

# STUDIO HANDBOOK AND GUIDE

Welcome to A David Dance Company. We are looking forward to an exciting, challenging and productive year. Please be sure to read this handbook thoroughly and keep it handy.

You may contact Ladisa Robinson, the artistic director, anytime at: 678-526-8595 or email at [adaviddance@hotmail.com](mailto:adaviddance@hotmail.com).

We anticipate a great season and look forward to working with you.

Sincerely,  
A David Dance Company Staff

## A DAVID DANCE COMPANY

A David Dance Company (ADDC) was founded by Ladisa Robinson in August, 2003. ADDC is a professional dance company committed to the instruction of Ballet, Tap, Modern, Jazz, Hip Hop and Liturgical Dance for youth and adults.

ADDC offers more than just instructional dance techniques. The structure of the classes is designed to help students gain a deeper awareness of self. Through dance and movement exercises, students will learn self discipline, self control and self esteem.

ADDC is dedicated to enriching the lives of its participants through the artistic ministry of dance. We strive to provide an authentic approach to instructional dance and a fun, enjoyable experience for all of our students.

### Mission Statement

Our mission is to be metro Atlanta's first choice for dance instruction and become the best dance organization in Georgia by offering original programs relating to dance. Our mission is to instruct children, teens and adults in the fine art of dance (ballet, tap liturgical, hip hop or modern) by professional, highly skilled, compassionate teachers while emphasizing and improving self esteem, self control and self discipline to the extent of positively affecting the overall quality of life. Essentially, our mission is to Teach Dance While Building Character.

# **Table of Contents**

Handbook & studio guide

Mission Statement

Studio Etiquette

Attendance and Inclement weather

Class Attire

Class Observation

Student drop-off/pick up

Performance Troupe

Class Placement & level progressions

Class description

Tuition

Studio Performances/Fundraisers

## **STUDIO ETIQUETTE**

### **GENERAL POLICIES**

1. All dancers are to come dressed for class in appropriate dance attire
2. Tights must be neat and clean (no ripped or torn tights)
3. No jewelry (earrings, necklaces, bracelets, watches, etc.)
4. No gum, candy, food or beverages allowed in the studio
5. Dancers are allotted a 10 minute grace period; no admittance afterwards
6. Parents must pick up their child(ren) no later than 15 minutes after conclusion of class
7. Studio will not be responsible for loss of personal items not pertaining to class instruction
8. No running allowed (unless included in class syllabus)
9. No swinging on the ballet barres
10. Touching mirrors is not allowed
11. No obscene language
12. No visitors allowed in class unless previously approved by director
13. No undergarments allowed in ballet, modern & tumbling classes
14. Hair in a bun for all ballet classes (for ages 6 & up)
15. Being disrespectful to teacher and/or peers is not allowed
16. No excessive talking prior to class
17. Students can not be dropped off for class no more than 15 minutes prior to scheduled class time

# **DISCIPLINARY POLICY**

A David Dance Company expects all its participants to treat others as they would like to be treated. If and when general policies are not adhered to by A.D.D.C. participants, some discipline will be enforced. Disciplinary action is applicable when profanity usage, continued disregard and disrespect toward teacher and fellow classmates or verbal/physical altercations occur. In the event that a student commits one of these offenses during class, he/she will be prohibited from continuing class participation for the remaining time and the following steps will be taken.

## **1<sup>st</sup> offense:**

Parents notified immediately following class  
Child will be required to provide a written apology to the studio as well as a verbal apology to classmates and teacher

## **2<sup>nd</sup> offense:**

Parent notification  
Student will be suspended from class for two weeks

## **3<sup>rd</sup> offense:**

Parent notification  
Student will be withdrawn from A David Dance Company

## **Attendance and Inclement Weather**

Students are expected to attend and arrive promptly to class when scheduled. Good attendance is necessary for proper training. Excessive absences and tardiness hinders class instruction.

If a student will be missing class, please notify ADDC by calling 678-526-8595 or emailing at [adaviddance@hotmail.com](mailto:adaviddance@hotmail.com).

It is the student's responsibility to make up the missed class and learn any material taught in their absence.

Perfect attendance recognition is given at the spring dance concert, Progressions. Missed classes may not be "made up" to be considered for the award.

ADDC will close when the Dekalb County School System closes. These closing do not include teacher work days. Please watch the local news for any closings.

When unsure about closings, call ADDC or check the website for updates at [www.adaviddance.com](http://www.adaviddance.com).

Notification about make-up classes will be arranged and announced shortly after closings.

