



2017-18
Handbook

Welcome to Jenks Dance Academy

On behalf of our staff and faculty, I want to welcome you to Jenks Dance Academy! Thank you for bringing your dancer to us! This will be a fun filled year with loads of new dance steps and exercise FUN! This handbook is a guide to help parents and students. On the following pages is all the information you will need to help your child succeed and grow at our studio. If you have any questions or concerns, please don't hesitate to ask. We look forward to teaching your child and instilling in them the JOY of dance!

Happy Dancing,

Jennifer Kaiser
Owner

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Office Hours: Monday-Thursday 10:00-12:00, 4:30-7:30
Saturday 10:00-12:00

www.jenksdanceacademy.com

*** Helpful Tips, Lobby Etiquette, & Classroom Rules ***

- * Arrive 5 minutes early ~ Classes will start promptly on time!
- * Have your child dressed with appropriate shoes on before he/she enters the studio & please say “goodbye” quickly to ease the transition.
- * NO Street Shoes allowed in studio rooms! Dance/Clean Tennis Shoes Only!
- * Please use the restroom before class.
- * Have dance shoes in a small dance bag with everything labeled.
- * Hair should be pulled away from the face in a bun or ponytail.
- * If you are tardy, please wait to enter “between songs” to limit distraction & have their shoes on before entering.
- * Please no parents in the studio room after class has begun. Instructors will assist students with shoe changes, etc. If necessary, instructors will bring your child to you. Thank you for your cooperation!
- * You may stay & observe class or you may leave to run errands.
- * Please visit quietly while observing through the observations windows.
- * Classes will let out 2-3 minutes early to allow for the following class to start on time, so please be early to pick up your child.
- * For their safety, students may not wait for their parent/grandparent outside, so please come in to pick up your child.

~ What to Expect Your First Week ~

~ The studio is very crowded the first few weeks of classes. This will settle down after the first few weeks.

~ There is a lot of switching around of classes as parents are trying to get settled in the new schedule of the year. Please be patient. Classes often have to change at the same time, so that dancers can go to the different subjects they are taking.

~ Like school, the first few weeks of class are review, and getting everyone comfortable with new classes and new teachers. This helps to make the students comfortable and the teachers can see if they are in the correct class.

~ If dancers have been placed into classes that are not correct for them – don't worry - we will find a more suitable class!

~ Please be careful to watch for children! There is additional parking in the back of the building.

~ The youngest dancers will often have tears or anxiety the first few weeks. This is normal. The teachers are trained to get children "on task" quickly. It is not uncommon to have a few dancers on a few hips the first month of class! The best way to ensure success is to assure them they are going to have fun. Leave as quickly as possible and watch them through the window.

~ Please keep noise down at the window and don't let siblings open the door or knock on the window. This will distract the dancers.

~ Please have all dancers use the bathroom before class. Teachers will gladly take them if they do need to go during class, but this can be a disruption.

~ You do not have to stay at the studio while your child has a class. However, you must be here to pick your child up on time. If you are running late, please call the studio so that we can get them to the front desk to wait for you.

~ Always stop at the front desk if you have questions or concerns. Every staff member wants your experience here to be positive and rewarding!

Class Descriptions

Mommy & Me: Mothers assist their child in exploring their world through music and dance/tumbling. Great for fitness, flexibility, strength and social skills.

Baby Ballet: A 30-minute introductory dance class containing ballet and creative movement. Young dancers will learn the basic steps and learn how to follow direction and imitate movement in a positive environment. Engaging music is used to get these little dancers inspired. The use of props such as teddy bears, hula-hoops, scarves and maracas, enables the young dancers to use their imagination, creativity and, most of all, have fun!

Ballet/Tap/Jazz: A combination class containing ballet, tap and jazz (hip hop or tumbling). The purpose of the class is to introduce young dancers to the three styles of dance in a positive environment. Twenty minutes each of ballet, tap, and jazz help keep the kids excited, interested, and focused for the entire 60-minute period. Dancers will learn basic steps and terminology in all three styles. The use of fun, age appropriate music engages the young dancers' minds and bodies. The use of props such as maracas for the "freeze dance" makes the end of class the most fun! (We also have Ballet/Tap/Tumbling, Ballet/Tap, Jazz/Hip Hop/Ballet & Hip Hop/Tumbling Classes.)

