



HANDBOOK 2018-2019

HardCor Performing Arts

2605 4th Avenue South

Denison, IA 51442

(712) 263-6677

hardcorperformingarts@gmail.com



www.hardcorperformingarts.com

<Studio Calendar>

September

First Day Of Classes

Tuesday, September 4th

October

Halloween – No Classes

Wednesday, October 31st

November

Thanksgiving Break – No Classes

Thurs, 22nd thru Sun, 25th

December

Christmas Parties

Sun, 16th thru Sat, 22nd

Christmas Break – No Classes

Sun, 23rd thru Mon, Jan. 1st

January

Classes Resume

Tuesday, January 2nd

April

Easter Break - No Classes

Fri, 19th thru Sun, 21st

May

Pictures & Stage Practices

Mon 20th thru Fri, 24th

Dress Rehearsals and Recitals

Fri, 24th thru Mon, 27th

OUR SCHEDULE >

No matter which day your lesson is on, you will have received 36 lessons at the end of 9 months. Some months have 3 lessons, but others have 5, therefore; you will average 4 lessons a month. This totals 36 lessons for year – 4 lessons per month x 9 months = 36 lessons. Tuition rates are the same each month, regardless of the number of lessons received. (Stage practice, dress rehearsal, and recitals count as 2 lessons.) The Studio Calendar on the preceding page shows all Holidays when lessons will not be held. Please keep this calendar handy so you are aware of the class schedule.

REGISTRATION >

A non-refundable fee of \$30 per student (to a maximum of 2 per family) is required yearly at the time of registration. The registration fee covers administrative expenses and is paid by all students.

PAYMENT OF FEES >

We offer an auto-withdrawl from your bank account for your monthly tuition payments. At your first class in September, you will remit payment for September tuition, fill out the necessary auto-withdrawl forms (including a voided check) and your auto-withdrawl will begin on October 5th.

Tuition can be paid monthly by check, money order, or cash. Payment must be received by the 7th of the month or you are charge a \$10 late fee. We do not always have a secretary in the office, so please put the exact amount of your tuition in an envelope. Put your child's name of the front of the envelope and place the envelope inside the office window on the desk. You can also mail your payment to us, but remember we must receive it by the 7th.

All non-sufficient funds checks or auto-withdrawl returns will be charged a \$30 fee, per return. If any account becomes three months past due, your child may no longer particiapte in class until the account is current.

FAMILY DISCOUNT >

We offer a \$4.00 discount for each additional family member or each additional 1 – hour class taken (\$2.00 discount for ½ hour class).

DISCONTINUING CLASSES AND REFUNDS >

Withdrawal from classes must be done by the parent in person or over the phone. After speaking with your child's teacher, your auto-withdrawal account will be terminated. HardCor Performing Arts reserves the right to terminate lessons to any student without notice. In such a case, a refund for unused lessons will be given.

PARENT RESPONSIBILITIES >

Parents are welcomed and encouraged to attend classes to observe their child's progress, especially children under the age of seven. Taking notes or use of video is highly recommended in the dance room. We expect your courtesy to keep talking to a minimum. The outer lobby, with large viewing windows, is provided for those of you with small children so classes are not interrupted. Our studio is unique in this program of parental participation. We feel it greatly benefits your child's dance or tumbling education.

CLASS PROGRESS >

Another unique feature at our dance studio is the way we set up our classes. Students are grouped according to age, skill, practicing habits, and attendance. If we feel a student isn't keeping up, or could progress faster, we will move them to another class. We are always re-evaluating our classes and making improvements. We ask that you try a class for at least a month before consulting your teacher about moving to a new class.

ATTENDANCE >

Attendance records are kept each year. Regular attendance is a must if you are to benefit the most from your training. Each student is important to the progress of the whole class. Interest is kept when there is progress and development. Irregular attendance slows both. If your child is going to be absent, please call the office or inform our teacher the week prior. If you are absent from a dance lesson, you are responsible at the next lessons for knowing the steps taught in the class you missed. Consult a friend, or come early to find someone to help you.

PRIVATE LESSONS >

Private lessons will be given only to students interested in entering dance competitions and talent shows. This is for the serious student willing to put forth the extra time and energy into practicing, not to mention the traveling expenses and entry fees. Talk to Cory if interested.

