



## FALL-SPRING STUDIO HANDBOOK 2017-18

Thank you for choosing SB Dance Arts for your child’s dance lessons! It is our 20<sup>th</sup> season and we are proud to have built a reputation for excellence in dance instruction and involvement in the community. We trust that your dancer will have a positive experience, building confidence, poise, and self-expression.

We are more than just dance, and the studio provides a place to belong, leadership opportunities, and mentorship. Our unique partnership with the non-profit **Arts Mentorship Program (AMP)** offers the chance to brighten our community through accessibility (scholarships), service, and the joy of dance. Read below for studio policies and information to help guide you through your experience at SB Dance Arts!

### **TABLE OF CONTENTS:**

Visiting Us .....	Page 2	Dress Code.....	Pages 6-7
Staying in Touch.....	Page 2	Make Ups & Studio Holiday Closures .....	Page 7
Calendar.....	Page 2	Class, Studio, & Safety Policies .....	Pages 7-8
Registration.....	Page 3	Placement & Evaluation.....	Page 9
Tuition Polices, & Costume Fees.....	Pages 4-5	Performances .....	Pages 10-11
Refunds, Withdrawal & Schedule Changes.....	Page 5	Performance Crews & Companies .....	Page 11
Discounts.....	Page 6	Liability Waiver and Release .....	Pages 11-13

### **Contact:**

**Studio Phone** 805-966-5299      **Studio Address:** 531 E. Cota St Santa Barbara, CA 93103      **Website** [www.sbdancearts.com](http://www.sbdancearts.com)  
**Summer (June 12- August 17)** Monday – Thursday 8:45am-5:30pm      **Fall (Aug 21- June 9)** Monday-Friday 1pm- 5:00pm

## **We are here to serve you! Meet The Team**

***Note we do not check our emails outside of business hours! See above.***

- **Rita Barton is our School Director.** You can go to her with any registration, schedule, account, or billing questions. [rita@sbdancearts.com](mailto:rita@sbdancearts.com)
- **Lauren Serrano is our Director of Customer Care & Competitive Team Director.** You can go to her with any classroom, curriculum, or teacher related questions, or to schedule private lessons and birthday parties. [lauren@sbdancearts.com](mailto:lauren@sbdancearts.com)
- **Susan Regan is our Administrative Assistant.** She assists our bookkeeper, and will be help manage scholarships, trades, leads, onboarding new families, and general administration. [susan@sbdancearts.com](mailto:susan@sbdancearts.com)
- **Gwen Mueller is our Bookkeeper.**
- **Brittany Sandoval is our Rental Manager and Crew Director.** She can help if you want to rent studio space.
- **Julie and Nathan are the friendly faces at the front desk.** They love to serve and are happy to help with any questions you may have while you are here at the studio. :)
- **Alana Tillim is the Owner and Director of SB Dance Arts.** She encourages you to go to the incredible team to help make your experience at Dance Arts smooth and positive. Want to learn more about our performance companies, or how to grow as a leader at the studio? She will have informational meetings and one-on-one Pathways Conferences in the Spring. [alana@sbdancearts.com](mailto:alana@sbdancearts.com)

## Visiting Us – Parking Information

Dance Arts provides customer parking in the front & rear of our building. Please be mindful of designated parking for Directors and our subtenant. Additionally, there is street parking along Cota & Salsipuedes Streets. Please do not park in spaces reserved for Paragon! Refer to Safety section (page 8) for more info.

## **ACTION STEP- We need your help to stay in touch!!**

*At Dance Arts, we go to great lengths to keep you informed and up to date.*

- Each month we send out a newsletter. Please be sure to take the following steps to ensure you and your dancer don't miss out on any performances, deadlines, studio closures, events, and updates.
  - Opt in to our convenient SMS feature at registration. Newsletter links will be sent directly to your phone.
  - Go to your email contacts, and add [info@sbdancearts.com](mailto:info@sbdancearts.com) to your address book. This will ensure we don't end up in the junk box.
  - If you miss an email the first week of the month:
    - Check your junk folder.
    - Verify [info@sbdancearts.com](mailto:info@sbdancearts.com) is in your address book.
    - Still no email? Notify the office that you are not receiving communication from us.
  - Go to the website under Blog & Studio News to read the latest newsletter at any time!
  - Please do not unsubscribe from our newsletters or your child will miss out on valuable information for classes, performances, LICE outbreaks, studio closures, and other important updates.
- Please follow us on Facebook, Instagram (@sbdancearts), Website, blog, and Lobby/Parking Lot Displays.
- Each month, check the Newsletter or the Studio News and Info Link on our website to learn the latest important information regarding our December Showcase and Inspire May Recital!
- Pathways Conferences are FREE one-on-one conferences with Owner and Director Alana Tillim in the month of April. See your newsletter for sign up! Help your dancer find his or her path to success at Dance Arts!

