



DANCE STUDIO
HANDBOOK

FOR
PARENTS AND STUDENTS



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1/ Introduction

It's my absolute pleasure to warmly welcome your dancer and family to Coastside Dance School! My team is thrilled to see many familiar faces continue to dance with me and even more excited to see some new faces join our dance community. I have created this one-stop handbook to hopefully shed some light on how things will run throughout the year as well as

answer a lot of questions that you may have before the year begins. While I would love you to take the time to read this information carefully and keep your handbook in a safe place to refer to as you need, don't forget that I/we are always here to help and will happily answer any questions you may have. Nothing is too big or too small, we promise! 😊

QUICK REFERENCE STUDIO INFORMATION

Phone Number: (650) 516-6056

Email: CoastsideDanceSchool@gmail.com

Facebook: [Coastside Dance School](#)

Website: CoastsideDanceSchool.com

Owner/Director/Educator: Roxanne Seliger

2 / Studio Mission and Vision

It is important to us at Coastside Dance School that all members of our staff and families share our vision, our purpose and the philosophy that encompasses everything we do both in and outside of our classes. This is a vision that is shared and demonstrated by the owner, teachers and staff members at our studio and it is the driving force behind every interaction with our students and their families.

Coastside Dance School is an entertainment, performance, and arts education based school.

We are a place where kids find their passion, build solid technique, and perform their joy of movement. This is a studio where creativity, strong work ethic, self-discipline, and self-expression is encouraged. We support the recreational and technical/professionally inspired dancer with a community of teachers, students, and families who are passionate about performing arts. Our goal is to create a positive and happy experience for all our students, create life long active movers, and future patron of the arts. We strive to nurture and develop talent, celebrate the achievements of all students and inspire a love and appreciation of all styles of dance and the arts. We are committed to providing a fun, safe and positive environment in which all students can feel empowered, comfortable and free to express themselves to grow their self confidence. We love and focus on seeing smiling happy faces. This will be a life changing experience for your child!

3/ Registration

Before lacing up those jazz shoes, it's important that all students and/or parents – whether returning or new - fill out/update your registration information so we can ensure we have the most up-to-date contact details for you. This information includes your registration form, media release form (so we can show off photos and videos of our amazing dancers in and around the studios), and public liability / Insurance contract. See those attached at the very bottom of the handout and on the website.

Our Early registration ensures that in the event of classes reaching capacity before the season kicks off, you will be guaranteed a place in the class/es of your choice.

Our annual registration fee is **\$40 per student** and must be paid in full prior to the commencement of your classes. This fee covers Insurance, music licencing, admin. Time, and credit card processing fees. Make sure you get your payment information in our website via Credit Card as failure to pay your registration fee in time may result in losing your place in the class.

We encourage all of our students and families to try a variety of dance styles and we are more than happy to accommodate trial classes for existing students who are wanting to try something a bit different. Please contact the studio or reception if you would like to try a new class and we will happily schedule a quick meeting and fit you in for a trial (provided the class has not reached capacity).

**** REMINDER **** Don't forget to spread the word and refer friends if you find that our school's experience is perfect for them.

4/ Payment/Fee Structure/Absence

Please find below the fee structure for [Classes 2021-22](#). Feel free to contact our office staff if you have any fee-related queries.

Age	Description	Monthly Fee
3 years - Adult	One class per week (30 minutes per class)	\$60
6 years - Adult	One class per week (45 minutes per class)	\$80
6 years - Adult	One class per week (1 hr per class)	\$84
6 years - Adult	Two Classes per week (1 hour per class)	\$168
Private Lesson	Private Lesson (30 minutes)	\$30
Private Lesson	Private Lesson (60 minutes)	\$60
Special Event	Dance workshop	TBD
Master Class	Guest Teacher (1 hour)	TBD
Workshop	Multiple dance sessions a day	TBD
Camp	5-days (3 hours)	\$225
C		
Camp	5-days (1 hour)	
Camp	5-days (1.5 hours)	

Monthly tuition payments are based on equally monthly payments for the duration of the dance season. An average of 4 classes a month is common, yet some months may have more or less. See payment method below:

Payment – Payments are Due on the 1st of each month prior to that months lessons. Your credit card on file with our website will be charged on the 1st. You will receive your monthly invoice prior to the commencement of month. Payment options are only through the website as credit card on line on file.

