



*"Where every child is a Star!"*

**Dancer and Parent Handbook  
2009 – 2010 Term**

*Ballet* ★ **TAP** ★ *Jazz* ★ **HIP HOP**

**P O M S** ★ **TECHNIQUE**

*Table of Contents*

I. Welcome.....	Page 2
II. Registration, discounts, and payments.....	Page 2
III. Class placement.....	Page 3
IV. Class descriptions.....	Page 3
▪ Ballet.....	Page 3
▪ Tap.....	Page 5
▪ Combination.....	Page 5
▪ Hip-Hop.....	Page 6
▪ Steppers / Corp (Invitation Only) .....	Page 6
▪ Poms.....	Page 7
▪ Summer term.....	Page 8
V. CompanyM Dancers.....	Page 8
VI. Expectations.....	Page 9
▪ Students.....	Page 9
▪ Parents.....	Page 9
VII. Closings, cancellations, and announcements.....	Page 10
VIII. Recital.....	Page 10
▪ Costumes.....	Page 10
▪ Photography and video.....	Page 11
▪ Home study.....	Page 11
▪ Dress Rehearsal.....	Page 11
▪ Tickets.....	Page 12
▪ Backstage.....	Page 12

## *Welcome!*

Thank you for choosing to become part of the Studio*M* Dance Company family.

At Studio*M*, we believe that “Every Child is a Star!” We feature a wide variety of classes including Ballet, Jazz, Tap, Hip Hop, and Poms. There are classes for everyone - from beginners to advanced, toddlers to adult, including boys.

We stress learning the proper dance technique and showmanship, but above all, Studio*M* is a place for students to express themselves through dance in a fun, non-competitive atmosphere.

There are two recitals per year (December and June), with each class having a chance to star in the spotlight of each show. Other performance opportunities include the DeKalb Corn Fest, Sycamore Pumpkin Parade, and special dance trips to Chicago and Disney.

## *Registration:*

There is a non-refundable \$10.00 registration fee per family and a \$40.00 costume fee per class due by September 15<sup>th</sup> (February 5<sup>th</sup> for Spring term). These fees are non-refundable.

## *Costumes:*

Prices range for \$40.00 - \$100.00

In the event costumes costs are above \$40.00, the remaining balance will be invoiced as follows:

Fall term:     Invoiced November 1<sup>st</sup>  
                  Payment due by November 13<sup>th</sup>

Spring term: Invoiced March 1<sup>st</sup>  
                  Payment due by April 16<sup>th</sup>

Costumes will not be given until account is paid in full.

## *Payment Plans:*

For your convenience we offer three payment options:

- **Plan 1 – 5 Payments:**

Total tuition is divided into five payments. First payment, plus (4) post-dated checks or valid credit card number must be provided at time of registration.

**Fall term:** August deposit, Sept. 18, Oct. 13, Nov. 13, and Dec. 4

**Spring term:** December deposit, Jan. 22, Feb. 19, Mar. 19, and Apr. 16

- **Plan 2 – 3 Payments:** Total tuition is divided into three payments. First payment, plus (2) post-dated checks valid or credit card number must be provided at time of registration.  
**Fall term:** August deposit, Oct. 13, and Dec. 4  
**Spring term:** December deposit, Feb. 19, and Apr. 16

- **Plan 3 – Full payment for term at time of registration qualifies for a 10% discount.**

There is a \$35 Returned Check fee.

Studio *M* accepts cash, check, Visa, or Master Card.

***Additional discounts:***

Discounts are given to dancers taking multiple dance classes. Family discounts are also available. Discounts apply toward lower-cost classes.

***Cancellation policy:***

All classes are 100% guaranteed and fully refundable up to the first month. There will be cancellation charge of 10% of remaining term fees due at time of cancellation after the first month. All cancellations must be sent in writing. If written cancellation is not received, you will be required to pay term fees in full.

***Additional / optional costs:***

- |                                   |                 |
|-----------------------------------|-----------------|
| Shoes                             | NSF Charges     |
| Dance wear                        | Recital Tickets |
| Tights                            | Pictures/DVD    |
| Hair supplies                     | Practice DVD(s) |
| Costumes (see costume fee policy) |                 |

***Class placement:***

We strive to provide the best learning environment for each individual’s needs. Students are placed according to their current stage of ability, physical and emotional development, and age.