## Calendar 17-18 and Important Calendar Highlights

### Important Calendar Highlights:

**NOTE: All studio holiday closures that affect your classes entitle you to a make-up class. These are the only classes that you are entitled for a make-up. See Make Up Policy (page 7) for details and to learn how your dancer can take their make-up class.**

9/4- Labor Day- Studio Holiday Closure

9/5 - Classes Begin

10/31 - Halloween- Studio Holiday Closure

11/1-1/2- Open Enrollment for Fall students

11/10 - Veterans Day - Studio Holiday Closure (note we are open Saturday)

11/17 - Costume Charges- \$60 (**non-refundable after 11/24**)

10/22 – 20<sup>th</sup> Anniversary Party: 1-4pm- FREE!

11/22-11/25 - Thanksgiving – Studio Holiday Closure

12/2 - December Showcase @ the Studio

12/4- 12/9 - Spirit Week & last week of instruction!!

12/15-12/1- Business office/Studio closed (adult classes TBD)

1/2 - Classes Resume

1/15 - Martin Luther King Studio Holiday Closure

2/16-2/19 - Presidents Day Weekend Studio Holiday Closure

3/9-3/17 - Configuration at Center Stage Theater

3/25-3/31- Spring Break – Studio Closed - not in tuition

4/29 - Student Showcase- La Cumbre Jr High

5/12, 5/14-5/17 - Tech Week

5/18 & 5/19 - Inspire May Recital: Senior, Youth, Junior

5/23 - End Of Year Party & Last Day of Instruction

Please click [HERE](#) for our new online calendar. Calendarwiz.com syncs with iCalendar, google calendar, and has its own app.



## Registration, Tuition/Costumes, Withdrawal, and Discounts

### **Mini Moves Mini-Mesters**

- Registration for Fall 2017 begins May 15, 2017. **Registration is a commitment to our program through May of the following year.** You do not need to re-enroll, and you are kept in the class though May unless you withdraw during our 'Open Enrollment' periods.
- Mini Moves are the ONLY classes on our schedule that will have TWO "Open Enrollment" periods to withdraw or switch classes, and THREE Payment Modules. Fall 9/5-12/8 , Winter 1/2-3/10 and Spring 3/12-5/12
- To register, create an account online, and pay the one-time, per-family, per-year, \$35.00 non-refundable registration fee. See all policies below related to tuition, withdrawal, refunds, attendance, observation, and dress code.
- For all families enrolled in FALL, there is "Open Enrollment" December 1-January 1 when you can drop or make adjustments to your schedule. See Withdrawal and Schedule Changes for Policy Info. (page 5)
- For all families enrolled in WINTER, there is "Open Enrollment" February 26-March 12 when you can drop or make adjustments for your schedule. See Withdrawal and Schedule Changes for Policy Info. (page 5)

### **Registration**

- Registration for Fall 2017 begins May 15, 2017. **Registration is a commitment to the program through May of the following year** and tuition is divided into two payment modules: Fall & Spring. We charge \$60 per performance class costumes in NOVEMBER – Be mindful of deadlines listed below in Inspire Recital Costume Auto Charge.
- For all families enrolled in FALL, there is "Open Enrollment" November 1-January 1 where you can **drop** and/or **make adjustments** to your schedule **before the Spring Payment Module.** See Withdrawal and Schedule Changes for Policy Info. (page 5)
- To register, create an account online, and pay the one-time, per-family, per-year, \$35.00 non-refundable registration fee.
- Some classes at SB Dance Arts have training requirements to enroll. Please review class requirements listed on the schedule before enrolling. If you cannot meet the requirements we will help you find a different class on the schedule.
- Does the commitment of a full class sound like too much? You can purchase a Try Pass online in lieu of registration. However, if a class fills to capacity the Try pass will not hold your spot. Please visit our website to learn more about how to purchase a Try Pass. Please note placement in the notes at checkout if you are seeking advancement.
- All classes have Two Week Grace Period – see Withdrawal section for more information. (page 5).

### **Registration for Beginning Classes**

- Select any age appropriate beginning level class and you have the option to pay at registration, set up a payment plan, or wait to be auto charged the second Friday of the session.
- If your dancer will be the appropriate age for the class after you register, but before the class start date, please contact the office for a code.

