



PARENT
INFORMATION
HANDBOOK
2023-24

WELCOME TO DANCE ABERDEEN: A SMALL TOWN CLUB WITH BIG POSSIBILITIES

Dance Aberdeen is a community, non-profit, competitive club run by a volunteer executive of parents. Its objective is to provide quality dance instruction at a reasonable cost to the members of the community and surrounding areas. The studio is located on the second floor of the Aberdeen Recreation Complex. It is fully equipped with a sprung floor and mirrored wall. The club has been in operation for over 20 years. Dance Aberdeen offers: Ballet, jazz, Hip Hop, Modern, Tap, Musical Theatre, and Acro. It has also offered Song and Dance (Singing and interpreting a song) in the past.

The Dance Executive is a group of volunteers that meet on a monthly basis and make decisions regarding the operations of Dance Aberdeen.

(Please remember the executive is a group of volunteers. No one is paid or compensated for the time they spend volunteering for Dance Aberdeen)

Executive Positions

President (2yr term) danceaberdeenboard@gmail.com

Vice President (2yr term)

Treasurer (2yr term) danceaberdeentreasurer@gmail.com

Secretary (1yr term)

Costumes (1yr term) danceaberdeencostume@gmail.com

Festival (2yr term) aberdeendancefestival@gmail.com

Recital (1yr term)

Member's at Large (2)

PAYMENT PLANS

ALL ACCOUNTS WILL REQUIRE A PAYMENT PLAN

NOTE: IF AT ANY TIME CHEQUES ARE NSF OR NO LONGER VALID, YOUR CHILD WILL BE REMOVED FROM CLASS, NO EXCEPTIONS.

DEADLINE TO DROP CLASSES WITHOUT PENALTY IS SEPTEMBER 18, 2023, WITH THE EXCEPTION OF THE LEARN TO DANCE CLASSES, THOSE CLASSES WILL HAVE UNTIL SEPTEMBER 25, 2023 TO DROP WITHOUT PENALTY.

THERE WILL BE NO REFUNDS ON CLASSES AFTER THE ABOVE DEADLINES HAVE PASSED.

OPTION #1: PAYMENT IN FULL PRIOR TO SEPTEMBER 30

- IF YOU PAY YOUR FEES IN FULL PRIOR TO SEPTEMBER 30 YOU WILL RECEIVE A 5% DISCOUNT ON YOUR FEES

OPTION #2: POST DATED CHEQUES

- 9 POST DATED CHEQUES MADE OUT FOR THE FIRST OF EVERY MONTH AS FOLLOWS:
SEPTEMBER OCTOBER NOVEMBER DECEMBER
JANUARY FEBRUARY MARCH APRIL
MAY

OPTION #3: E-TRANSFERS

- EACH ACCOUNT MUST HAVE A MINIMUM OF \$50/CLASS(NOT INCLUDING TECHNIQUE CLASSES) PAID BY OCTOBER 1
- 3 POST DATED CHEQUES ARE REQUIRED DATED:
 - o OCTOBER 1
 - o JANUARY 1
 - o MARCH 1
- AS PAYMENT PLANS ARE BEING HONORED WE WILL HOLD THE CHEQUES UNTIL THE FULL AMOUNT OF EACH CHEQUE VALUE IS PAID AND EITHER RETURN OR SHRED THE CHEQUE
- IF THE PAYMENT PLAN IS NOT HONORED, THE CHEQUES WILL BE CASHED
- **All E transfers are to be sent to danceaberdeentreasurer@gmail.com**

NOTE: IF YOU WISH TO USE BINGOS AS PAYMENT OR TO HELP WITH PAYMENT FOR OPTION #2 OR #3, YOU MUST LET THE DANCE BOARD KNOW VIA EMAIL. ONCE YOU HAVE YOUR DATES SET WITH THE BINGO GROUP, YOU MUST NOTIFY THE BOARD OF THOSE DATES AND VALUES OR WE WILL CASH YOUR CHEQUES. BINGO MONEY IS NOT DISTRIBUTED IMMEDIATELY AND THERE IS AN APPROXIMATE 1-4 MONTH WAITING PERIOD FOR THE CLUB, DEPENDING ON WHICH BINGO YOU ARE WORKING AS CHEQUES ARE ISSUED QUARTERLY FROM PARKS AND REC CONTACT ABERDEEN.BINGO@SASKTEL.NET

*****If you need assistance with Dance Fees, Please Apply to Creative Kids Prior to mid-August. Please see the creative kids website for more details. *****

Class Prices for 2023-2024

*****Ballet is Mandatory for all classes, with the exception of Hip Hop and Tap*****

*****Jazz or a Jazz technique class is required for Acro and Musical Theatre*****

We encourage and highly recommend our students to take the extra technique classes.

