

# MDS

**MELISSA'S DANCE**  
STUDIO



2025

STUDENT AND PARENT HANDBOOK

[WWW.MDS4DANCE.COM](http://WWW.MDS4DANCE.COM)

This handbook has been developed to answer many of the Frequently Asked Questions about our studio. Please take the time to read each section carefully and keep on hand for quick reference throughout the dance year.



## Where to Find Us

12/16-24 Whybrow St GRIFFITH NSW 2680

0407 408 434

[www.mds4dance.com](http://www.mds4dance.com) | [enquire@mds4dance.com](mailto:enquire@mds4dance.com)



[facebook.com/melissadancestudio](https://facebook.com/melissadancestudio)



[instagram.com/melissadancestudio](https://instagram.com/melissadancestudio)

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## A Message for 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 farther, become more aware of your technique, and make the most of every class. Our studio is a safe place for you to be yourself.

Respect for the teachers is essential. Listen to each correction given, whether it's directed at you or another dancer. A correction is an honour; it shows you how much a teacher cares about your progress.

Nothing can stop those students who apply themselves in every class and appreciate their teachers' knowledge and experience.



## A Message for Parents

We believe that children's success depends on the support of their parents or guardians. Our programs rely on a positive atmosphere and educational experience for our students and their parents. Cooperation between all parents is expected.

Showing respect—for other parents, the students, and our staff — makes an important impression on the children. You are a role model for your child on how to interact with others in a professional setting.

Some parents may compare their child's progress or class placement to another child's. Watch for this behaviour 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.

Your child's attendance at all classes is imperative. The spirit of teamwork and the lesson of dedication are a big part of our studio's education 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 staff and our students' parents provides the children with the ultimate care and education.



# *Our Philosophy*

With a focus on fun, technique, versatility and excellence, Melissa's Dance Studio and our team of fully qualified staff are committed to creating a safe and nurturing environment where students are encouraged to work hard and develop a love of the performing arts.

We believe that dance training encourages young people to develop a positive self-image. Along with improving coordination skills and developing muscular awareness, dance classes give children the freedom to express themselves through movement whilst learning valuable lessons about respect, commitment, discipline and team work.

The highest educational standards are expected from all MDS staff members. They are lifelong learners who continue to educate themselves through certification programs, teacher-training schools, conferences, online courses and other learning opportunities.

At MDS, our classes are designed to stimulate the enjoyment of dance while laying an important foundation for further training. As the student advances, the variety and intensity of the class work increases. Optional exams in ballet, tap and jazz give students markers of their progress and can lead to internationally-recognised qualifications.

*Don't forget to  
follow us  
on our socials*



Search  
Melissa's Dance Studio  
on Facebook and  
Instagram

# Meet our Director

## MELISSA BROWN



In 2001, Melissa embarked on an exciting journey by starting her own dance studio, MDS. Fuelled by her passion for teaching, she began with a small group of 80 students who shared her love for dance. Little did she know that her dedication and unique teaching style would quickly make MDS a hotspot for aspiring dancers in Griffith.

Within just two years, MDS saw tremendous growth, with the number of students soaring to an impressive 200. It was evident that Melissa's approach to teaching brought a breath of fresh air to the local dance community. Her commitment to staying ahead of the game led her to pursue further education, obtaining a Cert IV in Dance Teaching and Management at the Australian Dance Institute.

As a member of the Australian Teachers of Dancing (ATOD), Melissa's students have thrived in competitions and exams, showcasing the exceptional training they receive at MDS. Many have even gone on to train with renowned dance companies like Raw Dance Company, Transit Dance Origins Program, and the prestigious Brent St. Moreover, Melissa takes great pride in the fact that her students have also pursued their passion by studying Cert IV Dance Teaching themselves, a testament to her effectiveness as an instructor.