## Class Attire

All participants are to wear appropriate attire for class. This includes the proper leotard (and color), tights and shoes.

**Dance shoes are not to be worn outside the dance studio.**

Street shoes are not allowed in class. Each class is categorized by color. Please adhere to the below list.

<b>Class</b>	<b>Leotard</b>	<b>Shoes</b>
Creative Movement	Baby Blue	Pink tights, Pink ballet slippers/black tap shoes
Ballet I ( 6-8)	Hunter Green	Pink tights, Pink ballet slippers
Ballet II A & B	Navy Blue	Nude tights, pink ballet slippers
Ballet III A & B	Black	Pink ballet slippers
Modern	Black	Nude tights; black dance shorts
Hip Hop	no specific color (jeans not allowed)	black dance sneakers
Tap	Black Bottoms	black tap shoes/White Top
Tumbling	Biketard; No specific color; no tights or socks	No shoes
All Christian lyrical, advanced & adult classes	Black or colored; pink or nude tights, skirts	pink leather or canvas

## **Class Observation**

ADDC holds two parent observation days – Spring & Fall. Refer to your dance calendar for specific dates. These days are set aside for parents, families and friends to view a student's class for the entire scheduled time. Observers are given the opportunity to see a student's development of technique, class participation and improvements. Observers are to arrive promptly. No cell phones allowed during class. Dancers are permitted 4 observers per class.

## **Student Pick-Up/Drop Off**

All students under the age of 8 must be brought into the studio by a parent or guardian. Young students must be chaperoned in the lobby at all times before class begins.

Students are dismissed to the lobby and are not permitted to leave the studio until a parent or guardian has come into the studio to get them.

Students must be picked up from class promptly.

Students are given a 15 minute grace period. Students will incur a fee of \$10.00 for every 15 minutes past the grace period.

Only parents or legal guardians are able to pick up students unless prior arrangements are made.

Parents or guardians are required to park in the gravel parking lot near the studio. Parking directly in front of the studio is prohibited.

## Class Placement

ADDC is careful and concerned when choosing the correct level class for each student. It is very important to remember that all students are individuals with very different talents, skills and ability levels and they will not all progress at the same rate. In maintaining a high quality of dance education, it is sometimes impossible to keep the same students together in a class year after year. Many students may need extra help and a slightly slower pace to help them master new steps that may come easily to others. This is carefully considered when placing students in a class. The most important thing is that the student enjoys the class and feels comfortable in it and is happy. A happy environment is sure to yield progress. Remember, it is very common to see two children of the same age and with the same number of years of dance training with extremely different capabilities.

ADDC does not encourage competitive parents who desire for their child to be in a certain class because of the level of difficulty. Each child has different talents and progresses at different rates. Class placement is the teacher's decision. Note: ADDC students are required to have ballet and tap instruction until age 7.

Due to technique and fundamentals learned in ballet and tap, students will not be allowed to take any other discipline until the ballet fundamentals are in place.

## **CLASS DESCRIPTION**

### **Creative Movement (Ages 3 – 5)**

**The Creative Movement Program** is designed to develop motor coordination, interaction and self help skills, to increase rhythmic awareness, and to provide a positive learning experience. Work is presented in an imaginative, age-appropriate manner. Classes consist of ballet, tap and creative movement and follow a syllabus which includes four focal themes (balance, strength, flexibility and endurance).

### **Ballet I (Ages 6 – 8)**

The beginner ballet reviews skills learned in creative movement such as basic feet and arm positioning. Students are introduced to fundamental vocabulary in ballet. The class is structured to begin at the barre; then proceed with traveling exercises and center work. Students begin to build strength and a further understanding of movement.

### **Ballet II A & Dance Prism (Ages 9 and older)**

This is a continuation of Ballet I fused with Modern Dance. Students learn how to execute and master the technique and skills learned in level I. Class curriculum consists of extensive barre and center work with an emphasis on vocabulary, modern technique, travelling combinations, execution of new skill sets and choreography.

### **Ballet II B (by placement only)**

### **Ballet III A (by placement only)**

This is an intermediate level ballet and the 4<sup>th</sup> level in the ballet curriculum at ADDC. This class reviews technique and skill sets learned in level II B and introduces students to more advanced terms. Students execute more advanced technique and traveling combinations. The curriculum for this level includes dance education, history and research.

### **Ballet III B**

This is the 5<sup>th</sup> and highest level of ballet curriculum offered at ADDC. Students further their classical ballet training through the addition of pointe work. A rigorous training schedule focuses on development of technical proficiency, stamina, artistry and performance.

