



2021-2022

PARENT + STUDENT

HANDBOOK

**610C WEST AVENUE
RICE LAKE, WI 54868**

715.736.0062

STAFF@CHRISTINESDANCECOMPANY.COM

TUITION POLICY

Tuition is due in full by the 1ST of every third month or every month, depending on the payment plan chosen: Quarterly or Monthly. Paying quarterly (every third month) is preferred; therefore, each class will be discounted \$5 per month, per class.

Statements will be sent via EMAIL each quarter or each month, depending on the payment plan chosen.

LATE PAYMENTS: A \$10 late fee will be charged to your account every 15 days the payment is delinquent. If a balance is beyond 90 days past due, the account will be sent to collections. Once the account goes to collections, a collection fee will be added to the total balance. The collection fee will equal 40% of the outstanding balance.

Tuition amounts cannot be adjusted because of unattended lessons!

We accept cash, check, or credit card. (Visa, MasterCard, Discover, and American Express)

Please make checks payable to Christine's Dance Company *A \$25 fee will be charged on all returned checks.

TUITION RATES: Quarterly

- | | | |
|-----------------------------------|--------------|--------------------|
| - 3-4yr class (30min/week) | = \$40/month | = \$120.00/quarter |
| - 5-6yr class (40min/week) | = \$42/month | = \$126.00/quarter |
| - Level I-VIII class (50min/week) | = \$42/month | = \$126.00/quarter |
| - Ballet + Pointe (105min/week) | = \$75/month | = \$225.00/quarter |

TUITION RATES: Monthly

- | | |
|-----------------------------------|--------------|
| - 3-4 year old class (30min/week) | = \$45/month |
| - 5-6 year old class (40min/week) | = \$47/month |
| - Level I-VIII class (50min/week) | = \$47/month |
| - Ballet + Pointe (105min/week) | = \$80/month |

FOR MORE INFORMATION REGARDING OUR COMPETITION PROGRAM AND RATES,
PLEASE EMAIL THE STUDIO: STAFF@CHRISTINESDANCECOMPANY.COM

For the 2021-2022 season, tuition for each class is based on a total of 30 classes, including picture week. These 30 classes will be split over nine months: September-May.

Each month, classes will meet between 2-5 times - regardless, you will be charged a flat monthly rate.

ON THE NEXT PAGE, PLEASE NOTE: THERE ARE 31 TOTAL WEEKS FOR EACH NIGHT OF THE WEEK. THE EXTRA DAY BUILT INTO EACH NIGHT OF THE WEEK WILL BE USED FOR A SNOW DAY OR A COVID CLOSURE

**IF we need to cancel classes due to COVID-19 issues, all classes will move online via the BAND app.
[see your registration email for details and a link to join]**

All billing will remain as normal and we will do our absolute best to make up any missed 'in-studio' classes once we can reopen.

REMEMBER: Tuition cannot be refunded due to individual absences.

2021-2022: SEASON #14				
MONTH	MONDAY NIGHT	TUESDAY NIGHT	WEDNESDAY NIGHT	THURSDAY NIGHT
Sep-21	3	3	3	3
Oct-21	4	4	4	4
Nov-21	4	4	3	3
Dec-21	2	2	3	3
Jan-22	5	4	4	4
Feb-22	4	4	4	4
Mar-22	3	4	4	4
Apr-22	4	4	4	4
May-22	2	2	2	2
TOTALS:	31	31	31	31
TUITION CANNOT BE REFUNDED DUE TO INDIVIDUAL ABSENCES.				

of times the class will meet by the month.

PAYMENT PLAN OPTION: QUARTERLY

QUARTER ONE: Due September 1, 2021

This quarter's invoice will include:

1. September, October, and November's regular tuition rate.
2. Registration Fee = \$15.00 (One fee per student enrolled, max \$30 per family)
3. Costume deposit = \$45.00 (One costume deposit per class taken)

QUARTER TWO: Due December 1, 2021

This quarter's invoice will include:

1. December, January, and February regular tuition rate.
2. Costume Payment = Total costume balance (minus \$45 Q1 costume payment) divided in half.
 - The other half will be charged and due in Q3

QUARTER THREE: Due March 1, 2022

This quarter's invoice will include:

1. March, April, and May regular tuition.
2. Final Costume Payment = Total remaining balance after Q1 and Q2 costume payments.