One of Melissa's notable achievements is being the teacher of the popular preschool dance program Ready Set Dance. Her outstanding dedication and teaching expertise led to MDS winning the Studio Growth award in 2019 and the Magical Moments award in 2023. In 2024, Melissa was a finalist in Teacher of the Year, and the studio was a finalist in the Regional Studio of the Year as well as a finalist in the Community Excellence Award.

Melissa has been deeply involved in charity and community work. By organizing and participating in local charity events such as Dancing With Our Stars and Dance for Cancer, Melissa and her students, together with other community members over the years, have raised hundreds of thousands of dollars for the local community.

However, what truly sets Melissa apart is her commitment to creating a strong sense of community and family within MDS. She firmly believes that every child should have the chance to dance and grow. At MDS, children are provided with a safe and nurturing environment in which they can learn, express themselves, and develop their dance skills.

At the Barre Griffith is yet another passion Melissa has brought to life, bringing the first Barre Pilates studio to Griffith. With the success of these adult fitness classes, Melissa has embarked on furthering her education in the Pilates field, and is now a fully qualified Pilates instructor.

Melissa's journey with MDS is an inspiring one. Her passion for teaching, dedication to her own education, and the sense of community she has fostered at her dance studio have undoubtedly set her apart within the Griffith dance industry over the last 24 years. With Melissa at the helm, MDS continues to provide aspiring dancers with the opportunity to flourish and shine.

# Our Facilities

- Three spacious fully equipped studios
- Training equipment including FitBalls, acro mats, TheraBands and more.
- Air-conditioned & heated studios
- Onsite dancewear shop
- Comfortable waiting area for parents and students
- Reception
- Kitchenette
- Bathrooms
- Fully lit carpark



# Our Staff

The teaching staff at MDS is chosen with great care. Our staff strives to give each student the individual attention and instruction he or she needs to reach their potential.

Each of our teachers brings a unique perspective, personality and skill set to the classroom environment. Students benefit from these differing approaches as they are exposed to a variety of teaching methods.





# Communications

We are big on communication at MDS and it is our aim to respond to all enquiries in a timely manner.

You can contact us during our office hours (M-F 8:30am-3:30pm) on 0407 408 434. If you would like to make contact outside of these times (including during class times), please use text or email: [enquire@mds4dance.com](mailto:enquire@mds4dance.com)

For convenience, our primary means of communication is via email. You will receive regular newsletters and important information via email so please ensure you have provided us with an up-to-date email address that is in use. Please also add [melissa@thinksmartmail.com](mailto:melissa@thinksmartmail.com) to your address book to ensure the emails don't go to your junk folder.

We are of course happy to include multiple email addresses per family if you would like your correspondence sent to numerous recipients.

# Registration

Registration is on a first come, first served basis. All registrations are processed in the order received. Class size limitations will be strictly observed and we do not hold spots in any class if you don't make payment of your registration fee.

It's important that all students and/or parents – whether returning or new – register online so we can ensure we have the most up-to-date contact details for you.

This information includes contact details, illnesses and injuries and acknowledgement of studio policies. These are available at [www.mds4dance.com](http://www.mds4dance.com)

You can enrol early as a current student by scanning the QR Code on page 30 of this handbook. A \$20 registration fee per child is payable via direct deposit. This covers admin fees & insurance.



# Important Dates

## TERM DATES 2025

TERM 1	FIRST DAY: MONDAY 3RD FEBRUARY LAST DAY: SATURDAY 12TH APRIL
TERM 2	FIRST DAY: MONDAY 28TH APRIL LAST DAY: SATURDAY 5TH JULY
TERM 3	FIRST DAY: MONDAY 21ST JULY LAST DAY: SATURDAY 27TH SEPTEMBER
TERM 4	FIRST DAY: MONDAY 13TH OCTOBER LAST DAY: THURSDAY 27TH NOVEMBER

## PUBLIC HOLIDAYS

Classes are not held on Public Holidays

## HOLIDAY CLASSES

Classes held in school holidays include Competition Team classes, Ballet Exam classes and catch ups held for any classes that were cancelled throughout the term. You will be notified approx two weeks before holidays of the schedule.

