

Dance Magic Performing Arts Center 2023-2024 Company Handbook

Dance Magic Performing Arts Center is your full performing arts facility, around since 1981. Offering a professional staff and facility to offer a quality education in the arts. Balancing technique in the classroom with the performance on stage, DMPAC is the leader in the well-rounded training of today's young artists. The center offers a wide variety of styles, including but not limited to jazz, tap, ballet and musical theatre. These classes are offered to preschool students through pre-professional level. Like most studios, we offer much more than dance classes. We have a comprehensive program designed to teach, develop, and showcase skills and talents. We also strive to instill a passion for the performing arts in the students.

Our Vision

While we focus on individual dance technique, skill development and goal setting, we also foster an environment of teamwork, care for one another, and synergistic group mentality. We believe that dance is training for life. We want our dancers to become responsible individuals, develop self confidence, have excellent character, learn to make positive choices, and ultimately be role models in the studio, in their schools and communities, as well as leaders on the stage. We believe they do that by working hard not only on their own, but within a team environment as well. We believe that everyone's role in the company is equally important and therefore we expect an equal commitment from them all. We also believe that with parent support and clear communication we can help your dancer become the best version of themselves in all aspects of their life!

Company Programs

DMPAC offers two inclusive performing arts company programs for students ages 5-18 who show an aptitude and passion for the arts. For both programs, the student will receive training in all disciplines of dance along with numerous performing opportunities including, but not limited to, ballets, recitals, and competitions. Company-Pro offers the additional opportunity to focus training more on convention participation in addition to the other performance opportunities listed above. The placement of your dancer is by invitation/audition only.

Commitment

Company/Company-Pro participants are required to participate from July of the current year through June of the following year. All students and their parents will be required to sign a parent/student agreement. DMPAC Company/Company-Pro members may participate in 2-4 conventions, 2-4 regional competitions, and one national competition (odd years only). All dancers are required to participate in all regional and national competitions. Conventions are optional for Company members and required for Company-Pro members. Rehearsals will be mandatory the week prior to any studio performance (competition, convention, ballet, recital, etc.). Any violation of this commitment may result in the dancer's immediate removal from the DMPAC company program.

For any reason, the DMPAC director/studio owner has the right to dismiss a dancer/family from the program and/or studio completely. If a dancer is removed and/or quits, no refunds will be given. This includes, but is not limited to costumes, tuition, private lesson fees, competition fees and/or fundraising profits. If a dancer quits mid-season, they will not be welcome back for any of the remaining part of that season. It will be at the discretion of the DMPAC director/studio owner if they are able to return in the future.

Attendance

Attendance is mandatory for all company classes and rehearsals, and student absences will be recorded. When it comes to school and family activities, you will find DMPAC to be accommodating and flexible. However, by accepting placement in the DMPAC company/company-pro programs, you have agreed that this is a priority in your schedule. In addition, any time guest teachers/choreographers are provided for company/company-pro dancers, attendance is mandatory.

Missed classes for any reason other than illness or emergencies must be cleared through DMPAC studio director/owner. If ill, dancers will not be permitted in the studio unless they have been fever free for 24hrs. If a teacher believes a dancer to be ill, they will be sent home. Dancers are required to attend classes and rehearsals if injured so long as the injury permits them to be mobile. Being a well-rounded individual is important and we at DMPAC fully support students to pursue other activities, however when it comes to participation on a competitive team, students must be present to achieve the best results.

Dancers are responsible for learning any material they missed while out. It is not the choreographer's job to reteach material from previous weeks to absent students at the next rehearsal. Choreographers also have the right to remove dancers from sections/pieces due to absences.

If your child is unable to attend classes, rehearsals, etc. for any reason, please email the studio director and report your absence in the studio app.

Dance Education Passes

We are allotting each Company/Company-Pro member two excused dance education passes to use to help further their dance education. One dance education pass may be used each semester. These passes can be used for a convention, competition (as a soloist), workshop or classes outside of the studio. These passes must be approved by the studio owner/director prior to use. They may not be used the week prior to a competition, convention, ballet, recital, etc.

Summer Intensive & Auditions

Each summer we offer our students a two week dance intensive. This enables our students to work further on technique development, as well as mix dancers around to further challenge them. The intensive is a vital part of our audition process and assists us in developing the competition groups for the season. During auditions, as well as the intensive, dancers are evaluated on their technical ability, artistic maturity, performance quality, and work ethic.

Please note- Dancers may be cast into different group routines based on the vision of the choreographer, as well as the dancer's drive, technical skills and ability to make corrections. Placements in every style of dance are not guaranteed. Company placements and casting for routines are announced in August, after the Company Summer Intensive. Company levels are subject to change each season depending on the talent and demand of our students who audition.

Financial Commitment

There are financial obligations and commitments that must be agreed to as a member of the DMPAC Company/Company-Pro program. Tuition will be due on the 1st of each month, and late after the 15th. A late fee of \$25 will be applied to your account. All other fees will be due at the time of invoice. Fees are evaluated each season and subject to change. An itemized list will be provided in addition to this handbook.