PAYMENT PLAN OPTION: MONTHLY

Because Quarterly Payments are preferred, tuition rates are \$5 more per month (per class) for Monthly accounts**

SEPTEMBER: Due September 1, 2021

September's invoice will include:

1. September's regular tuition rate.
2. Registration Fee = \$15.00 (One fee per student enrolled)
3. Costume deposit = \$45.00 (One costume deposit per class taken)

OCTOBER: Due OCTOBER 1, 2021

October's invoice will include:

1. October's regular tuition rate.

NOVEMBER: Due NOVEMBER 1, 2021

November's invoice will include:

1. November's regular tuition rate.

DECEMBER: Due DECEMBER 1, 2021

December's invoice will include:

1. December's regular tuition rate.
2. Costume Payment = Total costume balance (minus \$45 Q1 costume payment) divided in half.
 - The other half will be charged and due in Q3

JANUARY: Due JANUARY 1, 2022

January's invoice will include:

1. January's regular tuition rate.

FEBRUARY: Due FEBRUARY 1, 2022

February's invoice will include:

1. February's regular tuition rate.

MARCH: Due MARCH 1, 2022

March's invoice will include:

1. March's regular tuition rate.
2. Final Costume Payment = Total remaining balance after Q1 and Q2 costume payments.

APRIL: Due APRIL 1, 2022

April's invoice will include:

1. April's regular tuition rate.

MAY: Due MAY 1, 2022

May's invoice will include:

1. May's regular tuition rate.

WITHDRAWAL/DROP POLICY

If you wish to withdrawal from any class, a written notice via email (staff@ChristinesDanceCompany.com) must be sent to the studio no later than **FRIDAY, OCTOBER 29, 2021!** If a class is dropped before this date you will receive a full refund of your \$45 costume deposit. Please understand you will still be responsible for the monthly tuition cost up to the day the withdrawal form is received by the studio.

**No costume payments will be refunded if a written emailed notice is not received by Christine's Dance Company before Friday, October 29, 2021. After that date, FULL payment of costume will be mandatory!
Thank you for your understanding and cooperation!**

CLASS PLACEMENT POLICY

The dancers are put into classes based on age and ability. During the year, a dancer may be moved to another classes if it is necessary and in the best interest of that dancer. To be moved to a more advanced class, many factors will be assessed: ability, attitude, consistency in work, musicality, and overall readiness. The instructors will make the ultimate decision.

CLASS DESCRIPTIONS and ATTIRE

3-4 yr. old BALLET+TAP COMBO: This class will run 30 minutes, the first 15 minutes will be ballet, and the last 15 minutes will be tap. We will focus on creative movement, free expression, body awareness and basic motor skills, all while teaching the basic elements of ballet and tap. The dancers will learn proper terminology through a center warm-up, stretch, and combination with music. Then continue with across the floor progressions.

- **HAIR:** Must be pulled back into a tight bun. Bangs should be pulled back and out of eyes. Short hair will be excused from a bun, but front pieces should be fastened or hair-sprayed back.
- **ATTIRE:** Tights and skirted leotard is highly recommended, yet not mandatory. Leggings, yoga pants, or fitted shorts with a tank or t-shirt will also be permitted. Sweatpants and other pants will mask the legs, making it difficult for the instructor to see placement and the proper turnout. Absolutely no jeans or baggy clothes. We have lots of new skirted leotards and tights in stock at the studio!
- **SHOES:** Pink ballet shoes and black tap shoes are required. We have full stock of both ballet and tap shoes at the studio! Schedule an appointment during our Open House: Wednesday, September 8th and Thursday, September 9th to get your apparel and/or shoes before classes start! Please sign-up for an appointment online using this link: www.signupgenius.com/go/CDCOpenHouse. After those dates, please email the studio to set up an appointment: Staff@ChristinesDanceCompany.com

5-6 yr. old BALLET+JAZZ COMBO: This class will run 40 minutes each day. We will focus on both ballet technique and jazz technique. The beginning of each class will be structured around a proper warm-up and stretch, a terminology lesson, across the floor progressions, then choreography. During all sections of class both ballet and jazz technique will be taught. Ballet is described as the solid foundation for all other forms of dance. It also forms the basis for discipline, creativity, and appreciation of dance in the art form. Proper turn out of the legs, posture, placement, and alignment will be emphasized. Students will learn ballet vocabulary through barre work and center work while building strength, flexibility, energy, and athleticism. Jazz develops style, strength, and versatility in a dancer. This portion of class will also emphasize technique, terminology, flexibility, and proper execution of isolations of the body, and performance skills.

