



Mission Statement

It is the purpose of Heart and Sole Dance Studio, LLC to provide quality dance education to children and adults in a manner which will not only develop technical ability, but also personal self-esteem. In order to accomplish this end result, it is necessary that all students, regardless of their age or level of proficiency, be treated with equal care and consideration. The success of each student is ensured within a fun, focused, and encouraging dance environment. Our friendly, artistic teachers help students realize their goals by building self confidence through careful and understandable instruction. The staff is dedicated to providing motivated and talented students with opportunities to train in dance technique, perform in competitions, choreograph, learn dance production, and grow as a dance artist.

Student Handbook 2022 - 2023



Heart and Sole Dance Studio

130 Scott Road

Waterbury, CT 06705

(203)573-0370

Website: heartandsoledancestudio.net

Email: heartandsoledance@hotmail.com

Office Hours:

Monday – Thursday: 5:00pm to 9:00pm

Saturday: 9:00am to 12:00pm

Studio Rules

- Use the restrooms BEFORE class.
- No candy or gum in class.
- No excessive jewelry allowed in class
- Cell phones are to be **SHUT OFF** during class, and tucked away in your dance bag.
- Practice good personal hygiene habits and wear freshly laundered dance clothing to class.
- Do not leave the class without permission from the instructor.
- Keep language, clothing, and behavior clean.
- Be respectful of others – their space and their dignity. We are **ALL** here to learn.
- Keep conversations to a minimum during class.
- Do NOT talk while the instructor is talking or demonstrating.
- ARRIVE ON TIME... And be ready to work hard!



**We are so happy to
have you as a part of
the Heart and Sole
family!**

My dance schedule:

Monday Tuesday Wednesday Thursday Friday Saturday



Withdrawal Policy

Refunds may be available to students, including those who have paid in full, according to terms below:

- Written withdrawal before 9/9 100% refund
- Written withdrawal before 9/16 50% refund
- Written withdrawal before 9/23 30% refund
- Written withdrawal before 9/30 10% refund
- Medical reason (with doctors note) Pro-rated refund

All withdrawals must be received in writing. If a student is merely absent from class, we will assume that the student is still enrolled and therefore responsible for all monthly payments.

No refunds will be given after October 1st (unless for medical withdrawal with a doctor's note). If a student must withdraw due to a scheduling conflict, please notify us as soon as possible, as we may be able to accommodate your schedule.

Once registration is complete, classes not meeting minimum enrollment may be cancelled or combined.

Attendance

Regular attendance is required of all students. The majority of our classes develop choreography as the season progresses, and each dancer is considered a vital participant. Repeated absences will cause a student to fall behind, which will result in the student being asked to set up a private lesson to catch up. There will be NO refunds made for students who miss a class. **Please let the studio know if you will be late or absent from a class via email, or phone.**

Discipline

Quality instruction stems from respect for yourself, your peers, and for the instructor. We offer a positive learning experience to all students and therefore must maintain order at all times. Disrespectful and disruptive students will be asked to leave the class immediately. Recurring discipline problems will be discussed with parents and, if necessary, the student may be asked to withdraw from classes if the behavior persists. Absolutely NO refunds will be made! There is a ZERO tolerance for disrespectful students. This includes gossip, rumors, and unhealthy competition. We work as a team and treat each other accordingly. Students are expected to be on their best behavior while in the studio or while representing the studio (at competitions, fundraising events, recital, etc.) Parents, siblings and guests are also expected to behave appropriately.

Inclement Weather, Vacation & Holiday Closings and Makeup Classes

Students will be notified of weather, vacation and holiday studio closings via emails, our website, Facebook, and/or posted notices. In addition, if there is inclement weather, please be sure to check news channel 8 (WTNH) or online by visiting wtnh.com for closing or delays. Makeup classes will be scheduled if a class is cancelled due to inclement weather. Times chosen for these are non-negotiable due to our tight schedule. Refunds will not be given to those who cannot attend a makeup class.

Holidays We Are Closed

October 10th Columbus Day

November 11th Veterans Day

November 23rd - 26th Thanksgiving Break

December 24th-January 2nd Christmas Break

January 16th Martin Luther King Jr. Day

February 20th & 21st Presidents Day

April 17th -22nd April Vacation

May 29th Memorial Day

Newbie and Intro Level Classes

ALL CLASSES RUN FOR 30 MINUTES

Newbie Classes: Offered to students who are toilet trained with little or no dance training.

Intro Classes: Offered to students with 1-2 years of dance experience.

Classes available for Newbies: Ballet, Tap, and Hip Hop

Classes available for Intros:

- Tap
- Jazz
- Ballet
- Hip Hop
- Acro 1 \$25.00 when registered with other intro level classes

Tuition Costs for Newbie and Intro Classes

	Per Month	10 Months	Less 12%
1 CLASS	\$50.00	\$500.00	\$440.00
2 CLASSES	\$65.00	\$650.00	\$572.00
3 CLASSES	\$90.00	\$900.00	\$792.00
4 CLASSES	\$105.00	\$1,050.00	\$924.00

No Refunds After October 1st

To receive discounted rates, full tuition must be paid by September 30th

Dress Code

It is mandatory that all Tween, Senior, and Company students wear all black for classes (tan tights are acceptable). All younger students should be dressed comfortably. No school uniforms, jeans, or dresses are allowed.

Also please follow these guidelines for specific classes:

Tap: In order to effectively correct and teach tap, leggings, capris, or shorts are required, as we need to see your ankles. Black tied shoes are required. Recommended Brands: Capezio, Bloch, So Danca. For Newbies and Intros, a Velcro mary jane tap shoe is required. **NO TIE TAPS** allowed.

