



BORN TO PERFORM
— S T U D I O — 

A large, hand-painted style circle in a vibrant cyan color, serving as a background for the main title.

STUDIO HANDBOOK

FOR
TEAMS AND TROUPES

1/Philosophy/Mission/Values

The creation and purpose of any of our performance groups, teams, and troupes is to further instill the bond and community that the performing arts thrives on. Through our various performing opportunities, showcases, competitions, and conventions, we have an opportunity to develop strong and powerful individuals as they learn to compliment each other, build each other up, support each other, and challenge each other. As we train and perform together we grow together and become the best version of ourselves for the betterment of our team. We aim to instill values of teamwork, discipline, conflict management, communication, empathy, community, kindness, excellence, integrity, and trust in our studio performers. These values in turn help us to grow our students into kind and generous life-ready adults through the performing arts. We commit to providing our performers with amazing teachers that have professional credentials and align with our values, follow our curriculum, and training programs. We commit to promoting a well balanced performing arts experience through developmentally appropriate music, choreography, and training to uphold our responsibility to create a safe and healthy environment to develop the whole artist, in and out of our studio home.

2/Class Requirements

All of our Musical Theatre Competition Teams have a requirement of technique classes that compliment the team they are performing in. We've made the requirements simple to follow:

COMPETITION TEAMS

Performers placed in our Select Competition Team must take *at minimum* a **Musical Theatre Foundations** weekly class in their age category (Junior/Senior).

Performers placed in our Advanced Team must take *at minimum* a **Musical Theatre Foundations** weekly class in their age category (Junior/Senior) AND be placed in a level 2 in at least one placement skill (dancing or singing).*

Performers placed in our Elite Team must take *at minimum* a **Musical Theatre Foundations** weekly class in their age category (Junior/Senior) AND be placed in a level 2 in BOTH placement skills (dancing or singing).*

*Class type will be recommended depending on their individual strengths and improvement needs.

All performers in Born to Perform Studio's Competition Teams are required to take the weekly Competition/Material/Technique class for their assigned team(s) on Saturdays.

In addition to weekly technique classes, performers should be singing, stretching, reviewing choreography, and keeping a conditioning regimen at home to ensure they are prepared each week for new challenges in the classroom. Dedication to training does not start and stop as they enter and leave the studio each week.

3/Attendance Policy

- Competition Team members are only allowed 3 absences per class per Competition Team Session (Aug-Feb and Feb-June).
- All absences must be communicated with the studio through email - borntoperformstudio@gmail.com. Absences for Mandatory studio showcases and events or pre-planned vacations MUST be submitted 30 days in advance. If a performer is sick or injured, a doctor's note needs to be submitted to the studio office. All absences should be communicated by a **parent** prior to the class beginning.
- The absence policy applies to all classes as well as performance rehearsals the performer is enrolled in.
- Performers in any Team are not allowed to miss the 2 classes before a competition, showcase, or event. Students that are absent may be removed from choreography, any solos replaced, or removed from a number completely.
- Students will be given a warning and a parent meeting will be called should a student accumulate over 3 absences per class/rehearsal per semester. Students with excessive absences may be placed on an attendance contract. Extenuating circumstances will be evaluated on a case by case basis. Excessive absences may also result in a performer losing the privilege of participating in a section of a number, in an entire number/event, and/or having a solo/duet/trio.
- Should a Team performer become injured, he/she should still attend and actively observe class (no homework, phone, etc.). Team members that are ill (fever, vomiting, diarrhea) should stay home. A doctor's note may be required.
- Should a Team member develop a conflict with his/her class and participation in a school athletic team, leadership position, or performing arts production, he/she will need to meet with the teacher and Team or Troupe Director to develop a plan for participation in both groups. Please do everything possible to avoid conflicts with your classes.

Communication is key. Please make sure you are communicating with the teachers and Born to Perform Studio Directors about absences. We value your time and conversation. We encourage you to come talk with us if your performer is feeling

overwhelmed so that we can actively work together to determine a course of action best for your child.

