



Dancers Edge

Developmental Season 10 Handbook

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Hey!

Welcome to Dancers Edge. I am so excited that you are here with us, preparing for our 10th year in business. We have spent the last year adapting and changing to the current world around us. All in the best effort to continue to provide a top notch dance experience- for you and your dancer. We have learnt a lot and can't wait to show you what we have been prepping for our decade anniversary.

We want to thank our families who have been hanging out with us since the beginning. You guys are the core of DE. The O-G. Thanks for sticking it out with us and continuing to grow with Dancers Edge. To all of our newer families- the ones we have acquired along the way- thanks for joining us and allowing us to be a part of your dancers' life. What a journey you have witnessed!

We took all of your emails, facebook messages, quick chats in the studio and put them all into the planning stages for this year. Season 10 is a celebratory season. We hope that while reading this package, you feel heard and your dancer feels empowered. Big changes= big possibilities and let me tell you- the sky's the limit here my friend.

As always, you are among family here. Dancers Edge is more than just a dance studio, it is a family. A family that not only your child is welcomed into, but also you as a dance parent are adopted into. We support, encourage, empower and love each and every one of our families and I sincerely hope you feel that. Season 10 is about opening new doors, facing new opportunities and CRUSHING goals. We are about to blow your socks off.

Are you ready? I hope so, because here we go!
Season 10!

Love your biggest fan,

Amy Bertram

Dancers Edge
Studio Owner

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STUDIO VISION & OBJECTIVES

Dancers Edge is a place where kids of all walks of life are able to learn to dance and perform. This is a studio where creativity, individuality and self-expression is encouraged. Where a community of teachers, students and families are passionate about performing arts. Our goal is to create a positive and happy experience for all of our students and dance families. We strive to nurture and develop talent, celebrate the achievements of all students and inspire a love and appreciation of all styles of dance and the arts. We are committed to providing a safe and positive environment in which all students can feel empowered, comfortable and free to express themselves.

- We are committed to the **safety and success** of every dancer at Dancers Edge.
- We are passionate about assisting each of our dancers in reaching their **fullest potential** on, and off of the stage.
- We love the **welcoming atmosphere** that you can sense from our dance family.
- We **embrace new dance families** who choose to call Dancers Edge home.
- We believe a dance studio should be a place where dancers want to spend their time, where they **make lasting relationships and develop self-confidence**.
- We **listen** to our dance families and work to create a studio where everyone has a voice that is heard.
- We promise to **communicate effectively** and regularly with our dance families to ensure everyone is always fully informed.

DEVELOPMENTAL CLASS HANDBOOK

Season 10 will be our second year that competitive dancers will be in their own classes. This information package lays out the information for our **RECREATIONAL DANCERS**. If competitions are something you would like to do this season, please check out the Competitive Dancer Handbook instead.

What has changed due to the Pandemic?

As EVERYONE knows, Covid-19 caused a lot of issues within our economy, our families and our health. Dancers Edge has worked incredibly hard to try and adapt our season to try and better serve you while working within everyone's budget. Our goal is to allow everyone the chance to dance, even when a worldwide pandemic says otherwise. We have worked hard to make little changes to hopefully save you a few precious dollars.

Why Developmental (recreational)?

Dancers Edge understands that competitions are not something that everyone enjoys. We also understand that our recreational dancers have different needs as an entirety and that is part of the reason we decided to create a recreational stream. We are committed to providing quality development classes to each and everyone one of our dancers- no matter which stream they decide to pursue.

Our developmental stream includes our Level 1, Teeny Feet, Acro Primary/, Kinder Acro and Junior/Intermediate category classes.

SEASON 10 SCHEDULE

	Monday		Tuesday		Wednesday		Thursday		Friday		
	A	B	A	B	A	B	A	B	A	B	
	Miss Drew	Miss Carolyn	Miss Bree	Miss Drew	Miss Dayle	Miss Alison	Miss Alexis	Miss Bree	Miss Rhiannon	Miss Jessica	
4:30 PM											
4:45 PM	Inter Crew 4:45PM-5:45PM PM	Hip-hop 1 4:30PM-5	Ballet 1A 4:45PM-5:15PM	Ballet 2A 4:30PM-5:15PM	Tap 1 4:30PM-5PM	Acro Kinder 4:45PM-5:15PM	Teeny Feet B 4:45PM-5:15PM	Primary CDTA Exam 4:30PM-5:15PM	Jr Ballet 4:45PM-5:30PM	Acro 2/3B 4:30PM-5:15PM	
5:00 PM		Jr Hip-hop 5PM-5:45PM	Jazz 1A 5:15PM-5:45PM	Teeny Feet A 5:15PM-5:45PM	Jr Jazz 5PM-5:45PM	Aco Prim/1 5:15PM-6PM	Jazz 3A 5:15PM-6PM	Jazz 2B 5:15PM-6PM		Jazz 1B 5:30PM-6PM	1/2 CDTA Exam 5:15PM-6:00PM
5:15 PM		Modern 1 5:45PM-6:30PM	Modern 3 5:45PM-6:30PM	Ballet 5 5:45PM-6:45PM	Jr Crew 5:45PM-6:45PM	Jazz 2A 5:45PM-6:30PM	Acro 2/3A 6PM-6:45PM	Hip-hop 2 6PM-6:45PM	Tap 3 6PM-6:45PM	Ballet 1B 6PM-6:30PM	Sr Crew 6PM-7PM
5:30 PM		Jazz 6 6:30PM-7:30PM	Jr Muscial Theater 6:30PM-7:15PM	Ballet 4 6:45PM-7:30PM	Lyrical 6:45PM-7:30PM	Tap 2 6:30PM-7:15PM	Acro 4+ 6:45PM-7:45PM	Modern 2 6:45PM-7:30PM	Ballet 3 6:45PM-7:30PM	Jazz 3B 6:30PM-7:15PM	
5:45 PM	7:30PM-8:15PM	Hip-hop 4 7:15PM-8:00PM	Pointe 7:30PM-8:15PM	Pre-pointe 7:30PM-8:15PM	Tap 4 7:15PM-8:15PM	Inter Jazz 7:45PM-8:30PM	Hip-hop 3A 7:30PM-8:15PM	Jazz 5 7:30PM-8:15PM	Hip-hop 3B 7:15PM-8PM	3/4 CDTA Exam 8PM-8:45PM	
6:00 PM	Jazz 4	Musical Theater Rec 8PM-8:45PM		Inter Ballet 8:15PM-9:00PM	Tap 5 8:15PM-9:15PM	Sr Musical Theater Comp 8:30PM-9:15PM	Inter Hip-hop 8:15PM-9PM		Pre-Inter Ballet 8PM-8:45PM	Elementry CDTA Exam 8:45PM-9:30PM	
6:15 PM	Ballet 6A 8:15PM-9:15PM	Hip-hop 5 8:45PM-9:30PM	Ballet 6B 8:15PM-9:15PM					Jazz 7A 8:30PM-9:30PM			
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Our developmental classes are listed in **BLUE**. These classes are classified into Level 1 (primary level), junior and intermediate.

IF YOU ARE NEW TO DANCERS EDGE- PLEASE EMAIL THE STUDIO TO BE CORRECTLY PLACED IN CLASSES.

A NOTE ABOUT PLACEMENTS: Dancers Edge is committed to both the safety & success of each of our dancers. We work hard to correctly place dancers into the appropriate class based on their age, skill/ability, as well as previous experience. We hope that you will trust our judgement in placing your child at the appropriate level. If an instructor feels a dancer would be more appropriately placed in a different class after the season begins, a discussion between the Instructor and Studio Owner will occur regarding the placement. The office will reach out to parents if a placement change is necessary. We ask that parents give us the first month of classes to make the best possible decisions regarding placements. Parental harassment of staff regarding placement decisions **WILL NOT BE TOLERATED.**

RECREATIONAL YEAR LONG & SESSIONAL PROGRAMS:

CLASS	DESCRIPTION	DRESS CODE
Ballet	Ballet is the foundation of all dance forms, it provides grace, poise, and technique needed to be proficient in all other areas of dance. Ballet classes will help dancers with posture, flexibility, fitness, balance, self-discipline, and self-confidence. Our year long ballet programs are appropriate for dancers age 4+ (age as of September 1st 2021). Recreational classes include Ballet 1, Jr Ballet and Inter Ballet.	MANDATORY Leotard, tights and ballet slippers. (dance shorts, skirt or dress are optional). Pink ballet slippers are required for stage/photos. Dancers Edge recommends a split sole leather ballet slipper for our ballet dancers under the age of 10 and a split sole canvas ballet slipper for dancers over the age of 10. Dancers Edge does not require dancers to wear a specific color of tights or leotard for class. We ask that ballet dancers come to class with a bun.
Jazz:	Jazz dance is an exploration of style and presentation. Classes emphasize musicality and body alignment, conditioning, stretch and strengthening, rhythm and stylization as well as fun and innovative choreography. Our year long jazz programs are appropriate for dancers aged 4+ (age as of September 1st 2021). Recreational classes include Jazz 1, Jr Jazz and Inter Jazz.	MANDATORY LEOTARD, TIGHTS AND JAZZ SHOES. Shorts are optional. Tan slip on jazz shoes (no laces) are required for stage/photos. Hair should be pulled back in a ponytail or bun for class.

