



PARENT AND STUDENT HANDBOOK
2019 - 2020

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1/ Introduction

It's our absolute pleasure to warmly welcome you into our family at Encore Studios. Our team is thrilled to see many familiar faces return to the studio and even more excited to see some new faces join our community. We 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 queries you may have before the year begins. While we 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 our friendly office staff 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

Address: 130 Marion Street, Winnipeg, MB R2H 0T4
Phone Number: 204-235-0879
General Email: office@encoreperformer.com
Fax: 204-231-1071
Website: www.encoreperformer.com
Facebook: @encoreperformer
Instagram: @encorestudioswpg
Blog: encorestudioswinnipeg.blogspot.com

Artistic Director / Owner:	Tobi Léveillé
Enrollment Coordinator:	Diana Beltran
Performance Coordinator:	Aleamar Regala
Accounts Receivables Coordinator:	Felipe Charry
Marketing Coordinator:	Diana Ardila
Administrative Support:	Shaylene Cote & Anne Léveillé
Director of First Impressions:	Natalya Bailey

2/ Mission Statement

Our mission is to develop individuals and their sense of confidence through achievements in dance and performing arts

We aim to accomplish this through instructors and staff that are caring, and through goal-oriented programs that celebrate accomplishments at every level.

At Encore Studios, our *vision and philosophy* encompasses everything we do both in and outside of our classes. This vision is shared and demonstrated by the Artistic Director and Faculty, and is the driving force behind every interaction with our students and their families.

At Encore Studios, we are committed to:

- finding the right program to suit each unique individual
- developing not only a student's skills, but also their sense of self-worth & confidence
- providing a place of friendship in an atmosphere of respect where one feels free to enjoy themselves
- giving each student the opportunity to shine
- supporting every student's goals & accomplishments at any level
- providing passionate, highly-trained instructors & proven programs of success



3/ Registration

Before lacing up those jazz shoes, it's important that all students and/or parents – whether returning or new - fill out and sign your registration 'paperwork'. All of this is now **paperless** through our easy online registration system. This required information includes your family contact, waiver and photo release form (so we can show off photos and videos of our amazing dancers in and around the studios). We also need this done for insurance purposes. Log in to your account in our customer portal by clicking here: <https://app.thestudiodirector.com/encoreperformer/portal.sd>. If you forgot your password click on "Forgot your password". You will be prompted to accept the waivers upon sign-in. If this doesn't happen, it means you've done this already - great job! If you need any help at all just ask!

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 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).

Referral Program

When you refer a friend, you will get a \$20 credit towards your tuition fees! Your friend will get an Encore studios t-shirt as a welcome gift!

Terms:

- There is no limit to the number of new students you refer
- Offer applies to new students only, or students who have not danced at the studio for the past 2 years
- A referral form must be filled out – please ask for one at the front desk
- Once the friend enrolls and makes their first payment, plus the proper forms have been completed and submitted, then your account will be credited \$20.

4/ Communication

Have a question or concern? Here's the path to getting your answer or resolution quickly!

Option 1 - IN PERSON

Speak to our friendly administrative staff at the front desk during regular office hours.

Monday – Thursday 4:30pm – 8:30pm and Saturdays 9:30am – 4:30pm.

Option 2 - BY PHONE

If you don't reach us in person, please leave us a message!

Option 3 - BY EMAIL

General inquiries: office@encoreperformer.com

Class placements & registration: registeratencore@gmail.com

Accounts & payments: financial.records.encore@gmail.com

Please try these options **first**.

If your issue is not resolved through these options in a timely manner, *please reach out to our Artistic Director, Ms. Tobi*:

Option 1 - EMAIL

Ms.Tobi@encoreperformer.com

Option 2 - BOOK A MEETING

<https://calendly.com/encorestudioswinnipeg/15-minutes-with-Ms-Tobi>

***If you are a Member of the Performance Division, please check and/or post in the PD Facebook group first to find your answers :).**



Messenger and Instagram are great tools, but not the best way to reach us as a current customer. Instead we suggest using one of the methods listed above :).

