition costs lower.

We reserve the right to cancel any class with insufficient registration. Faculty members may be subject to change.

Concurrent enrollment in a Ballet class is required for all Jazz, Contemporary, Leaps & Turns, and Pointe classes.

For questions regarding enrollment please contact us via email.



Tuition

Tuition is based on our nine dance calendar and is the same amount each month regardless of the number of classes per month. Tuition is due each month regardless of attendance.

The first month's tuition plus the Annual Registration Fee is due at the time of enrollment. For students registered after the first week of the month, tuition for the first month will be prorated accordingly.

Parents must have a credit card or bank account on file via the Parent Portal. Tuition will be automatically charged to the account on file on the first of each month (September-May). A \$25 fee will be assessed to any failed or incomplete charges, and an additional \$25 late fee will apply to any accounts with balances not paid in full before the 5th of the month. All payments must be up to date and balance paid in full in order for a student to receive apparel or merchandise, or before participating in class, any special event, showcase, recital, or competition.

Annual Registration Fee.....\$30 for individual dancers; \$50 per family (2+)

Tuition Fees are as follows:

Creative Movement.....	\$ 80
Ballet/Jazz Combo (ages 4-7 only).....	\$ 80
One (1) class.....	\$ 80
Two (2) classes.....	\$150
Three (3) classes.....	\$190
Four (4) classes.....	\$235
Five (5) classes.....	\$275
Six (6) classes.....	\$325
Seven or more (7+) classes.....	\$350

A 10% Tuition discount will apply to each additional sibling who is concurrently enrolled.

A 5% military discount is available with valid identification proving military/retired military status.

Recital fees are detailed in subsequent pages of this Handbook.

Non-Tuition Charges to Account

Families are allowed to purchase an online DiD student card for dancers to use to purchase items at the studio. These items include dancewear and DiD spirit items from the DiD Boutique. Parents are able to use the Parent Portal to add funds to this virtual card.

Attendance and Punctuality

Encourage your child in their dancing. Impress upon them the importance of commitment and taking lessons for the entire year. Dancing requires perseverance. Please email us (admin@diversityindance.net) as soon as possible if your student is going to miss class for any reason. There will be no make-ups for missed classes.



Classes will begin at the scheduled time. Latecomers are disruptive to other students. Students should arrive prior to the scheduled class time, prepared, and ready to begin. Please call the front desk if your dancer will be more than 10 minutes late.

If your student must leave class early, please let the front desk know ahead of time. A staff member will arrange to have your student pulled from class when you arrive.

Withdrawing Enrollment

Parents and students should view dance as a season-long commitment. However, we understand that lifestyle changes do happen. If you or your student decides mid-year not to continue with a class during the Fall/Winter semester, DiD must be notified no later than the 10th of the month prior to withdrawal. Any withdrawal notifications received later than this date will still be subject to the following month's tuition payment. **All withdrawal notifications must be sent by email to admin@diversityindance.net**; any other types of communication to withdraw from class (including, but not limited to, verbal requests to a DiD staff member), are not effective.

Any class withdrawals after January 12th, 2024 will result in the remaining tuition (February-May) balance due in full.

Class Cancellations

DiD may cancel class due to inclement weather or other emergencies. We will send out an email and update our studio's Facebook page and Parent Portal. Check all outlets for the fastest and most accurate information. Canceled classes will not be refunded. Any rescheduling of canceled classes will be solely at the discretion of the teacher.

Parent Observation

For the safety of our students and to maintain order in the classroom, parents are not permitted to enter studios at any time during class hours, unless invited by the instructor.

We understand that adjusting to the first few classes may be difficult for some of our Creative Movement students. We permit parents to join students for the first few classes until dancers warm up to their teachers, peers, and surroundings. Parents are not permitted in Creative Movement classrooms one month after their dancer's enrollment.

