



## INTENSIVE DANCER HANDBOOK

A Guide for Dancers and Parents  
of our

Pre-Professional Ballet

& Performance Group Programs



### About This Handbook

WE ARE ENTERING OUR TWENTY-FIFTH YEAR of excellence in dance education in our area. We believe that our success comes as a result of providing solid training and quality service, along with an underlying belief in the strength of our organization.

We have created this handbook to offer our dancers and their parents a clear understanding of their commitments and responsibility to the MDC Programs and the school.

*Please keep this handbook available for reference throughout our season.*

# Table of Contents

Table of Contents	2
Introductions	3
For Our Dancers	4-6
For the Parents – “We’re in this Together!”	7-8
For the Dancers and Parents	9
Image	9
Attendance Policy	9
Communication – Facebook & social media	9-11
Etiquette	11-13
MDC Performance Group Program	15
Commitment	17-18
Dress Code	18
Attendance	19-20
Performances	20
MDC Parents Association	21
Other Outside Activities	21
Injury Prevention	21
Importance of Ballet	21
Summer Program	21-22
Competition – focus / attendance	22
Tentative Activity Agenda	23
Costumes	24
Additional Competition Information	25
Tuition and Expense Policy	26-27
MDC Pre-Professional Ballet Program	29
Level and Class Placement	31
Class Absences	31-32
Repeating Levels	32
Dress Code	32
Evaluations	33
Going en Pointe	33
Criteria for Pointe Work	34-35
Performing en Pointe	35
Our Performances	36-37
Extended Learning Opportunities	37
Private Instruction	37
Summer Study	37
Appendix	38-42



**\*Please note:**

“Performance Group” = Little Stars, Shooting Stars, Rising Stars, Super Stars, All Stars, Cru, Troupes and DToM

## Introduction

For 24 years, Mason Dance Center has been a local leader in dance education. Our mission is to provide an opportunity for anyone, ages 3 through adult, to discover the joys of dance. Whether they are dancing just for fun or training with a career in dance in mind, we do our best to help all our students reach their goals and their full potential. We strive to offer our students an excellent dance education by providing caring, qualified instructors. We hope to show our students that the art of dancing is a pleasure that they can enjoy throughout their entire lives.

Mason Dance Center is proud to offer several dance programs. The goal of the Pre-Professional Ballet Program is to offer high quality ballet classes and extended learning opportunities that will prepare students for professional opportunities or college programs. MDC Performance Group Program is designed for students who would enjoy both training and performance opportunities in jazz, ballet and many other dance forms.

An integral part of the study of dance is the commitment and discipline required of the students. This handbook contains information on the traditions and expectations of dance training.

As we proceed into the school year, we will expect that all our students are working toward the same standards of excellence. Students and parents, please take some time to thoroughly read this handbook. It will explain what is expected of the Performance Group Program and the Pre-Professional Ballet Programs.

We are excited to have you as a part of these Dance Programs at Mason Dance Center, and we look forward to helping you reach your potential and achieve your dreams. We hope that this handbook will help you understand the expectations of the program, and that it will offer you knowledge about the traditions of ballet and dance training.

We are proud of you and all your hard work. Participating in MDC's Intensive Dancer Program requires a tremendous amount of time, dedication, and of course, the love of dance.

*We are looking forward to dancing with you this year!*

Sincerely,

Bobbi Wyatt,  
Owner & Artistic Director

**MDC School Director:**

*Ms Amanda Wyatt*

**MDC Pre-Professional Ballet Program Director:**

*Ms Emily Bauman*

**MDC Performance Group Program Director:**

*Ms Molly Gilbert*

**MDC Intensive Dancer Faculty:**

Katy Bowlby, Steven Evans, Paul Gilliam, Linsdsey Knoth, Jaime Kruzel, Kristi Lowe-Murphy, Allie McCreary, Katy Sheehan and Allison Sheldon

## For Our Dancers

Congratulations! You have been accepted into Mason Dance Center's Intensive Dancer Program for 2019-20, our 25<sup>th</sup> season! The first step to becoming a successful dancer is making a solid commitment to your classes, rehearsals, and performances. Strong technique is a key ingredient and class is where you develop that technique. Come to each class prepared to learn and without personal distractions. Class time is your chance to focus on yourself, so try to leave your concerns or worries outside the studio door. True progress is made when you look at each class, rehearsal, or performance as an opportunity to become better at what you love to do. Dance full out, stretch a little further, become more aware of your technique, and make the most of *every* class.

### Program Benefits

Only a small percentage of the dancers in any Intensive Dancer Program will move on to professional dance careers; therefore, the program focuses on educating young people to strive for their personal best in anything they want to accomplish. We achieve our goals for the program by offering young people the chance to:

- gain a sense of balance in life by managing their commitments to both dance and academics;
- participate in a physical activity that enhances understanding of the value of a healthy body;
- develop a sense of confidence when speaking or making a presentation in a public setting, which is also a great benefit in college or job interviews;
- work with mentors who are focused on the students' success inside and outside of the classroom;
- enjoy friendships that could last a lifetime and a sense of belonging to an extended family of fellow dancers, teachers, and parents;
- discover the results of hard work and determination; and
- develop a lifelong appreciation for the performing arts.

In addition, making a commitment to the policies set forth in this handbook teaches our young people that there are boundaries that must be respected in order to succeed in the program.

Reasons why this program might **not** be a good fit for you:

- You're involved in extracurricular activities that could interfere with your class, rehearsal, or performance commitments.
- You're doing it because you want to keep up with your friends, but you are not passionate about dance nor the commitment.
- You're doing it because your parent(s) want you to.
- You're primarily focused on winning awards.
- You're not fully committed to attending all classes and rehearsals.

Everyone struggles with motivation from time to time, but if you become particularly distressed during the year, please reflect on why you dance in an intensive program.