Other forms of communication:

- Newsletters and important information will be sent to you **via email** so please ensure you have provided the studio with an up-to-date email address that is regularly checked. Don't forget to add our email addresses office@encoreperformer.com and registeratencore@gmail.com to your contacts so we don't end up in the dreaded Spam folder!
- In the infrequent case of urgent information (for example, unexpected class cancellations or performance changes), **we will phone** 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 by liking Encore Studios Facebook page: [@encoreperformer](https://www.facebook.com/encoreperformer). Also follow our Encore Studios **Instagram** page [@encorestudioswpg](https://www.instagram.com/encorestudioswpg). Here you will be able to keep in touch with our studio culture and get to know us better. This is also where we post our "Gold Star" Award photos so you won't want to miss seeing your child get the award or the chance to share with all of your friends and family!
- We always display important information, dates and studio details on our **message board** 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 reach out to one of our helpful team members.

5/ 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 organised and ready for you so you can plan other commitments. We've put it on a handy fridge magnet for your convenience but the list is also below. If you know ahead of time that your family will be unable to attend any of the events due to planned holidays or existing commitments, please let reception know at your earliest convenience.

Sat Sept 14	First Day of Core Classes	Thur Jan 30	Stars on Stage Recital Costume Order Forms & Deposits Due
Sat Sept 14	Mini Stars Fall Session Starts		
Sept 30 - Oct 5	Friendship Week	Mon Feb 18	Louis Riel Day – NO CLASSES
Sat Oct 12	Give Thanks & Dance Day :)	Feb 22 – 28	Observation Week
Mon Oct 14	Thanksgiving Day – NO CLASSES	Mar 7	Mini Stars Spring Session Starts
Oct 24 – 30	Observation Week	Mar 27 – Apr 3	SPRING BREAK
Sat Nov 2	Mini Stars Winter 1 Session Starts	Sat Apr 4	Core Classes Resume
Mon Nov 11	Remembrance Day – NO CLASSES	Apr 10 – 12	Easter Weekend – NO CORE CLASSES
Sat Dec 14	Winter Concert @ MBCI – NO CLASSES	May 16 – 18	Victoria Weekend – NO CORE CLASSES
Dec 20 – Jan 3	WINTER BREAK	Wed June 3	Dress Rehearsal for Stars on Stage Recital
Sat Jan 4	Core Classes Resume	June 6 & 7	Picture Days
Sat Jan 4	Mini Stars Winter 2 Session Starts	Wed June 10	Stars on Stage year-end recital

6/ Code of Conduct

To ensure the smooth, safe running of Encore Studios 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. We do reserve the right to refuse or discontinue registration of any students or parents who breach our studio's code of conduct.

- 1) 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 the front desk. Parents please wait in the waiting areas or outside of the studios until classes have been dismissed.
- 2) We are unable to take responsibility for students before or after their scheduled classes. 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.

- 3) Any questions or complaints should go through reception. Should the administrative staff not be able to answer the concern, or if the questions are of artistic nature, the Artist Director would very much like the opportunity to meet and resolve any issues.

Parents and students should not contact teachers via phone, email or social media with studio concerns. We respectfully request that the procedure described above be followed to ensure fair and consistent quality to service.

- 4) Teasing, mocking, physical confrontation, or general ill-will from one parent or student to another will not be tolerated. This includes actions outside of the studio and on social media. If this kind of behaviour is ongoing, it may result in immediate dismissal from the studio.

We promote kindness and respect – please pass it on!

- 5) Our goal is to focus on rewards and praise rather than on consequences and punishment. We aim to keep students busy, moving and challenged so they will be less inclined to misbehave. Each teacher is given the opportunity to control class conduct in the most respectful way appropriate to the student's age. Should there be any behaviour that ongoingly disrupts the learning/safety of others, the student will be asked to leave the class to speak with the Artist Director. The Artist Director will work with the student to resolve the issue and will contact parents if the situation continues. Ultimately our goal is to keep the dance experience positive for all. Any ongoing behaviour that results in the disruption of learning/safety of others and cannot be resolved will result in dismissal from the studio.
- 6) Hair should be neatly tied back off of the face. If a student comes to class with the hair that is unsecured on the face, the teacher will assist the student to adjust the style so that it is appropriate for learning.

No jeans, jeggings or stretchy denim. Only appropriate dancewear please - no play clothes. A good rule of thumb is that if they can wear it to school, then it isn't appropriate for dance class and vice versa. The only exception is for hip hop, where school gym clothes would be appropriate.