***Class descriptions:***

**Ballet**

Ballet is the foundation of all dance forms and it provides grace, poise, and technique needed to be proficient in all other areas of dance. Early ballet classes will help dancers with posture, flexibility, turnout, terminology and ballet positions. Dancers will begin class at the barre, then move to center floor work and close the class with across the floor combinations. Ballet is the most disciplined and important form of dance for all serious dancers. Each level in the ballet series builds on technique and skill.

- ***Creative Movement***

**Age:** 2-1/2 to 3 years old

**Prerequisite:** None

**Attire:** Leotard (any color), pink tights, pink full-sole ballet shoes

**Class length:** 30 minutes

**Class description:** This is a fun introductory class that will introduce students to dance. Creative movement and activities help introduce the beginning fundamentals of ballet and jazz. Students play games that enhance cognitive and social development, as well as learn classroom etiquette.

- ***Pre-Ballet***

**Age:** 4 - 5 years old

**Prerequisite:** None

**Attire:** Light pink leotard, pink tights, pink full-sole ballet shoes

**Class length:** 45 minutes

**Class description:** This introductory class focuses on the basic dance techniques. It is a more technique-based class for preschoolers. Students will learn short dances and play games that enhance cognitive & social development & prepare them for further dance training.

- ***Ballet Basics***

**Age:** 5 – 6 years old

**Prerequisite:** Pre-ballet or Tap / Ballet Combo

**Attire:** White leotard, pink tights, pink full-sole ballet shoes

**Class length:** 45 minutes

**Class description:** Classes emphasize the development of classical ballet skills with a focus on proper placement and alignment. Students will learn ballet vocabulary through barre and center work while building strength and flexibility.

- ***Ballet I***

**Age:** 6 – 7 years old

**Prerequisite:** Ballet Basics or instructor placement

**Attire:** Light blue leotard, pink tights, pink full-sole ballet shoes

**Class length:** 45 minutes

**Class description:** This class will be centered on more intermediate dance technique. Students will move through barre, center work, and progressions that include basic turns, jumps, and leaps.

- ***Ballet II***

**Age:** 7 – 8 years old

**Prerequisite:** Ballet I or instructor placement

**Attire:** Lavender leotard, pink tights, pink ballet shoes

**Class length:** 45 minutes

**Class description:** Continued development of intermediate dance technique. Students will move through barre, center work, and progressions that include basic turns, jumps, and leaps.

- **Ballet III**  
**Age:** 8 – 10 years old  
**Prerequisite:** Ballet II or instructor placement  
**Attire:** Red leotard, pink tights, pink ballet shoes  
**Class length:** 60 minutes
  
- **Ballet IV (Pre-Pointe)**  
**Age:** 11+ years old  
**Prerequisite:** Ballet III or instructor placement  
**Attire:** Burgundy leotard, pink tights, pink ballet shoes, pink pointe shoes (must be pre-approved by Miss Lisa)  
**Class length:** 60 minutes

**Class description:** Pre-Pointe is designed to prepare dancers for success en pointe. This class emphasizes strengthening exercises for the legs and feet. Dancers learn about pointe shoes, how to properly affix and tie pointe shoe ribbons, and proper foot care.

- **Pointe - black**  
**Age:** 12+ years old  
**Prerequisite:** Ballet IV or instructor placement  
**Attire:** Black leotard, pink tights, pink ballet shoes, pink pointe shoes (must be pre-approved by Miss Lisa)  
**Class length:** 60 minutes

## Tap

Tap is a fun, fast-paced style of dance that teaches rhythm, counting and coordination. Early tap classes will cover basic steps and once the concept is achieved the dancer may progress into the next level or be invited to a Stepper class.

- **Tiny Tap**  
**Age:** 4 - 5 years old  
**Prerequisite:** None  
**Attire:** Dance attire, black tap shoes  
**Class length:** 30 minutes
  
- **'Tween Tap**  
**Age:** 7 -10 years old  
**Prerequisite:** None  
**Attire:** Dance attire, black tap shoes  
**Class length:** 45 minutes

## Combination

Combination classes help to develop well-rounded dancers, especially in the initial stages of development. These classes are a fun and fast paced way to learn multiple forms of dance.

