

Heart and Sole Dance Studio Company Agreement 2025/2026

At Heart and Sole we strive to create a positive and nurturing dance environment where the students can grow technically and artistically as dancers. Our teachers and dancers work together to foster a love for dance and the arts.

Welcome to Heart and Sole Dance Studio's dance team! We are excited to have you on our team! Here are the expectations for all team members and their parents.

Team Members:

Dress Code: (refer to studio dress code policy)

Company dancers are role models in the studio and should set the example for other aspiring dancers. By respecting and following the dress code, you are setting the tone for others at the studio and helping Heart and Sole establish a positive and functional dance environment.

Class expectations

At Heart and Sole we want you to be ready to dance your best at all times. Your teachers will ensure you are assigned to the classes you need to support your dance education and provide the best skills development. In return, we will expect you to treat each class as an opportunity for your own dancing growth. To do this, we expect the following:

1. You need to arrive before your scheduled class time to adequately prepare and/or change into the proper attire.
 - Please refer to the studio dress code policy.
2. Ballet is a foundational, core class to strengthen your technique. As a competitive dancer, you will need consistent instruction in this style to help you perform your best. Company members in the Intermediate through Advanced levels are required to take two ballet classes a week for the full year.
 - These classes should not be decreased or dropped after the season is over.
 - Violation of this will have an impact on what you will be offered the following competition season.
3. Classes in each style are important. If you will be competing in a specific style of dance, you will need to take a regular class in this style to help you improve your skills. Please note that rehearsal time does not count as a class.
 - Taking a jazz class will fulfill the class requirement for a musical theater competition piece.
 - Taking a ballet class will fulfill the class requirement for a lyrical competition piece.

Code of Conduct

1. Company members will strive to uphold Heart and Sole's mission statement by:
 - Treating your teachers with respect. Your teachers are professionals who are here to help you learn and grow. They deserve the team's respect in the studio and outside of it.
 - Supporting and respecting your teammates throughout the season. Like you, they have worked hard to grow as dancers.
 - Helping to create a positive environment for all dancers, parents, faculty, and staff. No inappropriate language or behavior in or out of the studio. You are representing the studio and how you act is a reflection of the team, especially when you are wearing team apparel.
2. We understand that social media is a part of your lives. We ask that you respect the following to help maintain Heart and Sole's positive image:
 - When posting pictures, videos, or comments on a social media platform, keep in mind that what you post could be shown or shared to others. Once it is out there, you cannot take it back.
 - No pictures or videos of company members not dressed modestly.
 - Content shared should not:
 - Include foul or disrespectful language or behavior in regards to others or the studio.
 - Be drug/alcohol related.
 - Contains obscene content.
 - Include individuals who have not given consent to be included in the content. This includes Heart and Sole faculty and staff.
 - Please note that your actions on social media could be a conduct issue and will be handled appropriately.
3. We value not only your dance education, but your academics as well. School is important and should be treated as such. If you begin struggling in your classes at school, please reach out and let us know so we can work together and create a plan to help you be successful.
4. At Heart and Sole we take bullying and its impact very seriously. Bullying in any form will not be tolerated. Bullying is defined as the intentional hurting of one person or group by another person or group, where the relationship involves an imbalance of power. This can happen face to face, online, or through intentional exclusion. Bullying can also lead to harassment when one person or group repeatedly targets the same person or group. If bullying or harassment is suspected or reported, the incident will be dealt with accordingly.
 - All incidents will be documented and all Heart and Sole faculty and staff will be notified to watch for additional concerns or incidents.
 - Some instances will be handled by mediation between the parties involved. A faculty member of Heart and Sole will assist with the mediation.

- Depending on the age of the members involved, a parent(s) will be present at the mediation.
- All parents of the involved parties will be notified of the incident and informed about how it will be handled.
- Repeating instances of bullying will lead to a parent meeting, where all documented incidents will be discussed, and could lead to a behavior improvement plan (probation) or dismissal from the team.

****Please see an addendum regarding bullying behavior**

5. Any and All conduct issues will be handled in the following manner:

- First offense - Verbal warning to the student with parent notification, if needed given the conduct issue.
 - At this time a faculty member of Heart and Sole will discuss with the student what they did that went against the Code of Conduct, hear the explanation from the student, and then create a plan and understanding to avoid a repeating instance of the infraction.
- Second offense - Written warning with a parent meeting.
 - During the meeting faculty member(s) of Heart and Sole will discuss with the student and parent what they did that went against the Code of Conduct, hear the explanation from the student and/or parent, and then create an agreed upon plan to correct any conduct issues.
- Third offense - Potential Removal from team.
 - A student, parent(s), and faculty member(s) from Heart and Sole will sit down and review the repeated conduct issues and the conduct correction plan. During this review, the decision to be removed from the team will be discussed and/or made.

Attendance

1. Regular class attendance is mandatory.
 - Only coming to company rehearsals is not permitted
 - Repeated absences could affect position on the team. We need everyone present to be able to be at our best.
 - A faculty meeting will be used regarding class absences and how that will affect the dancers team participation.
 - 3 Excused Absences (EA) per class are allowed during the year: contagious illness, family emergency, required school functions (concerts, field trips, ceremonies), appointments (doctor, dentist, etc.).
 - Anything outside of the EA examples will be labeled as an unexcused absence. After the 3 EA's, any following absence will also be listed as an unexcused absence.
2. No repeated absences for company rehearsals.

- Heart and Sole has a strict team schedule and that should be considered before joining.
 - Three or more unexcused absences will result in a position change or removal from that piece completely per teacher discretion.
3. Sports or other activities are in no way to impact your dance schedule during the winter season.
- All classes and rehearsals are mandatory during the winter season.
 - Absences will not be excused due to sports or other activities during that time.
 - Committing to the dance team requires that you are available for the entirety of the time for the assigned competition weekends. Competition weekends take priority over everything else.
 - Missing any of these things because you have chosen to do a winter sport or activity could result in removal from your pieces and even removal from the team.
 - We do our best to accommodate Fall and Spring sports, but the dance team should be considered your winter sport and should be given the same dedication that is required of other sports.
 - If participating in Fall and Spring sports, every effort needs to be made to make it to class and rehearsals. If dancers miss excessive amounts of dance due to sports, this will be taken into consideration for the following season. Repeat absences are unfair to the team members who are consistently coming to dance.

Competition conduct to help add to our competition experience:

1. Team Members are to exhibit all requirements that are laid out in our code of conduct.
2. All team members age 10 and under are to be with a parent, responsible adult, or responsible older team member at all times.
 - An exception to this is when they are with their teacher for times of competing.
 - When done competing, team members will return to the dressing room.
 - Teachers cannot be responsible for kids outside of their allotted competing time.
3. Team members are to have a sportsman like attitude
 - Treat other competing teams (dancers and teachers) with kindness and respect.
4. Team members are responsible for cleaning up after themselves before they leave the premises.
5. The following etiquette is to be followed when viewing from the audience.
 - Stay seated while performers are dancing on stage.
 - No running allowed.
 - Keep talking to a minimum and down to a whisper.
 - No goofing around in your seats. Do not disturb the people surrounding you. They may be watching their own dancers on stage.

- Recording videos or taking photos is prohibited at every competition. Violation of this rule could lead to the disqualification of the entire team. Please make extra family members in attendance aware of this rule.
6. All team members are required to wear their company apparel on stage and look neat and put together during awards ceremonies.
- Members are to represent Heart and Sole Dance Studio by following all the expectations outlined in this contract.
 - Lack of appropriate apparel will result in not being able to participate in awards on stage.
 - Exception is when a team member needs to be in costume for a dance that directly follows awards or has no time to change before awards begin. In these cases, a company jacket needs to be worn over the costume.
 - Wearing a team uniform is important for many reasons. It shows equality and that every member on the team is important. It shows unity. When one of us wins, we all win. It shows off our identity and helps us to represent Heart and Sole. Lastly, it shows pride. It's a way for the kids to show that they are proud to represent their studio and their team.

Bullying Addendum

Bullying can take many forms:

- Emotional - being unfriendly, excluding, tormenting, threatening behavior
- Verbal - name calling, sarcasm, spreading rumors, teasing, use of derogatory language
- Physical - pushing, kicking, hitting, punching or any use of violence
- Extortion - demanding money/goods with threats
- Online – use of social media, messaging and calls. Misuse of associated technology e.g photos and videos.
- Racist - racial taunts, graffiti, gestures
- Sexual - unwanted physical contact, sexually abusive comments
- Homophobic or biphobic - bullying because of sexuality or perceived sexuality
- Transphobic – because of gender identity or perceived gender identity

Differences between bullying and conflict.

Bullying	Conflict
• Aggression is one sided. • No disagreement. • Imbalance of power. • One side enjoys the interaction and the other does not. • Not angry at the person.	• Both sides are aggressive. • There is obvious disagreement. • No obvious imbalance of power. • Neither side usually enjoys the interaction. • Often angry or frustrated with the person.

Parents:

Code of Conduct:

1. Conflicts need to be addressed with the competition team director and/or the teacher if necessary.
2. Parents need to lead by example and have a positive attitude and sportsmanlike conduct at any of our events or competitions.
3. Parents should adhere to any of the standards that have been set for their kids in this contract when wearing team and/or Heart and Sole studio apparel.
4. The use of alcohol or illegal substances is prohibited when attending competitions or any event that represents Heart and Sole Dance Studio.
 - Having a drink with a meal while off the premises of these events does not violate this rule.
 - Showing up intoxicated or altered by substance use is not allowed and you will be asked to leave.
 - Attending nationals for a week makes this rule difficult. Drinks with meals are ok. Drinks in your personal hotel room are up to the individual's discretion. However, being intoxicated is not.
5. Theft of any kind will result in immediate dismissal from the team and faculty will meet about your future at the studio. If it is deemed necessary, theft could result in expulsion from the studio.
6. Be mindful that we are to set an example for the kids and we want to build a good reputation for Heart and Sole Dance Studio when we attend these events.