## Whose Responsibility Is It?

### *A teacher can only-*

- Instruct
- Communicate the proper technical execution
- Give correction to errors
- Give positive feedback on a student's efforts when they perform something well
- Set a positive example
- Create an atmosphere conducive to learning

A teacher's responsibility is to push her or his students to reach their personal potential through instruction, demonstration and critique

### *Students must-*

- Take in the information presented by the teacher and apply it to themselves
- Work through retention to gain mastery
- Discipline themselves by maintaining a good work ethic and not let the ease of mediocrity rob them of a chance at excellence
- Keep a Performance Group Notebook for recording corrections, choreography & homework, etc.
- Assume responsibility for their own progress.

Dance class and instruction is not something that can be done to you or for you. Teachers unlock the doors, but the students must push open the doors and walk through.

Complete effort is required on your part every day in order to make the experience successful. Any shortcuts in class or rehearsal postpone the ultimate goal. Consider the classroom your performance hall—*perform* and *complete* every combination. Never walk off the floor before completing the combination (unless injured). Allowing complacency only hurts you and stalls your progress, while the progress of other dancers continues.

Consider classes a joy and not an obligation. Work by yourself without a teacher insisting that you work. When you feel lethargic and “not up to it,” that is the very day you have the greatest learning opportunity. Your effort will provide you with a feeling of accomplishment.

➤ True progress is made when you look at each class, rehearsal, or performance as an opportunity to become better at what you love to do.

## Appreciate the Critique

Listen to each correction given, whether it's directed to you or another dancer. A correction is an honor; it shows you how much a teacher cares about your progress as a dancer. Always say thank you when a teacher or choreographer offers you constructive criticism. Students should apply themselves in every class and appreciate their teachers' knowledge and experience.

## Respect

Respect for the school, its teachers, and its choreographers is essential. Additionally, respect for other dancers in the program and for oneself is critical—each dancer is working hard to

achieve her or his personal best. This can be a challenging time, especially for dancers in the teen and preteen years. Be a supportive member of this group!

The teachers and choreographers selected to work with our Intensive program dancers are among the finest and most experienced available. They are selected because of their professionalism and knowledge of what is technically and emotionally right for the dancers.

Guidelines for behavior:

- Leave any personal negativity at the door when entering the studio.
- Arrive **at least 10-15 minutes before** the start of every class or rehearsal.
- Proper dancewear and shoes are a must in every class and rehearsal.
- Choreography must never be questioned.
- Never attempt to contact teachers or choreographers at home. All contact must be made through the school office or the Team App.
- Finish every class or choreography session with a thank-you to the teacher or choreographer.
- Respect yourself and your body. Performance Group Dancers are expected to be drug, alcohol and smoke free. As representatives of MDC, public drug, alcohol, or nicotine use will result in dismissal.
- No visible tattoos or facial piercings are allowed for any of our performances.
- Respect the property of others. Stealing, intentional breakage or other destructive behavior will not be tolerated and will result in probation and possible dismissal from your team and the studio.
- When wearing your school jacket or other apparel to non-dance events, be sure that the activities and your behavior reflect positively on you and the school.

### Notebook and Pencil

We recommend all Intensive Dancers keep a notebook. Have it with you in your bag whenever you have rehearsals. We recommend one with tabs or sections but you can choose the size or style you'll be most comfortable with and most likely to use regularly.

***Always have a pencil or pen with your notebook so that you can jot things down while they are fresh.***

Suggested sections in your notebook would be:

- Section 1 –Corrections: To record all corrections given during class and rehearsals. Review these prior to your next class.
- Section 2 – Choreography: To record notes of choreography.
- Section 3 – Personal Log: To keep track of homework given. Any students not able to do their splits should be stretching daily and keeping track of it in this section.
- Section 4 – Handouts: To keep all handouts given for reference.

Journaling progress in their notebook can be an invaluable aid to your progress as a dancer and as a performance group member. Teachers will be checking regularly to see that everyone is carrying and using her or his notebook.

## For the Parents: *"We're in this together"*

We believe that children's success depends on the support of their parents or guardians. Because your commitment to the process makes an enormous difference, we encourage you to be a part of your child's dance education.

Our program relies on a positive atmosphere for our faculty, Intensive Program Dancers, and their parents; it promotes a positive learning experience for all involved. Cooperation between all parents is expected. Showing respect for the other parents, along with the students and faculty, makes an important impression on the children. You are a role model for your child in how to interact with others in a professional setting.

Your child's presence at all classes, rehearsals, and performances is imperative. The spirit of teamwork and the lesson of dedication are a big part of our school's educational process.

Parents and teachers may look at a child's learning from different perspectives. However, they share a common goal: to assure that every child receives the best possible training, both physically and mentally. Mutual respect between our faculty and our dancers' parents provides the children with the ultimate care and education.

### Understanding Dance Education

As a parent, the financial support of your student is important, but of equal—perhaps even greater—value is your emotional support. Encourage your child to be the best that she or he can be without regard to what others may achieve. Dance is an individual art form; each child needs to achieve at a pace that is comfortable for her or him. No two students will progress at the same rate, even if they experience the exact same training. Set a positive example and it's much more likely that your dancer will be positive and happy as well. It's important to encourage the children to focus on themselves, give their all, and be satisfied with their own accomplishments.

Dance education encompasses far more than technique or the steps your children will learn. We believe the discipline of dance training gives young people a better understanding of commitment by offering them the chance to learn, experience the spirit of teamwork, and understand what hard work can accomplish. Our goal is to educate the minds, bodies, and souls of our students, to teach them the skills needed for a successful life, whether or not they stay involved in dance.

### Class or Choreography Placement

The school faculty meets regularly to discuss the students' progress and/or placement. It is our policy to offer appropriate opportunities to every child.

Placement decisions are derived from many years of teaching experience. Often a child is placed in a particular group or class where she or he will feel confident, in order to promote the development of self-esteem. Some dancers who are placed in a higher level too soon become discouraged, only to lose their passion for dance. Others respond to the challenge of being in a class with dancers who are more proficient by pushing themselves to work harder.

Placement is highly individual and the factors that go into the decision are complex. Whatever level your child is placed in, we think all our students are special and have their own unique talents to explore. We give all our students, whatever their placement, the same attention and care. If they all “bloom where they are planted,” rather than wasting time and energy worrying about the other side of the fence, we will all have an awesome year.