- **Tap / Jazz**  
**Age:** 5 – 7 years old  
**Prerequisite:** None  
**Attire:** Dance attire, black tap shoes, black slip-on jazz shoes or pink full-sole ballet shoes  
**Class length:** 60 minutes

- **Tap / Ballet**  
**Age:** 4 –6 years old  
**Prerequisite:** None  
**Attire:** Dance attire, black tap shoes, pink full-sole ballet shoes  
**Class length:** 60 minutes

## **Hip Hop**

This discipline teaches the latest, most innovative and trendy urban dance techniques. Elements include proper conditioning, stretch and strengthening techniques, as well as dance steps and combinations.

- **Petite Hip Hop**  
**Age:** 5 – 7 years old  
**Prerequisite:** None  
**Attire:** Dance attire, black slip-on jazz shoes  
**Class length:** 45 minutes
- **Junior Hip Hop**  
**Age:** 7 – 11 years old  
**Prerequisite:** None  
**Attire:** Dance attire, black slip-on jazz shoes  
**Class length:** 60 minutes
- **Hip Hop I**  
**Age:** 11 – 14 years old  
**Prerequisite:** None  
**Attire:** Dance attire, black split-sole hip-hop shoes  
**Class length:** 60 minutes
- **Hip Hop II**  
**Age:** 14+ years old  
**Prerequisite:** Hip-Hop I or instructor placement  
**Attire:** Dance attire, black split-sole hip-hop shoes  
**Class length:** 60 minutes  
*NOTE: Hip Hop I and II may be combined for some terms.*
- **Adult Hip Hop/Jazz**  
**Age:** 18+ years old  
**Prerequisite:** None  
**Attire:** Dance attire, black split-sole hip-hop shoes  
**Class length:** 60 minutes

## **Steppers / Corp (Invitation Only Classes)**

Stepper and Corp classes are designed for those students who have shown exceptional dance ability coupled with a passion for dance.

- **Petite Steppers**  
**Prerequisite:** By instructor invitation only  
**Attire:** Dance attire, black tap shoes  
**Class length:** 45 minutes

- **Junior Steppers**  
**Prerequisite:** By instructor invitation only  
**Attire:** Dance attire, black tap shoes  
**Class length:** 45 minutes
- **Senior Steppers**  
**Prerequisite:** By instructor invitation only  
**Attire:** Dance attire, black heeled tap shoes  
**Class length:** 45 minutes
- **Petite Corp**  
**Prerequisite:** By instructor invitation only  
**Attire:** Dance attire, black slip-on jazz shoes  
**Class length:** 60 minutes
- **Junior Corp**  
**Prerequisite:** By instructor invitation only  
**Attire:** Dance attire, black slip-on jazz shoes  
**Class length:** 60 minutes
- **Senior Corp**  
**Prerequisite:** By instructor invitation only  
**Attire:** Dance attire, black split-sole hip-hop shoes  
**Class length:** 60 minutes
- **Elite Corp**  
**Prerequisite:** By instructor invitation only  
**Attire:** Dance attire, black split-sole hip-hop shoes  
**Class length:** 60 minutes

### **Poms (Spring term only)**

Poms is a very popular style of dance. Dancers build team spirit while learning routines with basic, counted, precision steps.

**\*NOTE: Due to theme constraints, Poms classes may or may not perform in the Spring recital each year.**

- **Petite Poms**  
**Age:** 5 – 6 years old  
**Prerequisite:** None  
**Attire:** Dance attire, white dance or gym shoes  
**Class length:** 30 minutes
- **Jr. Poms**  
**Age:** 7 – 10 years old  
**Prerequisite:** None  
**Attire:** Dance attire, white dance or gym shoes  
**Class length:** 45 minutes

## *Summer Term*

These specialty classes are offered each summer in addition to a variety of base classes.

- ***Technique I***  
**Age:** 6 – 11 years old  
**Prerequisite:** None  
**Attire:** Dance leotard, tights, ballet shoes  
**Class length:** 60 minutes

- ***Technique II***  
**Age:** 12+ years old  
**Prerequisite:** None  
**Attire:** Dance leotard, tights, ballet shoes  
**Class length:** 90 minutes

**Class description:** These classes focus on building strength and proper core alignment to enhance dancers' abilities.

- ***Adult Technique***  
**Age:** 18 – up  
**Prerequisite:** None  
**Attire:** Dance attire  
**Class length:** 90 minutes

**Class description:** These classes focus on building strength and proper core alignment to enhance dancers' abilities.

- ***Performance Plus***  
**Age:** 6 - up  
**Prerequisite:** None  
**Attire:** Dance attire, black slip-on jazz shoes  
**Class length:** 90 minutes

**Class description:** This class is for the dancer that wants to go above and beyond. This class will focus on the performance and character aspects of dance. Best when combined with a Technique class.

