

Centre Dance Parent/Student Handbook 2025-2026

Welcome to Centre Dance! We look forward to a great year!

Centre Dance is a diversified studio catering to each level, which are separated according to interest, age, and commitment. We at Centre Dance believe in the recreational as well as the serious dancer. In the nine months of our season, we focus on basic dance technique, with an emphasis on individual correction, the development of refined motor skills and performance qualities. We are proud to offer a diverse range of classes taught by a young and exciting faculty who is always learning the newest dance developments emerging in the dance world as well as promoting and teaching the timeless technique and traditions of dance.

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Calendar

- **September 2: Classes Begin**
- **September 15 by 6:00 p.m.: Costume Deposit Due (non-refundable)**
- **November 26-30: Thanksgiving Break**
- **December 17,18: Nutcracker Dress Rehearsal at the State Theatre**
- **December 19,20: Nutcracker Performance ([More info.](#))**
- **December 22- January 4: Winter Break**
- **January 5 by 6:00 p.m.: Costume Balances Due by 6pm**
- **March 9-15: Spring Break**
- **May 21: Last day of classes at the studio for the season**
- **May 18, 26, 27 Spring Recital Dress Rehearsals at the State Theatre**
- **May 28-30: Spring Recital at the State Theatre**

2025-2026 Registration

- *Credit Cards will only be charged a \$40/student nonrefundable deposit at the time of your registration.*
- CLASSES ARE FILLED ON A FIRST- COME FIRST-SERVED BASIS. *We reserve the right to cancel or reschedule classes due to insufficient enrollment.

The Shoppe at Centre Dance

The Shoppe at Centre Dance will have all required supplies for purchase before we start the dance year. We are offering a 10% discount on all purchases 8/26/25-8/28/25 (we will be open 4pm-6pm Tuesday-Thursday this week).

Communication

- Please provide the studio office with an email address that is frequently checked as you will receive news this way. Please update us at centredance2121@gmail.com if your email changes.
- We use blind copies for all group emails sent out from the Centre Dance email account. It is strictly prohibited for anyone to use prior Centre Dance group email lists to send out his/her own email messages.
- If you have a question or concern that you would like to address with the director, please email us at centredance2121@gmail.com to arrange a convenient time to do so.

Cancellations

- Class cancellations due to weather will be announced through email.
- There will be no refunds for these cancellations. If you would like to make up your missed class please email us for options.

Attire

- The dress/hair code will be strictly enforced.
- Students must have the REQUIRED shoes and attire by the end of September at the latest. Any "first time violations" will result in a friendly reminder. The shoes for class are also the shoes that will be worn for the recital. Adhering to the dress code alleviates many difficulties, misunderstandings, and frustrations for class as well as performance time.

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Use the links to navigate to the style of dance you are looking for:

[Ballet](#)

[Jazz](#)

[Tap](#)

[Hip Hop/Jazz Funk](#)

[Lyrical](#)

[Acrobatics](#)

Ballet

- Proper, traditional ballet appearance is part of the discipline of this art form. We uphold this proper etiquette. ALL ballet students are required to own a properly fitting solid black leotard (*NO embellishments such as ruffles, rhinestones, bows, flowers, attached skirts, leg warmers, etc.*), as they may be necessary for the winter and/or spring performances. Again, dancers wearing embellishments listed above cause frustration/confusion to those who are abiding by the rules. Leotards must fit properly so that a bra is not needed, however, if a bra is worn it may NOT be visible (this includes sports bras). We sell appropriate ballet leotards and dance bras at The Shoppe.
- **Ballet 1 - 3**, must wear pink dance tights (footed or transition, no shimmer) and any style (cami, tank, long/short sleeved) solid black leotard, with pink Capezio Daisy/Cobra/Juliet ballet slippers with ONE elastic sewn on each slipper.
- **Girls in Ballet 4 and up** must wear pink, tan or black dance tights and any style (tank, long/short sleeved) solid color leotard with pink Capezio Daisy/Juliet ballet slippers with ONE elastic sewn on each slipper.
- HAIR MUST BE PULLED INTO A TIGHT BUN with NO "WHISPIES" FOR BALLET FOR ALL LEVELS.
- **Boys** wear white t-shirt with black tights or jazz pants with black ballet shoes with one elastic sewn on each shoe.
- All ballet shoes need to be sewn so there is ONE strap across the ankle. (No criss-cross straps)
- **Ballet shoes must be pink (black for males)**. Please see the chart below for correct ballet shoe style:
- **Pointe shoes** (for levels 4 and up) must be from the studio and sewn correctly. [Pointe Shoe Sewing Tutorial](#)

