



# Handbook 2024-2025

Welcome new students and parents!  
Welcome back returning dancers & families!

We are so glad you will be joining us for our 2024-2025 Season! Please review the following important information about our Studio Policies and Procedures. Feel free to contact the office with any questions. We are happy to help!

## **IMPORTANT REMINDERS:**

- **Tuition Payments:** Due the first class of each month.
- **Arrival:** Parents, wait **outside** with dancers until they are invited in by a staff member. Dancers, use the restroom **before** class begins!
- **Regular Attendance and Punctuality are Required!**
- **Dancers are REQUIRED** to wear proper **dress code** each week.
- **Bring:** Proper dance shoes each week (in a dance bag or duffle bag).
- **Label Everything!**
- **Studio Information Sent via:** Monthly e-newsletters, text messages and printed reminders. Be sure to stay up to date!
- **Absences:** Please inform the office of any absences. (Make-up options may be available.)
- **Season Runs:** August 24<sup>th</sup>, 2024 - June 21<sup>st</sup>, 2025
- **June Recital:** June 13<sup>th</sup> & 14<sup>th</sup>, 2025

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## DRESS CODE

CLASS	LEOTARD	TIGHTS	SHOES	OTHER
Tiny Tots & Tap/Ballet	Studio Leotard	White	Shiny Black Tap & Pink Leather Ballet	Hair Pulled Neatly Away from Face
Jazz Intro	Black Tank Top or Black Leotard	Light Suntan	Tan Jazz Shoes	Black Leggings or Dance Shorts
Tap/Jazz	Black Tank Top	Light Suntan	Black Oxford Tap & Tan Jazz Shoes	Black Leggings or Dance Shorts
Ballet (3 <sup>rd</sup> Gr. & Up)	Black Leotard	Ballet Pink	Pink Canvas Ballet Shoes	Hair in Bun

CLASS	SHIRT	PANTS	SHOES
Lyrical	Black Tank Top or Black Leotard	Black Leggings or Black Dance Shorts	Tan Lyrical Shoes
Hip Hop	Solid Tank Top or T-Shirt	Black Sweat Pants, Joggers or Leggings	Black Low Top Canvas Tennis Shoes

Dance shoes available at [discountdance.com](http://discountdance.com).  
Use our Studio Code: TP72982 when you shop!

### 2024-2025 CALENDAR

**Classes Begin:**

Saturday, August 24<sup>th</sup>

**Holiday Show:**

Saturday, December 7<sup>th</sup>

**Picture Days:**

Early May - TBA

**Recital Rehearsals:**

June 9<sup>th</sup>-12<sup>th</sup>

**Recital:**

June 13<sup>th</sup> & 14<sup>th</sup>

### HOLIDAYS

Classes **WILL NOT** be held on the following dates:

**Thanksgiving Break:** Nov. 25<sup>th</sup>-30<sup>th</sup>

**Christmas Break:** Dec. 21<sup>st</sup>-Jan. 3<sup>rd</sup>

**President's Day:** Feb. 17<sup>th</sup>

**Spring Break:** April 14<sup>th</sup>-April 19<sup>th</sup>

**Memorial Day:** May 26<sup>th</sup>

**\*ALL DATES ARE SUBJECT TO CHANGE\***

## **TUITION:**

**Annual Tuition** can be paid in **One of Two Ways:**

- Prepay entire year of tuition – receive **5% Discount**. (Due by 9/30/24)
- Pay Tuition monthly in **10 Equal Installments**. Payment amount is the same each month regardless of how many dance weeks there are in a month (autopay available). Please note that choosing to pay monthly does not grant “month to month” participation. If your dancer must miss a class, make-up options are available.

**\*IF PAYING MONTHLY, TUITION IS DUE THE FIRST CLASS OF EACH MONTH.** There will be a **\$5.00 LATE FEE** for each monthly payment made after the first week of the month, **NO EXCEPTIONS!**

**Payments can be made online at [mydanceworks.net](http://mydanceworks.net).**

## **NEWSLETTERS AND ANNOUNCEMENTS:**

Sent via e-newsletters, text messages, and printed reminders. **IT IS VERY IMPORTANT** that you read all information that is sent out! You can also check our website for current information at **[alpinedance.com](http://alpinedance.com)**. Thank you!

## **ARRIVAL:**

Parents wait **outside** with dancers until they are **invited in by a staff member**.

## **SAFETY:**

All students under age 10 must be escorted **to and from** dance class. Parents please **park and walk** your dancer to the door. **DO NOT PARK next to the building!** After class, dancers must stay just inside the Exit door until they are picked up. Please let us know if an “unfamiliar face” will be picking up your dancer.

## **DISMISSAL:**

**After Class**, dancers will be released at the door. **Parents Must Wait Outside** for dancers to be released. This ensures your dancer’s safety as we will disperse them to you one at a time.

### **RAINY DAY POLICY ONLY:**

This is the **only time** dancers may be dropped off at the door. Please enter in the driveway closest to the building and exit from the second driveway. Our assistants will safely escort dancers to and from their transportation.

### **DANCER MANNERS:**

- Arrive **on time** and in proper dress code.
- Show respect to teacher and fellow students.
- No food, gum or drinks (except water).
- Parents pick up dancers **on time!**

### **JUNE RECITAL:**

- **SHOW DATES:** June 13<sup>th</sup> & June 14<sup>th</sup>, 2025
- **REHEARSALS:** June 9<sup>th</sup>-June 12<sup>th</sup>, 2025
- **OPT-OUT DEADLINE: November 2, 2024.** If you do not notify the office by this date, all recital charges WILL APPLY including Recital Fee and Costume Fees.
- Recital costumes and choreography are considered to be the property of Alpine Dance Academy until our Recital and cannot be used for any other purpose such as pageants, talent shows, etc. until after the Recital in June.

### **JUNE RECITAL FEES:**

- **PARTICIPATION FEE:** \$50 per dancer (\$100 max per family)
- **COSTUME FEES:** \$25 deposit per dancer, per class, due in October. Balance of ALL June costumes for ALL classes due in December.
- **Total Costume Charges per Class:**
  - Tiny Tots: \$150 (includes tights)
  - Tap/Ballet: \$150 (includes tights)
  - Tap/Jazz: \$150
  - Ballet: \$ 80
  - Lyrical: \$ 75
  - Jazz Intro: \$ 75
  - Hip Hop: \$ 70