



**PERFORMING ARTS STUDIO**

**STUDIO HANDBOOK  
&  
PARENT INFORMATION  
2020**

**A Guide for Students and Parents**

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## **1. WELCOME TO TIDC PERFORMING ARTS STUDIO**

This handbook will serve as your guide to TIDC performing arts studio and its philosophy of dance education. It is very detailed and should be read thoroughly and kept on hand for future reference.

We take our roles as mentors and teachers in your child's life very seriously. It is our objective to inspire a passion for the art of dance in every child who passes through our doors. In the process, we strive to set the right example and help your child (and you) create memories and friendships that will last a lifetime.

### ***Philosophy***

TIDC performing arts studio is committed to providing high-quality dance classes to enhance the overall development of the child. We provide a safe and child-centered environment to encourage our students to explore dance with qualified, nurturing teachers.

We believe that dance training encourages young people to develop a positive self-image as they increase awareness of their physical being. Along with improving coordination skills and developing muscular awareness, dance classes give children the freedom to express themselves through movement.

The highest educational standards are expected from all TIDC performing arts studio faculty members. They are lifelong learners who continue to educate themselves through certification programs, teacher-training schools, conferences, and other learning opportunities.

## **2. 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 technique. 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's directed at you or another dancer. A correction is an honor; it shows you how much a teacher cares about your progress as a dancer. Always say thank you when a teacher or choreographer offers you constructive criticism. Nothing can stop those students who apply themselves in every class and appreciate their teachers' knowledge and experience.

Dance is a fun experience for everyone, and we are ready to show you how.

### **3. FOR THE PARENTS: "WE'RE IN THIS TOGETHER"**

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 and 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 about how to interact with others in a professional setting. TIDC will not tolerate bullying or segregation of any type, this is a team sport and we stand true to our motto **#tidcdanceas1**

Your child's presence at all classes is imperative. The spirit of teamwork and the lesson of dedication are a big part of our school'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.

### *Understanding Dance Education*

As a parent, you play an important role in supporting your student financially, but your emotional support is of equal—and perhaps even greater—value. Encourage your child to be the best that he or she can be regardless of what others may achieve. Dance is an individual art form and children need to be allowed to achieve at a pace that's comfortable. No two students will progress at the same rate, even if they experience the exact same training. It's important to encourage children to focus on themselves, give their all, and be satisfied with their own accomplishments.

Not all children will develop into professional dancers. One of the primary goals of our faculty is to teach life lessons and skills that offer children the best chance for success. Dance education encompasses far more than technique and the steps your children learn. We believe the discipline of dance training gives young people a better understanding of commitment through learning, experiencing the spirit of teamwork, and discovering what they can accomplish through hard work. Our goal is to educate the minds, bodies, and souls of our students, teaching them the skills needed for a successful life, whether or not they stay involved in dance.

## 4. WHAT CLASSES DO WE OFFER?

We have three streams of dance at TIDC performing arts studio, offering something for everyone, all to the highest standards and allowing students to gain confidence and growth. You can find out further information about each area by clicking on the relevant link, to see what best suits you, if you are unsure then please ask.

### **PRESCHOOL PROGRAM**

A specialized dance program for 2 – 5 year olds, offering award winning programs

Ready Set Dance

Ready Set Ballet

Preschool Acrodance – A SAFE INTRODUCTION INTO ACRO DANCE SPECIFICALLY FOR PRESCHOOLERS

**>> ACCESS PRESCHOOL HANDBOOK HERE**

Link not working? Visit [tidcdance.com.au/allforms](http://tidcdance.com.au/allforms)

Students can then graduate to either the Recreational or Performance Groups, and these can be discussed with the Director at anytime.

### **RECREATIONAL PROGRAM**

These classes are designed for those students who love to dance but do not want the extra commitments that exams and competitions involve. Students will still learn with our high standard of teachers and growth in their technique with a high emphasis on fun and confidence, have the opportunity to perform at our midyear and end of year concerts. If a studio shows potential then they maybe invited into the Performance Group at the Director's discretion.