Absolutely NO outdoor shoes are allowed in the studios. Our flooring is highly specialized and expensive. Thank you for using indoor-only footwear to class.

Students without appropriate attire may be required to sit out for part or all of a class without reimbursement as per our policies.

- 7) Encore Studios 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.
- 8) Encore Studios management reserves the right to change teachers or timetabling when necessary at any time throughout the year.
- 9) Choreography, costuming and studio policies remain the intellectual property of Encore Studios and may not be reproduced, sold, presented or posted on social media by any students, parents or staff without permission of the Artistic Director.

7/ Account Management - Registration Adjustments

We utilize Studio Director management software for all aspects of our day-to-day business including student registrations and family accounts. The studio management software allows families to have access to their account at any time of day.

However, we do need to put in a lot of behind the scenes work to set up the customer accounts initially. Any changes to registration once the account has been set up can be time consuming for our staff and occasionally you may experience issues with account accuracy when these types of adjustments are requested.

Because of the amount of work required to set up and maintain the accounts, we've implemented the following Administrative Fees:

Service	Fee
Drop Class (no withdrawals accepted after Feb. 1)	\$35
Change or Adjustments to Payment Plan after initial set up is complete	\$30
Payment Plan – Monthly (included in fee structure)	\$25
Registration Fee	\$25
Special payment arrangements processing fee	\$40
NSF Fee	\$50

Also, family accounts can no longer combine payment plans. The payment options of 3 installments, pay-in-full or monthly installments must be chosen at the time of registration. Please allow 48 hours for us to set up your account to reflect the payment plan.

Thank you for your understanding. We take the accuracy of your family account very seriously and we believe we can offer you the very best in customer service in our industry. Thank you again for the opportunity to serve you!

8/ Safety

With the safety of our families as priority, Encore Studios 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).

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.

We have a CCTV camera in each studio that will be turned on at the discretion of the teacher. We will aim to turn on the camera for viewing in our lobby for the last 10 minutes of each class. If the class isn't ready to show their work, the teacher is allowed to opt-out of turning the camera on for that day.

We also have two Observation Days throughout the season. During these times, we invite parents and guests to sit in the studio to watch an entire class. We are proud to show you the progress your child will have made throughout the season!

9/ Privacy

When you purchase a product or service with Encore Studios, 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 events, goods, or services 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.

Information is stored securely in paper or electronic form and is accessible only by authorised 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 our office.

10/ Ballet Exams

As a studio who values the growth and commitment of our dancers of all ages, it's our pleasure to offer exams to students in ballet through the Royal Academy of Dance. If your child is considering dance as a vocation then we strongly recommend completing the annual exams.

On a side note, our vast experience shows that formal exams present a unique opportunity for the children to display and take pride in how hard they work and are able to progress in their classes. Our exam students always find their exam experience to be uplifting, beneficial and rewarding.

Exam students are invited to participate in spring exams by the teachers.

If you are interested in seeing if your child qualifies, please let the teacher know before the end of September so that we can make an assessment in a timely manner.

11/ Timetable

Timetabling our classes is a huge task and we take all care to ensure that children are given classes at an age-appropriate time without long hours that may lead to fatigue or disrupt home / school life. Our schedule is also subject to changes according to a variety of factors such as registration numbers and teacher availability. You can also view our class schedule at

<https://encoreperformer.com/preschool> or <https://encoreperformer.com/core-classes-2019-2020>.

Top reasons why proper dance apparel is important

one



When a student wears proper dance attire **they feel different**. The work they do is better because they are more serious about it and **more focused on the quality of practice**.

two



Wearing appropriate attire is a sign of **respect** to your team mates and to your teachers/choreographers.

three



There is **less distraction for the dancer** from ill-fitting clothing. **Bodysuits** should cover their bodies, provide adequate support where needed, and have enough stretch that they stay in place while dancing. Tank tops, pants, and shorts **should stay put** while dancing and not leave dancers exposed. Most leggings (unless they are specifically sold for athletic activities) are not going to work.

four



Dancers shouldn't be concerned that their **hair** is going to fall out or be constantly pushing it out of their face. **This is another distraction that pulls away from their training**. Most students are going to need an extra hair tie, a hairnet, bobby pins, clips, and a little hairspray for it to be secure. If you are lost, there are many training videos available on YouTube about proper hair for dancing.

five



Dancers that **LOOK** like trained dancers **FEEL** like trained dancers.

six



Following a dress code reminds dancers that they are **part of a team**.

seven



When dancers are dressed in a uniform, teachers and choreographers can **do their jobs** much easier **without distractions** like flying hair, a flash of a midriff, or loose-fitting shirts that move around. Dancers dressed appropriately allow the teachers/choreographers to **focus on the quality of movement** rather on what an individual is wearing.



