



www.halcyondance.com
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HALCYON DANCE STUDIO CODE OF CONDUCT

STUDIO CULTURE & CLASS ETIQUETTE:

- Halcyon is a safe, positive, supportive, enthusiastic, uplifting, and celebratory studio. We strive for an environment of acceptance, respect and inclusivity toward all faculty, students and guests.
- Be early (5-10 minutes) to classes for appropriate set up and warmup time to reduce the risk of injury.
- Students must have appropriate hair, clothing, and shoes for each class. (See below)
- Faculty and students are expected to bring dedicated work ethic, discipline, and willing
- Students must have appropriate hair, clothing, and shoes for each class. They must be prepared to learn with a focused, open mind and positive attitude.
- No gum chewing allowed during classes.

BULLYING/HARASSMENT:

- Halcyon Dance Studio has **ZERO TOLERANCE** for bullying and harassing behaviors. (Eg. bullying has many forms, such as eye rolls, looks, snarky comments, whispers, pointing, body language, cliques, insults etc.
- When possible, the students/faculty should address conflicts **IN THE MOMENT** with their **CURRENT** instructor. Because the safety of everyone both mentally and physically is a core principle at Halcyon, if the student feels uncomfortable addressing the situation in the moment, they and/or their parent/guardian can reach out to the instructor and myself (Kristen) and we will work to resolve the issue as quickly as possible. We will do all we can to ensure that the students and faculty are always aware of situations and will discourage and stop any and a all bullying, belittling and harassing behaviors.
- A first encounter will result in direct communication, between all parties involved, seeking an apology, understanding and resolution. This will happen immediately, during a break or immediately after class. An email will be sent to the parents/guardians of all involved if they cannot be there in person.
- A second encounter of the offender will result in the immediate dismissal from Halcyon Dance Studio.

TARDINESS:

- We understand that life happens and a lot of the time it is out of your control. That being said, please **TRY NOT TO BE LATE**. If something comes up, please communicate in advance as much as possible through a text, call or email.
- Dancers will need to wait until the current combination/activity is finished before entering the studio and quietly warming up to catch up to the class. It is important to wait until the current combination is finished to not disrupt class. It is equally important to get a full warm up in to avoid injuries.
- Un-communicated tardiness will result in three verbal warnings before the parent/guardian will receive a phone call and e-mail to discuss the tardiness.

-Excessive (5+) tardies after the verbal and physical communications will result in a \$25 late fee to your account.

ABSENCES:

- Please try to have your absences communicated to faculty/staff ahead of time.
- Again, we know life happens, but do your best not to miss classes and rehearsals! If and when something comes up, please communicate via text, phone call or email halcyondancestudio@gmail.com as quickly as possible.
- When a student is absent, an email notification will be sent.
- If a student misses three or more rehearsals, they will be removed from the piece/project. *However, this will be case by case and after conversations with the student, parent/guardian and choreographer.*
- Consistent absences will lead to a conversation or meeting with the parent/guardian and student.
- Excessive (5+) non-communicated absences will lead to \$25 fee charged to your account.
- Please try not to plan family vacations the week prior/leading up to a show so that your student is not cut from pieces they've worked so hard on.

INJURIES:

- In the event that you are injured during class - **IMMEDIATELY STOP DANCING AND TELL YOUR INSTRUCTOR.**
- Notify all instructors of any past/present injuries.
- Discuss modifications or other options with instructors to be able to safely take classes. As well as realistic recovery times and recovery care for the injury.
- Properly warming up and cooling down will help you prevent injuries and build the foundation for longevity.

CELL PHONE:

- We have a strict no cell phones for students in class policy. This creates a distraction free environment, and encourages focus and a space for learning. If there is an emergency, or you need to talk to your student during class or rehearsal, contact the studio directly at **385-490-9413.**
- Students will be permitted to check their phone between classes, rehearsals, during breaks and if told by faculty to contact their parent/guardian.

OBSERVING:

- Students are encouraged to observe classes and rehearsals, taking notes when they are unable to fully participate.

REHEARSALS:

- Students must attend all relevant rehearsals.
- Rehearsal schedules will be sent out via e-mail, as well as posted in the studio.
- We will try to have the rehearsal schedules out to the students, parents/guardians as far in advance as possible.
- All rehearsals will be closed (no parents, friends or other audience members) unless approved with studio owners in advance.
- If an emergency rehearsal is called and the student is unable to attend, that will not count as one of the three absences.
- Three missed rehearsals will result in the student being removed from the piece. *However, will be case by case and after conversations with the student, parent/guardian and choreographer.*

COSTUMES:

-All costume payments, rental and cleaning fees will be emailed and posted to your accounts.
-There may be some costumes or parts of costumes that will be items we ask you to provide yourself.

-Costumes are only to be worn during photos, dress/tech rehearsals & performances.

-Once the costumes are in your possession, you will be responsible for keeping track of and taken care of until they are returned to the studio.

-ABSOLUTELY NO EATING IN COSTUMES - WATER ONLY

-If your costume/s are lost, stained or damaged beyond repair, the student/parent/guardian will be responsible for all additional fees associated with the extra cost of replacing, cleaning or fixing the costume.

FOOD IN THE STUDIO:

-Students are encouraged to bring snacks/meals for their long studio days. The food can be eaten in between classes/rehearsals and NEVER in the studio. We do not want any extra bugs helping us out.