Late Fees/Studio Termination- If lessons have not been paid for on the 1st of the month, overdue fees will accrue with a late fee of 10% per week that it is past due and if fees remain unpaid in week 4 of classes students will not be permitted to participate in their lessons the next month and registration will be terminated.

Absences: Coastside Dance School understands that absences may occur due to sickness. If student is absent-a make up can be made for any class in the same age level and any style of dance available. We will endeavour to arrange make-up lessons for classes cancelled by Coastside Dance School or will offer an alternative class we contact you about.

Studio Withdrawal: **Coastside Dance school runs a dance season from Sept-June 30 school year with Registration.** We hope that students stay the full dance season. All students are invoiced based on monthly classes so your invoice will be the same each month unless you change classes. If you decide to withdraw from the school with dance classes in the middle of the month for any reason, you will still be charged for the entire invoiced period month . If you wish to withdraw from classes at Coastside Dance School, it is a requirement that you notify the school by email in writing 14 days prior the 1st of the month that you will not be attending. Your registration fee will not be returned.

Special Event/Workshop Payment

Our special event classes can be paid as you attend for on the website with your credit card on file.

5/ Dress Code Policy/Uniform

Dress code required for all studio classes. At Coastside Dance School, we believe that wearing proper dance attire or studio uniforms give students a sense of belonging to our family as well as creating an identity for our studio in the greater community.

Our uniforms also:

***Allow instructors to correct alignment of the body for technique and prevent bodily injuries

- Encourage discipline
- Help students resist peer pressure to buy stylish clothes for class
- Help identify non-students in the studio
- Diminish economic and social barriers between students
- Increase a sense of belonging and school pride
- Improve attendance

Uniforms can be purchased year-round from the studio or from our website

www.ShopNimbly.com/CoastsideDanceSchool

Please ensure all parts of your child's uniform are clearly labelled - individual shoes, socks, bags, clothing, water bottle, prop bag...you'll be amazed at the amount of lost property we generate!

Further style-specific uniform requirements are as follows:

Ballet- Ballet students must have **pink ballet shoes, pink tights, and leotard** which can be purchased from our on-line shop.

Jazz- Students require **tan jazz shoes, skin colored tights and leotard.**

Tap- Students require **tan tap shoes, skin colored tights and leotard**

Hip Hop/Recreational/Adult- Students require **tan jazz shoes or tennis shoes used only at the studio for dance class and not on the street** along with any combination of studio shirt and black jazz/yoga pants or black pants for boys.

Lyrical/Modern/contemporary- Students can wear bare feet or jazz shoes for this class. Tights and loetard

Prop Kit-Required for all classes for students under the age 7 years old. Can be purchased on the school website parent portal under “merchandise.”

Studio T-shirt- Can be purchased on the school website parent portal under “merchandise.”

6/ Recitals/Performances/Costume Purchases

Recitals are an important part of Coastside Dance Schools program, a great process of student growth, and a showcase of students' hard work. Students and families enjoy watching their child perform and it is a vital part of the arts experience to perform in front of an audience and on stage. Students gain so much of the dance experience through the recital process of bonding with other classmates, building self-confidence, displaying their hard work, learning about stage/audience etiquette and having fun!

Students are expected and assumed to perform in the annual spring recital in June. If you know your child will not be performing a written email will need to be sent by Feb 1st of that year. Costumes will be ordered at that time and Choreography will begin. March 1st will have the Recital Fee Charge TDB based on cost of venue.