Ballet: JDA teaches classical, traditional technique from the French ballet and is based on the turn out, the five positions of the feet, pointe work and technique of beats, turns, elevation, and extension.

Tap: A dance style in which the rhythm is sounded out by the clicking taps on the heels and toes of a dancer's shoes. Very invigorating and fun!

Jazz: Jazz combines many styles and techniques from ethnic and contemporary dance to ballet. The first half of class consists of exercises to stretch and develop muscles to support proper stress-free alignment of the skeletal structure. Using jazz, soul, R&B, ethnic and pop music, jazz classes are a great workout and a fun way to release tension while attaining a body awareness that can be applied to every style.

Hip Hop: Students will gain a valuable understanding and appreciation of the improvisational nature of this dance form and will examine different manifestations, like — breaking, popping and locking, house, and fusion — while equipping students with the fundamentals of each style. This class will break down steps and technique and also emphasize bringing style and personality to the movement. Hip Hop is a non-traditional dance style that will encourage students to step outside of the box and dance big. A high-energy class that uses the latest sounds in rap, R&B and pop music together with

movements influenced by some of today's best choreographers. Hip Hop is urban, it's street, it's diverse and forever changing. JDA is very careful to teach only age appropriate and non-suggestive moves.

Tumbling: Teaches basic tumbling concepts such as forward rolls, backbends, cartwheels, etc. and focuses on building strength and flexibility to prepare students for more advanced techniques.

Superstars: Future Disney Pop Stars! This FUN musical theatre class focuses on dance, such as jazz technique and combinations, plus voice and acting with an emphasis on confident, outward expression of personality and attitude.

Cheerleading: Cheerleading and gymnastics basic to advanced skills. Instruction will consist of gymnastics and cheerleading motions and skilled technique combined with rhythmic movements to music. Individuals will also work at his/her level of ability on gymnastic elements including but not limited to: cart wheels, round offs, back walkovers, back handsprings, round off back handsprings, cheerleading jumps, etc. Students will learn how to show personality and showmanship. This class will build confidence in each student and will provide the skills needed for advancement in cheerleading.

Acrobatics: Basic elements: such as rolls, cartwheels, hand/head stands, round offs, scales, leaps, etc., plus conditioning, stretching and flexibility.

Contemporary Dance: A fusion of modern, jazz, and ballet that is all about expression and/or story telling. Dancers will explore a wide range of organic, often angular movements and syncopated rhythms with a strong base in classical technique. The warm up is based on ballet, yoga, and Pilates exercises and stretches that focus on breathing. The class evolves to the learning of original choreography, broken down and demonstrated for clear understanding. Designed for the beginner, intermediate and advanced students, an understanding of the classical vocabulary and previous experience with jazz and/or modern dance are helpful.

Class Attire

*** Hair should be in a bun or tight ponytail for all classes! ***
All required attire is available at JDA's Dancer Boutique!

Baby Ballet (Ages 2-3)

Pink leotard (optional attached skirt), pink ballet tights, pink ballet shoes, no tutus

Ballet/Tap/Jazz, Ballet/Tap, Ballet/Tap/Tumbling (Ages 3-5)

Pink leotard, pink footed ballet tights, pink ballet shoes, black tap shoes with elastic (no ribbons), dance skirt (attached or pull on), no tutus.

*** Ballet/Tap/Tumbling classes ~ convertible tights**

Ballet Ages (6+)

Black leotard, pink footed tights (convertible for pointe), pink leather ballet shoes, dance skirt

Tap & Jazz (Ages 6+)

Leotard, fitted tank or tee, jazz pants, capris or shorts, pink or black tights, black tap shoes (no ribbons) or tan jazz shoes

Jazz/Hip Hop/Ballet (3-4)

Pink leotard, pink footed ballet tights, pink ballet shoes, dance skirt (attached or pull on), no tutus, dance shorts optional for hip hop. *Black high top sneakers for Recitals.

