

Thank you for joining us at Spotlight Dance Academy.

Contact information

Tel: 07565 961993

Email: spotlightdanceyork@live.co.uk

Web: www.spotlightdanceyork.com

- dancers page password -SDA2009
- Online class password – 2020dancer

Follow us on Facebook and Instagram

Our goal is to create a welcoming environment where every student regardless of skill or ability can learn, gain confidence, improve and have fun while nurturing a love and respect for the art of dance. We pride ourselves on giving high quality classes to all pupils and students no matter how far they wish take dance.

Contacting SDA

Should you have any questions or queries we are contactable in person, via phone (call, text whatsapp) and email. As parents/carers you are welcome to book a one to one talk with the owners, Sarah, Heather and Issy or in some cases the class teacher. Teachers are not always able to talk after class due to consecutive classes, however we are always happy to help and try our best to respond to queries quickly.

Dance classes

Pupils will be collected from and returned to the changing area before and after class.

As a carer/parent please remain in the changing area, if leaving during your dancers class please ensure we have up to date contact details for you. Pupils cannot be left more than 5 minutes before the start of their class, unless prior arrangement has been made. Pupils must be collected on time, unless prior arrangements have been made, if you are going to be late please contact us via text or whatsapp.

Pupils who are dropped off more than 5 minutes before class or collected 5 minutes after class will be charged accordingly. Our priority is to those in class, our receptionists are volunteers.

If a pupil is late they should politely knock on the door, when the music has stopped, and apologise to their class teacher. If a dancer is repeatedly late this will reflect their ability to take part in shows and awards and may result in them losing their class place. Warming up safely and correctly is an important part of dance, missed warm ups are taken seriously by SDA teachers.

SDA staff are not responsible for pupils waiting in changing areas before and after class, unless prior arrangements have been made.

We have regular watching weeks and showcases so parents can see work.

Siblings/pupils waiting in the changing area are the responsibility of those who bring them to SDA. Please respect SDA property.

When dancing we will sometimes be required to physically place the dancer in the correct position. This will simply involve the teacher moving the body into the correct place, helping them remember how the body should feel when dancing. If your child has any discomfort or has a known injury please inform us immediately so we can address the issue. If you have any questions please contact/see Mrs Sarah.

If pupils incur an injury out of dance and their teacher is not notified before class SDA teachers cannot address the issue and provide alternatives. SDA is not responsible for further injury if staff are not notified before class starts.

Toilets

Please check your child has been to the toilet before class. Pupils will not be helped with undressing/toileting by staff. Please note the location of the toilets, it is not always possible for SDA staff to accompany children to the toilets if they are teaching.

Developing a dancer

As ballet, tap, contemporary, jazz, acro and musical theatre pupils' progress through the school they are encouraged to take part in at least 2 or 3 classes a week. Older students are encouraged to audition for extra dance programmes. This helps in the development of technique, flexibility and the ability to pick up routines, all key skills a dancer should have. The skills we teach in class build confidence, discipline, presentation, team work and much more, all transferable skills that can be applied to all walks of life.

Uniform

Correct uniform must be worn for each class. We do not accept alternatives to the SDA uniform, this includes warm ups. We have a range of hoodies, jumpers and cardigans on sale to suit most budgets.

Why we have a uniform:

- All pupils dressed alike and equal, the only logo in class is SDA
- Pupils are dressed appropriately for their dance class, to reflect the style and for safety
- Extra purchases are kept to minimal at show time as every child wears the same brand/style shoes, socks and tights

Hair must be tied back neatly with bobbles, soft hair bands and grips. A classical bun should be worn for ballet from the age of 7 (blue class)

No outdoor shoes are allowed in the dance studios.

To purchase class uniform, visit our shop during opening hours Thursday-Saturday. We stock all uniform ourselves and may sometimes ask you to wait up to 2 weeks for stock to come in. Please check the website for an up to date uniform list.

If pupils are not dressed appropriately for class they will be asked to sit and watch.

Class Fees

Class fees are to be paid on time. Late payments will be charged a fee of £10 per week.

You may choose to pay upfront for the year or in monthly instalments. Fees are non refundable.

Acro, Ballet, Contemporary, Musical Theatre, Tap, Jazz Fees include; Class fees and discounts off some holiday workshops. Extra fees may be requested for shows or awards.

Dance Fusion fees include class fees only.

Payment is to be set up through the payment link provided. If your son/daughter chooses to stop taking class(es) 1 month's paid notice is required, we must have given notice in writing.

If fees are being paid by monthly instalments and we do not receive payment on the given date you will be notified via email and the pupil will be asked to sit and watch until fees are paid.

If fees are continually late and late fees are ignored this will affect pupils' class place.

Absences

Pupils are encouraged to attend regularly if they wish to take awards and be part of the annual show. If pupils know they will be absent from class the following week they, the pupil, should ask their teacher to be excused from class and give the reason. If a pupil is ill or is going to be unexpectedly absent please text or email up to 1 hour before class, word of mouth will not be accepted. 2 or more unexplained absences in a half term will result in losing class places. We provide different types of classes with different commitment levels, please ensure you and your dancer understand the commitments you make to SDA and the class team.

SDA provides multiple online classes as make up sessions. Please visit our website and go to “online classes” page password, “2020dancer”

Payment is required for all classes, attended or otherwise.

Should SDA be required to close by forces beyond our control, half monthly fees are required. We will provide alternative classes as appropriate to the situation.

Shows

Ballet, Tap, Contemporary, Musical Theatre, Jazz and Acro Pupils have the opportunity to take part in our annual dance show. This is a fantastic experience for all pupils and we encourage everyone to get involved. If your child is unable to take part in the show please contact SDA via email up to 5 months before show date, we must have it in writing that pupil is not taking part. If you contact us after this time you will be charged a fee of £20 per dance to cover costumes purchased and any edits a teacher will have to make.

Please ensure you are familiar with our behaviour, health and safety and safe guarding policies. Found on the website.

BACS details:

Spotlight Dance

Sort code – 09-01-29 Account no. – 09428412

Please put your child’s name as a reference Spotlight Dance Academy reserves the right to alter terms and conditions as the business develops

Name of child.....

Parent/Guardian.....

Address.....
.....
.....
.....

D.O.B of child.....

Phone no.

A contactable phone number is compulsory

Email

Any known injuries / medical info, including food allergies and action to be taken should a reaction take place.

.....
.....

How did you hear about us?

.....

I give permission for my son/daughter to be photographed or filmed for Spotlight Dance Academy use only. E.g. show performances etc. Their photo may/may not appear on the website and social media pages. Children are never named.
(please delete as appropriate)

I have read and agree to the terms and conditions.

Signed.....