



## 2024/2025 RECREATIONAL PROGRAM HANDBOOK

We are excited to have you join us for 2024/2025 dance year! Whether you are returning to dance with us, or are a brand new student starting up your dance journey, we are looking forward to sharing our passion for dance that is filled with strong technical platform and integrity. Our teachers are mature, motivating and passionate about what they do and are here to support your dancer on this exciting learning journey.

### LOCATION

We run our classes out of Pemberton and District Community Centre (7390 Cottonwood street) - a short and convenient walking distance from Signal Hill Elementary, Ecole de Vallee and Pemberton Secondary. We are, however, not affiliated with Pemberton Recreation Service and run as an independent dance studio, renting the space from the community centre. Our dance rooms are spacious with Room B located upstairs (Monday through Thursday) and Great hall located downstairs (Friday through Saturday).

### COMMUNICATION

Our main source of communication with families is by email. Any program updates, important events or changes will be communicated to families by email - please ensure we have the right one on file. If you have a question, that hasn't been outlined in the handbook or clarified by email, please reach out. Families are expected to be organized and know the studio events outlined in the studio calendar.

## PROGRAM INFORMATION

Our programs are progressive and a year-long commitment to the discipline. Having a consistent routine helps children feel confident, empowered in learning and safe. We hope you will respect our commitment approach to a specific class(es) of your choice for a full school year.

Classes begin the week of September 9.

**Preschool Dance Programs:** Little Ballerinas (ages 3.5-5), Mini Dance Combo (ages 3.5-5) - led by Anna Kroupina

Our preschool programs are creative and joyful. With monthly engaging themes, fun music, props and games your preschooler will surely get moving and fall in love with dance.

We offer:

~ full-year independent participation programs for ages 3.5 for both boys and girls (mini dance combo) as well as a girls-only ballet class (little ballerinas).

\* The dancer needs to be 3.5 years old by December 31, 2024 to register for September start. Additional spots in the program open in December for joining the program in January. Please email in December to inquire.

## **SCHOOL-AGED PROGRAMS** - led by Anna Kroupina

Our school-aged programs are tiered by levels and ages: kinder (5-7), junior (7-9), inter (9-12) and teen (13+). We offer ballet classes, jazz, contemporary, and Acro. All classes have a strong technical training part, flexibility and strength training, improvisation/ free movement and choreography component. Classes are progressive in their nature leading up to the year-end dance recital. Students will learn and consistently work on a choreographed dance routine(s) for the performance.

## **Adult Dance**

Adult Dance has been an integral part of our small town activities! Engaging, supportive and inclusive classes allow to immerse in dance no matter what age you are. Open to beginners and dancers with experience, you will surely have a great full body and mind workout. Classes are kept small in size and are offered in “sets” of classes. Stay tuned for schedule release.

## ONLINE REGISTRATION

**!!** Online registration for programs opens on **August 12 at 8pm**. New families are invited to create an account and add family members at the registration portal before registration opens [HERE](#)

If you are experiencing issues with registration or forgot your password please send an email directly to [pembertondance@outlook.com](mailto:pembertondance@outlook.com)

We highly recommend logging into your accounts ahead of registration to check that your password works.

Please avoid creating a duplicate account to register for programs, as it creates confusion in the system. For password re-set please email [pembertondance@outlook.com](mailto:pembertondance@outlook.com)

## TUITION AND FEES

Our dance year consists of 3 terms (Fall, Winter and Spring). The yearly fee is split into 3 equal payments and is based on the total amount of classes in a dance year. Class fees are visible in our portal on August 12, at 8 pm [HERE](#). Fall fee will be due upon registration. The automated fee withdrawal will come out of your account on January 15 for winter term, and April 1 for spring term. Late fees may be considered to overdue accounts. You will receive “fees due” notification 7 days and 2 days prior to your account being charged. We offer 10% discount when signing up more than 1 sibling for year-long programs.

### Additional Fees

#### \*\*\* Costume recital fee

We do our best to provide affordable costumes to families by re-using our current fleet of dance costumes or working with the local seamstress. By doing so, we decrease our impact on the environment and provide families with a low fee option. All costumes will be on rent from Pemberton Dance Studio and are to be treated with delicate care and returned right after the year-end dance recital. This year we will be preparing a full-studio dance production. Please expect the year-end recital fee to be approximately \$60 added on top of the spring term fee.

#### \*\*\* Year-end Recital tickets

A ticket fee will range \$15-20. More information will be available in May when the year-end recital tickets go on sale. This year our studio is creating a year-end dance production, which should be lots of fun!

