

Sopilka Ukrainian Dance School Inc.

Handbook 2026/2027

Updated November 2026

Mission

Sopilka provides the highest caliber of teaching, building on the foundations of dance and applying the rigour of a professional dance environment.

Vision

Sopilka is a trendsetter in the Ukrainian Community by being a visible member of the Manitoba Dance Community and providing an environment that allows us to strive to be the best in Manitoba.

Values

Sopilka is a community-based school with a focus on culture and folklore at the forefront of all classes. The support and participation of family allows us to provide an environment that is both effective and welcoming.

History

Sopilka Ukrainian Dance School was founded in 1971, under the direction of Vicky Adams, as part of a Ukrainian language program at Holy Family Ukrainian Catholic Parish. Initially the school was called the South Winnipeg School of Dance.
Several years later the name was changed to Sopilka Ukrainian Dance School (Sopika: Ukrainian woodwind instrument).

Over the years Sopilka has continued to flourish, by proudly preserving Ukrainian culture through dance under the Artistic Director, Kristina (Washchyshyn) Frykas.

In the beginning, an operational, volunteer, Parent Advisory Committee was created for Sopilka. As the school enrolment grew, official changes were made to the organization's operation, on until June 1, 2018, Sopilka was legally registered as a not-for-profit corporation “Sopilka Ukrainian Dance School Inc.”. The first Board of Directors were Jennifer Chapman, Jayne Drul & Jennifer Miles. Kristina remained as Artistic Director.
Sopilka has become one of the largest Ukrainian Dance Schools in Manitoba and has earned a solid reputation over the years. It is with teamwork and participation that Sopilka has become what it is today.

Members

The membership of the organization is outlined in the by-laws. A copy of Sopilka’s bylaws are available upon request.

Accomplishments

Sopilka Ukrainian Dance School Inc. has accomplished many things during its history. The ensemble has had the privilege to dance all over Canada and Internationally. The ensemble's biggest travel achievements have been to travel to Ukraine, Brazil and Croatia.

Sopilka Ukrainian Dance School Inc. also participates in different functions throughout the Ukrainian community and the Winnipeg and Manitoba Communities. Sopilka has had the honour of performing at events such as, “Folklorama”, “Stand With Ukraine” benefit concert, Winnipeg Blue Bombers half time, “Sloohai” 25th Anniversary, “International Day” at St. Mary’s Academy, “We Are All Treaty People" at the Forks, Dance Manitoba’s Showcase Show, Senior Citizen Homes and Dauphin’s Ukrainian Festival, to name just a few!

Sopilka Ukrainian Dance School Inc. encourages family attendance and participation especially during Ukrainian Community functions.

Ethnic backgrounds

Sopilka Ukrainian Dance School Inc. welcomes people from all ethnic backgrounds. One does not have to be of Ukrainian heritage to be a member of our organization.

General Information

Parent/Guardian/Student Acknowledgement, Authorization and Release

Sopilka Ukrainian Dance School Inc. expects every adult student and parent or guardian of a minor student to read and agree to the outlined policies. Your completed registration is verification and confirmation that you agree to Sopilka Ukrainian Dance School Inc. policies, that you understand that the nature of dance instruction sometimes requires physical correction of the alignment of the student’s body, that the responsible party realizes there is always a risk of accident or injury inherent in any physical activity, including a dance program, and, in the event of injury, authorizes Sopilka Ukrainian Dance School Inc. to obtain emergency treatment on such adult student’s or minor student’s behalf. Your completed registration verifies that you further release Sopilka Ukrainian Dance School Inc., its officers, directors, and employees from all liabilities for injuries or property loss or damage arising out of participation in Sopilka Ukrainian Dance School Inc. programs and performances. Your completed Sopilka Ukrainian Dance School Inc. registration is verification and confirmation that you understand that Sopilka Ukrainian Dance School Inc. retains the right to use any photography, video recordings, or any event or class for publicity or any other legitimate purpose.

