



JLA DANCE ACADEMY WELCOME PACKET & CONTRACT 2024-2025

WRITTEN AND AGREED UPON BY:
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Coach: Lauren O'Neil

Welcome to JLA Dance Academy!

Thank you for joining us at JLA Dance Academy Season 2! We are looking forward to an amazing, inspirational, and exciting year of dance and performances. We hope that your dancer/s finds our studio to be positive, enriching, and a safe space to let them explore the art of dance, as well as their own creativity and abilities! We are so excited that you have taken the chance to explore this journey with us!

As we enter our 2nd dance season, we want to make sure that you are updated on important dates, events, and information on policies and procedures for our studio! When registering for classes, you are acknowledging receipt and adherence to the information in this packet. If you have any questions, please contact us at 413-314-3403, or email jladanceacademy@gmail.com

Thank you!

Julissa Acevado

Owner and Director

JLA CONTRACT INDEX

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1. Attendance: unexcused absences / tardy

Attendance is an extremely important part of being on a team.

All JLA dancers are expected to be at dance and ready to dance **at least 5 minutes before their scheduled class time**. Failure to do so will result in a in class “penalty” before joining the class.

NO DANCER IS ALLOWED TO LEAVE THE BUILDING OR GO OUTSIDE UNTIL THEY ARE FINISHED WITH ALL CLASSES. ANY DANCER WHO LEAVES THE BUILDING WILL NOT BE ALLOWED BACK INTO CLASS. THEY WILL NEED TO BE PICKED UP IMMEDIATELY.

Absences

We are completely aware some students may have conflicting sports/school schedules.

(For competitive dancers) We expect that JLA members treat their dance team as much of a priority as their other teams.

- Failure to do so may result in either removal from competitive dances effected or removal from the competition team/dances.

Consequences will be based on the number of absences and tardies and dances included.

Dancers that are no call/no show for 3 classes in a row, are subject to being removed from the routine.

JLA asks that anyone with conflicting schedules does the following:

- Share a copy of your team's game schedule with the practice schedule.
- Communicate any reschedules/playoffs immediately with Julissa.
- All **game days/pre scheduled** appointments and conflicts must be reported to Julissa at least one week prior to the class you will miss.

Tardy

We are completely aware some students may have conflicting sports/school schedules. It is expected that all tardies are communicated at least 30 minutes before the start of your class. ALL tardies not related to previously communicated games/school schedules will be met with the “Tardy penalty” on our penalty list.

JLA asks that anyone with conflicting schedules does the following:

- Text the Band App with all of the coaches, not just Julissa.
- Arrive ready to dance

Please let it be noted that credit will not be given for any missed classes. All students are allowed to make up for missed class. They will need to speak with the instructor to arrange.

Registration commitment

When registering, dancers commit to the entire season and must pay every monthly payment unless the student un-enrolls by November 30, 2024. If a dancer un-enrolls from classes after December 1, 2024, they must pay for the rest of the year of dance

If JLA must close due to inclement weather or guidance by the state, we will notify families 1 hour prior to our first class. We will do our best to arrange makeup classes.

2. Tuition / Payments

Our dance season begins the week of September 9th and typically runs until the beginning of July.

Payments

- Payments can be made in the form of CASH/CHECKS at the studio front desk.
- Payments can also be made via cashapp (\$jladanceacademy)

Tuition

- Monthly tuition is due by the 1st of each month and no later than the 5th of each month.
- Any payments not received by the 10th of the month will result in an additional \$10 late fee added to your account.
- Any payments failed to be paid by the end of the month will result in your dancer not being allowed to participate in dance classes until the balance is paid off.

These fees cannot be waived and must be paid with your monthly tuition before your child can participate in classes.

3. Costumes / costume payments

All students are responsible for the care and presentation of their costumes. All costume expectations will be shared with students and guardians when costumes arrive.

A \$45.00 costume deposit, PER ROUTINE is due by the 17th of October. The remaining payment balance will be due in November. The costume total price is dependent on the manufacturer's set prices - we try to purchase affordable costumes, but we also care about the quality of our dancer's costumes.

- ***If a dancer joins class after October 17th, 2024 the \$45.00 costume deposit per class is due immediately upon registration.***

CLASS ATTIRE

Dress Code

Hip-Hop

Appropriate activewear. Clean dance sneakers.



Lyrical/ Contemporary

Tan/footless tights, black leotard, dance shorts/skirts/leggings. Capezio Hanami Pirouette shoes or free flow dance socks (for practice only).



Jazz

Tan tights, leotard, dance shorts/leggings, black jazz shoes.



