

# VSD STUDIO INFORMATION PACKET 2025-2026

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<https://vschoolofdance.com>



## **V's School of Dance 2025-2026 Booklet** **An all inclusive guide for students and parents**

Welcome to V's School of Dance 2025-2026 Dance Season! We are **EXCITED** you are here to celebrate another year of ~~this~~ **this** handbook will serve as your guide to VSD and its philosophy of dance education. We take our roles as a mentors and teachers in your child's life very seriously. It is our objective to inspire a passion for the art of dance in every child who passes through our doors. In the process, we strive to set the right example and help your child (and you) create memories that will last a lifetime. It is just the beginning of what we anticipate to be a great journey. In addition to this booklet, you will also be receiving a monthly studio newsletter. You will receive this via "Band App." The Band App is how **ALL COMMUNICATION** is shared. The newsletter keeps you updated on all of the studios upcoming events, reminders, special occasions, important dates & deadlines to mark on your calendar. Make sure you have downloaded the app and are checking it often! This way you can stay on your toes with VSD. We believe that our success will be lead on providing solid training and quality service, as well as our underlying belief in the strength of our organization. We have created this booklet to offer our students and their parents a clear understanding of their commitments and responsibility involved in being a part of the studio.

# WELCOME

# MEET OUR TEAM

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**Ms. Victoria**  
*Director/owner*



**Ms. Sarah**  
*Instructor*



**Ms. Liz**  
*Instructor*



**Ms. Chelsey**  
*Instructor*



**Ms. Isabella**  
*Instructor*



**Ms. Dom**  
*Instructor*



**Ms. Jada**  
*Instructor*



**Ms. Kelly**  
*Desk Staff*



**Ms. Christine**  
*Desk Staff*

# ABOUT THE STUDIO

At VSD strive to provide your dancer with a safe, healthy, and enjoyable dance experience. All classes are taught by qualified instructors and content is appropriate to age, development, and ability.

Feedback, corrections, criticism, and discipline will be offered with compassion and positivity, with the intent of helping the student realize his or her full potential. Conflict between students and or parents will be addressed if it is apparent that the dynamic of the class/backstage is being disrupted.

All music selections for classes and performances are carefully vetted for language and content. All costuming decisions will be made with age, modesty, and functionality in mind. Tights will always be worn, there will be NO bare legs either in class or onstage.

Families with questions and concerns are always welcome to initiate a discussion in depth with Ms. Victoria





# OUR MISSION

## **Our Mission**

There is space in dance for everyone. To support that statement, we provide an array of classes with a personal approach, tailoring learning methods to each student's needs. We take pride in our strong technique and uphold a very high standard with modesty in music, behavior and costumes.

## **Our Passion**

Teaching dancers the value of dedication, discipline, respect and hard work in becoming a classically trained dancer while instilling a lifelong love for the art and history of dance. Movement is beautiful and so are YOU!

## **Dedicated Educators**

Our classes are taught by dedicated and experienced educators. Using multiple teaching techniques, we make sure that every student finds a path to success.

## **Class Environment**

We embrace a positive learning environment that will prepare your dancer for the path ahead. We have created the ideal learning environment with smaller class sizes. At VSD, we believe the studio is an environment where healthy risk taking, in all forms, is encouraged. Students develop skills in performing and perceiving through participation dancing, as well as watching, and supporting others in their class. This class environment values a commitment to self, to the group, and to lifelong exploration and learning.



# LEARNING OBJECTIVES

## **Become a better dancer.**

Develop movement skills, musicality, dynamic range, clean technique and emotional expression.

## **Become a responsive listener.**

Musical elements involved in dance is a beautiful layer to the art. Students are encouraged to listen, feel, and respond with movement to all different types of music they will be learning and hearing in the studio.

## **Develop appreciation for the art form.**

Dance remains a powerful art form with history that shouldn't be forgotten. History allows us to gain a better understanding surrounding the events, challenges, and celebrations that helped to form the people who developed our art form and why. History is the study of change, the understanding of what has evolved, what has remained the same, and what has fallen to the wayside. It helps us to understand how change has affected the past to help us determine how similar change will affect the future. During class they will learn the history of dancers, movement, music, stage, theater, choreographers and so much more.

## **Improve health, well being and learning ability.**

With benefits ranging from enhanced sleep, mood, learning, productivity, and overall health function, dance provides an alternative to repetitive exercise with complex, integrated and dynamic movement. Physical education is not to be pushed aside. You will have your body and mind for your entire life, it's very important to learn to listen to it and take care of it!

## **Cultivate inner and outer confidence.**

It feels great to move! And feeling great is something not to be ignored. Dancing develops skills that can translate to many non-dance career paths. The confidence gained through achievements in dance builds social skills, increases self esteem and the ability to communicate well in a group.

## **Discover basic anatomy and kinesiology.**

Experience the geography of your body involved in dance and its functions through movement, visualization, sensing, mobilization, sight and how muscle memory is used and applied. Understanding and keeping your instrument safe and healthy is key to moving well and solving physical obstacles.

## **Feel more connected to others; create and share in community.**

Dance class is a shared collective experience. Dance connects us through music and movement. At a time when many students feel anxious and emotionally isolated, class provides a positive, safe, and shared community for all.



# CALENDAR AT A GLANCE

## September 2025

September 8th: Classes Start  
September 15th: Competition company costume fees due  
September 19th (evening), 26th (evening), and 27th (morning) Pumpkinfest rehearsals  
September 27th: Pumpkinfest performance at 12:00pm

## October 2025

October 1st: Competition company costume balance due  
October 27th-30th: Wear a costume week!  
October 31st: Halloween (studio closed)

## November 2025

November 3rd-7th: Non-competitive costume measurements  
November 1st: Non-competitive costume deposit due  
November 15th: Non-competitive costume balance due  
November 23rd-30th: Thanksgiving break (studio closed)

## December 2025

December 1st: Classes resume!  
December 5th: Light Up the Grand Rehearsal (evening)  
December 12th: Light Up the Grand Rehearsal (evening)  
December 13th: Light Up the Grand Rehearsal (morning) LUTG Performance (evening)  
December 20th-January 4th: Winter Break (studio closed)

## January 2026

January 5th: Classes resume  
January 19th: MLK Day (studio open)