### **Registration for Non-Beginning Classes- S.T.E.P. Program**

- Our S.T.E.P program classes (Style, Technique, Evaluation, Placement) are our intermediate and advanced level classes and they require a code for registration. Participation in evaluation and placement is necessary to receive a code for S.T.E.P classes. **We recommend dancers participate in the Pre-Placement Session.**

- A beginning dancer who would like to be considered for a S.T.E.P. class should sign up for the Pre-Placement Session AND register for the age appropriate beginning level class(es), in the event they do not advance.
- Students currently in a S.T.E.P level class (level 2+, Intermediate, or Advanced), should sign up for the Pre-Placement session.
- Dates, styles, and times are listed on the website. Look for quick link on our website under “What’s Happening”.
- We require all dancers in level 2+ to sign up all classes that meet (4x jazz, 2x hip hop, and 2x ballet).
- If you have a beginning jazz dancer (Jazz 1, Tween, or Teen Jazz), you only need to sign up for 2 jazz classes.
- If your dancer cannot make all the meetings, we cannot guarantee placement, and they may need to come to a beginning level, or previous level the first week of classes. However, Placement will expedite this process.
- We send an email with each dancer’s placement on 9/1 by 10:00pm. Proper codes, instruction, and discount coupons will be included – NOTE you can register for all your classes this year. We do not need to do it for you!!

## **Placement Procedure if you are unable to participate in 8/21-8/31 Pre-Placement Session**

- Any dancer currently in S.T.E.P classes (level 2+), **who does not wish to participate in Pre-Placement and would like to seek advancement**, should contact the office to request a code and register for the same class they were in for the 2016-17 season.
- We will evaluate all students the first two weeks of classes. If we feel advancement is an option and students are ready to move up, they will be asked (via email or phone) to try the next level to see if it is a better fit.
- The instructors of both levels/classes will talk to decide whether staying, moving up, or concurrent enrollment is best for the student.
- Please see our Placement Section for more details (page 9).

## **Tuition Policies *See the Class Schedule online for fees, tuition pricing, and discounts.***

- **Registration is a financial commitment to the program through May of the following year** and tuition is divided into two payment modules: Fall & Spring.
- If you sign up BEFORE classes begin in September, or add new classes in December, you are only required to pay the registration fee at the time of sign up. However, tuition will be due when classes begin and can be paid in the following ways.
  - We auto charge the second Friday of the Fall and Spring Payment Module- there is no fee for this charge!
  - Pay manually online in full.
  - Choose one of our convenient extended installment plans (at an added fee of \$5 per month). All installment plans are auto charged on the 2<sup>nd</sup> Friday of each month.
- Please see our Withdrawal and Refund sections (page 5) to be clear about your abilities to modify your schedule without financial penalty.
- All families must create an account online and enter a valid credit card to secure registration.
- If account balances remains unpaid, we will pull your student(s) from classes, withhold costumes and/or pull student(s) from performances.
- Pro-rated pricing is used for any classes taken before the auto-charge in the event a dancer drops during the specified window of the Two Week Grace Period (see Withdrawal section), or starting the 5<sup>th</sup> week of the session.
  - \$10 for 30 minute classes
  - \$15 for 45 minute
  - \$17 for 1 hour classes
  - \$18 for 1.25 hour classes
  - \$20 for 1.5 hour classes
  - \$25 per aerial class for the number of weeks remaining in the session.

- Our online system limits our ability to take holidays out of pro-rates. Your dancer is entitled to a make-up class for official studio closures. There are no make-ups available for personal and medical reasons. Please see Make-Up Policy for details (page 7).

## May Inspire Recital Costume Fee Auto Charge for Performance Classes

- While we have an informal performance at the studio in December for select classes, all of our performing classes participate in the Inspire May Recital. It is the highlight of the year, helps children build confidence, and they have a great sense of pride in sharing their hard work with YOU!
- Preparation begins early and we begin the process in November by assessing a \$60 non-refundable, per class costume fee (2x week classes: Jazz 2b, 3a, 4, Adv, and Advanced Pro will have a single costume).
- A \$60 costume fee will be assessed with the Spring Tuition Payment for any dancer who adds a performance class after the Costume Auto Charge in November.
- **Costume Timeline**
  - Families must complete the withdrawal process (for performance classes) by 11/15 to avoid costume charges.
  - Auto-charged costume payments made on 11/17 and are not refundable after 11/24.
  - Each class has a costume fitting in March and April, if a costume *does not fit\**, we are able to exchange or alter at no charge to you. This must be communicated within 1 week of the fitting. After that week, there may be additional shipping/handling fees and/or limited availability and parents must pay for alterations. *\*This means a child cannot get the costume on, or it is falling off. Exchanges for comfort reasons (if possible) will be at the expense of the parent and may include extra shipping and handling fees.*
  - Costumes are distributed the first week of May. (NOTE: costumes are withheld for families that owe a balance to Dance Arts until balance is paid in full.)
- We order costumes 'off the rack' to keep costs down for our families. Custom costumes run \$150-\$300 each. As a result, the fit will not be tailor-made to each dancer but we can ensure dancers can move, groove, and look good on stage!