## 2025 CONCERTS

**PRESCHOOL CONCERT: Saturday 29th November (TBC) Matinee**

**MAINSTREAM CONCERT: Friday 28th & Saturday 29th Nov Evenings**

ALL of our students have the opportunity to perform on stage in our end-of-year concert. It is assumed all students are taking part in this performance unless otherwise advised. More information about the concert is available further on in this handbook.



# Class Descriptions

<b>CLASSICAL BALLET</b>	A technical and disciplined style of dance providing the basics of correct posture, co-ordination and strength. To be considered for exams, students MUST take a minimum of two ballet classes per week, their normal class plus exam class.
<b>JAZZ</b>	Jazz can encompass everything from Broadway-style choreography to up-to-date commercial styles. A fun class and a great option for dancers of all ages. This is our recommendation for students new to dance.
<b>TAP</b>	Classes focus on technique as well as musicality, rhythm and style. Students learn the latest tap techniques in a fun class.
<b>LYRICAL</b>	A wide-ranging style that can encompass lyrical's soft flowing movements that tell a story through to the sharp and strong motions of contemporary. This is often a popular choice of class for those who want to add a second or third class but don't want to take ballet.
<b>HIP HOP</b>	One of our most popular class styles, hip hop is a modern street style that is fun and fast paced.
<b>ACROBATICS</b>	Designed to help students achieve strength, flexibility and acrobatic skills. Students will learn elements such as cartwheels, handstands, walkovers and balance skills.
<b>KINDY COMBO</b>	A class designed specifically for our students starting Kindy at 'Big School' in 2025. This class is 90 minutes in length and encompasses all three main styles of jazz, tap & hip hop.



# Dance Classes for Preschoolers



The logo for "Ready Set Dance" features the words "READY SET" in a playful font above the word "DANCE" in large, bold, yellow letters with a purple outline.	<p>Ready Set Dance is the most popular preschool activity across Australia, and MDS is proud to be your official location. It is endorsed by early learning experts with classes for 2-3 year olds &amp; 4-5 year olds. These classes a combination of jazz, tap, singing and movement, working on the 3C's: Confidence, Co-Ordination and Creativity.</p>
The logo for "Ready Set Ballet" features the words "READY SET" in a playful font above the word "Ballet" in a large, pink, cursive script.	<p>Ready Set Ballet is a thirty minute magical ballet class for your preschooler. This classes uses gender neutral music with cues, props to enhance the learning experience and encourages children to use their imagination.</p>
The logo for "Ready Set Acro" features the words "READY SET" in a playful font above the word "Acro" in large, bold, orange letters with a purple outline.	<p>A preschool acrobatic program designed with industry leader Acrobatic Arts. An emphasis is placed on safe and effective progressions to build strength, flexibility and skills.</p>
The logo for "Ready Set Move with me" features the words "READY SET" in a playful font above the word "Move" in large, bold, green letters with a purple outline, and "with me" in a smaller font below it.	<p>A music and movement class for toddlers and their grownup. Engage, Explore and Express with your toddler in a 45 minute class full of fun and learning.</p>





# Class Placement & Ages

You can read the chart below to help you decide which class or classes your child is best suited in. We feel it is important that children dance in the same age group as their friends and that they continue to progress together. This gives the student a sense of familiarity and keeps dance fun for them.

In some cases however, students may be placed in classes outside their age group. Decisions about class placement are based on the best interests of the student and the Director's decision is final. We do not feel a child should be placed in a particular group or class where it may have negative effect on self-esteem. Some students who are placed in a higher level can become discouraged, only to lose their passion for dance. Others respond to the challenge of being in a class with students who are more proficient by pushing themselves to work harder. We closely monitor all of our students as they progress throughout the year.