Final selection for the various numbers to be performed within each level will be made in August at the end of summer classes. We make these selections with the best interests of each student as well as the whole group in mind.

➤ Class placement of students is highly individual and the factors that go into the decision are complex.

### Do's and Don'ts

Some parents may compare their child's progress or class or choreography placement to that of others in the program. Watch for this behavior in your children as well, and encourage them to focus on their own accomplishments. Looking to others for inspiration is a good thing; however, a negative focus or comparison distracts from the energy that could be focused on becoming a stronger dancer. In addition, speaking negatively about your child's teachers, fellow dancers, or other parents in front of your child—or other students—could result in problems far beyond your original concerns. Often children will react to their parents in a way that imitates the parent's behavior with other adults or authority figures.

Children learn important lessons from their teachers and parents, acquiring important behavior patterns through their example. Our school's faculty takes that responsibility seriously. It's our philosophy to encourage our students to feel, think, and act respectfully to their peers, the adults in their lives, and themselves.

If you have questions or concerns about your child's dance education, don't panic—and please don't talk only with other parents when questions arise. Contact the office to make an appointment to speak directly to the teacher, program directors or the director of the school. Please conduct all communication through the school office rather than approaching your child's teacher or the directors between or during classes or calling them at home. If you do request a conference, please listen carefully to what your child's teachers have to say. They spend a significant amount of time with your child and can offer expertise in the field of dance education.

## For Dancers and Parents

### Diplomacy

The children and parents involved in our Intensive Dancer Program participate in many outside activities, each of which becomes a reflection of the school's philosophy.

Please keep the following in mind:

- We never speak negatively about teachers, dancers, or parents from MDC or from other schools.
- We never create conflict with the directors or judges of events in which we participate.
- We never recruit dancers from other schools.
- The school directors handle all communication with the directors of our outside activities.
- No parent or dancer may call or question the directors of any event we attend. If you have a concern, please contact the director of our school.

### Attendance Policy (see also page 19 & 31 for more on Attendance)

Dancers are to arrive to class with plenty of time to be dressed, stretched out and ready to go when class begins. This means **arriving at least 10-15 min prior** to the start time, not rushing in the door at exactly the start of class. This also applies to all rehearsals. Late arrival or being unprepared for class may result in probation, may be counted as an absence, or in chronic cases, may result in removal from the program. Students who arrive to class more than ten minutes late may participate in that class only at the teacher's discretion. This is an injury prevention measure; instructors will likely ask that students observe class in these instances. If a student arrives late, she/he should enter the classroom and wait near the door until the instructor invites them to join the class.

Early departure is disruptive to the entire class. Students leaving class early will miss valuable curriculum work. If a student must leave early, she/he may not be able to participate and may be asked to observe that day. Instructors must be notified prior to the start of the class if a student needs to depart early.

## Communication

### Staying Informed

We work hard to make the dance experience organized and fun. Keeping you informed is one of our primary goals. Please read all newsletters, emails and other school information.

We handle most Intensive Dancer Program communication via our TEAM App. The app is available for smart phones and tablets and can be also used on a PC. Older dancers as well as parents are encouraged to use the Team App to stay informed.

<https://mdcperformancegroups.teamapp.com/>

We also use email extensively so please be sure we always have your current address on file in the Parent Portal and the Team App.

For networking with other parents, we have a group for Performance Group dancers and parents- <https://www.facebook.com/groups/MDCTeams/> as well as a group for PPBallet dancers and parents- <https://www.facebook.com/groups/MDCPPBallet/>. Both of these Facebook groups are closed; postings made there are only visible to members.

If you have any questions regarding the information distributed, we encourage you to contact the office at 513-398-0353 during office hours or email us. We try to respond to email on a daily basis, except on weekends. Feel free to email general questions to the front desk at [masondancectr@gmail.com](mailto:masondancectr@gmail.com)

Questions regarding PrePro Ballet should be directed to

Ms. Emily- [msemily@masondance.com](mailto:msemily@masondance.com).

Questions specific to Performance Groups or competitions can be directed to

Ms. Molly- [msmolly@masondance.com](mailto:msmolly@masondance.com).

Questions pertaining to other classes or the STEP Classroom Assistants can be directed to

Ms. Manda- [msmanda@masondance.com](mailto:msmanda@masondance.com).

If you have a question for Ms Bobbi, she can be reached at [dance@masondance.com](mailto:dance@masondance.com).

### Website - [www.masondance.com](http://www.masondance.com)

We are continually updating our website. News, important parent and student information, contact information, and more are available online 24 hours a day.

### Studio Facebook Page- <https://www.facebook.com/MasonDance>

“Like” the Mason Dance Center page on Facebook to receive updates on school events. Please invite your family and friends to “like” the school as well.

### Student and Parent Use of Social Media

Use of Facebook, Twitter, LinkedIn, blogging, and other online social media vehicles is commonplace. This policy is intended to provide Mason Dance Center students and parents with guidelines to eliminate any confusion concerning the use of social media.

- You DO NOT have permission to reveal any information that compromises Mason Dance Center. By that we mean you are forbidden to share personal information about the director, other students or their families, or anything that is proprietary and/or confidential to them or Mason Dance Center
- Students and parents should neither claim nor imply that they are speaking on behalf of Mason Dance Center
- Never post anything that could compromise the self-esteem of students who attend Mason Dance Center.
- If you post videos of class or rehearsals, don't post any choreography in its entirety; no more than 30-40 seconds. Mason Dance Center owns the copyright to all choreography taught at the school.
- We will be posting links to choreography clips on the Team App for practicing with at home. The choreography is not to be emailed, posted or shared with anyone other

than our MDC Intensive Dancers and Parents. Violation of this privacy policy may result in all choreography being removed from the internet.

- Respect the law, including those laws governing defamation, discrimination, harassment, and copyright and fair use. As stated in this handbook, parents and students should never post negative comments about other schools or teachers. Also, please do not post negative comments about school activities such as competitions, conventions, and performances or about the directors of those events.
- Ensure that your social networking conduct is consistent with all of the policies contained in this handbook. MDC faculty will keep all communication with students and parents, to include online social networking communications, to a professional tone.