INSTRUCTORS HOLD THE RIGHT TO HAVE DANCERS OBSERVE CLASS IF THEY ARE DRESSED IN INAPPROPRIATE ATTIRE FOR CLASS OR DO NOT HAVE APPROPRIATE FOOTWEAR

FANCY FEET PLUS
67 East St. Ludlow, MA 01056
Phone: (413) 583-8779

4. Studio etiquette / Dance attire.

Classroom behavior

- Dancers attend dance to have fun and explore the art of dance. When behavior issues must be addressed, it disrupts the classroom's flow and uses up precious time that could be used more efficiently. Our goal is for each dancer to have fun, be respectful, and learn.

Inappropriate behaviors that are NOT allowed...

- Chewing gum
- Foul language
- Disrespectful words to oneself and others
- Destruction of property
- Fighting
- Bullying
- Any behavior deemed unsafe or harmful to another student or staff member.

JLA uses a **3 strike policy**. If your dancer is spoken to about their behavior 3 times during class, they will be asked to leave and will need to be picked up immediately.

Classroom etiquette

Any and all visitors MUST sign in prior to entering the building/class. No matter how long they are planning to be in the building.

- **We respect everyone! Treat others the way you wish to be treated.**
- *Remove all outside shoes before entering the dance room.*
- *Arrive in or change into the appropriate class attire.*
- *No cellphones during class time, dancers should leave phones in their bags and only use them during an emergency or outside of their class time.*
- *No headphones or earbuds allowed in the dance room.*
- *All food and beverages must be left off the dance floor/room.*
- *No running or horseplaying.*
- *No gum chewing.*
- *No one is allowed to enter the dance room unless they are a dancer or have been asked to come in by the instructor.*
- *We asked for everyone's safety that dancers and guests pick up after themselves when they leave the studio, bathrooms, or lobby*

We have ZERO TOLERANCE FOR GOSSIP, RUMORS, PROFANITY, OR NEGATIVE ATTITUDES. Everyone involved, including dancers, faculty, and families.

5. Guardian Involvement

All dancers are expected to have a guardian at each of the following times, failure to do so will result in your dancer being asked to leave.

- Dance meetings (dates will be given in advanced, usually held after class no more than 15-20 mins)
- Dance Regionals competition
- Dance National competition
- Dance Rehearsal
- Dance Recital
- Dance Fundraisers

If your dancer is there, you need to be there as well.

All of our dancers' safety is our top priority at JLA. Having an adult present at these events is crucial. These days listed above tend to be very long and busy days. Dancers have quick changes, hair, makeup, hour long breaks, and need transportation. It is important that each dancer has a guardian with them to help keep them organized and within eyesight. JLA staff and teachers are there to help get dancers ready to perform, check-in, and run numbers. JLA staff and teachers are not there to watch the dancers. There is much to do at competition and as we will be there to support our dancers in any way needed, we cannot be their guardian.

If there are any conflicting issues or concerns please reach out within 3 weeks minimum of the event.

During the year, we give our dancers & their families lots of information! The best way to stay updated is to view our Parent Portal at the beginning and the end of each month. Quick emails will also be sent out as reminders, so please make sure to check your email regularly. PARENTS – You are expected to stay up to date and ask questions as they arise

6. Bullying policy

JLA has a strict **zero bullying policy**. Any dancer who is found guilty of bullying will be met with the following consequences:

- **First incident:** Dancer/s will be asked to miss 1 day of dance. Dancers who miss due to bullying will miss any choreography taught within that class and will be kept out of that section of the dance.
- **Second Incident:** Dancer/s will be taken out of any extra dances (solo's/duo's). If a dancer/s does not have a solo/duo they will be removed from one group number.
- **Third Incident:** Dancer/s will immediately be removed from the team.

7. Smoking policy

JLA has a strict zero smoking policy.

Any dancer found smoking onsite (inside or outside the building) will be removed from the team immediately.

Any dancer found smoking at:

- Competitions (regionals and nationals)
- Fundraisers
- Dance practice
- Dance rehearsal
- Dance recital
- Dance events

Any dancer found smoking at any JLA event will be removed from the team and will not be allowed to participate in ANY JLA performances.

8. Meals/eating

All JLA members are expected to eat before arriving to dance class. We understand that some dancers may have busy schedules. Any dancer that is eating at dance class must do so when they are on their scheduled break or during a class/genre they are not in. Any dancers unable to follow this rule will be given a penalty.

- Any dancer who makes a habit out of eating during unpermitted times will be asked to have a meeting with their guardian to discuss next steps.
- Meals should be eaten in the lobby area so as to not distract our dancers in class.