If your performer misses mandatory events he/she may not be eligible for certain Teams in the following studio seasons. Please check your calendar carefully. Born to Perform Studio Teams are a team commitment and your dedication as a family is key to the success of those Teams. If you are sick/injured/or an emergency arises that makes you unable to compete or attend a mandatory event, the teachers have the right to pull an alternate or a performer from another group to take your place. **Fees for competitions are non-refundable.**

Absences affect the entire group and cause delays in technical development as well as disrupt and delay the choreographic process. This causes frustration for the teacher and students in the class. If you cannot fully commit to attending all classes, all rehearsals, and all events we can work together to find classes and/or programs that will fit your commitment level. You are part of a team, and the team can only be effective if EVERY member is present and fully committed.

4/Required Extra Company Supplies

Performers in any of our Competitions Teams are required to purchase a team T-Shirt and Team Jacket.

Company Gear

Company Jacket \$75

Company T-shirt \$25

5/Communication

Competition Team parents will have their own private BAND Groups they will need to join. Parents will join these groups in order to stay abreast of the latest news. In addition, rehearsal videos will be posted in the BAND Group after new choreography/material is taught. Performers and Parents should be reviewing DAILY. The Competition Team BAND Group is for sharing information, coordinating events, and sharing kudos and congratulations. It is not a forum for complaining, discussing policies, or petitioning to change schedules or standards. If you have an issue, you should email the Directors. The BAND Group will be our main form of communication and coordination for events and latest news. We reserve the right to delete any comment,

post, or member for any reason at the discretion of the Team Coordinator and Studio Directors.

We will also communicate through email. Please make sure you check your email regularly, and make sure borntoperformstudio@gmail.com is a saved contact. This will help avoid your emails from landing in spam.

You may also text or call the studio. No texts are permitted to teachers, coaches, or directors personal cell phones. This will help us better communicate as a team and better answer any query you may have in the most efficient manner.

Please do not use the general Private Born to Perform Parent Facebook Group for questions regarding Teams.

6/Conflict Resolution/Social Media

Most importantly, we want all of our Team members to have fun, make lasting memories, and grow as performers and humans! When people work closely together for many hours a week there is bound to be conflict and miscommunication. Should there be an issue with another Team member, parent, or Teacher please contact the Team Coordinator and Born to Perform Studio Directors and have a conversation. We are always here to help! The sooner we can resolve a conflict the better. Please do not discuss your problem with other parents, students, or with teachers without first informing the Team Coordinator and Studio Directors. Most issues can be resolved quickly without drama if you simply talk to or ask the Team Coordinator and Studio Director. We are a drama free studio. We will not tolerate gossip, bullying, drama or mob mentality. If you have an issue you may **INDIVIDUALLY** discuss your specific issue.. Angry, abusive, threatening emails will not be tolerated. You may state the facts of your concern or complaint and then explain how you would like for us to handle the situation/resolve the conflict. *You must offer a solution.* We cannot always act according to your wishes, for a variety of reasons, but we will be happy to explain to you the situation and how we are able to help you.

We cannot control what our students do outside of the studio. However, we do ask that you please consider other studio members' feelings when planning parties, etc. If you are not inviting a whole group of students please do not talk openly about the party in class or at rehearsal. Feelings are hurt when you are the one or two kids who are not invited to parties.

We also cannot control what our students post on social media. However, should a social media post become harmful and cause an issue that is brought into the

classroom we will intervene. A great rule of thumb is to post only things that are TRUE, HELPFUL, INSPIRING, NECESSARY, or KIND. Social media is a great way to communicate, but it can also be very hurtful if not handled properly. We reserve the right to remove any comment, post or member for any reason from the Facebook page. We will not tolerate negativity, complaining, or drama.

7/Placements

The teachers and directors are constantly monitoring each performer's growth and ability level. During summer auditions, an assessment will be conducted in the form of an audition to assure that each performer is placed in the best level classes for their continued growth in the studio. At the end of this audition, placements for the **Act 1 2025-2026** season will be made and all decisions will be final. A new round of auditions/recommitments for Act 2 will happen in January.