In general, our company programs have the following fees:

*not all fees may apply to each student

Annual Registration

Monthly tuition

Optional specialty fees (solos/duets/trios)

Annual rehearsal fee

Performance and competition fees

Convention fees

Choreography fees

Costume and prop fees

DMPAC apparel

Booster Club fee

...and other miscellaneous items.

Season Dress Code

Dance wear is required for all classes.

- Black leotards and pink tights are required for ballet class. Hair in a bun.
- For all other styles you may wear black sports bras/tanks, biker shorts/leggings, leotard/tan or pink tights. No loose fitted clothing, except for Hip-Hop.
- Rehearsals: all black attire
- Proper dance shoes will be required for each class. Kinney Dancewear in Noblesville has a list of our studio's preferred shoe styles. Additional shoes may be needed as part of costuming.
 - o **Kinney Dancewear**
14753 Hazel Dell Crossing #600
Noblesville, IN 46062

Code of Conduct

Families who do not comply with their payment obligations may be charged a late fee, and/or excluded from performances. External debt collection may occur when fees remain overdue, and this will be at the expense of the client. Any questions must go through the studio owner/director. Personal meetings with the studio owner/director can be arranged via email. Parents and students are not permitted to contact DMPAC teachers via phone, in person, or via email / social networking with studio issues unless it has been discussed with the studio owner/director. If a parent or student shows disrespect or defamation to any other parent, staff member or student, a meeting will be called immediately, and dismissal may be considered at the discretion of our studio owner/director. Physical, mental, emotional, or cyber bullying by parents or students will not be tolerated and may result in dismissal from the studio.

Social Media & Technology

Please remember that your privacy on social media is never guaranteed and to exercise caution when posting images or videos. Should you wish to engage on social media while identifying as a member of DMPAC, you may only do so with integrity and respect. Any content regarding sensitive studio information may not be shared online. While affiliated with DMPAC, we will not tolerate any posts by dancers that are racially, sexually, physically, or religiously offensive.

Parent Roles

Parents are expected to be supportive, respectful, and courteous to all staff, team members and their families. This studio will not tolerate rudeness, jealousy, resentment, or disrespect to another team member, their family, a teacher, nor the director.

As a parent, your role is the following:

- Lift up and support all dancers
- Teach your child to be happy for others success
- Offer help to those who may be behind or struggling
- Stand firmly behind the teaching staff, showing your child that you are behind their instructors.

We all want our children to succeed, but success is not measured by the awards a child brought home, the row in which they stand on stage, or by what skills they can do. Success is measured by the effort that they put forth, and how they support and encourage one another. Our goal is to create a culture that will foster success and growth of all students. This starts with the help and support of our parents.

Communication

All information regarding the season will be provided via email. Robo text messages may also be sent to deliver urgent information. DMPAC will not be held responsible for missed emails or information. It is your responsibility to provide a working email address and cell phone number upon registration, as well as set your inbox to accept all emails from the booster club and studio email addresses. Should you need to update your email or phone number on file, please do so as soon as possible to ensure you are not missing vital information regarding the season. You can expect one email a week from the studio and/or booster club accounts. Please notify the studio if you are not receiving communication. Important dates and reminders will also be posted on the DMPAC company bulletin board in the studio lobby.

Booster Club

The DMPAC Booster Club, established in 2022, is a club that serves to help with offering fundraising opportunities to offset the costs of our company dancers, provide social events to foster team spirit for all ages of our company, and to serve as a line of communication among all families for our winter ballet, summer recital, our competition season and any other performances or studio needs. It is the Booster Club's goal to provide a positive support system to all dancers and parents, as well as the studio.

Dance Sisters Program

As an extension of our Booster Club, we created the Dance Sisters program in order to create a more cohesive company team. Part of growing a successful studio is growing the relationships within it. We want to inspire our younger dancers to have positive role models to look up to in this area of their lives. Dance Sisters are dancer partnerships consisting of younger dancers paired with older dancers. Paired in groups of 2-3, dancers get to know each other, support each other in competitions and performances, and build a positive relationship throughout the season and for years to come.

About our studio owner/director:

Linda Rees has been the artistic director and owner of Dance Magic Performing Arts Center since its inception in 1981. She was a former dance instructor at Indiana University. She was a ballet major at Ball State University and Butler University. She also received training in Los Angeles, Chicago, and New York. She received her teaching certification from the Hungarian Ballet Institute in Budapest, Hungary. She was the Colts cheerleader choreographer from 1989 to 1991. Linda has choreographed numerous musicals and written and choreographed many ballets. Linda has been recognized for outstanding choreography several times by being the recipient of the encore awards!

Important Contacts:

DMPAC Website	https://www.dmpac.net/
DMPAC Front Office	dancemagicpac@gmail.com
Linda Rees, studio owner/director	id1554@aol.com
DMPAC Booster Club	DMPACboosterclub@gmail.com https://linktr.ee/dmpacboosterclub

Parent Portal Access:

Download our parent portal app to stay up to date with your account and communication!
If you need your login information, please reach out to the studio for a temporary password.

[Parent Portal App for Apple Users](#) [Parent Portal App for Android Users](#)

Go to <https://dancestudio-pro.com/online/dmpac/> to login from your desktop.

