Miller Street

DANCE ACADEMY

2021-2022
Handbook

Providence Rd.

This Student Handbook belongs to:

_____

Welcome to Miller Street Dance Academy

On behalf of our staff and faculty, I want to welcome you to Miller Street Dance Academy (MSDA). Thank you for bringing your dancer to us! This will be a fun filled year with loads of new dance steps and exercise. This handbook is a resource to help you and your dancer succeed and grow at our studio. If you have any questions or concerns, please don't hesitate to ask. We look forward to teaching your dancer and getting to know them.

Dancing Wishes,
Michelle Soutier

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info@millerstreetdanceacademy.com

Office Hours:

Monday-Saturday

Closed Monday through Friday for Lunch

Please check our website or call for specific hours of operation

www.millerstreetdanceacademy.com

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CLASS DESCRIPTIONS

Acro is a 45-minute class for students 6 to 18 years old. This is an acrobatic style class that teaches floor gymnastics. Acro is a class that progresses from forward rolls and cartwheels to advanced tumbling, including aerial work. Teachers work with each student on their individual level. This class also focuses on flexibility, agility, and teamwork. **All students taking this class must participate in recital due to tricks and partner work.**

Aerial / Back Handspring & Conditioning is designed for students who are already close to completing an aerial and/or back handspring, or for students who want to continue to master these tricks. To take this class, students must have front and back walkovers with no spotter. There is no recital for this class. Please see office for enrollment.

Broadway Heels is a 30-minute class and offered to students 9 to 18 years old. This class is for the dancer who is interested in taking jazz technique to the next level, concentrating on teaching students to dance smoothly in character shoes "heels" (used in musicals and Broadway shows), and is perfect for the dancer who wants to pursue musical theater.

Combo is a 45-minute class for students 2 ½ to 6 ½ years old. This class teaches the fundamentals of tap and ballet. Students will begin with tap and finish with ballet. Students should arrive in class with tap shoes on. Teachers will assist young dancers with shoe changes. All students in younger combo classes must be potty-trained.

Hip Hop/Funk is a 30-minute or 45-minute class offered to students 7 to 18 years old. Hip Hop is an upbeat style of dance performed to popular music. Although Hip Hop's roots came from urban street dancing, it has become increasingly popular in the entertainment world. Funk dancing is the perfect fusion of styles, incorporating jazz roots into a melting pot of Hip Hop, break, popping & locking, along with other fashionable dance genre.

Jazz is a 45-minute class offered to students 9 to 18 years old. Jazz is a style of dance that is structured in technique while taking many shapes and forms. It can be performed to a vast variety of style music from Broadway to pop.

Jazz & Tumble is a 45-minute class for students 3 to 6 years old. This class will be a combination of first tumbling with various beginner acrobatic skills followed by an upbeat jazz/hip hop class. They will have no recital dance for tumbling. They will perform a jazz dance in recital.

Jazz/Hip Hop is a 30-minute or 45-minute class for offered to students 5 to 18 years old. This class combines the upbeat dancing style of hip-hop with the technique of jazz. All music selections and dance moves are age appropriate.

Lyrical/Contemporary is a 30-minute or a 45-minute class for students 7 to 18 years old. Lyrical dance is a fusion of ballet & jazz dance techniques that uses dramatic motion to interpret music and express emotion. Contemporary dance is a style of expressive dance that combines elements of several dance genres including Modern, Jazz, Lyrical & Ballet.

Modern is a 45-minute class for students 11 to 18 years old. Modern dance incorporates movement from the techniques of Ballet, Cunningham, Graham, Horton and Limon to engage and strengthen your core muscles. Modern class is meant to increase flexibility and bring a sense of connection between your mind and body.

Musical Theater is a 30-minute class for students 6 to 10 years old, which incorporates a combination of Jazz and acting. With this style of dance, you are working through Jazz technique while portraying a character. Using songs from Broadway, we focus on bringing out our inner actor/actress!

Pre-Ballet I & Ballet is a class for ages 6 & up. This class is divided into 6 levels (Pre-Ballet I to Ballet V) and students are placed by skill level. (*Younger students are encouraged to take a Combo Tap/Ballet class*). New students please contact the office for evaluation appointment for levels II-V.

Pointe/Pre-Pointe is a class wherein the ballet dancer supports all their body weight on the tips of fully extended feet. Dancing en pointe makes the dancer appear weightless and sylph like; this is done by wearing special box toed pointe shoes. Students are recommended for pointe based on age and ability. A minimum of **two regular ballet** classes must be attended to dance en pointe, one of which must be the ballet class directly before pre-pointe or pointe. There is no recital for Pre-Pointe classes.

Tap is a 30-minute or a 45-minute class that is offered for students 6 to 18 years old. This is a percussive style of dancing. Its name comes from the tapping sound made when the metal plates on the dancer's shoes touches a hard surface. *(Younger students are encouraged to take a combination class, see Combo.)*

Tumbling is a 30-minute class for students 3 to 6 years old. This class teaches the basics of floor tumbling including forward rolls, back bends, cartwheels and fundamental acrobatic strengthening and coordinating skills. There is no recital for Tumbling classes.

TUITION RATES & FEES

Tuition: Miller Street Dance Academy (MSDA) uses a sliding scale to calculate tuition rates. Add up the amount of time per week of classes, then slide over and find the rate of tuition per month. *Competition team members add an additional $15/month to the total monthly tuition.*

Class Time Per Week	Tuition Per Month
30 min	$68.00
45 min	$74.00
1 hour	$79.00
1 ¼ hours	$84.00
1 ½ hours	$88.75
1 ¾ hours	$93.50
2 hours	$98.25
2 ¼ hours	$103.00
2 ½ hours	$107.75
2 ¾ hours	$112.50
3 hours	$117.25
3 ¼ hours	$122.00

Class Time Per Week	Tuition Per Month
3 ½ hours	$126.75
3 ¾ hours	$131.50
4 hours	$136.25
4 ¼ hours	$141.00
4 ½ hours	$145.75
4 ¾ hours	$150.50
5 hours	$155.25
5 ¼ hours	$160.00
5 ½ hours	$164.75
5 ¾ hours	$169.50
6 hours	$174.25

Class Time Per Week	Tuition Per Month
6 ¼ hours	$179.00
6 ½ hours	$183.75
6 ¾ hours	$188.50
7 hours	$193.25
7 ¼ hours	$198.00
7 ½ hours	$202.75
7 ¾ hours	$207.50
8 hours	$212.25
8 ¼ hours	$217.00
8 ½ hours	$221.75
8 ¾ hours	$226.50
9 hours	$231.25

Payment: Tuition is due by the 1st of each month, no later than the 10th, and can be paid via cash, credit card, debit card, check or online through the parent portal. All accounts that sign up online are automatically set up for e-payment and you are authorizing MSDA to use the account information for all of your account billing (including registration fee, tuition, costume fees, late fees, recital fees, and other studio or dance related items purchased on your account). After the 10th of the month, a $25 late fee will be charged and enforced on all accounts past due, including e-payment accounts. Late notices will be sent via email. Tuition is not pro-rated for absences or studio closures. Students are encouraged to attend makeup classes for classes missed. Dual studio students must make up their missed classes at the location of the missed class.

Fees: Miller Street Dance Academy has three additional fees. They are listed below

	Fee	Amount	Due
1	*Registration Fee	$50 per dancer/Max $100 per family	At time of registration
2	**Costume Fees	See page 13	October 1, 2021
3	***Recital Fee	$65 for 1st student + $30 each addt'l student	February 1, 2022

Notes Regarding Fees:

*At Time of Registration: $50 Registration fee is non-refundable- NO EXCEPTIONS. Payment and electronic or paper registration must be submitted to reserve your space. All registrants will acknowledge the studio rules and agreement electronically or on paper registration. Family max applies to registered siblings only.

**Costume Note: If classes change, then costume amount can also change. Costume fees are approximate and are subject to change.

***Recital Note: Recital fee includes link to recital video. Students are assumed to be performing in end-of-year recital unless they have opted out in writing. Students who wish to opt out must do so for **all** of their classes. **All acro students must participate in recital**.

See page 8 for more information regarding Tuition and Fee policies.

Studio 2021-2022 Dates

Hint **Add these to your calendar**

MSDA reserves the right to change these dates if needed.
Please visit the calendar on our website for the most up to date schedule.

August 18, 2021	Classes Begin
September 6, 2021	Studio closed for Labor Day
October 1, 2021	Recital Costume fees are due – see page 13 for costume fee amounts
November 6, 2021	Last day to change classes *see page 13 for more information*
November 24 – 27, 2021	Studio closed for Thanksgiving Break
December 13 – 18, 2021	Winter Parent Observation Week
December 19, 2021 – January 2, 2022	Studio closed for Holiday Break - classes resume Monday, January 3, 2022
January 8, 2022	Last day for new students to register for classes
February 1, 2022	Recital fees are due - see page 13 for recital fee amounts
April 4 – 9, 2022	Spring Parent Observation Week
April 11 – 16, 2021	Studio closed for Spring Break
April 18 – 23, 2022	Picture Week
May 28 & 30, 2022	Studio closed for Memorial Day
June 1 – June 5, 2022	Recitals
June 6 – June 11, 2022	Last week of classes
June 6 – 17, 2022	Withdrawn dancers may pick up their costume(s).

**We will have classes on school teacher workdays. In the case of inclement weather there will be information on the telephone's outgoing message and an email alert will be sent. (see pg. 9 for email information.)*

Providence 2022 Recital Dates
**** dates and times subject to change****
Location of Rehearsals & Recitals: The River Place – 8400 Regent Parkway, Fort Mill, SC 29715

RECITAL DATES are JUNE 1-5, 2022

Class Day	Recital
Monday Classes	Friday June 3, 2022 6:00pm
Tuesday Classes	Saturday June 4, 2022 12:30pm
Wednesday Classes	Wednesday June 1, 2022 6:00pm
Thursday Classes	Thursday June 2, 2022 6:00pm
Friday Classes	Friday June 3, 2022 4:30pm
Saturday Classes	Saturday June 4, 2022 10:30am

Competition Team

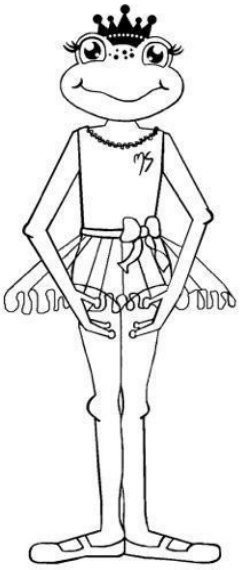
MSDA has been a leader in dance education since 1994. We believe that our success comes as a result of providing solid training and quality service, along with an underlying belief in the strength of our organization. Here at MSDA we have mini, petite, junior, and senior dance teams that are all regionally and nationally ranked. Our dancers display technical excellence as well as sportsmanship and camaraderie. If you are interested in finding out more information on our teams or how to try out, please stop by the Studio Office.

Technique Classes

Summer Technique Classes are for ages 5 and up. These classes are similar to regular season classes and include dance styles such as tap, ballet, jazz, hip hop, lyrical, musical theater, and acrobatics. Summer technique classes are on a pay-per-class basis and there is no registration fee or recital. Students can purchase tickets or a summer pass to be used for any desired class on any day that is in their age level. Summer passes are good for all classes, except Miss Dance Prep and Ballet Intensives. These are a great way to continue dance through the summer and increase technical skills. Please visit our website for details.

Summer Camps

MSDA offers themed dance camp for ages 3 to 8 during the summer. Camps for ages 3-8 are four days long and include activities such as tumbling, face painting, arts & crafts, puppet shows, and much more! Check out our website for our fun-filled themes or contact the office



Bella Ballerina

for dates.

BALLET PROGRAM

Mission Statement

MSDA prides itself on its ballet program. All students, beginner through advanced, receive hands on instruction from teachers who are enthusiastic and use age appropriate techniques to impart a love for the discipline of this timeless art form. The curriculum uses elements from the Vaganova, Royal Academy, and Balanchine methods to emphasize technique, alignment, and musicality.

Ballet Levels

(Pre-Ballet I/Ballet I-V/ Pre-Pointe/ Pointe) At each age appropriate level, the curriculum teaches the fundamentals of classical ballet. Students benefit from the development of coordination, muscle strength, motor and listening skills along with the musical and spatial awareness that ballet offers. Six year-olds who have completed 5.5-6.5 combo or young 7 year-olds who might need an easier transition to our Ballet program, should register for Pre-Ballet I. Students age 7+ should register for Ballet I. Recommended Ballet levels II-V placements will be posted on the skills tab in the parent portal for all returning students. It is expected for a student to remain more than one year in a ballet level. New students will be evaluated for placement. Please contact the office to inquire about any placement questions. All students taking Pre-Pointe or Pointe must be in **two Ballet classes**, not inclusive of the Pointe class. One of these Ballet classes must precede the Pre-Pointe or Pointe class.

Students new to the Pre-Pointe classes are encouraged to take Pre-Pointe Intensives offered during the summer. Please see our website for dates and other details.

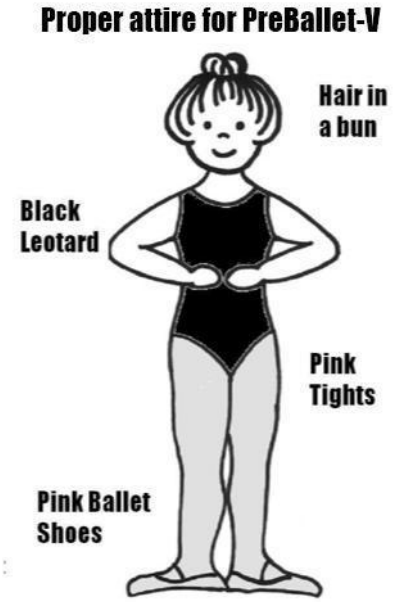
Class Attire

<u>Pre-Ballet I, Ballet I-V:</u> Black leotard, pink tights, pink split sole ballet shoes, and hair secured neatly back in a bun. Students will be asked to watch class if they are not dressed properly.

<u>Boys</u>: White fitted tee shirt along with black fitted shorts or jazz pants. The white shirt must be tucked in and boys must wear white socks with black split sole ballet shoes.

<u>Pre-Pointe & Pointe:</u> Black leotard, pink tights, pointe shoes, hair secured neatly back in a bun. Students may wear skirts.

*Ballet shoes and pointe shoes must be sewn completely. Tights must be worn over the feet; no jewelry. Girls must wear a black sports bra if one is needed.



IT'S MORE THAN JUST DANCE!

Service Society

You are formally invited to join the Miller Street Dance Academy Service Society.

MSDA is committed to community service. We feel that a mixture of strong dance technique, good grades, and service to our community will build self-esteem among our dancers. A very small percent of our students will make dance a career, but 100% will go on to become citizens.

There are many ways to participate in our Service Society.

- *Purchase Bands for Liberia*
- *Donate to our Current Projects*
- *Sponsor a Service Project*

Any Miller Street dancer can be a member of the Service Society. All you need is an open mind, an open heart, and open hands. Please see the Service Society page of our website for more details including project applications and current projects you can contribute to.

Bands for Liberia

You may see many dancers wearing a pink MSDA band. Our goal is to raise $1 Million dollars by selling these pink bracelets for $1.00 with the proceeds benefiting an orphanage in Liberia.

Dancers Against Cancer

The Dancers Against Cancer (DAC) Foundation is a non-profit organization whose mission is to create an alliance in the dance community that provides financial support and inspiration to dance educators, choreographers, dancers and their families who have been impacted by cancer. Our very own Miss Michelle is a DAC Ambassador. This allows her the opportunity to travel the country raising cancer awareness and funds for DAC. MSDA is a proud DAC dance studio.

Homework Area

MSDA offers a student homework and study area. We would love all our dancers to make the Honorable Dancer roll (see below.) Food is allowed in the homework area with some exceptions. Students, parents, and third parties are prohibited from bringing food products containing nuts of any kind onto the premises of MSDA. MSDA cannot, however, guarantee that our premises will be free from allergens of any kind, including but not limited to food products containing nuts. We do ask that you be mindful of those students who use this space for school studies. Please see page 11 for details.

Honorable Dancers

MSDA recognizes the scholastic achievement of students that turn in report cards with all A's and B's. Students are recognized at the end of the year and will receive a medal for their achievement. Stop by the office and turn in a copy of your report card (this can be any report card received during the school year) to become a MSDA Honorable Dancer!

STUDIO POLICIES

Tuition and Registration Fees

1. **Registration Fee:** A $50 non-refundable registration fee per student (maximum $100 per family) is due at time of registration.
2. **First & Last Month's Tuition:** August 2021 tuition and June 2022 tuition are due at time of registration. Both months are prorated for ½ month's tuition rate. Registrants after August will pay their first month and June 2022 tuition (half month).
3. **Tuition Late Fee:** Tuition is due on the 1st of each month, no later than the 10th. After that time, a $25 late fee will be charged and enforced on all accounts past due, including e-payment accounts. Late fee notices will be sent via email.
4. **Pro-rated Months:** August and June are the only pro-rated months of tuition. September through May will be charged a full month's tuition. Whether the month is short (3 weeks) or long (5 weeks), tuition remains the same. Tuition is **not** pro-rated for absences. Your dancer is encouraged to attend makeup classes for missed classes. Please refer to the absenteeism and inclement weather section on page 9.
5. **Sibling Discounts:** The student with the most dance instruction time will pay normal tuition. All siblings receive a 15% discount. There is a $50 registration fee per student with a family cap (for siblings) of $100 in registration fees.
6. **Methods of Payment:** Miller Street accepts personal checks, credit cards (VISA, MasterCard and Discover), debit cards, e-bank payments, and cash as methods of payment. One-time payments may also be made via the parent portal. If paying by check, credit card, or debit card in the office, please write the student's name in the memo section of your check or at the top of the receipt. Checks should be made payable to "Miller Street Dance Academy" or "MSDA". A penalty charge of $35.00 will be assessed for each returned check (regular or electronic). In the event of a second returned check, further payment will then be paid in cash or credit/debit card only.
7. **Online Registration / E-Payment:** By registering online, you are automatically signed up for e-payment and you are authorizing MSDA to use the account information for all of your account billing (including registration fee, tuition, costume fees, late fees, recital fees, and any other studio or dance related items purchased on account). You are agreeing to take full responsibility for payment of all charges and understand that a $25 late fee may be applied to your account if your credit card/debit card is declined and cannot be processed for the amount due at that time. To discontinue enrollment in e-payment, after registration fee plus required tuition has been drafted, you must fill out a "Credit Card Removal Form" (found in the handbook or available in the front office) and return to the studio office.
8. **Advanced Payment:** You may pay in advance for tuition and fees; however, there is no discount.
9. **Offset Against Open Balances:** In the event that (a) you overpay for a specific payment obligation owed to MSDA (whether for tuition, recital fees, costume fees, competition entry fees, or otherwise), or (b) you are otherwise entitled to a refund of a specific payment made to MSDA, MSDA may apply such overpayment or refund to any and all outstanding and unpaid balances owed by you to MSDA.

Class Schedule

For the most updated version of our class schedule please visit millerstreetdanceacademy.com and click on "Providence Road Location" tab on our Home page and "Registration."

Schedule Changes

1. **Class Changes:** A student may drop and add classes depending on availability. To ensure proper costume orders class changes will not be allowed after November 6, 2021. Dancers wishing to change classes after then (but before January 8, 2022) must have the instructor's permission **and** must possibly purchase an additional costume. Private lessons may be required for late registrants; this will be at the teacher's discretion.
2. **Withdrawals:** To withdraw a student from any MSDA class, you must notify the studio office and complete a Withdrawal Form. Failure to attend classes does not constitute a withdrawal. Students and their parents/guardians are responsible for giving at least 30 days' written notice of withdrawal, paying tuition and other fees incurred during this timeframe, and continuing to comply with the Handbook policy on payment and pick-up of costumes. MSDA will refund unused recital fees for withdrawals prior to February 28, 2022, and refund tuition payments for classes beyond the 30-day notice period (subject to MSDA's right to offset against outstanding unpaid balances), but no costume fees, competition fees, or other fees will be refunded. If a costume has been purchased for any withdrawn class and the student moves out of town, there is a $15 shipping fee per costume.
3. **Waitlist Policy**: Students desiring placement in a full class will be placed on a waitlist. It is the studio's discretion to fill available spots. To be put on a waitlist, please log into your parent portal (if you are an enrolled student) or go to the registration page of the website (if you are not currently enrolled in our database) and click the word "Waitlist" for the full class that you would like to waitlist your dancer. While a credit card is required to create your account and be placed on the waitlist, your card will not be charged unless a spot becomes available and we have confirmed your dancer's enrollment and registration.

Student Class Placement

1. **Age Groups**: All classes (except Ballet I-V) are based on the student's age as of September 30th, no exceptions. A student may select a class in a younger age group but may not choose a class in an older age group. The instructors have the final say as to which class(es) students are placed.
2. **Pre-Ballet I:** Pre-Ballet I is for dancers 6 years old or young 7 year-olds. It is designed to prepare dancers transitioning from 5.5-6.5 Combo to our Ballet program. If you are unsure of whether your dancer should attend Pre-Ballet I or Ballet I, please call or email the office or email your dancer's current instructor.
3. **Ballet I-V:** Ballet I-V is for dancers 7 years old and up. Ballet levels are based on skill set and not age. Recommended Ballet level placements will be posted on the skills tab in the parent portal for all returning students. It is expected for a student to remain several years in the same ballet level. New students will be evaluated for placement (please call our office for evaluation time). See page 6 for more information on our Ballet program.

Student/Parent/Teacher Relations

1. **Contacting Instructors:** Instructors can be contacted via email. All emails are listed on the MSDA website. Please do not try to catch an instructor between classes. Class schedules are very tight, and our instructors would like to give your questions and concerns the proper attention.
2. **Social Media:** We are on Facebook, Twitter, and Instagram! Become a fan and keep up with latest MSDA news!
3. **Phone Calls:** You may leave a message for a teacher at the studio. Do not call any staff member at home. Due to varied work schedules, emails are best.
4. **Disruptive Behavior:** Students are expected to maintain appropriate behavior at all times. Disruptive behavior will not be tolerated.
5. **Opening Class Doors:** Please respect our instructors. All classes are closed sessions. Do not open the door during class time. When classes are over, the instructor will open the door for the next class to enter and students will exit to the lobby.
6. **Winter & Spring Parent Observation**: Parents will be invited to attend and watch the entire class. See page 4 for dates.
7. **Emails from Studio:** All registered accounts will automatically be enabled to receive email updates and alerts from the studio. You can update your email address on file through your parent portal. Please pay attention to email communications. MSDA will use email to communicate updates to this Handbook, changes in procedures or guidelines related to the COVID-19 pandemic, and other important updates and information during the year.

Parent Portal

You have access to your studio account via the parent portal or through the MSDA App. From your portal or app, you are able to send messages to the studio, view and print your registered classes, see if you are eligible for class makeups, update your credit card or bank account information, make payments, and more. See the Online Registration page of the website for more information.

Absenteeism & Inclement Weather

1. **Illness Policy:** Students and their parents must comply with the MSDA Student Guidelines During COVID-19 Pandemic ("Guidelines"), and any and all subsequent revisions to the Guidelines that MSDA may issue. It is imperative that parents read the Guidelines (last page of handbook) and make sure that they and their student(s) understand and fully comply with them. In addition to the requirements set forth in the Guidelines, parents should keep their students at home for any of the following conditions:
   - Pain – any complaints of unexplained or undiagnosed pain.
   - Runny nose (green mucus indicates infection), watery eyes, coughing, sore throat, or productive cough. Difficulty in breathing – wheezing or a persistent cough.
   - Fever (100°F/38.3°C or more) or nausea and vomiting.
   - Infected skin or eyes or an undiagnosed rash. Severe itching of body and scalp.
   - Unexplained diarrhea or loose stool combined with nausea, vomiting, or abdominal cramps. These may indicate a bacterial or viral infection that is easily passed from one child to another.
   - Children with any known or suspected communicable diseases or lice.
2. **Missing Classes:** If a student will be missing 2 or more consecutive weeks of class, please contact the studio office. The office staff will relay the information to the instructors.
3. **Excessive Absences:** Students with excessive class absences may be pulled from the recital dance with no refund. This is at the teacher's discretion.
4. **Inclement Weather:** In the case of inclement weather there will be information on the telephone's outgoing message as well as a Facebook and WSOC-TV update. We will also send an email notification (see #7 above.)
5. **Make-Up Classes:** There are no refunds for missed classes whether it is due to student absence or studio closure. These can be made up any time before March 31st in an age appropriate class– even if it is a different style than what the student is taking.
   ****Students must schedule their make-up through the studio office for the location the class was missed.****

STUDIO POLICIES

Student Dress Code

1. **Modesty:** No midriffs should be shown at any time, and thighs should be covered. Leotards should be worn with tights. Students may elect to wear shorts over top of their leotard, but tights must still be worn underneath.
2. **Shoes:** Proper shoes in specific colors are required for all classes. A list of shoes can be found below.
3. **Hair:** Hair should be pulled up and away from the student's face.
4. **Piercing:** The only piercings allowed are in the ear lobes of girls. All other piercing should be removed prior to entering the studio.
5. **Tattoos:** Absolutely no tattoos allowed. No exceptions.
6. **Acceptable Dancewear:**

Class	Acceptable Dancewear
Combo (ages 2.5 – 6.5) Tumbling/Jazz & Tumble (ages 3-6) Jazz (ages 9 – 18) Lyrical/Contemporary (all ages) Broadway Heels (ages 9-18) Modern & Musical Theater	* Leotard & tights (any color, any style) * Skirts and shorts may be worn over top of the leotard, but tights must still be worn.
Jazz/Hip-Hop (ages 5-12) Tap (all ages)	*Leotard & tights (any color, any style) * Skirts and shorts may be worn over top of the leotard, but tights must still be worn. * Jazz pants and T's
HipHop/Funk (ages 7-18)	*Street clothes – consisting of yoga or sweat pants (no jeans and no bare legs) T's can be worn; no midriffs are allowed
Acro (ages 6 – 18)	* Leotard & tights, (any color, any style) or Unitard * Skirts and shorts may be worn over top of the leotard, but tights must still be worn. * Jazz pants and leotard (no T's)
Pre-Ballet and Ballet I-VI	*Ballet has a specific dress code for each level. Please see page 6.
Boys (all ages)	* Acro - basketball shorts, jazz pants or sweats and T's (tucked in). * All other classes – Jazz pants & T's * Ballet – Jazz pants, white fitted T's, and black ballet shoes

SHOE LIST

Ages 2.5-6.5	Ages 7-10	Ages 9-12	Teen Classes	Ballet/ Boys
Ballet (Combo) Body Wrappers 201C Capezio 212C Pink	**Tap** Capezio 3800 Carmel	**Tap** Capezio CG19 Carmel	**Tap** Capezio CG19 Carmel	**Pre-Ballet I – V** Pink Capezio Split Sole2027 or 2033
Tap (Combo) Capezio 3800 Carmel	**Lyrical/Contemporary** Bloch S0609L (Nude)	**Lyrical/Contemporary** Bloch S0609L (Nude)	**Lyrical/Contemporary** Bloch S0609L (Nude)	**Ballet V/Pointe** Check with Instructor
	Jazz/Jazz Hip Hop/Musical Theater Bloch S0495 Tan Capezio EJ2 Carmel	**Jazz/Jazz Hip Hop/Musical Theater** Bloch S0495 Tan Capezio EJ2 Carmel	**Jazz** Capezio EJ2 Carmel	
Jazz Hip Hop/Jazz and Tumble/Musical Theater Bloch S0495 Tan Capezio EJ2 Carmel	**Acro/Modern** Barefoot (Undeez Optional)	**Broadway Heels** Bloch S0379 Tan Or Capezio 550	**Broadway Heels** Bloch S0379 Tan Or Capezio 550	**Boys** HipHop – Converse High Top Black Tennis Shoes Ballet – Black Tap – Black Acro - Barefoot
		Acro/Modern Barefoot (Undeez Optional)	**Acro/Modern** Barefoot (Undeez Optional)	
Acro/Tumbling Barefoot (Undeez Optional)	**HipHop/Funk** Converse High Top Black Tennis Shoes	**HipHop/Funk** Converse High Top Black Tennis Shoes	**HipHop/Funk** Converse High Top Black Tennis Shoes	

Please write your child's first and last name on all belongings! Sharpies are available in the office…just ask☺

If buying new shoes please follow the style numbers provided above.

Waiting Room & Lobby Rules

1. **ALL persons entering MSDA are required to wear a mask or face shield (until further notice); if one is needed, they are available in the office and your account will be charged $3.**
2. **Hallways Must be Clear:** Per the Fire Marshal, there is no sitting or standing in the hallways. Please remain in the lobby or homework area while waiting for class to begin or let out.
3. **No Horseplay:** Parents are asked to keep students and waiting siblings from aggressive horseplay in the waiting areas.
4. **No Acrobatics:** Students should not perform any gymnastics in the halls or waiting areas.
5. **No Food:** No drinks, sodas, coffee, gum, or food of any kind in the main studio areas; only in the homework area. There is no guarantee that our premises will be free from allergens of any kind, including but not limited to food products containing nuts.
6. **Student Drop-Off and Pick-Up:** The premises of MSDA outside of the classroom studios are not supervised. **Students under the age of 7 *may not be left unattended* by a parent/guardian at any time before, after, or between classes**. **Students 7 and older must be dropped off and picked up on time** (no more than five minutes before class or five minutes after class). Due to traffic and other safety concerns, **parents must park and come inside MSDA to drop off and pick up students**. Students will not be released to older siblings under age 16. Parents/guardians are responsible for arriving on time for drop-off and pick-up, for coming into the building for drop-off and pick-up, and for instructing their student not to leave MSDA's building without them. Students left more than 5 minutes past class end time will be charged a late pick-up fee of $1 per minute.
7. **Parking Lot:** No student of any age should hang out in the parking lot without a parent present.
8. **Leaving the Studio:** No student under the age of 18 may leave MSDA's premises unattended by a parent/guardian. If a student is between 11 and 17 years of age, the student may leave MSDA's premises unattended by a parent/guardian (including but not limited to times between classes) **only if the student's parent/guardian signs an Authorization and Release for Unsupervised Student Dismissal.** This form is available in the office. This Authorization is also required for students under the age of 18 who drive themselves to and from MSDA. Parents/guardians who elect not to give off premises authorization are responsible for telling their student(s) about their election and for ensuring that their student(s) understand they may not go outside of the MSDA building unattended at any time for any reason.
9. **Switching Classes:** Students in back-to-back classes that switch studios will be escorted by staff members to their classes.
10. **Time Between Classes: If a student is 7 or older and is participating in multiple classes on the same day**, the student may remain inside MSDA's building unattended by a parent/guardian between classes provided that the student abides by the Waiting Room & Lobby Rules and Homework & Snack Area Rules contained in the Student Handbook. (Please note that there may be periods of time when students are not able to remain in MSDA's facilities between classes due to COVID.)
11. **Courteous:** Please be courteous to fellow parents. Our waiting areas can become crowded and a little common courtesy can go a long way.

Homework & Snack Area Rules

1. **Quiet:** This is a quiet area for study. Please respect those focusing on their work.
2. **Proper:** Do not sit or stand on the study counters or furniture.
3. **Neat:** Please pick up after yourself.
4. **Food & Drink:** This is the only area that food and drink are allowed in. We encourage healthy snacks and require that all drinks be clear liquids (water, clear Gatorade, etc.) In the event of a spill please advise the front office so we can clean up the mess as soon as possible. No food or drinks, besides water bottles, are allowed in any studio at any time. **No one is to bring food products containing nuts of any kind onto the premises of Miller Street Dance Academy.** MSDA cannot, however, guarantee that its premises will be free from allergens of any kind, including but not limited to food containing nuts.

Personal Belongings

1. **Labels:** Please label all shoes, dancewear, dance bags, coats, etc. with the students **first and last name.** Please write your dancers name on the bottom of their shoes. If not labeled properly, teachers will write your dancers first and last name on their shoes during the first few weeks of classes. If the item left behind is properly labeled, the studio will attempt to contact the parent and hold that item in the "pick-up drawer" located in the studio office.
2. **Lost & Found:** The lost and found is located in a bin in the cubby area outside Studio C. Please check the office for lost jewelry or hair items. Items will be donated at winter, spring, and summer breaks and when the bin becomes overfull. Please check these bins regularly. MSDA is not responsible for lost or stolen items.

STUDIO POLICIES

Photography Release

MSDA uses photographs and videos of its own dancers in its marketing and promotional materials. However, MSDA will not include names of any dancers under the age of 18 beside a photograph or video unless specific permission from a parent/guardian has been obtained. You are granting MSDA full permission to take, use, reproduce, and publish photographic, video, and digital images of your student (collectively, "Images") for MSDA marketing and promotional purposes during and after the student's participation in MSDA programs. Further, you acknowledge that MSDA shall be the exclusive owner of all rights, including copyright, in the Images, and you irrevocably transfer, assign, and otherwise convey to MSDA your entire right, title, and interest, if any, in and to the Images and all copyrights and other intellectual property rights in the Images.

IF YOU WISH TO OPT OUT: If you do not wish to have photographs or videos of your student(s) used in marketing and promotional materials by MSDA or otherwise want this Photography and Video Release to not apply to your student(s), you must indicate that you are opting out in the appropriate online box. Specifically, new registrants must type "I OPT OUT" in the appropriate box on the Web Registration Form. Current families must log into their portal, go to the My Account tab, and type "I OPT OUT" in the appropriate box.

Medications/Devices and Medical Insurance

1. All students with an emergency medication/device must comply with the following requirements:
   - The medication/device must be placed in a closed plastic baggie clearly labeled with the student's name and easy to understand written instructions concerning when/under what circumstances the medication/device should be used and how it should be used. The instructions in the baggie also must include the name and telephone number for two emergency medical contacts.
   - Students with a medication/device are required to bring the baggie to and from MSDA activities and, at all times while at MSDA, to keep the baggie in a gear bag on their person or, during classes, in the classroom.
2. MSDA does not carry medical insurance for its students.
3. ***MSDA does not render medical care, including medical diagnosis or treatment, to students or others, and any assistance MSDA staff may offer to students will be limited to responding to an emergency.***

Preparing for Class

1. Dancers are to enter the dance studio fully dressed for class with their hair properly pulled back (bun for Ballet) and proper dance shoes on. Please do not wear street shoes into dance rooms. Dance bags may be brought into the room or left in the cubby area. Combo classes (preschool through 6 years old) will need to have their tap shoes on each week when entering class. Please put ballet shoes in a dance bag that they will bring into class with them. Put your child's name on shoes and bag. The teachers will help dancers change shoes in the middle of the class.
2. Please be sure all cell phones and electronic devices left in dancer's bags have their ringers and sounds set to silent.

What to Expect Your First Week

1. The halls are very crowded the first few weeks of classes. This will settle down after the first few weeks.
2. There is a lot of switching around of classes as parents are trying to get settled in the new schedule of the year. Please be patient. Classes often have to change at the same time, so that dancers can go to the different subjects they are taking.
3. Like school, the first few weeks of class are review. This allows everyone to get comfortable with new classes and new teachers. Also, teachers can evaluate students to be sure they are in the correct class.
4. If dancers have been placed into classes that are not correct for them –Don't worry - we will find a more suitable class!
5. Parking is the #1 complaint with parents in dance schools around the nation. This is something that can't be helped. Please be careful and watch for children!
6. It is best to get your dancer in class on time, ready to dance.
7. Please keep the hallways clear; dancers will be walked out into the main lobby area for pick up.
8. The youngest dancers will often have tears or anxiety the first few weeks. This is normal. The teachers are trained to get children "on task" quickly. It is not uncommon to have a few dancers on a few hips the first month of class! The best way to ensure success is for parents to assure them they are going to have fun. Leave as quickly as possible and make sure the door is closed. Please keep noise down in the hallways and don't let siblings open or knock on the door. This will distract the dancers.
9. Please have all dancers use the bathroom before class. Teachers will gladly take them if they do need to go during class, but this can be a disruption. All young combo students must be potty-trained.

Always stop in the office if you have questions or concerns.

Every staff member wants your MSDA experience to be positive and rewarding.

Recital Fees

1. **Recital Fee:** The annual recital fee of $65 for the first student plus $30 for each additional student is due February 1, 2022. The recital fee includes a link to recital video, covers the cost of the auditorium and allows students to invite as many guests as they like by eliminating ticket sales. If your dancer withdraws from classes after February 28, 2022, the recital fee will not be refunded.
2. **Opting Out of Recital:** students must participate in recital for all classes or not participate in the recital at all. Students cannot pick and choose particular classes for recital. Students and parents are responsible for informing MSDA in writing no later than October 31, 2021, if a student is not going to participate in recital. Notice must be provided directly to Ms. Michelle. **Students enrolled in Acro classes must participate in recital.**
3. **Dates:** Please see page 4 for recital dates.

Costumes

1. **Costume Fees:** Costume amounts are approximate and subject to change. Changes in a student's schedule can result in a change of costume and costume fees. Costume amount includes costume, tights, and tax. NOTE - if your dancer does not have the correct tights at recital - or they tear their tights, we will replace them and charge to the card on file.
    a. Combo classes will perform both tap and ballet numbers in the recital but will have only one costume. Exception is the 2.5-3.5 Combo, which will only perform a ballet number.
    b. Tumbling for ages 3 to 6 and Pre-Pointe classes will not participate in the recital and will not have a costume fee. Jazz & Tumble will have a jazz costume for recital.
    c. **Male dancers in co-ed classes will have a shirt ordered ($27.75 - this includes tax)** and billed. The teacher will discuss with the dancer's parents what pants are to be worn for the performance.
    d. All other classes will have one costume per class.
    e. **Class drop/adds after November 6, 2021, will result in purchasing an additional costume for the new class(es). Dancers who wish to change classes after that date must have instructor permission.**

All ages Combo classes	$101.41	**All Teen classes**	$112.09
3-6 Jazz & Tumble/5-6 year old Jazz Hip Hop	$101.41	**Pre-Ballet**	$114.22
All Acro classes	$108.89	**Ballet classes Level I**	$114.22
All 6-8 year old classes	$109.95	**Ballet classes Level II/III**	$114.22
All 7-10 year old classes and 9-10 year old classes	$109.95	**Ballet classes Level IV and Wed V (Pointe uses this same costume)**	$114.22
All 9-12 & 11-12 year old classes	$112.09	**Friday Ballet IV/V**	Black Leotard $34.16 & Pancake Tutu $96.08

2. **Payment Due Date:** Costume fees are due October 1, 2021. Deposits toward costume balances may be paid at any time prior to the due date.
3. **E-payment Accounts:** Fees for your dancer's recital costumes will be charged to the card or bank account you have on file unless you have set up a different payment arrangement. Charges will be drafted between October 15 and October 18, 2021.
4. **Costume Distribution:** Dancers will receive their costume(s) during our Spring Parent Observation Week. This week is listed on page 4 (Studio Dates) and is a great opportunity to see your dancer in their costume for the first time and video the recital routine. Please remember we do not allow these videos to be posted on social media.
5. **Refunds:** There will be no costume refunds for dropped classes, withdrawals from the studio, terminations by MSDA, or decides not to participate in recital. A student who withdraws from a class after purchasing a costume may pick up the costume June 6 - June 17, 2022. Costumes not picked up by then will be donated.
6. Parent emails will be submitted to our photographer one week prior to Picture Week. They will send a link to your email with your dancer's proofs. These are not mandatory to purchase, unless you request to use one in a program book ad.

FAQ's

1. **How long are the recital performances?**
   Each performance will be 1.5-2 hrs.
2. **Will my dancer get to sit in the audience once her/his dance is finished?**
   For general safety reasons, we insist that all performers are to remain backstage during recital performances. We have plenty of staff backstage to keep your dancers entertained while they wait for their dance.
3. **What if my dancer is in more than one dance?**
   We have great backstage help that will assist your dancer with her costume changes while you relax and enjoy the show.
4. **Does my dancer have to wear makeup to dress rehearsal** Your dancer does not have to wear makeup to dress rehearsal, however, we do recommend some makeup for the recital, though so the stage lighting does not make dancers appear "washed out."
5. **Will there be someone taking pictures of my dancer during the rehearsal and recital?**
   We do not hire a professional photographer to take pictures during the show; you are welcome to take pictures of your dancers from your seat only; however, flash photography is not permitted during the performances.
6. **Does my dancer get a trophy?** Yes! All dancers that participate in recital receive a trophy as they exit with their class at recital! Limit one per dancer.

2021-22 Providence Class Schedule

4/30/21

Ages 2.5-3.5				
COMBO	Mon	10:00am	-	10:45am
COMBO	Tue	10:00am	-	10:45am
COMBO	Wed	9:15am	-	10:00am
COMBO	Fri	10:00am	-	10:45am
COMBO	Sat	9:00am	-	9:45am
COMBO	Sat	10:30am	-	11:15am

Ages 3.5-4.5				
COMBO	Mon	10:45am	-	11:30am
COMBO	Mon	3:30pm	-	4:15pm
COMBO	Tue	10:45am	-	11:30am
COMBO	Tue	4:15pm	-	5:00pm
COMBO	Wed	5:00pm	-	5:45pm
COMBO	Thu	3:15pm	-	4:00pm
COMBO	Fri	9:15am	-	10:00am
COMBO	Fri	10:45am	-	11:30am
COMBO	Sat	9:45am	-	10:30am
COMBO	Sat	12:45pm	-	1:30pm

Ages 4.5-5.5				
COMBO	Mon	5:30pm	-	6:15pm
COMBO	Tue	5:00pm	-	5:45pm
COMBO	Wed	3:30pm	-	4:15pm
COMBO	Thu	4:00pm	-	4:45pm
COMBO	Fri	11:30am	-	12:15pm
COMBO	Sat	9:00am	-	9:45am
COMBO	Sat	11:15am	-	12:00pm

Ages 5.5-6.5				
COMBO	Mon	4:45pm	-	5:30pm
COMBO	Tue	4:15pm	-	5:00pm
COMBO	Tue	5:45pm	-	6:30pm
COMBO	Wed	4:15pm	-	5:00pm
COMBO	Wed	5:45pm	-	6:30pm
COMBO	Thu	4:45pm	-	5:30pm
COMBO	Fri	4:30pm	-	5:15pm
COMBO	Sat	9:45am	-	10:30am
COMBO	Sat	12:00pm	-	12:45pm

Jazz Hip Hop Ages 5-6				
JAZZ/HIP HOP	Mon	4:15pm	-	4:45pm
JAZZ/HIP HOP	Tue	3:45pm	-	4:15pm
JAZZ/HIP HOP	Tue	6:30pm	-	7:00pm
JAZZ/HIP HOP	Wed	3:45pm	-	4:15pm
JAZZ/HIP HOP	Thu	5:30pm	-	6:00pm
JAZZ/HIP HOP	Fri	4:00pm	-	4:30pm
JAZZ/HIP HOP	Sat	12:45pm	-	1:15pm

Jazz & Tumble Ages 3-6				
JAZZ & TUMBLE (3.5-5)	Tue	11:30am	-	12:15pm
JAZZ & TUMBLE (4-6)	Tue	3:30pm	-	4:15pm
JAZZ & TUMBLE (3.5-6)	Wed	10:00am	-	10:45am
JAZZ & TUMBLE (3.5-6)	Fri	10:00am	-	10:45am
JAZZ & TUMBLE (3.5-6)	Fri	10:45am	-	11:30am
JAZZ & TUMBLE (4-6)	Sat	9:00am	-	9:45am

Tumbling Ages 3-6				
TUMBLING	Mon	3:30pm	-	4:00pm

Acro				
6-9 ACRO	Mon	4:00pm	-	4:45pm
9-12 ACRO	Mon	4:45pm	-	5:30pm
6-9 ACRO	Tue	3:30pm	-	4:15pm
9-12 ACRO	Tue	4:15pm	-	5:00pm
AERIAL/BACK HANDSPRING (contact office)	Wed	3:00pm	-	3:45pm
7-12 ACRO	Wed	5:15pm	-	6:00pm
AERIAL/BACK HANDSPRING (contact office)	Thu	3:30pm	-	4:15pm
7-12 ACRO	Thu	4:15pm	-	5:00pm
10+ ACRO	Thu	7:15pm	-	8:00pm
7-12 ACRO	Fri	5:00pm	-	5:45pm
6-9 ACRO	Sat	9:45am	-	10:30am
10+ ACRO	Sat	10:30am	-	11:15am

Ages 6-8				
TAP	Mon	4:45pm	-	5:15pm
TAP	Tue	4:15pm	-	4:45pm
TAP	Wed	4:15pm	-	4:45pm
TAP	Thu	5:00pm	-	5:30pm
MUSICAL THEATER	Fri	4:00pm	-	4:30pm
TAP	Fri	4:30pm	-	5:00pm

Ages 7-8				
JAZZ/HIP HOP	Mon	4:15pm	-	4:45pm
MUSICAL THEATER (7-10)	Mon	4:15pm	-	4:45pm
TAP (6-8)	Mon	4:45pm	-	5:15pm
LYRICAL/CONTEMPORARY	Mon	5:15pm	-	5:45pm
HIP HOP/FUNK	Mon	5:45pm	-	6:15pm
TAP (6-8)	Tue	4:15pm	-	4:45pm
LYRICAL/CONTEMPORARY	Tue	4:15pm	-	4:45pm
JAZZ/HIP HOP	Tue	4:45pm	-	5:15pm
TAP	Tue	6:00pm	-	6:30pm
HIP HOP/FUNK (7-10)	Tue	6:30pm	-	7:00pm
JAZZ/HIP HOP	Wed	3:45pm	-	4:15pm
MUSICAL THEATER (7-10)	Wed	3:45pm	-	4:15pm
LYRICAL/CONTEMPORARY	Wed	4:15pm	-	4:45pm
TAP (6-8)	Wed	4:15pm	-	4:45pm
HIP HOP/FUNK	Wed	4:45pm	-	5:15pm
HIP HOP/FUNK	Thu	3:30pm	-	4:00pm
LYRICAL/CONTEMPORARY	Thu	4:00pm	-	4:30pm
TAP (6-8)	Thu	5:00pm	-	5:30pm
MUSICAL THEATER (7-10)	Thu	5:00pm	-	5:30pm
JAZZ/HIP HOP	Thu	5:30pm	-	6:00pm
MUSICAL THEATER (6-8)	Fri	4:00pm	-	4:30pm
TAP (6-8)	Fri	4:30pm	-	5:00pm
JAZZ	Fri	5:45pm	-	6:15pm
JAZZ/HIP HOP (7-9)	Sat	11:15am	-	11:45am
TAP (7-9)	Sat	11:45am	-	12:15pm

Ages 9-10				
MUSICAL THEATER (7-10)	Mon	4:15pm	-	4:45pm
LYRICAL/CONTEMPORARY (9-12)	Mon	4:45pm	-	5:30pm
TAP (9-12)	Mon	5:30pm	-	6:00pm
HIPHOP/FUNK (9-12)	Mon	6:00pm	-	6:45pm
JAZZ/HIP HOP	Tue	4:45pm	-	5:30pm
LYRICAL/CONTEMPORARY	Tue	5:30pm	-	6:00pm
TAP (7-10)	Tue	6:00pm	-	6:30pm
HIP HOP/FUNK (7-10)	Tue	6:30pm	-	7:00pm
MUSICAL THEATER (7-10)	Wed	3:45pm	-	4:15pm
JAZZ (9-12)	Wed	4:15pm	-	5:00pm
TAP (9-12)	Wed	5:00pm	-	5:30pm
HIPHOP/FUNK (9-12)	Wed	5:30pm	-	6:00pm
MUSICAL THEATER (7-10)	Thu	5:00pm	-	5:30pm
TAP	Thu	5:30pm	-	6:00pm
LYRICAL/CONTEMPORARY	Thu	6:00pm	-	6:30pm
HIPHOP/FUNK (9-12)	Thu	6:30pm	-	7:15pm
BROADWAY HEELS (9+)	Thu	8:00pm	-	8:30pm
JAZZ/HIP HOP (9-12)	Fri	5:45pm	-	6:30pm
TAP (10+)	Sat	11:15am	-	11:45am
JAZZ/HIP HOP (7-9)	Sat	11:15am	-	11:45am
TAP (7-9)	Sat	11:45am	-	12:15pm
JAZZ (10+)	Sat	11:45am	-	12:30pm
LYRICAL/CONTEMPORARY (10+)	Sat	12:30pm	-	1:15pm

Ages 9-12				
LYRICAL/CONTEMPORARY	Mon	4:45pm	-	5:30pm
TAP	Mon	5:30pm	-	6:00pm
HIPHOP/FUNK	Mon	6:00pm	-	6:45pm
JAZZ/HIP HOP (9-10)	Tue	4:45pm	-	5:30pm
LYRICAL/CONTEMPORARY (9-10)	Tue	5:30pm	-	6:00pm
TAP (7-10)	Tue	6:00pm	-	6:30pm
JAZZ	Wed	4:15pm	-	5:00pm
TAP	Wed	5:00pm	-	5:30pm
HIPHOP/FUNK	Wed	5:30pm	-	6:00pm
TAP (9-10)	Thu	5:30pm	-	6:00pm
LYRICAL/CONTEMPORARY (9-10)	Thu	6:00pm	-	6:30pm
HIPHOP/FUNK	Thu	6:30pm	-	7:15pm
BROADWAY HEELS (9+)	Thu	8:00pm	-	8:30pm
JAZZ/HIP HOP	Fri	5:45pm	-	6:30pm
TAP (10+)	Sat	11:15am	-	11:45am
JAZZ (10+)	Sat	11:45am	-	12:30pm
LYRICAL/CONTEMPORARY (10+)	Sat	12:30pm	-	1:15pm

Ages 11-12				
LYRICAL/CONTEMPORARY (9-12)	Mon	4:45pm	-	5:30pm
TAP (9-12)	Mon	5:30pm	-	6:00pm
HIPHOP/FUNK (9-12)	Mon	6:00pm	-	6:45pm
BROADWAY HEELS 11+	Mon	6:45pm	-	7:15pm
TAP 11+ BEG/INT	Mon	7:15pm	-	8:00pm
TAP 11+ INT/ADV	Mon	7:15pm	-	8:00pm
LYRICAL/CONTEMPORARY	Tue	5:00pm	-	5:45pm
HIPHOP/FUNK	Tue	5:45pm	-	6:30pm
TAP 11+	Tue	6:30pm	-	7:15pm
JAZZ (9-12)	Wed	4:15pm	-	5:00pm
TAP (9-12)	Wed	5:00pm	-	5:30pm
HIPHOP/FUNK (9-12)	Wed	5:30pm	-	6:00pm
HIPHOP/FUNK (9-12)	Thu	6:30pm	-	7:15pm
TAP 11+	Thu	7:15pm	-	8:00pm
BROADWAY HEELS (9+)	Thu	8:00pm	-	8:30pm
MODERN 11+	Thu	8:00pm	-	8:45pm
LYRICAL/CONTEMPORARY 11+	Thu	8:00pm	-	8:45pm
JAZZ/HIP HOP (9-12)	Fri	5:45pm	-	6:30pm
TAP (10+)	Sat	11:15am	-	11:45am
JAZZ (10+)	Sat	11:45am	-	12:30pm
LYRICAL/CONTEMPORARY (10+)	Sat	12:30pm	-	1:15pm

Teen				
BROADWAY HEELS 11+	Mon	6:45pm	-	7:15pm
TAP 11+ BEG/INT	Mon	7:15pm	-	8:00pm
TAP 11+ INT/ADV	Mon	7:15pm	-	8:00pm
HIPHOP/FUNK	Mon	8:00pm	-	8:45pm
TAP 11+	Tue	6:30pm	-	7:15pm
LYRICAL/CONTEMPORARY	Tue	7:15pm	-	8:00pm
JAZZ	Tue	8:00pm	-	8:45pm
JAZZ	Wed	6:30pm	-	7:15pm
LYRICAL/CONTEMPORARY	Wed	7:15pm	-	8:00pm
HIPHOP/FUNK	Wed	8:00pm	-	8:45pm
TAP 11+	Thu	7:15pm	-	8:00pm
MODERN 11+	Thu	8:00pm	-	8:45pm
LYRICAL/CONTEMPORARY 11+	Thu	8:00pm	-	8:45pm

Ballet				
PRE-BALLET I	Mon	3:45pm	-	4:15pm
PRE-BALLET I	Tue	3:45pm	-	4:15pm
PRE-BALLET I	Wed	4:45pm	-	5:15pm
PRE-BALLET I	Thu	4:30pm	-	5:00pm
PRE-BALLET I	Sat	12:15pm	-	12:45pm
BALLET I	Mon	3:30pm	-	4:15pm
BALLET I	Tue	5:15pm	-	6:00pm
BALLET I	Wed	3:30pm	-	4:15pm
BALLET I	Thu	4:15pm	-	5:00pm
BALLET I	Fri	3:45pm	-	4:30pm
BALLET I/II	Sat	10:30am	-	11:15am
BALLET II	Mon	3:30pm	-	4:30pm
BALLET II	Mon	4:30pm	-	5:30pm
BALLET II	Tue	6:00pm	-	7:00pm
BALLET II	Wed	4:15pm	-	5:15pm
BALLET II 11+	Wed	7:45pm	-	8:45pm
BALLET II	Thu	4:30pm	-	5:30pm
BALLET III	Mon	5:30pm	-	6:45pm
PRE-POINTE	Mon	6:45pm	-	7:15pm
BALLET III	Tue	7:00pm	-	8:15pm
PRE-POINTE	Tue	8:15pm	-	8:45pm
BALLET III	Wed	6:00pm	-	7:15pm
PRE-POINTE	Wed	7:15pm	-	7:45pm
BALLET III	Thu	7:00pm	-	8:15pm
PRE-POINTE	Thu	8:15pm	-	8:45pm
BALLET III	Fri	6:00pm	-	7:15pm
PRE-POINTE	Fri	7:15pm	-	7:45pm
BALLET IV	Mon	7:15pm	-	8:45pm
BALLET IV	Wed	6:45pm	-	8:00pm
POINTE	Wed	8:00pm	-	8:45pm
BALLET IV	Thu	3:15pm	-	4:30pm
BALLET IV	Thu	5:30pm	-	7:00pm
BALLET IV/V on Pointe (Friday)	***Please see office***			
BALLET V (Wednesday)	***Please see office***			

Ballet class placements are available in the office or your customer portal (for returning students).