<p>Tap:</p>	<p>Tap dancing is an energetic dance style where students learn rhythm, style and technique through percussive footwork. Tap develops strong coordination and a sense of timing and musicality. Our year long Tap programs are appropriate for dancers aged 4+ (age as of September 1st 2021). Recreational Tap is offered in Tap 1. Please email the office if you are interested in recreational tap.</p>	<p>Exercise Attire: Capris, Skirt, leggings or dance shorts (NO BAGGY PANTS). Tan slip on shoes are required for level 1. Dancers in competitive classes should all have tan tie up tap shoes. Hair should be pulled back in ponytail or bun for class.</p>
<p>Hip-Hop:</p>	<p>Hip Hop is an umbrella term as there are many styles and techniques of Hip Hop such as locking, funk, krump, house, and whacking. This class is filled with the latest popular dance steps and music. Students will get a taste of several styles and be able to use basic steps to create explosive Hip Hop moves and find their own unique style as a Hip Hop dancer. All these elements make the dance exciting, energetic and inspiring. Our year long Hip-Hop programs are appropriate for dancers age 4+ (age as of September 1st 2021). Recreational Hip-hop classes include; Hip-hop 1, Jr Hip-hop, and Inter Hip-hop.</p>	<p>Exercise Attire (Sweat pants are acceptable). Indoors black NON MARKING running shoes or hip-hop shoes (NO loose skater shoes). Instructors may request a specific color of shoes for performances. Hair should be pulled back for class.</p>
<p>Pre-pointe (ages 12+ and enrolled in ballet class):</p>	<p>To participate in the Pointe Program at Dancers Edge you must be at least 12 years of age and must have the approval of a ballet instructor and the Studio Owner. Dancers are required to have a minimum of one year ballet <u>at Dancers Edge</u> and be enrolled in a ballet class for the year. Dancers who are entering this program SHOULD NOT go and purchase pointe shoes until their instructor feels they are safely ready to do so. Please contact Dancers Edge to confirm placement. Pre-pointe is our only recreational pointe class.</p>	<p>Follow the same attire as ballet. If you are new to the Pointe Program Please do not purchase pointe shoes in the summer months. Your child's instructor will provide guidance when it comes time to purchase your first pointe shoes. Please have your pointe shoes properly fitted at Dance Street. Ouch pouches are allowed for pointe dancers if they choose.</p>

<p>Musical Theater (Ages 9+ and enrolled in a jazz class):</p>	<p>The musical theatre program at Dancers Edge is best described as an upbeat style of dance combining Broadway jazz, lip-synching and a whole lot of acting! Dancers Edge has one level of Musical Theater at the recreational level. Musical Theater dancers must be enrolled in a jazz class at Dancers Edge.</p>	<p>Exercise attire, bare feet, nude jazz shoes or nude to underwear Instructor will decide on stage footwear based on the group and the piece.</p>
<p>Acrobatic Arts Program:</p> <p>***Sessional***</p>	<p>Acro is a unique blend of gymnastics and dance that has quickly become one of the most popular forms of dance. Acro will instil flexibility, strength, balance and other important aspects that will transfer over nicely to other genres of dance. Acro Kinder, and Acro Primary/1 are our recreational classes. If your child is brand new to the Acrobatic Arts program they MUST register for the Acro Primary Class.</p> <p>Our Acro Kinder class is new to Dancers Edge for Season 10. This sessional class is for dancers aged 3-5 and combines gymnastics, tumbling and creative movement.</p>	<p>Exercise attire and bare feet. No baggy shirts or pants. Leotards, shorts and stirrup tights are acceptable.</p>

**Solo/Duet/Trio
Program**

This program provides the opportunity for dancers to participate in solo/duet/trio routines under the direction of one of our instructors. The program will provide dancers with five-45 minute sessions to work through and clean up choreography. We will contact those registered in this program in early September with information regarding signing up for their lesson time slots (which begin in October).

Please note the following regulations:

If dancers are unable to attend their selected time slot instructors are not obligated to reschedule the class. Dancers can attempt to swap time slots with another solo/duet/trio routine that is under the same instructor pending approval by the instructor and all parties involved. If an instructor is unable to make a scheduled time slot, the class will be rebooked.

Studio practice days will be opened up in the new year for dancers in this program to sign up for extra studio practice time.

Dancers MUST choose a style of dance for their routine that they are currently enrolled in as a group class (i.e. if you don't take a Jazz Class, you can not enroll in a jazz solo/duet/trio routine)

<p>Teeny Feet Classes (Aged 2.5-5 years old)</p> <p>****Sessional****</p>	<p>A fun introduction to the studio environment through a class which combines creative movement and beginner ballet. This stress free class allows dancers to explore the idea of dance and recreational activity all in a stress free environment. Teeny Feet dancers do not go on stage at the end of the season or require costumes. These 12 week sessions go as followed:</p> <p>Teeny Feet A: Tuesdays 5:15PM-5:45PM</p> <p>Fall session: September 21st 2021- December 7th 2021</p> <p>Winter session: January 11th 2021- April 5th 2021</p> <p>(no dance February 22nd)</p> <p>Teeny Feet B: Thursdays 4:45PM-5:15PM.</p> <p>Fall Session: September 23rd 2021 - December 9th 2021</p> <p>Winter Session: January 13th 2022 - April 7th 2022</p> <p>(no dance February 24th)</p>	
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Check out our Developmental Handbook for information on our Level 1, and Teeny Feet classes.