*****The instructor will place children according to EXPERIENCE AND ABILITY AND AGES and may be different from age guidelines. Please contact danceaberdeenboard@gmail.com for your child's placements*****

*****Prices for competitive classes include : Dance Fees, Costume Fees, and Competition Fees*****

*****If you are asked to provide your own costume for competitive classes, your account will be credited accordingly*****

*****Solos/Duets/Trios outside of regular classes DO NOT include Costume Fees, those are at your own cost*****

CLASSES	PRICES	ATTEND RECITAL	ATTEND FESTIVAL ONLY	ATTEND FESTIVAL AND 1 ADDITIONAL COMPETITION	ATTEND FESTIVAL AND 2 ADDITIONAL COMPETITIONS
Learn to Dance/Tap Ages 3-5	\$ 250.00	√	√		
Adagio Ages 5/6	\$ 330.00	√		√	
Petit	\$ 330.00	√		√	
Demi	\$ 330.00	√		√	
Grand	\$ 370.00	√			√
Allegro	\$ 370.00	√			√
REC	\$ 240.00	MAYBE			
TECHNIQUE CLASSES	\$ 60.00/each				
BALLET TECHNIQUE or JAZZ PRE-REQUISITE	\$ 240.00				
SOLOS(3 hours of dance total) *no costume*	\$ 300/dancer	√			√
DUETS/Trios(3 hours of dance total) *no costume*	\$ 200/dancer	√			√

DISCOUNTS

1. The first 3 classes that each dancer attends is regular price. The 4th Class will be discounted at 60% and any additional classes 5+ will be discounted at 70%. THIS DOES NOT INCLUDE TECHNIQUE CLASSES, and SOLOS, DUETS, TRIOS (outside of normal class scheduling)
2. If your fees are paid by September 30, you will receive a 5% deduction on your total fee cost, NOT INCLUDING SOLOS/DUETS/TRIOS outside of the normal class scheduling
3. If your dancer is taking 3 or less classes there is an additional 5% deduction for early registration prior to July 31

DEADLINE TO DROP CLASSES WITHOUT PENALTY IS SEPTEMBER 18, 2023, WITH THE EXCEPTION OF THE LEARN TO DANCE CLASSES, THOSE CLASSES WILL HAVE UNTIL SEPTEMBER 25, 2023 TO DROP WITHOUT PENALTY.

Attendance is Mandatory.

It is very important that your child does not miss class. At each class, new techniques and skills are taught as well as the choreography. If a dancer falls too far behind it is very difficult for them to catch up and is unfair to the group, while they wait for the instructor to teach "catch up" the dancer that has missed the new techniques and choreography.

Please contact president if your child will be absent from class, this can be done through the following options:

1. Utilize the Band App to indicate attendance
2. Email the dance board: danceaberdeenboard@gmail.com

If your child misses too many classes and/or cannot keep up they **may not** be able to attend competitions, this is at the instructor's discretion. The following are some important rules:

- **3-day rule:** If the dancer misses 3 days and the instructor feels that the dancer has fallen too far behind, the dancer may be removed from competition. If the dancer attends class but does not participate, this will be determined to be ½ day miss.
 - *Dancers will be required to arrange makeup times with the instructor at the cost to the dancer. Make up lengths will be at the discretion of the instructor at a rate of \$33/hour*
- **Participation:** Dancers are required to participate in class, if the dancer begins to fall behind, or has fallen behind, the instructor may/will remove that dancer from competition. Remember participation is crucial to proficiency. Attendance without participation is considered ½ an absence.

******The removal of a dancer from competition, DOES NOT remove the child from continuing to attend classes and learn the techniques of the class. ******

It is up to the parents to show due diligence, and to communicate or enquire with the instructor if they can arrange private classes or what alternatives there may be to catch up the dancer. This again is at the teacher discretion and is advisable for the parent to not wait until the last minute (i.e.3 or 4 classes missed) before they start enquiring.

