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## **INSPIRE PERFORMING ARTS CENTER 2021-2022 HANDBOOK**

**PLEASE NOTE:** This is a **very important document!** Please put it in a place where you can refer to it as questions come up during the dance season. (It is also on our website). **ALSO:** We post pertinent information regularly on our **Facebook page and send emails to our IPAC families.** We ask that you take the time to read as they will answer most of your questions.

### **Tuition**

Tuition is based on the dance season regardless of how many weeks are in a given month. **Tuition is due on the 1st of each month from September-May.** A **Recital Fee**, which equals a **half month's tuition** is due along with your May tuition payment. This serves as a recital fee to help pay for the instructors' time and use of our recital facility. All payments in the form of cash or check can be deposited in the drop box in the lobby of our studio. Credit card payments can be made through the Parent Portal, which is found on our website: [www.inspirepacohio.com](http://www.inspirepacohio.com). If tuition has not been paid by the 10th of the month, a **\$10 late fee will automatically be applied to your account.** There is a **non-refundable** registration fee due for EACH student enrolling in our 2021-2022 dance year. Registration is \$20 for the first child and \$10 for each additional child.

If your dancer is withdrawing from a class, please notify IPAC immediately **via studio email: [inspirepac.oh@gmail.com](mailto:inspirepac.oh@gmail.com).** Without notification, fees and tuition will continue to be added to your account, for which you will be held responsible. After 30 days, IPAC holds the right to send outstanding fees to collections.

Below are the 2021-2022 tuition rates. To determine tuition, calculate the number of hours your family is in class per week and find the corresponding amount on the table below. The overall rate for group classes decreases as the number of class hours increases. This provides a built-in multiple class discount.

Hours	:00	:15	:30	:45
0			\$37	\$43
1	\$50	\$59	\$67	\$74
2	\$81	\$87	\$93	\$99
3	\$106	\$112	\$118	\$124
4	\$130	\$134	\$138	\$141
5	\$145	\$147	\$152	\$156
6	\$160	\$162	\$164	\$166
7	\$170	\$172	\$174	\$176
8+	\$200			

The **maximum** payment per student is \$200 per month for unlimited classes (8 hrs. or more). For a Family Unlimited Package (2 or more dancers in the same immediate family), there will be an additional \$25 due per child. For Example: A family with three children is enrolled in 10 hours of class a week each month. They will pay \$200 for the first Unlimited Package, and an additional \$25 for the next child resulting in a monthly tuition rate of \$225, two additional children would be \$250 per month.

### **Costumes**

Dancer's instructor will choose a costume they are to wear for the recital and show it to the parents and students. Children will be measured during class and costumes will be ordered. Closer to recital time additional instructions regarding shoes, hair, and make up will be at the studio and posted on our website. If you have any questions regarding this, feel free to reach out to your child's instructor.

Recreational class costumes (not competition) range from \$55 to \$75 each. This season we will automatically be sending home the required type/color tights **along with each costume** and \$10 will be added to your account for each pair. This way we know every dancer has what they need and there is no last minute rush on tights come dress rehearsal/recital time. This new way will make things much more seamless for both the studio and parents.

A costume deposit of **\$35.00 per student** is due by **November 1, 2021**. **All costumes are to be paid in full by March 1, 2022**. **If your costume is not paid in full by that date, your child will not be able to participate in the recital.** *If your dancer is not participating in the recital, you are responsible for letting the studio know **via studio email no later than November 1, 2021**, otherwise, a costume will be ordered for you and you will be held financially responsible.*

## **Dress Code**

Dress code will vary from class to class depending on the style of dance. **All students must have their hair pulled back off of the face for every class. NO jewelry is allowed**, and the instructor has the right to ask that it be removed. Dress code will be strictly enforced, as it is imperative for proper instruction and safety. If a dancer is not following dress code, your teacher will send home a written warning. Please see below for details on each class' dress code.

**Ballet & Pointe:** Leotard, pink tights, ballet shoes. Optional: Form fitting shorts, ballet skirt, leg warmers. No baggy clothes will be permitted in ballet class. Bodylines must be visible to ensure our teachers are able to accurately assess technique and give students the best instruction possible.

**Jazz, Tap, Lyrical, Contemporary:** Form fitting dance apparel such as a leotard, supportive sports bra (no bralettes), tights, dance skirts, form fitting shorts, and yoga pants are permitted. Shoe requirements vary and will be issued by your instructor the first week of class.