## Class Schedule

Our timetable has been designed so students can participate in multiple classes on the same day/afternoon.

In the table opposite, you can read more about how we categorise our classes and which types of classes might be suitable for your dancer.

Use these categories in association with our class placement guide on the previous page to select your classes on our timetable.

If you have any questions about class selection and timetabling, please email **[enquire@mds4dance.com](mailto:enquire@mds4dance.com)**

*Please note timetable is subject to change dependent on class numbers.*

OUR 2025 CLASS SCHEDULE IS AVAILABLE TO VIEW  
ANYTIME AT  
**[www.mds4dance.com](http://www.mds4dance.com)**

AGE/SCHOOL YEAR	CLASSES AVAILABLE
18-24 months	Ready Set Move with Me
2-3 years old	Level 1 Ready Set Dance Level 1 Ready Set Ballet Level 1 Ready Set Acro
4-5 years old (starting school in 2026 or 2027)	Level 2 Ready Set Dance Level 2 Ready Set Ballet Level 2 Ready Set Acro
5-6 years old (starting Kindy in 2025)	Kindy Combo Kindy/Junior Ballet Kindy/Junior Acro Kindy/Junior Lyrical Kindy/Junior Hip Hop
6-8 years old (in Years 1 - 2)	Junior Jazz Kindy/Junior Ballet Junior Tap Kindy/Junior Acro Kindy/Junior Lyrical Kindy/Junior Hip Hop Ballet Exam classes available, please enquire.
9-11 years old (in Years 3-5)	Intermediate Jazz Intermediate/Senior Ballet Intermediate/Senior Tap Intermediate/Senior Acro Intermediate Lyrical Intermediate/Senior Hip Hop Ballet Exam Classes available, please enquire.
12 years + (Year 6 & High School Years)	Senior Jazz Senior Lyrical Intermediate/Senior Tap Intermediate/Senior Hip Hop Intermediate/Senior Ballet - Silver Star

# Ready Set Dance

## Ready Set Ballet & Ready Set Acro

DAY	TODDLER	PRESCHOOL 2-3 YEARS	PRESCHOOL 4-5 YEARS
Monday	Ready Set Move with Me 9:30- 10:15am	Ready Set Acro 9:30-10:00am Ready Set Dance 10:15-11:00am Ready Set Ballet 11:00-11:30am	Ready Set Ballet 9:30-10:00am Ready Set Dance 10:00-11:00am Ready Set Acro 11:00-11:45am Ready Set Ballet 3:00-3:30pm Ready Set Dance 3:30-4:30pm
Tuesday		Ready Set Ballet 9:00-9:30am Ready Set Dance 10:00-10:45am	Ready Set Ballet 2:00-2:30pm Ready Set Dance 2:30-3:30pm
Thursday			Ready Set Ballet 3:30-4:00pm Ready Set Dance 4:00-5:00pm Ready Set Acro 5:00-5:45pm
Saturday		Ready Set Ballet 8:45-9:15am Ready Set Dance 9:15-10:00am	Ready Set Ballet 10:00-10:30am Ready Set Dance 10:30-11:30am Ready Set Acro 11:30-12:15pm



# Kindy, Junior, Intermediate & Senior

DAY	KINDY	JUNIOR	INTERMEDIATE	SENIOR
Monday	Ballet 3:45-4:30pm  Combo 4:30-5:30pm	Ballet 3:45-4:30pm  Jazz 4:30-5:15pm  Tap 5:15-6:00pm	Lyrical 5:30-6:15pm  Jazz 6:15-7:00pm  Tap 7:00-7:45pm	Tap 7:00-7:45pm
Tuesday	Acrobatics 3:30-4:00pm  Hip Hop 4:15-4:45pm  Lyrical 5:00-5:30pm	Acrobatics 3:30-4:00pm  Hip Hop 4:15-4:45pm  Lyrical 5:00-5:30pm	Acrobatics 4:15-5:00pm  Hip Hop 5:00-5:45pm	Acrobatics 4:15-5:00pm  Hip Hop 5:00-5:45pm  Jazz 5:45-6:30pm  Lyrical 6:30-7:15pm
Wednesday			Ballet 6:00-6:45pm	Ballet 6:00-6:45pm
Thursday	Reserved for Comp Teams and Soloists			
Friday	Reserved for Comp Teams and Soloists			
Saturday	Reserved for Preschool Classes			