We all know a good dance performance is also about personality and attitude, so **confidence is key**. When you look good, you feel good, and any kind of athlete is prone to doing better when the clothes fit right. Let us help you **'nail it'** by attending with the right attire and hair!



Little Shining Stars (Ages 2 to 4) - Girls

- Bodysuit in pink, lavender, or light blue
- OPTIONAL skirt in pink, lavender, or light blue
- Ballet slippers in pink
- Ankle socks
- Hair neatly pulled back off the face and secured with hair elastic and/or headband, and/or hair clips

Little Shining Stars (Ages 2 to 4) - Boys

- Short-sleeved t-shirt, any colour
- Black shorts
- Ballet slippers in black
- Hair combed neatly off the face

MINI STARS PARENTS:

- Any bottoms that can be easy to move around in – NO JEANS OR JEGGINGS
- Any top but no bare midribs
- Socks or bare feet

Hip Kids & Jazz Combination Class (Ages 5 to 8)

- **Option 1:** Bodysuit in Black, lavender, light blue, pink; Shorts in black
- **Option 2 (For Boys):** Fitted Tee Shirt in black or white preferably; Shorts in black
- Jazz Oxfords in black
- Hair neatly pulled back off the face and secured with hair elastic and/or headband, and/or hair clips

Acro & Jazz Combination Class (Ages 5 to 8)

- **Option 1:** Bodysuit in black, lavender, light blue, pink; Shorts in black or Leggings in black
- **Option 2 (For Boys):** Form Fitted Shirt in black or white preferably; Shorts in black
- Mesh Half Lyrical Shoe in Nude, Light Suntan, Espresso
- Hair neatly pulled back off the face and secured with hair elastic and/or headband, and/or hair clips

Tap & Vocal Theatre Combination Class (Ages 5 to 8)

- **Option 1:** Bodysuit in pink, lavender, light blue, black; Shorts in black or Leggings in black
- **Option 2 (For Boys):** Fitted Tee Shirt in black or white preferably; Shorts in black
- Tap Shoes in black
- Hair neatly pulled back off the face and secured with hair elastic and/or headband, and/or hair clips

Hip Kids & Hip Hop (Ages 9+)

- Any top but no bare midriffs
- Any bottoms that can be easy to move around in – NO JEANS OR JEGGINGS
- Sneakers that are INDOOR ONLY black preferable
- Short Hair: Combed neatly off the face Long Hair: Neatly pulled back off the face and secured with hair elastic and/or headband, and/or hair clips

Jazz (Ages 9+)

- **Option 1:** Bodysuit in black, burgundy, lavender
- **Bottoms:** Tights in black or light suntan, with black Shorts or Leggings in black
- **Option 2 (For Boys):** Fitted Tee Shirt in black or white; Shorts in black
- Jazz Oxfords in black
- Hair neatly pulled back off the face and secured with hair elastic and/or headband, or hair clips

Tap (Ages 9+)

- **Option 1:** Bodysuit in black, burgundy, lavender
- **Bottoms:** Tights in black or light suntan, with black Shorts or Leggings in black
- **Option 2 (For Boys):** Fitted Shirt in black or white; Shorts in black
- Tap Shoes in black
- Hair neatly pulled back off the face and secured with hair elastic and/or headband, or hair clips

Ballet Foundations (Ages 5 - 6)

- Short Sleeve Leotard in lilac with matching ballet skirt
- Ballet pink tights
- Ballet Slippers in pink
- Hair slicked back off the face and in a classical bun

Ballet Foundations (Ages 7 - 12)

- Tank bodysuit in lilac, navy blue
- Ballet pink tights
- Ballet Slippers in pink
- Hair slicked back off the face and in a classical bun

Ballet Technique (Ages 12 and up)

- Tank bodysuit in black, navy blue
- Ballet pink tights
- Ballet Slippers in pink
- Hair slicked back off the face and in a classical bun