## Refunds, Withdrawal, & Schedule Changes

- No Refunds for Registration Fee, Master Classes, ISPE, and Pre-Placement Session.
- Costumes have windows for refunds.
  - Those who enroll for the year in FALL should reference the May Inspire Recital Costume Auto Charge section.
  - NEW classes added for the SPRING payment module should reference the TWO WEEK GRACE PERIOD below.
  - Any costume ordered after February 1 may be non-refundable. If this is the case, this will be clearly communicated by the Dance Arts office at the time of enrollment.
- We offer a **TWO WEEK GRACE PERIOD** for classes from your agreed start date to formally withdraw (see below). You must follow the procedure below to receive a credit or request a refund.
- For new enrollments, you must notify the office within 24 hours of the agreed upon second class in order to withdraw. The withdrawal procedure below must be complete to discontinue any charges. See below for instructions.
- If you withdraw from classes before the auto charge, you will be charged the a la carte rate for the class(es) that occurred before you communicated your drop with the office.
- **To withdraw a parent must:**
  - Inform Rita via email at: [rita@sbdancearts.com](mailto:rita@sbdancearts.com) or contact the office via phone or in person.
  - You will receive a notice of withdrawal via email from Dance Arts. Until you have received this form, you are not officially withdrawn.

- All automatic credit card charges will stop once you have received notification from our office.
- Refunds can be requested and will only be granted if timeline and procedure are met.
- Credits and refunds will be posted within 5 business days from the time the Withdrawal Confirmation is sent to the customer from the Dance Arts office.
- Since we treat enrollment in the Fall as enrollment for the entire year through May, you must inform us if your child will NOT continue his/her class in the Spring Session. We automatically keep your dancers enrolled and will auto charge the 2<sup>nd</sup> Friday of the Spring Session.
- For Fall students, Open Enrollment is 11/1-1/1 if you want to withdraw from classes for our Spring Session and make changes to your schedule.
  - 11/1-11/15: Follow the steps above to withdraw from a performance class for our Spring Session to avoid non-refundable costume fee. You can drop the class all the way through 1/1 to avoid tuition charges, but the costume fee will be non-refundable.
  - Auto-charged payment of \$60 per performance class on 11/17 is not refundable after 11/24.
  - **Open Enrollment- Adding Classes - 12/1-1/1**
    - If you would like to **ADD Classes** to your schedule, you may do this through your SBDA account. The Spring payment module includes a \$60 costume fee for all NEW enrollments. Certain classes may be closed due to capacity. If you want to add a S.T.E.P. class you will need to refer to the placement policies and contact the office for evaluation options and/or to get a code (see page 10).
    - If you want to **SWITCH Classes** please email Rita at: [rita@sbdancearts.com](mailto:rita@sbdancearts.com). *Costume fees are transferrable during this period of time.*
    - If you want to **DROP Classes** during this time, please follow the steps above, but note there are no refunds for the costume fee.
  - Remember: Tuition is auto charged the second Friday of the session.

## Discounts

- Add a second ballet class and you will receive 10% off the second ballet class. Add three or more and save 5% on each additional ballet class.
- Add a second Jazz 1, Tween Jazz, Teen Jazz, or Jazz 2a and you will receive 10% off the second jazz class. Add three or more and save 5% on each additional jazz class.
- If we require you to take a class concurrently after placement, we will offer you 50% off the higher level class.
- Dance Arts VIP Club\*\* ( If you qualify for our VIP Club, please contact Rita at: [rita@sbdancearts.com](mailto:rita@sbdancearts.com) to redeem your discount!)
  - Sign up for a 7<sup>th</sup> class and receive a VIP Swag Bag
  - Save 10% on your 8<sup>th</sup> and 9<sup>th</sup> class
  - Save 25% on your 10<sup>th</sup> and 11<sup>th</sup> class
  - Save 50% on your 12<sup>th</sup> and more classes

\*\* Jazz 2b-Adv Pro Jazz count as ONE class and discounts apply towards the lesser valued classes.