We offer all styles of dance and in a fun and safe environment

**>> ACCESS RECREATIONAL HANDBOOK HERE**

Link not working? Visit [tidcdance.com.au/allforms](http://tidcdance.com.au/allforms)

## **PERFORMANCE GROUP**

These classes are designed for the student and parent willing to commit to the heavier dance schedule, with exams, technique and competitions. All of these classes must be taken to be part of this group, as well as commitment to rehearsals

Students need to demonstrate a commitment and dedication to their class and team at all times, while growing their love of dance and building lasting memories and friendships.

These classes are not for students with no experience, and those new to the studio with previous experience will need to take part on trial classes and meet with the Director.

**>> ACCESS PERFORMANCE HANDBOOK HERE**

Link not working? Visit [tidcdance.com.au/allforms](https://tidcdance.com.au/allforms)

## 5. GENERAL CLASS SYLLABUS INFORMATION

### PRESCHOOL DANCE

Our preschool classes are an exciting program. We are a registered studio for both Ready Set Dance and Ready Set Ballet as well as offering Acrodance for Preschool and Teeny Hoppers, all of this information can be accessed on the PreSchool Program link

**>> ACCESS PRESCHOOL HANDBOOK HERE**

Link not working? Visit [tidcdance.com.au/allforms](http://tidcdance.com.au/allforms)

### TAP

Our tap classes are available for fun and fitness as well as the opportunity for examinations under the ATOD syllabi, the class starts with a technical warm up and finishes with choreography. As well as the opportunity for performances.

### LYRICAL

There will be several levels of this class on offer with an exciting new ATOD syllabus in contemporary now on offer. Lyrical is also great for technique, has more freedom than ballet and is fantastic for expression and movement through music.

### SINGING/MUSICAL THEATRE

Our teachers brings a vibrancy to each lesson and really encourage everybody to have confidence while singing and using songs the students can relate to and want to sing. For the more advanced singing student, private lessons are encouraged to really hone in on their individual talent. We also have Musical Theatre classes on offer for those wanting to experience singing, dancing and acting, to help with an all- round performance. ATOD have also introduced a new examination syllabus. Classes this year will also perform for a production.

### ACROBATICS

Flexibility is an important part of dance these days and a compulsory class for advanced level dance program students. These classes consist of strengthening work, followed by flexibility working within each child's

ability. Acrobatics is also introduced with further work on flexibility and the introduction of tricks, this is available for all levels.

THERE ARE NO PERFORMANCES FOR THESE CLASSES

### **CLASSICAL BALLET**

The basis to all dance styles is Ballet, teaching core technique that all students should do if serious about dance. Students wishing to take their dance seriously and wanting to do classical exams must attend two classes a week to be eligible and must attend a classical class if wishing to take part in competitions (two per week to be eligible for the classical style troupes). This is under the AICD and ATOD syllabus.

### **JAZZ**

Jazz dance is a high energy style of dance and is a mix of ballet technique combined with dynamic movements, performed to modern /popular music. A Jazz class starts with a warm-up, then technical work including kicks, leaps and turns are done from the corner, finishing the class with choreography. We have both technical classes and those for technique. We offer classes in ATOD exam syllabi.

### **HIP HOP**

Fast becoming one of the most popular dance styles, Hip Hop classes include choreography seen on most music videos taught to the most recent hits. A fun and enjoyable class that is great for someone who wants to learn to move but doesn't want to get too "technical". ATOD exam syllabi offered.

### **POINTE & PRE-POINTE WORK**

Students are not considered ready for pointe work until they are at least 12 years old and have been studying classical ballet for three or more years, with a frequency of two or more classes per week. All of this requires careful evaluation on the part of the teacher and Director. Once a dancer is ready, a recommendation letter from a physio (pointe assessment) will be required for each student and a copy will be kept in their student file. No one will be allowed to register for a pointe or pre-pointe class without this letter.