Hip Hop: Sweat pants, basketball shorts and capris are all acceptable. **NO JEANS!** A lightweight sneaker is recommended. These are to be worn only in the studio. No outside sneakers are allowed.

Jazz, Lyrical, Contemporary, Modern, Ballet & Pointe: Tights, leggings and shorts tank tops or fitted t-shirt. No baggy clothing! Pirouettes, ballet shoes or bare feet are acceptable for lyrical. Pointe shoes will be fitted professionally. Pink ballet shoes are required for Newbies and Intros. Tights and a leotard is recommended for ballet technique class. Pink ballet shoes must be worn. Slip on black jazz shoes or bare feet are acceptable for jazz, modern, and contemporary.



Costumes

Costume Fees

- Newbie costumes are \$55 per class.
- Intro 1/2 costumes are \$75 per class.
- Junior, Tween, and Senior are \$90 per class.
- All Hip Hop shoes are \$50 per pair.
 - These are ordered through the studio for each class.

- Costume Invoices will be mailed out December 1st. Final balances will be **due by January 31st**. A **\$40 late fee is assessed after this date**.

Fees for costumes are **NON-REFUNDABLE** once your costume has been ordered, no exceptions. It is your responsibility to pay for each costume that is ordered (including any accessories, tights, shoes, etc. that may go along with it). If a costume has been ordered, you must pay this balance regardless of the student's status at the studio. **Students will not dance in the year-end recital if the costume balance is not paid in full.**

We will measure the student and order a size based on where they fall according to the sizing chart provided by the costume company. If you have any specific requests for sizes, please let the instructor know before the costume is ordered.

Junior, Tween, Senior and Company Level Classes

MOST CLASSES RUN 45 MINUTES TO ONE HOUR

Hip Hop: Based on urban street dancing, this type of dance involves current popular music. It is a contemporary form of dance which incorporate jazz, street and funk styles.

Jazz: A freestyle of dance based on body isolations, combined with the social contemporary dances of today.

Lyrical: A mixture of jazz and ballet. This class develops good body structure, great balance, technique, and poise. It is very interpretive, expressive, and emotional.

Pointe: 1 year of ballet experience required. Designed to build strength, technique, and poise. Pointe shoes will be required and fitted professionally.

Acro-dance: A style of dance that combines classical dance technique with precision acrobatic elements and is defined by its athletic character and unique choreography.

Contemporary: Routine incorporating lyrical or jazz movement fused with modern elements.

Tap: This is a rhythmic form of dance that develops a strong sense of rhythm, coordination, and agility.

Modern: A free, expressive style of dancing employing a special technique for developing the use of the entire body in movements expressive of abstract ideas.

Ballet Technique: Is the foundational principles of body movement and form used in ballet, putting great emphasis on the method and execution of movement. **NO PERFORMANCE IN THE SHOW!**

Break Dancing: a style of acrobatic dancing, often performed to rap in the streets, and characterized by intricate footwork, pantomime, spinning headstands, tumbling, and elaborate improvised virtuosic movements.

Tuition Costs for Junior, Tween, Senior & Advanced Classes			
	Per Month	10 Months	Less 12%
1 CLASS	\$55.00	\$550.00	\$484.00
2 CLASSES	\$95.00	\$950.00	\$836.00
3 CLASSES	\$125.00	\$1,250.00	\$1,100.00
4 CLASSES	\$165.00	\$1,650.00	\$1,452.00
5 CLASSES	\$195.00	\$1,950.00	\$1,716.00
6 CLASSES	\$230.00	\$2,300.00	\$2,024.00
Unlimited classes: \$275.00 per month (not eligible for discount) NO REFUNDS AFTER OCTOBER 1ST To receive discounted rates, full tuition must be paid by September 30 th			

Private Lessons

30-minute private lessons will be offered to students who have fallen behind in class and need or request extra help with the dance or their technique. **\$25 per Lesson due at the time of lesson.**

Solos/Duos/Trios

To compete or perform a solo, duo, or trio is a major privilege at Heart and Sole Dance Studio! It takes hard work, dedication, and the responsibility to push yourself, to practice on your own consistently, and do whatever it takes to reach 150%. To ensure that competing/ performing a solo, duo or trio is a positive experience for a dancer, Heart and Sole requires the following:

- Contact the studio to work out a choreographer, genre and song choice over the summer.
- If the dancer has a certain song in mind, he/she can present it to the instructor, but the instructor may recommend choosing a different song based on his/her professional opinion and experience.
- All fees are a ONE TIME FEE. Payments are due before start of lessons. This fee does not include cost of props (if needed) or costumes. This fee also does not include the cost to bring the number to competition.

Solos: \$225

Duos: \$175 per person

Trios: \$125 per person

Tuition

PAYMENTS ARE DUE BY THE 1ST OF EACH MONTH.
A late fee of \$20.00 will be applied to ALL payments received after the 10th of the month. June Tuition must be paid by June 1st.

NO EXCEPTIONS!!!!

Tuition Payment Options:

- Cash
- Check
- Venmo
- Check dropped in our Locked Mailbox (for afterhours payments)

Tuition payments are based on a 10-month schedule (September-June). Students with an outstanding balance will not be allowed to participate in class until monthly payment has been received. Full tuition is due every month regardless of vacation days, snow days and holidays. **If tuition is not paid in full for all 10 months by June 1st, the dancer will not be allowed to dance in the recital.**

Returned Checks: There is an additional \$.00 fee for all returned checks. Cash or money order will be required immediately.

Please Note: If a student misses classes for any length of time due to unforeseen circumstances (illness, other commitments, etc.), that student/parent will continue to be held responsible for all tuition and late fees incurred during the absence – unless the absence is approved by the office manager.