## February 2026

February 14th-22nd: Mid-Winter Break (studio closed)  
February 23rd: Classes resume

## March 2026

March 14th-15th: Picture weekend  
March 21st-29th: Spring Break (studio closed)  
March 30th: Classes resume

## April 2026

April 3rd: Good Friday (studio closed)  
April 6th: Easter Monday (studio OPEN)

## May 2026

May 2nd & 3rd: Opening Routine Rehearsals  
May 11th & 15th: Recital rehearsals  
May 16th & 17th: Recital  
May 19th-21st: Competition auditions for the 26/27 dance season

# FOR OUR STUDENTS

The first step to becoming a successful dancer is making a solid commitment to your classes. Strong technique is a key ingredient and class is where you develop that technique. Come to each class prepared to learn and without personal distractions. Class time is your chance to focus on yourself, so try to leave your concerns or worries at the studio door. True progress is made when you look at each class as an opportunity to become better at what you love to do. Dance full-out, stretch a little further, become more aware of your technique, and make the most of every class. Respect for the teachers is essential. Listen to each correction given, whether it's directed at you or another dancer. A correction is an honor; it shows you how much a teacher cares about your progress as a dancer. Nothing can stop those students who apply themselves in every class and appreciate their teachers' knowledge and experience.

## Student Rules of Conduct:

- Dancers will arrive at class on time, ready to dance
- Dancers will wear a clean leotard for each class
- We will not wear our dance shoes outside
- Dancers will label all dance gear with their name
- Dancers will keep all their dance and personal gear in their bag and keep the waiting area nice and neat
- Dancers will keep their cell phones off or muted during classes and not check messages or text on water or bathroom breaks. We encourage dancers to leave their electronic devices out of sight and out of mind.
- This includes smart watches and fitness trackers.
- Dancers will keep their hair secured off their face and neck before class begins
- Dancers will adhere to the dress code
- Dancers will keep good conduct and voices quiet outside of the classroom
- Dancers will go to the bathroom before dance class
- Dancers will keep their hands off the mirrors
- We will not hang on the ballet barres
- Dancers will speak respectfully to their instructors and peers
- We will not make unnecessary conversation or noise while in class
- Dancers will practice at home and be prepared for class even if absent the week prior
- We will not miss class except for valid reasons
- Dancers will be positive and have a can do attitude
- Dancers will use strong arms, stretched feet, and proper body placement
- Dancers will use 100 percent of their energy in class
- We will not sit down in class unless instructed by the teacher. We will also not lean against the walls or ballet barres
- Dancers will use proper language and show good "dancer-ship" at all times
- We won't act as if we are better than other dancers in our class
- We will not gossip or put down other students
- Dancers will wait inside for their ride
- Dancers will act as young ladies and gentlemen at all times
- Dancers will respect our art, our staff, and our fellow dancers
- Dancers will bow and applaud at the end of each class, thanking the instructor and applaud the dancers for their hard work and a job well done
- Always remember, YOU ARE UNIQUE AND AMAZING!!!!!!!



# FOR THE PARENTS: “WE’RE IN THIS TOGETHER”

We believe that children’s success depends on the support of their parents or guardians. Because your commitment to the process makes an enormous difference, we encourage you to be a part of your child’s dance education. Our programs rely on a positive atmosphere and educational experience for our faculty and students and their parents. Cooperation between all parents is expected. Showing respect—for other parents, the students, and the faculty—makes an important impression on the children. You are a role model for your child about how to interact with others in a professional setting. Your child’s presence at all classes is imperative. The spirit of teamwork and the lesson of dedication are a big part of our studio’s educational process. Parents and teachers may look at a child’s learning from different perspectives. However, we believe they share a common goal: to ensure that every child receives the best possible training, both physically and mentally. Mutual respect among our faculty and our students’ parents provides the children with the ultimate care and education.

## **A Dance Parents Responsibilities:**

- Bring your dancers to class on time every week since regular attendance is necessary for good training
- Pick your dancer up on time
- Label all dance shoes and “gear” with your dancer’s full name
- Do not allow your dance to wear dance shoes outside
- Make sure your dancer is properly outfitted for each class in full uniform, proper footwear, and hair style
- Take your young dancers to the restroom before class begins. If your dancer cannot use the restroom on her/his own, PLEASE do not leave the studio while class is in session for any student under the age of 6 The instructors cannot be responsible for taking dancers to the restroom. If a “pull-up” is needed, no problem, just please be sure it is a fresh one at the start of class
- Do not leave soiled diapers in the garbage bins
- Remember to call in, message the app or email absences and arrange make up classes if needed
- Encourage your dancer to practice at home
- Please remember that while class is in session, the dance room will not have observers with the exception to when we allow parents in to watch!
- Please remember that our instructors are obligated to begin classes on time but will gladly talk to you at the conclusion of their teaching day. You can always send any questions or concerns to Ms. Victoria
- Dancers and parents should be respectful in the waiting area, using their “inside voice,” keeping voices down, and conversations respectful all little ears
- If your child makes a mess, please clean it up!
- Be respectful of studio property
- Keep all of your dancers valuables at home
- Check your dancer’s bag for notes and check the app for updates. Please take the time to read our informative newsletters!
- Keep your account up to date and include late fees if necessary. Call or email Ms. Victoria if you have questions regarding your account
- **Avoid being part of gossip or the spreading of misinformation. If you need to discuss a situation, please call to arrange a convenient meeting time with Ms. Victoria**
- Remember that your child is unique and special!
- Please don't compare your child to other dancers or discuss comparisons with other parents

# A DANCE PARENTS RESPONSIBILITIES CONTINUED

- Trust your child's teacher's evaluations since they are professional dance educators with many years of experience and only have your child(rens) best interest at heart
- Review all studio policies with your children to help them understand why it is important to follow the studio rules
- Please be patient with your dancer! We know some dancers need extra encouragement to even enter the classroom while others run right in ready to dance and meet new friends. We are all very special individuals and the faculty and staff at VSD appreciate and nurture each child for their qualities as a unique and special individual. Extra attention, encouragement, and persuasion may be necessary and we are prepared for each situation! Please take each step as the beginning of a journey in the right direction!
- Stay in touch with studio events by thoroughly reading your newsletters and checking the website frequently!
- Do read the handbook all the way through
- Please remember that we value you and your support and want to thank you for choosing us for your child's dance education!

## **Dos and Don'ts:**

Some parents may compare their child's progress or class placement to another child's. Watch for this behavior in your children as well and encourage them to focus instead on their own accomplishments. Looking to other students for inspiration is good; however, making negative comparisons distracts children from focusing on becoming stronger dancers. In addition, speaking negatively about your child's teachers, fellow students, or other parents in front of your child or other students could result in problems far beyond your original concerns. Often children will imitate a parent's behavior with other adults or authority figures. Children learn important lessons from their teachers and parents, acquiring behavior patterns through their example. Our studio's faculty takes that responsibility seriously. It's our philosophy to encourage our students to feel, think, and act respectfully toward their peers, the adults in their lives, and themselves. If you have questions or concerns about your child's dance education (such as progress or class placement), please discuss them with your child's teacher or Ms. Victoria. Talking only to other parents can lead to misinformation and confusion. Make an appointment to speak directly to Ms. Victoria if ever needed. She is always happy to hear your concerns and give help where ever possible. Please contact the studio to set up an appointment. Since instructors are obligated to start each class on time do not approach your child's teacher between or during classes or make contact outside of the dance school. If you do request a conference, please listen carefully to what your child's teachers have to say. They spend a significant amount of time with your child and offer expertise in the field of dance education. Class placement of students is highly individual and the factors that go into the decision are complex.

# SPECIAL INFORMATION FOR PARENTS OF YOUNGER STUDENTS

Our purpose is to provide the highest-quality education to our littles in a secure, nurturing, and stimulating environment. VSD serves the physical, emotional, and intellectual needs of young students. We meet these goals with our age-appropriate curriculum and ongoing communication with parents. The first few weeks of classes serve as an introductory phase to help students become comfortable with the overall dance experience, the classroom, their teacher, and their classmates. Right from the beginning we focus on your child's coordination, listening skills, musical awareness, and developing imagination. We accomplish this through age-appropriate music and song, simple stretching exercises, dance basics, and games in an environment of creativity. Dance for the younger ages are about helping children learn to tap into their imaginations and express themselves creatively, not necessarily about learning steps (although they do get introduced to basic techniques). So don't be disappointed if your child doesn't pirouette around the house or looks like a graceful ballerina right away. Separation from the parent - The process of separating from the parent as the child attends dance class is an important accomplishment of young children. As children mature, they begin to identify themselves as independent personalities.

In separating from you, the parent, your child is learning:

- *to develop an interest in the activities of the dance class*
- *to feel comfortable with other children in the class*
- *to understand that his/her parent will come back and pick him/her up*
- *to understand that all parents leave their children and come back for them*

It is important to know that at times young children will explore the limits of attending dance class and say they don't want to go. This period may occur a time, but it is usually short-lived. Here are some suggestions that might help you handle the situation:

- *Emphasize what the child is doing at the dance class rather than what you do while he or she is in class.*
- *Before you leave, see that the child is involved in an activity or is in the hands of a teacher.*
- *Avoid prolonged goodbyes.*
- *Ask the teacher or assistant for help in separation. We expect the crying and we will patiently work your dancer through her/his difficult moments. Tears are usually short-lived and quickly turn to smiling faces that are having FUN!*

## **It May Not Be the Right Time:**

If your child cries or does not want to take class, don't panic. If we push children and create more stress than they are already experiencing, they may come to perceive dance class as a bad experience. That kind of negativity could make them apprehensive about dance for a long time, which isn't good for anyone involved. Never force your child into the classroom. We encourage you to have your child try again next year. We recommend that children be encouraged to practice at home but not forced to do so. Repetition is one of the key elements for success with younger dance students; the more they practice, the more confident they will feel. Practicing with your child allows you to join in the dance experience.

# FOR ALL PARENTS AND STUDENTS

## **Understanding Dance Education:**

As a parent, you play an important role in supporting your student financially, but your emotional support is of equal—and perhaps even greater—value. Encourage your child to be the best that he or she can be regardless of what others may achieve. Dance is an individual art form and children need to be allowed to achieve at a pace that's comfortable. No two students will progress at the same rate, even if they experience the exact same training. It's important to encourage children to focus on themselves, give their all, and be satisfied with their own accomplishments. Not all children will develop into professional dancers. One of the primary goals of our faculty is to teach life lessons and skills that offer children the best chance for success. Dance education encompasses far more than technique and the steps your children learn. We believe the discipline of dance training gives young people a better understanding of commitment through learning, experiencing the spirit of teamwork, and discovering what they can accomplish through hard work. Our goal is to educate the minds, bodies, and souls of our students, teaching them the skills needed for a successful life, whether or not they stay involved in dance.

## **Class Placement:**

The studio faculty meets regularly to discuss the students' progress and/or placement. It is our policy to offer appropriate opportunities to every child. Placement decisions are derived from many years of teaching experience. Placement is highly individual and the factors that go into the decision are complex. **Placement decisions are solely at the discretion of the director and staff, and all decisions are final.**

## **Classroom Observation:**

V's School of Dance classes are closed to weekly observation. This allows dancers to learn in a comfortable environment where they are able to let their guard down and absorb the materials being presented by their instructors. We will invite parents throughout the season into the classroom to observe a demonstration of what their dancers are learning. During parent viewing, we would like to remind you that performing in front of a crowd is intimidating to some children while others thrive in the experience. Encourage your child to be the best that he or she can be without regard to what others may achieve. Dance is an individual art form; each child needs to achieve at a pace that's comfortable for him or her. No two students will progress at the same rate, even if they experience the exact same training. It's important to encourage the children to focus on themselves, give their all, and be satisfied with their own accomplishments. If your dancer does not perform, please do not be discouraged! Please also understand that if your child was not performing in class on a regular basis, we will bring it to your attention.

## **Medical Information:**

Parents must notify the desk, Ms. Victoria and/or teachers regarding children who use an inhaler or who may require medications during their time at VSD. It is also important to inform Ms. Victoria and/or teachers about your child's existing medical conditions and any type of action that might be required during class.

## **Weather Cancellations -When the weather outside is frightful:**

As a general rule, if South Lyon schools has been cancelled due to winter weather and/or roads conditions are hazardous, dance classes will be cancelled. However if you are in doubt, call or text the studio ahead of time. All social media will be updated with cancellation information will be shared via Band App. Studio closures due to severe weather conditions will be announced as soon as possible. Notifications of weather cancellations will be on Band App and posted on the Facebook pages & Instagram.

# DRESS CODE REQUIREMENTS

V's School of Dance maintains a dress code to encourage professionalism, concentration and a sense of inclusiveness. Uniformity in dancewear allows the teachers to assess how well the students are implementing the technique being taught, problems with alignment, and other important aspects of dance training.

- Students should carry their shoes, and other belongings in a dance bag. Please print your child's name on all of its contents.
- Dancewear is to be kept in good repair and it is recommended to wash after each wear.
- **If the girls choose to wear a sports bra or underwear they should be entirely invisible dance bras. NO VISIBLE BRAS OR UNDERWEAR.**
- Watches, fit bits, jewelry (stud earrings are acceptable), and safety pins should not be worn to class.
- Dance shoes should never be worn outside.
- Students should be in uniform to every class. Hair tightly secured and styled away from the face; a neat bun is preferred in general.
- Bare legs are not allowed. Tights must be worn for all classes.
- The ONLY black dance shorts allowed are tight black "dance shorts" and they MUST be approved by Ms. Victoria if they are not the VSD shorts purchased online.
- Pink or Black VSD Ballet skirts are allowed in ballet or all combo classes.

Registration fee includes VSD class uniform and various VSD swag. **Registration fees are not refundable.**





# HOW TO MAKE A PROPER BALLET BUN!

## 1. Gather hair snugly into a ponytail:

Ponytail may be made at eye level for a mid-level bun or towards nape of neck for a low bun. Use a thick bristled brush to get hair close to head. Hair should be pulled smoothly back to the ponytail (no lumps or bumps!) Use gel and hairspray if needed to secure loose or fine hair. Wrap a good ponytail holder around hair as many times as possible. If the ponytail is a bit loose, use a second ponytail holder to make it tighter and more secure.

## 2. Make the bun:

Gently twist ponytail (not too tight) and loosely spiral around the base of the ponytail, keeping hair close to head. Start at the '12' and point the hairpin towards the outside of the bun (not into the center of the bun!). Pick up outside edge of bun with the ends of the hairpin slightly squeezed together, then, keeping the ends of the hairpin in contact with the head, change the angle of the hairpin and push ends towards the center of the bun (close to head) so that just the rounded head of the hairpin is visible at the edge of the bun close to head. Continue with pins at the '3', '6' and '9', then add pins around the bun filling in the gaps between previous pins at all the numbers of the clock. Be sure that the bun stays round and flat to the head throughout pinning. Sometimes it helps to push on the bun and have the dancer push back against your hand to flatten it! You can remove pins and re-pin where necessary. Add the hairnet.

Great job! You should have a fabulous, flat sturdy bun that won't fall out during the performance!

### Supplies needed to make a proper ballet bun include:

- thick bristled brush
- strong hair gel and hairspray
- good elastic/ponytail holders
- hairnet with elastic edge and small holes (to match dancers' hair color)
- at least 10 hair pins (shaped like a "U", not straight bobby pins!)
- Bobby pins for any bumps or loose hairs



# DRESS CODE REQUIREMENTS

**MAKE SURE ALL SHOES ARE LABELED WITH YOUR DANCER'S NAME!**

ALL classes are required to wear the VSD black leotard and tights. NO exceptions.

The ONLY black dance shorts allowed are tight black "dance shorts" and they MUST be approved by Ms. Victoria if they are not the VSD shorts purchased online. Pink or Black VSD Ballet skirts are allowed in ballet or all combo classes.

## NON COMPETITON CLASSES

**Regardless of style - Black VSD leotard, pink or tan tights hair must be secured off the face**

*Ballet - pink canvas ballet shoes Belle Bloch or hanami canvas capezio*

*Jazz and Musical Theater- caramel jazz boot Neo Flex Bloch*

*Tap - black Bloch Maryjane tap on (ages 9 and under)*

*Lyrical - caramel jazz boot Neo Flex Bloch or hanami canvas (nude) Capezio (teachers preference)*

*Contemporary - hanami canvas (nude) Capezio OR barefoot (teachers preference)*

*Hip Hop - Any CLEAN tennis shoe. An additional shoe may be required when costumes are being decided on. Dancers may wear clothing they can move freely in over top of leotard & tights for hip hop only*

## COMPETITION CLASSES

**Regardless of style - Black VSD leotard, pink or tan tights**

*Ballet - pink canvas ballet shoes **Belle Bloch or hanami canvas capezio***

*Jazz - caramel jazz boot **Neo Flex Bloch***

*Tap- **placement DEPENDENT** black Bloch Maryjane tap on, Capezio Cadence CG19 or Bloch Jsams*

***Please speak to Ms. Victoria on what style tap shoe your dancer needs***

*Lyrical - hanami canvas (nude) Capezio*

*Musical theater - teachers preference*

*Contemporary - hanami canvas (nude) Capezio OR barefoot (teachers preference)*

*Hip Hop - Any CLEAN tennis shoe. An additional shoe may be required when costumes are being decided on. Dancers may wear clothing they can move freely in over top of leotard & tights for hip hop only*

## BOYS

**Regardless of style - Black VSD Shirt, pants or shorts**

*Ballet - Black canvas ballet shoes Bloch or canvas capezio*

*Jazz and Musical Theater- caramel or black jazz boot Neo Flex Bloch (teachers preference)*

*Tap - Capezio Cadence CG19*

*Lyrical - caramel jazz boot Neo Flex Bloch, hanami canvas (nude) Capezio or barefoot (teachers preference)*

*Contemporary - hanami canvas (nude) Capezio OR barefoot (teachers preference)*

*Hip Hop - Any CLEAN tennis shoe. An additional shoe may be required when costumes are being decided on.*

## ACRO ALL AGES

*Black VSD leotard, pink or tan tights - tights MUST be stirrups, transitional or convertible ANY tight shorts are allowed and hair must be secured off the face*

## POINTE SHOES 12+ Only

*Special fitting required upon teachers approval*

**WE RECOMMEND GETTING FIT PROPERLY AT BEE'S BALLET TO BLADES IN WESTLAND.**

**6025 N Wayne Rd, Westland, MI 48185**

# GENERAL POLICIES

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## **Entering & Exiting Class:**

We encourage students to arrive 5 minutes before class starts to be prepared to start on time. For their safety, children under age 7 should be picked up immediately after class. Students ages 8 and older must be picked up no more than 10 minutes after their class is completed. All students must wait indoors.