- **HAIR:** Must be pulled back into a tight bun. Bangs should be pulled back and out of eyes. Short hair will be excused from a bun, but front pieces should be fastened or hair-sprayed back.
- **ATTIRE:** Tights and skirted leotard is highly recommended, yet not mandatory. Leggings, yoga pants, or fitted shorts with a tank or t-shirt will also be permitted. Sweatpants and other pants will mask the legs, making it difficult for the instructor to see placement and the proper turnout. Absolutely no jeans or baggy clothes. We have lots of new skirted leotards and tights in stock at the studio!
- **SHOES:** Pink ballet shoes will be required. We have full stock of both ballet and tap shoes at the studio! Schedule an appointment during our Open House: Wednesday, September 8th and Thursday, September 9th to get your apparel and/or shoes before classes start. Please sign-up for an appointment online using this link: www.signupgenius.com/go/CDCOpenHouse. After those dates, please email the studio to set up an appointment: Staff@ChristinesDanceCompany.com

BALLET: Ballet is a solid foundation for all other forms of dance. It also forms the basis for discipline, creativity, and appreciation of dance in the art form. Proper turn out of the legs, posture, placement, and alignment will be emphasized. Students will learn ballet vocabulary through Barre and center work while building strength, flexibility, energy, and athleticism.

- **HAIR:** Must be pulled back into a tight bun. Bangs should be pulled back and out of eyes. Short hair will be excused from a bun, but front pieces should be fastened or hair-sprayed back.
- **ATTIRE:** Tights, leotard, and wrap skirt is highly recommended, yet not mandatory. Sweatpants and other pants will mask the legs, making it difficult for the instructor to see placement and the proper turnout. Fitted shorts and tank will be permitted. Absolutely no jeans or baggy clothes.
- **SHOES:** Pink ballet shoes will be required. We have full stock of both ballet and tap shoes at the studio! Schedule an appointment during our Open House: Wednesday, September 8th and Thursday, September 9th to get your apparel and/or shoes before classes start. Please sign-up for an appointment online using this link: www.signupgenius.com/go/CDCOpenHouse. After those dates, please email the studio to set up an appointment: Staff@ChristinesDanceCompany.com

JAZZ: Jazz develops style, strength, and versatility in a dancer. The classes will be structured around a proper warm-up and stretch, across the floor progressions and combinations, center-floor technique and combinations, and performance skills and routines. Jazz classes will also emphasize technique, terminology, flexibility, and proper execution of isolations of the body.

- **HAIR:** Must be pulled back into a tight bun or ponytail. Bangs should be pulled back and out of eyes. Short hair will be excused from a bun, but front pieces should be fastened or hair-sprayed back.
- **ATTIRE:** Tights or leggings/yoga pants with a fitted tank or t-shirt is highly recommended. Sweatpants and other pants will mask the legs, making it difficult for the instructor to see placement and the proper turnout. Fitted shorts will be permitted. Absolutely no jeans or baggy clothes.
- **SHOES:** Half Ballet Shoes. We have full stock of half ballet shoes at the studio. Schedule an appointment during our Open House: Wednesday, September 8th and Thursday, September 9th to get your apparel and/or shoes before classes start. Please sign-up for an appointment online using this link: www.signupgenius.com/go/CDCOpenHouse. After those dates, please email the studio to set up an appointment: Staff@ChristinesDanceCompany.com

TAP: Tap enhances rhythmic dynamics, speed, and agility. More than other dance forms, tap instills awareness of the music's timing, rhythm, and changes of energy. With a focus on total body movement, technical correctness, and performance, tap is probably the most intricate of all dance forms. During class, the dancers will learn technique as well as terminology.