******PRIVATE CLASSES WILL BE ARRANGED WITH THE PARENT AND TEACHER AND COST INCURRED HAS TO BE PAID DIRECTLY TO THE INSTRUCTOR AND IS NOT ELIGIBLE FOR BEING ADDED TO DANCE ACCOUNTS. ******

*****There will be no refunds on dance fees, costumes or competition fees in the event that a child is removed from competition and/or class.******

Behaviour

Dance Aberdeen has a ZERO tolerance for bullying. This includes **parents, board members, instructors as well as dancers.** No verbal/physical/written abuse towards other dancers, Parents, Teachers, Board Members or other clubs will be tolerated. The club DOES NOT support negative communication through social media, email, written documentation or verbally from dancers, dancer parents and/or family members.

***** Negative behavior of the dancer or parents may result in the IMMEDIATE REMOVAL of a dancer from competition and/or class for the remainder of the season with no refund being given. ****

Additional Important Information

- There must be 3 students registered to run a class. (Some exceptions may apply)
- Festival shifts are a requirement of Dance Aberdeen for competitive AND non-competitive students. (Our Dance Fees, Competition Fees, and Costume Fees are subsidized in part with the money raised by our dance festival/fundraiser.)- See Parent Expectations for More details
- Practice music will be provided through digital copy once cutting is completed by the teacher. Usually through DROPBOX

Parents Expectations

The biggest thing is to be involved. If the parents stay informed there is less stress for the dancer and the parents. We expect all parents to volunteer this does not mean you have to join a board but let the executive know if there are things you would be willing to do on your time to help with Festival, recital or other things dance is involved in.

You are also expected to:

1. Attend annual general meetings held every year in June. It is difficult to get information out or explain things clearly to everyone if no one attends the meeting. (If you can't attend the meeting it is your responsibility to obtain the information)
2. Have an email account available even if it is just for dance and check it regularly.
3. Join our Facebook page "Dance Aberdeen Team Members" it is a private group, MANDATORY
4. Download and sign up on the **BAND App** (as well as the **Dance Aberdeen Team Members Facebook Page** mentioned in #3). This will be how classes and cancellations will be communicated. Please ensure you are checking regularly
5. Attendance is mandatory. If attendance continues to be a problem the board may mediate to help come to a solution.
6. Help your child succeed by encouraging your child to practice at home. It is tough to watch your child struggle on stage when they don't know their dance for competition/recital.
7. Currently our main fundraiser is a Dance Festival that we host, always the week after Easter Weekend. EVERY FAMILY IS REQUIRED TO WORK at the festival whether their child is in competitive or non-competitive classes as it benefits the whole club. There will be no exceptions. If you are unable to work, your account will be charged the cost of hiring out your shift and must be paid before your child will be allowed to dance at competition. Everyone will be able to select the timeslot they work at the festival.

Bingos

Dance parents are given the opportunity to work bingos. This credit may be applied to your dance fees. Please inform the executive that you are interested in taking advantage of this option and do. See payment

plans of more detail. Once the board gives the information to the Bingo group it is your responsibility to keep track of the bingo to make sure the proper credits have been applied to your dance account. In case of discrepancies please contact the treasurer immediately to resolve any conflicts. To contact Bingos email them at aberdeen.bingo@sasktel.net.

Dance Class Etiquette

Learn to dance parents – Since bathroom breaks are a frequent part of classes, we ask that a parent is available to take dancers to and from the bathroom. Instructors are not able to leave children unattended to take a dancer to the bathroom. Not only is it unsuitable use of the instructor's and students' time but is also for safety purposes as well.

Attendance – It is very important that your child does not miss class. At each class choreography is added to the dance. If a dancer falls too far behind it is very difficult for them to catch up and is unfair to the group. Please see the attendance section for more information.

Tardiness – dancers should arrive 10 minutes prior to class time to allow for any changes in scheduling and be ready in dance attire/shoes. Anyone arriving more than 10 minutes late for a class will be considered as ½ and absence and counted towards the 3-absence rule.

Class Cancellation – On occasion classes maybe cancelled due to unforeseen circumstances, as much as possible classes will be made up within **one month** of the missed class. Missing a makeup class is not considered an absence in the 3-absence rule.

Severe Weather or Road Closures – the procedures are that the teacher and president will make the choice of whether to cancel classes. In as many cases as possible, an email will be sent to parents and a post will be made on the Dance Aberdeen team members Facebook page. Please do not assume classes are cancelled just because buses are cancelled. Please direct any questions to the president via email, they will answer your question as soon as they can.

Conduct– All Dance Aberdeen Team Members, this includes parents and students, must conduct themselves in a respectful/professional manner all other members of the Dance Aberdeen Team, including instructors, parents, dancers and the board. No verbal/physical abuse will be tolerated. The executive should be informed of any problems immediately. The club DOES NOT support negative communication through social media from dancers, dancer parents and/or parents.

We must be supportive, this includes parents, students, and instructors.

Practice – Dancers are encouraged to practice at home. They will receive a copy of their music prior to Christmas break. If requested the students can use the studio for practicing. (A fee may be required to book studio).

Dress – females: Mandatory for Ballet bodysuits and tights. All other genre tight fitting shorts, shirts, body suits, and tank tops. Males: shorts and t-shirts. No jeans or ripped up clothes.

The instructors need to be able to see the student's knees.

Shoes – Proper footwear for each dance style will be required. Please acquire these within the first month of dance classes so your child can benefit completely from their lessons. NO STREET SHOES are allowed

on the dance flooring. Used and new dance shoes are available at Dance Street. The instructors will decide their preferred shoe color and type needed for class. Please ask instructors if you are unsure of what are required or see Competition Requirements Handbook.

Hair – All hair needs to be tied up and out of the face. No bandanas or hats unless required for the costume. Ballet requires hair to be in a bun (if too short tied out of the dace.)

Water Bottles – It is important to keep our dancers hydrated so please send a labeled bottle with your dancer.

Food – Our instructors often eat their supper between or during classes. However, our dancers should not have any food on the dance floor. They may eat in the dance studio sitting area or the lobby area of the complex or in the hallway outside of the studio. Please clean up after yourself.

Cell Phone – not allowed in class, except for emergencies.

Parents – For the safety of the students, the teachers have a closed-door policy. It also helps prevent distractions. Please wait until the door opens to gather your child.

Concerns – all concerns from parents must be submitted to the board in writing through a letter or email. This eliminates miss-information. All emails go to danceaberdeenboard@gmail.com and letters can be given to any board member. If you do have concerns that you believe cannot wait, please it is not permitted to address concerns during class time and /or in front of students as it can cause undue stress, anxiety and upset too many students. Failure to comply may result in parent and/or student dismissal with no refund.

Studio Rental

Dance Aberdeen rents our studio time for more information contact the board at danceaberdeenboard@gmail.com

Lost and Found

A box is located inside the dance room. Please check it periodically in case your dancer has forgotten something. Items will be disposed of at the end of the year. Last chance to collect lost items is at the AGM.

Bulletin Board

Located just outside of the dance studio and one inside dance studio. Parents, please check this on a regular basis as any new information, email correspondence and notices will be posted. Items for sale/loan can also be posted if space allows.

Studio Storage Closet

The club uses this area to store club costumes, supplies and rental costumes. Dancers should arrive in dance attire or change in the washrooms, not in the closet. This is NOT A CHANGE ROOM. No one should be going through the bins and racks without an instructor or board member present. If there is something you are interested in just ask if it's available to borrow, rent or purchase.

Photo and Videotaping

At the beginning of the year, we have everyone sign the waiver to videotape our dancing and recitals. Videotaping and photo taking is not allowed without signed permission of every parent of every child in that class. The video and photos are not to be posted on any media sights and are to be used for practice purposes ONLY. If you have any questions, please contact the board.

Competitions

Our club attends 3 competitions

- One competition includes all dancers, including all learn to dance. This does not include recreation (non-competitive classes) This is our Dance Aberdeen Festival which is always held the weekend after easter.
- One competition includes all dancers, excluding learn to dance classes and recreation (non-competitive) classes
- One competition includes only the Allegro and Grand levels, as well as solos, duets and trios.

Competitions are typically decided at the beginning of the season and will be communicated to Team members as soon as possible. Dancers are expected to arrive at competitions 1 hour prior to their session time so they have time to practice and get ready.

Travel is left up to the parents. Book accommodations early as rooms are limited.

Most dancers love the competitions as they get caught up in the energy and the excitement of performing and seeing other great dances.

Hair and Make-up requirements for competitions and recital

- Hair and make-up make up a large part of the stage presence and overall experience of competitions there for they are a requirement for all competitions and recital. A hair and makeup requirement sheet will be handed out around the time costumes are distributed. Please contact the board if you have any questions or concerns.
- The exception to this will be the Learn to dance classes. They are expected to have a similar hairstyle as required on the hair and make up sheet. In addition, they are asked to wear as much make up as a parent can place on them, based on the make up sheet. However, it is understood that sometimes that is difficult and may not be able to match things exactly.

