

**The Protocol School of East Texas
DBA Intensive Dance Company**

3888 SH 43 East
Henderson, Texas 75652
(903) 646-3055

Owner and director: Cindi Rains

Instructors: Theresa Burkett and Kilgore College Rangerettes

MISSION STATEMENT:

The mission of The Protocol School of East Texas – dba Intensive Dance Co. is to provide a disciplined and comprehensive dance program that focuses on traditional ballet technique as well as provides opportunities to strengthen one's dance performance.

Classes are 1- 1 ¾ hours in length **to accommodate for shorter months, long holidays** (Nov. & Dec. & Jan.), or **days that classes are cancelled.**

PLEASE NOTE: MOST INSTRUCTORS ARE KILGORE COLLEGE RANGERETTES. THEY WILL BE DRIVING IN FROM KILGORE AFTER THEIR MANDATORY PRACTICES. THERE IS A SLIGHT CHANCE THAT THEY WILL EITHER DRIVE UP DIRECTLY AT LESSON TIME OR SHORTLY THEREAFTER. IF THERE IS A CHANCE THAT THE INSTRUCTOR WILL RUN LATE, SHE WILL CALL YOU. PLEASE BE PATIENT WITH THEIR SCHEDULE. THAT IS WHY THE MAJORITY OF OUR DANCE CLASSES ARE 1 ½ HOURS LONG.

Participation in each class is **mandatory**. After the third (3rd) absence and after review of circumstances, the student may be placed on the waiting list and another student moved up to take the previous student's place. **We want our dancers to study dance, not merely take dance.**

Please be at the studio five (5) minutes early to prepare for the class. Wait in the hallway until door to dance room is open. **PLEASE TAKE YOUR STREET SHOES OFF AT THE DOOR. PLEASE DO NOT WALK ON DANCE FLOOR WITH ANY STREET SHOES. PLEASE AVOID WEARING DANCE SHOES OUTSIDE AND THEN WEARING THEM IN THE STUDIO.** The instructors will begin promptly with a comprehensive stretch followed by ballet and jazz combinations. Correct stretching is as important as correct instruction. This can only be achieved by being on time and ready to dance.

To contract for a private lesson or for choreography, (competition, officer solo, or Rangerette solo) please contact Cindi Rains – Intensive Dance Co. (903) 646-3055. The student is obligated to fulfill her reservation for a private. **Failure to do so will result in a \$20.00 payment for the instructor's time. I STILL MUST PAY MY INSTRUCTORS IF YOU FAIL TO SHOW UP.**

As of the 2016-2017 year, to allow for sound and structured pedagogy, the maximum students in each class is ten to twelve (10 to 12): class size may vary according to skill level of incoming

students. This is solely left up to the discretion of Cindi Rains and the instructors. **Please do not complicate matters by arguing on your child's behalf as to her level of expertise.**

The primary style of dance is ballet: the discipline of ballet challenges the student physically and mentally, for it is the foundation for all other types of dance. It enhances flexibility and control for any athlete. IDC stresses the importance of correct foundation so that students have opportunities to develop necessary skills to meet their potential in dance.

Payment is due on the first lesson of each month. The Protocol School of East Texas **will charge \$25.00 plus original tuition for each week the tuition is late.** Being that IDC pays its instructors twice a month, this procedure is non-negotiable. Please be gracious enough to pay on time with either a *legitimate* check or a money order; **neither an instructor nor I will take cash as a payment.**

MAKE CHECKS PAYABLE TO INTENSIVE DANCE COMPANY.

Payment for private lessons is due at the beginning of the session. Sessions are one full hour. If the student schedules a private and either cancels less than 24 hours before the reservation or fails to show up for the private, the student is still obligated for \$20.00 of the private's payment.

MAKE CHECKS PAYABLE TO INTENSIVE DANCE COMPANY.

Payment for choreography and routine instruction is due in four equal payments of \$100.00. There are 6 hours total: 4 = routine instruction; 2 = polishing. **TOTAL PAYMENT = \$400.00.**

MAKE CHECKS PAYABLE TO INTENSIVE DANCE COMPANY.

If you have any questions or comments about the instruction, please contact Cindi Rains with your concerns. I will weigh the matter before speaking to the instructor/s. Unless you feel that you are not being serviced appropriately, **please do not interfere with instruction or make deprecatory comments concerning the instructor/s or the fellow students.** We strive to run IDC professionally and with utmost integrity.

Attire for dance is simple. Please adhere to these essentials:

- o **Black leotard (no midriiffs) for ballet**
- o **Black/pink tights (with feet) or dance pants for ALL OTHER CLASSES.** Please do not purchase dance shorts or bike riding length pants, for they will not be allowed to wear them during practice. We do not wear shorts over pants.

Monday & Tuesday ballet/tap/jazz students may NOT wear dance pants/capris. Ballet attire is appropriate. You may wear a dance skirt with your leotard & tights.

- o Jazz shoes. Any color or style will suffice. Or, dance paws are acceptable.
- o Aerobic/athletic shoe. Any color or style will suffice.
- o Hair pulled **COMPLETELY** away from the face. **PARENTS, PLEASE HELP ME WITH THIS CONCERN. A ballet bun is preferable.**
- o **No jewelry whatsoever.**
- o The following items are optional: ankle supports, knee supports, dance belts, leg warmers, sweat bands, and warm-up pants, warm-up shirts/jackets.
- o Please wear an appropriate sports bra.
- o Please avoid wearing panties.
- Water is the only beverage allowed inside IDC. Please bring only bottled water.