Mandatory Rehearsals for some students/classes are held the week prior to the in person performances. This is the time for students to get comfortable with dancing on stage, blocking the movement, learning stage procedures, and practice costume changes. **If students do not make the rehearsals they will not be able to perform in the show.** This is due to the fact that the missed child will not know what directions have been given and placing on the stage. This creates a safety hazard for other dancers as they move around if the child is not up to speed on what is happening during the show in the dark and bright lights. This policy prevents injury and emotional distress for all dancers and staff.

Recital/Performance will be set for an indoor venue if allowed other with an outdoor location with secured by the school.

Showcase weeks-This well take place in the studio in December and May for dancers to shows their dances to show their family.

****Costumes**** will be ordered by the parent for each student for each dance styled class they are in. Example: 1 costume for Jazz, 1 costume for Hip-Hop, and combo classes will have 2 costumes-a Jazz and Tap outfit. These costumes will be ordered on Feb. 1st and Choreography will begin in February. Parents are expected to follow the directions of the studio for purchasing the costume. Prices will cost around \$100 per costume. Dance shoes and tan colored tights must also be worn.

7/ Attendance, Studio Policies & Other Logistics

Arrival/Parking

Please plan to arrive to class lobby 5 minutes early to get settled and find street parking. The lot behind the building is for building tenants.

Drop-off/pickup

For students Elementary age or older, you may drop off/pick up in your car. You may use the drive way quickly to pick up and drop off parking by the door is full.

For students under 5, please park and walk to pick up/drop off at the door. If you child can be

independent the bathroom, parents do not have to stay in the lobby during class time.

Be on Time: Please have your child ready for classes 5 minutes prior to class. Students are expected to stay the entire length of the class time either in a studio classroom. This helps with other students being distracted and feeling a sense of togetherness.

Observation/Lobby

It is the school's policy that classes are designed for success as a teacher/child class experience similar to Pre-school and Elementary school classroom's safety measures. During the class session, please be respectful to not interrupt student focus and teachings. The studio classroom is closed to observers unless invited into the room by the instructor to assist with bathroom needs quietly. While good intentions are understandable, voicing out from the lobby into the classroom to your dancer, or entering the classroom while teaching without instructor permission; can pull the students' focus from learning and be distracting to the classroom learning experience for all students. If you feel you need to connect with your child during class time please motion to the teacher 1st for acknowledgement and permission. (Students should be independent/learning to be, with changing dance shoes and getting props from their prop bag during class. Instructors will help the students when necessary with dance items. Helpful tips for smooth transitions are having shoes labeled R/L and having props in the bag that are easily accessible as originally given to them.)

Pictures/Video

It is SO fun to watch our dancers! **We love you taking photos and videos to post on social media and tagging "Coastside Dance School" on Facebook and Instagram pages.** Just note that in doing so please don't distract the class or dancers. You may always take pictures in the lobby as well before and after class with our logo wall!

Food

The only food or drink allowed in the dance studios is water. This includes coffee, gum, candy & mints. Please enjoy your coffee, snacks, gum, candy outside of the building. Please throw all waste in the garbage. All personal items and water bottle must be labeled.

Gear

Dancers water bottles, coats, shoes, books, cell phones & other gear can be placed in the cubbies. The only items allowed in the dance studios are dancers with prop bags and R/L Labeled shoes inside of the prop bag. All belongings must be clearly labeled.

Covid- 19 Protocols are still in place of mask wearing for everyone in the building and for the foreseeable future until our under 12 students have the vaccine option available. You all have been fantastic about wearing masks. Thank you.

Lost & Found

Our Lost & Found is in cloth boxes of the cubbies in the lobby. Please check there and you may contact staff if any of your belongings go missing or are left behind.

Absences/Make Ups/Credits

Absence-Please email CoastsideDanceSchool@gmail.com to notify of an absence.