Costumes

*****IMPORTANT***** Costumes and their accessories, once given to the dancer/family, are the responsibility of that dancer/family. In the event, that a costume or it's accessories is lost or missing,

the Dancer/Family will be held accountable for any reordering fees/costs associated with obtaining a replacement.

Please do not remove the tags from costumes by ripping them out because it can ruin the costume, please cut out the tags. The tags also provide the size for resale. Please do NOT arrive at competitions in costumes, change areas are provided for both girls and boys at competition. Costumes are the property of Dance Aberdeen until the end of season.

Alterations are the responsibility of the families. Before costumes are ordered we ask that you sign off on the sizes that you feel your child wears. If that size is wrong the club is not responsible for the alterations. There may be exceptions and you will be informed prior to ordering if there is an exception.

Aberdeen Dance Festival

We have a committee of volunteers that helps plan and organize the festival. These parents put in several hours of their time to help plan the festival. They are always looking for other parents to join this committee board to help. It will run the week after Easter. We hold this dance festival to keep our fees low and to allow us to improve the dance room as well as supplement costume costs and dance fees.

We encourage family to ask for sponsorships this can be cash or item for our raffle.

All families are required to work at the club's festival. Please see #7 of parent expectations for more information.

Spring Recital

We will need a group of parents to help plan and organize the annual recital. This is an opportunity for everyone to sit back and watch their children perform their competition pieces. If everyone pitches in it makes the day more enjoyable. Times and dates will be announced. Every family is expected to volunteer to help with a job that day, i.e. clean up, set up, etc.

Solos, Duets, and Trios

Solo, Duet and Trio costs are set by the instructors. The fee includes 5 hours of private dance instruction, typically 4 hours of lesson time and 1 hour of cleaning time. Any additional instruction time is to be requested from the instructor with the knowledge there may be additional charges. Costs are now incorporated into your solo fees of \$300/dancer and \$200/dancer in duets. You can either pay the full amount up front OR incorporate your solo/duets into your payment plan following the rules of the payment plan scheduling.

Costumes are NOT included in the price of solo, duet or trio and are the parent's responsibility.

All additional solos/duets and trios are expected to perform at the Festival and the 2 additional competitions. And fees are charged as such. If you do not want to attend additional competitions there will NOT be a refund of money for this as it is a base fee.

*The dance board reserves the right to waive on a yearly basis the entry fees only for Dance Aberdeen's Festival for all solos, duets and trios attending. They also may decide on a yearly basis to waive the cost of room rent for solos, duets and trios. The board also reserves the right to require all solos, duets and trios spots to work additional shifts at the dance festival.

*Solo, duet, and trio forms, approved by the instructor, must be filled out on jot form and are due the first Monday in October for fall started choreo and July 20 for summer solos. *

- Solos, Duets or Trios must be choreographed by the instructor which is teaching the genre of the solo.
- Guest Choreographers are allowed for students doing multiple solos. However, at least ½ of their solos must be choreographed by the instructor contracted by Dance Aberdeen before sourcing outside the studio.
 - a. **Competitive Students** solos, duets and trios - Must be requested and approved by our qualified instructors. No students or teacher students will be allowed to teach a solo, duet or trio. Self-choreography is accepted for our intermediate and senior students if desired. All of these can attend any competition that our club is attending. Any additional competitions wanting to be attended separate from the rest of the club must be requested in writing to the board.
 - b. **Non-Competitive Students** solos, duets and trios – Must be taught by one of our qualified instructors. If a non-competitive student would like to do a duet or trio with a competitive student this may be allowed as long as the qualified instructor agrees to it. These will not be performed at competition unless the instructor agrees. Non-competitive students may be allowed to do a solo through a qualified instructor, but these will not be allowed to attend competitions.

Benefits of Dance!

It's a great form of exercise. It encourages teamwork. It builds self-confidence. It builds poise and core muscle strength. It teaches stage presence. It promotes creativity. It reinforces discipline and dedication. It encourages setting personal goals. But most importantly...IT'S FUN!

Good Sportsmanship

Sportsmanship is defined as:

Playing fair	Following the rules of the game
Respecting the judgment of instructors and adjudicators	
Treating others with respect	Recognizing the success of fellow dancers
Encouraging other team members as well as other dancers.	

But sportsmanship isn't just reserved for the people on the stage. Cheerleaders, fans, and parents also need to be aware of how they behave during competition. Sportsmanship is a style and an attitude, and it can have a positive influence on everyone around you.