Students who have been recommended for pointe or pre-pointe work should not purchase pointe shoes until notified by their teacher, who will then recommend a physio for a pointe assessment. Students should expect to begin the first year of pointe training in ballet shoes.

### **CONTEMPORARY**

Contemporary dance is a more relaxed form of dance than ballet, based on a wide range of free movements. Classes in contemporary dance are offered to students from Under 13 upward. ATOD exam syllabi is offered.

### **DANCE CONDITIONING and STRETCH**

Classes designed to help students increase their flexibility, fitness and strength are these classes will vary each term, introducing pilates, ballet conditioning and core training. These lessons will vary from term to term offering students the highest quality of training.

### **TECHNIQUE CLASSES**

These classes are designed to work on the general technique of dance, improving flexibility, kicks, turns, leaps and general dance style, they are compulsory for the Performance Program.

### **BOYZ ONLY**

A class just for the boys, where they will learn different aspects of dance, covering jazz, tap and hip hop to name a few in a fun and safe environment with the opportunity to perform.

Please note all classes are NOT available at all branches, however students are welcome to travel between studios, all discounts on classes still apply.

## 6. FEES & PAYMENT POLICIES

We want everyone to be able to do as many classes as possible which is why we offer great discounts. We are very reasonably priced and competitive with other dance schools.

<b>PRE-SCHOOL - Class Fee Structure (per term)</b>	
Ready Set Dance (1 hour)	\$150.00
Ready Set Ballet (30 minutes)	\$100.00
Teeny Hoppers (30 minutes)	\$110.00
Tiny Tumblers (30 minutes)	\$110.00
Registration per term	\$25.00

<b>ALL OTHER AGE GROUPS - Class Fee Structure (per term)</b>	
30 minute class	\$110.00
45 minute class	\$150.00
60 minute class	\$185.00
1hour 15 minute class	\$220.00
1 hour 30 minute class	\$250.00
Registration per term	\$25.00

<b>UNLIMITED CLASS FEES (per term)</b>	
Bronze unlimited (up to 10 classes)	\$650.00
Silver unlimited (11-14 classes)	\$700.00
Gold unlimited (15 + classes)	\$800.00
Registration per term	\$25.00
SACE DANCE 1	\$450.00
SACE DANCE 2	\$500.00

<b>DISCOUNTS OFFERED</b>		
Multiple Class	\$5 of each extra	Great discount for those students wanting

Discount	class	to do multiple classes but are not on unlimited. Does not include private lessons
Early Payment Discount	10% discount	10% given of full term fees paid (not including registration) by end of week 1 (week 2 in Term 1)
Family discount	5% discount	Families with 2 or more students receive a 5% discount per student
Life Member discount	30% discount	Life members will receive 30% discount off their fees, NO OTHER DISCOUNTS APPLY.
Over due Fees	\$10 admin fee	Fees not paid after week 4 will incur a \$10 admin fee, and may mean students are not included in class activities. ALL DISCOUNTS ARE FORFEITED.
EZI DEBIT		EZIDEBIT Can now be set up and be paid in monthly installments from February to November.
SPORTS VOUCHER	\$100 per year	All primary school aged students can apply to use the Sports Voucher of their Dance Fees. *This voucher can only be used for ONE SPORT for the year.
<b>** ALL FEES ARE NON-REFUNDABLE**</b>		

## Payment

Fees can be paid by:

- \*Internet transfer (details sent out with your invoice)
- \* CASH or CHEQUE made out to TIDC
- \*Eftpos is available at the Elizabeth Studio (Hope to have this up and running at Golden Grove and West Croydon soon.)
- \*Ezidebit can be set up and paid in Monthly instalments from February to November

## Outstanding Fees

Students with fees owing or overdue will be asked to sit out of class and this will jeopardize their participation in performances

No uniforms or costumes will be handed out unless fees are paid in full.

They may also not be permitted to return the following term.

