



## Denise Wall's Dance Energy



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## 2009-2010 Student Handbook

### Welcome to Denise Wall Dance Energy

We would like to take the time to welcome you to Denise Wall's Dance Energy. We are proud to offer the finest in dance education to our students. Regardless of whether a student wishes to pursue dance as a career, or participate for personal development and enjoyment, we are committed to offering each student an education in dance that is based on the traditions of dance around the world.

All students are enrolled in classes that are suitable for their individual physical facility. Each student receives a placement evaluation by the teacher and director. The placement paper work must be filled out by all teachers and returned to the main office in order to complete registration.

We are proud to provide a strong foundation which develops students physically, intellectually, culturally, emotionally, and socially through the discipline of dance.

### **Class Placement:**

All students are placed according to their physical facility, talent, and ability. Class placement will be carefully reviewed and evaluated by the teacher and director. Previous dance experience may or may not be considered in a placement evaluation. New students will receive a "tentative schedule" sheet that must be given to the teacher before class begins, and at the end of class the teacher will return the sheet to the student with the teacher's decision on the most appropriate

class for the student. This sheet must be filled out and returned to the main office to complete registration.

**Poor attendance will have a direct result in placement advancement.** Regular attendance is essential to maintain and or advance in your designated level. If an injury occurs, student should still attend class to observe and learn the lesson.

## **Class Etiquette:**

Proper dance requires discipline. It is the discipline that is gained in dance training that makes dance such a positive and valuable activity.

Students are required to be on time to class and must enter class with proper attire on. See dress code information for more. **Anyone arriving in inappropriate attire or is more than ten minutes late to a class may be asked to sit and observe class instead of participating.**

Please call the studio if you are missing class or arriving late.

Absolutely no chewing gum or eating/ drinking (except for water) will be permitted in class. Gum is not allowed anywhere in the dance studio.

Disruptive behavior will not be tolerated. Any disruptive behavior, use of profanity, or ridiculing of other students will result in immediate expulsion from the class.

## **Hours of operation 2009-2010 school year**

**Office Hours:** Mon. – Fri. 5:00p.m. -8:00p.m.  
Saturday – 9:30 a.m. – 1:00p.m.  
Sunday – Closed

Labor Day (no classes).....Monday, September 7<sup>th</sup>  
and Tuesday the 8<sup>th</sup> (**Fall schedule begins on Wednesday the 9<sup>th</sup>**)

Veterans Day (open for classes).....Wednesday, November 11<sup>th</sup>

Thanksgiving (no classes)..... Wednesday, November 25<sup>th</sup>  
-Friday, the 27<sup>th</sup>. **Classes resume Saturday, November 28<sup>th</sup>.**

Christmas Break (no classes).....Wednesday, December  
23<sup>rd</sup>– Sunday, January 3<sup>rd</sup>. **Classes resume on Monday, January 4<sup>th</sup>**

Martin Luther King Jr. (open for classes).....Monday, January 18<sup>th</sup>.

Presidents' Day (open for classes).....Monday, February 15<sup>th</sup>

Spring Break (no classes).....Saturday, April 3<sup>rd</sup>- Friday,  
April 9<sup>th</sup>. **Classes will resume Saturday, April 10<sup>th</sup>.**

Memorial Day (TBA by student's teachers) .....Monday, May 31<sup>st</sup>

### Performance Dates:

DWDE Tech rehearsal for 2010 performance.....Saturday, June 12<sup>th</sup>  
DWDE Dress rehearsal for 2010 performance.....Thursday, June 24<sup>th</sup> **Tentative**  
DWDE 2010 Performance.....Friday, June 25<sup>th</sup> and  
Saturday, June 26<sup>th</sup>. **Tentative**

**Studio closings due to inclement weather will coincide with Virginia Beach City public school closings. If you are unsure, please call the studio!!**

### Payment Information:

There is a non-refundable registration fee of **\$30.00/individual, \$50.00/family.**  
**Unlimited student registration payment: \$35.00/individual, \$60.00/family.**  
Registration payment is due upon registering for classes.

