



Parent/Student Handbook

Step 2 This Dance Studio Parent/Student Handbook

Welcome to Step 2 this Dance Studio! This handbook has been developed to answer many of the Frequently Asked questions about the studio. Please feel free to call us at any time with any questions.

Studio Address:

802 Sheridan Rd
Highwood, IL 60040
(815) 739-3187

www.step2.dance

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MISSION STATEMENT

Step 2 This Dance Studio is committed to providing high quality dance instruction in a fun and friendly environment. Our programs rely on a positive atmosphere for our students and parents. We believe that everyone should be given the opportunity to dance no matter the skill level, and we strive to give each student the individual attention they deserve to reach their potential. Students are our priority. It is our goal that they receive a positive education in dance. We aim for our students to not only become confident dancers but confident individuals.

STUDIO DESIGN

Our studio is designed for the dancer. We have Harlequin sprung floors that offer assurance of better protection from injuries for dancers.

CLASS DESCRIPTIONS

At Step 2 This Dance Studio we offer 8 styles of dance. Below is a brief description of each form. All classes are divided into levels, which are based on a student's ability. Our curriculum is heavily influenced on ballet technique.

BALLET/POINTE is the “backbone” of all dance training. In Ballet the student will learn grace, elegance, technique, discipline, flexibility, stamina, and endurance. We strongly feel that Ballet is the most important dance form.

JAZZ will focus on learning proper dance technique such as isolations of the body, improving performance quality, leaps, turns and jumps. Class curriculum is based on Ballet technique layered with traditional jazz movement. Students will be exposed to various styles of Jazz such as Broadway, Street and Contemporary to help develop a well-rounded dancer.

TAP classes are designed to develop rhythm, style and sound. Students will learn a variety of tap styles from Broadway to Rhythm Tap. Exercises focus on building flexibility of the knees and ankles, coordination, and speed of movement. The class emphasis is on developing proper Tap technique, producing clear tap sounds and having fun!

LYRICAL is designed for the students with previous training in Ballet. Students will explore exercises combined with basic techniques from ballet, jazz and modern. It emphasizes interpretation of music lyrics while telling a story with movement that can be fluid. We suggest students take this class with Ballet.

CONTEMPORARY is characterized by its versatility and can be danced to any style of music and united with other dance forms to create a new style of movement. This form allows students to explore their individual dance style outside of the structure of traditional Ballet and Jazz classes. Combinations will consist of abstract movements and will feature a wide variety of dance techniques, reflecting its “melting pot” nature.

ACRO is not the typical tumbling or gymnastic class, there's more dance technique involved. The class will focus on fundamental Acrobatic technique, teaching skills such as handstands, chest stands, cartwheels, bridges, walkovers, balance and contortion trucks, all at each student's individual level of experience.

HIP HOP refers to street dance styles. Classes will provide a structured method of learning various styles of movement and will incorporate dance combinations and routines.

LEAPS, JUMPS & TURNS is a class to help dancers with these often-challenging areas of dance. Classes are designed to help each dancer work on specific techniques and skills needed to improve their understanding and performance of these specific moves.

PRIVATE LESSONS are also available. What are the benefits of private lessons? The teacher will work one-on-one with students to help them address their individual needs. You don't have to have a specific problem or focus to take private lessons, but it helps to talk to your teacher about your goals and keep an open line of communication. Contact Ms. Kim to schedule a private lesson.

DRESS CODE

Our dress code was established to promote the instructor's observation of correct technique. Hair should be worn off the face and neck, and in a bun for all ballet classes.

BALLET.....Leotard, pink tights, pink ballet slippers, canvas or leather.

JAZZ.....Leotard, tan tights, or leggings, tan jazz shoes.

TAP.....Leotard, tan tights, or leggings, black jazz taps.

LYRICAL.....Leotard, tan tights, or leggings, tan jazz shoes.

CONTEMPORARY.....Leotard, tan tights, or leggings, tan jazz shoes.

ACRO.....Leotard, tan tights, or bare legs, bare feet.

HIP HOP.....Comfortable clothing, not too baggy, studio specific shoes. Contact Ms Kim for ordering.

LEAPS, JUMPS & TURNS...Leotard, tan tights, or leggings, tan jazz shoes.

We highly suggest the specific brands, styles, and colors below.

Capezio E-series Slip-on Jazz Shoes in Caramel for child and adult sizes.

Sansha "#1 Pro" Split-Sole Canvas or Leather in Pink or Ballet Pink for adult sizes.

Sansha "Star Split" Canvas Split-Sole Ballet Shoes OR Bloch "Dansoft" Leather Full-Sole Ballet Shoes in pink for child sizes.

***see page 14 to order through the studio or for dance supplier suggestions.**

CLASS PLACEMENT

We believe that it is important for a student to be placed appropriately so that he/she can get the most out of class. Initial student evaluation involves determining a student's present ability in light of previous dance experience, individual skill and muscle development. New students age 8 and younger should register for a class according to our age guidelines. Some students who are placed in a higher level will become discouraged and only lose their passion for dance. While others respond to the challenge of being in a class with students who are more proficient by pushing themselves to work harder, any questions regarding placement should be directed to Ms. Kim.