Please take the bottles home with you, as there will not be a trash receptacle.

PLEASE AVOID DROPPING YOUR DAUGHTER/S OFF AT THE STUDIO ANY EARLIER THAN 10 MINUTES BEFORE THE APPOINTED CLASS TIME.

Parents need to be **WAITING FOR THEIR DAUGHTER** at least five (5) minutes before class is finished.

Students will not be allowed to wait for parents outside the studio or in the dance floor area. They will wait for a parent in the hallway.

The ballet portion is intense and requires discipline; therefore, it is usually not the student's favorite area of dance. **Please encourage your dancer to attempt/master this area before pursuing jazz/hip-hop or a more modern form of dance.** Good technique makes all the difference between being a *good* dancer and a *great* dancer.

If your dancer is sore from stretching and moving, encourage her to take a warm (not hot) shower and then restretch before bedtime.

If you believe your dancer has an injury, **please** pack the area with ice, offer an anti-inflammatory, and watch closely. **DO NOT PUT A HEATING PAD ON THE AREA UNLESS A PHYSICIAN REQUESTS IT.** Most likely, the dancer is sore and will work the soreness out within a few days. IDC takes every precaution to warm up appropriately, model the correct form, and instruct accordingly; consequently, injuries are less likely to take place.

Hazing or any other form of **applying pressure** according to seniority **will not be tolerated.** IDC dancers are equal in all aspects of the class. Regardless of one's affiliation with a drill team or officer line, each student is equal when attending an IDC class. Affiliation with IDC can/will be discontinued if such practices occur during practice times. This, above all other terms/stipulations, will be strictly enforced.

The Protocol School of East Texas dba Intensive Dance Co. is not responsible for any injuries occurring on the way to practice, any injuries at practice, nor any accidents occurring on the way home from practice. If/when the classes travel to performance opportunities, whether as a performer or spectator, The Protocol School of East Texas dba Intensive Dance Co. is not responsible for any injuries occurring on the way to those performances, any injuries at those performances, nor any accidents occurring on the way home from those performances. Every effort is made for safe and thorough instruction. Please advise your dancer to pay attention and practice within her means of dance maturity. (NOTARIZED INJURY DISCLAIMER)

It is the parent's responsibility to review this contract with the dancer/s periodically. The instructor should spend her time instructing, not reminding or reprimanding.

Please do not send any of the following in to the dance studio with your daughter:

- o Toys of any kind
- o Electronic devices (phones are acceptable as long as they are turned **OFF**.)
- o Heelies, skates, skateboards, etc...
- o Food
- o Drinks other than bottled water
- o Excessive bags of "stuff"

We do not place students in a class because their friends are in it; we place according to level of dance expertise. **PLEASE DO NOT ARGUE THIS CASE. WE WANT YOUR DANCER TO RECEIVE THE BEST INSTRUCTION, AND THAT CAN ONLY BE DONE IF EVERYONE IN HER CLASS IS AROUND THE SAME LEVEL OF INSTRUCTION.**

IF YOUR DANCER DROPS A CLASS/CLASSES, please contact me ASAP so that I can either ADJUST YOUR TUITION OR TAKE YOU OFF THE TUITION MAIL LIST.

Thank you so much for choosing Intensive Dance Co.
THE company with The Ultimate Dance Experience.

The Protocol School of East Texas
dba Intensive Dance Co.
Cindi Rains
903.646.3055

**The Protocol School of East Texas
DBA Intensive Dance Company
Student & Parent Contract**

I _____ have read the rules and stipulations regarding the operations of The Protocol School of East Texas dba Intensive Dance Co. and agree to the terms set forth for my daughter _____ as a dance/fitness/officer leadership student. I will encourage her to put forth full effort during practice as well as attend all classes with a willing and positive attitude. I understand that my daughter's scheduled dance contract can/will be discontinued for any behavior problem, for three absentees, or for any other discretionary problem that is brought to the attention of the instructor or owner.

Parent/Guardian's signature _____ Date _____

Student's signature _____ Date _____

Please turn this contract in to Cindi Rains or the instructor by the first class.

The Protocol School of East Texas
302 North Van Buren
Henderson, Texas 75652
(903) 646-3055

www.intensivedancecompany.com

cindirains@intensivedancecompany.com

**The Protocol School of East Texas
DBA Intensive Dance Company**

Injury Disclaimer 2018-2019

I _____ (parent / guardian) of IDC dancer
_____ do hereby understand and agree to the follow terms of
responsibility on behalf of The Protocol School of East Texas dba Intensive Dance Company.
The Protocol School of East Texas dba Intensive Dance Co. is not responsible for any injuries
occurring on the way to practice, any injuries at practice, nor any accidents occurring on the way
home from practice. If/when the dancer/camper/s travel to and from home or performance
opportunities, whether as a dancer, camper, performer or spectator, The Protocol School of
East Texas dba Intensive Dance Co. is not responsible for any injuries occurring during travel,
whether to the camp or back and forth to practices at various gyms and studios, nor any
accidents occurring while traveling back to her home from those places. Parents / guardians are
solely responsible for all treatment, therapy, rehabilitation resulting from such injuries. Every
effort is made for safe and thorough instruction. Please advise your dancer to pay attention and
practice within her means of dance maturity.

Please have this signed and notarized. You may bring it to the studio along with the contract.

Parent / Guardian & Date

State of Texas

County of _____

The foregoing instrument was acknowledged before me this _____ day of _____,
20____ by

Notary

My Commission Expires _____