## Registration Fee

A term registration fee of \$25 per student covers the cost of mailings, insurance, handbooks, trophies, and so on. Registration fees are not refundable with the exception of preschool students who are determined to be unready for dance and may receive a credit for the following year.

## General Notes

We run along with the school terms and fees are averaged out over the four terms so they are the same regardless of number of weeks or public holidays. We do have some special classes during holidays for troupe and exam students with upcoming competitions. We often also offer school holiday workshops for those students who want to fill their holidays with something fun and learn new techniques.

Please note: tuition is based on the year regardless of how many weeks are in a given month. Remember this is a yearly commitment.

## 7. UNIFORM REQUIREMENTS

TIDC performing arts studio maintains a dress code to encourage concentration and a sense of inclusiveness (variations in attire can be distracting and contribute to feelings of inequality). Uniformity in dancewear allows the teachers to assess how well the students are implementing the technique being taught, problems with alignment, and other important aspects of dance training

- Dancewear is to be kept in good repair and laundered on a regular basis.
- Boys age 10 and older should wear a dance belt.
- Watches, jewelry, and safety pins should not be worn to class.

- Dance shoes should never be worn outside.
- Female students should wear their hair tightly secured and styled away from the face; a neat bun is preferred.
- Students are expected to observe good personal hygiene habits. Deodorant is required for students age 10 and older.
- Students should carry their dancewear, shoes, and other belongings in a dance bag. Please print your child's name on the bag as well and on all of its contents.
- Students need to wear TIDC uniform at all competitions, performances and events, and represent it in a proud manner.
- .All dancewear is available from our shop located at Elizabeth, Discount Dancewear (Phone 8252 2192) or West Croydon Port Rd Studio-Jazzy's Dance Boutique (Phone) 8340 9935 and can be ordered through Shirley Pedler for Golden Grove students. Special offers for Pre School Starter packs.

**>> ACCESS UNIFORM GUIDELINES HERE**

Link not working? Visit [tidcdance.com.au/allforms](http://tidcdance.com.au/allforms)

## **8. MEDICAL INFORMATION**

Our teachers are trained professionals who are anxious to work with all children and personalities, and the more we know about your child, the better the dance experience will be for all involved, to help this we ask that parents:

- \*a medical form must be filled out for all students
- \* please notify teachers regarding students health concerns
- \*students with asthma should always carry inhalers
- \*inform teachers of learning disabilities

- \*injured students should attend and watch class
- \* do not attend classes with contagious illnesses

All information about our students is confidential.

## 9. BEHAVIOURAL GUIDELINES

It is disappointing to have to have this policy in place but in order to maintain a happy, healthy, professional environment, students are taught the importance of being a part of the group. We encourage students to have respect for other students, the teachers and staff, and studio property, and we foster the development of good habits and compliance with rules of conduct.

Our staff and faculty are trained to use constructive techniques of discipline to maintain class control and handle individual misbehavior.

- Children who exhibit unacceptable behavior or attitudes are told what is wrong and directed to a positive alternative approach or behavior.
- If a child strikes another child, the two are respectfully separated and each is asked to explain what happened. They are then asked to help solve the problem, talk to each other, and reconcile with one another.
- Children who are disruptive will be respectfully asked to stop the behavior. If the behavior is repeated, they will be reminded of it and told how it affects others. If the disruption continues, the children involved will be asked to sit down for a short period of time (usually three to five minutes) before rejoining the class.
- Children are encourage to be inclusive to all, if this is not happening the children concerned will be approached.
- If a child's misbehavior continues to disrupt the class, the parent or guardian will be called to pick up the child.

If guidelines are followed and there is nor improvement it may be necessary to terminate an enrolment

## **Termination of Enrolment**

As a condition of enrollment at TIDC performing arts studio, students and their parents or guardians agree to abide by all the policies set forth by TIDC performing arts studio, its Director, faculty and staff.

In certain circumstances, when it is in the best interest of TIDC Performing arts studio or one or more students, it may be necessary for the School Owner or Director to terminate a student's enrolment. Termination of an enrolment is at the sole discretion of the School owner or Director without notice and effective immediate.