At Dancers Edge we believe following a dress code is important to the overall success of your child at our studio. New Dress code approved dancewear can be purchased through our website: www.dancersedge.ca.

If you are looking to purchase gently used dancewear we encourage you to check out our Dancers Edge Buy & Sell Facebook page or watch for details about our Dancers Edge Garage Sale in the summer.

General Reminders about Dress Code:

- Please ensure everything is clearly labelled
- Long hair **MUST BE** pulled back out of your face. Specific details about this are highlighted below in the style-specific section.
- Jeans are not acceptable for dance class unless an instructor has asked you to wear jeans for costuming purposes.
- No Jewellery as this is unsafe (studs are acceptable).

All colored shoes are acceptable for classes, we just ask that by performance time your child has the assigned color footwear to go on stage. This gives you plenty of time to try to hunt down used shoes if you do not want to purchase brand new shoes for your class.

Check out our COMPETITIVE Handbook for information on competition level classes.

Registration Process:

NEW DANCE FAMILIES: If you are registering with the studio for the first time, first off we are THRILLED to have you joining our dance family. We can't wait to meet you and your dancer in person. Our office staff would be more than happy to assist in selecting appropriate classes for your child as well as answering any questions you may have. Once you have selected your desired classes you can head to our registration page and complete the family registration form. Please note, one account is made for your household and you can add dancers to that account. Once your registration is submitted you should automatically receive an email from our software system confirming enrollment. On occasion our software emails end up in SPAM folders so be sure to check there if you don't see an enrollment confirmation email in your inbox.

Note: Payment is not taken on the registration site. You will receive an email from Dancers Edge within 48 hours of enrollment.

RETURNING DANCE FAMILIES: We are so happy to hear you are choosing to continue your dance journey here at Dancers Edge. As a returning dance family, you are already in our studio software and you can simply login to your parent portal account and enroll your dancer(s) in classes for the 2021/2022. Do you need to add a sibling to your account (who has not previously danced with us)? Simply login and add a student to your account. As always, we are a quick text, email or phone call away to help with your placement questions.

Dance Fees & Tuition

What is All-Inclusive Pricing?

Our hope is that dance can be a fun and stress free activity. This is the reason we have decided to continue with our all inclusive pricing model for the 2021/2022 season.

What is included in my All-Inclusive Package?

- Tuition Investment (30 weeks of instruction- September to May)
- Costume and Performance tights
- Professional Dance Photos (Group and Individual)
- 1 parent viewing week

Payment Methods:

A partial deposit is required within 14 days of registration to secure your spots. Registration is not complete until this is received. You are able to pay this in one of the 2 following ways:

Pay in Full: Pay your entire invoice up front within 2 weeks of registration to receive 5% off your season 10 tuition. You are able to pay this amount with Credit Card, E-Transfer or Cash. 10% of fees paid is NON-REFUNDABLE.

Pay in 10 instalments: Your total invoice is divided into 10 instalments. The first payment is due 14 days from the invoice date and is non refundable. The last 9 instalments are charged on the 1st of each month September 2021- May 2022. You are able to pay for this through a debit authorization system or credit card authorization. E-TRANSFERS ARE NOT ACCEPTED FOR MONTHLY INSTALMENTS.

Choose your instalment schedule: DE is open to any payment schedule that fits your budget and timeline. Please contact the office to create an instalment schedule that fits your family's needs. Payment is received by Pre-authorized Debit or Credit Card. NOTE- A 10% DEPOSIT IS REQUIRED AT THE TIME OF REGISTRATION.

Dancers Edge does not accept tuition payment in the form of Cheques.

All Inclusive Pricing Packages for Year Long Programming. Investment prices are subject to applicable taxes as well as a \$20.00 Registration fee/dancer

***If the costume column states TBA, a costume invoice will be sent in November.

<u>Class</u>	<u>Tuition Price (PLUS GST)</u>	<u>Costume (PLUS PST & GST). Invoiced in November</u>	<u>Monthly Instalment (PLUS APPLICABLE TAXES & REGISTRATION FEE).</u>
<u>30 MINUTE CLASS</u>	\$355.00	\$65.00	\$42.0
<u>45 MINUTE CLASS</u>	\$415.00	\$70.00	\$48.5
<u>60 MINUTE CLASS</u>	\$465.00	\$75.00	\$53.5
<u>SOLO PROGRAM</u>	\$260.00	TBA	\$26.00
<u>DUET PROGRAM</u>	\$150.00	TBA	\$15.00
<u>TRIO PROGRAM</u>	\$90.00	TBA	\$9.00
<u>SMALL GROUP PROGRAM</u>	\$90.00	TBA	\$9.00
<u>UNLIMITED PACKAGE</u>	\$2100.00	Based on number of classes. Not included in tuition price.	Monthly fee \$210.00/dancer (Plus costume fees)
<u>PRIVATE LESSONS</u>	\$30.00/30 MINUTES \$40.00/45 MINUTES \$50.00/60 MINUTES	N/A	

Discounts & Packages:

- 1) Early Bird Discount: All registrations submitted within the early bird registration (May 17th-30th) will receive a 5% discount on their entire All-Inclusive Tuition Invoice.
- 2) Paid in Full Discount: All families that chose to pay their All-Inclusive Tuition Invoice in full will receive a 5% discount.

The above discounts can be combined to a total discount of 7% between both discount values.

- 3) Multiple Class Discount (PER DANCER)

Enroll in 1 class	N/A
Enroll in 2 classes	Receive a \$15.00 discount to both classes
Enroll in 3 classes	Receive a \$15.00 discount on all 3 classes as well as waiving of registration fee.
Enroll in 4+ classes	Receive a \$20.00 discount on all classes as well as waiving of registration fee.

**Multiple class discounts cannot be applied to solos/duets/trios, Exam classes or Exam Prep classes.

Referral Credit: We are pleased to offer a \$10.00 referral credit for each new student that you refer to the studio. The new student must list you as the referring client on their registration form. There is no limit on the number of referral credits that can be accumulated. Referral credits will be applied to your account balance.

Costumes:

Dancers Edge strives to create an all inclusive payment system that includes as many aspects of the dance season as possible, to limit the amount of invoices going out to families. Due to the recent events of Covid-19, Dancers Edge is working hard to keep costs low to our families. You will notice that our costume fees continue to be as low as possible (usually between 90-100\$ per routine). We are hoping to “buy back” costumes again this season but have chosen to forgo the rental option. We heard your feedback regarding a rented costume and since, made the costume fees reflect costumes as purchased. You may get a call from our staff in October/November in hopes that we are able to buy back a costume or two. You will receive reimbursement for costumes purchased back by Dancers Edge.

VIP Package:

This package is created with our dedicated and committed dancers in mind. This is our little way of giving back to you for being a phenomenal dance family. What is included? (Price per family: \$8.00/month).

- Priority solo/duet/trio time slot registration.
- Priority seat selection at showcase and recitals.
- Priority seasonal class registration (for next season).
- 1 pair of practice tights for each dancer in your family

IMPORTANT FEES POLICIES:

Policies regarding Tuition Supplement Programs: Dancers Edge is willing to work with families who are submitting applications to assistance programs such as: Social Services, Kidsport, Creative Kids or Jump Start. In order to protect the studio, families are required to provide monthly installment payment. Once funding is provided for the family from the assistance program the studio will touch base with the family and fees already paid may be reimbursed to the family or transferred over to cover costume and/or competition fees.

Policies regarding NSF & Late Fees: Any authorized debit instalments that are returned NSF to the studio will be charged a \$50.00 NSF fee and parents must provide a replacement payment including the NSF fee within 10 days or late fees will be charged. A late fee of \$5.00/day will be charged when invoice payments are not submitted on time (such as costume or competition fees).

Refund & Withdrawal Policy: Refunds will be provided ONLY if the withdrawal from dance classes is prior to the dancers first class of the season. Any withdrawal from dance within the first 4 weeks of classes will be issued at a prorated rate. There are **ZERO REFUNDS** after the fourth week of dance. Students will NOT be reimbursed fees for missed classes and refunds will not be given for students who quit dance after week 4. Dancers who are injured to the point of not being able to continue the season may be granted a partial refund on a case by case basis at the discretion of the Studio Owner.

Split Families: Dancers Edge understands that each family has their own dynamics. However, with over 150 families to keep track of, Dancers Edge will not be splitting invoices for separated or divorced parents. Dancers Edge will be issuing **one** invoice per family. It is the responsibility of the families to split the invoice as per custody or agreed upon arrangements. **This is a non-negotiable point.**

Policies, Procedures and Important Notes

COMMUNICATION: It is our promise to respond to all inquiries within 2 business days and we will never leave a question unanswered. Our friendly office staff can be contacted on 306-361-4054 (please leave a message and we will promptly respond). Office hours will change from time to time over the dance season so watch for our posted hours on the Website, Instagram & Facebook. For convenience, our primary means of communication is via email. You will receive regular newsletters and important information via email, so please ensure you have provided the studio with an up-to-date email address that is regularly checked. We are, of course, happy to include multiple email addresses per family if you would like your correspondence sent to numerous recipients. Don't forget to add our email addresses to your contacts so we don't end up in the dreaded Spam folder!