Ballet for Boys

- Short-sleeved white t-shirt
- Black shorts or tights
- Ballet slippers in black or white
- Hair combed neatly off the face

Contemporary & Lyrical (Ages 9+)

- **Option 1:** Bodysuit in black, burgundy, lavender
- Bottoms: Black or Light Suntan Tights with black shorts or Leggings in black
- **Option 2 (For Boys):** Fitted Shirt in black or white; Shorts in black
- Mesh Half Lyrical Shoe in nude
- Hair neatly pulled back off the face and secured with hair elastic and/or headband, and/or hair clips

Acro (Ages 9+)

- **Option 1:** Bodysuit in black, burgundy, lavender
- Bottoms: Black or Light Suntan Tights with black shorts or Leggings in black
- **Option 2 (For Boys):** Fitted Shirt in black or white; Shorts in black
- Mesh Half Lyrical Shoe in nude
- Hair neatly pulled back off the face and secured with hair elastic and/or headband, and/or hair clips

Vocal Theatre & Broadway (Ages 9+)

- Any top, bodysuit preferred
- Any bottoms that can be easy to move around – NO JEANS OR JEGGINGS
- Ballet Slippers OR Jazz Oxfords in black
- Short hair: Combed neatly off the face Long Hair: Neatly pulled back off the face and secured with hair elastic and/or headband, and/or hair clips

Adult Hip Hop (Ages 18+)

- Any top and bottoms that can be easy to move around in – NO JEANS OR JEGGINGS
- Sneakers that are INDOOR ONLY
- Hair: Neatly pulled back off the face and secured with hair elastic

Adult Ballet (Ages 18+)

- Comfortable exercise clothing. A form fitted shirt and yoga pants are perfectly fine
- Ballet Slippers in pink or black
- Hair: Neatly pulled back off the face and secured with hair elastic and/or headband

Our uniform requirements are also available online at the following addresses:

- Preschool Classes at <https://encoreperformer.com/preschool>
- Core Classes at <https://encoreperformer.com/core-classes>

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

DANCE SUPPLIES - We are your one-stop-shop for all uniform requirements

We strive to make signing your child up for dance easy & convenient. No need to run around trying to find the uniform your child needs for class. Our prices are competitive, and you can't find a more convenient service. We have our uniform requirements for each class right at our fingertips - including shoes, so getting exactly what you need is EASY!

Our online store is <https://encore.johnnybrown.ca/>

13/ Attendance

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 confidence and skills your child will develop.

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 we can attempt to limit the impact on the class. If your child is too unwell to participate, it is still beneficial for them to observe class so they can pick up quicker the following class when they feel better.

14/ Parking and Student Drop Off



A parking lot is available at the back of the building as indicated on the picture to the left. There are two sides to park - Encore customers should park on the east side of the lot *first* (indicated with the arrow). The west side is shared with neighboring businesses until 6pm on weekdays.

Also indicated on the picture is the **Student Drop-Off Zone**. Students can be dropped off easily from the back lane, and proceed along the pathway at the side of the building to enter at the front. **Please do not park/stop/idle in this space.** Once your child is dropped off, please clear the area for other families to use. Thank you for your cooperation.

There is also street parking available, as well as a loading zone in front of the legion next door to us on Marion.

15/ Our Faculty

Our enthusiastic, passionate and dedicated teachers are thrilled to be a part of your family's dance journey this year. Our instructors are industry professionals who love sharing their vast experience with their students.

Aleamar Regala
Anastasia Evsigneeva
Dutchess Cayetano
Laura Elliott

Shaylene Cote
Taylor Marks
Tobi Léveillé
Anne Léveillé

Jessica Grosshans (Apprentice)
Katelyn Mestito-Dao (Apprentice)
Max Kornachuk (Apprentice)

16/ Winter Concert Information

We are very excited to be putting on a themed production for our annual Winter Concert - "Frozen for the Holidays"! This concert is for those students ages 8 & under, Vocal Theatre, Broadway, and some of our Performance Division Teams. 'Tis the season for the younger children to put on a show and this year's production is sure to be a show enjoyed by all!

The date for this year's Winter Concert is **Saturday, December 14th**. It will take place at **Jubilee Theatre at Mennonite Brethren Collegiate Institute**.

Tickets will be sold online closer to the date of the show and will be reserved seating.