Role of the Board of Directors

The Board of Directors are elected at the Annual General Meeting of the Sopilka membership, which is held annually in June. The elected board is guided by the bylaws of the organization. The board works in the best interest of the Sopilka Ukrainian Dance School Inc. and is responsible for the everyday functions of the organization.

The full Board composition shall consist of no less than three (3) members.

The Board consists of the following positions: President, Vice President, Secretary (also referred to as "Administrative Officer"), Treasurer & Past-President.

The Board of Directors hold meetings at least once a month. The President, Vice-President, Treasurer, Secretary, Past-President must report to the monthly board meetings. Board meetings focus on current goals and forward planning for the success of the organization. Policies and procedures are in place for bringing forward new ideas, addressing concerns and fundraising objectives.

Attendance

Parents should notify the Artistic Director at sopilkadirector@gmail.com if your child will be absent.

Perfect attendance to dance practice is preferred as this is a courtesy to the instructor creating class preparations, as well as to the other students in the class. There is a significant impact on the group and other dancers when attendance is a concern. If a dancer misses a class leading up to a performance, then this may result in the dancer not being able to participate in a performance. This decision takes into consideration the best interest of the group and is at the discretion of the instructor.

Dance Fees and Schedule

The most up to date scheduling for classes and fees is located in Studio Director or on our website https://sopilkadance.com/registration. Please note a 2.4% surcharge applies to payments.

Fees & Payment Options

- **Registration Deposit:** A non-refundable fee of **$131.25** ($125 + GST) per dancer is due upon registration to secure your spot and goes toward your overall tuition.
- **Festival Fees:** A mandatory **$15 fee per dance** for Manitoba Ukrainian Dance Festival (MUDF) is added automatically at registration. Any additional group or

solo/duet/trio festival fees will be billed later, and fees for any other festivals will be charged separately, when the fees are determined.

Discounts:

- **Family Discount:** 2% off tuition for 2+ family members in the same household.
- **Akademiya Discount:** 2.5% off total tuition for Akademiya classes.

We understand that some families would like to enroll in a payment plan to pay for their dance tuition at Sopilka. We are happy to accommodate this.

*Note: To enroll in the 4-installment plan, email **sopilkatreasurer@gmail.com** and save a valid credit card in your Studio Director account.*

Payment Plans (Credit Card):

- *Option 1:* Pay full tuition upon registration.
- *Option 2:* Four Installments (Deposit upon registration, then 1/3 of tuition on **Oct 1**, **Nov 1**, and **Dec 1**).

School Pictures
School pictures will be taken yearly in the spring.

Dress Code
The Artistic Director requires the following dance practice attire as outlined for each class.

Classes:

Pershyy Krok, Metelyky, Sonechky, Kvitky, Leleky, Koneky, Volya, Veselka, Kalyna

***Girls/Ladies:**

- Black bodysuit (tank, short or long-sleeves)
- Light pink tights or black tights
- Black, fitted, dance shorts or dance skirt (optional)
- Hair pulled off the face and securely fastened to the head (bun or braids)
- No jewelry is to be worn in class.
- Athletic wear (cropped tops or leggings) is not appropriate dance class attire.

* **Boys/Men:**

- Black or white Sopilka t-shirt or Plain white or black fitted cotton t-shirt
- Black fitted cotton pants or shorts, without pockets
- If dancer has longer hair, it must be pulled off the face (i.e. ponytail)
- No jewelry is to be worn in class.

Classes:
Maky, Druzi Ensemble, Radist' Ensemble, Spadok Ensemble, Krasa Adult Ensemble

***Girls/Ladies:**

- Black bodysuit (tank, short or long-sleeves)
- Light pink, beige or black tights
  ** Beige dance tights are required for ALL stage performances**
- Black, fitted, dance shorts or dance skirt (optional)
- Hair pulled off the face and securely fastened to the head (bun or braids)
- No jewelry is to be worn in class.
- Athletic wear (ie: cropped tops or leggings) is not appropriate dance class attire.

***Boys/Men:**

- Black or white Sopilka t-shirt or plain white or black fitted cotton t-shirt
- Black fitted cotton pants or shorts, without pockets
- If dancer has longer hair, it must be pulled off the face (ie: ponytail)
- No jewelry is to be worn in class.

Dance Footwear

- Pershyy Krok, Metelyky & Sonechky (*Boys & *Girls) **–** Black Canvas Ballet Slippers with Black Elastics.

- Kvity and Leleky *Girls **–** Red Leather ballet slippers

- Kvity and Leleky *Boys **–** Black ballet slippers

- Koneky, Volya, Kalyna, & Veselka *Girls **-** Beige Jazz Shoes & Red Ballet-Style “Paris” character shoes, with elastics sewn on (to be ordered through the school).

- Koneky, Volya, Kalyna, Veselka & Maky *Boys **-** Black Jazz Shoes

- Maky *Girls - Beige Jazz Shoes and Red Character (*hard*) Shoe (to be ordered through the school)

● Druzi Ensemble *Girls - Beige Jazz Shoes, Red Character Shoes & Red Boots (to be ordered through the school)

● Druzi Ensemble *Boys - Black Jazz Shoes, Red Boots

● Radist' Ensemble *Girls – Beige Jazz Shoes, Red character shoes & Red and Black Boots (to be ordered through the school).

● Spadok Ensemble *Ladies – Beige Jazz or Pedini Shoes, Red Character Shoes, Beige Character Shoes & Red and Black Boots (to be ordered through the school).

● Spadok Ensemble *Men – Black Jazz Shoes, Red Boots (to be ordered through the school).

● Krasa Adult Ensemble *Ladies – Ballet Slippers, Red Boots (to be ordered through the school, if you don't already have them).

● Krasa Adult Ensemble *Men – Black Jazz Shoes (preferably canvas), Red Boots (to be ordered through the school, if you don't already have them).

Please note: constrictive clothing such as blue jeans or long shirts are not allowed. Also not allowed is dangling jewelry, hats, stocking feet, or bare feet.

Long hair must be put up, preferably into a bun or braids, not just a ponytail. Hair that is too short to be pulled back, but long enough to fall into the eyes, should be pinned back.

Dancers are invited to wear whichever uniform they best identify with.

Medical Awareness

Should your child have a medical problem that we should be aware of please be sure to inform your child's instructor and ensure that this information is documented in the designated spot in your Studio Director account. Medical awareness includes but is not limited to allergies (food or otherwise), asthma, hearing, seizures, epilepsy, sight challenges, or behavioural issues that may impact their ability to participate appropriately in class.

Media

Photos, videos, and other promotional material may be captured in order to promote Sopilka Ukrainian Dance School Inc. If you do not want yourself to be used in any promotional media, please provide written notice.

Lost Property

Sopilka Ukrainian Dance School Inc. does not take any responsibility for items left at rehearsals or performance venues. Dancers are solely responsible for all their items.

Use and Care of Dance Facility

Dance lessons are conducted in the studios of “Kazka Dance Collective” located at 220 Newmarket Boulevard, Winnipeg, Manitoba. The school phone number is 204-996-4420. Sopilka rents these, professionally outfitted, studios from Kazka; it is expected the students will respect the property.

Students should bring a water bottle to classes for their water breaks. No specific change rooms are available. Dancers may change in the bathrooms.

Kazka studios are a non-smoking facility in accordance with the City of Winnipeg’s No Smoking Bylaw.

Physical Limitations & Illness

Limitations placed on a student by a physician are respected. Injured students are expected to attend and watch class.

Students who are ill and unable to attend their school during the day **should not** come to class that evening. If a student is sick or injured, please notify the Artistic Director at sopilkadirector@gmail.com.

In Class Behavior & Expectations

At Sopilka Ukrainian Dance School Inc., we believe every dancer has the right to a safe, enjoyable and rich cultural experience. Dancers are only in class for a short period each week; therefore, we expect and encourage each dancer to maintain a positive and appropriate level of conduct.

Sopilka Ukrainian Dance School Inc. Code of Conduct:

Dancers are expected to:

1. Come to class on time ready and excited to learn and try new things
2. Be respectful to their teachers
3. Be respectful to their fellow classmates
4. Be respectful of the facility
5. Speak with kindness
6. Bullying will not be tolerated
7. Demonstrate etiquette at festivals and performances by being supportive of fellow dancers, adjudicators and other participants from other schools.
8. Be an ambassador for Sopilka Ukrainian Dance School Inc.

This Code of Conduct applies to **all members of the Sopilka Ukrainian Dance School Inc. organization** (dancers, instructors, parents, chaperones, etc.), whenever they are participating in school activities or representing Sopilka Ukrainian Dance School Inc.

- This Code applies to Individuals' conduct during the organization's business, activities, and events including, but not limited to, competitions/festivals, practices, auditions, dance camps, travel associated with the organization's activities, the organization's environment, and any meetings.

- Underage substance use including alcohol, cigarettes, cannabis products, vaping and nicotine products are strictly prohibited. Sopilka Ukrainian Dance School Inc. will not tolerate this behaviour on site at Kazka - our dance studio, at any Sopilka Ukrainian Dance School Inc. sanctioned event(s), during any dance festivals/competitions or during any Sopilka Ukrainian Dance School Inc. out of town travel event(s). If this is noted to occur any individual(s) engaging in this behavior will be asked to leave the event and location immediately and further discipline will be actioned at that time.

Sopilka Ukrainian Dance School Inc. strives to create an environment that is supportive of the efforts of all dancers to learn and excel in dance. All members have responsibilities within the Code of Conduct.

Responsibilities of All Sopilka Ukrainian Dance School Inc. members:

1. Individuals have a responsibility to:
   -foster a supportive and respectful environment
   -demonstrate respect to all community members
   -promote an inclusive atmosphere and maintain ethical conduct
   -encourage open communication and active listening, fostering an environment where everyone feels comfortable expressing their thoughts and feelings

- recognize and celebrate the unique strengths and perspectives everyone brings
-cultivate a sense of community

In the event that a dancer has broken the Code of Conduct:

1) 1st step will include a warning
2) 2nd step will involve a meeting with the required individuals including but not limited to the Parent Liaison, The Artistic Director, the Board, the dancer and the parents/guardians
3) 3rd step - based on the circumstances, next steps and follow-up actions will be determined

Website

Sopilka Ukrainian Dance School Inc. maintains our website at www.sopilkadance.com. The website contains information about our organization, calendar of events, and is updated frequently. Pictures and video clips are utilized for publicity and promotional purposes.

Privacy

Please refer to Sopilka Ukrainian Dance School Inc.'s Privacy Policy attached as ***Appendix B"*** to this handbook.

Costumes

In the early fall the Artistic Director and Costume Co-ordinator will provide instruction for care of the costume(s) issued to dancers for all parents/dancers.

Footwear is the responsibility of the dancer/parents.

Sopilka Ukrainian Dance School Inc. has an extensive costume inventory of various regions for all levels of dancers. There are only a few pieces of costuming that dancers need to own. If required, you will be provided with guidelines on what items are needed.

Costume Agreement:

The dancer/parent agrees to the following conditions:

1. The costume pieces are returned in the same condition as received.
2. That the costume pieces are treated with care and respect.
3. That any washable items such as blouses and slips are laundered after each performance. Washing instructions are outlined on the website.

4. Return costumes on the plastic hangers and wooden pant/skirt hangers as given out, as well with the garment bags issued (if applicable)
5. If the costumes are returned in a condition less than satisfactory of how they were issued out (damaged, missing pieces, stains), the damage deposit will be cashed and used to remedy the issue.