Shoe Size	Required Ballet Shoe
Child size 7 to 11.5	Leather Capezio Daisy full sole ballet shoes
Child size 12 through Adult	Leather Capezio Juliet II split sole ballet shoes

Pointe Classes	Pointe shoes from the studio Shoppe
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Jazz

- Students in all jazz classes may wear any color/style leotard or tight fitting top (ex. Cami top, sports bra top, tight fitting t-shirt etc.) with leggings, capris, dance “booty” shorts or tights.
- All jazz students must own a pair of Capezio EJ2 Caramel jazz shoes.
- Depending on the style of the recital/competition piece, specific shoes may be required.
- Hair must be securely pulled away from the face.
- **No school clothes for class! No blousy, oversized clothing for this technical class!**

Tap

- All tap students should wear a leotard or tight fitting dance clothes (sports bra top, cami, workout top etc).
- **No jingle taps, high heeled tap shoes, school clothes or blousy oversized clothes for class.**
- Please see the chart below for required tap shoes:

Tap Level	Required Tap Shoes
Tiny Tap, Tap 1	Black Patent Capezio N625C tie tap shoes
Tap 2 & 3	Capezio 3800 “Mary Jane” tap shoes
Tap 4, 5	Bloch S0301L oxford tap Shoes
Indigo team	Jason Samuel Smith tap shoes

Hip Hop/Jazz Funk

- Students wear loose-fitting dance wear that they can dance in.
- Hip Hop dancers are required to have **low top black Converse sneakers** for hip hop class. We will fit dancers new to hip hop at Centre Dance or those in need of new shoes. These shoes cannot be worn outside of dance class (they need to be **dry and clean**).
- Examples of appropriate attire for class include: sweatpants, shorts, leggings, t-shirts, tank tops etc.
- **The proper shoes must be worn for class/No school clothes!**

Lyrical

- Students in all lyrical classes may wear any solid color leotard or tight fitting dance top (ex. sports bra top, cami top or workout top) and tight fitting dance shorts or leggings with Footundeez lyrical shoes (Level 1-3).
- Leotard and tights are acceptable for this class but tights must be convertible or stirrup so that dancers can dance in bare feet.
- **Nude footundeez** are required for lyrical class.
- **No loose fitting/blousy clothing/school clothes for this technical class!**
- **PLEASE NOTE: Since lyrical is based on ballet knowledge, participation and enrollment in a ballet class is required for lyrical classes.**

Acrobatics

- Students in all ACRO classes may wear any solid color leotard or tight fitting dance top (ex. sports bra top, cami top or workout top) and tight fitting dance shorts or leggings.
- Leotard and tights are acceptable for this class but tights must be convertible or stirrup so dancers can dance in bare feet
- Class is taken in bare feet (no socks allowed)
- Hair must be pulled back securely (for safety as well)
- **No loose fitting/blousy clothing/school clothes for this technical class!**

Attendance

- If your child will be absent from dance class, please call/email the studio before the scheduled class time to notify the teacher. You will not be prorated for that absence, however you can make it up in a comparable class. Email/call the studio if you need guidance in choosing a make-up class.
- Repeated absences make it difficult for the class to progress efficiently, especially prior to performances. It is therefore the responsibility of the dancer to learn the missed material before returning to the next class. Chronic absenteeism may be addressed by the director.

Classroom Expectations

- Maintaining a respectful attitude towards your teachers and classmates will be expected.
- Cell phones, Smart watches, food and drinks (except water), and street shoes are not permitted in the studios.

Facility Usage Rules

- Please be respectful of the entire facility. Please don't hang on the doors or bathroom stalls (including the entrance glass doors) or climb on the tables and chairs.
- All items left in the lost and found will be collected and taken for charitable donation on the last day of each month. PLEASE *check the lost and found frequently* as we are not responsible for personal items left at the studio.
- The tables and chairs in the lobby area are for DANCE STUDENT USE. The tables are intended for the students to use for eating and doing homework. If students are not using the tables, others may use them.
- PLEASE utilize the trash receptacles located throughout the building.
- Students are welcome to use the refrigerator and microwave; however, we ask that you please use the plastic cover and clean out the microwave after using it. Please remove all of your food/drinks from the refrigerator before going home. The refrigerator will be cleaned out at the end of every night so please do not leave anything in there that you might want for future use.
- Please do not park directly in front of the studio entrance. If your dancer is not ready when you arrive to pick him/her up please park in a space in the parking lot or along Sandy Drive.
- All Centre Dance property is a smoke free (including vaping devices), alcohol free, illegal substance free zone.

