



## Welcome Packet “23-24 Season”

### **Welcome & Welcome Back!**

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We are thrilled you are part of our Coastside Dance School Family!

We are so excited to begin our most inspirational season yet. Coastside Dance School is such a special place and we feel fortunate to work with such wonderful dancers every day. It is our mission to make disciplined dance instruction fun through love, community, and creativity. We can't wait for your dancers to experience how rewarding dance can be!

### **Curriculum, Teachers & Dancer Development**

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Our curriculum goal is to create well-rounded dancers. We believe being a well-rounded dancer as well as a well-rounded person is truly beneficial in the life and the success of a dancer. We want every dancer to be exposed to and can enhance their technique across ballet, jazz, hip hop, contemporary, and tap.

Our mission to make disciplined dance instruction FUN drives our curriculum approach. We start with developmental goals and plans in every genre and at every level – that's the discipline. To make it fun, we use a variety of age-appropriate music that inspires movement; we try new teaching techniques every season; and while repetition, repetition, repetition is critical...we inject a fresh twist into every single class.

Owner/Teacher Ms. Roxanne is a highly trained and qualified dance educator that holds a California Teaching Credential in Dance for Public and Private Schools for ages 2-Adult, Kids Yoga certification for ages 2-12, and Screen Actors Guild member. Currently, besides teaching at CDS, she is also teaching dance at Carlmont High School in Belmont after having taught dance fulltime at TECA in San Francisco, Montessori School of Linda Mar, and Bayside Middle School for the Arts in San Mateo for many years. CDS also has high school and middle school assistant's teachers in CSD mentorship program that are amazing, and inspiring dancers who are great role models for your children.

Most dancers develop their technique through a natural progression. Similar to reading or math, most kids start with a foundation and then build upon it. We put our curriculum to work from the very early stages. The tot programs focus on musicality, early coordination skills, listening and taking direction. We even work on community-building skills like taking turns and cheering on our friends. For every level of development and across every genre, we set expectations of where dancers should be. Our curriculum works to develop the movements dancers need at every developmental stage.

## Performance Info

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At Coastside Dance School we believe performance is a critical part of dance education so we provide as many opportunities as possible for our recreational students to experience the thrill of it.

In Studio Showcase week:

- A week before the December and June shows, we give dancers ages 3-6 an opportunity to showcase what they've learned by inviting parents into the classroom as a practice audience.
- Parents are encouraged to come watch your dancer shine!
- Dancers will have the opportunity to experience the thrill of performance and prepare for stage performances.
- Be SO proud of your dancer – they work hard and are sure to have made great progress.
- Showcase weeks take place in the studio.
- More details to come as the weeks approach.

### Mid-Season HOLIDAY SHOW in December

**December Holiday show is Sunday December 17, 2-7pm Time slot. More details will come in September.**

- We will need a commitment for the Holiday show by October 1<sup>st</sup>. The expectation is that the dancer will be performing. If you choose to opt out-please email before October 1<sup>st</sup>.
- October 1<sup>st</sup> a holiday show fee for each dancer will be charged. Cost TBD based on Venue costs.
- Note: the holiday fee is different than buying tickets. The recital fee covers choreography, music editing, admin. time, tech crew, staffing etc. Tickets cover facility rental (tickets go on sale a couple of weeks prior to the show)

### JUNE RECITAL-The Grand Finale of our year!

**Zoom Parent Meeting will occur end of January with all information!**

- **The recital takes place at the end of the season on Sunday June 9, 2024 @ 5pm. Dress rehearsal will take place the day before the show Saturday June 8 @ 3-7pm and is MANDATORY FOR ALL DANCERS.**
- We will measure children for recital costumes at the end of January (no commitment needed yet).
- We will need a commitment for the recital by March 1st. The expectation is that the dancer will be performing. If you choose to opt-out, please email before March 1<sup>st</sup>.
- March 1<sup>st</sup> a recital fee for each dance will be charged and this will include 2 parent tickets. Cost TBD based on Venue costs.
- Note: the recital fee is different than buying tickets. The recital fee covers Coastside Dance School covers choreography, music editing, admin. time, tech crew, etc. Tickets cover facility or outdoor stage rental (\$20-\$25 per ticket and go on sale in the spring.)
- Details about rehearsals, hair, make-up, tickets, etc... will be provided in the spring.

## Key Dates:

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Fall Session begins:	August 14, 2023
Fogfest Parade (Call time 9:30am in any Studio Logo shirts/sweatshirts/costumes)	Saturday September 23, 2023 Parade 10am All welcome
Fogfest Performance 2023 Recital Participants (Call time 4:00pm Center Stage)	Sunday September 24, 2023 Performance TBD only
Holiday show:	Sunday December 17, 2023 2-7pm (Call time TBD)
Titan's Dance Convention:	Sunday in Jan. 14 MLK weekend (select students attend)
San Mateo Fair	Saturday June 1, 2024 (Time to be determined)
Recital:	Recital: Sunday June 9 @ 5pm (Call time TBD 3-4pm) (Tech./Dress Rehearsal Sat. June 8, 3-7pm Mandatory) (Cast Party Village Host Pizza Sunday 7pm)
No classes/CLOSED:	Labor Day: Monday September 4, 2023 (make up needed) Fogfest weekend: Sat/Sun 9/23-9/24 (make up needed) Columbus Day: Monday 10/9/2023 (make up needed) Halloween: Tuesday 10/31/2023 (make up needed) Veterans Day: Friday 11/10/2023 (make up needed) Fall Break: Sunday 11/20/23 - Sunday 11/25/23( NO make up) Winter Break: Sunday 12/25/23 – Saturday 1/7/24 (NO Make up) M. L. King Day: Monday 1/15/2024 (make up needed) Presidents Break: Sunday 2/19/24-Saturday 2/24/24 (NO make up) Spring Break: Sunday 4/6/23-Monday 4/14/24 (NO make up) Carlmont High School Dance Concert: Thurs. 5/3/24-Fri. 5/4/24 (make up needed) Summer Break: Friday 7/1/2024- 8/2024

See FULL Calendar on our website at: [www.CoastsideDanceSchool.com](http://www.CoastsideDanceSchool.com)

## Vision & Mission

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### **Our Vision:**

*To be an endless source of positive energy that inspires dancers to achieve technical excellence in dance and their full potential in life.*

### **Our Mission:**

*To make disciplined dance instruction fun through love, community and creativity.*

## Core Values

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### **Love.**

*Dance begins with love...unconditional love for dance, for the teachers who inspire us, for the dancers who amaze us, and for the families who support the passion.*

### **Respect.**

*We respect the art of dance, our dancers and each other. We expect the highest level of professionalism from our teachers, staff and students. We respect the energy our community puts into dance education and we strive to give back an impeccable experience.*

### **Technique.**

*We take technique very seriously. We apply our well-rounded curriculum and assessment tools consistently across all classes to ensure every student is progressing safely, confidently and joyfully.*

### **Performance.**

*Performance is a critical element of dance education. We commit to giving our dancers as many varied opportunities as possible to experience the thrill of it.*

### **Growth.**

*We select and cherish professional dance instructors who are technically excellent, creatively talented and energetically inspirational. In addition to being phenomenal teachers, they are beautiful role models to our dancers. They make a personal connection with each student, help celebrate success, learn from mistakes, and grow.*

### **Friendship.**

*It's more fun to experience dance together and we encourage our dancers to become friends. We know that dance can foster friendships that last well beyond our years in the studio. Dance class levels are accommodated for in each class so that student can be with equally aged peers.*

### **Fun!**

*We are living proof that serious dedication, hard work and commitment can be FUN!*

## Studio Policies & Other Logistics

### Dance Attire/Prop Bag

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Dancers should arrive to class well groomed with hair in pony tail and in genre-appropriate dance clothes and shoes as listed at [www.ShopNimbly.com/CoastsideDanceSchool](http://www.ShopNimbly.com/CoastsideDanceSchool). A specific dress code is required for each class for many reasons which you will find your class list on the ShopNimbly site. We want to be sure dancers wear clothes that allow for movement, technical development and safety. PROP BAG will be purchase on your parent portal site under “Merchandise.” It will be given to the dancer at the studio. Please keep all items in bag easily accessible for dancer and bag labeled with name on the outside. Shoes should be kept in Prop Bag labeled R/L for classroom changing during style transition.