CARE OF STUDENTS >

HardCor Performing Arts is not responsible for providing before or after class care for students. Students are not to be left at the studio for excessive amounts of time.

BAD WEATHER >

When bad weather develops, all cancellations will be posted on our Instagram, Facebook, and website (www.hardcorperformingarts.com). Sometimes we are unaware of road conditions outside of the Denison area. If you feel driving is unsafe, please call to advise us of the weather in your area. If you are not coming due to weather, please let us know. Any classes canceled due to bad weather will be rescheduled and made up. If school has been cancelled or let out early, do not assume there will not be classes.

RECITAL >

Your teacher will order one ready-made costume through the studio. Price range will vary from \$50-\$80 a costume. Although the recital is not until May, we will order costumes in December. Complete payment for the costumes will be due at this time. You may wish to keep this in mind as you plan your budget, as you realize December can be a tough month financially. Tuition and other fees on your account must be paid first before any payment can be applied to costume fees.

Recital dates for 2019 are May 25-26-27. Dress rehearsals, pictures, and stage practice days are May 20-21-22-23-24-25. Please keep these dates in mind when you plan your summer vacations.

COMPETITION FEES >

If your child is in a competition dance class, entry fees are generally due a month ahead of the competition date. These must be paid before we send the entries. Your teacher will advise you of all payment due dates. Tuition and other fees on your account must be paid first before any payment can be applied to competition fees.

INJURIES >

Parents, legal guardians of minor students, and adult students waive the right to any legal action for any injury sustained on Studio property resulting from normal dance or tumbling activity or any other activity conducted by the students before, during, or after class time.

DIRECTIONS >

The main studio is located on the east side of Denison on Highway 30. We are across from El Jimador Mexican Restaurant. To get to the Methodist Church location; from Hwy 30, turn north on 14th Street and go three blocks. It is on the left. All phone calls, money transactions, shoe purchases, etc. will be handled at the main studio. (712-263-6677)

DRESS CODE >

Required dancewear and dance shoes must be worn to all classes.

Female dancers and tumblers: Leotard or tight-fitting cami, tank, or sports bra top and booty shorts are required. No gym shorts, sweat pants, pajama pants, or t-shirts. Hair must be off the face and secured.

Male dancers and tumblers: Any well-fitting athletic wear. Tees or tanks should be tucked in. No jeans, jean shorts, or oversized gym shorts.

Footwear: Black or tan tap and jazz shoes for dancers; Barefoot, without socks for tumblers. All tights must be stirrup or footless, as the students slip on the carpet or mats during tumbling.

CLASS DESCRIPTION AND PRICE LIST

- A.** 1 Hour Combination Dance Class – Girls or Boys age 3-7
20 minutes tap, 20 minutes jazz, 20 minutes basic tumbling skills
Price per month: \$44 with tax: \$47.08
- B.** 1 Hour Dance Class – Girls or Boys age 8 and up
30 minutes tap, 30 minutes jazz
Price per month: \$44 with tax: \$47.08
- C.** 1 Hour Tumbling Class – Girls or Boys, age 5 and up
Price per month: \$44 with tax: \$47.08
- D.** 1 ½ Hour Competition Dance Class – Girls or Boys age 5-8
Tap, Jazz, Strength, Stretching, Technique
(Dedicated dancers who are willing to practice and work hard – this will involve traveling to competitions and extra costuming and prop expenses)
Price per month: \$64 with tax: \$68.48
- E.** 2 Hour Competition Dance Class – Girls or Boys age 9 and up
Tap, Jazz, Lyrical, Strength, Stretching, Technique
(Dedicated dancers who are willing to practice and work hard – this will involve traveling to competitions and extra costuming and prop expenses)
Price per month: \$84 with tax: \$89.88

ADDITIONAL CLASSES (Must be enrolled in one of the previous classes A-E)

- F.** 30 Minute Ballet Class – Girls or Boys age 8 and up
Price per month \$22 with tax: \$23.54
- G.** 30 Minute Lyrical Class – Girls or Boys age 8 and up
Price per month \$22 with tax: \$23.54
- H.** 30 Minute Hip Hop Class – Girls or Boys age 8 and up
Price per month \$22 with tax: \$23.54