## Dress Code: We carry recommended items in [The Dance Store](#)

*All dancers are required to adhere to the following dress codes. We have great sensitivity and acceptance in relationship to gender pronouns. Please assume and apply the words 'those who identify as' in front of these terms throughout the information.*

Please make sure dancers arrive on time and prepared for class. Dancers must be dressed according to the Dress Code. Failure to be dressed properly will lead to a warning. After three warnings, dancers may be asked to sit out if dress code is not followed. We have lockers available for rent if carrying a dance bag does not work for your family.

- **All Classes** – Dancers should have hair off their face. No jeans or skirts/dresses. Dancers should wear clothes where they will be comfortable in all positions. Boys may feel more comfortable wearing a ‘dance belt’ once they reach intermediate levels. **Hygiene:** Due to our physical work that is often done with a partner or in close quarters, dancers should be aware of hygiene and body odor (some dancers as young as 9 may need deodorant!). As female dancers mature, please be vigilant regarding the need to shave (in relationship to costumes).
- **Mini and Disney Classes** --Younger students should be comfortable. Girls can wear fun and "dress-up" dance clothing such skirts and tutus if they like.
- **Jazz** - Jazz shoes in tan. Fitted clothes (leggings, booty shorts, and fitted tanks or t-shirts). All dancers level 4 and up may be required to have tan and black jazz shoes, black jazz shorts, and a black and nude leotard.
- **Ballet** - pink ballet shoes (leather or canvas). Female dancers must wear a leotard, tights and hair in a bun. Jazz shorts and fitted warm ups okay. Boys should wear fitted pants (Jazz pants or leggings) and a fitted tank or t shirt.
- **Lyrical and Contemporary** – See jazz - Jazz shoes (tan), Turners (Contemporary B and up), or when appropriate, bare feet. For girls, nude leotard may be necessary for the performance to wear under costume. **NO DANCING IN SOCKS!**
- **Hip Hop** - Sneakers & comfortable street wear that allows your dancer to move. Please, no skirts, dresses, or slippers.
- **Tap** – Black Tap shoes - we recommend our slip on tap shoes available in our store. Comfortable clothes (see Jazz). Note: Heeled shoes are not recommended.
- **Aerial and Acro**- Leotard, tights or leggings, long sleeves suggested. In an effort to protect the silks, please no shorts or clothing with zippers, and have children wear deodorant when necessary as the smell transfers to mats and silks.

## Make-Ups and Studio Holiday Closures

- We do not allow make-ups for personal absences and/or health reasons.
- Studio Holiday Closures occur when the studio is closed, but classes have not been removed from your tuition. Your dancer is entitled to a make-up class of his/her choice within ability level. Please see instructor or office for appropriate class for your dancer.
- If your dancer is a beginner, he/she can take any other age-appropriate, beginning level class (except Aerial) and dancers can always take a lower level without office approval. Students must receive office approval for all other classes.
- Dancer must stop by the office to pick up a Make-Up Pass before going to his/her make up class.
- Please see the Calendar on our website for a complete list of Studio Holiday Closures and all other important dates. *(NOTE: Spring Break and Winter Break are not included in your tuition).*
- **IMPORTANT** - Make-Up classes should be taken early in the fall or spring sessions so your dancer can enjoy the class without feeling left out or behind. After the first 5 weeks of the session, your dancer will not get the most out of the class. Non-performing classes are a great make-up choice at any time in the session. Aerial cannot be used for make-ups.

## Class Policies

### **Attendance/Observation**

- If you miss more than two of the final eight classes before recital you may need to be staged out of a section or removed from participating in the recital routine at the discretion of the teacher.

- It is important that your dancer attends class so they do not fall behind and so their group can properly practice their routine. Many dances utilize partners and formation changes that are challenging to execute when dancers consistently miss.
- We encourage parents to observe classes, but we ask that you wait outside of the classroom and take advantage of our observation windows. We apologize in advance that observation is not possible for classes in Studio 5.
- Each class of our Rising Stars (2-5 year olds) is unique and the needs greatly depend on the children enrolled. If we find that we have greater success when the parents are not in the room, we will invite parents to watch for the last 5 minutes of class. We encourage you to give it a try; however we support what works best for you and your child.
- NOTE - Please note that some of class time is spent working on non-dance activities, but are a part of the entire process of performance. This includes, but not limited to, voting on costumes for December Showcase, voting on music and concepts, costume measurement, trying on costumes, and various improvisational and dance games.

