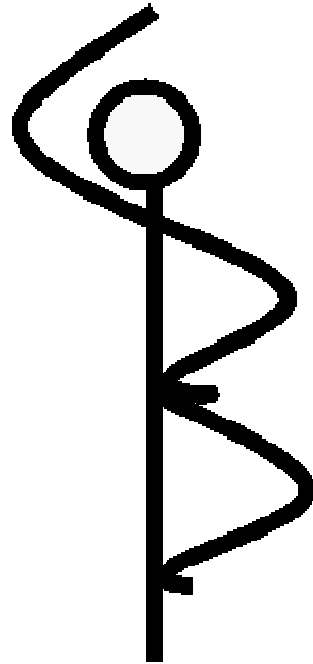


Becky's School of Dance

Handbook 2011-2012



10 years of sharing the love of DANCE!

Welcome to BSD

It is our mission to provide you with a fun, safe, challenging and memorable dance experience while instilling discipline, grace, self-control, self-confidence and respect for all.

Dance is a beneficial outlet for persons of all ages, sizes and backgrounds. It is a means of expression, worship, communication, discipline and exercise. It is an opportunity to push oneself and create. It is an opportunity to be an equal and valuable part of a bigger picture.

Dance is a mind and body connection and it is my belief dance can be healing, inspiring and gratifying to all that choose to partake.

We offer over 30 years of combined teaching experience, a variety of dance styles and opportunities for dancers of all levels of experience.

*Welcome, and thank you for choosing to be a part of
Becky's School of Dance.*

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Contact Information

You may always reach us by visiting our website at
www.beckysschoolofdance.com

Main Office

P.O. Box 375
Barron, WI 54812

Barron Studio:

135 S. 3rd Street
Barron, WI 54812

Rice Lake Studio

Cedar Mall
2900 S. Main St.
Rice Lake, WI 54868

Chetek Studio

118 Douglas Street
Lower Level Sather Family Dental
Chetek, WI 54728

Miss Becky – Owner/Instructor

Becky Thayer
715-790-5883 cell

becky@beckysschoolofdance.com

Miss Kimmy – Teacher

Kimberly Robbins

kimberly@beckysschoolofdance.com

Miss Cathy – Teacher

Cathy Jones Wolf

cathy@beckysschoolofdance.com

Miss Katie – Teacher/Assistant Teacher (and substitute)

katie@beckysschoolofdance.com

Michelle Davis – Website Manager

michelled@beckysschoolofdance.com

Communications and Important Updates

For your convenience, to help aid in keeping you informed we have installed four major forms of communication that you can count on. We try our best to keep them up to date and accurate.

Bulletin Boards: Upon entering the dance studio, there will be information posted on the bulletin boards by the entrance. Please check regularly for any new information.

Email: Due to the nature of the dance business and irregular schedules, our office hours are by chance and we rely pretty heavily on email. In addition, each of our teachers have other obligations during the daytime hours, and are not able to readily answer phone calls. Please follow up with and look to email for our main source of communication.

Website and Announcements: Please check with our website regularly for new information, especially around recital time. You may find us at www.beckysschoolofdance.com.

If you would like Announcements emailed directly to you so you are alerted any time there is new info, you must sign up for the announcements with Michelle Davis, our Website Manager. YOU MUST SIGN UP EVERY YEAR. We will not automatically sign you up, or keep you on the list. You may contact Michelle with your request at michelled@beckysschoolofdance.com. No requests for teachers to relay the message to Michelle will be taken.

Facebook Page: You can visit our Facebook page for up to date announcements and information as well as fun pictures and a chance to post your own thoughts and ideas! Just find us on Facebook and "Like" us for automatic updates.

Snail Mail and Phone: Billing statements will be sent via snail mail (unless you opt to sign up for e-statements – see below). If we are able to take care of billing or class questions during daytime hours we will give you a call or email at our earliest convenience.

E-statement: If you would like to have your billing sent to you via e-statements you may do so by emailing Becky, at the following email address: becky@beckysschoolofdance.com. You must email your request to assure the proper information is received. No requests for teachers to relay the message to Becky will be taken.

If you do not have internet access, please notify us so as we can keep you informed and up to date.

Questions concerning:

Accounts: For questions regarding payments and credits, please contact Becky – becky@beckysschoolofdance.com

Website: For questions regarding postings on the website or Scentsy Fundraising, please contact Michelle Davis – michelled@beckysschoolofdance.com

Teachers/Classes:

We as teachers would love to help you in any way we can. Your concerns are important to us, and unfortunately we are not always able to answer all of your questions between classes.

We are strictly limited to only 10 minutes between each class to try and address questions to ensure all dancers receive equal learning time in the classroom. Please feel free to email us by connecting to our website and clicking on Contact Us. You may also leave us a note in the "Tuition" drop box/envelope or call Miss Becky at 715-790-5883. We will contact you as soon as possible.

2011-2012 BSD Tuition Table



Number of Students	Number of Total Classes	Monthly Tuition Rate	Full Tuition Discount 10% (9 months)
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1	1 each	\$45	\$364
2	1 each	\$83.25 (15% on 2nd Class)	\$674.32
3	1 each	\$119.25 (20% on 3rd Class)	\$965.92
4	1 each	\$153.00 (25% on 4th Class)	\$1239.30
1	2 classes	\$83.25	\$674.32
1	3 classes	\$119.25	\$965.92
1	4 classes	\$153.00	\$1239.30
2	3 classes	\$119.25	\$965.92
2	4 classes	\$153.00	\$1239.30
2	5 classes	\$184.50	\$2988.90
3	4 classes	\$153.00	\$1239.30
3	5 classes	\$184.50	\$1499.89
3	6 classes	\$213.75	\$1731.37

Full tuition discount offered only through first week of classes.

Fees and Fee Schedule

*MONTHLY TUITION is due by the first of the month (The exception being August and January. These months are due upon the first day of class).

COMPETITION TEAM TUITION: Triple Threat Teams - \$110/month Non-refundable Registration Fee of \$30 due at time of registration.

*COSTUME FEES: *All costume fees for entire year due on or before Thursday, September 22nd—*All costume fundraising orders and money due on or before Thursday, September 22nd.

Costumes fees per child, per class are \$125 for the entire year. This fee will cover both Christmas and Spring Recital and tights for both. If in a competition class, these costume fees will be \$325. These fees will cover costuming for both the Christmas and Spring Recital, as well as team group dances. These fees do not cover costs of shoes, practice tights, regular dancewear for practices, required jazz pants if needed for Spring Recital, warm-ups, dvds, pictures, tickets or additional classroom needs.

How Tuition is Billed: Each month is billed accordingly for work put forth during class and time outside of the classroom. Tuition is expected to be paid as billed each month. No deductions will be accepted unless verified with Miss Becky. Late fees for unpaid balances will apply.

Tuition is a flat rate of \$45. Some months we have fewer than four weeks and some months we have more. We also schedule additional practices as needed. To make it less confusing for all when months fluctuate, a financial plan was put into place and an amount per student based on a 9 month program (August thru April) was computed at \$45/student

Late Fees: Tuition is due by the first of each month, with the exception of August and January. Each week the account falls past due a \$5 late fee will be added to dancer's account. In addition, your dancer will be asked to sit out and observe.

Fundraising

Fundraising opportunities for costume fees will be provided, however no dancer is obligated to partake. Monies each dancer personally earned will be applied to their account only. Fundraising is offered solely for the benefit of each dancer participating.

Costume Fundraising Orders, Monies and Balance- Due on or before Thursday, September 22nd. One check for all monies and balance should be written out to BSD with your dancer's name on memo line. No fundraising packets will be accepted with multiple checks OR without being totaled and tallied.

Additional Related Costs

- practice dancewear -shoes specific to classes -practice tights -warm ups
- recital tickets -competition fees and hotel stays -dvds and photos
- backstage helper fees -late fees if account paid late



Becky's School of Dance Performance Season Schedule 2011-2012

Day/Time	Barron 1	Barron 2	Rice Lake	Chetek
MONDAY 4-450 5-605 615-705 715-805	Bitty Dance - C Pre-Ballet/Tap Tap/Jazz III Tap/Jazz II			Bitty Dance –B Ballet I/II (5-550) Tap/Jazz II (6-650) Lyrical II/III (7-750) Hip Hop II/III(8-850)
TUESDAY 4-450 5-550 6-650 7-820	Ballet I Intrmd - C Bitty Dance Ballet II Ballet III/Pointe		Bitty Dance - B Ballet Tech Comp Tap/Jazz I (6-650) Tap/Jazz II (7-750) Lyrical III (8-850)	
WEDNESDAY 4-450 5-550 6-650 7-750 8-850	Hip Hop I - B Lyrical I Competition B/* (til 750) Lyrical III - B	Hip Hop II -KA Jazz/Tap II - KR Special Needs - KR Hip Hop III – KA	Cecchetti – C Bitty Dance Ballet I/Tap Intermediate (6-705pm)	
THURSDAY 4-450 5-550 6-650 7-750 8-850	Lyrical II –B Independent		Lyrical I/II -B Hip Hop II/III -B	
**Independent classes for ballet certification	**Independent breakdowns for competitive dancers	**More info tba		

*Please be sure to give us a call or email regarding scheduling questions and placement of you/your dancer. The above schedule is just a beginning guide. We would like to make sure each dancer has the best fit for classes, and placement will be at the discretion of the teachers.

Class Reference Names

Class reference names will be assigned and posted closer to recital time to ensure each class receives the correct class information.

Classroom Policies

1. Students are expected to show up on time, dressed in appropriate dancewear with hair pulled back and ready to participate. No street wear will be tolerated and dancer will be asked to sit out if not dressed accordingly.
2. Parents are asked to wait outside of the classroom until the last few minutes of class. Teachers will invite parents to join the classroom and watch a quick review of that day's work. Please refrain from entering the classroom until that time.
3. Parents will be assisted with questions for 10 minutes in between classes as to ensure all dancers get equal learning time once class begins.
4. Students are expected to give their full attention and keep talking to a minimum. We wish for all students to have an enjoyable learning experience and excessive talking or being disruptive will not be tolerated.
5. Students are expected to show respect for each other as well as for teachers, parents and anyone involved with our own facility or any facility that we may be considered a guest.
6. Students are expected to show respect for any physical property, including the studio(s) and studio furnishings, as well as any property where we may be considered a guest or any personal property belonging to other dancers.
7. Students will be given three (3) in-class warnings. Any further disruptions or difficulties will result in the student sitting out for the remainder of class, as well as parent involvement. Further action will be discussed jointly.
8. Students will be asked to sit out of class for the following reasons:
 - a. three or more warnings in class for disruption or behavioral difficulties
 - b. failure to follow along in class
 - c. failure to dress appropriately class, including footwear
 - d. delinquent accounts
 - e. teacher's discretion

We at BSD reserve the right to refuse services to any certain individual at our discretion

Scheduled Days Off, Substitutes and Inclement Weather

Scheduled Days Off:

Monday, September 5th
Wednesday, November 23rd and Thursday, November 24th (Happy Thanksgiving)
Monday, December 5th thru Friday, January 13th (Merry Christmas, Happy New Year!) -
Provided we get confirmation on December recital date of Sunday, December 4th.
Thursday, April 5th thru Monday, April 9th (Happy Easter)
More dates TBA

Substitutes:

Substitute(s) will be asked to take over classes if need be. Canceling classes will be our last resort. Parents will be informed of subs prior to class if possible. If you have any questions or concerns regarding substitutes please feel free to contact us.

Canceling Classes:

Other than inclement weather, certain uncontrollable circumstances may occur. Canceling class is our last resort, as we wish to always provide you with a quality program. If classes must be canceled due to an unusual circumstance and a substitute cannot be obtained a make-up class will be scheduled if possible. *No tuition will be refunded or subtracted from account balances.*

Inclement Weather:

If schools are being called off (Barron in particular) for inclement weather, please assume there will be no dance class for that day. You may also check in with our website or our Facebook page for updates. If at any time you are questioning travel please use your discretion. We would rather see our dance family safe than risk unfortunate circumstances. If classes are not meeting their goals or are in need of extra practice as a result of canceled class due to inclement weather a make-up class will be scheduled if possible. *No tuition will be refunded or subtracted from account balances.*

Recitals, Special Appearances, Competitions and

Recitals are always a fun and crazy time. They can also be a bit stressful, so I hope we can be firm in staying on course and **your** help is needed. Here are some tentative schedules, as well as some information we like to pass along each year.

At this point in time both recitals are tentatively scheduled, awaiting approval from RLHS School Board. If changes in schedule occur, that information will be forwarded to you as soon as possible.

Christmas Recital **Tentative Schedule** as follows:

Rehearsal –Friday, December 2nd at 4pm to 10 pm (specific scheduled times TBA)

Pictures – Tuesday, November 29th and Wednesday, November 30th (scheduled times TBA)

Recital – Sunday, December 4th – 2pm

Spring Recital **Tentative Schedule** as follows:

Rehearsal – Friday, May 4th – 4pm to 10pm (specific scheduled times TBA)

Pictures – Tuesday, May 1st and Wednesday, May 2nd (scheduled times TBA)

Recital – Sunday, May 6th – 2pm

Recital Help:

Backstage Helpers

A lot of work goes into making the recitals happen. A lot of help is needed. In order to aid parents in having freedom to watch the recitals and enjoy them, backstage helpers are hired each year for necessary jobs in the dressing rooms, waiting area, etc. A charge of \$5 per performing student, regardless of age, will be required for each recital to be paid directly to the helpers. This is a fundraiser for local students willing to help.

Tickets: Each student will be automatically given one free ticket to each recital. These tickets are issued before each recital, however all accounts and backstage fees must be paid and current prior to receiving any tickets.

Ticket Sales: Many different methods of selling tickets have been implemented over the years. There is always room for improvement in any method, however we have found the most fair and efficient way of selling tickets is by our online form which will be live on the website prior to the recital. We will also honor phone calls, and a voicemail must be left. No personal notes or emails will be honored.

Helpful Recital Hints

*Keep checking the communication boards, email and website. Lots of info goes out at this time.

*Label all items belonging to your dancer with marker in a discreet but clear manner.

*Keep all belongings during recital times in a basket or tote labeled with your dancer(s) name, so each night dancers have a specific spot to keep their belongings

*Keep a baggie of extras (bobby pins, safety pins, Band-Aids, hair spray, lipstick, etc.)

*Invest in an extra pair of tights or keep tights from previous years.

**No undies during performances*

*Pack snacks, but nothing that will stain costumes or flooring (i.e. no dark juices or sodas, no cheesy chips or crackers that leave orange marks, no chocolates or smudgy items).

**Be prepared for late nights and schedules running behind at times.*

Special Appearances

At times we are invited to be a part of special presentations and festivities. Other times, we may see a great opportunity for our dancers to strut their stuff, while using their talents to help others. There are times when some of our dancers may have the chance to participate in extra activities which allow us to learn and grow and push ourselves toward new and exciting goals. These unique opportunities are what we will refer to as "Special Appearances". Please watch the website, Facebook, emails, and communication boards for any notices or invites. Dancers are not obligated to participate; however are much appreciated for doing so.

Competitions

Competition teams are quite involved. Expectations are of a higher standard for those on the teams. Expenses are substantial. Members of the teams are required to take a summer camp each year, and audition for a spot on the team. Practice attendance is a must. Team commitment and attendance to regional competitions are mandatory. Competition Team is a strong representative of what our program is about. All on the teams are role models for youngsters in our program and our communities. Dancers are expected to represent appropriately.

Fundraising opportunities are provided to offset competition expenses but dancers are not obligated to participate, **unless** it is an event that is specifically hosted by the team in representation as a whole.

Tentative Dates and Locations TBA I- Parental Meeting Will Be Scheduled.



Shoe/Dancewear Orders, Shoe Swap and Studio Store

Shoe/Dancewear Orders: Required shoes and dancewear can be ordered through our resources. Dancewear order forms will be available in the lobby in marked binder or folder. **All orders must be paid for prior to ordering. All orders will be subject to shipping and handling charges.** Please allow up to two weeks for shoes, as orders are not placed on a daily basis.

Shoe/Dancewear Swap: Each studio will have a swap area. Dancers may sell their gently used shoes and dancewear, or purchase items from the swap. If you choose to sell items, please make sure they are clearly marked with seller's name and selling price. Shoes or items with more than one piece must attached together in some fashion. All teachers will not be held responsible for lost or stolen items. The swap is a good faith operation. If you choose to purchase, please place payment in white envelope provided in lobby, label with seller's name and selling price, and place envelope in manila envelope labeled "Swap".

Studio Store: Shoes and other dancewear and gifts may be purchased and delivered directly to your door from outside vendors by connecting with our website, and clicking on "Studio Store". The Studio Store classifieds may also be used by our dancers to sell their gently used shoes and dancewear as listed above in the shoe/dancewear swap.