



2020-2021

Student Handbook

Registration Information

Registration: Please complete a registration form for each student. The Registration Fee of \$30 per student & the first tuition payment are both due at the time of registration. By signing your registration form you are certifying that you have received, read and understand all of the policies and consequences as explained in this Student Handbook.

Class Placements and Registration for Returning Students: Early Registration for continuing students will begin immediately and run through July 18th. Returning Students will find their placement highlighted on the 2020-2021 schedule that was emailed to each family. Remember that all placements are made by the SDSD Faculty and are based on individual skill level. Please select the desired classes, complete the attached registration form, and email it back to us, and submit the appropriate payment to secure desired class days and times. Beginning July 18th, we will open registration to all students, and classes will be filled on a first-come basis.

Do not be concerned if your child is repeating a level. Dance instruction is not like an academic curriculum where you advance every year. We offer 13 levels of ballet, which covers approximately 15 years of ballet training. Our foremost concern is each dancer's personal progress. Our primary goal is that each student be recognized for their efforts & achievements and be placed in a class level that is challenging, yet not overwhelming. After several weeks, we will make adjustments, as needed, to assure all students are properly placed within our program.

New Students: Registration for new students opens July 18th. New Students, *with previous training*, are required to participate in a short placement class prior to registration to ensure the best and most appropriate placement. Please call to schedule an appointment for a placement class. (937) 435-5052

Pre-Professional Program (PPP): Our Pre-Professional Program is an elite, invitation only program that focuses on ballet training with the goals of perfecting technique, building physical strength, and developing artistry. The participants are required to take all classes at their own level as well as the PPP class where they work on perfecting technique. If they are of the proper age, they must also take a Pointe Prep and a modern class. If you have a serious dancer that is excited to take on this challenge please see Miss Erin or Miss Julie.

SDSD Tuition Schedule / Payment Due Dates:

The SDSD school year consists of 32 classes. For your convenience, your overall yearly tuition cost is divided into a 9-month payment plan of equal monthly installments. Tuition is due on (or before) the 1st of every month regardless of holidays, vacations, absences, studio closures and/or illness. Specific tuition payment schedule is included below with our Tuition policies. There is no grace period. Tuition received after the 1st will incur a 10% late fee. No Exceptions. We accept payment in the form of cash, check (made out to SDSD), or card (via PayPal, link on our website sdsdonline.com). Statements are only mailed if your account is delinquent. Two (2) late payments within one (1) school year will result in the loss of family discounts for the remainder of the 2020-2021 school year. Tuition payments are non-refundable and not transferable. \$35 Returned Check Fee.

Questions? We have attempted to provide the answers to all of your questions in this Student Handbook and hope that this will become your go-to for all questions related to your child's dance class. However, if you have any additional questions please feel free to email us at southdaytonschoolofdance@gmail.com or call us at (937)-435-5052.

Thank You!

Thank you for spreading the word about our school, our professional faculty, and the quality training that we continue to strive to provide. Word of mouth has always been our best form of advertising. We sincerely look forward to an exciting and rewarding year with your child.

Tuition Policies

Tuition Discounts:

- Tuition Discounts cannot be combined.
- The greater discount will be used on each family account.
- Two (2) late payments within one (1) school year will result in the loss of family discounts for the remainder of the school year. No Exceptions.

1. **Family Discounts:** The following discounts are offered to families with children enrolled in multiple classes.

4 classes per wk = 5%

5 classes per wk = 10%

6 classes per wk = 15%

7+ classes per wk = 20%

2. **Payment Discounts:** Receive 5% off payment of full-year when paid at time of registration.
 - Recital & Recital Costume Fees must be included at time of payment.
3. **Referral Rewards:** Each time a new student registers & writes your name on his/her registration form as the referral, you will receive a \$5 credit. (no limit)
 - Only one referral reward will be given for each new student/family

Monthly Tuition Payment:

30 Minute Class:	\$45
45 Minute Class:	\$50
60 Minute Class:	\$55
75 Minute Class:	\$58
90 Minute Class:	\$68

Tuition Payment Schedule:

Payment #1	Due with Registration
Payment #2	Due on or before October 1 st
Payment #3	Due on or before November 1 st
Payment #4 + Recital and Costume Fees	Due on or before December 1 st
Payment #5	Due on or before January 1 st
Payment #6	Due on or before February 1 st
Payment #7	Due on or before March 1 st
Payment #8	Due on or before April 1 st
Payment #9	Due on or before May 1 st

CLASS REQUIREMENTS:

BALLET		
Ballet 4	<i>Required:</i> Two (2) Ballet 4 classes per week, Wednesday 7:30-8:15 Pointe Prep class very highly encouraged	
Ballet 5	<i>Required:</i> Two (2) Ballet 4 classes per week, Wednesday 7:30-8:15 Pointe Prep class very highly encouraged	
Ballet 6	<i>Required:</i> Two (2) Ballet 6 classes per week & Thurs 7:45-8:30 Beg Pointe Class or Monday 6:15-7:00 Pointe Prep Class	
Ballet 7	<i>Required:</i> Two (2) Ballet 7 classes per week & Thurs 7:45-8:30 Beg Pointe Class or Monday 6:15-7:00 Pointe Prep Class	
Ballet 8, 9, & 10	<i>Required:</i> Three (3) Ballet classes per week, Friday Advanced Ballet very highly encouraged	
MODERN		
All Levels	<i>Required:</i> <ul style="list-style-type: none"> • Must be nine (9) years old as of 8/22/20 (<i>or by invitation</i>) • Must currently be enrolled in Ballet 4 or higher 	
Improv/Choreography	<i>Required:</i> <ul style="list-style-type: none"> • Must currently be enrolled in Modern 2 or higher 	
JAZZ		
All Levels	<i>Required:</i> <ul style="list-style-type: none"> • Must be seven (7) years old as of 8/22/20 <ul style="list-style-type: none"> ◦ <i>With permission, if six years old and enrolled in Ballet 1</i> 	
South Dayton Dance Theatre	Audition by Invitation Only	<i>Required:</i> <ul style="list-style-type: none"> • Must be placed in Ballet 6 or higher SDDT Company Member Class Requirement: <ul style="list-style-type: none"> • 3 or more Ballet Classes per week • 1 Modern Class per week • 1 Jazz Class per week



2020-2021

Student Handbook

School Policies

Email Communication: Email is our primary means of communication with parents. Our official email address is southdaytonschoolofdance@gmail.com. Make sure to provide us with an email that you always have access to and let us know if there are any changes to your email address over the course of the year. Please check your email often for new information and updates from SDSD. If you are not receiving our emails, please check your spam or junk folder first, and then email us if the issue persists. Additionally, we send a monthly newsletter with an abbreviated schedule, reminders, and information about upcoming events, and more!

Attendance and Promptness: Attendance will be monitored closely. Absenteeism will slow down your child's progress as well as the progress of the entire class. We are committed to developing your child's talents to their fullest potential; therefore, attendance is expected at each scheduled class.

Part of a student's attendance includes being on time. Dance students are expected to arrive 5-10 minutes prior to class. If a student arrives more than 10 minutes after the start of the class, the instructor may have her/him sit, observe, and not participate for their own safety as they will have missed the warmup. Recital participation requires consistent attendance.

Students must be picked up immediately following class. After two (2) instances of students being picked-up more than 10 minutes late, you will be billed \$1 per minute. Additionally, your student will not be permitted to participate in class until this fee is paid. Students are not permitted to exit the building unattended they must remain inside the building until a parent arrives. For safety reasons, parents must come inside the school to pick up their children. Thank you for your cooperation.

Student Absence Policy/Make-Up Classes: Make-up classes are available only if the dancer is ill or if there is a family emergency. Make-up classes are not permitted for absences resulting from participation in other activities. (*ex: cheerleading, soccer, piano, birthday parties, scouting activities, etc.*) No Exceptions. If you will miss a class due to illness, you must call or email the day of your class to schedule a make-up class. All missed classes must be made-up within two (2) weeks. Limit of four (4) make-up classes per year.

Refunds/Early Withdrawal Policy: No refunds will be given for pre-paid tuition. In the unlikely event that a student needs to withdraw early, a Class Drop Form must be completed to close the account and thus, prevent further billing. A student's absenteeism does not affect tuition payments. Accounts will only be closed with a completed Class Drop Form and will go into effect from the date received.