## Etiquette

All dancers are expected to respect their teachers, their fellow dancers, their art form and themselves. Any violation of classroom etiquette will be addressed by the teacher or the Director in a telephone call or email to the parent of said student. Repeated or extreme violations could result in expulsion from MDC's Intensive Dancer Program.

Bullying others will not be tolerated. Consideration for how words and actions make others feel is essential so that all feel valued and welcome. Be aware of others who may be around you so that comments are not hurtful inadvertently. Willfully excluding others from your "circle" on breaks, between classes or at lunch can also be a hurtful form of bullying. We do not all have to be best buddies, but all must be treated considerately and with respect. A good rule of thumb is "If you can't say anything nice, don't say anything at all."

## Etiquette in the Studio/Classroom

- MDC dancers are polite at all times, looking adults in the eye and responding with "please" and "thank you."
- Students should acknowledge and apply corrections with a polite response.
- Dancers are required to treat their classmates with kindness and respect.
- Talking is not permitted during any class or rehearsal.
- Dress code violations will not be tolerated. Students will be asked to observe if they do not adhere to the dress code.
- Unless injured or ill, students must participate in all combinations in class.
- All injuries should be reported to the teacher prior to the start of class.
- Students should attend to their personal needs **prior** to class.
- Students should arrive in enough time to change and warm-up before class begins (10-15 minutes prior to the start of class).

- If a student arrives late, she or he should enter the room, but should not participate until the teacher has given permission. Tardiness greater than 10 minutes may result in the student being asked to observe.
- Any items brought into the studio should be kept around the perimeter of the room and should not block any of the doors or fire exits.
- Any items needed for class, including but not limited to pointe shoes or water bottles, should be brought into the studio at the start of class.
- Please do not bring unnecessary valuables. MDC cannot be held responsible for lost or stolen articles.
- Chewing gum, food and drinks (other than water bottles with caps) are not permitted in the studios.
- All dancers must show respect for their teachers at all times.
- Inappropriate behavior could result in dismissal from the program.

## Etiquette in the Hallway, Restroom & Lobby Areas

- Dance bags may be left in the hallway, placed neatly under the benches or in the cubbies. No dance bags or shoes under the benches in the front lobby area please.
- Cellular phones left in the hallway must be turned off or on silent. No texting/playing with phones in the hallway during drink or bathroom breaks.
- Please do not bring unnecessary valuables. MDC cannot be held responsible for lost or stolen articles.
- Appropriate language and topics of conversation are to be used at all times.
- Volume in the hallway must be kept low so the classes in session are not disturbed.
- Food may be eaten in the hallway or student lounge. Any trash must be discarded in the trash cans provided. In the event of a spill, please notify the office staff.
- Children are not allowed to be unsupervised in any area of our facility.
- Please do not change your clothes in the hallway or student lounge, and do not monopolize the restrooms for excessive periods of time to change. Use the changing room by the front desk.

## Etiquette in the Theater

MDC strives for professional standards in rehearsal and performance:

- The theatre atmosphere is comparable to that expected in a sanctuary. Dancers are expected to behave accordingly.

- No running, eating, yelling or loud talking will be tolerated.
- No gum chewing is allowed.
- Dancers are expected to respect others and to obey adults or theater personnel.
- All dancers are expected to respect their costumes and to replace them on hangers after each use. This should be a dancer's job, not that of the parent of the dancer.
- At no time should students eat or drink in costumes, sit in costumes, or place their hands on the waist of a costume while waiting for performance. Any abuse of costumes will be fined with a dry-cleaning or replacement fee of \$30.00 minimum.
- Please do not bring unnecessary valuables. MDC cannot be held responsible for lost or stolen articles.
- Makeup and jewelry guidelines will be provided before performances and must be followed.
- Casting is determined by the MDC faculty. Decisions are not up for discussion or negotiation. Students may or may not be in the same piece as classmates.
- Performing students are expected to attend and be on time for all rehearsals.
- Rehearsal dates/times will be posted on bulletin boards, Facebook groups, and will be emailed at least one-week prior to rehearsals.

## Etiquette in outside performance venues

The children and parents involved in our Dance Programs participate in many outside activities, each of which becomes a reflection of the school's philosophy.

Please keep the following in mind:

- We never speak negatively about teachers, dancers, or parents from MDC or from other schools.
- We never create conflict with the directors or judges of events in which we participate.
- We never recruit dancers from other schools.
- The school directors handle all communication with the directors of our outside activities.
- No parent or dancer may call or question the directors of any event we attend. If you have a concern, please contact the director of our school.

**\*The next two sections denote additional details specific to the Performance Group Program vs. the Pre-Professional Ballet Program.**