Attendance: Coastside Dance School believes strongly in good attendance and students are expected at every class. Being present in class teaches a strong commitment to the arts discipline, teaches responsibility, and is very valuable to the students growth and social relationships in class. Your child's attendance in class is very important to their peers and our teaching staff. As a member of the team, it is a commitment for you to ensure your child attends their classes on time each week and attends all lessons planned for them. Not only do absences impact the concert routines we create, it also impacts the social and confidence-building principals we work hard to foster in each age group. We never want your child to feel left behind in the classes growth and knowledge of movement due to being absent from class.

If you know ahead of time that your child will be absent due to holidays/vacations, commitments or school trips, please let us know ahead of time so the class impact is minimal. If your child is too unwell to attend class, we ask that you inform the studio as soon as you can so they can let the teachers know and preparations can be made..

Scheduling your Make up. Classes can be made up anytime during the Dance season, but not going into the new dance season. *****You can schedule any class in their age range available for your child. You do not have to pick the same style of class that they are enrolled in currently.****** This offers more time flexibility for you and for them to try a new style of dance as well. Go into your parent portal on your student page. Next to the blue button "enroll in a class" you will see a pull down option reading "other actions." Click on that and follow the computer lead to schedule a class. You can also see the current class schedule on the website www.CoastsideDanceSchool.com

Class Cancelations

If a class needs to be cancelled on the fault of Coastside Dance School then a make up class will be scheduled. Class cancelations would be due to natural disasters, power outages, technical difficulties, or teacher sickness. Parents will receive a time notice of cancelation by Text/phone call, Email, Facebook notice, and Website notice. Credits are applied for teacher cancelation of class when no class make up option is available. Credits will NOT be applied for dancer Illness or Vacations.

Account Ledger

Please check the students' birthdate and your account ledger for any credits and accuracy before scheduling make ups.

Billing-Monthly tuition payment is based on a 10 month equal payment dance season for Sept. 7, 2021-June 30, 2022. It is not based on the number of classes per month. Even though 4 classes a month is the average, some months have varied number of weeks. This systems allows for a balance for all classes throughout the year.

With drawl-If you decide to with drawl from dance classes for the season, please email CoastsideDanceSchool@gmail.com 2 business weeks prior the 1st of next months Tuition

charge to allow for cancellation of auto payment in merchant services payment system and for class planning.

Contact Info./Staying Updated

A monthly Newsletter will be sent out the first week of each month and emails for event updates. Daily Facebook posts will be made on current events. Check that often! Follow us on Facebook and Instagram a “Coastside Dance School”

Phone: 650-516-6056

Email: CoastsideDanceSchool@gmail.com

Website: www.CoastsideDanceSchool.com

8/ Communication

By now you have probably noticed that we are BIG on communication here at Coastside Dance School. It is our promise to respond to all enquiries in a timely manner and we will never leave a query unanswered. Our friendly office staff can be contacted at **(650) 516-6056**. **Office hours are Tuesday-Friday 10-2pm Pacific time.**

For convenience, our primary means of communication is via email. You will receive a monthly newsletter the first week of the month and important information via email. Please ensure that you have provided the studio with an up-to-date email address that is regularly checked. We are of course happy to include multiple email addresses per family if you would like your correspondence sent to numerous recipients. Don't forget to add our email address CoastsideDanceSchool@gmail.com to your contacts so we don't end up in the dreaded Spam folder!

We are also proud to provide you information round-the-clock via our very own Dance Studio website: www.CoastsideDanceSchool.com

In the infrequent case of urgent information (for example, unexpected class cancellations or performance changes), we will send a TEXT and/or telephone call to all families. So, for this reason, please make sure the mobile phone number you have provided to the studio is correct and up-to-date.

Facebook is a great way for us to keep in touch with a large number of people at once, so we encourage all families to join our **Coastside Dance School Facebook group**. This group can be found at **Coastside Dance School** and will be monitored to ensure all content is appropriate and relevant.

We always display important information, dates and studio details on our noticeboard in reception so please have a quick look when dropping off and picking up in case there is anything you may have missed. We are always happy to chat in more detail about communications you may receive from the studio, so if you need any clarification please don't hesitate to call us on **(650) 516-6056** to speak with us.