## RECREATION MAINSTREAM

Our RECREATION MAINSTREAM dancers love learning to dance in a fun environment with a few performance opportunities like our mid year and end of year concerts. Students who take any of our non-exam classes are categorised as RECREATION MAINSTREAM.

## EXAM STREAM

EXAM students are looking for the extra challenge preparing for a ballet exam can provide. Students who take a ballet exam class are categorised as Exam students. All of our ballet classes are exam classes in 2024. It is your decision however if you'd like your child to take part in these exams. You will be given plenty of time to decide.

## PRESCHOOL STREAM

Members of our PRESCHOOL STREAM are aged between 2-5 years old and aren't at school yet. All our preschool classes are part of the Ready Set Dance program.



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# Exams

Ballet Exams are optional for Recreation Mainstream students and compulsory for ballet, lyrical and contemporary competition teams and soloists. However, we do strongly encourage participation for interested students. MDS follows the Australian Teachers of Dancing (ATOD) system of training, which is internationally renowned as one of the best progressive ballet systems. MDS has consistent high marks across all grades with ATOD.

Not only do exams give students a goal to work towards in class, they also give an immense sense of achievement to the student and lead to professional qualifications recognised worldwide.

There is an exam fee which will be issued well in advance of the exam taking place.

As soon as exam dates are confirmed with us, students will be notified, but we try to aim around mid-August each year for them to take place.

Please note that taking a ballet class doesn't mean your child has to take the exam. Ballet is available and encouraged for all students to take part in, regardless of whether they take exams or not.



# Annual Concert

Our annual concerts are the culmination of each year and gives all students the opportunity to perform on stage in a professionally-equipped theatre. We hold two separate concerts - one for our preschoolers and two for our Mainstream students.

Our 2024 Preschool Concert will be held at the Griffith Regional Theatre approx 24th November. Our Mainstream Concert will be approx 29th & 30th November.

There are necessary costs involved in the production such as costume fees and these are advised in a timely manner.

MDS is renowned for putting on a professional production each year. It is always a fun and stress free experience for all involved.



Our timeline of our concert preparation is as follows, and differs from all previous years at MDS:

**Term 2:** Students commence learning their concert routines

**Mid-End Term 2:** Costume Deposit invoices are sent out and direct debits will be drawn on 1st July. This deposit is non refundable, however you will be given ample notice to opt in or out of the concert.

**Mid Term 3:** Remaining costume costs are invoiced and date set for direct debits to be withdrawn.

**Term 4 Commencement:** You will receive your concert guide which includes details of ticket sales, rehearsal and concert performances.



## Costumes

At MDS we believe your costume is just as important as your performance! As such, we take great pride and care in selecting costumes that are not only appropriate for the routine but also ones that will stand out on stage and are flattering and age-appropriate for our students.

We source our costumes from a number of manufacturers both locally and overseas and don't believe it's in anyone's interest to scrimp on quality. We endeavour to keep our costume costs down, however costs do fluctuate from year to year due to influences beyond our control such as shipping, postage and handling.

The only other thing left to purchase for your costumes is stockings, which will be advised with plenty of notice for you to purchase through our dance wear store online.