# Performance

# Group

# Program



# mason dance center Intensive Dancers 2019-20

	Ages	Audition	Hrs/Wk	Perform	Costumes	Competitions	*Pricing*	Workshops	Summer
<b>Little Stars</b>	Entering 2nd or 3rd grade	June 3 5:00-6:00pm	2.25 hrs/ 2-3 classes	6-7	2	n/a	\$46/mo + Tuition	na	Jun 12-Jul 24 Class Wed 5:30-7
<b>Hip-Hop Cru2</b>	Entering 4th grade & up	June 3+5 5:30-7:00 pm 7:15-8:45 pm	2.25 hrs/ 2-3 classes	6-7	1	3 competition	\$62/mo + Tuition	1 workshop	Intensive + Aug Choreo
<b>Tap 2/ Tap Jr</b>	Entering 4th grade & up	June 3+5 5:30-7:00 pm 7:15-8:45 pm	2.25 hrs/ 2-3 classes	6-7	1	3 competition	\$62/mo 2 + Tuition	1 workshop	Intensive + Aug Choreo
<b>Shooting Stars</b>	Entering 4th grade & up	June 4+6 5:30-7:30 pm	3.25 hrs/ 2 days min	7-8	2	3 competition	\$86/mo + Tuition	1 workshop	Intensive + Aug Choreo
<b>Rising Stars</b>	Entering 5th grade & up	June 4+6 5:30-7:30 pm	4.25 hrs/ 3 days min	7-8	2	3 competition	\$92/mo + Tuition	1-2 workshops	2-3 Intensives + Aug Choreo
<b>Hip-Hop Cru</b>	Entering 6th grade & up	June 3+5 5:30-7:00 pm 7:15-8:45 pm	3.25 hrs/ 2 days min	7-8	1	3 competition	\$72 + Tuition	1-2 workshop	Intensive + Aug Choreo
<b>Tap Troupe</b>	Entering 7th grade & up	June 3+5 5:30-7:00 pm 7:15-8:45 pm	3.25 hrs/ 2 days min	7-8	1	3 competition	\$72 + Tuition	1-2 workshop	Intensive + Aug Choreo
<b>Super Stars</b>	Entering 7th grade & up	June 4+6 5:30-7:30 pm	7 hrs/ 3 days min	8-9	3	3 competition	\$116/mo + Tuition	2 workshops	2-3 Intensives + Aug Camp
<b>All Stars</b>	Entering 8th grade & up	June 4+6 5:30-7:30pm	9 hrs/ 4 days min	9-10	4	3 competition	\$152/mo + Tuition	2-3 workshops including OhioDance	3-4 Intensives + Aug Camp
<b>Ballet Troupe</b>	Entering 6th grade & up	May 18 9:30-11 am or 11-12:30 pm	6 hrs/ 3 days min	8-9	1	3 competition	\$82/mo Sr \$66/mo Jr + Tuition	1-2 workshops	Ballet Intensive + Aug Choreo
<b>DToM</b>	Entering 9th grade & up	May 18 9:30-11 am	9 hrs/ 4 days min	9-10	2	2 competition	\$122/mo + Tuition	2 workshops including OhioDance	Ballet+Modern Intensives + Aug Choreo
<b>PrePro Ballet</b>	Entering 4th grade & up	May 18 9:30-11 am or 11-12:30pm	4.5 hrs/ 2 days min 13+ min 3 days	2-3	1	na	\$176/yr + Tuition	na	Ballet Intensive recommended

Performance Group Fees are in Addition to Tuition. Summer tuition is discounted for PG members.  
 PG Fees include team costume, team uniform, August choreo/camp, entry fees & workshops.  
 Adding Tap or Hip-hop team in addition to a Jazz team increases monthly fees by \$26/mo per group.  
 Adding Ballet Troupe in addition to a Jazz team increases monthly fees by \$32/mo or \$42/mo.



### ***All Performance Group Levels-***

- Take summer classes and/or intensives as assigned– Tuition for summer classes is discounted for our Performance Group dancers- 30% off classes, 25% off intensives.
- Participate with MDC in the Mason Heritage Parade & Festival on Saturday, Sept 14.
- Participate in our Nutcracker performances. All Performance Groups are included.
- Have additional performance opportunities besides the Nutcracker & Recital including our Spring Showcase and other community events
- Compete in 1-3 competitions and participate in 1-3 workshops/conventions

### **Performance Group Program-- DRESS CODE REQUIREMENTS**

***Girls*** - all female dancers in the Performance Group Program must follow the dress code requirements below:

- Solid Black leotard with Pink or Tan tights.
- A Black, close-fitting T or tank (over their leotard) are the only allowable tops for class and rehearsals. If supportive undergarments are visible, limit these to Black or Nude.
- Black cover-up, Black jazz pants, Black skirts or Black shorts are permitted but may be asked to remove at teacher's discretion. The only exception to the solid Black leotard would be a Team leotard provided to you by MDC.

***Boys*** – all male dancers in the Performance Group Program must follow the dress code requirements below:

- Black sweatpants or leggings and an MDC Black or Purple T-shirt. Boys ages 14 and over may be required to wear tights for ballet class.

All Performance Group participants must have the shoes that are assigned to their group once costumes are selected. These may or may not be available at MDC. You will be directed where to get them if not from MDC. Shoe requirements will be posted as soon as costume selections are made, usually by October if not sooner.

### **IMPORTANT NOTES:**

- ✓ Dancers coming to class or rehearsal in the incorrect apparel more than twice will need to call home to have the right items brought in and will have to sit out until they arrive. This will count as an absence if not rectified.
- ✓ Dancers watching classes rather than fully participating because of illness or injury are still required to come dressed appropriately. Black leotard with Black jazz pants or Black sweat pants is acceptable; *jeans and other street clothes are not*. Team jacket can be worn if needed. (*Students sitting out are to be taking class notes; not reading a book, doing homework or texting friends.*)
- ✓ Team Warm-up is to be worn to all competitions and additional performances.

## Attendance for Classes

MDC Performance Group Dancers **may not miss more than 18%** of their classes or rehearsals during the season. Our season starts in mid August and ends with Recital. Dancers who need to be excused are required to notify the school as early as possible prior to the scheduled rehearsal. We use a Google Form to collect all attendance notifications. The form can be found on the Team App and on the MDC App. Please report all absences using the Google form to keep all information in one easily accessible place.

Any dancer excused from a rehearsal is responsible for learning any missed choreography prior to arriving for the next rehearsal. It is important for teachers to know when you will not be in class, especially when setting or rehearsing numbers. Please do not wait to post your absence notification the day of, or day before, for something you know is coming up weeks in advance. Get things on the calendar as early as possible! Of course last minute illness or emergencies crop up, but if you know you will be out in advance, let us know asap.

**Dismissal will occur for excessive absences.** Any unexcused absences may be grounds for immediate dismissal. Roll will be kept for all classes and rehearsals and will be reviewed regularly.

Dancers will receive a class schedule over the summer. The program includes ballet, tap, jazz, modern and hip-hop. Performance Group members may also be expected to participate in additional classes, including master classes. There may be an additional charge for some master classes.

## Attendance for Rehearsals

Rehearsals are an important part of the commitment to the Competition Programs. All dancers are expected to work hard and arrive early enough to give themselves time to warm up.