## **Leaving Early:**

If you will be leaving class early, inform your instructor before class begins. When it is time for you to leave, signal your instructor and exit quietly.

## **Attendance:**

All students are expected to attend their regularly scheduled classes. Each class offers a step forward in the educational process. A missed class could leave a child one step behind the other students. During the months of September through January we are working on our technique and growing our abilities as dancers. During the months of late December through May, choreography for performance will be taught and rehearsed in addition to continuing technical training. It is important for children to feel completely confident with their technique and the choreography at the end of the season performance. Missing classes at any time could result in frustration for the students and their teachers and classmates. Consistent attendance is required to maintain enrollment in the advanced levels. Technical ability and proficiency in dance is the result of continuous practice, discipline, and hard work.

## **Tardiness:**

Dance is a physical activity that requires the body to be warmed up in order to execute movement safely. Late students miss the proper warm-up and/or barre and therefore may sustain injury. Students who arrive more than 10 minutes late may be asked to observe class for reasons of personal safety.

## VSD Absence Policy

Attendance at all classes and rehearsals is important to the success of the team and individual dancer. Time management is the responsibility of each dancer AND their guardian. In the event of an absence, please give notice as far in advance as possible.

Consistently being absent, tardy, or leaving early could result in your placement on the team being reevaluated and/or may affect the dancer's ability to move to the next level in the following year at the discretion of the director. Demonstrating commitment to your team should be the priority of all participating dancers.

**Competition dancers have a strict absence policy (see next page)**

# COMPETITION ATTENDANCE & ABSENCE POLICY



## IMPORTANT NOTES:

### 1. It's the dancer's responsibility...

To learn any missed choreography before next class/rehearsal

### 2. Please be punctual!

If you are tardy to class 2x by 10 minutes or more, it will count as an absence

### 3. Providing notice of an absence does not classify it as excused.

It will still be counted as an absence

## FRIENDLY REMINDER:

**If you choose to  
withdraw your dancer  
after September 14th,  
a \$150 early  
termination fee will be  
applied per routine**

## COMPETITION TEAM

- Dancers are allowed 5 absences per competition choreography class for the entire season. *Failure to follow this attendance policy* will result in the removal of the applicable competition routine and the drop fee will take effect
- Must attend all classes & rehearsals during the week leading up to every performance or competition. *Failure to attend* classes or rehearsals the week of may result in the dancer being unable to participate in the event

**\*New to this dance season\***  
**Attendance policy also applies to  
technique classes**

## ABSENCES INCLUDE

*but are not limited to:*

- Contagious Illness
- School exams or performances
- Driver's Ed Class
- Extreme family emergencies (death of a loved one, hospitalization, etc.)
- Family Vacations: domestic & international
- Doctor Appointments - please schedule these on off days!
- Personal grooming appointments (hair, lashes, nails, tanning, etc.)
- School sports/extra curricular activities like practices or games
- Oversleeping/alarm failure
- Needed at home/ babysitting
- Shopping/errands
- Couldn't get a ride, had homework, grounded etc.



# TUITION & FEES

THESE PRICES ARE PER MONTH, NOT PER CLASS!

**TOTAL HOURS  
PER DANCER  
PER WEEK**

**TUITION PRICE**

30M	\$50
45M	\$60
1 HR	\$70
1 HR 15 MIN	\$80
1 HR 30 MIN	\$90
1 HR 45 MIN	\$100
2 HR	\$110
2 HR 15 MIN	\$120
2 HR 30 MIN	\$130
2 HR 45 MIN	\$140
3 HR	\$150
3 HR 15 MIN	\$160
3 HR 30 MIN	\$169
3 HR 45 MIN	\$178
4 HR	\$187
4 HR 15 MIN	\$196
4 HR 30 MIN	\$205
4 HR 45 MIN	\$214
5 HR	\$223
5 HR 15 MIN	\$231
5 HR 30 MIN	\$240
5 HR 45 MIN	\$249
6 HR	\$258
6 HR 15 MIN	\$267
6 HR 30 MIN	\$276
6 HR 45 MIN	\$285
7 HR	\$290
7 HR 15 MIN	\$295
7 HR 30 MIN	\$300
7 HR 45 MIN	\$305
8 HR	\$310
UNLIMITED HOURS	\$325

**COMPETITION SOLO CHOREOGRAPHY PACKAGE \$600**

**COMPETITION DUET CHOREOGRAPHY PACKAGE \$600  
(\$300 PER DANCER)**

**COMPETITION TRIO CHOREOGRAPHY PACKAGE \$600  
(\$200 PER DANCER)**

**CLEANING BLOCKS (PRICE PER BLOCK SIGN UP)**

**SOLO - \$15**

**DUET - \$15 (\$7.50 PER DANCER)**

**TRIO- \$15 (\$5 PER DANCER)**

**THESE PRICES ARE PER LESSON, NOT MONTH**

**PRIVATE LESSON - TO WORK ON TECHNIQUE**

**30 MINUTE = \$35**

**45 MINUTE = \$45**

**60 MINUTE = \$60**

## **TUITION POLICY**

TUITION IS DUE ON THE FIRST OF EACH MONTH, PAYABLE BY CASH, CHECK, OR CARD VIA SQUARE. FROM SEPTEMBER TO MAY YOU ARE GUARANTEED 30 CLASSES. ANYTHING BEYOND IS EXTRA AT NO ADDITIONAL COST. SNOW DAYS, EMERGENCY CANCELLATIONS, ETC WILL NOT BE MADE UP UNLESS WE FALL UNDER 30 CLASSES. INVOICES WILL BE EMAILED A FEW DAYS PRIOR TO PAYMENT DUE DATE. PAYMENTS NOT RECEIVED BY THE 5TH OF THE MONTH ARE SUBJECT TO A LATE FEE OF \$25 AND PAYMENTS NOT RECEIVED BY THE 15TH OF THE MONTH ARE SUBJECT TO A \$50 LATE FEE. PAYMENTS NOT RECEIVED BY THE 1ST OF THE FOLLOWING MONTH WILL RESULT IN THE DANCER'S REMOVAL FROM CLASSES UNTIL THE ACCOUNT IS BROUGHT CURRENT. TUITION REMAINS THE SAME REGARDLESS OF ABSENCES AND WHETHER IT IS A LONG (5 WEEK) MONTH OR A SHORT (3 WEEK) MONTH!

