

**FOUNDATIONS DANCE COMPANY
COMPETITIVE INFORMATION HANDBOOK
2020-2021**

This handbook will serve as your guide to Foundations Dance Company and its philosophy of artistry and dance education.

WELCOME TO FDC!

“At Foundations Dance Company we believe that dance lessons are life lessons. We instill values of determination, commitment, teamwork, and leadership in our students which will benefit them in all aspects of their lives. We believe in building strong, technical foundations in both our recreational and competitive students to ensure their progression allows them to achieve their fullest potential. Our mission is to provide a space for students where they can feel accepted and appreciated at all times, while they grow and nurture their love of dance. Foundations Dance Company is a dance family. We value the friendships made between dancers and their families, and the special bonds created between students and their teachers, knowing that making memories together is just as important as developing their education and artistry.”

As a condition of enrollment at FDC, students and their parents/guardians agree to abide by all of the policies set forth. FDC reserves the right to terminate any student’s enrollment at any time for misconduct or inappropriate actions by either the student or their parents.

FDC is committed to providing quality dance instruction to enhance the overall development of the student. We believe that dance training encourages young students to develop a variety of skills and gives them the freedom to express themselves through movement.

The highest educational standards are expected from all FDC faculty members. As a member, an individual pledges to continue their education through workshops, seminars, and certification programs, in addition to other learning opportunities. The faculty believes that continuing their education is vital to providing the best instruction for the students.

INTRODUCTION TO DANCE

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 foundation. Come to each class prepared to learn and without personal distractions. Class time is your chance to focus on yourself, so try to leave your concerns or worries at the studio door. True progress is made when you look at each class as an opportunity to become better at what you love to do. Dance full-out, stretch a little further, become more aware of your technique, and make the most of every class. Respect for the teachers is essential. Listen to each correction given, whether it

is directed at you or another dancer. Nothing can stop those students who apply themselves in every class and appreciate their teachers' knowledge and experience.

FOR OUR PARENTS

We believe that children's success depends on the support of their parents or guardians. Because your commitment to the process makes an enormous difference, we encourage you to be a part of your child's dance education. Our programs rely on a positive atmosphere and educational experience for our faculty, students and their parents. Cooperation between all parents is expected. Showing respect—for other parents, the students, and the faculty—makes an important impression on the children. You are a role model for your child with how to interact with others in a professional setting. Your child's presence at all classes is imperative. The spirit of teamwork and the lesson of dedication are a big part of our studio's educational process. Parents and teachers may look at a child's learning from different perspectives. However, we believe they share a common goal: to ensure that every child receives the best possible training, both physically and mentally. Mutual respect among our faculty and our students' parents provides the children with the ultimate care and education. Dancers and their parents should be aware that dance is a physical skill. In order to help students and facilitate their learning, instructors will need to guide their movement by touch. This allows dancers to achieve proper alignment and learn the anatomy of dance.

FDC ENVIRONMENT

Foundations Dance Company and its faculty work to promote an environment that is positive and encouraging. We strive to create a space in which students feel safe to express themselves and comfortable taking the risks required to promote their growth and development.

Foundations Dance Company will not tolerate behavior that infringes on the safety of any student. A student shall not intimidate, harass, or bully another student through words, actions or social media. Such behavior includes: direct physical contact, such as hitting or shoving; verbal assaults, such as teasing or name-calling; and social isolation or manipulation.

CONTACT INFORMATION

Email: foundationsdancecompany@gmail.com

Website: www.FoundationsDanceCompany.com

Facebook: www.facebook.com/FoundationsDanceCoNF

Instagram: [@foundationsdancecompany](https://www.instagram.com/foundationsdancecompany)

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2020-2021 DANCE SEASON

Classes will commence on Saturday September 12th 2020, and run until May 31st 2021.

There will be no regular classes on:

October 12th, 2020 (Thanksgiving Monday)

December 21st, 2020 - January 3rd, 2021 (Holiday Break)

February 15th, 2021 (Family Day)

March 15th -20st, 2021 (March Break)

April 2nd-5th, 2021 (Easter Break)

May 24th, 2021 (Victoria Day)

Please note we may utilize PA days for choreography & class cancellations. You will be given two weeks prior notice should we decide to schedule additional dance on PA days.

CLASS ATTIRE

CHOREOGRAPHY CLASSES:

Dancers must be in **all black attire** for their choreography classes. Sports bras, tanks, fitted tees, shorts, crops, tights, bodysuits etc are all acceptable choices. **Baggy/loose clothing is required for hip hop class**, however, is not to be worn in any other class. Small logos and branded black clothing is acceptable as long as it is minor.

*All FDC apparel in "black" can be worn to choreography classes.

Hair must be neatly secured back, and is not to be re-done during class.

No jewellery.

TECHNIQUE CLASSES (excluding ballet):

Same as "choreography classes", however any colour(s) permitted.

Hair must be neatly secured back, and is not to be re-done during class.

No jewellery.

Appropriate footwear for the corresponding class.

SHOES FOR HIP HOP MUST BE CLEAN, INDOOR SNEAKERS. DANCING IN OUTDOOR SHOES, BAREFEET, OR SOCKS WILL NOT BE PERMITTED FOR HIP HOP.

BALLET: (when change room is available for use)

As Ballet is a traditional form of dance, uniform requirements must be strictly adhered to. The uniform is designed so that the teacher can correct alignment through the body. Dancers without the correct attire will be asked to observe the class and will not be able to participate. A bodysuit, tights, and a proper bun (pins, & a hairnet) is required for ALL ballet classes.

PAYMENT SCHEDULE

All tuition payments (technique & choreography) must be paid on OR before the 15th of each month. If payment has not been made by the 18th, a \$25.00 late fee will be applied to your account. This fee will continue to be applied each month thereafter, until the balance is paid. If you will be away for a payment deadline you are responsible for arranging that payment, and if it is missed the late fee will still be applied. It is imperative that your account is in good standing by the end of each month. All NSF cheques will be subject to a \$30 fee.

Current Methods of payment accepted:

Etransfer (foundationsdancecompany@gmail.com, question “what you teach” answer “dance” - please use the memo section to describe the payment) example: dancer name, september tuition

Online Payments for Credit Cards via *Dance Studio Pro*

At this time, we are not collecting any monies pertaining to competition, such as competitive fees or costume fees. Once we have a better idea of how we will proceed this season, we will reassess those payments and their schedule.

The media fee paid by each family last season will be rolled over to this season, should we be able to proceed with a recital. Any new families to FDC this season, will be required to pay the \$40.00 media fee when it comes time.

Fee Schedule

November 15th	Tuition Due
December 15th	Tuition Due
January 15th	Tuition Due
February 15th	Tuition Due
March 15th	Tuition Due
April 15th	Tuition Due
May 15th	Tuition Due

Refund Policy

Joining the competitive company at FDC is a full season commitment and students are expected to fulfill that commitment from the start to the finish of the season. Any dancers in competitive choreography must remain committed to Foundations Dance Company for the duration of the season. In the case that a student decides to withdraw from their class(es) prior to the end of the season, written notice of their withdrawal needs to be submitted to the studio via email 30 days prior. No further payment, beyond any outstanding balance, would be required, however there will be no refunds issued for classes attended, competition fees due/paid, or costume fees due/paid. If a student withdraws from classes mid-month, tuition payment is still required for that month. In addition there are no refunds for any classes missed during the season.

Competition Fees, and Competition Fee credits are held by the competitions and are therefore non refundable should they be affected by COVID-19 risks and restrictions. Unless otherwise stated.

In the case, a student or family decides they will not be returning to FDC for a following season, all account balances must be paid. If an outstanding balance remains, interest will continue to incur until the account is at a \$0.00 balance. Should the account remain unpaid for more than one month, a collections agency will be contacted.

In the case the Government were to issue another state of emergency and therefore shut down dance studios, classes will continue on a virtual platform via zoom. In order to compensate, tuition fees will be discounted by 25%. We understand virtual learning is not ideal however it will be mandatory for students to participate in the virtual classes, and remain committed to their team and their personal development.

Please note the information below is outlined for your convenience, should we be able to take part in a competitive season this year.

COSTUMES

Each dance will have a specific costume. If accessories are required, they will be provided with your costume. Any tights required for costuming WILL NOT be provided. The tights needed will be indicated and it will be the responsibility of each family to get their own. It is also important to have a back up pair of tights at each competition in case the original pair gets a run or tear. Shoes required for each dance are not included in the costume and are your responsibility to purchase. A shoe list will be determined, and emailed out to the competitive team. Costumes are non refundable

Competitive Costume Fee	\$110.00
Competitive Hip Hop Costume Fee	\$85.00

*The option to increase the budget for solo costumes is available to any family interested. Please just email us to let us know if this is something you are interested in. Crystals can also be purchased and added to the costume.

COMPETITIONS

Competitions are currently working on putting together their plans, policies, and procedures for how events run this year, should they be able to. Once we have more information, we will be providing it to our competitive families to allow you the opportunity to discuss with your family and decide whether or not proceeding with a competitive season this year is something you would like to do. The below information applies to those who decide to take part and proceed with a competitive season.

As you know, we are expected to attend *Luv2Dance*, *Inspire*, and *Champions*, in order to collect the credit they are holding for each dancer from the previous season.

Foundations Dance Company Competitive Co. will partake in 4-5 competitions between the months of February-May. Full participation is mandatory at all competitions. A confirmed list of dates will be released via email as soon as they are available, for now we will outline the tentative list below. Should you need to make a time/date request for any particular competition, email the directors with the details by **December 1st 2020**.

Any additional competitions/finals/nationals that your dancer has interest in attending can be discussed and arranged with the directors.

The tentative competitive weekends for the 2019/20 season are as follows:

Comp One: March 5-7, Americana - Niagara Falls
Comp Two: March 26-28, Holiday Inn - St Catharines
Comp Three: April 8-11 Holiday Inn - St. Catharines
Comp Four: April 15-18, Americana -Niagara Falls

Additional competitive opportunities for solos, duets, and trios will become available in the new year.

COMPETITION ETIQUETTE

All dancers on the Foundations Dance Company competitive team must make themselves available for all predetermined competitions and conventions for the season. **Students must be at the competition venue and ready to perform, (makeup and hair done) 1.5 hours prior to their scheduled time.** Unless otherwise specified by the choreographer or directors. (*This could change depending on the policies and procedures put in place by the competition directors for each event) This will allow for a proper warm up before taking the stage and also ensure the students are ready in the case that competition runs ahead of schedule. Each dancer is responsible for keeping their costumes in order and in fine form for the season.

Dancers also need to have their own makeup and hair kit for their personal use throughout the season.

When at competition, every member of the FDC family must remember they are a representation of our studio and behave accordingly. Good sportsmanship must be demonstrated by FDC students and parents at all times. Not only should we cheer on our teammates, but also our fellow competitors. A positive and encouraging attitude must be demonstrated towards ALL COMPETITIVE TEAM MEMBERS AND THEIR FAMILIES AT ALL TIMES. Dancers deserve to be congratulated for their achievements.

CONVENTION(S) & WORKSHOPS

In a typical season, it is mandatory for all competitive students (excluding Tyke level dancers), to take part in our annual convention of choice. This year we have chosen to opt out of a convention given the current situation.

Students may partake in any workshops or conventions throughout the competitive season should they choose to. Please notify the directors so that they will be aware in advance if the dancer will be unavailable for choreography scheduling etc.

ATTENDANCE POLICY

Students should strive for perfect attendance year round. Please schedule all appointments for your dancer outside of their scheduled dance time to the best of your ability. Missing class not only affects your dancer but affects the progression of the team as a whole. Missing dancers in class disrupts the flow of the class, limits the choreographer and often affects any group/partnering work. A dancer who misses four of the same class, unexcused will be required to take and pay for private lessons to get caught up. Notifying the directors of any non illness related absence less than 24hours prior to class is unacceptable; instructors appreciate the notification in advance so that they can pre plan their class accordingly. Attendance will be monitored and reported to you quarterly.

Illness - We understand that everyone falls ill on occasion and at times this will keep them from being able to come to class, however dance is a team sport and the effects on the team need to be considered when determining whether to send your dancer. This year we understand this has gotten a bit more difficult when considering the pandemic. If your child is showing symptoms of COVID-19 they are required to stay home and seek a test for the virus. Please use the daily screening tool provided through public health.

<https://covid-19.ontario.ca/self-assessment/>

The student is welcome to return to class once they test results have come back negative and they have been non symptomatic for 24 hours.