All rehearsals are dedicated to choreography or “cleaning” the choreography. ***A dancer who misses a rehearsal holds back the progress of the entire group.*** Repeating the choreography from a previous session for those who were absent takes up valuable rehearsal time, which could result in a performance that is not up to par. When we clean choreography, we may also change it. Dancers who miss a cleaning session may not be properly prepared for an upcoming performance and could end up disappointing themselves, their team, or the school.

An important lesson taught through our Performance Group program is the value of teamwork. Dancers who miss a rehearsal because of a non-emergency circumstance are letting their fellow dancers down in many ways. We expect parents to nurture the values that dance education teaches; therefore, you should never encourage your child to let the group down.

If parents have a conflict that prevents them from taking their children to a scheduled rehearsal, we will be more than happy to help arrange transportation with other parents from the same group if we can. Our goal is to help all children make their commitments.

Performance Group Dancers must come to rehearsal knowing their choreography. **Keeping a notebook and having your rehearsal music to practice with is required for all Performance Group Dancers.** Teachers will spot check to see that all Performance Group Dancers have and are using their notebooks. Attending rehearsal without knowing steps of the previous week may result in removal from all or a part of the piece. If you miss a rehearsal, it is your responsibility to find out and learn what you missed even if this means getting together with teammates or scheduling and paying for a private lesson with the instructor. Teachers may also assign “homework”; stretching, reviewing choreography, etc. This homework should be kept in their notebook.

➤ Classes may take place on holidays when public schools are closed. Check the MDC calendar to be sure.

Additional rehearsals may be scheduled at the discretion of the teacher/choreographer. All dancers are required to participate. We try to give at least 2-3 weeks notice whenever possible. There will be at least 3-4 additional rehearsals scheduled prior to our Nutcracker performance in December. Extra rehearsals for Nationals or other summer performances may be scheduled in May or June.

***Missing classes or rehearsals the two weeks prior to a competition or performance may result in a dancer not being allowed to perform in one or more of their pieces.*** Dancers recovering from injuries also may be asked to sit out of a performance ***if unable to dance full out by at least the two weeks prior.*** Good attendance is always important but we expect everyone to be in attendance at these crucial final rehearsals.

➤ It is expected that all dancers will be on their best behavior during rehearsals and work as team players at all times.

All MDC Performance Group Dancers must attend rehearsals in proper dance attire and appropriate shoes. Female members are required to wear their hair pulled back and secured or in a bun for all rehearsals.

## Performances

Performances and competitions are your opportunity to show the world the results of your dedication and hard work. To make the most of this opportunity:

- Arrive at performances no later than your assigned call time.
- Be sure you are properly warmed up.
- Present yourself in a professional manner, with costumes neat and clean, shoes cleaned, and all accessories accounted for.
- Go out there and show the audience how much you love to dance!

## MDC Parents Association (MDCPA)

Our Parents Association works to promote camaraderie and team spirit. The MDCPA also handles all fund-raisers for MDC Performance Group Dancers to help defray the expenses for their dance program. Monthly meetings are held to discuss and plan events. We

encourage all Performance Group families to participate in the Parents Association. PG Parents, not MDC staff, run the Parents Association. You will be contacted about joining for the 2018-19 year if you have not already.

### Other Outside Activities

While we want all our dancers to be well-rounded individuals participating in other activities at their school, church or in the community, attendance at MDC classes and rehearsals cannot suffer as a result of these. We are willing to *compromise* within reason from time to time but **we are not willing to excuse continual absences** from your commitments made to the other dancers and staff involved with our program. It is simply not fair to expect everyone else to be “on hold” if another sport, theater opportunity or other outside activity is keeping a dancer from attending classes and rehearsals for an extended period. Any activity requiring a dancer to miss 3 or more weeks will need serious consideration. Decisions will be made by the directors on a case by case basis, but a dancer may be asked to step out of one or more pieces of choreography if missing too many rehearsals and classes.

### Injury Prevention

It is important for our Performance Group Dancers to eat a well-balanced diet, get plenty of sleep and do everything they can to keep themselves healthy and injury free. Learning the difference between normal discomfort and fatigue that result from working muscles hard versus acute or chronic injuries is very important. It is also important to take care of injuries properly should they arise; seeing a doctor or a therapist knowledgeable in treating dancers and following any therapy given diligently so that they’ll be back in shape as quickly as possible. Please read the articles included in the Appendix section of this handbook on “Soreness vs. Pain” and “Injury Prevention” for more information.

### The Importance of Ballet

All of our Performance Group Jazz Dancers are required to take ballet class as well as their competition technique classes and rehearsals. We cannot stress enough the importance of ballet in their dance education! Diligent work in ballet class is the quickest way to improve their overall dance technique. It will help them immensely with turning and jumps in their competition choreography. Just as much effort and enthusiasm is expected from all our dancers in ballet classes as we see from them in jazz or other classes. We do not require that Performance Group Dancers perform in ballet if they would rather not but we do expect them to work just as hard in ballet class as they do in jazz, tap or hip-hop.

### Summer Program

August Kick-Start Camp is a **mandatory** activity for all MDC Jazz Performance Group Dancers above the Gems level. Ballet Performance Group Dancers are also required to attend at least one of our Ballet Intensive Weeks. Performance Group Dancers missing all or part of their Camp Weeks will need to make up the time missed in summer classes. August Kick-start camp is included in your PG fees and we also offer *discounted tuition* for other summer classes for performance group members. ***Please take as many classes as possible!***

➤ All Company Dancers are required to attend summer classes as assigned.

### The Focus Is Not Simply on Competition

Since it is our goal to instill a passion for performing rather than merely the desire to win awards, MDC Performance Group Dancers have performance opportunities other than just competitions. We present a benefit performance for the Mason High School After Prom in December. We also have a Spring Showcase performance, which is also a MDCPA fundraising event. This Showcase in essence will be a “mini-recital” of all our competition pieces for your family and friends. Performance Group Dancers may perform in more than one and possibly all shows of our recital. We believe the lessons learned through concert performances are just as valuable as the competition experience.