Should you have a question about your child's placement you may set up a meeting with the director and teachers. We will be glad to share our assessments with you. All of our staff have extensive training in acting, singing, dancing, and performance as well as teaching methods. Your child may be spectacular in some areas and struggle in others. Our goal is to make sure every performer builds a strong, solid foundation in technique and performance. We also want to make sure our performers build confidence. Many things are considered when placing students in levels – age, technical ability, performance ability, personality type, maturity, and how the performer compliments the others in the group. In every class every performer receives differentiated instruction. Each student is constantly challenged, given goals, and pushed to achieve more.

"The only performer you should compare yourself to is the one you used to be."

It is important to know that while these activities are for our performers, parents also come to this team as a group package with their child. Therefore, parent behavior may affect a child's placement on a team and any parent activity that goes against our values and policies may result in removal of the performer from the team.

8/Goals

Each performer will be given specific goals at the beginning of the year. Goals may be technical or performance in nature. Each performer's goals will be specific to him/her based upon the evaluations from the teachers. Performers and Parents will have a one on one goal setting meeting with the Team Coordinator and/or Studio Directors.

9/Withdrawal

Students that withdraw from any Competition Teams during a studio season will be required to pay certain fees associated with Costumes, Rehearsal Fees for Performers to replace them in Choreography, and any other expenses the studio may have incurred for that performer. Team and Troupe members that withdraw from the minimum required classes for their level/Team will be removed from their designated group(s) and not allowed to compete/perform for the remainder of the season. All fees paid will be forfeited to that point. Re-entering a Team is done through summer and/or winter placement classes/auditions only. You may not be placed in the same Team level/group that you were in. You will be responsible for any competition or costume fees that have been paid on your behalf for future events.

10/Performance/Outside Events Etiquette

All of our Team members are required to perform in some of our events during the season. These performances are a wonderful way to grow your confidence and your chemistry and bond with your team. That being said, we inherently lose a bit of control outside of our studio walls and therefore we expect all of our Team Members to maintain etiquette during showcases, recitals, events, and other activities outside the studio.

- Uphold the Born to Perform Studio dress code while showing your individuality. Comp Team should be in Jackets and Shirts while Troupes should be in their shirts. Lanyards with their names should also be worn between performances.
- Be on time – which means being EARLY! Use your time before performances/events to warm up your body and voice..
- Show respect for all adults
- Wear the proper shoes
- Watch other groups/performances respectfully
- Do not carry on side conversations during the event
- Cheer on everyone – people from our studio as well as those from other studios
- No trash talking or snide comments about anyone
- Be mindful of your space – apologize if you accidentally run into someone
- Keep your stuff together, zipped up, and out of the teaching space

11/Convention/Competition Etiquette

All of our Competition Team members are required to attend Musical Theatre Competitions of America (MTCA). This is both a Competition AND Convention for Musical Theatre performers/students. Conventions are a wonderful way to expand your knowledge of performing and improve your skills. You get the opportunity to learn from different teachers and choreographers, each with their own unique style. We expect all of our Competition Team Members to maintain etiquette during conventions like MTCA.

- Uphold the Born to Perform Studio dress code while showing your individuality. For auditions, wear bright colors, stand out! You should have your Competition Team jacket on hand to wear between events.
- Be on time – which means being EARLY! Use your time before classes to warm up your body so you are prepared for the first instructor.
- Show respect for all adults
- Try every class and every workshop - nothing offered at convention is “optional”
- Have your hair up
- Wear the proper shoes
- Participate in all classes and try your best and go for it! – don’t stand in the back the whole time
- If you need a break, sit quietly and actively observe. You should never be on your phone
- Watch groups respectfully
- Do not carry on side conversations during instruction
- Cheer on everyone – people from our studio as well as those from other studios
- No trash talking or snide comments about anyone
- Be mindful of your space – apologize if you accidentally run into someone
- Keep your stuff together, zipped up, and out of the teaching space