There is **NO REHEARSAL** for Pre-School & Core Classes in the Winter Concert.

There are **NO COSTUMES** for the Winter Concert, however we will require that all students be in their required class uniform.

17/ Stars on Stage Recital Information

The opportunity to perform in a recital is an exciting, empowering and confidence-building part of the performing arts. This is where we love to watch our students learn about the theatre, rehearsals and teamwork while they enjoy the opportunity to showcase their skills in a professionally run production. Recitals are a wonderful way for students to showcase the results of their hard work and for family and friends to join in the pride of their achievement. We love giving all students the chance to perform for their family and friends in this supportive and fun environment.

Our recital is in two acts with a 20-minute intermission. The show order and placement of the intermission is determined by several factors which included considerations such as age of the students, number of performances, and allowance of time for costume changes.

This year we are excited to be celebrating our 15th Annual Year-End Recital and we can't wait for you to join us for the celebration!

The date for this year's **Stars on Stage** recital is **Wednesday, June 10th**. It will take place at **Centennial Concert Hall**.

Tickets will be sold online closer to the date of the show and will be reserved seating.

Information about COSTUMES will be explained in the section below.

17.1/ Dress Rehearsal Information

Why is the Dress Rehearsal essential to a good show?

- It gives the stars of our show a chance to get up and rehearse on the big stage – a very different environment than they are used to within the studio walls.
- Students can overcome some of the jitters that may hit when the bright lights come on and really prepare themselves for the show ahead.
- It is at Dress Rehearsal that the group spacing is finalized. If even one person is missing, it affects the preparation of the other group members. Therefore, to be fair to everyone involved in the Stars On Stage recital, **participation in the Dress Rehearsal is NOT optional.**
- Dress Rehearsal is when the students see the wings for the first time, so their entrance and exit points can only be finalized at this time.
- For vocal students, this is the first and only opportunity for you to work with the sound technician – he needs this opportunity to ensure you will sound your best for your performance.

It is for these reasons that Dress Rehearsals are standard for all performers, from amateurs to professionals alike. We thank you in advance for respecting the process that is in place to help all students put their best foot forward for this special year-end celebration performance.

The date for this year's **Dress Rehearsal** recital is **Wednesday, June 3rd**. It will take place at **Centennial Concert Hall**.

PLEASE NOTE THAT DRESS REHEARSAL IS A CLOSED EVENT - NO OBSERVERS ALLOWED.

Information about COSTUMES will be explained in the section below.

18/ Costume Orders

All students are invited and encouraged to participate in the annual Stars on Stage year-end recital and will be required to purchase a costume for the recital from our designated suppliers.

We've gone completely paperless with all of our registration and communication, and now we are moving on to **paperless costume ordering!** For those of you new to us this season, in the past forms were handed out and needed to be completed for each class separately - it was a lot of paper and a lot of work. We can now utilize our online registration system to record the student's measurements. Enter the information **once** in the student's profile and that's it. **EASY! Less work; no paper.**

Costume sizing and deposits (\$50) will take place in January, with the final **due date of January 30th.** Stay tuned for more information as we get closer to that exciting time!

The costumes are chosen by Encore Studios. Students of classes ages 9 and up typically get to choose their costume from a selection of 2 or 3 pre-chosen by Encore Studios.

We do our best to source out costumes from reputable suppliers and take into consideration cost, quality, and age-appropriate styles. Pictures of the costumes with finalized pricing for each class will be available to view at the front desk by January 20th.

Some costumes arrive early, while others won't be here until May. In either case, the costumes wouldn't be available at all if we wait to order. It can take up to 16 weeks or more for some costumes to arrive, and with every dance studio in North America ordering recital costumes at the same time of year, availability can be a challenge. Our suppliers recommend we place our order no later than the first week of February to insure availability and delivery in a timely manner.

Costume prices range from \$75 - \$125 plus applicable taxes, although we make every effort to research pricing thoroughly to get the best deal possible for you, our valued customers.

Costume balances will be due March 23rd. We aim to have all costumes in by May 15th. However, sometimes delays and cancelled orders happen due to low inventory or back orders. Should the chosen costume become unavailable, one of similar value and style will be chosen as a replacement by Encore Studios.

We look forward to a great season of dance with all of our students and families. Thank you for your business and for choosing Encore Studios!