Q: What if I am having trouble with my dancer wanting to come to class or performing?

A: 1st give it time, stay calm, and it is completing normal. Allow children to take their time with this year long learning phase of dance classes. Look at the bigger picture.

Classes: The start of a new class can be very overwhelming for a child and once they learn the structure and what to expect, then they can't wait to come and will feel comfortable. OR they can be super excited to start dancing now, then after the first 2 months the honeymoon phase of something new and exciting is over, the work beginnings, and children sometimes pull back from excitement of going to class. Expect these phases and your own phases of feelings as a parent. Trust in the time and building of the program and class adapting to student needs throughout the year.

Don't worry so much about each moment during class time and doing every movement perfectly. Student's have many different ways mental processing. Sometimes they are watching, sometimes doing, and sometimes thinking about doing.

Never worry about the teacher's thoughts or feelings towards the student's behavior. Allow the teacher to guide, encourage, and discipline as necessary as all part of any classroom learning experience.

Performance: Classes are designed and carefully planned out lessons are taught to lead up to the performance experience. Trust in the process and stay committed to see the full time line of learning through to the performance experience. Many accommodations can be made to make the dancer a part of the performance experience if necessary and should still support their fellow classmates as a team or audience member.

Commitment: Most important is to be consistent in attendance of class and arrive early so to be on time and prepared for class. (Students will not react or feel left behind or thrown into an unexpected situation if the commitment and respect to the class is made.) Please never pull your child out of class or leave early if you child is upset. There are many teaching strategies that can be used to comfort the dancer and get them moving again, if given the chance to work with them.

***Please always feel free to email the school to discuss the concern or issue with the dancer, class, or anything that maybe troubling the dancer. A private appointment may be scheduled to work with the child and create an action plan for support.

9/ Important Dates

We understand wholeheartedly how busy the lives and schedules of our dance families can get as the year rolls on, so we have tried to get all of our important dates organized and ready for you so you can plan other commitments. **See the attached calendar, we have listed some of our most important "Save the Dates" with more information (including times, costumes, requirements, etc.) to be communicated via newsletter, website, and Facebook as we get closer to the events.** If you know ahead of time that your family will be unable to attend these events due to planned holidays or existing commitments, please the studio know by email at your earliest convenience and before deadlines.

****Reminder-Students are assumed they will be performing in all recitals and performances. You will need to OPT-OUT if you plan to not have your child in a performance and buy a costume. You will need to notify the studio by written email notice prior to costumes being ordered. Feb. 1st for June Recital.**

10/ Code of Conduct

To ensure the smooth, safe running of Coastside Dance School and an enjoyable experience by all, below you will find our code of conduct. As always we are open to feedback, so if any of the requirements outlined below are unclear or concerning, please give us a call to discuss further. Following a formal meeting, we do reserve the right to dismiss or take disciplinary action on any students or parents who breach our studio's code of conduct.

Families who do not comply with their tuition payment obligations may be charged a late fee, and/or excluded from performances. External debt collection may occur when fees remain overdue and this will be at the expense of the client. Costume expenses are the responsibility of the parent, and costumes will not be issued to students with unpaid class fees.

In Studio-No classes (including private lessons) or teachers are to be disturbed unless it is an emergency. Parents are not to approach teachers or students during class and if messages or food/drink/medication needs to be passed on to a student, it must be done through a Coastside Dance School staff member. All parents must wait in the waiting areas or outside of the studios until classes have been dismissed.

In Studio-We are unable to take responsibility for our students before or after their scheduled classes and it is the responsibility of the parent to ensure their child is picked up and dropped off on time. In the case of an emergency or unavoidable delay, please contact the studio immediately to inform us of the situation so we can keep your child calm and safe until they can be collected.

Any questions or complaints must go through Admin. – parents and students are not permitted to contact Coastside Dance School teachers personally via phone, in person, or via email / social networking with studio issues unless it has been broached with the principal first. Personal meetings with the studio principal can happily be arranged via reception.

