

CUPAR DANCE CLUB

2014 PARENT HANDBOOK

MISSION STATEMENT:

To introduce people of all ages to the world of dance. Installing discipline and passion into many different forms and providing a fun atmosphere for competitive classes. Our goal is for every dancer to develop confidence, coordination, strength, creativity, grace, rhythm, self-esteem, self-discipline, technique, and an appreciation for music and dance in a fun, energetic atmosphere.

A Little about Karen:

Miss Karen grew up in Yorkton Saskatchewan where she received her dance education from Dance Innovations studying Royal Academy of Dance ballet and ADAPT jazz and tap. Karen began dance at the age of 5 and studied all forms of available dance, including Ukrainian dance. Throughout her student training she participated in numerous competitions and completed many examinations. Upon completion of high school, Karen taught classes with the Troyanda Ukrianian Dance Ensemble in Yorkton. For the past 2 years she has been the instructor at the Invermay School of Dance and has lived in Saskatoon where she continued to pursue her love of dance taking classes and studying at various studios in the city. Miss Karen will be pursuing her TTS certificate with ADAPT dance syllabus and hopes to find a studio to further pursue her RAD ballet training. She is excited to be involved with the community of Cupar and is looking very forward to teaching her new students!

CLASSES OFFERED:

COMBO

This is a 30 minute class which is a fun introduction to movement, motor skill development, and creative expression. Introduction to dance incorporating basic rhythms, movement, patterns, and creativity while learning to follow a teacher's directions and engaging in a social situation with other three and four year olds.

BALLET

Ballet is the fundamental of all dance forms. This class offers coordination, grace, discipline and poise, just to name a few. You will learn balance, control, strength, and an appreciation for this beautiful art. Ballet many times is mandatory to enroll in any other dance form, as this is the class where you learn, in detail, all of the techniques used in the other styles of dance. It is strongly recommend putting your child in ballet

as the difference it makes in each dancer is undeniable and brings out their best work in every other style. **Ballet is mandatory for any dancer wanting to take lyrical and must have 1 year of ballet before enrolling in lyrical. Ballet is also mandatory for any dancer wanting to do a solo or duet of any kind.**

HIP HOP–

This form of dance originated in the 1970s and is the culture from where rap emerged. Originally, it included graffiti art and break dancing. Hip Hop dancing incorporates the beat and syncopation of the music through body movement. Hip Hop builds creativity, coordination, and musicality. Hip Hop can be taken without any other dances as a prerequisite but has an age requirement of 7.

TAP

This class teaches rhythm, foot patterns and coordination. Tap can take on many different styles and techniques from soft music to hard rock it is always a fun and energetic class.

JAZZ

Jazz incorporates isolations, turns, leaps, kicks, flexibility and combinations. Jazz is always a work out and a favorite among many dancers. Ballet is recommended to strengthen technique for the benefit of the dancer, but is not required for jazz.

LYRICAL

Lyrical is a combination of Ballet and Jazz using interpretation and storytelling through movement. Expression and emotion are an important part of a lyrical performance. It is a requirement for students to have ballet as a pre-requisite as it is a form of ballet. Class selection may be at the discretion of the instructor.

CONDITIONING

Conditioning is offered for ages 9 and up. Conditioning is focused on strengthening, toning and flexibility. All students are encouraged to enroll, as the training will help enhance all dances.

POINTE

*Pointe is an additional ballet class for students strong enough for pointe shoes at the instructor's discretion. Pointe is a very elegant form of ballet and takes a lot of training to be able to perform a routine on pointe shoes. **Students eligible for the pointe class must also take regular ballet class and will require pointe shoes and ballet shoes. Minimum Age Requirement 11 & must have 4 years of ballet training.***

DANCE DAYS & TIMES:

Classes run Monday, Tuesday and Thursday between the hours of 3:30pm and 9:30pm, starting in September and continuing through April. Competitions are held in March and April and this year **recital will held on April 26, 2015**. Once the final schedule is made, there will be no revisions. Depending on demand, there may be dance camps offered during the summer months.