**FAMILY CAP \$500 PER MONTH  
(APPLIES TO CLASS TUITION ONLY)**

**MULTIPLE SIBLING DISCOUNT 10% OFF TOTAL BILL  
(APPLIES TO CLASS TUITION ONLY)**

**COMPETITION COMPANY REHEARSALS \$25  
(REHEARSAL FEE IS INCLUDED IN FAMILY CAP, NO OTHER DISCOUNTS APPLY)**



# POLICIES ON TUITION, PAYMENTS & REFUNDS

## **PAYMENT:**

The adult listed on the enrollment form under "Parent 1" will be held responsible for tuition being paid each month, regardless of any additional arrangements made among family members (ex: if parents in different households agree to alternate months of tuition, ONE person must be the responsible party. It is not the studio's responsibility to remember whose turn it is to pay). Please notify the studio in writing if the responsible party changes. Without notification, the studio will continue to bill the original, and this person will be held responsible for all payments and late fees applied before the studio was informed in writing. There can only be ONE primary, responsible party. It is assumed that the adult paying tuition is also the primary contact. Please inform the studio if this is not the case. Split payments can be arranged with Ms. Victoria.

## **TUITION:**

Tuition is due on the first of each month, payable by cash, check, Venmo, or card via Square. Tuition payment will be the same amount each month. From September to May you are guaranteed 30 classes. Anything beyond is extra at no additional cost. Snow days, emergency cancellations, etc will not be made up unless we fall under 30 classes. Invoices will be emailed a few days prior to payment due date. Parents may notify Ms. Victoria of their students' desire to add classes at any point as long as the desired classes are still open and the student meets eligibility requirements. It is up to the individual to take responsibility for making payments on time. **Payments not received by the 5th of the month are subject to a late fee of \$25. Payments not received by the 10th of the month are subject to a \$50 late fee. Payments not received by the 1st of the following month will result in the dancer's removal from classes until the account is brought current.** Tuition remains the same regardless of absences and whether it is a long (5 week) month or a short (3 week) month!

## **CHECKS AND CASH:**

Check or cash payments may be handed directly to Ms. Victoria or the desk staff before or after your child's regular class time. They will make record of the payment received. Please label cash with your dancer's name and the amount. Please make checks payable to V's School of Dance.

## **CARD PAYMENTS:**

Any credit card payments are to be paid online via square. Any and all invoice will be emailed a few days prior to payment due date with reminders.

## **AUTOMATIC PAYMENTS:**

You may submit card information to be kept on file and your card charged each month for the agreed-upon amount. For any additional payments, such as costumes or competition fees etc, your consent will be obtained via email to charge the card on file. No action will be taken without your consent. Please keep your card information updated to avoid penalty late fees.

# POLICIES ON TUITION, PAYMENTS & REFUNDS CONTINUED

## **FAMILY DISCOUNTS:**

Families with more than one dancer receive 10% off the total monthly tuition. This discount applies ONLY to family members whose tuition is being paid from the same source. (If grandma is paying for Cousin A and Cousin B, grandma gets a discount. If mom is paying for Cousin A and grandma is paying for Cousin B, no discount is applied. If Sibling A lives with mom and Sibling B lives with dad and each of their tuition is being paid by the parent they reside with, no discount is applied.) Family rate is capped at \$500 a month for unlimited classes for all family members, as defined above. ONLY VALID FOR CLASS TUITION.

## **REFUNDS:**

There are NO refunds given on tuition already paid. Dance and other related performing arts require a certain level of commitment from the student and the student's family in order for the student to be successful. Missed classes are not eligible for pro-rating or refunds. This includes classes missed when the dancer is injured. Observation of regular class is encouraged under these circumstances. Missed classes can be made up within two weeks by attending another class of the same or similar level, as recommended by Ms.Victoria. Classes missed during a long-term injury can be made up over a longer period once the dancer has been cleared to return to physical activity, to be discussed by Ms.Victoria, dancer, and parent. Please notify us of your desire to make up missed classes. NO refunds are given if a student is suspended or dismissed from a course or from VSD for behavior or other problems. Tuition paid may NOT be transferred to another student whose tuition is not being paid from the same source (please see requirements for family discount eligibility). There are NO refunds given on fees already paid for workshops, master classes, summer courses, and special events for missed attendance. In the event a course, workshop, master class, or summer course must be canceled by the studio, whether due to low attendance or other circumstances, compensation will be offered first in the form of credit toward future courses or master classes. If circumstances do not allow for the student to attend future courses (ie: the student is only in town for a brief time, will be relocating, or will not be available for the next desired course or class), a refund may be issued at the sole discretion of Ms.Victoria. If the student attempts to return after claiming to be unable to do so, their enrollment might be declined. Costumes may be refunded ONLY before the studio has placed the order. Once our order is placed, costumes are not returnable to the manufacturer (this is to minimize dishonest use, much like formal wear), and therefore cannot be refunded. Costumes also cannot be exchanged to the manufacturer for different costumes. Any alterations needed will be provided through VSD.

## **DROPPING COURSES:**

Parents must notify Ms.Victoria of their students' desire to drop courses before the next tuition payment falls due. Once the next payment is due, the parent remains responsible for making that payment. Class sizes are limited. You are paying for a place on a limited roster, which means we cannot offer that place to anyone else, and have probably turned away other students who were interested. So please be courteous when you are considering the possibility of dropping courses.