In the rare case of a parent or student showing disrespect or defamation to any parent, staff member or student, a meeting will be called immediately and dismissal may be considered at the discretion of the principal. Physical, mental, emotional or cyber bullying by parents, staff or students will not be tolerated and may result in dismissal from the studio.

Coastside Dance School takes no responsibility for any stolen or misplaced property on the studio premises or performances and we encourage our families to avoid bringing valuable items into the studio or at shows where possible.

Coastside Dance School management reserves the right to change teachers or timetabling when necessary at any time throughout the year.

Choreography, costuming and studio policies remain the intellectual property of Coastside Dance School and may not be reproduced or sold by any students, parents or staff without permission of the principal/s.

11/Etiquette-In Studio and Virtual/Zoom

Students are expected to ready 5 minutes before their class start time wearing their proper dance attire, hair in ponytail or bun, having used the restroom prior, and props ready for use.

No food, gum or objects should be in the child mouth. Choking may occur. Water breaks are at the end of class with permission by instructor.

Please secure a clear safe dance space for your child to dance free of interruptions and toys that may be played with as a distraction.

Students should have their sound muted and video set "on" the entire duration of class and stay logged in during the entire length of the class. Video helps with class moral having no students in and out of class repeatedly and excitement when students are dancing together. This is very important to having a cohesive class of togetherness.

Students may raise their hands and will be unmuted when no dancing or leading is occurring by the teacher to assist in the students needs.

Chat bar should only be used in saying hello and goodbye by students, asking questions, and positive comment about the instruction of the class. Chats should not be used for long social conversations or any harmful exchanges that can be a distraction to other students during class.

12/ Safety

With the safety of our families a number one priority, Coastside Dance School is very serious about upholding Child Protection laws and policies within the studio as well as at public performances and in the online arena (website and social media). Owner Roxanne Seliger is a Mandated State Child Welfare reporter. If abuse or neglect is evident, proper authorities will be notified.

As part of your registration, you will have read and signed a media waiver allowing us to proudly use images and video footage of your student for advertising and promotional purposes. Should you have any concerns whatsoever with signing this declaration, please see our reception staff who will happily assist you.

In a Studio space there would a viewing window within the studio rehearsal space which can be checked by parents and family members from the comfort of our waiting area. All of our teachers and staff members have undergone official checks allowing them to work with children.

The owner and staff at Coastside Dance School are educated in the negative impact of inappropriate music and costume selection when it comes to performing dance routines and are wholeheartedly committed to ensuring children in all of our dance routines are not subjected to any inappropriate songs or costuming. We recognize that songs with sexist, explicit, violent, racist, homophobic or criminal content may influence our dancers and/or audience and will strive to avoid using such music. We are committed to restricting costumes that project sexuality, contain explicit graphic or textual content. All music played will be age appropriate and super clean versions of the song.

In studio, our staff members have all been trained in first aid CPR Certified. We enforce a nut-free policy at the studio to ensure the safety of any students or parents with allergies to nuts or nut products and encourage gluten and dairy free foods when involved in fundraisers or studio events. **** Please list all allergies upon registration and if Epi Pen is needed.

Coastside Dance School takes no responsibility for any stolen or misplaced property on the studio premises and we encourage our families to avoid bringing valuable items into the studio where possible. Please label all of your students items on the outside of the item.

Please read this document carefully and sign it prior to the commencement of classes so you fully understand the rights and responsibilities of your family and our studio.

Covid 19 In Studio Safety Procedures as needed

Due to Covid-19 of the year 2020, in studio safety procedures will be as following. Students will arrive and stand on socially distanced lines outside with student and parent wearing a mask. Upon door opening, the teacher will take the temperature of the student and student will come into lobby area to change shoes and put shoes in the bag. Students hands will then be sanitized and student with bag will be asked to walk to their assigned dance square/box. Dance square/box will measure 6' x 6' with a 1' x 1' centre box for standing. Barre space will be marked 6 feet apart and color coded to the box. Students will all move from entering the room, centre floor to barre, to across the floor, and out the door all as a group. Parents will not be allowed in the lobby and must drop and pick up their child in front of the building on time. Studio space will be cleaned during the 15 minute time period between classes. Masks must be worn at all times in the studio building space and by parents at drop off and pick up.

13/ Privacy

When you purchase or hire a product or service with Coastside Dance School, the information we may collect from you includes your name, address, telephone numbers, email addresses, medical information and perhaps credit card or bank details. It may also include details of the products and services we provide to you as well as the status of your enrolment. We only collect information directly from our students or their parent/guardians primarily for the purpose of providing services and products to you and to administer and manage invoicing and debt collection.

We may occasionally use your information to promote and market to you information which we consider may be of interest to you unless you contact us and tell us not to do so.

We will never sell or pass on any of your information to third parties unless required by government authorities or in the event of debt recovery. Any information passed on will be done so with appropriate privacy and confidentiality protection.

Information is stored securely in paper or electronic form and is accessible only by authorized personnel.

If you would like to know what information we hold about you or wish to update the information, or if you wish to be removed from all further direct marketing communications, please contact the office.

14/ Social Media

Coastside Dance School's Social Media Policy refers to all social networking sites, video/photo sharing sites, blogs, micro-blogs, podcasts, forums, instant messaging and geo-spatial tagging (for example, Facebook check-ins). Please see below for our regulations regarding Social Media and feel free to contact our office staff if you have any questions.

- Please remember that your anonymity on Social Media is never guaranteed and to exercise particular caution when posts, images or videos identify children in your care.
- Remain mindful that your behaviour on Social Media remains in keeping with Coastside Dance School's code of conduct as outlined in this handbook.
- Any comments or posts perceived to be obscene, defamatory, threatening, harassing, discriminatory or hateful towards Coastside Dance School staff, students or families may subject the owner to disciplinary or legal action.
- Should you wish to engage on Social Media while identifying as a studio volunteer or employee, you may only do so with integrity, respect, and adhere to privacy and confidentiality policy.
- Any content revealing or referring to sensitive studio information is not allowed to be shared online.
- Intellectual property laws (for example, costume design and choreography) must be observed by all studio patrons when posting online.
- While affiliated with our studio, (for example, images of your child in Coastside Dance School uniform) we will not tolerate any posts that are racially, sexually, physically or religiously offensive.
- All matters pertaining directly to the studio - whether it be fees, scheduling, placements or performance opportunities - may not be communicated via Social Media. We have an open door policy and encourage all communication, complaints and feedback to be communicated to the principal directly.
- We discourage parents / students and teachers / owner from becoming personal 'friends' or 'followers' on Social Media, unless there is an existing relationship. We consider all studio members to be family and as such feel the obligation to respect and monitor personal boundaries. Owner and Staff would like to keep their personal lives private from work life and be professional.

- Families found to be engaging in 'hidden' or 'private' groups formed for the specific purpose of discussing studio matters will be encouraged to join our closed Facebook group for public discussion and warned against discussing Studio matters in their private online groups.

- Photos or Videos taken from performances or rehearsals may NOT be posted online unless requested by a post or directed by contact to do so.

- You may not post photographs / videos that feature Coastside Dance School dancers other than your own online to your personal accounts without the proven consent of their parent/guardian. Please ask the groups permission during the photo taking.

- Identifying information of any featured minors - including names, ages or location - must be removed when posting on Social Media.

15/ Our Teachers / Faculty

Finally, it's our pleasure to introduce our hand-picked faculty for the Dance Season! Our enthusiastic, passionate and dedicated teachers are thrilled to be a part of your family's dance journey this year. We are truly looking forward to growing together to mould this generation of skilled, confident, genuine and unique performers. We are excited to work with your child!