\*\*\*\*\*Only Coastside Dance logo School dancewear is allowed like t-shirts/sweatshirts should worn. No outside logoed items, bulky jackets/hoodies or sweater. Students will be asked to remove bulky items for class. If you have any questions please email [CoastsideDanceSchool@gmail.com](mailto:CoastsideDanceSchool@gmail.com)

### Dancer Success

**Dancers should be fully independent during class time. Arrive 5 minutes early before class start time, looking well groomed with hair out of face, in dance class uniform, and with proper shoes. Dance shoes should be changed into at the studio. Do not wear dance shoes leaving the studio. \*\*\*\*\*Hip-hop shoes should be a separate pair of shoes than street shoes changed at the studio.\*\*\*\* Warm up studio sweatshirt or sweaters (for younger students) can be in class during winter months. Water is for after class only. No parents allowed in the classroom except (Dancer/Parent class.)**

### Arrival/Parking

Please plan to arrive to class lobby 5 minutes early to get settled and find street parking. The lot behind the building is for building tenants. **Tardiness is discouraged as it creates a class distraction.** Dancers should be in the classroom at the start of class ready to dance and not walking in the lobby door.

### Drop-off/pickup

For students Elementary age or older, you may drop off/pick up in your car. You may use the driveway quickly to pick up and drop off parking by the door is full.

For students under 5, please park and walk to pick up/drop off at the door. If you child can be independent the bathroom, parents do not have to stay in the lobby during class time.

### Pictures/Video

It is SO fun to watch our dancers! **We love you taking photos and videos to post on social media and tagging “Coastside Dance School” on Facebook and Instagram pages.** Just note that in doing so please don’t distract the class or dancers. You may always take pictures in the lobby as well before and after class with our logo wall!

### Food

The only food or drink allowed in the dance studios is water. This includes coffee, gum, candy &

mints. Please enjoy your coffee, snacks, gum, candy outside of the building. Please throw all waste in the garbage. All personal items and water bottle must be labeled.

### **Gear**

Dancers water bottles, coats, shoes, books, cell phones & other gear can be placed in the cubbies. The only items allowed in the dance studios are dancers with prop bags and R/L Labeled shoes inside of the prop bag. All belongings must be clearly labeled. Water is for after class only.

### **Lost & Found**

Our Lost & Found is in cloth boxes of the cubbies in the lobby. Please check there and you may contact staff if any of your belongings go missing or are left behind.

### **Observation/Lobby**

It is the school's policy that classes are designed for success as a teacher/child class experience similar to Pre-school and Elementary school classroom's safety measures. During the class session, please be respectful to not interrupt student focus and teachings. The studio classroom is closed to observers unless invited into the room by the instructor to assist with bathroom needs quietly. While good intentions are understandable, voicing out from the lobby into the classroom to your dancer, or entering the classroom while teaching without instructor permission; can pull the students' focus from learning and be distracting to the classroom learning experience for all students. If you feel you need to connect with your child during class time please motion to the teacher 1st for acknowledgement and permission. (Students should be independent/learning to be, with changing dance shoes and getting props from their prop bag during class. Instructors will help the students when necessary with dance items. Helpful tips for smooth transitions are having shoes labeled R/L and having props in the bag that are easily accessible as originally given to them.)

### **Absences/Make Ups/Credits**

**Absence-Please email [CoastsideDanceSchool@gmail.com](mailto:CoastsideDanceSchool@gmail.com) to notify of an absence.**

**Scheduling your Make up.** Classes can be made up anytime during the Dance season, but not going into the new dance season. **\*\*\*You can schedule any class in their age range available for your child. You do not have to pick the same style of class that they are enrolled in currently.\*\*\*** This offers more time flexibility for you and for them to try a new style of dance as well. Go into your parent portal on your student page. Next to the blue button "enroll in a class" you will see a pull down option reading "other actions." Click on that and follow the computer lead to schedule a class. You can also see the current class schedule on the website [www.CoastsideDanceSchool.com](http://www.CoastsideDanceSchool.com)

Credits are applied for teacher cancelation of class when no class make up option is available. Credits will NOT be applied for dancer Illness or Vacations.

### **Family Portal/Account Ledger**

Please check the students' birthdate, home address, and your account ledger for any credits and accuracy before scheduling make ups.

**Covid- 19** Masks are optional

**Billing**-Monthly tuition payment is based on a 11 month payment dance season for Aug. 14, 2023-June 30, 2024 based on the number of class weeks during those 11 months. It is not based on the number of classes per month. Even though 4 classes a month is the average, some months have varied number of weeks. The system allows for a balance for all classes throughout the year.

**Declined cards/Late Payments:** 1 Declined card fee is waived per dance season. A \$10 fee will be applied to the family account ledger for any declined/late payments that continue in the season. Make sure your credit card on file is current and funds are in your bank account on the 1<sup>st</sup> of every month.

**Withdrawal**-If you decide to withdraw from classes during the season/year before June 30, please communicate this by email and have a conference with the teacher right away. It is best for the dancer and class group for a student to finish out the committed year as with a traditional school year.

Once decided to withdraw email [CoastsideDanceSchool@gmail.com](mailto:CoastsideDanceSchool@gmail.com) 2 business weeks prior the 1st of next month's Tuition charge to allow for cancellation of auto payment in the merchant services payment system and for class planning.

### Communication

A monthly Newsletter will be sent out the first week of each month and emails for event updates. Daily Facebook posts will be made on current events. Check that often! Follow us on Facebook and Instagram a "Coastside Dance School"

Phone: 650-516-6056

Email: [CoastsideDanceSchool@gmail.com](mailto:CoastsideDanceSchool@gmail.com)

Website: [www.CoastsideDanceSchool.com](http://www.CoastsideDanceSchool.com)

## Recreational Program Q&A

**Q: What is the cost of registration?**

A: \$45 is the cost for registration for each season for each dancer. This cost covers insurance, music licensing, credit card processing fees, and admin. Fees.

**Q: What is the cost of classes?**

A: The following is the current fee cost.

45 minute class \$88/month

60 minute class \$94/month

30/60 minute Private lessons \$120/month, \$240/month

Special Events/Workshops TBD

**Q: What are other required costs throughout the season?**

A: The following are approximate fee cost.

Dancewear \$40 and Shoes \$40

Prop Bag for Ages 6 and under

Costume \$100-130

Recital Pictures optional purchase

Holiday Performance Fee \$70, Recital Performance Fee \$70

**Q: How will my Pre-school dancer change her shoes in class?**

A: Our dancers will start class in their ballet shoes (no strings) and will be required to wear tights or socks underneath. We will have the dancers remove their own shoes and put on their tap shoes independently. The teacher can assist as needed. Parent's please do not come into the classroom to help students unless given permission.

**Q: Can I wait in the lobby during my child's dance class?**

A: Yes for younger under age 6 classes, but please be respectful of the class teaching and see policy above to help with Student/Teacher experience. Teachers will tend to each child's needs until class is over unless needing bathroom assistance. No side coaching or distracting from the lobby.

**Q: What is the method for signing up and participating in weekend Special Events and Workshops?**

A: If you are signed up for a session then the process for participating is the same as always as clicking on "Special Events" tab and clicking the box to enroll and make payment.