# **TUITION AND WAIVER POLICIES (DIGITAL SIGNATURE WAS REQUIRED WHEN REGISTERING)**

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## **TUITION POLICY**

**Tuition is due on the first of each month, payable by cash, check, or card via Square. From September to May you are guaranteed 30 classes. Anything beyond is extra at no additional cost. Snow days, emergency cancellations, etc will not be made up unless we fall under 30 classes. Invoices will be emailed a few days prior to payment due date. Payments not received by the 5th of the month are subject to a late fee of \$25 and payments not received by the 15th of the month are subject to a \$50 late fee. Payments not received by the 1st of the following month will result in the dancer's removal from classes until the account is brought current.**

**Tuition remains the same regardless of absences and whether it is a long (5 week) month or a short (3 week) month!**

## **Additional Policies for Competition Dancers**

**ATTENDANCE POLICY & DROP FEE POLICY (SEE SEPARATE PAGE IN THIS HANDBOOK)**

## **Waiver of Liability, Acknowledgment of Risk Photo & Video Release**

**I understand and agree that participating in any dance class, workshop, rehearsal or performance, there is a possibility of physical injury and, in extremely rare circumstances, death. I agree to release and hold harmless V's School of Dance, including it's teachers, dancers, staff members, and facilities from any cause of action, claims, or demands now and in the future. I will not hold V's School of Dance liable for any personal injury or any personal property damage, which may occur on the premises before, during or after classes. Furthermore, I understand that I should be aware of my, and/or my child's physical limitations and agree not to exceed them. If I am signing this waiver for my child, I certify that I am the parent or legal guardian and have the right to waive these rights. Further, I authorize and agree that V's School of Dance may take and use photographs/videos of me and/or my child for purposes of record keeping, advertising, and marketing. I understand that I do not have any rights to these photographs/videos and will not be compensated for the same.**

# GENERAL POLICIES

## **Class Visitors:**

Safety issues and legal responsibilities make it impossible for us to allow students to bring visitors into the classroom. Students should not invite siblings, other relatives, or friends to their classes with the exception of special events such as “Bring a Friend Week”.

## **Illness:**

Colds, flu, and other contagious illnesses occur frequently and spread easily among children. To help protect your own child’s health and to minimize the possibility of spread at VSD, please keep your child at home if you observe any of the following symptoms:

- Nasal discharge that is green or yellow
- Complaints of ear pain
- Consistent cough
- Severe sore throat
- Eyes that are pink, burning, itching, or producing discharge
- Diarrhea or vomiting
- Fever

If these symptoms or other conditions are observed in your child during a class, you will be called to pick up your child immediately.

When your child has a fever, please keep him/her at home until the temperature returns to normal. If there are any lingering signs of illness, such as glassy or watery eyes, fatigue, and drowsiness, please keep your child at home. This will help to ensure that the illness has passed and that your child will be well enough to resume class activities the following week.

## **Emergency Evacuation:**

Although we have never experienced an emergency evacuation at the studio, we are prepared for such a circumstance. The faculty & staff are rehearsed in the emergency evacuation routes. Students are to evacuate quietly and calmly and walk in single file as quickly as possible to the designated area, where teachers will check the roll. Students and teachers are to return to classrooms and buildings when the all-clear signal is given.

## **Lost and Found:**

Please mark all dancewear, shoes, and personal items with your child's name. We will make every effort to locate and return lost items; however, we cannot be responsible for any personal items that your child brings to class.

## **Parking Lot Safety:**

The studio is home to children of all ages. Please enter and exit our parking lot with extreme caution. Never park your vehicle in any area that is not a designated parking space. If you park in a space that is very close to the building or its doors, please do not leave your car idling. Do not allow children to play in the parking lot or close to the curbs.

# GENERAL POLICIES

## **Student and Parent Use of Social Media:**

This policy is intended to provide V's School of Dance students and parents with guidelines to eliminate any confusion concerning the use of social media. Including but not limited to, Facebook, Twitter, LinkedIn, Instagram, Tiktok and Snapchat.

- You DO NOT have permission to reveal any information that compromises VSD. By that we mean you are forbidden to share personal information about the director and staff, other students or their families, or anything proprietary and/or confidential to them or VSD.
- Students and parents should neither claim nor imply that they are speaking on behalf of VSD.
- Never post anything that could compromise the self-esteem of students who attend VSD.
- If you post videos of class or rehearsals, don't post any choreography in its entirety; VSD owns the copyright to all choreography taught at the studio and it is the property of the studio and the hard-working instructors.
- Respect the law, including those laws governing defamation, discrimination, harassment, and copyright and fair use. As stated in this handbook, parents and students should never post negative comments about other studio or teachers. Also, please do not post negative comments about studio activities such as competitions, conventions, and performances or about the directors or employees of those events.
- Our staff is instructed to not accept "Friend" requests from dancers/students of the studio and can be relieved of their faculty position for doing so. VSD has a Facebook page and an Instagram.

## **General Policies:**

- Use of the studio telephone is limited to emergencies only.
- Parents and students should never interrupt a class in session. Unless it is truly an emergency.
- Only water is allowed. No food, drinks, or gum. Dancers who have many classes in the evening may bring a snack, however must eat at the table space provided. Do not allow your child to walk around with a snack. If a mess is made, please clean it up.
- We love babies and young children and love the chance to meet our students' siblings. However, siblings will not be allowed in the classroom and they must be supervised at all times.
- Please do not dispose of dirty diapers inside the studio.
- Dancers - No cell phones or computers may be used during class time, drink break or bathroom break time! (This means no emailing, checking any social media, or text messaging.)
- Students and parents are restricted from contacting teachers by phone at their homes, personal email, text messages, etc. All communication with teachers or Ms. Victoria must be in person or go through the studio phone, band app or email. Private lessons are the exception to this guideline if necessary.
- Never speak negatively about teachers, students, or parents from other studios or ours.
- All students must show respect for their teachers at all times. Inappropriate behavior will result in dismissal from the studio.



# GENERAL POLICIES

## **Recital:**

All students will perform in our end of the year recital! The recital is always the weekend before Memorial Day in May. The performance offers our students a professionally directed showcase that allows them to present to their families and friends the results of a year's hard work, dedication, and progress.

A big part of dance training includes learning through performance. Although performance opportunities can help prepare some students for a possible career in dance, they also contribute to children's success in non-dance activities. The experience helps build self-esteem and confidence, which can result in better in-school presentations, improved social skills, and strong college and job interview skills. The rehearsal process is a tremendous learning experience as well. It helps the children develop retention skills, and by working with their classmates on a group performance, they learn the positive aspects of working as a team to create the best end result.