Lobby Expectations

Be considerate of other families as well as our students while in the lobby or viewing areas of the studio. Just as you can hear some of the instructions coming from inside the studio, dancers and instructors inside



the studio can hear loud noises from the lobby. Siblings of students must be supervised at all times within the walls of Diversity in Dance. There should be no running, yelling, or playing with merchandise in the lobby.

Any parent desiring to have a private conversation or conference with DiD staff or instructors may request a closed room for such discussions.

Classroom Expectations

Students are to be ready to enter class **on time**, have used the restroom, with hair up and out of their face, and in the appropriate dress code for the class they are preparing to enter. If your student is not in the appropriate attire as it is stated in our studio's dress code, the necessary attire will be charged to your account on file, and they will be asked to leave class to change. Students are given a two-week grace period after registering for a class to obtain the proper attire for that class.

Dress Code

It is incredibly important that your dancer follows our guidelines for dance attire and footwear within the walls of our studios. The DiD Dress Code was created to keep your dancer safe, prevent injuries, and ensure that they receive the best dance instruction possible. A copy of the DiD Dress Code is included on the last page of this handbook. Additional copies of the DiD Dress Code are available from the front desk. All attire required for classes, other than shoes, is available for purchase or order in the Studio Lobby or through the Parent Portal.

Student Evaluations & Level Information

Staff and teachers at DiD reserve the right to place students in the appropriate level. Students ages 6 and up will be placed in levels based on technical ability and maturity in addition to their age. Students are evaluated every Fall and Spring. In the Spring, an email will be sent with recommendations for the following year prior to early-enrollment in April. Students in Beginner/Intermediate classes should plan on spending at least two years at such level before continuing to the next level. Teachers are more than happy to provide additional feedback via the Parent Portal to help students develop and succeed in their dance goals. If during the Fall/Winter Season, a teacher feels that your student has improved past the Spring recommendations, we will contact you to reassess such class level.

Recital Information

DiD will hold a Winter Showcase in December to showcase the on-going progress of your dancer. The annual dance recital will be held in late May/early June, with a full dress rehearsal the day prior. This is a more elaborate showcase of all the skills your dancer has made throughout the year. Each family will receive a digital information packet with detailed information in March. We ask that you read this information completely and thoroughly. Recital season is incredibly busy and we dedicate many hours to



putting on an incredible and unforgettable performance for your family and your dancers to remember for years to come.

Costumes

There will be no costumes for the Winter Showcase. Parents will receive information regarding the theme and style of dress for each class prior to the performance.

All classes except for Leaps & Turns, Conditioning, and Acro will participate in the Recital. Students will be sized for costumes during the month of January. All measurements will be adjusted to account for growth before your student receives the costume. Costumes will be sent home throughout the month of April. We will not send home costumes until all class costumes have been received. No costumes will be sent home unless the dancer's account, including all Recital Fees, is paid in full at the time of distribution; costumes will be distributed after all payments are received.

Recital Fees

We want your dancer's day to be as special as possible with a professional performing experience. A Recital Fee of \$175 for the first class and \$100 for each additional class includes the dancers' costume, recital t-shirt, a digital program, and a participation award. Recital fees can be paid in full or split into three equal monthly payments in December, January, and February.

Each family will receive two complimentary tickets to the Recital. Additional tickets are available for purchase via the Parent Portal during the months leading up to the big show. More information regarding complimentary tickets will be included in our Recital Packet, which will be available in early March. Recital fees are non-transferable or refundable.

DiD Company and Private Lessons

For those dancers desiring more than recreational dance, there is the DiD Company, our competition team for ages 5+. The DiD Company participates in several competitions and conventions throughout the Spring Season and June. Additionally, the DiD Company engages in bonding activities, community service events, and special performances throughout the year. Auditions will be held annually every June; however, a private audition may be requested any time prior to November.

DiD also offers private lessons. For dancers who would like to rent studio space for private lessons from one of our DiD instructors, please contact the front desk for pricing and availability.