Hip Hop (Ages 5+)

Dance Tank or T-shirt, black jazz pants, capris, shorts, sweat pants, black high top sneakers

Boys Hip Hop

Comfortable clothing, clean tennis shoes

Superstars

Dance tank, fitted tee or leotard, black jazz pants, capris or dance shorts, tan jazz shoes

Tumbling

Gymnastics or dance leotard or biketard, t-shirts for boys, athletic shorts, bare feet

Cheerleading

Leotard or fitted top, shorts, socks and clean tennis shoes

Acrobatics

Leotard, biketard or fitted top, fitted dance leggings, capris or dance shorts, bare feet.

Contemporary

Tank or fitted tee, dance shorts or yoga style pants, no loose clothing, Foot Undeez

***** Tights must be worn with Dance Shorts! No bare legs! *****

Jenks Dance Academy's Important Dates

- **Jenks Homecoming Parade** – Friday, October 6
- **Christmas Recital** – Friday, December 8 at First Baptist Church Jenks at 5:00 pm & 7:00 pm
- **Spring Semester begins** – Wednesday, January 3, 2018
- **Recital Costume Pictures** – April 16-21 at JDA (during class)
- **Dress Rehearsals** – May 12 & 18 at Jenks High School PAC (see your Class Costume Worksheet for your specific date & time)
- **Annual Recitals** – Saturday, May 19 at Jenks High School PAC at 10:00 am & 1:30 pm
- **Baby Ballet Recitals & Tumbling Showcases** – April 28 & 29 at JDA

Jenks Dance Academy will be closed ~

- Labor Day: Monday, September 4
- Fall Break: October 19-20
- Thanksgiving Break: November 22-25
- Christmas Break: December 22-January 2
- Spring Break: March 19-24

* **Inclement Weather Policy** ~ Jenks Dance Academy will make the decision to close by noon for that evening's classes. Communication will be through Email & Facebook. We do NOT follow Jenks Schools closing, because roads may be clear and be safe by the afternoon.

Spring Recital Information

Dress Rehearsals

May 12th & 18th
Jenks High School PAC

* Each class will have a scheduled time. See your *Class Costume Worksheet* distributed by instructors & available at the Front Desk.

Annual Recitals

Saturday, May 19th
10:00 am & 1:30 pm

Each class will perform in one recital. Order of Performance TBD.
(Tumbling Showcases & Baby Ballet Recitals are held at JDA on April 28th & 29th)

Recital Fee

\$25 per student
(\$10 for Tumbling & Baby Ballet Students)

*** Drafted March 15th**

Includes a 2017-18 JDA Trophy!

Spring Recital Costume

Price varies for ages and styles of class.

*** Costume Fee Drafted October 15th**

See Costume Notebook at Front Desk

Recital Ticket Sales

All seats are sold as Reserved Seating thru *Tutu Tix*,
\$8 each (plus \$1.40 processing fee, personalized tickets available!)
Tickets go on sale: May 2nd ~ 10:00 recital / May 3rd ~ 1:30 recital.

Monthly Tuition

Family Accounts are drafted the 1st of each month.

- August is pro-rated: Mon-Th for 3 weeks/Sat for 2 weeks.
- August is due at time of enrollment.
- May is pro-rated: Mon, Sat for 2 weeks/Tu,W,Th for 3 weeks.
- Tuition is discounted 5% if paid by Semester, Sept-Dec/Jan-May & discounted 10% if paid by the year, Sept-May. August is not discounted and due at time of enrollment.
- Tuition is not reduced for shorter months, nor increased for longer months. Make-up classes are available.
- Sibling Discounts ~ 10% Off for each sibling
- Multi-Class Discounts apply for students with multiple classes.
- **Balances for Fall Semester not paid in full by December 15 will automatically be drafted on December 16, 2017.**
- **Balances for Spring Semester not paid in full by May 15 will automatically be drafted on May 16, 2018.**

Family Portal

Family Accounts may be accessed via the Family Portal Link on our website. You may view all transactions, update your credit card, make payments, enroll in classes, etc.

Absenteeism

There are no refunds for missed classes due to student absence or studio closure. These may be made up any time before May 1st in an age appropriate class – even if it is a different style than what the student is taking. Please send us an email prior to attending a make-up class, so we may notify the instructor and check class size availability. * **Excessive Absences** ~ Students with excessive class absences may be pulled from the recital dance with no refund. This is at the teacher's discretion.