### **Cancellation, Rescheduling and Substitution**

- Dance Arts requires 5 full paid students to hold a class. If enrollment is below the 5 student minimum, we will offer a full refund for the remaining classes and help place your child in a different class.
- SB Dance Arts reserves the right to provide a substitute teacher if the regular teacher is ill or is otherwise unable to teach. SB Dance Arts reserves the right to reschedule or combine classes.

## **Studio Policies**

### **Between Classes, Safety & Liability:**

- We do not charge extra fees for children to wait at the studio between their classes in the afternoon. There is always an adult present, but we are not responsible for individual children left in the waiting area outside of class time.
- We are not responsible if dancers leave the facility.
- Dancers should never wait outside unattended- see above.
- Dancers are welcome to use the facilities before/after a class. You may not use the facility on any day when you do not have classes.
- Dance Arts is not responsible for dancers outside of the facility and once the doors are locked, dancers will not be able to re-enter the building! Do not ask your child to wait outside- especially after 5pm!
- Please be respectful of the space. No vandalism, disrespect or bullying. **This is a safe space for everyone.**
- We have implemented a lockdown program. All teachers and staff are trained in what to do during a lockdown.
- Starting June 2017, all new instructors receive a background check and we have staff onsite that receive CPR and First Aid Training.

### **Late Pickup Fees:**

- We charge for late pick-up after the business office closes (7pm – Monday-Thursday, 5pm Fridays, and 11:30am Saturday mornings).
- We allow a 15 minute grace period after the end of class; beyond this you will be charged a late pick-up fee of \$15.00 per 15 minutes. Please phone with any emergencies that will delay pick up beyond the grace period.
- If it has been over 30 minutes and you are unreachable staff/instructors may choose to take your child home.

### **Parking Lot Etiquette:**

- Please make sure your dancer waits for you inside the studio.



- Please do not double park, or park against the wall/fence.
- Please circle around if your dancer is not out of class.
- Please do not park in Paragon spaces - you will be towed!
- Please do not park in the ramp in the back or in the Directors' spaces.
- Please do not park in the Handicap space unless you have a placard.

### **Gossip & Social Media**

- Keep it positive. We have a ZERO TOLERANCE for cyber bullying or slander against Dance Arts on public forums. Calling out dancers or staff can result in dismissal from the studio.
- Keep the studio a gossip free zone.

### **Inside the Dance Studios**

- No gum!
- No food in the studios - water only!
- No cell phones in the studios
- Please use cubbies outside of the studios to store your belongings. Only water bottles allowed in the studios. Lockers available for rent. Please see the office.
- Please arrive prepared with proper dance wear, foot wear, and be ready to dance!
- We want your dancer to have fun in class, however, we expect a high level of respect and attention during class time. Talking should be kept at a minimum out of respect for the teacher and other students. Students who are constantly disruptive may be asked to sit out of class. After three warnings we will phone home and if there are further problems, we will set up a conference with parent and teacher.

### **Lost and Found**

A lost and found basket is located in the hall across from the women's restroom. Please check the lost and found basket regularly, as all lost and found items are donated to Goodwill before winter break and again the week after the recital.

### **Take the next S.T.E.P in your training: Class Placement at Dance Arts:**

We want all students to have the opportunity to embrace the joy of dance while growing and improving with each class. Our S.T.E.P program classes include all of our non-beginning classes that work on Style, Technique, and offer Evaluations while requiring Placement.

#### **KEEP IN MIND:**

1. Placement is a very important component to keep class sizes manageable, prevent injury, and promote long term growth in each dancer while following our studio syllabus.
2. It is very normal for dancers to spend 1-3 years in a given level.
3. Certain disciplines have more levels, so dancers will 'move up' at a faster rate than others.
4. This process has several moving parts. Many factors go into the final decision including, but not limited to:
  - Performance and execution of movement

- Age and body development
- Number of students in the class

5. **Dance Arts Golden Rule for Placement:**

*Never worry about anyone in class but yourself. If you want to move up, don't complain about being unchallenged....show us you are ready!*

### **Syllabus for Jazz, Ballet, Lyrical, Contemporary and Hip Hop**

- We use a syllabus for all technique classes and they establish very clear elements dancers need to master in order to move up. They are available on our website, or at reception.
- Hip Hop placement is assessed based primarily on the dancer's understanding and executing a specific style, ability to pick up material, and performance. Age appropriateness is VERY important when considering hip hop.