Our solid reputation for quality dance training reflects our attitude toward competition and our goal to develop in each student a genuine respect for dance as an art form. We consider participation in competitions not simply part of our students’ training as dancers; it’s also an important part of how we influence them as people. With the right focus, the experience gained in competition can be an excellent source of self-confidence. If the dancers feel good about a performance and understand that they become better each time they go onstage, they are truly growing through the competition experience. Hitting that stage and doing the best they can is what it’s all about; whether they win—or which award they win—is secondary.

➤ We believe the lessons learned through concert performances are just as valuable as the competition experience.

Through participation in competitions, we hope to instill in our students an appreciation for other dancers and schools. We are not out to beat anyone; instead, we hope to motivate both students and faculty by exposing them to the highest caliber of talent available. Only then can we produce the best dancers and teachers possible. For us, competition is an education!

### Attendance at Competitions and Performances

When a competition runs over the entire weekend, we may ask our MDC Performance Group Dancers to attend the full event *whether or not they are competing on a particular day*. We work as a team, always available to support each other.

➤ Please attend all meetings and read all newsletters and postings to keep updated about any additional commitments.

Timely arrival at competitions is a must. You need plenty of time to be prepared. You will be given specific check in times. Arriving later than assigned only adds unneeded stress for everyone involved and will result in disciplinary action.

**TENTATIVE Activity Calendar** ~ Many competitions do not have dates posted yet

DATE	ACTIVITY	LOCATION	TIME
June 17	First PG Fee payment due	MDC	
July 1	First BBP/Tuition payment due	MDC	
August 9-11	Kick-Start Camp	MDC	Varies
August 12-25	Choreography Blocks	MDC	TBA
September 14	Heritage Festival Parade	Mason	Approx 8:30-11
October ??	Fall Fun Fest	Community Ctr	TBA
October ??	MVDTA Workshop	Dayton	TBA
December 13-15	The Nutcracker- All Jazzed Up!	MHS Theater	Entire weekend
--- Winter Break- No classes ---			
January 25 OR 26	MDC Showcase	MHS Theater	TBA
Feb 15-16 OR ??	?Competition TBA?	Mason/Cinci	TBA
March 13-15	Precision Arts at Memorial Aud	Louisville	TBA
--- Spring Break- No classes ---			
April? May?	?Competition TBA?	Mason/Cinci	TBA
April 27-29	OhioDance Festival (Upper Co)	OSU campus	TBA
May 27-28-29	MDC Dress Rehearsal	MHS Theater	TBA
May 30	MDC Recital	MHS Theater	TBA



Most competitions are on Saturdays and Sundays, some start on Friday evening. Parents and students must be willing to give up some of their weekends to be on a team. We often do not get exact days and times until 5-10 days before a competition so your flexibility is also important. We need 100% participation to give competitions our best effort. Everyone is expected to participate in every performance and competition. In the case of serious illness or injury, you may need to lend your costume to a substitute dancer.

We try to have our complete schedule for the year confirmed in September. Please inform the office, in writing via the Google Form, of any anticipated commitments or scheduling conflicts for the year before Sept. 3rd (ie band trips, academic tournaments, OMEA, church confirmation, etc.) For conflicts that arise later in the year, remember to please send in writing via the Google Form any reason for classes unattended prior to the event if it is known or upon the dancer's return if it was sudden. Please check our schedule before signing up for ACT or SAT test dates.

In the event of major injuries or illnesses requiring extended absences of more than 4-6 weeks, it will be evaluated whether or not continuation in the program is the best option for all involved. Sometimes it is better to step back a bit and try again the next year rather than frustrate oneself and risk possible further problems. It is also unfair for the rest of the group to be put in a holding pattern awaiting someone's return. Watching class or walking through rehearsal instead of working full out for a short time usually is not a major problem. But without active participation over an extended period the student will inevitably fall behind in strength and level of technique. Each case will be handled on an individual basis if the situation should arise. To hold placement during extended absence, tuition is still required. Private lessons, at student's expense, may also be warranted to resume placement.

## Costumes

The average cost of performance group costumes is \$85 to \$115. Competition costume costs are included in the monthly team fee.

Competition Entry Fees – These range from \$48-\$60 per student per group entry. Entry fees are included in your monthly team fee. You pay an entry fee for each dance entered. Unless we have received written explanation in advance of the due date, you will be responsible for paying your entry fees. Once submitted to the event, entry fees are non-refundable. *Even in the instance of injury, illness or being removed from a piece. Entry fees are non-refundable once submitted.*

If an MDC Performance Group Dancer is dismissed or leaves the program, an understudy will replace him or her if possible. The student leaving the team is expected to turn in all costumes to the school office; they will be returned to the student after the last performance of the season.

### **TIPS: COSTUME COMMON SENSE**

- ✓ Always have a second pair of tights available.
- ✓ Place costumes in a garment bag for travel and store neatly between events.
- ✓ Carry hats in a hatbox or other sturdy container to prevent them from damage.
- ✓ Hang and press costumes (if appropriate for fabric) before each performance.
- ✓ Place your name in all costumes and shoes.

➤ All competition costumes are included in your team fee. Shoes & tights are not.

All entry fees will include a small additional charge \$5-\$8 to cover expenses associated with the school's participation in competitions, including mailings, entry processing, office staff, expenses for teachers to attend all events, music editing, etc.

## Cash Scholarships

Soloists, duets and trios will receive a school credit for the amount of any cash scholarship awarded. It will be applied to their account to be used for tuition, costumes, entry fees, or other expenses related to dance training.

Cash scholarships awarded to dancers performing ensemble pieces will be utilized for team building activities, master classes, guest choreographers, and other activities that will be of benefit to the group.

## Competition Critiques

At many of the competition events, the schools receive performance critiques from the judges. These critiques are the property of the school and will be played or summarized by teachers for the dancers during rehearsal or class time. Soloists will hear their critiques during their rehearsal sessions.

## Award Presentations

When presented with an award, always show professionalism by thanking the person who presents you with the award. Unsportsmanlike behavior will not be tolerated.

## Audience Etiquette

Enthusiastic applause is encouraged; however, **it is never appropriate to scream or yell out names at a competition event or in any other performance venue.** When in an auditorium, remain seated whenever dancers are performing onstage.