HardCor Performing Arts – Registration Form

Parent's Names _____
Mother
Father
Last Name

Address _____
Street
City
Zip

Phone _____
Home
Mother Cell
Father Cell

E-mail Address _____

Emergency Contact _____
Name
Phone Number

Student's Name _____
First
Last
Girl/Boy
Age
Grade
Birth Date

Student's Name _____
First
Last
Girl/Boy
Age
Grade
Birth Date

Student's Name _____
First
Last
Girl/Boy
Age
Grade
Birth Date

Student's Name _____
First
Last
Girl/Boy
Age
Grade
Birth Date

Student's cell phones _____

Student's e-mail _____

Please check which class/classes the above student is enrolling in. (If you have more than one child, designate which child is taking which classes on the lines behind the class)

Note: See the last page of our handbook for a full description of the following classes.

- 1 Hour Combination Dance (Tap, Jazz, Tum; Age: 3-7) _____
- 1 Hour Dance Class (Tap and Jazz, Age: 8 and up) _____
- 1 Hour Tumbling Class (Age: 5 and up) _____
- 1 ½ Hour Competition Dance Class (Age: 5-8) _____
- 2 Hour Competition Dance Class (Age: 9 and up) _____

ADDITIONAL CLASSES (Must be enrolled in one of the previous classes)

- 30 Minute Ballet Class (Age: 8 and up) _____
- 30 Minute Lyrical Class (Age: 8 and up) _____
- 30 Minute Hip Hop Class (Age: 8 and up) _____

SCHEDULING:

The following questionnaire will help us to schedule your family. Other studios have a set schedule for their programs, and if you have conflicts you are forced to choose between activities. For your convenience, we try our very best to work around your other activities and find a time that will fit into your busy life, as well as, considering siblings, carpools, and additional classes. However, our foremost obligation is to give your child the best opportunity for optimal dance and tumbling education.

We need to know as much as possible about your schedules. Please be as specific as you can with days and times. Also, be sure to designate which child you are referring to.

SECTION A: (GENERAL INFORMATION)

a. We sometimes teach on Saturdays from 9:00 a.m. to 3:00 p.m.

Would Saturday be a day you could have a lesson? If no, why?

Yes No _____

b. Do you have a carpool request for any of your classes? _____

c. Do you have any parent conflicts? _____

d. Is there any additional information we should have? _____

SECTION B: (PRESCHOOL) If you do not have a preschool –age child, skip to Section C.

a. Is your child in preschool pre-k (please circle)

b. If yes, what days and times? _____

c. Would an early afternoon class between 1:00 and 4:00 be an option on any day? Yes No

d. If yes, which days? _____

e. If no, what is the absolute earliest time after school or work that you can be here each day?

Mon _____ Tues _____ Wed _____ Thurs _____ Fri _____

SECTION C: (ELEMENTARY SCHOOL) If you do not have an elementary school child, skip to section D.

a. What is the absolute earliest time you can be here each day?

Mon _____ Tues _____ Wed _____ Thurs _____ Fri _____

b. Is your child involved in Wednesday Religion program?

Yes No Days and times _____

c. Other Activities (flag football, soccer, piano, scouts, etc.) & Days and time

SECTION D: (JR HIGH SCHOOL) If you do not have a Jr. High age child, skip to Section E.

a. Due to school conflicts, we do teach on Sunday. Is this an option for you? Yes No

b. Is your child involved in Wednesday Religion program?

Yes No Days and times _____

c. Other Activities (Jr. High sports, piano, scouts, etc.) & Days and time

SECTION E: (HIGH SCHOOL)

a. Due to school conflicts, we do teach on Sunday. Is this an option for you? Yes No

b. Is your child involved in Wednesday Religion program?

Yes No Days and times _____

c. Other Activities (High School sports, High School activities, piano, etc.) & Days and time

Mail this completed form with your \$30 per child (maximum of 2) registration fee by July 27th. Also include your signed "Policies and Procedures" form.

We will call you the last week in August with your schedule.

Classes begin September 4th.

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HardCor Performing Arts - Policies and Procedures

Registration:

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Payment of Fees:

We offer an auto-withdrawal from your bank account for your monthly tuition payments. At your first class in September, you will remit payment for September tuition, fill out the necessary auto-withdrawal forms (including a voided check) and your auto-withdrawal will begin on October 5th.

Tuition can be paid monthly by check, money order, or cash. Payment must be received by the 7th of the month or you are charge a \$10 late fee. We do not always have a secretary in the office, so please put the exact amount of your tuition in an envelope. Put your child's name of the front of the envelope and place the envelope inside the office window on the desk. You can also mail your payment to us, but remember we must receive it by the 7th.

All non-sufficient funds checks or auto-withdrawal returns will be charged a \$30 fee, per return. If any account becomes three months past due, your child may no longer participate in class until the account is current.

Costume and Competition Payments:

Tuition and other fees on your account must be paid first before any payment can be applied to costume fees or competition entry fees.

Discontinuing Classes and Refunds:

Withdrawal from classes must be done by the parent in person or over the phone. After speaking with your child's teacher, your auto-withdrawal account will be terminated. HardCor Performing Arts reserves the right to terminate lessons to any student without notice. In such a case, a refund for unused lessons will be given.

Dress Code:

Required dancewear and dance shoes must be worn to all classes.

Injuries:

Parents, legal guardians of minor students, and adult students waive the right to any legal action for injury sustained on Studio property resulting from dance or tumbling activity or any other activity conducted by the students before, during, or after class time.

I have read and understand the above policies and procedures and agree to abide by them.

Please print _____
Student(s) Name(s)

Signature of Parent

Date

Dear Parents and Students,

Let me take this opportunity to extend a heartfelt “Welcome” to HardCor Performing Arts. It is with much sincerity that I thank Sherri and Julie for entrusting me with their studio and the legacy they have left in the dance and tumbling community. HardCor Performing Arts is a studio that will carry on the standards of excellence set in place by Sherri and Julie, along with a fresh ambiance and new flair for dance and tumbling education. Whether you are a returning family or this is your first year with us, we are pleased that you have selected our Studio and know you will have an exciting year with us.

We have been working hard to bring you many new and exciting things for Fall 2018. At the top of our list was a studio makeover. Stop in anytime to see our progress and everything we have done to the studio. All of our bookkeeping and accounts are now on the computer, which will make our billing process much more convenient and accessible to you. What we are most excited about for this coming year is our new class offerings. Instead of offering pointe, we have decided to add a ballet program. Along with our ballet program, students can also enroll in lyrical and hip hop this fall. All of these optional add-on classes are available to students 8 years and older who are currently enrolled in either a dance or tumbling class.

You can register your child by simply visiting our website, www.hardcorperformingarts.com and filling out the registration forms. You can mail your forms along with your registration fee (\$30 per student, to a maximum of two per family) to: HardCor Performing Arts, 2605 4th Avenue South, Denison, IA 51442. We will also be holding registration at the studio **July 30 – August 2 from 4:00-8:00 p.m.** This is a great opportunity for our staff to meet your dancers and tumblers and answer any questions you may have. If you have had training elsewhere, we will need to evaluate your dance or tumbling ability, so that we may place you at the proper class level.

For your convenience, we stock new dance shoes. We also offer you the opportunity to buy or sell used shoes at half price during the registration season. Our “shoe evenings” will be **July 30 – August 2 from 4:00-8:00 p.m.** You may bring in any used shoes you wish to sell on any of these days. Please have your shoes marked with your child’s name and size on the inside sole of each shoe. We will not accept any used shoes that are worn out, painted, or damaged in a way that will hinder dancing ability. We will only sell your shoes if you are planning to enroll this year. We will not accept any used shoes to be sold once classes begin. If you are unable to come in for shoes on the above dates, a “last chance” shoe night will be held on **August 20th from 5:00-7:00 p.m.** We would like all dancers to have their shoes before classes begin.

Please feel free to call (712-263-6677) or email (hardcorperformingarts@gmail.com) with any questions you may have. All of our teachers and staff are looking forward to a great year and are here to make the transition as smooth and easy as possible. We thank you for trusting us with furthering your child’s dance and tumbling education and cannot wait to see you all soon. Classes begin September 4th!

Cory Pieper – Owner/Director