9. Recital/Performance expectations

All dancers are expected to arrive at their performance **TWO HOURS** before stage time.

(This may differ for rehearsal/recital.)

All dancer **MUST:**

- Arrive with hair done
- Arrive with base makeup on.
- All costumes need to be hung on a hanger and IRONED/STEAMED prior to arriving.
 - ***All costume maintenance instructions will be given with each costume.***
- All dance shoes.
- All extra pieces: hats, sneakers, socks, head pieces, undergarments.

ALL DANCERS ARE EXPECTED TO HAVE EVERYTHING WITH THEM TO PERFORM. THAT INCLUDES THE CORRECT COLOR SOCKS/SHOES. AND ALL ACCESSORIES.

Recital 2025

June 2025 - date TBD we are shooting to have our recital on June 29th.

Ms. Julissa will have this finalized by the end of December when we are able to send in permits for the school buildings.

Please note: All classes are **MANDATORY** during the week of recital. We will only make excuses for illness, family emergencies, or senior events. (i.e. Graduation)

Dress rehearsal

Dress rehearsal takes place the day before the recital. All dancers **MUST** attend the dress rehearsal. We will only make excuses for illness, family emergencies, or senior events. (i.e. Graduation)

More details about the recital will be released during December. Please keep an eye on your emails or BAND app for additional details and save the dates.

10. Competition expectations

THIS SECTION IS ONLY FOR DANCERS WHO ARE IN COMPETING NUMBERS.

Competition rehearsals:

All dancers are REQUIRED to be at all competition practices in order to compete. ***If you pay for competition and do not show up to the competition practices, you will not compete and will not get a refund. All dates will be given at the beginning of the year to ensure plenty of planning time.***

(emergency circumstances can be discussed with Julissa.)

Competition days:

All dancers are required to show up to competition at least TWO HOURS before their performance time. Dancers are required to show up with base makeup and hair done. All costumes must be on hangers and hung/steamed.

(there will be opportunities for staff to help students steam costumes on the assigned day. If costumes are not brought on those days it is expected it is done. We will also show and explain the best ways to iron/steam all costumes.)

All dancers are expected to stay through their competition awards.

All dancers are expected to have a guardian with them all day.

11. Class schedules

Younger dancers

Younger classes will be split by age and interest in competing/not competing.(Further information on this will be given by Julissa.)

2 and 3 years olds (Tiny Dancers)

Combo Ballet/ Jazz class- Saturday's: 9:00 am-10:00 am

4 - 6 year olds (Mini's)

Ballet- Thursdays: 4:30 pm-5:15 pm

Hip-hop- Thursdays: 5:15pm- 6:00pm

Jazz- Thursdays: 6:00pm-6:45pm

7-9 year olds (Petites)

Hip-hop- Monday's: 4:30-5:15 pm

Jazz- Monday's: 5:15-6pm

10-12 year olds(Juniors)

Hip-hop- Monday's: 4:30-5:15 pm

Jazz- Monday's: 5:15-6pm

Company Contemporary- Tuesday's 6:45pm-7:30pm

ACRO Clinic-Thursday's: 7:30pm-8:30pm

Technique Clinic- Wednesdays: 7:30pm-8:30pm

13+ dancers (company classes)

The older dancers are split into 4 different level classes

Recreational, Advanced, Elite.

Recreational is a noncompetition team- meaning they only perform in Recital.

Advanced is our junior competition team.

Elite is our senior competition team.

Classes will be decided through auditions.

ADVANCED COMPANY

Advanced Company Lyrical- Wednesdays: 4:30pm-5:15pm

Advanced Company Jazz-Wednesdays:5:15 pm-6:pm

Advanced Company Hip-hop- Wednesdays: 6-6:45

ELITE COMPANY

Elite Company Jazz-Tuesday's: 4:30pm-5:15pm

Elite Company Hip-hop- Tuesday's: 5:15pm-6:00pm

Elite Company Lyrical- Tuesday's: 6:00pm-6:45pm

COMPANY CLASSES (combined Advanced and Elite class)

Company Contemporary-Tuesdays: 6:45pm-7:30pm

Company Ballet- Tuesdays: 7:30pm-8:30pm

Company Group Dance (Opening and closing #'s) Wednesdays:6:45pm-7:30pm

ACRO Clinic-Thursday's: 7:30pm-8:30pm

Technique Clinic- Wednesdays: 7:30pm-8:30pm

Solo/Duo's/Trio's will be given on a first come first served basis.