Dance Shoes and Attire Requirements

Kinney Dancewear is able to provide all of your dance attire needs!

14753 Hazel Dell Crossing #600

Noblesville, IN 46062

Ballet Attire: Black leotard & ballet convertible tights (Bloch convertible Pink)

Jazz, Tap Attire: Ballet attire or form fitting dancewear: Black Sports bras / tank tops,
Biker shorts / leggings

Hip Hop Attire: dancewear listed above, or athletic wear

Shoes:

Petite/Demi Petite

Ballet: Bloch Dansoft PNK

Tap: Capezio Junior Tyette black

Jazz/Musical Theatre: Black Pulse

Hip Hop: Tennis Shoes

Pre-Teen 1 & 2/Teen

Ballet: Prolite II Hybrid Leather

Tap: Capezio Cadence Black

Jazz/Musical Theatre: Black Pulse

Hip Hop: Tennis Shoes

Mini Plus/Mini Elite

Ballet: Prolite II Hybrid Leather

Tap: Capezio Cadence Black

Jazz/Musical Theatre: Black Pulse

Hip Hop: Tennis Shoes

Junior

Ballet: Prolite II Hybrid Leather

Tap: Capezio Cadence Black

Jazz/Musical Theatre: Black Pulse

Hip Hop: Tennis Shoes

Elite

Ballet: Prolite II Hybrid Leather

Tap: Capezio Roxy Black

Jazz/Musical Theatre: Black Pulse

Hip Hop: Tennis Shoes

Pointe: Individually fit for dancer

**Additional shoes may be required for specific competition dance routines.*

DMPAC 2023-2024 Student/Parent Contract

This correspondence serves as an agreement between you and The Dance Magic Performing Arts Company, as produced and directed by Linda Rees, Owner, and Director of Dance Magic Performing Arts Center. Your child has been selected to be a member of the 2023-2024 Dance Magic Performing Arts Company, an honor as well as privilege. Your signatures below indicate that you have read and fully understand all the requirements associated with participating in the program, as outlined in your DMPAC Parent Handbook. Furthermore, your signature and that of your child indicates your acceptance of those terms and conditions, and that you are aware of the commitment involved in this program.

Dancer: As a member of the 2023-2024 DMPAC Company, you will actively participate in all scheduled events from July 2023 through recital in the summer of 2024. Your commitment to this program means that you will be participating in all classes, rehearsals, performances, competitions/conventions and showcases that are scheduled during this time. Your commitment to this program means you will come to class each time dressed appropriately with proper shoes, attire, and ready to learn. Your commitment to this program means that you will honor attendance requirements for all classes, rehearsals, performances, and all competitions/conventions and showcases. Your commitment to this program means you will always be respectful to all teachers and teammates. In addition to the above, I understand a violation of my commitment to this program/contract has consequences that may result in my being permanently dismissed from the program.

Parent/Guardian: Please be sure you feel comfortable with your ability to handle the fees incurred for this activity. As with most competitive activities, there are many uncontrollable circumstances, and we don't want to catch anyone off guard. Monthly tuition, convention/competition fees, costume deposits, costume fees, choreography fees etc., all have due dates. A late fee of \$25 may be applied. A \$35 bank fee will be assessed for a non-sufficient funds payment/canceled/returned payment. It is each parent's responsibility to be aware of fees due, schedule changes, etc. We suggest coming into the studio at least weekly to check for news, and to check emails for studio information and updates daily. Commitment to this program means that you will honor attendance requirements for all classes, all conventions/competitions, and showcases. I have read the above information and will be responsible for my child's account and activity requirements.

DMPAC Video & Photo Release

I, the undersigned, give permission for Dance Magic Performing Arts Center to use video footage and/or photographs of my child. This usage may include (but is not exclusive to) displaying publicly, distributing, or publishing, photographs, and/or video of my child for use in materials that include, but may not be limited to: - printed materials (e.g. - brochures and newsletters) - online and offline advertising and promotion - videos and digital images such for use on social media. By signing this form, I acknowledge that I am giving unrestricted permission for my child's image to be used in print, video, and digital media. I agree that these images may be used by Dance Magic Performing Arts Center for a variety of purposes and that these images may be used without further notification. I do understand that any identifying information including surname and location will not be used in conjunction with any video or digital images.

_____ I grant permission for images of my child to be used in print, video, digital or social media.

_____ I **do not** give permission for images of my child to be used in print, video, digital or social media.

DMPAC Medical Waiver

As the parent/guardian of (dancer's name below), I acknowledge that with the participation in dance, there is an inherent risk of injury involved. In allowing my child to participate in Dance Magic Performing Arts Center activities, I hereby assume all the risks associated with the performing arts. I understand the importance of myself and my child following the instructions and rules set by their instructor/s, and I agree to release Dance Magic Performing Arts Center and its employees of all liability which may arise because of my child's participation in activities at Dance Magic Performing Arts Center.

Click [Electronic Signature](#) to submit your signature electronically.

Dancer Name _____

Dancer Signature _____

Date _____

Dancer Company Level _____

Parent/Guardian Signature _____

Date _____