**Q: Can my child do a complimentary trial class and if so how?**

A: Your child may trial any class that is not in full attendance. In order for your child to do a complimentary trial class you may schedule that drop in just like scheduling a make up in your parent portal/student page. You have any trouble in doing that, please email the school for admin. assistance in booking that trial.

**Q: What is the policy for missing class due to illness?**

A: If your child has any symptoms of feeling ill then they must stay at home and cannot attend class until well enough to do so. If anyone in your household has any symptoms of feeling ill then your child must stay at home and schedule a make up. **PLEASE EMAIL FOR MISSED CLASSES DUE TO ILLNESS OR VACATIONS.**

**Q: Can my child do a make-up class if he/she has to miss a class?**

A: The good news is your child is always welcome to make-up a class until June 30 by attending any class within their age group. Please track your own make ups. A make-up class is always able to be done within the season that the child misses a class. A child is only able to attend the number of classes that they paid for within that season. All make-up classes can be scheduled through parent/student portal. See above for directions.

**Q: What if I am having trouble with my dancer wanting to come to class or performing?**

A: **1<sup>st</sup> give it time, stay calm, and it is completely normal.** Allow children to take their time with this year long learning phase of dance classes. Look at the bigger picture.

Classes: The start of a new class can be very overwhelming for a child and once they learn the structure and what to expect, then they can't wait to come and will feel comfortable. OR they can be super excited to start dancing now, then after the first 2 months the honeymoon phase of something new and exciting is over, the work begins, and children sometimes pull back from excitement of going to class. Expect these phases and your own phases of feelings as a parent. Trust in the time and building of the program and class adapting to student needs throughout the year.

Don't worry so much about each moment during class time and doing every movement perfectly. Student's have many different ways mental processing. Sometimes they are watching, sometimes doing, and sometimes thinking about doing.

Never worry about the teacher's thoughts or feelings towards the student's behavior. Allow the teacher to guide, encourage, and discipline as necessary as all part of any classroom learning experience.



For some student's the "hurry up let's go" builds anxiety and it isn't the dance class. That's why when they get to class it is fine, but the not wanting to get ready to go quickly leads to stressful feelings which is why they may say they don't want to go to dance today. They like dance, just not the stressful hurry up feelings. Take time at home to prepare for class by setting timers, going to the bathroom before tights are put on and getting the prop bag ready to go. Coming 5 minutes early to class to talk to their friends helps as well. Then they are plopped into class, and they take time to acclimate.

**Performance:** Classes are designed and carefully planned out lessons are taught to lead up to the performance experience. Trust in the process and stay committed to see the full time line of learning through to the performance experience. Many accommodations can be made to make the dancer a part of the performance experience if necessary and should still support their fellow classmates as a team or audience member.

**Commitment:** Most important is to be consistent in attendance of class and arrive early so to be on time and prepared for class. Students will not react or feel left behind or thrown into an unexpected situation if the commitment and respect to the class is made. Please never pull your child out of class or leave early if you child is upset. There are many teaching strategies that can be used to comfort the dancer and get them moving again, if given the chance to work with them.

\*\*\*Please always feel free to email the school to discuss the concern or issue with the dancer, class, or homelife that maybe trouble the dancer. A private appointment may be scheduled to work with the child and create an action plan for support.

REMEMBER THAT DANCE IS AN ART FORM THAT WHILE IN CLASS IS A CREATIVE LEARNING EXPERIENCE WHICH HAS EMOTIONAL UPS AND DOWN TO BE EXPECTED. DANCE TEACHES DISCIPLINE, RESPECT, BODY CONTROL, AND LIFE SKILLS THAT CARRY THROUGHOUT LIFE, SO GIVE IT TIME FOR THE LESSONS TO BE LEARNED.

## Dancer Progress

Hi Dance Parents!

We have had such a fun year of teaching, dancing and getting to know your kids! We know as parents you want your kids to be happy and to love the activities they are doing. You also want to know how they are progressing and whether they have a future in any given activity. Being in Coastside Dance School program is a great start to dance.

