

# Handbook 2023-2024

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Welcome to Shoreline Dance Academy's 20th season! We are so excited for our 20th anniversary season and we have some exciting events planned for this upcoming season! Thank you for choosing Shoreline Dance Academy, we are happy you are here!

All dance studios will be equipped with a monitor and each class will go live during class time. Dancers will have the option to take the class in person or virtually. Parents will be able to view the class from their devices as the class is running. The classes will not be recorded, but will run live and virtual at the same time. Should a dancer need to take the class from home for a period of time, the option exists and will be in place for a transition at any time. We will run ALL of our classes at 50 minutes per class with a 10 minute transition and cleaning time. This will allow us the opportunity to dismiss our dancers, clean our classrooms and bathrooms and then welcome in our next class of students. We will follow this schedule throughout the year and for the safety of our students and faculty. We look forward to the new season ahead and are so excited to dance with the children again!

**Classes begin September 11th!**

## Tuition Information:

<b><u>Tuition</u></b>		
	<b>10 Payments September-June</b>	<b>Costume Fee</b>
<b>1 class per week</b>	\$80.00	\$90.00
<b>2 classes per week</b>	\$152.00	\$180.00
<b>3 classes per week</b>	\$216.00	\$270.00
<b>4 classes per week</b>	\$272.00	\$360.00
<b>5 classes per week</b>	\$320.00	\$450.00
<b>6 classes per week</b>	\$360.00	\$540.00
<b>7 classes per week</b>	\$392.00	\$630.00
The rate of each additional class over 7 classes is \$56.00 per class per installment plus \$90 for each additional class costume.		

**All families MUST have a valid credit card on file to register.**

**Registration Fee: \$25 per family**

**We WILL NOT be registering students after February 1st.**

## **Tuition Policies:**

The dance season's tuition is divided into 10 equal installments, unless you choose to pay the year in full. Tuition is non refundable. For the 10 payment tuition plan, tuition is due the first of each month. There will be a late fee payment of \$25 if no payment is received by the 15th of the month.

No refunds or credits will be given for any reason.

You may also opt to enroll in our automatic payment program. Automatic payments will be taken out the 1st of every month. If you are enrolled in our automatic payment program, recital costume deposits will be charged to your account in October.

If no payment is received by the 15th of the month or no prior arrangement has been made with the office the credit card on file will be charged for any outstanding payments. A late fee of \$25 will be charged to your account for any payments not received by the 15th of the month.

**The amount of any single installment is NOT based on the number of classes for that MONTH; it merely represents one-tenth of the season's tuition.**

**Tuition is based on the season regardless of how many weeks are in a given month.**

If there is an outstanding balance at the end of the month on any account, the student will not be permitted to continue classes until the previous balance is resolved. This policy will be strictly enforced.

A service charge will be applied for all returned checks.

Payments may be made at the dance office or mailed to Shoreline Dance Academy 120 3rd Ave. Suite 51 Neptune City, NJ 07753.

Other: Tuition fees are outlined in this policy, however there are additional optional costs that will occur throughout the year and are unique to the individual student based on his/her class enrollment. These costs include: recital tickets, recital programs, costumes, recital video, individual and group pictures in costume, convention and competition enrollment fees. The recital is optional.

## **Costumes:**

We will hold our dress rehearsal & recitals the week of June 3rd. (As the recital dates get closer we will confirm the exact dates.)

Participation in the recital is optional. Costumes will be required for the recital and the costume fee is \$90 per costume per class.

Costume fees must be PAID IN FULL by October 15th.

Orders generally take 8-12 weeks to ship therefore we must order them early to ensure arrival for the spring. You may opt to begin payments on the costumes earlier than the scheduled payment, but payment is not necessary until the above dates.

### **Annual Holiday Show:**

We will hold our Annual Holiday Show December 3rd or December 10th (This date is subject to change.)

Costuming for the Holiday Show is simple. Information regarding costuming for the Holiday Show for each class will be given out closer to the date of the show.

### **Pictures:**

Something New Studios will be here in early spring (March/April - we will let you know the dates as soon as we secure them with the company) to take professionally posed photos in the dancer's costumes. All classes will get a scheduled time for a group photo and then if you choose you may get individual/sibling/friend photos. We ask that all students participate in the group photos, as they will be used in our program book.

**PURCHASING THE PICTURES FROM PHOTO WEEK IS OPTIONAL. YOU ARE NOT REQUIRED TO PURCHASE ANY PHOTOS FROM PICTURE DAY.**

### **Weather:**

In the event of inclement weather, please call the studio at 732-897-1112 for cancellations. You may also check our Facebook/Instagram page for updates.

### **Insurance/Participation Waiver:**

Shoreline Dance Academy is not responsible or liable for any injury that might occur during classes, rehearsals or performances to either you or your child. You are responsible for your personal property.