- ***Dancin' Day Camps***  
**Age:** 5 – 11 years old  
**Attire:** Dance attire  
**Class length:** 3 hours

Dancing day camps are offered each Friday during the summer term. Each camp features a different theme and activities include dancing as well as a craft project and lunch.

## *The CompanyM Dancers*

The CompanyM Dancers were established in 2007 as an additional showcase opportunity for those dancers who wanted advanced performing opportunities. CompanyM Dancers perform solo and ensemble performances in the spring dance recital and a group production number in the winter recital.

Rehearsal time for CompanyM is outside of regular class time. There is no additional cost or class fee; however, there are additional costume costs for CompanyM Dancers.

This opportunity is offered to all students who participate in weekly StudioM classes.

To become a CompanyM Dancer, students must complete an audition for the type(s) of dance she/he specializes in and must show commitment to dance.

Company membership is one year and dancers must audition each year to be considered for the current Company.

*(Note: Elite Corp. Dancers are automatically included as CompanyM members.)*

### **StudioM Expectations:**

#### **Students**

- Attendance is mandatory.
- Please arrive 10 minutes early and be ready to dance by your scheduled class time.
- Proper dance attire is required at all times or you will be unable to participate in class. This also includes appropriate footwear and hair should be pulled neatly off of face according to discipline.
- Dance shoes should not be worn outside and street shoes are not to be worn on the studio floors.
- Any jewelry or extra accessories should be left at home and are not permitted in class.
- Chewing gum is forbidden.
- There are no cell phones allowed in class or rehearsals.
- Please put your name on all articles of clothing, shoes, and dance bags.
- Remember to be courteous and considerate to all fellow dancers and teachers.
- Never say, "I can't." Have a great attitude and be willing to try new things
- StudioM is not responsible for lost or stolen articles.

#### **Parents/Guardians**

- Please notify us if your child needs to leave class early or will be absent.
- Parents are not allowed in class unless invited by the instructor. Please use our viewing area to watch your child through the window. (Please note: we do occasionally close the curtains for performance reasons.)
- There are no refunds for classes missed.
- It is your responsibility to keep up-to-date and informed of all important dates and announcements. Regularly check the website and the calendars posted on the Studio window for updates – this is especially important at recital time.
- If you have questions or concerns--please TELL US! If instructors are busy with classes we will call and make arrangements to speak or meet with you at a convenient time.
- Notify instructors of any difficulties your child may have.
- Pay tuition and fees on time.
- Please make sure to review the StudioM Handbook and all guidelines with your child.
- Please do not allow children to run, yell or scream inside the building, or run or play outside in the parking lot or driveway.

### *Closings, cancellations, and announcements*

From time-to-time, there is a need to cancel a class or make a change to the schedule. When possible, all changes and cancellations are communicated through a note handed out in class at least one-week prior to the change/cancellation.

Please also check the calendar posted on the studio window and on our website ([www.studiom-dancecompany.com](http://www.studiom-dancecompany.com)) for other announcements and schedule changes.

Weather related closings are posted on the website.

### *Recital*

A big part of the dance training process includes learning through performance. The experience helps build self-esteem, self-assurance, and contributes to a sense of confidence. 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 onstage experience can result in better in-school presentations, improved social skills, and strong interview skills for future college or job opportunities.

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 result. Studio *M* believes that our dance recital should be a very special occasion for our dancers. Dedication to recital commitments is the responsibility of both students and their parents.

All students enrolled in classes are expected to participate in the recital. During the performance, all dancers are required to remain backstage in the dressing rooms. Adult supervision is provided so parents can remain in the audience and enjoy the show.

One recital is held each term and dates are posted at the beginning of the term. All recitals are held at Northern Illinois University's Boutell Concert Hall (located in the Music Building). A newsletter with complete details about each show will be sent home approximately two-weeks before each recital. Please review the newsletter carefully as procedures and schedules change with each show.

### *Costumes, hair, and make-up*

Costumes are automatically ordered for all students enrolled for classes and are considered Studio *M* property until the conclusion of the term. Costumes tend to be very delicate and must be treated with care and respect. Costume pick-up is typically the two days before dress rehearsal. Dancers should be present during costume pick-up for any last-minute alterations.

Unless specified, dancers are responsible for their own dance shoes for dress rehearsal and recital.