12/Competition Philosophy

Performing Arts, whether dancing, acting, or singing, is an art form that is meant to be shared with an audience. While we do attend competitions, we choose to attend for the performance opportunity and feedback only. We do not brag about our placements. We do not stress winning and competition against other performers or groups. We see competition as a way to gain valuable feedback from professionals that we can use to continue to grow as performers and artists. We carefully choose which competitions we attend based upon the atmosphere, their philosophy, and the manner in which feedback is given. We focus on teaching developmentally appropriate and correct technique versus tricks and hyper flexibility that causes injuries. Our numbers are choreographed and staged as pieces of art - not pieces that show off tricks and have no substance. We stress to our students the importance of making a connection with their audience through their performance. We aim to make you feel something when you watch us

perform. Competitions are expensive. Performers do not “make it” or “get discovered” through competitions. They are a great opportunity to work on performance skills, and some give very helpful feedback. The focus should never be on placements or winning. It should always be on improvement.

13/Competition Etiquette

- Be kind and respectful to everyone – but especially to your parents
- Arrive with hair and make-up done. Do not rely on staff to do your hair or make-up.
- Being on time means being EARLY! Warm up before taking the stage. Get your heart rate up and stretch your muscles. Vocalize!
- Keep your things together and mind your space in the dressing rooms
- FOCUS – competitions are fun, but your focus needs to be on your numbers
- Make sure you have packed all of your costumes, shoes, accessories – TRIPLE CHECK! We can usually help you replace or borrow an item **BEFORE** competition, but there will be consequences if you show up unprepared to any event.
- Do your best and know that we love you no matter what the results
- Cheer on your teammates and people from other studios – show exceptional sportsmanship

14/Competition Budgeting

Born to Perform Studio does not collect any additional tuition outside of your class tuition and rehearsal times for Competition Training. Your tuition covers training, communication, planning, ordering of materials, editing music, meetings, phone calls, emails, etc. You may opt to enroll in the ALL-IN package that will provide the most value for your monthly tuition. Your regular monthly tuition does not go towards any events, performances, or Competitions. Competition Fees/dues go straight to the entry fees for our groups, solos, duos, and other entries. A premium is included in your entry fees to help cover the cost of your directors, coordinators, and teachers to attend Competitions/Conventions with your students and includes their time, coordinating, expertise, lodging, travel, and mentorship throughout the event(s).

Entry Fees are due at the time of registration. Payment plans are available upon request.

MTCA entry fees are scheduled by automatic payment (due September, November, and

December) or can be paid upfront at the time of registration.

Any Chaperone Packages are due at the time of registration or billed automatically in November.

Additional entry fees for solo or duo categories are due at the time of registration or billed automatically by December's final payment.

MTA entry fees are due at the time of registration for Act 2.

Born to Perform Team and Troupe Contract

This contract is due to the office no later than September 2nd.

By signing this contract you are agreeing to abide by the expectations for all Competition Team members. You understand that attendance for class, rehearsals, performances, and events is mandatory. You agree to abide by the attendance policy. You agree to communicate with the teachers, coordinators, and directors in a positive manner. You understand that decisions made by the teachers, coordinators, and directors are final. You may schedule an appointment to discuss any issues. Issues are not to be discussed during rehearsal, class time, at performances, or on social media. You understand that BTPS requires full commitment and dedication from each member. You agree to make this commitment, and should you be unable to follow through with your commitment you will inform the teachers and directors immediately. You understand the financial commitment for your designated Team and agree to pay for all required costs - tuition, costumes, competition, convention, travel fees, commitment fee, and any prop fees. Should you withdraw early from Born to Perform Studio Teams you understand that you are responsible for all remaining fees, and any fees already paid are non-refundable.

Parent Name _____

Parent Signature _____ **Date** _____

Student Name _____

Student Signature _____ **Date** _____