Deposits:

$50 - Pershyy Krok, Metelyky, Kvitky, Koneky, Leleky, Volya, Kalyna & Veselka
$100 - Maky
$50 - Krasa Adults
$250 - Druzi, Radist' & Spadok Ensembles

These deposits are based on the number of costumes the dancer will receive. If the dancer is in an Akademiya class or a solo, duet, trio or quartet, you may be required to provide an additional deposit(s) of $50.00 per costume.

Deposits can be made with a cheque, dated April 1, that the School keeps on file. Should the costume be unrepairable, the dancer will be charged the cost to replace the entire costume.

Instructions on how to care for Sopilka Ukrainian Dance School Inc. costumes that are provided to dancers can be found in ***Appendix "A".***

Performances

During the dance year, Sopilka Ukrainian Dance School Inc. regularly participates in many different performance opportunities in and around Winnipeg. These are wonderful opportunities for the children to practice dancing in front of a group as well as entertain the community. There are also community opportunities such as conventions, weddings, anniversaries, etc.

The Ensemble groups perform on a larger scale, which includes out of town, provincial and national opportunities. The vast majority of the performances pay an honorarium which is credited to the organization.

It should be noted that the dancers in the school typically have two annual performances: Sopilka Ukrainian Dance School Inc. Zabava/Malanka in February (ensembles only) and the end of year Recital, usually at the end of April, beginning of May. The school does not usually perform during July and August but when opportunity arises special arrangements can be made. One such summer opportunity includes Folklorama where Sopilka Ukrainian Dance School Inc. typically has dance groups participate at a Ukrainian pavilion.

If you know of any performance opportunities, please inform our Board of Directors or Artistic Director, at the earliest convenience.

Workshops/Summer Camps

Workshops are beneficial to dancers to help them develop their technical and artistic style. Sopilka has hosted and attended workshops throughout the year. There are also other dance workshops that are offered across Canada and the USA. We will share these opportunities as we become aware of them.

Throughout the year Sopilka holds choreography/technique workshops for some classes with the purpose to learn new dances. These workshops will be on a larger, more intense level so that a dance can be learned quickly and be retained by the dancers. These workshops will primarily be held on a weekend or over a two-night period or during the week in the summer. Information will be distributed well in advance to inform the dancers and parents.

Summer camps are hosted in conjunction with Kazka Dance Collective. Once information about the camps has been received from Kazka Dance Collective, Sopilka Ukrainian Dance School Inc. families will be provided with information on the camps and how to register with Kazka Dance Collective.

Fundraising

Fundraising is an integral and necessary part of what keeps the organization afloat. Enrollment fees alone do not cover the true cost of running this organization. Like almost any extracurricular activity, keeping programs running requires significant operational expenses beyond what tuition covers. Ukrainian dance is no different, and the organization relies on fundraising to bridge this gap—ensuring we can keep the cost of dancers' fees low, provide all dancers with a costume to use, and maintain our high-quality facilities and instruction throughout the entire year.

Mandatory Fundraisers: There are two mandatory fundraisers each season:

- **Grey Cup Pool Raffle** (in the fall)
- **Spring Raffle** (in the spring)

Additional Fundraisers: There are other fundraisers as well—such as the Zabava, perogy, cheese & kulbasa sales, and more. While these are not mandatory, we ask that families try to help as much as they can in all the fundraisers. Other fundraising ideas are always appreciated! Please contact the Fundraising Coordinator if you have an idea or would like to lend a hand.

Your participation with fundraising is important and is needed. Please participate wherever possible. Fundraising events also do provide a wonderful opportunity to meet the other parents in the organization.