Here is a little feedback on what we have been doing in class, how your child is progressing and our suggestions for your dancer's next steps in their dance life. Whether it is dancing for fun, becoming a part of our more genre-focused programs or prepping for a pre-professional program, we have the program for you. We are here to help guide you...! If you have any questions – just ask.

### Areas of focus:

Coastside Dance School gives your child a fun learning environment to develop a love and passion for dance! Our teachers focus on building self-confidence through movement, inspiration and repetition of technique. Specific areas of development include:

- **Physical awareness:** body awareness, spatial awareness & differentiating right from left.
- **Core physical skills:** Coordination, balance & flexibility.
- **Musicality:** Counting in 4s and 8s & rhythm.
- **Technique:** Beginning concepts & terminology of ballet, jazz, tap & hip hop.
- **Choreography:** Memorization of movements & how to perform in front of an audience.
- **Dance class etiquette:** Being prompt and ready for class, showing respect for teachers, lessons and peers, & demonstrating grace in receiving corrections.
- **Passion for dance:** Is engaged in class and has fun!

### Technique we worked on this year:

**Ballet:** 5 Positions, port de bras arms, échappé, battement, tendu, pliés, relevé & élevé, chassé, bourrée, sauté, passé, piqué, chaînés, starting to understand concept of leaps, dance terms.

**Tap:** Shuffle, flap, heel, brush, ball heel, heel ball, shuffle leap & hop, ball change, simple paradiddle.

**Jazz:** walking ball heel and heel ball, jazz walk, jazz hands, jazz square, body isolations, contractions, stylized movement, step touch, step dig, shoulder & arm circles, flat back, flexibility - splits and back arch.

**Hip Hop:** bounces, raise the roof, funky knees, syncopating movement, getting low to the ground, moving through levels, kick step touch, kick cross ballchange, standard Hip-Hop steps.

Your dancer's overall	Yes	No
Are we seeing progress this session?	<input type="checkbox"/>	<input type="checkbox"/>

### Recreational Areas of Focus



23-24 Dance Season Coastside Dance School LLC.  
Acknowledgement of Terms/Conditions/Charges

Family Account/Parent Name: \_\_\_\_\_

Dancer/s Name/s: \_\_\_\_\_

1<sup>st</sup> Class of the Week: \_\_\_\_\_

By initialing the following I agree to these terms and conditions:

\_\_\_\_\_ I agree that upon registration in the Studio Director software that clicking all of the check boxes is an acknowledgement of signed waiver and photo release authorization.

\_\_\_\_\_ I agree that I will be charged tuition on autopayment on the 1<sup>st</sup> of every month August-June of the Dance Season Dates.

\_\_\_\_\_ If I choose to withdraw from classes and autopayment, I must email [CoastsideDanceSchool@gmail.com](mailto:CoastsideDanceSchool@gmail.com) on the 15<sup>th</sup> of the month prior to the Tuition Months 1<sup>st</sup> charge payment. If not, I will be charged a full months tuition until the next month.

\_\_\_\_\_ I agree that there are **no refunds or credits for tuition for any classes/camps/events** unless Coastside Dance School cancels.

\_\_\_\_\_ I agree that I will be charged a December Holiday Show recital fee on Oct. 16 of \$70 as part of the program and that I must email to opt-out of not being charged. Failure to do so will result in a non-refundable \$70 Charge.

\_\_\_\_\_ I agree that I will be charged a June Recital fee on March 1 of \$70 as part of the program and that I must email to opt-out of not being charged. Failure to do so will result in a non-refundable \$70 Charge.

\_\_\_\_\_ I agree that dancers will be photographed and videoed in all activities related to the dance studio classes, performances, and events that will be used on Social Media and marketing materials as agreed to at the time of registration.

\_\_\_\_\_ I agree that my child will be required to buy and wear every class a specific dance uniform/costume/shoes/tights from Nimble Revolution Dancewear Studio website.

\_\_\_\_\_ I have read the Welcome Packet of policies emailed and on website.

Date: \_\_\_\_\_ Parent Signature: \_\_\_\_\_