Weather Closing Policy: In the event of inclement weather or poor road conditions, classes may be cancelled for the safety of our students and faculty. When Centerville City Schools are closed due to the weather, SDSD will also be closed. Please check your email for a notification of closure, or call the school to hear a current message as to class status. Students may obtain a make-up class pass for classes cancelled due to weather, which must be used within two (2) weeks of missed class date. SDSD does not credit, refund, or pro-rate tuition for classes cancelled due to poor weather.

Cancelled Classes: In the unusual circumstance a class is cancelled by the teacher or by the School, two make-up times will be offered for students. No refunds or credits will be given.

COVID-19 Policies: Due to the ever-changing nature surrounding the policies regarding COVID-19, we will wait until 2 weeks prior to the start of class to release our updated health and safety rules and policies. Currently our policies consist of: taking temperatures upon entering, hand sanitizer provided upon entry, 6 foot social distance at all times, floors and barres marked to indicate distance, washing hands between barre and centre, sanitization before and after each class, Lobby/Dressing room closed, modified drop-off/pick-up procedure, etc. If you would like a copy of our current health and safety rules and policies please email us at southdaytonschoolofdance@gmail.com

If we are forced to quarantine again and there is a stay at home order in place, or we need to shut down due to a covid-19 outbreak that affects our ability to hold in-person classes, we will provide classes virtually and/or using ZOOM until it is safe to return to the studio



2020-2021

Student Handbook

Building Policies

Please be advised that SDSA will open 15 minutes before the first scheduled class begins, and close 15 minutes after the last class ends each day.

Lobby Policies:

- **No Food or Beverages** will be permitted in the Lobby, Hallway and Dressing Room. *(with the exception of water bottles)*
 - Please feed your children *(students & siblings)* prior to class.
- Parents & siblings must remain in the Lobby while at the studio.
- Parents are not permitted to move chairs in the lobby
- Disruptive parents or siblings will be asked to leave
- Strollers are not permitted in the Lobby

Dressing Room Policies:

- **No Food or Beverages** will be permitted in the Lobby, Hallway and Dressing Room. *(with the exception of water bottles)*
- Parents & siblings are not permitted in the Dressing Room for any reason
 - Dancers who cannot dress themselves must dress before they arrive
- Dancers are not permitted to move or touch another student's belongings
- Dancers are expected to clean up after themselves and take all of their belongings with them when they leave
- Dancers are expected to show respect and kindness to all in the Dressing Room and Dancer Lounge.

Parking Lot Policies:

- For safety reasons, students will not be permitted to exit the building unattended.
 - Parents must come inside the school to pick up their children.
- **For the safety of our students, please do not park your vehicle in the fire lane, or directly in front of our entrance.**
 - Please park your vehicle in a marked parking space when coming inside to pick up your child.
- **Parking Lot Dress Code:** All Students are required to wear street clothes over their dance attire when entering or exiting the school.
 - Please do not allow your child to wear his/her dance shoes outside on the pavement. Imbedded rocks, pebbles, sand and dirt are very hard on our professional marley dance floors.

Dancer Lounge Policies:

- Dancers who have 2 or more classes on a given day are permitted to use our Dancer Lounge to eat and do homework.
 - Parents are not permitted in the Dancer Lounge
- Dancers are required to clean up after themselves and make sure that all trash ends up in the trash can.
- Dancers must leave the Dancer lounge exactly the way that they found it
 - This means putting benches, tables, pillows, etc back to their original location

Consequences: If a Parent or Dancer is found to be in violation of these policies, they will lose their Dressing Room/Dancer Lounge/Lobby privileges for the remainder of the year. Serious or repeated violations may result in dismissal from the school.

Uniforms / Mandatory Dress Code:

Please note: The established uniform dress codes (*both hair & attire*) will be strictly enforced. Students not meeting the specified attire and hair dress codes will be asked to sit and watch class until dress and hair codes have been met. Uniforms create a structured, disciplined class environment, and have a positive effect on a student's attitude in class. Teachers need to see a student's body in order to help with proper body alignment. All required items may be purchased online at www.Eurotard.Com or locally at Got Dance? (937) 438-1111.