Nutcracker/Spring Performances

Costumes for recital (at student's expense) will be ordered mid season. Costumes for *The Nutcracker* (at student's expense) will be ordered in early October (**ballet students will wear the same costume for both Nutcracker and Spring Recital**). Although only the ballet and pointe classes perform in *The Nutcracker*, all Centre Dance students are encouraged to join us for the Party Scene (a part of *The Nutcracker* that features any and all dancers).

Show Tickets

- All seats for all shows are reserved seating.
- In order to participate in the Winter Show and Spring Recital, it is expected that all balances including tuition, costumes deposits/balances, late fees, and any other charges are paid in full.

Costumes

- Costume measurements for ALL students will be taken the last two weeks of September at the studio.
- A NON-REFUNDABLE costume deposit of \$50.00 for each class your child is enrolled in, with the exception of ballet classes which will require a full costume payment of \$100.00, will be due by 9/15/25 by 6:00 p.m.. Costume prices include the costume, all accessories and a Recital T-shirt. Payments can be mailed to the studio but must be postmarked NO LATER than 9/5/25. **If we have not received your deposit paid by the 15th at 6:00 p.m. we will charge your card on file.**
- Final costume balances (minus deposits) will be posted to your Jackrabbit account.
- Costume balances are due at the studio by 1/5/26 by 6:00 p.m.. Payments can be mailed to the studio but must be postmarked NOT LATER than 12/27/2025. **If we have not received your balance paid by studio closing on the 6th at 6:00 p.m. we will charge your card on file.**
- Your deposit of \$50.00 per costume and your \$100.00 per ballet costume balance are non-refundable. If you quit a class after the costume balance due date (1/5/26) you will receive no refunds and will still be responsible for the balance due on the costume. NO EXCEPTIONS. We will call you when your costume comes in and you are welcome to pick it up.
- Costumes worn for our winter performance that are on loan from the studio must be returned after the final performance. (Examples include: pantalettes for Party Scene, Mouse and Soldier costumes) These items will be collected at the theater after the final performance. We will let you know where this collection will take place at the theater.

Payments

For questions concerning financial matters, please email Cathy at centredance2121@gmail.com.

- All Centre Dance families must have a card on file with Jackrabbit.
- The following considerable discounts are available for those participating in multiple classes:
 - Any dancer enrolled in 2 or more classes will receive 10% off of the total monthly tuition
 - Dancers can take an unlimited number of classes for \$180/month (non-AVID dancers)
 - A family discount of 5% for any family with 2 dancers taking 3 or more classes each, or any family with 3 dancers taking 2 or more classes each **if paying by cash or check (monthly)**.
- When making payments, you must indicate on the check memo or attached note what all payments are for. Place checks in the mail slot in the lobby. We will apply payments where you request. Invoicing/itemization can be viewed on your Jackrabbit account.
- Tuition Payments are due by the FIRST day of each month. If you do not bring payment into the studio office by the FIRST at 6:00 p.m., your credit card on file will be charged the full amount.
- **If you pay your full year tuition by THE FIRST DAY OF CLASS** you will receive an additional 10% discount if paying by cash or check or 5% discount if paying on a card.
- Prolonged Injury Discount: If you quit a class with a Doctor's excuse you will receive a prorated refund based on the number of classes you have taken that month.
- **Payments that are not received on or before their due date will be charged to your card on file for no additional charge.** You do not need to tell us if you would like charges on your card. We will assume this when you do not bring in a check or cash. Check or cash payments must be received by **6:00 p.m.** on the due date.
- If your card is declined for a payment (for tuition or any purchases) you will receive an email with instructions to update your payment information. After this notification, we will run the card every 24 hours with a \$10 declined fee each time. EFFECTIVE JULY 15, 2017.
- **Note: All deposits collected are non-refundable.**

Tuition

- 30 minute class: \$55/month
- 45 minute class \$70/month
- 1 hour class \$80/month
- 10% off total tuition for any student enrolled in more than 1 class
- \$180 for unlimited classes (Non-AVID)

Withdrawing from Centre Dance

- We require notification by emailing centredance2121@gmail.com, prior to the 1st day of each month, if your child is withdrawing from any or all classes.
- If we do not receive this notification by the 1st, you will be responsible for paying that month's tuition and any fees incurred. Any unresolved balances will be charged to your credit card on file.