- **HAIR:** Must be pulled back into a tight bun or ponytail. Bangs should be pulled back and out of eyes. Short hair will be excused from a bun, but front pieces should be fastened or hair-sprayed back.
- **ATTIRE:** Tights or leggings/yoga pants with a fitted tank or t-shirt is highly recommended. Sweatpants and other pants will mask the legs, making it difficult for the instructor to see placement and the proper turnout. Fitted shorts will be permitted. Absolutely no jeans or baggy clothes.
- **SHOES:** Black tap shoes. We have full stock of half ballet shoes at the studio. Schedule an appointment during our Open House: Wednesday, September 8th and Thursday, September 9th to get your apparel and/or shoes before classes start. Please sign-up for an appointment online using this link: www.signupgenius.com/go/CDCOpenHouse. After those dates, please email the studio to set up an appointment: Staff@ChristinesDanceCompany.com

HIP-HOP: Our hip-hop classes will begin with a proper warm-up and stretch, followed by across the floor progressions, center-floor work, and finish with some cutting-edge, fresh choreography. Hip Hop is a highly stylized, fast paced, athletic, and expressive form of jazz dance. Individual style and interpretation are encouraged while incorporating high levels of energy into each movement. Body isolations are the basis for the intricate movements usually inspired by hip hop music. All music is listened to carefully ahead of time to ensure appropriateness for the age group of dancers.

- **HAIR:** Must be pulled back into a tight bun or ponytail. Bangs should be pulled back and out of eyes. Short hair will be excused from a bun and ponytail, but front pieces should be fastened or hair-sprayed back.
- **ATTIRE:** Pants that are easy to move in, and do not drag excessively on the ground. Please do not wear jeans! Tank-tops, t-shirts, or long sleeve shirts are all permitted. We have lots of CDC dance apparel in stock at the studio. Schedule an appointment during our Open House: Wednesday, September 8th and Thursday, September 9th to get your apparel and/or shoes before classes start.
- **DANCE SHOES:** We do not require a specific pair of shoes to begin a hip-hop class. A matching class tennis shoe will end up being part of the costume cost. These matching class tennis shoes will be ordered with the costume in November and available for the dancers to practice in once they arrive. Toe pads, jazz shoes, or your own pair of tennis shoes until then is permitted. Please bring a change of shoes with you. Soiled shoes will not be permitted into our dance studios.

POM+KICK: Our pom classes are taught by a current or veteran High School and/or College dance team member. The students will learn a wide variety of pom and high kick technique, placement, terminology, and fun and “punchy” choreography. It is a great introduction to those who aspire to become part of a dance team in the future. Poms will be supplied by the studio to use. Each lesson will be structured around a proper warm-up and stretch, across the floor progressions and combinations, center-floor technique, and performance skills.

- **HAIR:** must be pulled back out of eyes into a ponytail or bun. Bangs should be pulled back and out of eyes. Short hair will be excused from a bun, but front pieces should be fastened or hair-sprayed back.
- **ATTIRE:** tights and skirted leotard are highly recommended. Leggings/t-shirts will also be permitted. Sweatpants and other pants will mask the legs, making it difficult for the instructor to see placement and the proper turnout. Fitted shorts will be permitted. Absolutely no jeans or baggy clothes.
- **SHOES:** Half-ballet shoes. We have full stock of half-ballet shoes at the studio. Schedule an appointment during our Open House: Wednesday, September 8th and Thursday, September 9th to get your apparel and/or shoes before classes start. Please sign-up for an appointment online using this link: www.signupgenius.com/go/CDCOpenHouse. After those dates, please email the studio to set up an appointment: Staff@ChristinesDanceCompany.com

LYRICAL: Lyrical is a softer genre of dance. It focuses on the emotion of the music, and the story to be told through movement. It is a beautiful form of dance, yet particularly challenging technically and performance wise. This is only offered to dancers' level II and up. Each class will begin with a proper warm-up and stretch, followed by across the floor progressions, center-floor work, and finish with some cutting-edge, fresh, and beautiful lyrical choreography.

- **HAIR:** Must be pulled back into a tight bun. Bangs should be pulled back and out of eyes. Short hair will be excused from a bun, but front pieces should be fastened or hair-sprayed back.
- **ATTIRE:** Tights, leotard, and wrap skirt is highly recommended, yet not mandatory. Sweatpants and other pants will mask the legs, making it difficult for the instructor to see placement and the proper turnout. Fitted shorts and tank will be permitted. Absolutely no jeans or baggy clothes.
- **SHOES:** Half-ballet shoes. We have full stock of half-ballet shoes at the studio. Schedule an appointment during our Open House: Wednesday, September 8th and Thursday, September 9th to get your apparel and/or shoes before classes start. Please sign-up for an appointment online using this link: www.signupgenius.com/go/CDCOpenHouse. After those dates, please email the studio to set up an appointment: Staff@ChristinesDanceCompany.com

CLASS VISITATION and LOBBY ETIQUETTE

Due to Covid-19, we are going to try to limit the amount of people inside the lobby as much as possible for this season. If your dancer is under the age of 6, we will allow up to two people (siblings included) in the lobby during class. For dancers over the age of 7, we ask parents to remain in their vehicles, unless you have questions and need to speak to the front desk associate.

If you do need to come inside, we strongly recommend a face covering. Thank you for your cooperation and help in keeping everyone safe!

COSTUMES

Each recreational class will have one costume per dancer. The total costume cost gets split into three payments. The first installment is a \$45 costume deposit (due in September). After that, the remaining balance is split in half ... one half due in December and the other half due in March.

Since each costume has a different cost, the exact total is not known until the costume is chosen in October. Recreational costumes typically end up totaling \$100-\$160. Our studio offers full-service costuming. Basically, you do nothing! Each costume cost includes all accessories, hair pieces, tights, steaming (if needed), and any sewing/alterations (if needed).

Please note: Any student who withdrawals from a class **before** November 1, 2021 the costume deposit will be refunded. Any student who withdrawals from a class **after** November 1, 2021 will be responsible for the full costume cost as we cannot return costumes to our costume vendors, as many of them are made-to-order. Thank you for your understanding!

Any student withdrawal must have a written notice sent via email to:

STAFF@CHRISTINESDANCECOMPANY.COM

DRESS REHEARSAL & RECITAL

Christine's Dance Company hosts one recital in the spring! The dress rehearsal will be held on Saturday, May 14, 2022 and recital will be held on Sunday, May 15, 2022.

More details on dress rehearsal and recital will be released in March 2022.

Dress Rehearsal Attendance is MANDATORY for all performers!

Note: Since tuition rates do not include any type of recital cost, Christine's Dance Company must charge each person who attends the show. The production cost of our dance recitals is much too high to avoid charging for recital tickets. Tickets are \$12 in advance and \$15 at the door.

Each class will be given individual dress rehearsal times in March (at the latest!). Again, it is mandatory that all dancers are present at the dress rehearsal to ensure smoothness of the show on Sunday. If there are any conflicts, please let Christine know ahead of time so a better Dress Rehearsal time can be worked out!

All dancers are not required to participate in the recital, but participation is highly recommended. If your child will not be participating in the recital, please let Christine know before November 1, 2022. If a costume was ordered for your child, you will be responsible for the full payment of the costume.

PARENT EXPECTATIONS

Please do not leave your child at the studio more than 10 minutes before their first class begins or after their last class ends. Since classes are taught back-to-back, it is hard to keep an eye on them outside of their class times.

At times throughout a dancers training, discouragement can occur. Parental support during these times are vital. The discipline required to be successful in dance class comes not only from the dancer, but also from their parents. Regular attendance, willingness to participate, and eagerness to take what the dancer is given and make it their own, are qualities that can carry them through many lessons in life.

PICTURES

Pictures will be held at Christine's Dance Company the week of April 11-14, 2022. We do not have regular dance class this week since the photographer will be set up in our studios all week.

Most pictures will be held on the same day of the week you normally come to class, but at a different time. Please keep an eye out late February or early March for your specific picture time. The photographer for our 2021-2022 season will be done by Seasons Photography out of Rice Lake.

OPTIONAL EXTRA COSTS

Pictures:	\$15-\$50 (depending on package ordered)
CDC Apparel:	T-Shirts, Sweatpants, Shorts, Zip-Ups, etc.
Recital DVD:	\$28-\$45 (depending on DVD chosen)
Recital T-Shirts:	\$20
Flowers for Dancer (at recital time):	\$8-\$30 (depending on bouquet)



OTHER GENERAL DANCE STUDIO RULES:

1. No gum will be allowed in a dancer's mouth while in class.
2. No videotaping classes from the lobby.
3. Do not let children climb/jump on our walls and furniture. We take pride in our beautiful facility.
4. No water bottles inside your studio room. They need to be kept in your cubby.
5. Please remove all jewelry before the start of dance class.
6. Remove your street shoes before entering your studio room, and always take dance shoes off before going outside. Especially tap shoes! Concrete can ruin the metal taps on the bottom.
7. NO JEANS or baggy clothing should be worn by the dancers!

ABOUT CHRISTINE



Christine has been studio trained since the age of 5. She studied at several professional studios throughout her life in Madison, WI; Dallas, TX; and Marion, OH. When her family moved to Rice Lake, WI in 2001, she became a member of the Rice Lake High School Dance Team.

After high school, Christine attended the University of Wisconsin-Eau Claire. There she worked at a local dance studio as an instructor and was also a member of the UWEC dance team. Every year they competed at the UDA National Competition in Orlando, FL, placing top 6 in the nation with both jazz and hip hop.

In 2008, she graduated from UW-EC with a business-entrepreneurship major and an IT minor. She then combined her dance knowledge and business knowledge to form Christine's Dance Company. Now, over 12 years later, she is proud of her successful and growing studio. Having the ability to impact so many young lives is beyond rewarding for Christine, it is her true passion in life.

CHRISTINE'S DANCE COMPANY MISSION & GOAL..

Thank you for choosing Christine's Dance Company! For the last 13 years, our mission & goal is to provide each student with a high-quality dance education. We teach our students important life-skills, like time management, consistent work ethic, dependability, and perseverance. We believe there is so much more to our dance lessons than just mastering dance technique. To us, it is about instilling values that will carry them through a lifetime of achievements.

We look forward to working with you and sharing the amazing world of dance!

"Dancing is the loftiest, the most moving, the most beautiful of the arts. For it is no mere translation or abstraction of life. It is life itself." -Henry Havelock Ellis



2021-2022 STUDIO SCHEDULE

September 8 & 9:	OPEN HOUSE: Signup online!
September 13:	Fall Classes Begin
October 11-14:	<u>Measurement Week</u> → All dancers will be measured in class for their recital costume.
October 18-21:	<u>Parent Costume Meetings</u> → Parents will be able to vote online for their favorite recital costume option.
November 22-26:	CLOSED: Thanksgiving Break!
November 29:	Classes Resume
December 20-January 2:	CLOSED: Christmas Break!
January 3:	Classes Resume
February 27:	COMPANY dress rehearsal @ the studio
March 14-20:	CLOSED: Spring Break!
March 21:	Classes Resume
April 11-14:	<u>Picture Week</u> : Class Picture Times TBA LOCATION: Christine's Dance Company
May 14 (Saturday):	<u>Dress Rehearsal</u> : Individual Rehearsal Times TBA
May 15 (Sunday):	<u>RECITAL</u> : RLHS Auditorium

SNOW-DAY POLICY

IF THE RICE LAKE AREA SCHOOL DISTRICT CANCELS SCHOOL AND/OR AFTER SCHOOL ACTIVITIES, WE WILL MOST LIKELY CANCEL CLASSES AS WELL. AN EMAIL AND A TEXT MESSAGE WILL BE SENT IF WE DO NEED TO CLOSE DUE TO INCLEMENT WEATHER.

TUITION FOR EACH CLASS IS BASED ON A TOTAL OF 30 CLASSES, INCLUDING PICTURE WEEK. THESE 30 CLASSES ARE SPLIT OVER NINE MONTHS: SEPTEMBER-MAY. EACH CLASS WILL MEET BETWEEN 2-5 TIMES EACH MONTH. REGARDLESS, YOU WILL BE CHARGED A FLAT MONTHLY TUITION RATE.

EACH DAY OF THE WEEK HAS A TOTAL OF 31 LESSONS SCHEDULED FOR THIS SEASON. THIS EXTRA DAY IS A BUILT-IN SNOW DAY.

TUITION CANNOT BE REFUNDED DUE TO INDIVIDUAL ABSENCES.