Volunteering

For non-profit cultural and community organizations like Sopilka, volunteers are the true lifeblood of daily operations and long-term sustainability for several key reasons:

- **Bridging the Financial Gap:** Non-profits operate on tight, mission-driven budgets rather than profit motives. Keeping enrollment and tuition fees accessible for families is only possible because unpaid community labor absorbs tasks that would otherwise require expensive contracted staffing.
- **Sustaining Community Connection & Culture:** Volunteer-driven organizations are built by the community, for the community. When families actively pitch in, it fosters a deep shared sense of ownership, pride, and mutual support in passing down Ukrainian heritage and dance traditions.
- **Powering Events and Programs:** From major recitals and festivals to fundraisers and socials, large-scale events require an immense amount of coordination, set-up, hospitality, and supervision that paid staff alone cannot cover.

At Sopilka, this vital work is steered by our **Volunteer Board**—which provides governance, strategic direction, and financial administration—alongside our dedicated **Parent Advisory Committee (PAC)**, which organizes school events, community outreach, and fundraising initiatives.

With a growing school and a full calendar of events throughout the year, Sopilka Ukrainian Dance School Inc. relies heavily on the time, energy, and dedication of volunteers from our community.

To ensure everything runs smoothly, we ask that families contribute volunteer hours according to the following guidelines:

- **Time Commitment:** We ask families to volunteer **6 hours per registered dancer** (to a maximum of **15 hours per family**) across our school events and activities.
- **Who Can Help:** As dancers get older, they are welcome to help and work volunteer hours as well. We also warmly welcome extended family members—including aunts, uncles, and grandparents—to assist and get involved!

Volunteer Buy-Out & Accountability: Families have the option to buy out of their volunteer hours at a cost of **$200 per dancer** at the time of registration. Please note that if required volunteer hours are not completed by the end of the year, families may be billed the $200 buyout fee or a proportional amount depending on the hours unfulfilled.

Role of Parent

A partnership between the home and the school is the most effective support you can offer your child. Communication between the school and the home should continue throughout the year. If your child has experienced any difficulty, please contact the Parent Liaison or Artistic Director.

Parents who are interested and willing to help as a school/parent rep, fundraising, etc. are invited to contact any member of the board. Please consider playing a role in the school as we appreciate and welcome diverse parent viewpoints.

Remember, our children are promoting Ukrainian culture through the beauty, fun and enjoyment of dance. As parents, let's support them in every possible positive way.

Parent Liaison

The Parent Liaison acts as an impartial mediator and listener between families, dancers, the Artistic Staff, and the Board when direct resolution isn't possible. Operating in the best interest of the school, they use active listening to hear concerns, accurately and calmly communicate feedback both ways, and help resolve conflicts. To ensure fairness, the Liaison separates themselves from the situation, records objective facts, and maintains strict confidentiality.

The Parent Liaison can be reached by emailing sopilkapl@gmail.com.

Appendices

Appendix "A"

Sopilka Costume Care & Return

As members of Sopilka Ukrainian Dance School, all dancers have access to a beautiful wardrobe of costumes that has been invested in over the past 15 years. In 2023-2024, we were so fortunate to receive a provincial grant in the amount of $20,000 to further upgrade.

Due to the growth of the school, it is no longer feasible for the Artistic Director and a few parent volunteers to take on the task of laundering all of the costumes. As such, we are asking you to return your costumes clean, following VERY specific guidelines. ***In the event that you do not feel comfortable taking on this task, please feel free to take your costume(s) to the dry cleaner.***

Costumes are to be returned **clean and hung up on hangers provided. Regardless of any spring or summer performances. ALL costumes that have been issued are to be returned at the designated time.**

When advised of the "*Costume Return Date*", please enter through the back door of Kazka, remove your street shoes and proceed to the basement. A volunteer will ensure that all items are returned and in the appropriate condition. In the event that something is lost or ruined, you will be invoiced for the costume in its entirety, as one item lost could render the costume unusable. **Don't forget to return all issued headpieces, hats and beads at this time!**

Please wash **ONLY** the listed costume items for female dancers:

1. **Blouses** inside out with tassels secured together with an elastic so they don't tangle in the wash
2. **Slips or underskirt**

In the event that you notice that an apron or skirt is dirty, please contact the Artistic Director directly before you return it.