CLASSES:

-Acro

-Ballet

-Breaking

-Contemporary

-Hip Hop

-Jazz

-Pointe

-Rehearsals

-Strength & Conditioning

-Tap

CLASS & REHEARSAL ATTIRE - STUDENTS & ADULTS*:

Acro/Tumbling:

-Form Fitted Clothing

-No Baggy Pants, T-shirts, or Sweatshirts Etc

-Hair Out of Face

-No Excessive Jewelry or Dangly Earrings

-Bare feet

Ballet:

-Female Identifying Dancers: Black leotard, skin tone or pink tights and skin tone or pink ballet shoes (Friday's any color and style of leotard are allowed for classes) black ballet skirts allowed. **Adults may wear any form fitting clothing that allows them to move, with ballet shoes of their choice.**

-No baggy sweats, shirts or other clothing.

-Male Identifying Dancers: Skintight clothing, (leggings, tights, shorts, Leo/unitards) tight white t-shirt, skin tone, black or white ballet shoes. **Adults may wear any form fitting clothing that allows them to move, with ballet shoes of their choice.**

-No baggy sweats, shirts or other clothing.

-Hair in BUN. No adjusting hair once in class.

-No excessive jewelry or dangly earrings

Ballroom:

-Form fitted clothing

-Hair pulled back and out of face

- Occasional long skirt for waltz/foxtrot/quickstep
- Tots & Minis: Half-heel skin tone Ballroom shoes
- Minis & Up: Skin tone Ballroom heels

Breaking:

- Comfortable clothing
- Pants, T-Shirts/Long sleeved shirts with a back, knee pads & beanie in bag recommended.
- Sneakers

Contemporary:

- Form fitted clothing/comfortable clothing
- Dancers should be covered while going upside down and/or doing floor work
- Hair pulled back and out of your face
- No excessive jewelry or dangly earrings
- Bare feet or socks

Hip Hop, Fundamentals:

- Comfortable clothing
- Sneakers

Jazz Technique:

- Form fitted clothing
- No baggy pants, T-shirts, or sweatshirts etc.
- Hair pulled back out of your face
- No excessive jewelry or dangly earrings
- Tots, Minis & Junior/Teen: Skin tone Jazz shoes
- Junior/Teen & Pre-Pro: Bare feet or socks

Pointe:

- Students must be evaluated and approved before starting to dance en pointe.**
- Student can wear any style pointe shoe as long as they are fit by a professional fitter - I (Kristen) am happy to attend as many fittings as I am able to attend with the students.
- Class attire is the same as above for ballet classes.

Rehearsals:

- Students will arrive to rehearsal in the predetermined attire - usually nude leotard and tights for easy quick changes if applicable.
- All costumes and costume accessories for each piece the student is in (eg. Shoes, tights, costume, hair accessories, props, etc)

Strength & Conditioning:

- Form fitted and able to move in clothing
- Socks/bare feet
- Hair pulled back out of your face
- Equipment will be provided for class

Tap:

- Comfortable Clothing
- Tots: Any style black tap shoes
- Minis & Up: Black tap shoes (Dancer should be able to execute a toe stand)

PARENT PARTICIPATION:

-We know that you already to do so much for your student and our studio, and we will ALWAYS be grateful for that. Additionally, around performance times, we will use a service called 'Sign Up Genius'. All Parents will receive a link to the document holding all tasks and supporting acts we are looking for assistance in. You can choose whatever task/experience that best suits your skills and interests. WE APPRECIATE ANY ASSISTANCE GIVE; if you have a special skill and would like to volunteer, please let us know!

BY SIGNING BELOW, I UNDERSTAND THAT:

1. I HAVE READ THROUGH AGREE AND UNDERSTAND THAT HALCYON DANCE STUDIO IS NOT RESPONSIBLE FOR ANY BODILY INJURY, DEATH OR PROPERTY DAMAGE THAT MAY OCCUR DURING THE 2026-2027 SEASON.

2. I UNDERSTAND AND AGREE THAT HALCYON DANCE STUDIO AND IT'S STAFF IS NOT RESPONSIBLE FOR ANY POTENTIAL HEALTH CONFLICTS OR SICKNESS THAT MAY BEFALL THE STUDENT/S THROUGHOUT THE 2026-2027 SEASON.

3. I GIVE CONSENT FOR MY STUDENT TO BE PHOTOGRAPHED AND/OR FILMED FOR PROMOTIONAL AND SOCIAL MEDIA PURPOSES. **(PLEASE COMMUNICATE WITH US OTHERWISE IN ORDER FOR US TO CATER TOWARDS YOUR SPECIFIC NEEDS). *SEE ALSO PHOTOGRAPHY AND SOCIAL MEDIA POLICY**

4. I HAVE READ THROUGH, UNDERSTAND AND AGREE TO FULFILL A FULL SEASON WITH HALCYON DANCE STUDIO, INCLUDING COMPLETED PAYMENTS FROM SEPTEMBER 2026-JUNE 2027, OTHERWISE PAYING THE EARLY EXIT FEE of \$250.

5. I UNDERSTAND AND AGREE THAT HALCYON DANCE STUDIO HAS THE RIGHT TO DISMISS ANY STUDENT/S OR FAMILY AT ANYTIME IF THE BEHAVIOR OF THE STUDENT/S OR FAMILY DOES NOT ALIGN WITH THE CODE OF CONDUCT OR STUDIO CULTURE.

STUDENT FULL NAME PRINTED:

STUDENT PREFERRED NAME (IF DIFFERENT THAN ABOVE) PRINTED:

STUDENT AGE:

PARENT/GUARDIAN FULL NAME PRINTED:

PARENT/GUARDIAN SIGNATURE:

DATE:

