HIS Dance Student/Parent Handbook

HIS Dance Academy offers both a Recreational Division for ages 2 - Adult and a Graded Technique Division for Levels I-VII.

Graded Technique classes which meet for a minimum of 1.5 hours (2) x's weekly are for ages 8+ above. These classes are taught using our Vaganova based ballet curriculum which includes Bible verses relating to all terms and positions. Contemporary classes are encouraged in levels II-VII to enhance the ballet training. Students may begin Pre-pontee at Level IV. Students advance through the different levels at their own pace. (see below)

Graded Technique students have the option of participating in Outreach; in our Ensemble, under the directions of Tassia Johnson and Hannah Sullivan; and our Pre Professional program which offers greater performance opportunities and guidance for those who have post high school and professional aspirations.

Recreational Pre-Ballet, Ballet, Jazz, Ballet Combination, Hip Hop, and Contemporary classes which meet for 45 min-1hr (1) x weekly are for ages 2 - Adult. A 30 min Tap class may also be taken in addition to any classes offered at HIS Dance. The Recreational classes may be taken on their own or in addition to Graded Technique options and allow students to explore dance in a fun, Christian environment. Students advance with their age/grade but may move into Graded Technique at any point after age 8.

2715 29th Street, Grand Rapids, MI  49512 (616)-245-9501 - www.hisdance.org
**HIS Statement of Faith**

- The Bible is God’s perfect handbook for our lives.
- True knowledge of God begins when we establish a relationship with Jesus.
- God’s work on earth and in our lives is through His Holy Spirit.
- We cannot earn our way to God short of His gift of grace.
- To grow in our relationship with God, we must have faith in Him.
- God wants to hear from us! So talk to Him daily in prayer.
- LOVE and SERVE people just as Jesus did.
- Be ready – Jesus is coming again!

**Admission and Registration**

All classes, Ensemble and Master classes may be registered for online: [www.hisdance.org](http://www.hisdance.org). If you have trouble with registration, please email the staff through the contact us tab.

**Tuition**

Fall registrants may chose between paying in full (discount applied if paying before the end of August) or monthly. A $20 registration fee will be applied per year (September – August.) The credit card on file will be charged within 7 days of registration. Summer, Ensemble fees and Master classes will also be charged within 7 days of registration.

Recreational and Graded Technique students Level I-III will be charged a costume fee of $50 per piece in Showcase on December 1. Anyone joining a class or paying after December 1 will be charged $60

Graded Technique Level IV-VII pay $25 if participating in the Showcase Choreography Class and a $60 costume fee.

Refund Policy: Registration fees are not refundable. **Fall:** September tuition will not be refunded. Students dropping a class will be removed from the class the date a written cancelation is received. If notice is given before the first of the month, you will not be charged for that month. **Summer:** No refunds.

**Scholarships**

Scholarship application are available online: [www.hisdance.org](http://www.hisdance.org) and are due by the end of July (see application for exact date.) Scholarships are only available for fall tuition. HIS Dance offers four types of scholarships:

- The Rizzo Scholarship for Special Needs students
- The Jo Ella Scholarship for foster children or those who have lost a parent
- Graded Technique Scholarship for students in Graded Technique
- HIS Kids Scholarship for Recreational students ages 6+
Find Your Fit

At HIS Dance we believe that God loves to see his children using movement to worship Him. This does not mean that you need to dance 7 days a week in order to do that! Please refer to our Find You Fit chart to help you decide how you see dance fitting into your family schedule.

- Recreational
- Graded Technique
- Ensemble
- Pre Professional

Evaluations & Placement

Twice a year Graded Technique students are evaluated by the teaching faculty. Students receive feedback from their instructor so they know exactly what needs to be worked on. In May, students may request a 15 minute conference with their instructor. Student skills/fall placement recommendation will be updated by June 1 and may be viewed in the parent portal under the "Skills" tab.

Graded Technique students should expect to stay an average of two-three years in each level. Students will be moved mid year if needed.

Pointe: All Level IV students may register for Pre-pointe class which follows Ballet Technique class if they have a desire to go en pointe. Pre-pointe and Pointe students must be enrolled in a minimum of (3) Ballet classes per week. Students new to pointe should only register for (1) Pointe class until permission received to attend a second class.

Outreach

All students at HIS Dance participate in Outreach equal to the time they choose to participate in class.

- Showcase
- Special Needs Outreach
- Graded Technique Outreach
- Ensemble March Production
- Pre Professional Outreach/Production

Facility and Classroom Expectations:

HIS Dance has been blessed with a beautiful facility made possible by many donations. We ask that your respect this space as if it is your own home. Maintaining this facility is the best way we can show our gratitude for this amazing gift!

Studio Etiquette:

- If you choose to wait in our lobby, please be quiet and respectful.
  - No running in the halls at any time.
  - No jumping/climbing on furniture or counters.
  - No touching viewing windows.
  - Please clean up after yourself/family
- While waiting in the lobby, any sibling of student must be accompanied by a parent/guardian.
- No students, parents or siblings are to be in a classroom without a teacher present.
- Tap shoes must be put on in the classroom and not worn on the concrete floors.
- Please wear street shoes to and from building.
- Animals (other than working service dogs) are not permitted in the building.

**Dressing Room Etiquette:**

- Students are responsible for picking up after themselves; this includes garbage, bobby pins, water bottles etc.
- No cameras or recording devices permitted in Dressing Rooms.
- Food and drinks are restricted to the lobby and student lounge.
- HIS Dance is not responsible for lost or stolen items.

**Classroom Etiquette:**

- Be on time, ready to dance when you enter the classroom: hair up, shoes on, having used the restroom.
  - Ballet Students Level III+ students should enter classroom ...xxx
  - All other students are expected to wait for class quietly in the lobby.
- If late, wait for permission to enter, do not barge in and disrupt class.
- Dance shoes ONLY in the classrooms.
- Do not hang on the barres or touch mirrors.
- No running in the classroom unless instructed to do so by the instructor.
- Younger dancers – once classroom rules are explained will be expected to abide by the rules or will be asked to first sit out, then asked to leave if they are not able to control their behavior.
- Only plain water is allowed in the studios.
- No chewing gum.
- Cell phones are not permitted in the studios during class.
- All ballet dancers must remove "junk" once warmed up. No cami's, etc.
- Students are responsible for picking up after themselves; this includes clothing, bobby pins, water bottles etc.
- Students are required to thank their teacher by name at the conclusion of each class. ("Thank you Ms. Kelly")

**Dress Code**

- If a student is not in proper Dress Code they will be asked to sit and observe class.
- Jewelry should be minimal (no bracelets or watches in classes or rehearsals).
- Shoes should be neatly sewn (no safety pins or tied elastics).
- Younger students should tuck bows into shoes to keep from coming untied. Do not cut strings.
- Girls hair must be neatly secured in a bun, short hair needs to be fastened away from the face. Boys should have neatly combed hair; long hair secured away from the face.
Recreational Students

- **Ballet Attire Ladies:**
  Pre Ballet - Pink Leotard
  Ballet A thru Teen - Black Leotard
  Adult - Any color
  Ballet Pink Tights - Dancers of color may wear skin toned or pink tights and shoes.
  Ballet Pink ballet canvas or leather shoes (not slippers)

- **Ballet Attire Males:**
  Plain White fitted shirt; Black Pants; Black Ballet Shoes

- **Hip Hop Attire:**
  Comfortable Clothing, no tummies exposed, bring clean tennis shoes (not worn to class)

- **Jazz Attire:**
  Black leotard
  Black pants or Tan tights if Black shorts worn over leotard
  Black jazz shoes (combo classes may wear Pink Ballet shoes and will be told if Jazz shoes are needed for Spring Showcase)

- **Contemporary:**
  Ballet attire, shoes optional

Graded Technique & Pre-Professional Students

- **Ballet Attire Ladies:**
  Black leotard
  Ballet Pink Tights - Dancers of color may wear skin toned or pink tights and shoes.
  Ballet Pink Ballet Shoes

- **Ballet Attire Males:**
  Plain White fitted Shirt; Black Pants; Black Ballet Shoe

A discount is given to HIS Dance students at KICKS DANCE AND ACTIVEWEAR
2905 Breton Rd SE Grand Rapids, MI 49512 (616) 776-5966

**General Information**

**Communication:** We do our best to keep you informed of the studio "Happenings" via email newsletters. If you are NOT receiving our emails, please let us know. Please check the website as well for up to date information and a running calendar. Please follow us on Social Media - Facebook, Instagram, and Pinterest!

**Attendance:** While we understand that vacations, school and family events sometimes interfere with dance class, attendance is important. Each week students build on what they have learned in the previous classes. If your child is ill or for some reason unable to attend class, please call or email to let us know.
Excessive tardiness may result in a student being unable to perform in the May Showcase.

**Changing Room:** While there are hooks available to hang bags and coats, no one may “reserve” a hook for themselves or someone else. If you choose to leave valuables in the changing room during class, HIS Dance will not be responsible should something turn up missing.

**Lost and Found:** **Important! Please write your name inside belongings!** Please make sure before you leave the building that you have everything you brought with you. Any remaining items will be put in the lost and found box which is under the reception desk. Each semester we will empty the box and donate the items to Tabitha's Closet at Tabernacle Community Church.

**Questions or Concerns:** General questions may be directed to the Desk Mom on duty. All other concerns should be shared with the Directors, Leslie and Beth. Please remember that before or after your child's class may not be the best time to discuss a matter with the teachers as they may be getting ready to teach another class. If you need to talk with them about a concern, please email the Director's and we will pass on the information.

**Weather Closings:** HIS Dance will announce weather related closing by email, Facebook and the front page of our website. www.HISdance.org

**Showcase Expectations:**
- Students must attend all assigned dress rehearsals in order to participate.
- Parents must volunteer to sign up for 1 job. If your child is only in 1 performance, volunteer at the opposite time. Remember, someone else is doing this to help take care of your child!
- No photographer or videos may be taken during the performance. You will have the opportunity to do this at rehearsal. A professional videographer who will record each performance and the videos will be for sale.