To find our Dress Code at Eurotard .com, hover over the "Studios and Groups Tab, then click on "Find My Studio". After it takes you to a new page enter the zip code "45459" and click search. Then go to "Select Studio" and click on South Dayton School of Dance Inc. This will take you to our dress code page where you can click on your child's class and the "show uniform" button to view and purchase any items needed.

Age appropriate styles have been selected for best comfort and longest wear. Quality dancewear and shoes make a substantial difference in a dancer's performance. Most professional & pre-professional organizations do require uniforms. Uniforms reflect quality training & atmosphere, and help to instill school pride. Please consult the Mandatory Dress Code List and note the manufacturer is Eurotard & Eurotard numbers before purchasing dancewear and shoes you may not be able to return.

2020-2021

MANDATORY DRESS CODE:

Creative Movement, Pre-Ballet, Pre-Ballet 2

-Eurotard.Com

- #1043 Pink Cotton Lycra Short Sleeve Leotard
- #215c Theatrical Pink Non-Run Footed Tights by EuroSkins
- #A2011c Pink Child Passe' Full Sole Ballet Shoe Drawstring Free
- HAIR: High Bun (*with bobby/hair pins & hairnet*)

Pre-Tap 1 & Pre-Tap 2

-Eurotard.Com

- #1043 Pink Cotton Lycra Short Sleeve Leotard
- #215c Theatrical Pink Non-Run Footed Tights by EuroSkins
- #A3509c Black Girls Lindy Patent Leather Tap Shoe w/Euphonix Taps
- HAIR: High Bun (*with bobby/hair pins & hairnet*)

Ballet: Levels 1-3

Eurotard.Com

- #4464c Black Adjustable Strap Princess Seam Camisole Leotard w/Tactel Microfiber
- #218c Theatrical Pink Girls Convertible Mock Back Seam Tights w/soft Knit Waistband by EuroSkins
- #A2011c Pink Child Passe' Full Sole Ballet Shoe Drawstring Free
- HAIR: High Bun (*with bobby/hair pins & hairnet*)

Ballet: Levels 4-10

Eurotard.Com

- #4464 Black Adjustable Strap Princess Seam Camisole Leotard w/Tactel Microfiber
- #218 Theatrical Pink Womens Convertible Mock Back Seam Tights w/soft Knit Waistband by EuroSkins
- #A2004a Pink Adult Coupe' Leather Split Sole Ballet Shoe Drawstring Free
- HAIR: High Bun (*with bobby/hair pins & hairnet*)

Modern: All Levels

Eurotard.Com

- #4464c Black Adjustable Strap Princess Seam Camisole Leotard w/Tactel Microfiber
- #44335 Black Womens Booty Shorts w/Tactel Microfiber
- #210 Black Womens Non-Run Convertible Tights w/Soft Knit Waistband by EuroSkins
- HAIR: High Bun (*with bobby/hair pins & hairnet*)

Tap: Levels 1 & 2

Eurotard.Com

- #4464c Black Girls Adjustable Strap Princess Seam Camisole Leotard w/Tactel Microfiber
- #44335c Black Girls Booty Shorts w/Tactel Microfiber
- #215c Theatrical Pink Non-Run Footed Tights by EuroSkins
- #A3509c Black Girls Lindy Patent Leather Tap Shoe w/Euphonix Taps
- HAIR: High Bun (*with bobby/hair pins & hairnet*)

Tap: Levels 3-5

Eurotard.Com

- #4464 Black Adjustable Strap Princess Seam Camisole Leotard w/Tactel Microfiber
- #44335 Black Womens Booty Shorts w/Tactel Microfiber
- #210 Black Womens Non-Run Convertible Tights w/Soft Knit Waistband by EuroSkins
- #A5524c Black Treble Tap Shoe
- HAIR: High Bun (*with bobby/hair pins & hairnet*)

Jazz: All Levels

Eurotard.Com

- #4464c Black Adjustable Strap Princess Seam Camisole Leotard w/Tactel Microfiber
- #44335c Black Girls Booty Shorts w/Tactel Microfiber
- #210c Black Girls Non-Run Convertible Tights w/Soft Knit Waistband by EuroSkins
- #A2054a Black Axle Slip On Jazz Shoes
- HAIR: High Bun (*with bobby/hair pins & hairnet*)

BOYS:

Eurotard.Com

- #44100 White Crew Neck T-Shirt
- #34943 Black Footed Tights
- #34944 Black Ankle Leggings
- Dance Belt

CM, Pre-Ballet 1 & 2:

#A2011c Black Passe' Full Sole Ballet Shoe

Ballet 1-10: #A2004c Black Coupe' Split Sole Ballet Shoe

#A2054a Black Axle Slip On Jazz Shoes

#A5524c Black Treble Tap Shoe

ADULTS:

Comfortable clothing of choice & appropriate shoe



South Dayton

SCHOOL OF DANCE

2020-2021

Student Handbook

Calendar of Events & Tuition Due Dates

TBA	OPEN HOUSE 2:00-5:00 PM
	Entertainment, Refreshments, Meet the Faculty, Last Minute Registration
8/7/2020	SDDT Auditions, Invitation Only, 9:30-11:00 Ballet, 11:00-12:30 Modern
Sat, 8/22/2020	Classes Begin
9/7-9/8/2020	School Closed 2 Days for Labor Day
Wed, 9/9/2020	Classes Resume
TBA	Nutcracker Ballet Auditions –Open to all students age 6 yrs & older
TBA	<i>Mandatory Parent Meeting</i> for Parents of <u>ALL</u> students auditioning for the Nutcracker
10/1/2020	Monthly Tuition Payment #2 Due
10/19-10/24/2020	*Parent Observation During Regular Class Times. If Possible
10/26-10/31/2020	Wear Your Halloween Costume
TBA	SDDT Oktober Fest - German Buffet, Dancing, Door Prizes, Silent Auction
11/1/2020	Monthly Tuition Payment #3 Due
11/24-11/29/2020	Thanksgiving Break - School Closed
11/30/2020	Classes Resume
12/1/2020	Monthly Tuition Pmt #4 and Recital & Recital Costume Fees Due
TBA	Sugar Plum Fairy Land of the Sweets Tea Party
12/8-12/10/2020	School Closed –Nutcracker Rehearsals & Preparations @ Studio
12/11/2020	School Closed -Nutcracker Dress Rehearsal @ <i>Convention Ctr</i>
12/12/2020	School Closed -Nutcracker Ballet, 1pm & 7pm @ <i>Convention Ctr</i>
12/13/2020	Nutcracker Ballet, 2pm @ <i>Dayton Convention Ctr</i>
12/14/2020	School Closed -Mandatory Nutcracker Costume Check-In
12/15/2020	Classes Resume
12/19/2020	Last Day of Class 2020
12/20/2020-1/5/2021	School Closed - Holiday Break
1/6/2021	Monthly Tuition Payment #5 Due
Wed, 1/6/2021	Classes Resume
1/25-1/30/2021	*Parent Observation During Regular Class Times. If possible
2/1/2021	Monthly Tuition Payment #6 Due
2/12-2/15/2021	School Closed - Presidents' Day
2/16/2021	Classes Resume
3/1/2021	Monthly Tuition Payment #7 Due
3/13/2021	School Closed –SDDT Spring Concert @ <i>Bellbrook HS</i>
3/28-4/11/2021	School Closed –Spring Break
4/1/2021	Monthly Tuition Payment #8 Due
4/12/2021	Classes Resume
5/1/2021	Monthly Tuition Payment #9 Due
5/19-5/23/2021	School Closed –RDA NE Regional Ballet Festival Dayton
5/29/2021	Last Day of Class
5/31/2021	School Closed –Memorial Day
6/1-6/3/2021	School Closed for Recital Preparation
6/4/2021	Recital Dress Rehearsal @ <i>Bellbrook High School</i> -Exact Times TBD
6/5/2021	Recital Performances @ <i>Bellbrook High School</i> -Exact Times TBD
TBA	Summer Classes Begin –6 wk session
TBA	Princess Ballerina Dance Camp
TBA	Beg & Adv Beg Dance Camp
TBA	Intermediate Intensive Dance Camp
TBA	Choreographic Intensive
TBA	Technical Intensive Dance Camp
TBA	OPEN HOUSE 2:00-5:00 PM
TBA	1st Day of Fall Classes

**Note: Performance dates & times are confirmed but must remain subject to change.*

**Many events will be dependent upon Covid-19 requirements.*