Under no circumstances are vests, Hutsul panels, Buko wrap skirts or sashes to be washed.

Please wash **ONLY** the listed costume items for male dancers:

1. **Shirts** inside out with tassels secured together with an elastic so they don't tangle in the wash
2. **Pants** inside out

*****Under no circumstances are vests, jackets or sashes to be washed*****

Washing Instructions

- All items are to be washed INSIDE OUT on COLD on the DELICATE cycle and HUNG to dry. Stubborn makeup stains may require a second wash
- These costume items are not washed with any other items.
- Whites should NOT be washed with ANY other colour
- Fun Fact: Did you know hanging your clothes out in the sun does in fact make your whites whiter?! Please do not use chemical bleach.
- Oxy Clean and Shout are great options for tough makeup stains
- All costumes should be returned on the hangers provided. If you have broken yours, replacement clip hangers can be found at IKEA and plastic hangers at the dollar stores. This is your responsibility and part of the return.
- ABSOLUTELY no metal hangers. If you have drycleaned your costume, the expectation is that you still return it on the hangers issued to you.
- Akademiya 2 can return their tunics without washing them

Wardrobe Bags

Anyone who was issued a Sopilka wardrobe bag **MUST** return them with their costume.

Appendix "B"

Sopilka Ukrainian Dance School Inc. - Privacy Policy

Personal Information Protection and Electronic Documents Act

The Personal Information Protection and Electronic Document Act (PIPEDA) governs the collection, use and disclosure of personal information by private sector and not-for-profit organizations in the course of commercial activities.

The Sopilka Ukrainian Dance School Inc. ("Sopilka", "we", "our", "us") respect your right to privacy. Sopilka is committed to protecting the privacy of dancers' personal information and adheres to all legislative requirements with respect to protecting privacy.

Personal information includes but is not limited to name, address, telephone number, email address, Manitoba health card information, pictures and video clips. We do not rent, sell or trade our registration list.

Purposes for the Collection of Personal Information:

During the course of the registration process we gather personal information for a variety of purposes directly related to the organization. We use personal information to keep you informed and up-to-date on activities of the organization

including class changes, performance updates, fundraising activities and volunteering. Pictures and video clips are utilized for publicity and promotional purposes.

Methods of Collecting Information:

The Sopilka website, email notices, surveys or emailing of the newsletter would be some of the methods used to collect or send information to you.

Use of Personal Information:

Your personal information is not shared or sold to third parties. If we intend to collect, use or disclose your personal information for any reason other than one of those described in the privacy policy, the purpose of that collection use or disclosure will usually be described to you in advance and you will be given an opportunity to refuse or to revoke your decision.

Storage and Safeguarding of Personal Information:

Personal information is stored in our database and in hard copy files. We will protect any personal information that you share with us. Only authorized personnel have access to this information. Health card numbers would only be used in the event of a medical emergency requiring attendance at a hospital or an urgent care facility in the absence of a parent or guardian.

Retention of Personal Information:

Personal information will only be retained for as long as we are legally required to keep it.

Links:

Our website includes links to other websites whose privacy policies we do not control. Once you leave our servers you can check where you are by looking at the URL and the location bar on your browser, use of any information you provide is governed by the privacy policy of the operator of the website you were visiting. That policy may be different from ours. If you cannot find the privacy policy of any of these websites via a link from the website's home page you should contact the website directly for more information. Sopilka is not responsible for the privacy practices for the content of such websites.

If you have any information or concerns about these practices or the Sopilka Ukrainian Dance School Inc. website you may contact us.

Further information on privacy and non-profit organizations can be found on the website of the Privacy Commissioner of Canada.

This Handbook is subject to change without notice.