Expectations for Competitions:

1. Parents responsibilities
 - Arrive two hours before scheduled time on stage with the assigned hair and makeup done. If doing hair and makeup at the facility, you should plan to arrive even earlier.
 - At some competitions your dancer may be onstage soon after the venue's opening. If your dancer falls in this category they must have their hair and make-up done before the venue opens so they can adequately stretch and prepare to dance.
 - It is your responsibility to make sure your kid is there on time. Sometimes competitions do run ahead of schedule hence the need to arrive two hours before your scheduled time. If you are running late, notify the competition team director as soon as possible. If your child is not at the venue when their dance is scheduled to be on stage, the competition may not be willing to wait for said dancer to arrive. This would mean the dance will run without the missing child adding stress to the other

dancers and Heart & Sole staff as well. If you are consistently unable to arrive on time that will be kept in mind for future competition seasons.

- Bringing all of the costume rentals, accessories, and footwear.
- Keeping track of your child's schedule for each competition.
- Parents or another responsible adult needs to be available for the entirety of the weekend. Your child can be scheduled to dance any day and any time during that event. You don't have to be at the entire competition, only when they are scheduled, but that schedule isn't typically released from the competition directors until the week before the event.
- A copy of the dancer's birth certificate needs to be given to the studio director prior to the first competition of the season. We have to be able to prove the dancers age at any given moment.

2. Costume rentals

- Costumes are only to be worn at assigned competitions or studio events.
- Parents are not permitted to buy their child's costumes. All costumes will be purchased through the studio and then rented out.
- Rented costumes should be returned in their bags in the same condition they were rented in.
- Costumes will be inspected upon return. Normal wear and tear is to be expected. We are looking for major damage only.
- Costumes need to be returned within a week of the last competition of the studio's competition season.
 - If we are attending Nationals, that will be considered the last competition of the season. However, some costumes may need to be returned if they will be used in the end of year show.
- Failure to return costumes that were rented will incur a weekly late fee up until the costume has been returned or the cost of the costume has been reached.

3. Absolutely no photos or videos of the dancers onstage during their performances.

Violation of this rule could lead to the disqualification of the entire team. Please make extra family members in attendance aware of this rule.

4. All team members age 10 and under are to be with a parent, responsible adult, or responsible older team member at all times.

- An exception to this is when they are with their teacher for times of competing.
- When done competing, team members will return to the dressing room.
- Teachers cannot be responsible for kids outside of their allotted competing time.

5. All parents are responsible for the purchase of company apparel for their team members.

- Jackets are required for every member.

- Team pants/leggings are required for all team members with the exception of the mini team members. (This rule will be enforced during the 2025/2026 season)
- Mini team members will need a pair of clean, black leggings if team pants aren't purchased.
- A team store will be set up early fall to give adequate time to attain all of the required apparel.
- It's important that we look unified and represent our studio.
- Team makeup and earrings are also a required purchase.

Financial Responsibility:

1. Automatic payment accounts are required.
 - Group rehearsal fees will be billed automatically each month
 - Tuition will be billed automatically each month
2. Solo, duo, and trio rehearsal fees need to be paid by the end of each month.
 - New rehearsal times for the next month cannot be scheduled until these fees have been paid in full.
3. Tuition is not to be unpaid because of competition fees.
 - If you are struggling to pay tuition on top of competition fees, then the number of competition pieces accepted should be carefully considered and fewer pieces should be accepted. We never want to be the reason that anyone is struggling financially.
 - Group pieces should always be prioritized over a solo. Solos are very expensive. And while your child will grow from doing a solo, they will benefit more from a group dance. As a studio, we put the emphasis on the team! Work with the studio director to make the best financial choices for your dancer's growth.

Competition Piece Requirements:

- Every competition piece is something that is earned. Behavior and work ethic will be considered when offers are put out to competition team members. If the Heart & Sole teachers think a student is not meeting the requirements then pieces will not be offered, even if the student has been offered something similar before like a solo.
 - Behavior Expectations:
 - Dancers must be attentive in all of their classes and not disrupt the learning environment.

- Respect needs to be shown to all of the Heart & Sole staff as well as peers.
- Dancers must be able to work as a team with their peers.
- Work Ethic:
 - We strive to have clean dancers at competitions so throughout the year teachers need to see consistent effort put into their classes and competition piece rehearsals.
 - Dancers with solos must rehearse solos during allotted time during the week.
 - **Dancers do not have permission to change their choreography without teacher consent.** Changing choreography is disrespectful and undermines your teachers' experience and hard work. If a dancer is caught changing choreography without consent, they will lose the privilege of performing that piece.

Let's Have A Great Season!
Thank you parents for all you do for your kiddos and for the team!
Let's Go Heart and Sole!

I, _____ (print dancer name), have read and understand all the information presented in this contract.

Company Member Signature

Date

I, _____ (print parent name), have read and understand all the information presented in this contract.

Parent Signature

Date

I, _____ (print parent name), have read and understand all the information presented in this contract.

Parent Signature

Date