

Crown Crew Handbook

Royalty Dance Studio Teacher Training Program

Program Overview

The **Crown Crew Teacher Training Program** at Royalty Dance Studio is a structured, multi-year leadership program designed to develop confident, capable, and professional dance educators.

Crown Crew members are more than student helpers—they are future leaders of Royalty.

This program provides hands-on experience in:

- Classroom management
- Teaching techniques
- Child development
- Leadership and mentorship
- Choreography and creative direction

Crown Crew is designed as a **minimum 3-year progression**, guiding dancers from assistants to independent instructors.

Dancers in Crown Crew will get to take one additional class of their choosing free of charge.

Program Structure

Year 1: Foundations (Ages 12+)

Focus: Little Royals (Ages 3–6)

Crown Crew members will assist in:

- Minis (Ages 3–4) or
- Petites (Ages 5–6)

Goals:

- Learn classroom structure and flow
- Assist with behavior management
- Support young dancers with engagement and participation
- Begin developing confidence in a leadership role

Key Skills Developed:

- Positive reinforcement techniques
- Leading warm-ups and simple exercises
- Assisting with transitions and activities
- Understanding early childhood development

Year 2: Leadership Development**Focus: Rising Royals (Ages 7–9)**

Crown Crew members will assist in:

- Rising Royals: Ballet, Jazz, Tap, Hip Hop, Lyrical or Acro

Goals:

- Take on more active teaching roles
- Lead sections of class
- Assist with technique corrections
- Build leadership presence and communication skills

Key Skills Developed:

- Demonstrating and explaining skills
- Giving corrections in a positive and effective way
- Supporting choreography rehearsal
- Managing small groups independently

Year 3: Pre-Professional Training**Focus: Independent Teaching**

Crown Crew members will:

- Teach classes or sections independently
- Begin specializing in preferred dance styles
- Choreograph routines for:
 - Recital
 - Production
 - Competitions

Goals:

- Develop full class planning skills
- Lead classes without assistance

- Build confidence as an instructor
- Prepare for transition into paid staff positions

Transition to Staff (Age 16+)

Once Crown Crew members turn 16, they may be invited to transition into **Royalty Dance Studio Staff**.

All staff members:

- Remain part of Crown Crew
- Continue attending all trainings and meetings
- Are expected to uphold a higher level of professionalism and responsibility

Expectations

All Crown Crew members are expected to:

- Arrive **on time and prepared** for every class
- Wear appropriate dancewear and present themselves professionally
- Be a **positive role model** for all students
- Show respect to staff, students, and families
- Stay engaged and off phones during classes
- Take initiative without needing constant direction
- Maintain a **strong work ethic and willingness to learn**

Responsibilities

Depending on experience level, Crown Crew members may:

- Assist with:
 - Attendance
 - Class setup and cleanup
 - Organizing props and materials
- Demonstrate skills and combinations
- Help dancers stay focused and engaged
- Support dancers who need extra help
- Lead warm-ups or across-the-floor
- Assist backstage during performances

Training & Meetings

All Crown Crew members (including staff) are required to attend:

- **Monthly Teacher Training Meetings (2 hours)**
- Additional rehearsals or meetings as needed
- Participation in studio events:
 - Recital
 - Production
 - Community performances
 - Camps and special events

Commitment Requirements

- **Minimum 1 class per week assisting**
- Full participation throughout the dance season
- Commitment to growth across all 3 years

Consistency is key—this program is designed to build real skills over time.

Performance & Growth Evaluation

Crown Crew members will be evaluated on:

- Leadership and initiative
- Reliability and attendance
- Communication skills
- Ability to take feedback and apply it
- Growth in teaching ability

Advancement through the program is based on:

- Effort
- Attitude
- Skill development
- Readiness for increased responsibility

The Royalty Standard

Crown Crew members represent the heart of Royalty Dance Studio.

They are expected to lead with:

- Confidence
- Kindness
- Professionalism

- Integrity

This program is not just about becoming a great teacher— it's about becoming someone others look up to.

Final Note

Crown Crew is a commitment to growth, leadership, and excellence.

Whether your goal is to:

- Become a dance teacher
- Grow as a leader
- Or be part of something bigger than yourself

This program is designed to help you step fully into your potential.

Crown Crew Application

Dancer Name:

Age:

Date of Birth:

Parent/Guardian Name:

Parent Email:

Parent Phone:

Dance Experience

- How many years have you been dancing?
- What styles are you currently training in?
- What classes are you enrolled in this season?

Interest & Commitment

1. Why do you want to be part of the Crown Crew? (*Short paragraph*)

2. What do you think makes a great teacher?

3. What age group are you most excited to work with?

- Little Royals (3–6)
- Rising Royals (7–9)
- Not sure yet

4. Are you willing to assist at least one class per week?

- Yes / No

5. Are you able to attend monthly training meetings?

- Yes / No

Leadership & Responsibility

6. What does being a role model mean to you?

7. Describe a time you helped someone learn something.

8. How do you handle situations when someone isn't listening or behaving?

Availability

- Days and times available to assist:

- Preferred classes (if any):

Commitment Agreement

(Checkbox)

- ☐ I understand that Crown Crew is a leadership program that requires commitment, professionalism, and consistency.
- ☐ I agree to attend trainings, assist classes, and represent Royalty Dance Studio positively.

Dancer Signature:

Parent Signature:

Date: