



Hello Center for Dance & Movement Dancers and Families,

Welcome, and thank you for joining us here at the Center for Dance & Movement at The Community House. Since 1964 the Center for Dance and Movement has provided a positive family environment to foster a love of dance in students of all ages. We believe in the value of the arts for all and that the friendships made, and lessons learned will last a lifetime. Our interest isn't just building great dancers, it's cultivating great individuals. Concepts such as self-confidence, positive self-image, personal and social responsibility, respect, and community mindfulness are at the core of our mission to make each student not only their best dancer, but their very best self.

As a Liberal Arts studio we emphasize a balance of knowledge when it comes to dance. We encourage our dancers to study the different styles of dance without bias, as they all have different roots, history, and cultural significance. Every dancer will find their own unique preferences, interests, and skills throughout their dance journey, and we strive to do everything we can to help them in their pursuits.

As dance is a performing art, we provide students with meaningful performance opportunities throughout the year. Our 2021-2022 season culminates in our Annual Summer Showcase, which gives students the opportunity to practice performance skills and show off everything they have spent the year learning! We always love to see the sense of pride and accomplishment our students bring to the stage.

Please read through the information and policies outlined in this handbook and sign and return page 7 to the Administrative Coordinator on your student's first day of class.

Once again, thank you for joining us for another great season and we hope you are as excited to get dancing as we are! At The Community House, a passion for dance starts here!

Kindly,

Ali Drummond- Calabrese
Administrative Coordinator, Center for Dance and Movement



Center for Dance & Movement 2021-2022 Calendar

Additional events may be added to the calendar throughout the year.

September 13	Fall Session Begins
October 25-29	Spirit Week <i>Wear your Halloween costume to class!</i>
November 22-26	NO CLASSES, Happy Thanksgiving!
December 17	Last day of Fall Session
December 18-January 2	NO CLASSES, Winter Break
January 3	Spring Session Begins
February 14-18	NO CLASSES, Midwinter Break
March 28- April 1	NO CLASSES, Spring Break
May 9-13	Spirit Week, Themes TBA
May 30	NO CLASSES, Happy Memorial Day!
June 3	Dress Rehearsal, Annual Summer Showcase, <i>Details TBA</i>
June 4 AND June 5	Annual Summer Showcase, Details TBA

Registration

Though our season is broken up into Fall and Spring sessions, the curriculum is intended to be progressive from September to June just as a regular school year is. We recommend your dancer stay in the same class(es) from Fall through Spring unless otherwise advised by the staff.

- Fall Registration opens August 1
- Spring Registration opens December 1
To continue classes in January you must re-register for the Spring session.
- There is an annual \$10 registration fee per family
- Register online at www.communityhouse.com OR call 248.594.6416

Tuition and Fees

- Fall session runs September 13-December 23.
- Spring session runs January 3-June 5.
- The tuition number that is displayed online represents the total due per class per session.



- A \$20 nonrefundable fee will be charged for late payments or failed transactions due to insufficient funds.

Discounts

We offer discounts for those dancers enrolled in multiple classes or siblings from the same family enrolled in more than one class per season; call today to receive 10% off, discounts are only valid for the Center for Dance & Movement classes.

Class Cancellations

In the event of inclement weather, the Center for Dance & Movement may cancel classes for the safety of students and staff. Parents will be notified of cancellations via email at least one hour before class was scheduled to begin, and all closures will be posted on our Facebook page!

Please Note:

- Cancellations may not necessarily follow school closures.

If inclement weather forces more than two cancellations per class throughout the year, make-up classes will be scheduled, and parents will be notified via email of the make-up class schedule.

Credits and Refunds

Center for Dance & Movement abides by the credit and refund policy set forth by The Community House, which can be viewed below:

Refunds will only be provided for multiple session classes that are cancelled by The Community House. Refunds are processed by the issuance of a check (if paid by cash/check) or by credit card (if paid by credit card) within 5 to 10 business days after the review of the request. If you cannot attend a class, you may request a class credit 72 hours or more before the first class in a series is to be held. Class credit may be applied toward the cost of any future class within the calendar year of the credit issuance. If you contact The Community House less than 72 hours of the class start time, or after the class has occurred, you are not entitled to a credit of any kind. No refunds or class credits will be given after the second class regardless of enrollment date, lack of attendance, or health reasons.

Substitutes

All of our teachers are contracted and committed to teaching their scheduled classes for the year. With that said, unavoidable situations may arise in which the scheduled instructor is physically unable to attend class. In that event the Center for Dance & Movement reserves the right to fill in an appropriate substitute for class instruction. In the unlikely event an appropriate substitute cannot be found a makeup class will be scheduled with the regular instructor and parents will be notified via email of the makeup class schedule. Having a substitute teach class is not grounds for a refund, as stated in The Community House's refund policy.

Attendance

Students are expected to be on time and ready to go at the start of every class. Excessive absences may lead to gaps in a student's knowledge and hinder progression. If a student misses



an excessive number of classes, they may be prohibited from participation the Summer Showcase.

Parent Viewing

The Center for Dance & Movement does not allow parents in the classroom for several reasons. In our experience the presence of a parent forces the child to split their attention between the teacher and their parent and can inhibit learning. We want dance classes to be a complete educational experience, and part of that experience is allowing children to build relationships with their peers and instructors and gain independence. We do offer Show and Tell dates throughout the session where parents will be invited into class for the last 15 minutes to view their child's progress and discover skills they are working on mastering! Due to COVID-19 and an abundance of caution, Show and Tell dates have been postponed until the new year.

Contact and Communication

Email is the primary form of contact and communication used by the Center for Dance & Movement, so please ensure that we have the most up to date email information for you on file. Please direct all inquires to the Administrative Coordinator. For the privacy of our staff we do not provide personal phone numbers or email addresses.

Dress Code

A dress code ensures that a teacher will be able to see a dancer's alignment and positions. Improper clothing can mask bad habits, making corrections impossible, and hindering improvement. Dress codes also teach students discipline, helping with overall focus. By "dressing the part" students feel like dancers. Dress codes go a long way in students' outlook and make it much easier on parents!

- Street shoes are not permitted on the dance floor and parents should ensure that children do not wear their dance shoes outside. Shoe debris can be hazardous to dancers and decreases the life of the flooring.



Class	Attire
Mini Movers	Pink or Black leather or canvas ballet shoes or bare feet, Comfortable clothing or dance attire. Hair preferred out of face
Creative Ballet	Pink or Black leather or canvas ballet shoes, Any color or style of dance leotard, Pink ballet tights, OR White t-shirt, Black shorts or dance/sweatpants. Hair pulled back/out of face. <i>No tutus/dress up attire permitted, Thin ballet skirt or leotard/skirt combo are permitted.</i>
Beginning Ballet	Pink or Black leather or canvas ballet shoes, Solid Black dance leotard (no skirt attached), Pink footed or convertible ballet tights, OR White t-shirt, Black ballet tights. Hair in a secure bun.
Dance Combo (Ballet/Tap/Jazz)	Pink or Black leather or canvas ballet shoes, Black tap shoes (Velcro closure or Lace up), Any color or style of dance leotard, Pink or Tan dance tights, OR White or Black t-shirt, Black shorts or dance/sweatpants Hair pulled up/back securely. <i>No tutus/dress up attire permitted, Thin ballet skirt or leotard/skirt combo are permitted.</i> <i>Please label shoes w/ permanent marker to prevent accidental swapping!</i>
Adult Classes	Please adhere to the shoe guidelines listed in children's classes, however adults may feel free to make changes to the given attire. Wear what makes you comfortable

Annual Summer Showcase

An annual event, the Summer Showcase gives students the opportunity to perform! Dances and choreography will be developed and polished each week in class and will display the skills that the dancers have been learning throughout the year. The Annual Summer Showcase is a fun culminating event and the highlight of the year. Dancers will feel the pride and accomplishment that come with showcasing their talents for family and friends! Specific times and details will be announced.



COVID Guidelines *SUBJECT TO CHANGE*

Masks

In compliance with The Community House's policy below, all unvaccinated dancers ages 2 and up are required to wear a mask indoors.

All guests and visitors who are fully vaccinated, defined as two weeks after the last vaccination dose, are not required to wear a mask anywhere on The Community House property, including inside the building. Unvaccinated individuals need to wear a mask indoors but are not required to wear one outdoors per MiOSHA Emergency Rules. The Community House will not require proof of vaccination, instead relying on your honesty and care for our community. CDM Staff will always be wearing masks.

Other COVID-19 Policies

All classes will follow social distancing guidelines and students will remain 6 ft. apart when possible. Each classroom and the number of maximum class participants allowed in each class are set to ensure this.

What do we do if someone (staff or dancer) comes back positive with COVID-19? TCH works closely with the Oakland County Health Department to evaluate COVID-19 positive results on a case-by-case basis and to determine the appropriate course of action.

Student Care and Illness

TCH is not responsible for student care **before or after class**. Students are not to be left at the studio for excessive time periods. We ask that parents of children under 5 stay on site while class is in session. A student, who is ill, must stay home if they are contagious, have a fever, excessive cough, or are vomiting.



Release of Liability

As the legal parent or guardian, I release and hold harmless the Center for Dance & Movement, its owners and staff from any and all liability, claims, demands, and causes of action whatsoever, arising out of or related to any loss, damage, or injury, including death, that may be sustained by the participant and/or the undersigned, while in or upon the premises or any premises under the control and supervision of the Center for Dance & Movement, its owners and operators or in route to or from any of said premises. The Center for Dance & Movement is not responsible for lost, stolen, or damaged items.

Medical Emergency

The undersigned gives permission to the Center for Dance & Movement, its owners and staff to seek medical treatment for the participant in the event they are not able to reach a parent or guardian. I hereby declare the participant to be in good physical and mental health.

I have fully read, understand, and agree to abide by all the above policies.

Date: _____ Printed Name: _____

Signature: _____

PHOTO RELEASE

I hereby warrant that I am the parent or legal guardian of the minor child _____ . In consideration of my minor child _____'s participation in _____ by/with The Community House ("TCH"), I hereby consent to any photographing, images, or audio of my child on videotape, film, audio tape, paper, digital medium, or otherwise (herein referenced as "Images"), by TCH, its officials, employees, members, agents, contractors, consultants or representatives (collectively, the "TCH Parties"). I acknowledge TCH's ownership of the Images and I authorize the use and publication of such Images by the TCH as it deems appropriate, including, without limitation, for educational or promotional purposes by TCH and the TCH Parties, either on public or commercial outlets including, but not limited to, standard television, non-standard television, in print, the internet and other forms, and hereby on behalf of myself and my minor child release and discharge TCH and the TCH Parties from any claims I or my child may have against TCH or the TCH Parties, including, without limitation, claims for libel or violation of any right of publicity or privacy, arising from the use and publication of such Images.

I warrant and represent that all material and information furnished by me is mine or for which I have full authority for such purposes. I understand that neither I nor my child will be monetarily or in any other manner compensated for my child's participation in these Images.