Classes are based on child's age as of September 30, 2021

Schedule Subject to Change

E-PAYMENT REMOVAL FORM

Miller Street Dance Academy
11115 Golf Links Drive, Suite A
Charlotte, N.C. 28277
www.millerstreetdanceacademy.com

Phone: 704.889.TOES (8637)
Fax: 704-841- 2830

E-PAYMENT REMOVAL FORM

I, _____, **decline** to have the banking information or credit card I registered with online to be used for automatic drafting purposes. I understand that all fees and invoices due (which include tuition, costumes, late fees, and recital fee, and any other studio or dance related items purchased on my account) are due according to the **attached Quick Reference Guide.** I take full responsibility for payment of all charges and understand that a $25 late fee may be applied to my account if my account is more than ten days past due.

Miller Street accepts personal checks, credit cards, debit cards, bank draft, and cash as methods of payment. If you pay in cash, please give it to an office staff member and receive a receipt. If paying by check, credit card, or debit card please write the student's name on the memo section of your check or at the top of the receipt. Checks should be made payable to "MSDA". Only checks may be deposited into the tuition box located in the lobby. All other payment methods should be made in the office or through the customer portal.

_____
Names(s) of dancer(s)

_____
Signature of Account Holder

Miller Street Dance Academy
Student Guidelines During COVID-19 Pandemic

We have developed guidelines to support the health and safety of our dancers, their families, and our staff. All dancers and their parents/guardians must carefully review these guidelines. Further, all dancers and their families must comply with these guidelines while participating in any in-person classes, lessons, camps, recitals, competitions, or other in-person programs or events.

These guidelines are effective as of today and will remain in place until further notice. Please be prepared for modifications to these guidelines as the COVID-19 situation evolves and new information becomes available. Updated guidelines will be provided by email communication and will indicate when they become effective.

1. Dancers must stay home if they are sick or experiencing symptoms which could indicate COVID-19 infection. The current CDC list of COVID-19 symptoms includes fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea. Parents and guardians also should be aware of a newly-identified illness called Multisystem Inflammatory Syndrome in Children which is associated with COVID-19 and, according to the CDC, has the following symptoms: fever, abdominal pain, vomiting, diarrhea, neck pain, rash, bloodshot eyes, and feeling extra tired.
2. Parents/guardians must notify Miss Michelle as soon as feasible if their dancer has tested positive for COVID-19 or is presumed positive by a medical professional due to symptoms. Dancers who have tested positive or are presumed positive for COVID-19 may not attend in-person classes, programs, or events until they have received clearance to return from their physician and Miss Michelle.
3. Dancers who have not been diagnosed with COVID-19, but who have a fever or other COVID-19 symptoms may not attend in-person classes, programs, or events until they have been free of fever and other symptoms for at least 72 hours (without the use of fever-reducing medications) and cleared to return by a medical provider.
4. Parents/guardians must notify Miss Michelle as soon as feasible if their dancer has been exposed to an individual with a confirmed or suspected case of COVID-19. In this situation, dancers will be required to attend Zoom classes for a period of at least fourteen days before returning to in-person classes or attending other in-person programs or events.
5. Dancers are required to stop at the check-in table for a temperature screening each day prior to participating in the dancer's first class or program. Dancers will not be permitted to enter the studio without first passing a temperature screening.

6. Dancers must practice social distancing as much as possible by staying at least six feet from others. Social distancing will apply inside the studio (while waiting for class and during class) and outside the studio (while in line for temperature screening and during pick-up). Adults and siblings dropping off and picking up dancers are also expected to abide by social distancing. While we cannot guarantee that social distancing will occur at all times (and obviously it cannot occur during emergencies, such as tornado warnings, when other priorities take precedence), the more dancers, family members, and staff can social distance, the safer we all will be.
7. We strongly recommend that dancers wear a cloth face covering inside and outside the studio. Dancers are responsible for their own face coverings. Parents/guardians should ensure proper fit and speak with their dancer prior to class to provide instructions on how to use the face covering in the studio. Miller Street staff will be able to verbally instruct dancers on face covering use but will not be able to adjust them for dancers. During class, dancers who are wearing face coverings will be instructed to pull the mask below the chin so that it hangs on the neck until it is time to pull it back up at the end of class (the teacher will model what to do with her own face covering). Dancers should select a style of face covering that can be hung around the neck when not in use.
8. Dancers must bring their own water bottles to each class. Water fountains may only be used to fill water bottles. Dancers will not be able to drink directly from water fountains.
9. Dancers are expected to follow good hygiene and respiratory etiquette. Specifically, dancers must cough or sneeze into the elbow or into a tissue (and discard used tissues immediately). Dancers also must wash hands frequently (at least 20 seconds with soap and warm water), particularly after coughing, sneezing, blowing their nose, using the bathroom, or being in contact with high-touch surfaces. Dancers should avoid touching their eyes, nose, and mouth with unwashed hands. When hand washing is not available, dancers should use hand sanitizer (available at the temperature screening station, in the lobby, and at all exterior doors).

Parents, guardians, or dancers with questions about these guidelines should contact Miss Michelle at missmichelle@millerstreetdanceacademy.com.

Please note these policies are subject to change

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PARENT QUICK REFERENCE

PAYMENT SCHEDULE			
MONTH	**DUE DATE**	**AMOUNT**	**PAYMENT METHOD**
Registration Fee ($50/student; $100 family max) **Non Refundable**	Registration	**$50.00** **$100.00**	
August 2021 Tuition (1/2)	Registration		
June 2022 Tuition (1/2) **Non refundable**	Registration		
September 2021 Tuition	9/01/21		
October 2021 Tuition	10/01/21		
October 2021 Costume Payment	10/01/21		
November 2021 Tuition	11/01/21		
December 2021 Tuition	12/01/21		
January 2022 Tuition	01/01/22		
February 2022 Tuition	02/01/22		
February 2022 Recital Fee	02/01/22	**$65+$30 each addt'l student**	
March 2022 Tuition	03/01/22		
April 2022 Tuition	04/01/22		
May 2022 Tuition	05/01/22		

CLASS SCHEDULE									
DAY						**CLASS DESCRIPTION**	**TIME**	**STUDIO ROOM**	**COSTUME AMOUNT**
M	T	W	Th	F	S				
M	T	W	Th	F	S				
M	T	W	Th	F	S				
M	T	W	Th	F	S				
M	T	W	Th	F	S				
M	T	W	Th	F	S				
M	T	W	Th	F	S				

First Things First…

Start the year off on the right foot!

What do I wear to class? *See page 10*
What kind of shoes do I need? *See page 10*
When do classes start? *See page 4*
Is there a place for my belongings during class? *See page 11*
How do I stay up to date with studio news? *See page 9*
What if I miss a class? *See page 9*
When is recital and what can I expect? *See page 4 and 13*
Is there a place my child can do homework? *See page 7*
When is tuition due and how do I pay? *See page 8*
How do I get in touch with my child's teacher? *See page 9*
Do you have a lost and found? *See page 11*
Can I come in and watch my child's class? *See page 9*
How do I access my online account? *See page 9*

Be sure to read through the handbook for answers to all your questions.

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