Facebook is a great way for us to keep in touch with a large number of people at once, so we encourage all families to like our Facebook page. This group can be found at <https://www.facebook.com/Dancersedgesk>. A google drive/ google classroom will be made available for recital routine videos and music.

FUNDRAISING: Our fundraising program is **completely optional**, the studio keeps 0% of the profits raised. We know it can be tricky to balance class tuition, competition fees, and show tickets (and we are here to help!). If your family chooses to participate in the Fall family fundraising opportunities, 100% of the profits you raise go directly to your family dance account. Profits will be applied to your season long tuition and can even cover your recital tickets.

Details of our Season 10 fundraising opportunities will be made available in September.

Please note- if credits are left over at the end of the season- credits will be carried to the following year. Cheques will not be cut at the end of the season.

SPRING PERFORMANCES:

- Spring Showcase: Showcase is a performance for our solo/duet/trio program as well as our Developmental dances. This event takes place at the Warman Middle School in late April.
- Year End Recital: DE Season 10 recital will take place at Lakeview church. Recital is for our leveled classes. We usually book this on Mother's Day weekend and it will conclude season 10.

COSTUMES: Our goal in providing All Inclusive Pricing to our families is to simplify things for you (i.e. one monthly payment covers your tuition, costume and photos). At the studio we measure, order and package all costumes for your dancers. Dancers Edge costumes are ordered from multiple costume companies, as well as some locally purchased pieces (depending on the style of dance). Typically we see costumes arrive

between November and February (costumes are distributed as they arrive). Costumes are hung in labeled bags for your convenience.

At DE we try to keep costume choices fair, however some costumes end up being more simple than others. Due to our all inclusive package, we are unable to know the price of each costume at the beginning of the season when fees are paid- this is the reason we charge an average price among classes. Price differences between costumes is something that families assume with our all inclusive package. No refunds or account credits will be made in regards to costume price differences.

We have found that many of our solo/duet/trio dancers choose to reuse costumes or buy something locally. Should your solo/duet/trio dancer wish to order a costume through the studio please notify the office.

To try and keep costs low for families, we may purchase back costumes to use for other groups. In the past we have rented costumes as well. We heard your feedback regarding rented costumes and have chosen to forgo this option for Season 10. This is the reason you may notice the costume price has increased; this accounts for purchased costumes for each routine.

CHANCE TO DANCE: Since 2015 Dancers Edge has invested over \$3500 into assisting families who are going through difficult times and oftentimes paying for extracurricular activities become nearly impossible. Through the Chance to Dance Initiative we are able to cover dance fees, costume fees and competition fees for deserving dancers. The Chance to Dance Scholarship Program operates completely on a Nomination basis. Do you know a family who could really use a helping hand? We would love to hear their story! Nominations should be submitted via email to Studio Owner Amy Bertram(amy@dancersedge.ca) deadline to submit nominations for the 2021/2022 Season is August 1st 2021.

CLASS CANCELLATIONS: If there are class cancellations (i.e. bad weather or instructor illness) parents will be notified via email and/or text alert. Please check your email on a regular basis as email will be the main form of communication. If classes are cancelled make-up classes will be scheduled. On occasion a make-up class may fall on a weekend due to scheduling restrictions. If a dancer is unable to attend classes regardless of the reasoning, the studio is NOT required to provide a make-up class. If you want to schedule extra practice time for your child please contact the studio, an extra charge will be incurred for the additional time. Our season runs with 30 week of paid instruction. We tack on an extra week to account for potential cancelled classes throughout the season.

WEATHER POLICIES: The weather in Saskatchewan can be relatively unpredictable in the Winter months and oftentimes the road conditions can be less than desirable. At Dancers Edge we value the safety of our Dancers, Families & Staff and we monitor weather and road conditions very closely over the winter months. The entire teaching

team and many of our dance families travel on the highways for classes. When we decide to cancel classes we have to look at the big picture for the evening, we evaluate conditions in the afternoon as well as the forecasted conditions for later in the evening (often times our instructors are teaching until 9:30 or 10:00 at night and we want to ensure they have a safe trip home after classes). We do our absolute best to schedule additional classes for evenings that are canceled due to weather conditions.

Dancer Edge Dancer Policies:

- **Classes start on time.** Dancers who show up 10+ minutes late for class will not be allowed into the class. At DE, we are committed to teaching our dancers the importance of being prepared and on time. Late dancers distract the others in a class, as well as the instructor. Also, by missing the first 10 minutes of class, dancers miss out on the warm up which could lead to avoidable injuries. We understand that bad roads, and trains happen, but multiple weeks of late attendance will not be tolerated.
- **Dancers must show up in the proper, dress code approved attire.** Dancers who show up without the proper attire will be asked to sit out of class. This is not a negotiable point.
- **Dancers are expected to show up to each class prepared.** Our competition stream has higher expectations of practicing at home and preparedness.
- **Cellphones are not permitted during class time.** Dancers are only allowed to access phones to video tape routines. If parents need to get a hold of dancers during class time, they must contact the studio.
- **Dancers are expected to be respectful at the studio.** This includes but is not limited to, no explicit language, discussing inappropriate matters, and cleaning up their mess at the studio. Dancers who do not follow this rule will be talked to by DE staff and risk being put on a “probationary contract.”

DANCERS EDGE CODE OF CONDUCT:

Parents must read this agreement and indicate on their registration form that they will adhere to the following Dancers Edge Code of Conduct. To ensure the smooth, safe running of Dancers Edge and an enjoyable experience by all, below you will find our code of conduct. If a problem arises, following a formal meeting- we reserve the right to dismiss or take disciplinary action on any students or parents who breach our studio's code of conduct.

LATE FEES: Families who do not comply with their tuition or competition payment obligations will be charged a late fee, and/or excluded from performances. External debt collection may occur when fees remain overdue and this will be at the expense of the client. Costume expenses are the responsibility of the parent, and costumes will not be issued to students with unpaid class fees. A late fee payment of \$5.00/day payment is not received will be applied to invoices that are over 24 hours late.

PARENT INVOLVEMENT IN CLASS: No classes (including private lessons) are teachers to be disturbed unless it is an emergency. All parents must wait in the waiting areas or outside of the studios until classes have been dismissed. Although we all love to watch our children learning, it can be intimidating for the students to learn (and make mistakes) while people are watching. This includes parents and friends of dancers who want to come in and watch a class. We will have official parent viewing weeks where families are welcome to come and watch a portion of classes.

STUDENTS UNATTENDED: We are unable to take responsibility for our students before or after their scheduled classes and it is the responsibility of the parent to ensure their child is picked up and dropped off on time. In the case of an emergency or unavoidable delay, please contact the studio immediately to inform us of the situation so we can keep your child calm and safe until they can be collected. Dancers Edge takes NO responsibility for children that are unsupervised in between class times. Parent's/Guardians accept full responsibility for damages or injury created by unsupervised children waiting at the studio outside of their class time.

HARASSMENT POLICY: Parents/Guardians will NOT harass anyone at Dancers Edge in a manner that is intended to provoke hostility including but not limited to: in person, via phone or email. All concerns should be voiced to the Dancers Edge Staff as soon as possible. In the rare case of a parent or student showing disrespect or defamation to any parent, staff member or student, a meeting will be called immediately and dismissal may be considered at the discretion of the Studio Owner. Physical, mental, emotional or cyber bullying by parents, staff or students will not be tolerated and may result in dismissal from the studio.

STOLEN ITEMS: Dancers Edge takes no responsibility for any stolen or misplaced property on the studio premises and we encourage our families to avoid bringing valuable items into the studio where possible.

CHANGES: Dancers Edge management reserves the right to change teachers or timetabling when necessary at any time throughout the year.

RIGHTS: Choreography and studio policies remain the intellectual property of Dancers Edge and may not be reproduced or sold by any students, parents or staff without permission of the principal/s.

BEHAVIOR ISSUES: Children exhibiting inappropriate behaviour or bullying will be removed from their dance class. Parents/ Guardians agree to work in cooperation with Dancers Edge to resolve any behavioural issues in a timely manner. Dancers who are found to be displaying inappropriate behavior will be disciplined as follows:

- First infraction- a verbal warning from staff
- Second infraction- a discussion with the parent about the matter
- Third infraction- a temporary suspension (typically two weeks)
- Fourth infraction- a dismissal from the dance studio for the season (withdrawal policy will be followed with regards to refunds of tuition).

Any dancer caught stealing, bullying, vandalizing or intentionally hurting another individual will be dismissed immediately (withdrawal policy will be followed with regards to refunds and tuition)

COMMUNICATION: We want everyone at Dancers Edge to be informed on important information. Please take the time to read the email updates that are sent out from the studio regarding important upcoming events and information. Dancers Edge prides itself in effective and thorough communication with parents as it is our goal to ensure you are provided with everything you need to know for a successful dance season. Failure to read the information sent home could result in your child missing classes, incurring late fees or missing out on deadlines.