## **Adult Ballet**

This class offers a variety of levels and skills for adults with a wide range of experience. This class serves as a great format for exercise and body shaping. Adult ballet consists of barre work, center and traveling combinations. Students will be able to review their knowledge of ballet or for beginners – be introduced to the art form of ballet.

### **Tap I (Ages 6-8)**

This class is offered to age appropriate advanced tap students, but does not exclude those at a younger age on an advanced level. Intermediate tap reinforces the skills learned in beginner tap and introduces tricks and new innovative tap techniques.

### **Tap II (Ages 9-13)**

The Tap II curriculum is structured with the knowledge of basic tap vocabulary and then expands to include varied rhythmic and advanced technique skills. This class also explores a wide variety of musical styles, intricate rhythms, challenging combinations, and fast footwork to fit to all age level.

## **Spiritual Renewal/Adult Liturgical**

This class is sponsored the Christians Dance Ministry, directed by Mrs. Shelita Pittman. Spiritual renewal is structured for adult Christian dancers of all skill levels to come together to reflect on scripture, fellowship, and renew their bodies. The class highlights different styles of praise dance each month, provides a ballet & modern technique workout, and weekly progressive, innovative choreography.

## **Tumbling for Dance**

Students are introduced to acrobatic skills which are incorporated into dance choreography. This class promotes a healthy lifestyle through the enjoyment of physical activity. Confidence and self esteem increases as students learn the basics of tumbling (like forward rolls, cartwheels and backward rolls) and advance to handstands, bridges tricks & stunts. The curriculum centers around locomotor skills, balance and strength.

### **Performance Troupe (ages 13 and up)**

The senior performing company is a professional dance troupe and non profit entity of A David Dance Company. The repertoire of this company is a culmination of liturgical and

modern dance. Company members are required to have an extensive amount of training in ballet, modern and tap. Sr. company members perform throughout Metro Atlanta.

## **Junior Company**

The Junior company is a pre-professional dance troupe at A David Dance Company. Dancers range in age from 10 to 16 years and must show an intermediate or advanced level of dance skill. Members are required to attend 2 or more classes (aside from company practice) on a weekly basis to further develop their technique and craft. Jr. company members have an opportunity to showcase their talent in various events throughout Metro Atlanta. Entry into the Junior Company is by audition only. Auditions are held twice a year.

## **Senior Company**

The senior performing company is a professional dance troupe and non profit entity of A David Dance Company.

The repertoire of this company is a culmination of liturgical, ethnic and modern dance. Company members are required to have an extensive amount of training in ballet and modern dance.

## FEE SCHEDULE

### Registration Costs

\$35.00

(This is an annual fee.)

### Monthly rates: Costs

\$40.00/month	one class/week
\$65.00/month	two classes/week
\$85.00/month	three classes/week
\$105.00/month	four classes/week

(10% discount available to additional family members)

### Private sessions: Costs

\$30.00/class	one hour
\$40.00/class	1 ½ hour
\$50.00/class	2 hours

### Group Rates: Cost # of participants

\$75/hour	5-10
\$100.00/hour	11-15
\$150.00/hour	16-25

### Piano Lessons Cost

\$15.00/class	½ hour
\$25.00/class	45 min.

## **Studio Performances**

ADDC presents two annual performances – The Gift & Progressions. Both of these performances allow all students to participate. Occasionally, ADDC will produce a themed production held during the spring. This performance is by audition only.

“The Gift” is ADDC’s Christmas production. It is an original dance production portraying four central characters in need of joy, peace, love or life. The central theme of the production is the gift of the season that was provided to mankind, but has somehow escaped our knowledge of its existence. Each character must decide to either choose or refuse the gift. This production is a great adaptation of the meaning of the holiday season displayed solely through the interpretation of dance. Each class comprises the ensemble that accompanies the main characters.

Each year, A David Dance Company (ADDC) produces an original dance concert. This event is held every spring and showcases the talents and skills learned by ADDC students. The name of this concert is “Progressions” and was named so to depict the progression of the ADDC students and their technique. Each class performs original choreography set to a energetic and inspiring music based on the year’s theme. (Note: All costumes are ordered by January 31<sup>st</sup>. Students enrolled after this date may not have an opportunity to perform in Progressions.) Refer to your dance calendar for performance dates.

## **Fundraisers**

ADDC holds two major fundraisers during the year. The first fundraiser takes place in the fall. Proceeds aid in the costs of the annual Christmas Production, “The Gift”. The second fundraiser is held in the spring. Fundraisers are on a volunteer basis; however, full participation is appreciated.