\$180 FOR 6 PRIVATES PAID **BEFORE** THE PRIVATES BEGIN

Private times

Monday: 6-6:45

Monday:6:45-7:30

Monday:7:30-8:15

Thursday:6:45-7:30

Saturday:10:00-10:45

12. Penalty list

A penalty list is a list of different exercises and stretches that students are given when they have not followed the aligning expectations.

JLA'S PENALTY LIST

1. *Tardy - 50 push ups*
2. *Laziness - 100 jumping jacks*
3. *Not pointing toes - pointing toes for 1 song*
4. *Lazy arms - holding arms in place for 1 song*
5. *Disrespect - 50 sit ups*
6. *Talking back - 75 leg raises*
7. *Incorrect dance attire - 25 scissors*
8. *Chewing gum - 20 mountain climbers*
9. *Wearing headphones in class - 15 releve stretches*
10. *Cell Phone use in class - 30 plank shoulder taps,*
11. *Hair down / in face (asked more than once to put back) - 20
bicycle crunches*
12. *Unkind teammate- 100 squats*

13.Frequently asked questions

- Family discounts: Please review the payment chart below. We consider a dance family one unit. Please refer to the **total** classes your children take when looking at the chart. Any further questions can be directed to Ms. Julissa.

- JLA also offers a TA (teachers assistant) program for JLA dancers. Individuals must be 15 years old. Tasks include greeting families and dancers, helping assist the warm-ups and across the floor, learning classes routines, and helping dancers when questions arise. Compensation is in the form of deductions to monthly tuition. If interested, please contact Ms. Julissa.

- Yearly versus Monthly tuition: Families have the option of paying for the full year and are eligible for a 10% discount. This deal covers September - June. Please expect partial July tuition - we don't charge for the entire month, only based on the week's classes are held before Nationals. Please note: this deal is only offered during our in-person, summer registration event.

- Months with fewer weeks in them than others: Families do not pay per class each week - payments are divided evenly to cover the entire year of tuition. Month - holidays and school vacations are already counted for.

- Class Placements: During August we will be holding auditions for class placements. The auditions will be for every genre of dance. We are looking for technique, facial expressions/ emotions, and memorization. Class placements will be emailed to each dance parent the following day. However, during the first month of dance classes, we will be evaluating dancers to ensure that they are placed in proper classes best suited for their ability and learning style. The age classifications listed for each class are a general guideline that our studio uses to help us. If there is a class that your dancer is interested in, but does not fit the expected age, we are happy to discuss your dancer's placement.

14. Contract/Signature page

PLEASE SIGN AND RETURN

Confirmation of receipt of studio policies

As a guardian of a dancer at JLA Dance Academy, I understand that....

Parent Portal and email are the primary means of communication between JLA Dance Academy and my family. I acknowledge it is my responsibility to check this email to ensure I receive information from JLA Dance Academy. I will notify the JLA Dance Academy front desk if my email address changes.

EMAIL: _____

- I am not to interrupt my dancer's class with non-emergencies to ask questions or watch their class without being invited into the room.
- I understand I can leave a message for my dancer's instructor at the front desk. I am not to text message or Facebook message dance instructors personal accounts with questions related to The JLA Dance Academy and will use the email jladanceacademy@gmail.com for inquiries.
- I understand that all tuition and costume payments made to JLA Dance Academy are non-refundable.
- I understand that tuition for each month of the year is due by the 1st of the month.
- I understand that payments received after the 10th of each month will incur a \$10.00 late fee.
- I understand these late fees cannot be waived from my account.
- If my dancer decides to un-enroll from their class(es) at JLA Dance Academy after November 30th, 2024 I am responsible for paying for the entire year.
- I understand that my dancer is expected and encouraged to attend and participate in all shows throughout the year. When dates are announced, I understand it is my responsibility to alert the owner and teacher if my dancer cannot participate or attend immediately.
- I am granting permission to JLA to record the participation of my child on video or photograph, and to use it for promotional and public relations on the website and social media.
- I understand that if my child has specific needs, whether medical, emotional, or otherwise, it is my responsibility as their guardian to communicate these needs with their instructor so that we can provide the best possible experience for all.

Student Name:

Student Signature:

Parent/Guardian's Name:

Date: _____

Legal Release and Policy Acceptance (please initial)

_____ I/we understand the Studio Policies

_____ I/we understand my billing obligations

_____ I/we understand the risks related to dance

_____ I/we understand my responsibilities for my property

_____ I/we understand the dress code

_____ I/we understand the schedule

_____ I/we give media use rights permission

_____ I/we understand the attendance policy

FORMS MUST BE SIGNED & RETURNED BEFORE DANCER CAN BEGIN
CLASSES, THANK YOU!