Shoreline Dance Academy is not responsible for lost or stolen property. While participating in classes at Shoreline Dance Academy you are responsible for being in good health and proper physical condition to participate in such activities. If you believe event conditions are unsafe or if you are unable to participate you will immediately discontinue participation. You further acknowledge, understand, appreciate and agree that your participation may result in possible exposure to and illness from infectious diseases, including, but not limited to, MRSA, Influenza, and COVID-19. While particular rules and personal discipline may reduce this risk, the risk of serious illness and death does exist. You knowingly and freely assume all such risks, both known and unknown, and assume full responsibility for my participation and exposure. It is necessary that we have all parents/guardians sign a waiver regarding participation in Shoreline Dance Academy activities/classes. If you have not electronically signed a waiver upon enrollment please contact the office and we will send you the link to our waivers.

### **Photography Waiver:**

It is necessary that we have all parents/guardians sign a waiver regarding photos of their child. We do take pictures throughout the year and we want to be sure that is ok with everyone. The pictures may be used in the newspaper or on our website.

**Online Communication:**

Please be sure that you have registered your family online on our website. We send out newsletters and all special announcements via email. If you need help accessing your online account, please let us know. If you do not use email, always check our website, visit, or call the office if you have any questions. Also new this year. In your JackRabbit parent portal all emails we send will be stored for 365 days. You can access those emails by clicking on the message tab in the upper right hand corner. When signing into your JackRabbit account it will tell you how many new emails you have not yet read as well. If you need help with your parent portal please contact the office.

You can also sign up for our text alerts:

**JOIN SHORELINE TEXT ALERTS!**

Text @sda4ever to the number 81010 & receive a welcome text from the Remind app \*If you have trouble, text @sda4ever to 732 749 9981\*

**Attire:** For your convenience we have an online dance wear boutique. Each class has the footwear and tight requirement outlined as well as some suggestions for leotards and accessories. You may also shop the full selection of dance wear through the store as well. We have a shoe sizing kit in the office if you need to size for footwear.



Check out our online dance wear boutique!

Students **MUST** wear their hair up securely for all classes and in a bun for Ballet Class. All ballet classes ages 8 & up are required to wear pink tights and a black leotard. A ballet skirt or booty shorts are acceptable over the leotard. All other classes must wear proper dance attire (leotards and tights of any color needs to be the base. Dance skirts/shorts, form fitting tanks, leggings can be worn over the base leotard and tights.). No baggy clothes or street clothes may be worn during class as it is important for the instructors to see the placement of the dancer's bodies. For acro/tumbling classes a leotard and leggings or footless tights must be worn (NO extra t-shirts/sweats/jewelry etc) barefoot.

**APPROPRIATE DANCE SHOES ARE REQUIRED.** (See below for appropriate footwear) No jewelry please. The instructor reserves the right to excuse any student from class who is not dressed appropriately.

**SHOE REQUIREMENTS:**

**All tap classes:** black tap shoes

**All pre level jazz classes:** black jazz shoes

**Jazz classes ages 8 & Up:** tan jazz shoes

**All Ballet Classes:** pink ballet slippers

**Modern, Contemporary, Contemporary Ballet & Lyrical Classes:** Foot thongs (optional) or bare feet

**Pre Pointe & Pointe Classes:** Pointe shoes

**All Hip Hop classes ages 8 & Up:** Jazz/Hip Hop sneaker or black jazz shoe

**Musical Theater Classes:** All shoes you own - shoe for recital will be determined based on costume

**Combination Ballet/Tap Classes:** pink ballet slipper & black tap shoes

**Combination Ballet/Hip Hop and Toddler Hip Hop:** black jazz shoes or black ballet slippers

**Other:**

Tuition fees are outlined in this policy, however there are additional optional costs that will occur throughout the year and are unique to the individual student based on his/her class enrollment. These costs include: recital tickets, recital programs, costumes, recital video, individual and group pictures in costume, convention and competition enrollment fees. The recital is optional.

**All classes can be viewed through a personal device live while the class is running.**

Shoreline Dance Academy welcomes you to share any questions, concerns, or feedback you have. The class schedule is tight therefore making it very difficult to communicate at great length between classes. Your feedback, questions and concerns are very important to us and we want to give you as much time as you would like to discuss anything that you feel necessary. Please leave your name, phone number and message on a slip of paper and give it to the office. The director will get back to you during the day in reference to your message.

Please refer to our calendar in our handbook for important dates throughout our year.

**We encourage all of our parents and students to help us make Shoreline Dance Academy a safe and nurturing environment for our students. Our staff will not tolerate any negative behavior in or outside of class. We reserve the right to remove anyone from class when negative behavior is observed. Please remember how we act or things we say may affect a child. Let this be a safe place for everyone. If you have ANY PROBLEMS OR CONCERNS, please come to me, Heather Wanner, immediately so that I may address them.**

**Welcome to Shoreline Dance Academy! We look forward to another exciting year as we begin this journey together.**

## **Shoreline Dance Academy School Calendar 2023-2024**

Monday, September 11th – Classes start

Tuesday, October 31st - Closed for Halloween

Wednesday, November 22nd - Sunday, November 26th - Closed for Thanksgiving

Sunday, December 3rd or December 10th: Holiday Show (Tentative)

Friday, December 22nd - Monday, January 1st – Closed for Winter Recess

Monday, January 15th - Closed for MLK Day

Friday, March 29th - Sunday, April 7th- Closed for Spring Recess

Friday, May 24th - Monday, May 27th – Closed for Memorial Day

Week of June 3rd - Dress Rehearsals & Recitals (Tentative)