Roxanne Seliger-Owner/Dance Educator

Ms. Roxanne has been dancing for 40 years and teaching dance for 30 years! She began dancing at the age of 4 with Ballet, Tap, and Acrobatics in Southern Illinois. She performed her first Tap Solo at age 9 and was hooked on dance. She quickly moved forward with her dance training to Bakersfield, CA where she studied under Tap, Jazz, Hip-Hop, Ballet, Lyrical, and Modern Styles under Georgia Peck at her studio and as her High School dance teacher. Roxanne danced along side Tiler Peck (principal ballerina for the New York City Ballet) whom is Georgia's daughter, competing together in many dance competitions and conventions such as Showstoppers, Tremaine, Dupree, Dance Educators of America, and Dance Masters of America just to name a few. Georgia always considered Roxanne her tap girl and at the age of 13, Roxanne began teaching her first Tap and Clogging classes. Roxanne continued to teach, choreograph, perform, and compete with the dance studio and public high school under the direction of Georgia Peck.

Throughout College Roxanne continued to teach at many different dance studios in the Central Valley of California like Lenore Smith, Dance Rage, Terry Clark, Studio Elite-along side Kevin Ferderline and was part of a professional dance team for an athletic team. She travelled to dance with Al Gilbert, Joe Tremaine, Wade Robinson, Paula Abdul, and other industry professionals. She earned a Bachelors of Art in Theatre Arts/Dance and English and a California Dance Teachers Credential to teach pre-school-Adult levels of dance in private and public schools. While dancing and acting in Los Angeles she acquired a Screen Actors Guild

membership by working on shows such as Boston Public, MTV's Sisco's Shakedown, and in the movie Sorority Boys.

After her professional career, Roxanne became the full time dance teacher at Bayside Middle School for the Arts in San Mateo and followed with TECA in San Francisco TK-8th public schools. Roxanne has resided in Pacifica, CA for 16 years having taught dance for the Montessori School of Linda Mar, Pacifica Mothers Club, and in the Pacifica School District classroom guest teacher. Roxanne has dreamed of owning a studio since she was 9 years old and is pleased to be able to provide this opportunity for children and build a strong community with dance in Pacifica.

REMEMBER THAT DANCE IS AN ART FORM THAT WHILE IN CLASS IS A CREATIVE LEARNING EXPERIENCE WHICH HAS EMOTIONAL UPS AND DOWN TO BE EXPECTED. DANCE TEACHES DISCIPLINE, RESPECT, BODY CONTROL, AND LIFE SKILLS THAT CARRY THROUGHOUT LIFE, SO GIVE IT TIME FOR THE LESSONS TO BE LEARNED.

THANK YOU AGAIN FOR YOUR SUPPORT AND FOR BEING APART OF OUR DANCE FAMILY

WAIVERS AND RELEASE FORMS

Parent Release Form for Photography and Videography

I, the undersigned, give permission for Coastside Dance School to use video footage and / or photographs of my child/ward, _____. This usage may include (but is not exclusive to) displaying publicly, distributing, or publishing, photographs, and/or video of my child for use in materials that include, but may not be limited to:

- printed materials (eg - brochures and newsletters)
- online and offline advertising and promotion
- videos and digital images such for use on Social Media.

By signing this form, I acknowledge that I am giving unrestricted permission for my child's image to be used in print, video, and digital media. I agree that these images may be used by Coastside Dance School for a variety of purposes and that these images may be used without further notification. I do understand that any identifying information including surname and location will not be used in conjunction with any video or digital images.

Parent/Guardian signature _____ Date _____

Health Information and Medical Release/Waiver Form

I, _____, the parent/guardian of _____, acknowledge that participation in dance is potentially dangerous and there is an inherent risk of injury involved.

In allowing my child to participate in Coastside Dance School activities, I hereby assume all the risks associated with the performing arts. I understand the importance of myself and my child following the instructions and rules set by their instructor/s, and I agree to release Coastside Dance School and its employees of any and all liability which may arise as a result of my child's participation in activities, performances, events, and virtual classes at Coastside Dance School.