If your dancer is sick, please engage in consistent communication with directors as to their progress, and take necessary steps (i.e. see doctor, get antibiotics, rest, etc.) to ensure a speedy recovery.

Injuries- If your dancer acquires an injury at any point in the season it is imperative that they continue to attend class. Their attendance will still be monitored during this time. Keeping them integrated and in their existing routine will allow for them to still feel involved in dance and connected to their team.

Should your dancer require the care of a physiotherapist, you may visit the website below to learn more about Dave Griffiths. Dave is a performance physiotherapist we would highly recommend.

<https://www.griffithsperformance.com/>

Return to Studio COVID-19 Protocols

Screening & Monitoring:

Signs for both passive and active screening will be posted on our door, and in the lobby.

Prior to arrival, all dancers/guardians must sign an electronic waiver prior to the start of EACH day of classes. If a dancer answers YES to any of the questions, they will not be permitted to attend the lessons. Staff will not retrieve dancers until this waiver is received. This will all be through “Dance Studio Pro”

After completing the waiver, each dancer will be actively screened with an Infrared Thermometer upon entering the facility.

As per the by-law, anyone above the age of 5 entering the studio must wear a face mask when occupying common areas. This is inclusive of and not limited to entering and exiting the building, while waiting for screening and when taking washroom breaks. Anyone over the age of 5 without a mask will not be permitted entry into the facility.

If a dancer becomes symptomatic during a session, a parent will be contacted for their immediate retrieval.

In order to reduce the risk of spread, students must be picked up by their scheduled end time and no later. There will not be a place for the child(ren) to wait if their ride is not here on time.

Please note: Effective immediately, our amended health policy for staff and dancers requires anyone feeling even the slightest bit ill (*new or worsening cough, fever/feverish, difficulty breathing, diarrhea, new loss of taste*) to stay home at this time.

Physical Distancing:

No more than 11 persons in studios 1 & 3 at all times (this is inclusive of staff and dancers combined).

No more than 13 persons in studio 2 at all times (this is inclusive of staff and dancers combined).

No parents, guardians, siblings etc. of students ages 4 and up will be allowed in the studio at this time, entrance will be permitted for scheduled dancers only. For those dancers under the age of 4, one masked guardian will be permitted to wait in the lobby area of the studio for the duration of their child's class. Social distancing measures will be in place within the lobby and must be self enforced by each guardian.

Distance perimeters will be blocked out with washable tape on the floor of each dance room. Each dancer will be assigned to their own perimeter.

We will be removing the use of the change room at this time to limit access points, and keep traffic in direct flow as much as possible.

Physical belongings brought to class must be labelled and will be kept in the students own designated spot. (please keep it as minimal as possible as to not impede their dance space).

Visual cues for distancing will also be posted throughout the studio.

At times, we will be using all three dance rooms in order to host multiple lessons at once. All dancers will remain in their designated rooms, unless requiring washroom use, to help reduce the risk of spread. When a dancer is not in their designated dance space, a mask must be worn.

Hand & Respiratory Hygiene:

Hand washing signage will be posted in the washroom.

Hand hygiene will be mandatory upon entering the building:

1. Immediately upon entrance, you'll notice a hand sanitizer station set-up with signage.
2. Use of hand sanitizer is mandatory upon entering the building and before and after any and all classes.
3. Should you be unable to use the hand sanitizer station, pump soap dispenser and single use paper towels will be available in the washroom.

Please note:

Washroom access will be limited - please encourage your dancer to use the washroom before they leave their homes. Of course if a situation arises where a dancer needs to use the washroom, or should they be at the studio for an extended amount of time they will be allowed, but we would like to keep it at a minimum as washrooms will be sanitized every 30-45 minutes.

Cleaning & Disinfecting:

- We will be using a disinfecting agent for all touch surfaces, and for the bathroom.
- A separate floor cleaning disinfectant will be utilized.
- All touch surfaces and floors will be washed as soon as the dancers are done with the space.
- Washrooms will be disinfected every 30-45 minutes throughout the duration of the day.
- Any studio equipment used will be disinfected before and after use.
- Each evening a deep clean will be done.

Personal Protective Equipment:

Teachers will be teaching with facemasks.

They are not mandatory for dancers as they will be keeping 6ft. of distance, however they are welcome to be worn.