# Fees Schedule

CLASSES PER WEEK	COST PER TERM	WEEKLY AMOUNT
1 x 30 min class per week	\$130	\$13
1 x 45 min classes per week	\$150	\$15
2 x 45 min classes per week	\$280	\$28
3 x 45 min classes per week	\$410	\$41
4 x 45 min classes per week	\$550	\$55
5 x 45 min classes per week	\$680	\$68
6 or more 45 min classes per week	\$800	\$80
1 x 60 min class per week	\$180	\$18
Ready Set Dance Level 1	\$150	\$15
Ready Set Ballet Levels 1 & 2	\$130	\$13
Ready Set Dance Level 2	\$180	\$18
Ready Set Acro Levels 1 & 2	\$150	\$15
Ready Set Dance + Ready Set Acro Level 1	\$280	\$28
Ready Set Dance + Ready Set Acro Level 2	\$300	\$30
Ready Set Dance & Ready Set Ballet Level 1	\$250	\$25
Ready Set Dance & Ready Set Ballet Level 2	\$305	\$30.50
Ready Set Dance, Ready Set Ballet & Ready Set Acro Level 1	\$380	\$38
Ready Set Dance, Ready Set Ballet & Ready Set Acro Level 2	\$400	\$40



# Fees Policy

This is a summary of our Fees Policy. Please read & agree to the full policy on our website (under the Policies tab) before registering.

1. Fees are paid weekly via direct debit. We use the EziDebit payment system. You will receive a direct debit authorisation form upon enrolment. This is a non negotiable form of payment, and your enrolment is confirmed only upon acceptance of this payment method.
2. Fees will be deducted from your account every Monday.
3. All classes are to be paid for whether attended on or not for the entirety of the term.
4. If you wish to pay at different intervals or on a different day of the week, please ensure that this is communicated to the director in writing.
5. Class absences are non refundable.
6. Classes cancelled due to teacher absence will be made up at the end of each term in school holidays, as are any public holiday classes that fall on a dance day. Fees are forfeited if you cannot attend the make up classes.
7. There is a registration fee of \$20 per child on enrolment to cover administration & insurance. Enrolment is not confirmed until registration is paid.



# Uniform

It's important that ALL students are dressed accordingly for all classes. This not only ensures students are able to move freely but is also a health and safety requirement. This includes the correct tights and shoes for each class.

You can purchase your shoes and uniforms online on our studio shop website:

[www.lil-bit-of-grace-dancewear.square.site](http://www.lil-bit-of-grace-dancewear.square.site)

## *Ready Set Dance & Ready Set Ballet*

- RSD Dress
- White Frill Socks
- RSD Wrap Top (cooler months)
- Tan Stockings (cooler months)
- Hair Bows and/or any RSD hair accessory
- Tutu Skirt (Ready Set Ballet)
- Blue T-shirt & Black Shorts
- Tan Jazz Shoes (Ready Set Dance)
- Ballet shoes (Ready Set Ballet)
- Tan Tap Shoes (Ready Set Dance Level 2)



## *Accessories*

- Various RSD dance bags
- Drink Bottle
- Crew socks
- Leg Warmers
- Caps, hats & beanies
- Jibbitz
- RSD Tracksuit

## *Ready Set Acro*

- RSD Dress or
- RSA Blue Shortall



All uniforms can be purchased from our online & onsite studio shop:

[www.lil-bit-of-grace-dancewear.square.site](http://www.lil-bit-of-grace-dancewear.square.site)

***MDS is excited to be bringing a whole new uniform range to you in 2025!***

### *Kindy Combo*

- MDS T-Shirt
- MDS Reversible Singlet
- Black Tights
- Black Bike Shorts
- Tan Jazz Shoes
- Tan Tap Shoes



### *Kindy Ballet*

- Navy Leotard
- Navy Ballet Skirt
- Ballet Shoes



### *Junior & Intermediate Ballet*

- Navy Leotard
- Navy Ballet Skirt
- Ballet Shoes



### *Junior, Intermediate & Senior Lyrical*

- MDS T-Shirt
- MDS Reversible Singlet
- Black Tights
- Black Bike Shorts
- Half Ballets