**Returning DWDE students must have an up to date account in order to register for the new year!!! NO EXCEPTIONS!!!**

Monthly tuition is due on the 1<sup>st</sup> of the month. Payments received after the 10<sup>th</sup> of the month will incur a 10% late fee. Your child will not be permitted to attend classes or participate in the performance unless your account is current. Please direct your billing questions and payment arrangements to our office manager. **Parents/students are responsible for the 33% collection fee that will be added to delinquent accounts.**

The office retains the right to assess a \$30.00 fee for any and all returned checks. The monthly tuition rate will remain the same throughout the year regardless of the number of weeks in any given month. (For example, if during the holiday season classes are provided for three weeks).

### **A written notice is required before withdrawal can be permitted.**

This notice must be provided to the office on the 1<sup>st</sup> of the month before the withdrawal date. (ex. If you are planning to withdraw on January 1st, then the notice must be provided to the office in writing on December 1<sup>st</sup>) Denise Wall's Dance Energy retains the right to keep the students enrollment status active and charge accordingly if withdrawal occurred prior to the notice being given. **A withdrawal form** can be downloaded or picked up from the main office. This form must be filled out and hand delivered to the office manager. Students who plan to withdraw must set up a meeting or drop off paperwork with the office manager!! E-mails/mailed letters are NOT acceptable and will not be acknowledged.

**No discount is permitted for missed classes.** Missed classes may be made up in the lower-level classes if same-level classes are not available at a convenient time for the student. We urge all students to make up their missed classes whenever possible.

### **Cash or Check Only**

**\*\*MAKE CHECKS PAYABLE TO: DENISE WALL'S DANCE ENERGY OR DWDE**

### **Yearly Performance – June 2010**

**Please note Performance dates are tentative until further notice!!!**

This year's performance will be held Friday, June 25<sup>th</sup> and Saturday, June 26<sup>th</sup> at the Sandler Center for the Performing Arts. Please be aware of clearly posted

information in the studio lobby and front door as the date approaches. All performers will be given written information regarding make-up, performance attire, and expectations.

**Mandatory:** There will be a mandatory Tech rehearsal at the studio on Saturday, June 12th. This is an all day affair. Please leave your schedule open for the entire day.

**Mandatory:** A mandatory dress rehearsal for the show will take place at the Sandler Center for the Performing Arts on Thursday, June 24th. **ONE PERSON PER FAMILY IS PERMITTED TO ATTEND DRESS REHEARSAL!!** Dress rehearsal is CLOSED to the public. If you should need to have an extra person attend, there will be a \$25 charge and prior arrangements must be cleared through the office manager!

**Non-Refundable Performance fee \$15 per student.** This will assist in covering pre-production costs at the theater. This fee is due to the office by **January 9<sup>th</sup>.**

Tickets for the performance will be on sale approximately 10 days before the show for the students' family and friends.

**Please note:** Students with siblings in performance may or may not perform on the same night!

***The Tech and dress rehearsal are both very crucial to the success of a Denise Wall top quality performance!  
Remember your child is part of the success.***

Each class will perform one dance number, with the exception of the gymnastics classes. Ballet classes that meet twice a week will only perform one routine in the show.

A \$40.00 costume deposit is required for each costume. A \$75.00 costume deposit is required for each custom made costume (this also includes all Company costumes). **Costume deposits are due by Saturday, November 21st.** Costume balances that have posted should be paid by June 1<sup>st</sup>. \*For your convenience, you may apply any amount to your account through out the year\*

**DANCERS WHO DO NOT PLAN ON PARTICIPATING IN SHOW:**

The office must be notified prior to January 9th if not participating in the 2010 Performance. This notification is required in order to avoid a costume charge. There will be a form passed out to all students at the beginning of November which must be filled out and returned to the main office by January 9th. At this time, students participating in the show must pay the \$15 Non-refundable performance fee.