FEES & COSTS:

- \$250 for the first class
- \$140 for each additional class
 - *Combo is \$140 as they do not have the option of additional classes
- Conditioning is offered at a discounted rate of \$75.
 - Payment options:
 - Full amount September 1
 - Half September 1 and Half January 1 (post-dated cheques)
- Solo and Duet performances are paid for separately and directly to the instructor
 - Costumes – Range from \$30 to \$100
 - Competition fees – Range from \$7 to \$20 for each dance entered at each competition.
 - Due at the end of January each year.
- It is each dancer's responsibility to have proper dance shoes and tights. The specific color of tights is decided with the costume and there will be an option to order tights through the dance center after Christmas.
- The dance center will do photos every year and photos are optional for the parents to purchase.

REQUIREMENTS:

- ***Please note, students will not automatically be put into their specific age group. The dance grades are levels of dance not grades in school and the teacher can and will place students where they fit. Some students may move up to an older age group before others as students may progress at different times and need to continually be challenged. As well a student wanting to try a new style of dance such as jazz after only taking tap may be placed in a lower level because they have not had the training other kids their age have already done.***
- ***Lyrical Requirements:***
 - ***Must be in Ballet class to take lyrical and must have 1 year of ballet prior to enrolling in Lyrical***

CLASS BREAKDOWN

COMBO

- Your child ***must*** be 3 years old to begin dance
- Children are enrolled in a Combo class which is a combination of ballet and Tap. It is a 30 minute class one day per week
- Combo classes attending competition will generally be determined by the instructor but Combo will participate in the recital which is held in late April or early May
- Combo parents are asked to ensure their child has used the washroom prior to class

BALLET: PRIMARY, GRADED OR SENIOR

- Ballet is the most core dance and the basis for all dance forms, it is recommended for all dancers and is required if your child would like to take Lyrical in the higher grades.
- Students will study classical technique of the Royal Academy of Dance in the grade based on the classes ability.
- Competing at 2-3 competitions each year (depending on age/grade and at the instructors discretion), attendance is mandatory. The reason being is that it is not fair to the group if dancers are missing it can easily spoil the routine or in some cases make the whole group unable to attend
- Poor attendance throughout the year may cause students to not be allowed to attend competition at the instructors discretion
- Parents of younger students are asked to ensure their child uses the washroom prior to class and bring a water bottle.

JAZZ AND TAP: JUNIOR 1-3, PRE-INTER 1-3, INTER/SENIOR

- Students work will be based on the ADAPT jazz and tap syllabus in the level based on class ability.
- Competing at 2-3 competitions each year, (depending on age/level and at the instructors discretion) attendance is mandatory
- Poor attendance throughout the year may cause students to not be allowed to attend competition at the instructors discretion
- Parents of younger students are asked to ensure their child uses the washroom prior to class and bring a water bottle.

NOTES *

- If there is a cancellation a facebook message and an email will be sent out, if you do not have email, we ask that you buddy up with someone that has email and have them relay any messages. Texting is also another method that may be used.
- Parent volunteers are needed for picture day, competition rehearsal, dress rehearsal, and recital. Without volunteers, we cannot have a yearend performance or picture day as bodies are needed to take payments, set up chairs, tables, decorate, etc. All parents are given one job on recital day, a sign up sheet will be posted closer to recital date.
- Parent supervisors at the hall are mandatory, each parent will be required to supervise 1 or 2 days during the dance year. Supervisor duties include:
 - Ensuring the children are ready for their class, proper shoes on, hair tied back
 - Ensure the noise level is kept to a minimum while waiting for classes
 - Ensuring the hall rules are followed such as no sitting on counters, no touching stove, refrigerator or any other equipment and respecting the hall property.
 - Ensuring the kitchen is left neat and the floor is swept and bathrooms are checked at the end of the night.
 - We are able to keep our dance fees at a reasonable cost if we clean up after ourselves. If the town staff members are expected to clean up after us, the cost of rent will go up therefore increasing our fees drastically.
- If we are bumped from using the hall due to a funeral or other event, we may move classes to another location such as the Dysart Gym if it is available. This will be announced via facebook or email.
- Any returned cheque is given a \$30 charge for the fee's which must be paid at the same time as payment for the returned cheque.
- Invoices will be given out to Dancers in January and the payment must be made in full prior to picture day which is in early February, Students are not allowed to have their costume until it is paid for which is why it needs to be paid before picture day.
 - Students who have not paid for their competition or costume fee's will not attend competition or be in the recital unless the balance is paid.
- Items left in the studio will be placed in a lost and found bin, however this bin is emptied **at the end of every month**. So please go through it periodically and take what is yours as anything left goes to goodwill.
- Students are to come to class 5 minutes early so they are dressed and ready to go when classes begin.
- Hair is to be tied back for all classes and is preferred to be worn in a bun for ballet.
- Children are to be wearing yoga or dance wear only. Your child will be sent home if not dressed appropriately. **Absolutely no jeans or baggy clothes.**

- Tardiness and excessive absences will not be tolerated as it is disruptive to the whole class. **3 unexcused absences after Christmas may result in a child not attending competitions!**
- Dancers have the month of September only to decide whether or not to stay in a certain class. Refunds will only be given out October 1 after that a dropped class does not get any refund. A student who drops a class after October 15 must also pay for their costume as it will already have been ordered.
- We accept no responsibility for your child before and after class has let out so please ensure you are there or they know where to go.

CLASS	SHOES	CLOTHING	HAIR	OPTIONAL EXTRAS
Combo	Pink ballet Beige tap	Leotard & tights	Pony tail pinned off face	tight shorts or skirt
Jr/Pre Inter Tap	Beige Maryjane style	Leotard & Tights	Pony tail pinned off face	tight shorts or capri's
Inter/Senior Tap	Black/Beige Split sole pull on	Tight fitting yoga wear	Pony tail pinned off face	
Primary/Graded Ballet	Pink leather	Leotard & Tights	Bun (preferred) Pony tail pinned off face	Skirt or tight shorts
Sen. Ballet	Pink leather or canvas	Leotard & tights	Bun (preferred) Pony tail pinned off face	Skirt or tight shorts
Jr/Pre Inter Jazz	Beige leather	Leotard & tights	Pony tail pinned off face	Tight shorts or capri's
Inter/Senior Jazz	Beige leather	Tight fitting yoga wear	Pony tail pinned off face	
Lyrical	Beige leather	Leotard & tights	Pony tail pinned off face	Tight shorts or capri's
Beg. Hip hop	Black running shoes	Dance shorts or pants fitted shirts	Pony tail	

INT/SEN hip hop	To be decided	Dance shorts or pants, fitted shirts	Pony tail	
Conditioning	Any dance shoes (Jazz shoes recommended if owned)	Dance shorts or pants, fitted shirts	Pony tail	

Your executive members are:

Holly Findling – President

Kim Macknak – Past President

Kathy Kirchhofer – Parent teacher Liaison & Combo parent Liaison

Jackie Hart – Recital School Liaison/Dancewear

Michelle Desfosses – Treasurer

Corrine Kolody – Communications

Michele Chubak – Costumes & Clothing

Sheri-Lynne Desfosses

Kelly Klisowsky

Feel free to email the executive at cupardanceclub@sasktel.net

Or

Join the Cupar Dance Club's Facebook Group

Cupar Dance Club – Important Club Information

The purpose of this section of the handbook is to give a reference to the parents and students of Cupar Dance Club about the workings of the Club, an outline of what events occur throughout the year and understanding of how decisions are realized within our club.

General Meeting

- ❖ There is a General meeting held at the beginning of each dance year. The meetings are attended by the dance club executive with the intention that all dance club parents can come and hear the minutes, express their concerns and if necessary, vote on changes or new ideas presented. This meeting also outlines budget and expenses for the year. This meeting is usually where payment for classes is submitted to the treasurer.

Club Executive

- ❖ The Cupar Dance Club executive is made up of several roles. Those roles currently filled are:
 - ✓ President – Holly Findling
 - ✓ Past President – Kim Macknak
 - ✓ Secretary – Corinne Kolody
 - ✓ Treasurer – Michelle Desfosses
 - ✓ School liason – Jackie Hart
 - ✓ Parent Liason – Kathy Kirchhofer
 - ✓ Costume Lead – Michele Chubak
 - ✓ Kelly Klisowsky
 - ✓ Sheri Lynn Desfosses

Parent Liaison

- ❖ There is a parent liaison assigned to the Cupar Dance Club executive. The purpose of this role is to direct the flow of communication through one point of contact and reduce direct interruptions for the dance instructor. Please channel all questions and comments through the Liaison. If you need to communicate an issue you have, please email the liaison at cupardanceliaison@sasktel.net

Parent Helper

- ❖ There will be a parent helper needed for each night of dance at the hall. A schedule will be distributed to the parents and a cheque in the amount of \$50.00 submitted with fees that will be cashed if you do not attend your scheduled time. This role is necessary to supervise the kitchen area, ensure dancers are ready for their turn, and tidy the hall. This main reason for this to be done is to help keep our fees down and ensure no damage is done to the premises. There will be a binder at the hall with instructions for the parent helper and hall rules.

Fees

- ❖ Fees are decided on a yearly basis dependant on many factors. Some of those factors are budget from previous year, expenses, travel/mileage for the instructor, rental of a building, insurance and number of students.

Dance Schedules

- ❖ Dance schedules will be distributed via email and attached to our facebook page. The schedule is created by the instructor and executive. We strive to work around other organized sports but are not always able to accommodate individual student requests. Please remember, the club tries its hardest to schedule a large group of dancers as best they can and cannot accommodate all situations that

may arise for scheduling. Once the schedule is sent out, there will be no revising the calendar since any time we make changes for one person, we will be inconveniencing other members.

Dance Competitions

- ❖ Dance competitions will be decided on by the current dance club instructor with consultation from the dance club executive. There are many dance competitions throughout the province that our club is eligible to attend. Some competitions do require an invitation, some require the teacher to be a member of the CTDA, and some have open registration. For these reasons, we will leave that decision mainly up to our instructor but do encourage feedback. If there is a competition you are interested in or want to suggest, please feel free to share that with the liaison.
- ❖ Each competition varies in how it is run and how it is adjudicated. Please be mindful that not all competitions will have the same outcomes. There may be various levels within each age group (beginner, intermediate, novice,) or it may just be grouped by age (ex: Jazz age 9-11). The dance teacher will place each dance group in the level they feel appropriate for each competition. Once competitions are announced, you can always use our facebook page to share information and ask questions. There are many parents who have attended various competitions and are a wealth of knowledge.
- ❖ The dance instructor will do her best to give the club as much advance notice as they can for the competitions so parents can make arrangements for their children and book any accommodations, depending on where the competitions are hosted. Please refer to the Competition Hints and Tips page on our facebook page for some helpful suggestions on things you can do to make competition time less stressful and run smoothly for parents and students..

Recital

- ❖ Recital is an important way for our club to share our student's talent and accomplishments with the community, friends and family. It is mandatory for parents and members of the dance club to volunteer in the organization and overall execution of the recital. A committee of volunteers will be assembled close to the end of dance season to organize the recital. If you are interested in being on this committee please contact the parent liaison or discuss with one of the executive members.

Photos

- ❖ Cupar Dance Club does get professional photos taken for our club each year. Photos are optional for the parents to purchase but we really encourage students to be present for the shoot, unless there are circumstances that prevent the student from attending.

Student Helpers

- ❖ Student helpers are chosen by the instructor and are usually needed in Combo, Junior and Primary/Grade 1 classes. The helpers are volunteer and it is considered an honour to be asked to be a helper. The students get first-hand experience in learning how to instruct dance. Students chosen generally demonstrate dedication and leadership skills.

Dance Camp

- ❖ Dance Camp is determined on a yearly basis by the instructor. A note will be put on the facebook page and an email sent out about registration. This is optional for the students but is a great way to get the kids back into the swing of things at the end of the summer before classes begin. It is a great way for the kids to try out all forms of dance we offer and have exposure to guest dance instructors.

Facebook Page/Email

- ❖ For ease of communication, Cupar Dance Club has a facebook page and email account. The facebook page is a closed group so please ask to be invited if you would like to be part of this group. This account was set up so that the club can share information on class schedules, cancellations, to post changes and share club and dancer accomplishments. It can also be used for costume/shoe sales, and for recital and competition information to be shared. The instructor will post on this page and we encourage you to share via this method too. If you do not subscribe to Facebook or have an email account, it is up to you to buddy up with someone that can share the information with you.

Parent Watch

- ❖ There is a parent watch scheduled (dependant on Karen's input) through the year. This is a time for parents to come out to watch and see how their children are progressing. We encourage parents to come out and support their child's progress. The scheduled time of the parent watch will be communicated through the facebook page and an email.

Club Apparel

- ❖ The Dance Club will decide yearly if club apparel will be available. This will be organized by the costume lead. If apparel is an option during the dance year, communication will be sent out and it would be organized during one of the parent watch nights.