## **Recital Information:**

All information regarding the end of year performance will be provided as we get closer to the big date!

## **Costumes:**

All students will need one costume for each dance form they train in except for non performing classes. Costumes include all accessories (hats, gloves, etc.), but do not include required shoes. In an effort to ensure that costumes are delivered in time for dance photographs and an organized distribution to our students, costume orders are placed at the very latest the beginning of December. Costume manufacturers do not accept cancellations or offer refunds; therefore the studio does not refund costume deposits. We spend many hours determining the correct costumes for each class. Costumes are always age-appropriate and of the highest quality possible. Dancers will be measured by Ms. Victoria for their costumes for the 2025-2026 performance season. This is the first step of the costume-ordering process! Once all of the dancers have been measured, we enter the information into the costume companies' database and a costume size will be chosen for them based on their "girth" measurement" (the length of the dancer's "leotard" portion of their body) (NOTE: we typically add 1 1/2 - 2 inches to their measurement to allow for the potential of growth) Once everything is double-checked, the costumes will be ordered and on their way to VSD! Since costumes are "made to order" they will begin arriving typically a few months out from ordering. Alterations and simple sewing will be necessary on most costumes to be a perfect fit for your one-of-a-kind dancer! (There will be no additional fees for alterations) All costume orders are final. Once the final order is placed, it cannot be changed, canceled, or refunded. Costume deposits are \$65.00 PER COSTUME . The remaining balance for each costume is due at a later date. Please see the calendar for all due dates. All costumes will be delivered on a hanger, in a garment bag and a pair of performance tights with a pre-printed extremely detailed label for you to better organize your costumes for recital! We will have communication with you on when costumes are ready for pick up.

# A FINAL NOTE

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As a condition of enrollment at V's School of Dance, students and their parents or guardians agree to abide by all the policies set forth by VSD, it's director and staff. VSD reserves the right to terminate any student's enrollment at any time for misconduct or inappropriate actions by either the student or his or her parent(s).

Thank you again for joining us for an exciting year of new beginnings at V's School of Dance! We are delighted to have the opportunity to share our knowledge and love of dance with your children.

## HAPPY DANCING!



# DANCE STUDIO COMMUNICATIONS

**The best way to contact us is through text or Band.**

**Our office team is available during all class hours.**

*Inclement weather updates will be sent via Band App to all students, and posted on all social media channels. Please keep your e-mail address and phone number up-to-date in our system by alerting staff to any changes.*

**Address:** 21200 Pontiac Trail, South Lyon, Michigan 48178

**E-mail:** Vschooolofdance@gmail.com

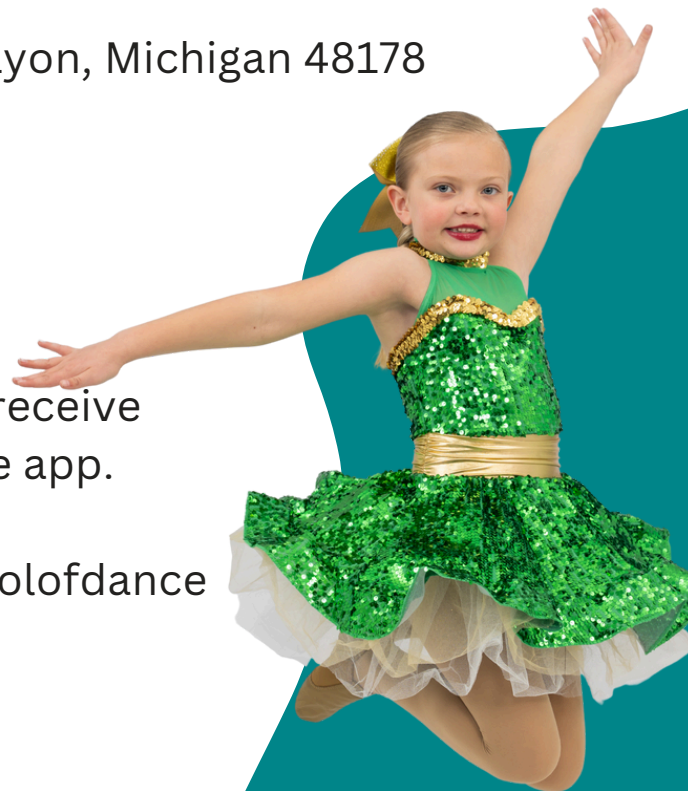
**Phone:** 248-500-9559

**Newsletter:** All current students will receive our monthly e-newsletter through the app.

**Facebook Page:** facebook.com/vschooolofdance


**Instagram:** @vschooolofdance

**Band:** Contact V's School of Dance for more information




# STUDIO MERCH!

Tights, VSD uniform  
leotards, VSD boys  
uniform shirts and  
VSD ballet skirts can  
be purchased all year  
at the studio




**VSD  
MERCH**  
*collection*



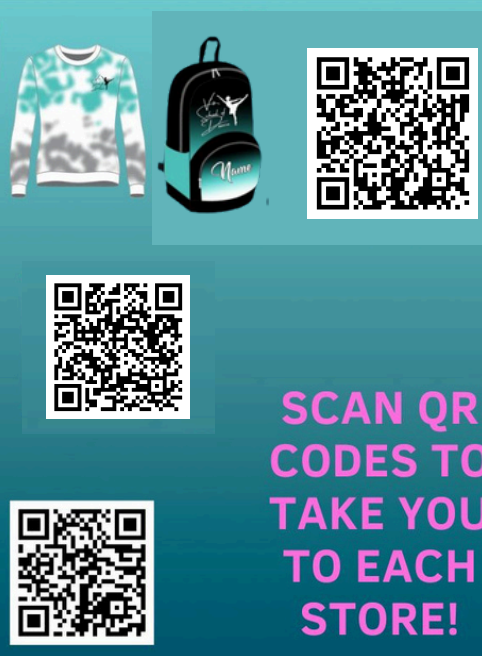
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**BLACK SHORTS ARE CLASS  
APPROVED!**

*THIS IS NOT PART OF THE  
COMPETITION WARM UP!*



**VSD  
MERCH**  
*collection links*



**SCAN QR  
CODES TO  
TAKE YOU  
TO EACH  
STORE!**