### **Advancement in Aerial, Acro, and Tap: Placement given in the SPRING on your evaluation sheet**

- Aerial: (partnership with The Aerial Studio) They evaluate students on safety, strength and skill.
- Acro: We follow the Acrobatic Arts curriculum. Strength, flexibility, and safety are additional considerations.
- Tap: A smaller program at the studio where Placement is determined by the teachers based on student skillset in the spring.

### **Evaluations**

- Evaluations are conducted in April to give dancers tools to improve and grow in our program.
- At the Inspire Recital Tech and Photo Week, all dancers can pick up their year-end evaluations, and our younger dancers (ages 2-5) will receive special certificates of completion.
- Evaluations include individual feedback from your teachers and recommendations for summer training for advancement.
- Evaluations do not equal class placement, and all dancers must sign up for Pre-Placement Session to be considered for advancement in one of our S.T.E.P Classes.
- Private evaluations are available to further personal goals for advancement. Faculty \$75/hr, \$40/30 mins and Director \$85/hr, \$50/30 mins. Please contact Lauren via email at: [lauren@sbdancearts.com](mailto:lauren@sbdancearts.com) to arrange your next lesson!

### **Performances**

***Each month, check the Performance Newsletter or visit the Performance News link under Studio News and Info on the website. Learn the latest important information regarding our December Showcase and Inspire May Recital!***

***Highlights below!***

### **December Showcase and Holiday Boutique: December 2, 2017– noon -5pm - At the studio!**

- \$5 per person at the door (KIDS FREE) for this performance.
- Each class will have a 30 minute performance slot. They do not need to be present for the entire show.
- Enjoy refreshments and shop for a cause while you wait- proceeds benefit the Arts Mentorship Program.
- Please let us know of any special time requests and/or if your dancer cannot perform by October 13.
- The following classes will participate:

All Hip Hop, All Contemporary/Lyrical, All Tap, Combo, Disney Dance, Jazz 1

*NOTE: Performance Ballet, Tween Jazz, Teen Jazz, and Jazz 2a+ will participate in the Inspire May Recital but DO NOT participate in the December Showcase to focus on their technique.*

## Inspire: May Recital – May 18 & 19 - At the Marjorie Luke Theatre (SB Junior High)

Each May, we end our season with our fully-staged, professional Spring Recital at the Marjorie Luke Theater. We encourage, but do not require, participation. Our priority is to prepare your children for the performance experience of a lifetime.

- **The following classes will participate in one of the shows!**

All Hip Hop, All Contemporary/Lyrical, Performance Ballet Classes, All Tap, Combo, Disney Dance, and All Jazz Classes (excluding Leaps and Turns)

- We have THREE unique shows to accommodate all of our performers and keep show lengths manageable! We use average ages in classes to determine the difference between Youth and Junior and class level determines Senior. Your dancer may end up *in more than one show!*

Friday May 18	7pm	SENIOR Show	(older pre advanced and advanced dancers)
Saturday, May 19	noon	YOUTH Show	(All Rising Stars (dancers ages 3-5) & young beginners)
Saturday, May 19	5:30pm	JUNIOR Show	(older beginners and intermediate dancers)

- See the Inspire Recital Guide for all the details on the recital. NOTE: some information subject to change from time of registration. Be sure to read monthly newsletters to stay up to date and help us give your dancer a very special experience at his or her recital.

- **TIMELINE**

- If your child cannot participate in the show, please let us know by February 1 so we can prepare accordingly.
- Specific show assignments are published in the February Newsletter.
- Tech and Photo Rehearsal is published in the March Newsletter- deadline to request changes is March 15
- Tickets (range from \$11- \$50), Show Tribute Ads, and Flower Pre-Order begin April 1
- Show order is published in the April Newsletter- deadline to request changes is April 15
- Tickets on sale April 1
- Complete Recital Guide included in May Newsletter!

## **Special Performance Companies and Crews**

- At Dance Arts we have many special performance groups that are the heart of our program. We have groups for ages 6-17. Please visit the website to learn more about Mini Crew, Junior Crew, Emerge Pre Company, Company and Competitive Teams.