Please note that during this busy time, teachers will schedule extra **MANDATORY** rehearsals to better prepare the students for the show. THERE IS NO FEE FOR THIS EXTRA REHEARSALS/TRAINING!! Students in the show are required to attend all regularly scheduled classes! If a student's attendance in regular classes is poor, the teacher may require the student to schedule private lessons to better prepare him/her for the show. If the student fails to show up to extra rehearsals or private lessons, the teacher may choose to remove him/her from the piece!

The studio will be selling t-shirts for the 2010 Performance. The t-shirts are an important way for the dancer and family members to remember the occasion. Each student has the opportunity to create the design for the 2010 Performance T-shirts. The dancer's custom design is to be submitted to the studio beginning April 1, 2010. The winner will be given credit at the Performance and will receive a free t-shirt. Good Luck!!

Students, parents, and friends are given the opportunity to support the dancers by purchasing business, and personal ads for the program; as well as, flowers for after the show!! See the front office for more details and opportunities.

### **Private Lessons:**

Private lessons may be set up for those needing extra help or for those who are interested in or perfecting their technique. *DWDE* directors and instructors are in high demand; therefore, pre-scheduling is required for all privates.

**\*\*Cancellations must be made at least six hours prior to the time allotted or you will be charged for the lesson\*\***

Private lessons with Denise or Vicky should be paid to the instructor directly in advance by cash only. Direct all pricing questions to the front office as these prices will not be posted on the website. Private lessons with the other teaching staff should be paid in advance at the front desk. (See pricing page for details)

*DWDE* is known to have guest instructors from all over the country. The prices for private lessons with the guest instructors will vary.

### **FIRST AID/ SAFETY:**

Students and teachers have access to a first aid kit which is necessary for minor injuries. (Ex. band aids, cleansing wipes, and ice packs) The studios first aid kit is located in the office.

The office will NOT provide materials which are necessary for specific classes. (Ex. Tape, hair pins, or hair ties)



## **DRESS CODE FOR CLASSES:**

**\*\*All students participating in the performance will be required to wear a specific dance shoe. Usually the shoes worn are the same as those listed in the dress code; however, there are situations where the costume will require a shoe that is different from the dress code \*\***

### **BALLET:**

All Levels – black leotards, pink footed tights, and Capezio split sole ballet shoes (all leather/ canvas ) or for younger children Capezio solid sole pink ballet slippers (all leather). Hair must be pulled away from the face and into a bun. Please use hair nets and hairpins when putting the hair in a bun as it will hold it in place and will create a neater appearance, no bobby pins please as they have a tendency to fall out of the bun. Younger children may wear a bun holder. No sweatshirts or t-shirts will be permitted in class.

### **JAZZ AND LYRICAL/CONTEMPORARY:**

Any color leotard and tights or, crop tops, dance shorts. Jazz pants may be worn if they are tight around the knees. The required shoes for jazz are Caramel Capezio jazz boots (CG05). Hair must be pulled away from the face. No oversized T-shirts, sweat shirts, or loose pants will be permitted.

### **TAP:**

Same attire as Jazz. The required shoes for the younger children are the caramel Capezio maryjanes (3800) and older students are required to wear the Capezio black oxfords (CG100). \*please confirm required shoe with the instructor)

### **BALLET/TAP COMBINATION CLASS:**

Black leotard, ballet pink footed tights, pink leather ballet slippers, and Capezio caramel Mary Janes tap shoes. Hair is to be pulled away from the face, in a bun, using hair nets and hair pins. Bun holders are permitted.

### **BOYS' ATTIRE:**

Black or white ballet shoes. Black tights for men/boys or fitted jazz pants. White socks are to be worn with the ballet shoes and a fitted white t-shirt is to be tucked in the tights/jazz pants. Older boys should wear a dance belt.

### **FLAMENCO:**

Any color leotard or fitted blouse. Any color tights or stockings. Any color wide, circular, or full skirt with gathers, with or without ruffles. Black character shoes, 1 ½ or 2 inch heel. Castanets when required. Hair is to be pulled away from the face in a bun or pony tail.