## STUDIO POLICIES

### Communication

Our main source of communication with families is by email. Any program updates, important events or changes will be communicated to families by email - please ensure we have the right one on file. If you have a question, that hasn't been outlined in the handbook or clarified by email, please reach out. Families are expected to be organized and know the studio events outlined in the studio calendar.

### Dance program cancellation

Any class change requests should be communicated in writing by parents by October 15, 2024. Any changes or decision about program drop-out after October 1, are subject to half-term fees. We will do our best to accommodate your dancer to find a good class match and make a class transition smooth. Please communicate with us in a timely fashion.

### Attendance and Class Etiquette

Students are expected to attend and participate fully in class, be respectful to fellow teammates and teachers. Bullying and bad language will not be tolerated.

Students need to arrive in proper dance uniform and have hair tied up.

This year we will be working on the year-end dance production, which means there will be additional run-throughs on Saturdays, starting in April, in addition to regular class schedule. We thank parents for accommodating their schedules to create this wonderful opportunity of growth of their dancers. Please refer to our studio calendar below for more information.

If your family is planning to be away, please send us a quick message to [pembertondance@outlook.com](mailto:pembertondance@outlook.com). Refunds will not be provided for absences.

### Dance Teacher Substitution

In the event of main teacher's sickness or other sudden circumstances, we may substitute a teacher with a current PDS faculty member.

### Social Media

We occasionally take pictures and videos in class. When registering your dancer, you agree to our social media release policy.

## Dance Uniforms

We have implemented dance uniform dress code to simplify and offer students an option of buying second-hand uniforms in our small town. Please check the uniform requirements [HERE](#). Wearing proper dance attire is key for teachers' checking proper alignment, ensuring safety and also students' mental readiness for activity. Hair must be pulled back in ballet bun for ballet, pony tail or braids for all other classes. Dangly jewellery, watch are not permitted to wear in class. Students may be asked to sit out if they are missing the dance uniform at the start of the class.

## Class calendar 2024-2025

We hold classes on all Pro-D days and Collaboration days (half days) at school. Our calendar follows statutory holidays, school winter and spring breaks.

\*\*\* There are also additional "no class" days, due to instructor being away, please look at the calendar carefully. \*\*\*

This year our studio will be doing an all-studio dance production for our 10 year anniversary!

✨ In 2022, we produced a full studio "Alice in Wonderland". What will be put on this year? 😊

Production run-through detailed schedule will be available at the beginning of 2025. We ask that all families arrange for your dancers to be at the regular run-throughs that we schedule. This helps dancers gain confidence and practice their dance parts in the production. Failure to attend multiple practices will result in your dancer not participating in the year-end dance recital and missing out on the exciting opportunity. Dress rehearsals have mandatory attendance on June 1 and June 6, 2025. Thank you for your cooperation and planning around our events.

**Please read carefully important dates and terms and mark them on your family calendar.**

Date	Event	Description
September 9-14	Fall term. Classes begin	Yearly programs
September 30	Truth and Reconciliation Day	No Monday classes
October 14-15	Thanksgiving and The day after Thanksgiving	No Monday-Tuesday classes
October 26-28	No dance days	No Saturday and Monday classes
October 31	Halloween	No Thursday classes
November 9-11	Remembrance Day	No Saturday and Monday classes
December 9-14	Last week of Fall term	Yearly programs
December 15-January 5	Winter Break - no classes	Yearly programs
January 6-11	Winter term. Classes begin	Yearly programs
January 15	Winter term fees are due	Yearly programs
February 17	Family Day	No Monday classes
March 10-15	Last week of Winter term	Yearly programs
March 17-31	Spring Break - no classes	Yearly programs
April 1	Classes resume	Yearly programs
April 5	Production run-through	Yearly programs per schedule
April 15	Spring term fees are due	Yearly programs
April 18-21	Easter long weekend	No Friday, Saturday and Monday classes
May 4	Production run-through	Yearly programs per schedule
May 11	Production run-through	Yearly programs per schedule
May 20	Victoria Day	No Monday classes
June 1	Dress rehearsal in Pemberton	Everyone
June 2-5	Last week of classes	Yearly programs
June 6	Dress rehearsal at Maury Young	Everyone - subject to change
June 7	Year-end dance recital at Maury Young Arts Centre	Yearly programs

We are looking forward to welcoming you to our dance family!

For inquiries, please email [pembertondance@outlook.com](mailto:pembertondance@outlook.com)

Sincerely,

Anna Kroupina