## **Liability Waiver and Release:**

### **ANNUAL PARTICIPATION, RELEASE AND ASSUMPTION OF RISK AGREEMENT**

In consideration of the services of Santa Barbara Dance Arts, Arts Mentorship Program, their agents, owners, officers, volunteers, participants, employees, and all other persons or entities acting in any capacity on their behalf (hereinafter collectively referred to as "SBDA"), I hereby agree to release, indemnify, and discharge

SBDA, on behalf of myself, my spouse, my children, my parents, my heirs, assigns, personal representative and estate as follows:

I acknowledge that my participation in dance, aerial arts, aerial silks, Pilates, aerial yoga, yoga, acrobatic training, jumping, trampoline activities, and instruction activities both individual and group entails known and unanticipated risks that could result in physical or emotional injury, paralysis, death, or damage to myself, to property, or to third parties. I understand that such risks simply cannot be eliminated without jeopardizing the essential qualities of the activity.

**The risks include, among other things:** slips and falls; falling from equipment; rope burns; pinches, scrapes, twists and jolts that could result in scratches, bruises, sprains, lacerations, fractures, concussions, or even more severe life threatening hazards; strains, cuts, bruises, muscle soreness and fractures; musculoskeletal injuries including head, neck, and back; injuries to internal organs; the negligence of other people; my own physical condition; and the risk of emotional and psychological injuries or physical damage associated with this activity. Traveling to and from shows, meets and exhibitions raises the possibility of any manner of transportation accidents. In any event, if you or your child is injured, any medical assistance will be at your own expense.

1. Furthermore, SBDA employees have difficult jobs to perform. They seek safety, but they are not infallible. They might be unaware of a participant's fitness or abilities. They might misjudge the weather or other environmental conditions. They may give incomplete warnings or instructions, and the equipment being used might malfunction.
2. I expressly agree and promise to accept and assume all of the risks existing in this activity. My participation in this activity is purely voluntary, and I elect to participate in spite of the risks.
3. I hereby voluntarily release, forever discharge, and agree to indemnify and hold harmless SBDA from any and all claims, demands, or causes of action, which are in any way connected with my participation in this activity or my use of SBDA's equipment or facilities, including any such claims which allege negligent acts or omissions of SBDA.
4. Should SBDA or anyone acting on their behalf, be required to incur attorney's fees and costs to enforce this agreement, I agree to indemnify and hold them harmless for all such fees and costs.
5. I certify that I have adequate insurance to cover any injury or damage I may cause or suffer while participating, or else I agree to bear the costs of such injury or damage myself. I further certify that I am willing to assume the risk of any medical or physical condition I may have.
6. I accept liability for any property damage that may occur as a result of participant's instruction, and I understand and accept that no promises or guarantees are made, explicit or implied.
7. I agree to abide by all of Dance Arts' policies, regulations and procedures, as they are presented to me now and as they may change from time to time. Students must wait inside for their parents collection and SBDA is

not responsible for student that leave the studio before or after their scheduled activity. SBDA hereby refuses to accept responsibility for watching your student outside of their scheduled activity time.

8. In the event that I file a lawsuit against SBDA, I agree to do so solely in the state of California, county of Santa Barbara, and I further agree that the substantive law of that state shall apply in that action without regard to the conflict of law rules of that state. I agree that if any portion of this agreement is found to be void or unenforceable, the remaining document shall remain in full force and effect.

### **Withdrawals and Refunds**

If a client withdraws after payment of the tuition and fees, there will be no refunds. Furthermore, if a student is signed up for a session and is scheduled on autopay, the client is still responsible for the full payment of the session they signed up for.

### **Release of Liability for Photos and Videos**

I hereby give SBDA, Arts Mentorship Program, Alana Tillim, its directors, instructors, trainers, independent contractors, officers, employees, consultants, agents and film crews permission to film, videotape and/or photograph me and/or my child for the purpose of producing promotional materials in print and online. I have been advised this film, video, and/or photography will be used to promote SBDA and Arts Mentorship Program, Alana Tillim, its directors, instructors, trainers, independent contractors, officers, employees, consultants, agents and film crews, as well as healthy lifestyles and the benefits of dance. I also understand that the film, video and/or photography may be viewed in collateral material and/or online for the purpose of promoting SBDA and its affiliates. I release SBDA and Arts Mentorship Program, Alana Tillim, its directors, instructors, trainers, independent contractors, officers, employees, consultants and film crews from all liability arising from the use of the film, video and/or photography of myself or my child. I also understand and agree that no compensation will be paid to myself or my child for participating in this film, video and/or photography.

**By signing this document/agreeing to terms online, I acknowledge that if anyone is hurt or property is damaged during my participation in this activity, I may be found by a court of law to have waived my right to maintain a lawsuit against SBDA on the basis of any claim from which I have released them herein. I have had sufficient opportunity to read this entire document. I have read and understood it, and I agree to be bound by its terms.**