All uniforms can be purchased from our online & onsite studio shop:  
[www.lil-bit-of-grace-dancewear.square.site](http://www.lil-bit-of-grace-dancewear.square.site)





## *Junior, Intermediate & Senior Jazz*

- MDS T-Shirt
- MDS Reversible Singlet
- Black Tights
- Black Bike Shorts
- Tan Jazz Shoes

## *Junior, Intermediate & Senior Tap*

- MDS T-Shirt
- MDS Reversible Singlet
- Black Tights
- Black Bike Shorts
- Tan Tap Shoes



## *Junior, Intermediate & Senior Hip Hop*

- MDS T-Shirt
- MDS Reversible Singlet
- Black Tights
- Black Bike Shorts
- Black Runners (Not 'Cons')



## *Junior, Intermediate & Acrobatics*

- MDS T-Shirt
- Black Tights
- Black Bike Shorts
- No Shoes

All uniforms can be purchased from our online & onsite studio shop:  
[www.lil-bit-of-grace-dancewear.square.site](http://www.lil-bit-of-grace-dancewear.square.site)

# Studio Policies

It is the responsibility of the student and parent/guardian to familiarise themselves with all Studio Policies BEFORE registration.

Full policies are at [www.mds4dance.com](http://www.mds4dance.com)

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1. Melissa's Dance Studio (MDS) is not liable for any harm, injury or damage sustained by students as a result of participating in classes or organised events
2. Students & their siblings may not undertake dance training at another dance school in any style offered at MDS while enrolled at MDS.
3. Any personal items such as clothing and shoes left after class are placed in our Lost Property. Anything left at the end of each term is donated to charity.
4. Recording of any classes is strictly prohibited without the express permission of the teacher. Any video taken must NOT be posted to any form of social media.
5. Report all accidents and injuries to the teacher and staff at the front Reception desk immediately. All accidents and injuries must have an accident / injury report registered.
6. Students are required to clean up after themselves and maintain neat and clean studios, change rooms and toilets.
7. To finalise enrolment, parents / guardians must read and agree to all MDS policies. In order to submit an online Registration Form, parents / guardians will need to indicate they have read and accept MDS policies in order to register. These policies can be found on the Policy tab of our website.
8. MDS has a zero tolerance to bullying.
9. MDS has a social media policy to enhance the online safety of our students.
10. The parent liability and waiver policy forms part of our studio policies and must be agreed to before enrolling.



# Social Events

At MDS, community is super important to us and we're excited to host several social events throughout the year for our students and their families. More often than not, these events are completely free for our studio families.

Firmer dates for these events will be confirmed during the year.



## Proposed Social Events

Term 1	Welcome BBQ & Disco
Term 2	Picnic in the Park
Term 3	Movie Night
Term 4	Christmas Party

# Student Code of Conduct

## IN THE WAITING AREAS

- I WILL ensure I include anyone who wants to sit with me.
- I WILL speak quietly and respect that classes are in progress.
- I WILL pick up all of my rubbish and put it in the bin.
- I WILL NOT leave my bag or shoes in a doorway or hallway, I will place them on racks provided.
- I WILL NOT stand or jump on furniture.
- I WILL NOT touch anything that doesn't belong to me.

## IN CLASS

- I WILL always work to my full potential.
- I WILL address all of my teachers by their correct title.
- IF the class is taking turns to practice an exercise, I will watch my classmates without interrupting so everyone has the chance to learn.
- WHEN the teacher is speaking, I will stand still and not speak to my classmates.
- IF I am late, I will apologise to my class teacher by speaking to them personally before joining the class.
- IF I need to leave early, I will speak to the teacher before class and ask politely to be excused at the appropriate time.
- IF I am given a correction, I will accept that correction and accept it as a chance to learn.
- IF I am not feeling well, or have an injury, I will tell my class teacher about it at the start of every lesson.
- I WILL NOT laugh, make judgement or speak badly about another student.
- I WILL NOT touch another student unless I am asked to.
- I WILL NOT talk back or correct any member of staff.
- I WILL NOT correct another student.