FOR OUR PARENTS

PICK-UP/DROP-OFF PROCEDURES: Please ensure your student is dropped off with adequate time for drinks, restroom use, and for putting shoes on, as to minimize classroom disruption. Please also ensure that your student is picked up within 15 minutes of the end of his or her class. Students are required to stay inside the building until an adult comes inside to take them home. For student safety and traffic congestion purposes, it is REQUIRED that you park your car in a space.

WAITING AREA: Please keep the noise level down when in the waiting area as to not distract the dancers. If any toys or books are used please clean them up when you are done. Let's work together to keep the studio clean.

FOR OUR STUDENTS

The first step to becoming a successful dancer is making a solid commitment to your classes. Strong technique is a key ingredient and class is where you develop that technique. Come to each class prepared to learn. Class time is your chance to focus on yourself, so try to leave all your concerns and worries at the studio door. Dance full-out, stretch a little farther, become more aware of your technique and make the most out of every class.

Respect is essential. Listen to each correction given, whether it's directed at you or another dancer. A correction is an honor; it shows you how much a teacher cares about your progress as a dancer.

Come as early as you can to warm-up.

Be on time and ready to enter the room after the previous class is finished.

No jewelry.

Hair must be secured in a bun for ballet, pulled back for all other classes.

Movements other than the one being addressed by the instructor should not be practiced during that time.

Listen to all corrections given to you and the other students in class.

Do not talk during class.

Give it your best!

STUDIO POLICIES

TUITION is paid in advance and **must** accompany the registration form. We accept MasterCard, Visa, Discover, AMEX, checks and cash. We offer a 5% discount if a dancer takes 3 or more classes. **There is yearly \$20 registration fee.** There will be a \$25/month added charge for any account not paid in full by the 3rd class, and a \$35 returned check charge.

REGISTRATION is on a first come, first served basis. Class size limitations will be strictly observed, and we require a minimum of 4 dancers to run a class and a maximum of 15. You will be notified if a class is closed or cancelled.

REFUNDS are not made once a session is underway unless a class is cancelled or there is a medical condition which prevents a student from dancing.

ABSENCE/MAKE-UP CLASSES are available within 1 month of the class missed. Contact Ms. Kim to schedule a make-up class. There will be NO refunds for missed classes.

MEDICAL SITUATIONS may prevent a student from dancing. A letter must be presented from a doctor stating the medical condition and the number of days a dancer is unable to participate in class. A credit determined by the number of days absent will be issued towards tuition. If a dancer is physically unable to participate in class, they should try to continue to attend and observe their class, so they do not fall behind.

LOST ITEMS can be found in the lost and found box. Please label all belongings. The studio cannot be held responsible for lost items.

TARDINESS All students are expected to arrive on time and in the appropriate attire. We understand that circumstances may delay you, sometimes. If you are more than 10 minutes late, you may be asked to sit and watch the class. Classes include time to warm up muscles and jumping into a class that has already started may cause an injury.

FOOD ALLERGIES Please let us know of any food allergies your child may have so it can be added as a note on your account. If you have any questions regarding this matter, please contact us.

INCLEMENT WEATHER

The safety of our students is of utmost concern. If the weather is bad (snow, ice, dangerously cold), we may cancel class. Generally, we try to follow NSSD weather closures. Classes will not be rescheduled, and refunds cannot be offered.

Please call the studio or check our Facebook page for Inclement Weather updates. We will not make individual phone calls.

PARENTAL INVOLVEMENT

We encourage parental involvement by sending home newsletters and emails with information about important studio news and events. Towards the end of each session parents are invited to a Parent Observation class. Please remember that this is a class and we ask that you observe respectfully. If a parent cannot attend the Parent Observation class, we encourage him/her to make arrangements with Ms. Kim to observe another time. Parents are welcome to wait in the waiting area. Please remain silent during class and have your electronics on silent or vibrate as to not interfere with class instruction.

DANCE PERFORMANCE

We conclude each year with an annual performance, usually held the first weekend of June. The performance consists of dances choreographed from steps that the students have been working on all year. Students begin learning the choreography before Winter Break. Only a portion of class time is dedicated to learning the choreography. If you choose not to participate in the recital, please continue to attend class as we will continue to introduce new material. Additionally, those students who choose not to participate in the recital will still learn the dance with the entire class.

DRESS REHEARSAL is scheduled the Friday afternoon/evening before the recital. This helps the dancer understand the expectations for the performance. It helps the dancer get his/her bearings on stage and develop a level of comfort in front of an audience. Dress rehearsal should be a priority for every dancer.

COSTUMES Each class is required to purchase a costume for the annual recital. Costume forms will be passed out in November.

TICKETS Each audience member is required to purchase a ticket. Ticket sales cover the cost of the theater rental, stage technicians, program printing and much more.

DANCE SUPPLIES

There is a list of all the shoes and tights requirements on page 7.

We have shoes and tights available at the studio for purchase. Contact Ms. Kim for more information and to place an order. We highly recommend the below dancewear stores.

www.discountdance.com please enter our Student ID TP108569.

Allegro Dance Boutique
2114 Central St
Evanston, IL 60201