**Hip Hop:** Loose clothing that allows the dancer to move, clean soled tennis shoes. All Hip Hop dancers must wear attire over their knees to avoid injury (pants, tights, etc).

**Acro & Acro/Cheer:** Leotard or fitted tank top, shorts or leggings. Optional: Tights

## **Studio Breaks - No Classes Held These Dates**

- 1) Thanksgiving: Thursday, November 24 and Saturday, November 27
- 2) Christmas: December 23, 25, 27, 28, 29, 30, 31
- 3) Spring Break: Monday, March 28-Saturday April 2
- 4) Memorial Day: Monday, May 30

## **Watch Weeks**

Watch Weeks provide families with the opportunity to view their child's progress throughout the dance year. On these days, parents/loved ones are invited to come into the studio and watch their dancer's class(es). We ask that each dancer bring **no more than 2 spectators per class. Watch Weeks are for Recreational Classes only! Thank you for understanding!** The date are as follows:

November 1-6  
January 10-15  
March 14-19

## **Safety Issues**

Masks are optional for all children as well as fully vaccinated adults.

**We will be continuing our drop off policy into the 2021-2022 season.** This is to create a safe, student-centered environment for our dancers. It also ensures that we are aware of all persons in the building and can provide your child with the safest experience possible. We ask that all dancers in Level I and above continue to be dropped off by a parent at the studio door. We will come outside to greet your dancer and take her/him to their classroom. Mini Movers parents may briefly come into the studio to drop off their child, but then we kindly ask that you wait outside of the building for your dancer for the duration of class. Upon finishing class, we will walk them to the door and see that they get to you safely.

## Attendance

Make every effort for your child to attend their weekly class. Attendance is imperative to your dancer's learning, and also the progress of the class and routine as a whole. If your child does miss a class, **send an email to the studio office as soon as possible via email (inspirepac.oh@gmail.com)** . There will be no refunds given for a missed class, however, your dancer is welcome to take another class on their level **within the month that the absence occurred. You will need to notify the office prior to your child attending their makeup class via email.**

For Example: Charlotte missed her Jazz II class October 5<sup>th</sup>. She can come to any Level II class (Ballet II, Hip Hop II, Tap II, Lyrical II, etc), through November 5<sup>th</sup>.

## Social Media

Please be aware that some students have not agreed to be photographed and, therefore, any videos taken at the studio cannot be shared via social media unless given permission by the parent of the child.

## Class Placement

All new students to IPAC will be subject to review and level placement. We will place you in the class that best fits your current age and skill level. We may have your dancer try multiple level classes before deciding the appropriate level. Current students will continually be evaluated by the IPAC staff and will be advanced into higher-level classes as appropriate.

## Pointe Classes

Prospective pointe dancers must be evaluated and approved by the IPAC staff. The prospective dancer must be at least 10 years old and have prior ballet training. Pointe dancers are required to take a minimum of one ballet class per week in addition to their pointe class. Please be aware that the IPAC staff has the right to remove any dancer from dancing on pointe if there is an issue of safety for the dancer.

## Private Lessons

Private lessons are available to students ages 5 and above in all styles of dance upon request and are based on instructor availability. Each private lesson will be 45 minutes in duration with a fee of \$35 to be paid to the office **prior to the start of the lesson**. Parents are not permitted in the studio **unless invited by the instructor**.

## Behavioral Policy

Our goal is to provide a high quality education in the art of dance by offering a positive, student-centered environment. In order for this to be achieved, it is imperative that our students maintain appropriate behavior in and out of our dance classrooms. IPAC has a zero tolerance bullying policy and will reprimand any behavior that is disruptive or disrespectful to other students, the instructors or the class as a whole. We have a three-strike bullying policy by which both parents and students are held to. The first strike will result in a verbal warning, the second strike a written warning, and on the third strike a family may be dismissed from the studio.

Our instructors are here to help and want to keep the lines of communication open. Feel free to reach out to your child's instructor with any questions or concerns so that we can keep IPAC a positive and productive environment! We are very open to constructive feedback and can use it as an opportunity for growth!

## 2020-2021 IPAC Dance Recital

Our tentative recital dates are Friday, June 3 and Saturday, June 4. There will be dress rehearsals in the evenings the week prior. **Almost all students perform in the recital, but if your dancer will not be performing in the recital, please let the office know immediately via email**. Additional recital details will be made available closer to the time of the performance.

*Thank you so much for choosing*  
**INSPIRE PERFORMING ARTS CENTER**  
*for your child's dance education!*