## Policy on Solos, Duets & Trios for Competition

It has always been our philosophy to instill a spirit of teamwork among the dancers in the program. A competitive atmosphere is counterproductive to what we want to accomplish in our classrooms or among the dancers.

Together . . .

- we are stronger;
- we learn from each other;
- we share our successes.

Dancing a solo can be wonderful and motivational experience, but it can also be devastating. We have seen dancers who lack confidence attempt their first solo only to end up running offstage. Instead of exhilaration and pride, they experience humiliation and embarrassment. In some cases, these disappointed dancers question whether they want to continue to dance. Is it worth risking all that for a solo?

Solos, duets and trios are limited to teen dancers who are technically ready and who possess the drive to put in the extra time needed to perfect their performance. There is an application form with additional information for those ready.

## TUITION AND EXPENSE POLICY

Part of the commitment to the Competition Programs is being up-to-date with all accounts related to participation. Payments not kept current could result in disqualification from the program. Tuition is incorporated into our Budget Billing along with registration, costume fees for any non-team classes and your recital fee. These expenses are added together and then divided into 10 equal payments. First payment is due with registration in July and then commence monthly in August through April for team dancers.

In addition to this budget billing amount for your tuition and fees, you will have a Team Fee. We total up projected team expenses for the season and divide those over 12 payments. This Team Fee will begin in June and end in May. Expenses included in this had previously been paid throughout our season. Rather than yo-yoing throughout the year, month to month, this will be a constant amount due each month. In late March we will review all actual charges incurred and adjust the final amount due in April & May, up or down as needed. \*Should your dancer decide to withdraw without completing the season there will be penalties due.

### **Monthly Group Fees (12 payments- June–May)**

\*Little Stars— \$46/mo for both jazz & MT (No competitions or workshops)

\*Shooting Stars (PreCompany)—Jazz & Musical Theater— \$86/month

\*Rising Stars (Junior Company)— Jazz & Musical Theater— \$92/month

PreCo/Jr Co adding Lyrical will be an additional \$26/month

\*HH Cru2— \$62/month

Add HH Cru2— \$26/month

\*HH Cru— \$72/month

Add HH Cru— \$26/month

\*Tap Troupe 2 or Jr only— \$62/month

Add Tap 2 or Jr— \$26/month

\*Tap Troupe only— \$72/month

Add Tap— \$26/month

\*Ballet Troupe only (9-12)— \$66/month

Add Ballet (9-12)— \$32/month

\*Ballet Troupe only (13+)— \$82/month

Add Ballet (13+)— \$42/month

\*Super Stars (Company)— Jazz, MT & Lyrical— \$116/month

\*All Stars (Upper Company)— Jazz, Modern, Lyrical & Musical Theater— \$152/month

\*DToM— (Classical/Pointe & NeoClassical/Contemporary Ballet)— \$122/month

\*Both Super Stars & DToM— \$192/month

\*Both All Stars & DToM— \$212/month

INCLUDED items in the above Team Fees are -

- ✓ Required June Mini-Camp & August Kick-Start Camp for 2019.
- ✓ Team Participation fee- Girls will receive a Team leotard, and all a shirt & shorts as part of your fee. (New team members will also have to purchase their team jacket. See below. )
- ✓ Nutcracker Participation/Costume Rental fee- \$79 per student. We provide all costumes needed for the Nutcracker. This fee helps cover purchasing, upkeep, cleaning and storage of all the costumes and props. The Nutcracker performance is a benefit show with all ticket proceeds going to the Mason HS After Prom. (Tickets are sold by the MHS After Prom are approx \$12. Nutcracker tickets are **NOT** included in team fees.)
- ✓ Competition Entry Fees- These range from \$48-\$60 per student per group entry. You pay an entry fee for each dance entered. Unless we have received written explanation

in advance of the due date, you will be responsible for paying your entry fees. Once submitted to the event, entry fees are non-refundable. *Even in the instance of injury, illness or being removed from a piece, entry fees are non-refundable once submitted.*

- ✓ All Team Costumes- approx. cost \$85-115 each. (Other non-team costumes are not included)

Other expenses NOT included in the Team Fees are below -

- ✓ Team warm-up- We will be getting new for all this year. Jackets have team logo embroidered on the back & have the dancer's name embroidered on the front. (approx \$95 last we ordered)
- ✓ Performance make-up requirements will be available in the fall. (approx \$35) Dancers also need performance earrings. (\$10)
- ✓ Traveling expenses to out of town competitions or conventions; gas, hotels, food, etc. Competitions may be in Dayton, Columbus, Indianapolis or Louisville. We try for at least one-two of our competitions each season in Mason or Cincinnati if possible.

### Withdrawal Fees, Penalties and Refunds

To accommodate the balanced budget set out below to help our valued PG families, MDC will be covering expenses with funds that have not come in yet to pay for costumes and entry fees that are all now due between October 1-December 1. There will be penalties for withdrawing after September any time prior to the end of the season. The balance on all funds paid out on your behalf will be due in full at the time of withdrawal.

In addition, there will be restaging fee of \$150 per dance for any withdrawal prior to the end of the season other than for extreme health reasons/injury or moving out of the area.

### Tuition

In an effort to offer all young dancers the opportunity to experience the Competition Programs, we discount the hourly tuition rate as your level of commitment increases. Team members may have unlimited classes per month at a capped price of \$265 for an individual or \$325 for a family with more than one MDC dancer.

DUE DATES	PG Fees	Tuition, Etc
		Budget Billing Payment
June	PG #1 Jun 15	n/a
July	PG #2 July 15	BBP #1 Jul 1
August	PG #3 Aug 15	BBP #2 Aug 1
September	PG #4 Sept 15	BBP #3 Sept 1
October	PG #5 Oct 15	BBP #4 Oct 1
November	PG #6 Nov 15	BBP #5 Nov 1
December	PG #7 Dec 15	BBP #6 Dec 1
January	PG #8 Jan 15	BBP #7 Jan 1
February	PG #9 Feb 15	BBP #8 Feb 1
March	PG #10 Mar 15	BBP #9 Mar 1
April	PG #11 Apr 15	BBP #10 Apr 1
May	PG #12 May 15	n/a