## CLOTHING & HAIR

- I WILL take pride in the way I look.
- I WILL always be dressed in correct uniform (including tights) and ensure I have the correct shoes for each lesson, every lesson.
- I WILL ensure my hair is in a neat style that does not fall in my face or require me to "re-do" it repeatedly during class.



# FAQ

## **Can I do a trial before I enrol?**

Absolutely yes! However for legal and safety reasons anyone participating in a trial class must still enrol online so we have all your child's important information readily available to us if we need to contact you. New students to MDS are welcome to trial as many classes as they like for 7 days for free. Please make a note on registration that you are trialling your chosen classes for a week. *(PN, this is open to new students only)*

## **Can parents and siblings watch class?**

We don't allow anyone other than students in the studio during classes however we do have class viewing weeks at the end of Terms 1 & 3 and a mid year performance at the end of Term 2. We highly encourage a kiss and go procedure – quick kiss and hug from mum and off into class. If we implement this from the start, the easier it is on all!

## **How do I keep up to date with all the studio happenings?**

We send out newsletters via email every 2-4 weeks. We won't bombard you, we will only send out a newsletter when needed.

We also have a closed MDS Family Facebook group which will be up and running from mid January 2025.

We also have our studio social media accounts on Facebook and Instagram and love it when our parents & students tag us so we can share in your child's dance journey with us.

## **Does MDS offer 'boys only' classes?**

All of our classes are choreographed for boys and girls. If your son is concerned about dancing in a female dominated class, send him along with a friend. Our preschool program uses gender neutral music, and we take great care in selection of class choreography and music wherever boys are enrolled.

## **Can I do a makeup class if I am absent?**

Yes. Find a similar class on the timetable and let the director know that you will be attending. Make up classes can be taken for missed classes due to illness, travel or personal reasons. Missed classes may be made up within the current term only. Refunds and credits will not be given if your child misses a class and doesn't attend a make up.

## **What if my child doesn't like a class?**

We offer a money back guarantee on all weekly classes within the first week. **See p29 for our refund policy.** It is important to know that at times young children will explore the limits of attending class and say they don't want to go. This period may occur anytime but is usually short-lived. Some ideas that might help you handle the situation: emphasise what the child is doing at the dance class rather than what you do while they are in class; avoid long good-byes; expect the tears and know that usually the tears are to make you feel guilty. They are always short lived once we start having fun!

**Do timetables stay the same for the entire year?**

Timetable may be subject to change depending on registrations. In the lead up to our concert some classes may be combined.

**Are children supervised between classes?**

For the most part yes, but there are times that our studio waiting room will be unattended, and as such MDS accepts no responsibility for students left waiting before or after their class times. Students must be collected promptly from studio door or waiting room.

**Is there parking available?**

Yes but we ask all parents to remember we are sharing our carpark with a number of other businesses. Please drive safely and ensure you are not blocking any driveways, roller door or entrances to our neighbours. The only allocated parking area for MDS is out the front in the carpark.

# Contact Us

**Class & General Enquiries:**

[enquire@mds4dance.com](mailto:enquire@mds4dance.com)

**Personal, Private & Confidential Matters:**

[melissa@mds4dance.com](mailto:melissa@mds4dance.com)

**Accounts**

[accounts@mds4dance.com](mailto:accounts@mds4dance.com)

**Uniform & Shop Enquiries:**

[melanie@mds4dance.com](mailto:melanie@mds4dance.com)

**All enquiries** or to advise of absence via **text** or **phonecall** to Melissa:

0407 408 434

Please refrain from messaging staff on their personal social media accounts. This is in breach of our policies and all messages will go unanswered.

# Enrol Now!

[www.mds4dance.com](http://www.mds4dance.com)