During dress rehearsal and the performance, all dancers will be responsible to apply make-up before arriving to the concert hall. Show make-up consists of foundation one tone darker than actual skin complexion, blue eye shadow, black mascara, dark pink blush and dark pink lipstick. This is so the dancers are not washed out on stage under the lights.

Uniform hairstyles are required. A list of how to wear hair will be provided at costume pick up.

To make the show look its best, no jewelry or nail polish will be worn during dress rehearsal or at the performance. Undergarments- such as panties should NOT be worn under any of the costumes. Tights are provided with each costume in place of undergarments.

### *Photography and video*

Each year McNeilly Photography comes to dress rehearsal to take class and individual pictures for each recital. Costumes, hair and make-up must be done prior to arriving for your photo. If your child is enrolled in more than one class, please be advised they may need to come more than one time throughout the picture days.

There is no obligation to purchase photos. All photo orders are taken on-line through McNeilly's website and shipped directly to your home.

Hair must be worn as stated on the costume pick-up sheet, but make up is optional and should be worn naturally, not as stage make-up.

Parents may videotape or shoot photographs of their children at dress rehearsal and during the show providing they do not interrupt other guests' view of the show. Due to the large number of cameras, no electrical outlets will be available, so be sure to have your batteries fully charged.

We also offer a keepsake DVD of the show that may be purchased for a nominal fee.

### *Home study*

To ensure that the students feel confident about their performance, we ask parents and guardians to encourage them to rehearse their recital choreography on a regular basis. A copy of your child's dance music will be available at the start of the choreography season if you wish to purchase it. A nominal fee is required to cover expenses and preparation time.

### *Dress Rehearsal*

One dress rehearsal is held the week before each recital. We run through the entire show plus redo any problem areas at the rehearsal. Attendance is mandatory for all dancers. During rehearsal, dancers are expected to sit quietly in the audience and view the show.

Light snacks and drinks are allowed during dress rehearsal. However, please make sure any snacks will not stain costumes and be sure to clean up your area before leaving the recital hall.

## *Tickets*

All studio accounts (tuition, costumes, etc.) must be paid to date before any family may purchase recital tickets. There is no limit to the number of tickets each dancer is allowed for the show. Ticket sales begin one week prior to each show. Tickets are also available at the door, however advance tickets are recommended. Only ticketed guests may enter the theater to view the show.

Doors to the theater open 30 minutes prior to show time. Seating is on a first come, first serve basis.

## *Backstage*

Family members and friends do not belong backstage or in the dressing rooms during the recital unless they have been assigned as backstage help. The same applies during intermission. There is a lot of backstage activity in a limited space. Dressing rooms are a private area. Please remind family and guests to be respectful of these areas. Those who wish to greet a performer after the show or present flowers should do so in the lobby areas.

Dancers may not leave during intermission. Shows typically run under two hours and we ask that all dancers stay to support each other.

If you have any questions regarding recital plans and procedures, please see Miss Lisa.

## **Important dates for 2009 – 2010**

### **FALL 2009**

**Sept 8 – Fall term begins**

**Sept 18 – Tuition Payment Due**

**Sept 19 – Winter show auditions**

**Oct 13 – Tuition Payment Due**

**Oct 25 – Pumpkin Parade Performance**

**Nov 13 – Tuition & Costume Payments Due**

**Nov 26, 27 – NO CLASSES  
(Thanksgiving break)**

**Nov 26 – Chicago Holiday Parade Performance**

**Dec 4 – Final Tuition Payment Due**

**Dec 10, 11 – Costume pick up**

**Dec 12 – Dress rehearsal & photos**

**Dec 18 – Winter recital**

### **Spring 2010**

**Jan 4 – Spring Term Begins**

**Jan 22 – Tuition Payment Due**

**Jan 23 – Company Auditions**

**Jan 30 – Company Auditions**

**Feb 6 – Company Auditions**

**Feb 13 – Company Meeting**

**Feb 19 – Tuition Payment Due**

**Mar 19 – Tuition Payment Due**

**Apr 16 – Final Tuition Payment  
and Costume Payment Due**

**June 3, 4 – Costume pick up**

**June 5 – Dress rehearsal & photos**

**June 12 – Spring recital**



**(Located inside Energym Sports Campus)  
1715 DeKalb Avenue  
Sycamore, Illinois 60178  
815.899.7868  
815.899.6429 (fax)**

**[www.studiom-dancecompany.com](http://www.studiom-dancecompany.com)**