ATTENDANCE: We encourage each dancer to attend as many classes as possible throughout the year. Our dancers cannot improve and successfully learn choreography if they do not attend class. Outside of class we ask that you encourage your child to be practicing at home. Notify your child's instructor if they are going to be absent, please use the instructor email addresses provided to notify an instructor if your child is going to be absent from class. Note- refunds or credits will not be given in lieu of attendance issues.

COMMUNITY: When at dance events, families are reminded that they are affiliated with Dancers Edge. Dancers and parents who do not represent Dancers Edge in a positive light at dance events (including competitions, recitals and showcases) may be asked to leave immediately. Infractions include but aren't limited to: poor sportsmanship, disrespecting event staff, building or equipment, belittling/ name calling towards DE dancers or that of other studios. Dancers Edge reserves the right to inflict disciplinary action as explained in the above points.

REFUND: The first instalment paid at the time of registration is NON REFUNDABLE . If you are choosing to pay your dance fees in full-5% of fees paid are NON-REFUNDABLE. Dancers Edge understands that dancing is not for everyone. We allow the first 30 days of dance allowed for placement changes and refunds. Within these 30 dates, refunds will be prorated based on the amount of classes attended. Following September 30th, no refunds will be made.

VIDEOS, MUSIC AND CHOREOGRAPHY USAGE:

All videos, cut music, and choreography is the intellectual property of Dancers Edge and its instructors and contractors. No videos, music, or choreo shall be shared with a third party. Permission to perform Dancers Edge choreography must be requested and provided if used for a third party activity, show, production, etc.

DANCERS EDGE SOCIAL MEDIA POLICIES

Dancers Edge's Social Media Policy refers to all social networking sites, video/photo sharing sites, blogs, micro-blogs, wikis, podcasts, forums, instant messaging and geo-spatial tagging (for example, Facebook check-ins). Please see below for our regulations regarding Social Media.

- Remain mindful that your behaviour on Social Media remains in keeping with Dancers Edge's code of conduct as outlined on page 9 of this handbook.
- Any comments or posts perceived to be obscene, defamatory, threatening, harassing, discriminatory or hateful towards Dancers Edge staff, students or families may subject the owner to disciplinary or legal action.
- Should you wish to engage on Social Media while identifying as a studio volunteer or employee, you may only do so with integrity, respect, and adhere to privacy and confidentiality policy.
- Any content revealing or referring to sensitive studio information is not allowed to be shared online.
 - All matters pertaining directly to the studio - whether it be fees, scheduling, placements or performance opportunities - may not be communicated via Social Media. We have an open door policy and encourage all communication, complaints and feedback to be communicated to the principal directly.
 - We discourage parents / students and teachers from becoming 'friends' or 'followers' on Social Media, unless there is an existing relationship. We consider all studio members to be family and as such feel the obligation to respect and monitor personal boundaries.
 - Families found to be engaging in 'hidden' or 'private' groups formed for the specific purpose of discussing studio matters will be encouraged to join our closed Facebook group for public discussion and warned against discussing Studio matters in their private online groups.

Dancers Edge Pandemic/Emergency Response Plan:

Due to recent events, Dancers Edge has created a specific pandemic/emergency response plan to prepare for the rare case that Dancers Edge would have to close our studio doors. This includes illness, natural disaster and all other potential risks to human kind. Important points include:

- Classes will be offered in an online format to all current DE families.
- Refunds will not be issued as long as some form of class is offered to dancers and families. Installment payments will continue to be charged.
- Should classes be ceased in all formats, year long tuition will be applied to accounts in a credit format. Refunds will not be issued.
- Families will be kept up to date via email and social media outlets. Should social media and internet access not be obtainable, notices will be posted on our front door.

Dancers Edge Season 10 Important Dates:

May 17th- May 31th: Early Bird Registration Opens

June 15th 2021: General Registration Opens

September 13th 2021: 1st day season 10!

September 27th 2021: Fundraising Packages out

October 1st 2021: Solo/duet/trio sign up opens (VIP families priority).

October 11th 2021: No dance, Thanksgiving

October 18th- October 22nd 2021: Costume Measuring Week

October 25th- October 29th 2021: Wear your costume to dance week

October 31st 2021: Fundraising Information Due

November 11th 2020: No dance, Remembrance Day

November 20th 2021 Fundraising Distribution Day

December 6th -December 10th 2021: Parent Viewing Week

December 13th- December 17th 2021: Wear your PJs to dance week

December 20th 2021-January 3rd 2022: No dance, Christmas Break

January 24th- January 28th 2022: DE Spirit Week

February 21st- February 25th 2022: No dance, February Break

March 5th 2022: Mandatory Competition Practice

April 15th- April 22nd 2022: No dance, Easter Break

(Tentative) March 13th 2022: Showcase (Solo/duet/trio)

(Tentative) April 29th/30th 2021: Photo Day

(Tentative) May 21st 2022: Recital (Rec & Comp)

TBA: Season 10 competitions