Where appropriate every effort will be made to correct a problematic situation before terminating enrolment Providing reason (s) for termination of enrolment are at the sole discretion of the School Owner or Director.

These may include however are not limited to:-

- Disruptive or dangerous behaviour by students or their parents
- Abuse of other children, staff or property
- Inability of TIDC Performing Arts Studio to meet the child's needs
- Failure to continually pay tuition fees

Any termination of enrolment is not subject to appeal by Law. Any property belonging to TIDC performing arts studio must be returned immediately. Upon termination of enrollment refunds will not be provided for any fees paid. Any fees owed to TIDC performing arts studio at the time of termination will be payable in full effective immediate.

## ***Dos and Don'ts***

Some parents may compare their child's progress or class placement to another child's. Watch for this behavior in your children as well and encourage them to focus instead on their own accomplishments.

Looking to other students for inspiration is good; however, making negative comparisons distracts children from focusing on becoming

stronger dancers. In addition, speaking negatively about your child's teachers, fellow students, or other parents in front of your child—or other students—could result in problems far beyond your original concerns. Often children will imitate a parent's behavior with other adults or authority figures.

Children learn important lessons from their teachers and parents, acquiring behavior patterns through their example. Our school's faculty takes that responsibility seriously. It's our philosophy to encourage our students to feel, think, and act respectfully toward their peers, the adults in their lives, and themselves and to be inclusive of all students.

## **10. STAYING INFORMED**

We work hard to make the dance experience organized and fun. Keeping you informed is one of our primary goals. Please read all newsletters and other school information thoroughly.

Newsletters and important updates are emailed to you and will be posted on the TIDC performing arts studio website.

If you are not receiving information then please let the office staff know ASAP.

If you have questions or concerns about your child's dance education (such as progress or class placement), please discuss them with your child's teacher or the director. Talking only to other parents can lead to misinformation and confusion. Please contact the school office to set up an appointment; do not approach your child's teacher or the director between or during classes or make contact outside of the school.

If you do request a conference, please listen carefully to what your child's teachers have to say. They spend a significant amount of time with your child and offer expertise in the field of dance education.

We answer email on a daily basis, except on weekends. Feel free to email questions to the Principal at [tidcperformingarts1@me.com](mailto:tidcperformingarts1@me.com)

## >> VISIT OUR WEBSITE HERE

Link not working? Visit [tidcdance.com.au/](http://tidcdance.com.au/)

We are excited to have a new website and the information will be continually uploaded over the coming months, including a student portal where all updated information and newsletters can be accessed. Details will be emailed to you once all is in place and with the necessary codes

## >> ACCESS OUR FACBOOK PAGE HERE

Link not working? Visit [facebook.com/TIDCPerformingArtsStudio/](https://facebook.com/TIDCPerformingArtsStudio/)

“Like” the TIDC performing arts studio page on Facebook to receive daily updates on school events. Please invite your family and friends to “like” the public page. The main source of information is on TIDC private page and you can request to be added. Your class may also organize their own facebook page also. Ready Set Dance students will be invited to their own page also.

Please do not post questions or make negative comments on the school’s Facebook page, these will be deleted.

Instead, please email them directly to [tidcperformingarts1@me.com](mailto:tidcperformingarts1@me.com) or directly to the studio that your child attends (as listed earlier in this booklet).

## 11. GENERAL GUIDELINES

### Arrival and Departure

We encourage students to arrive 15 minutes before class starts. For their safety, children under age 10 should be picked up immediately after class. Students ages 10 and older must be picked up no more than 15 minutes after their class is completed. Please remember we are not

responsible for students once they have left the classroom and do not offer supervision for class breaks.

### **Attendance**

All students are expected to attend their regularly scheduled classes. Each class offers a step forward in the educational process. A missed class could leave a child one step behind the other students. During the months of February through April, choreography for competitions and the mid year display will be taught and rehearsed. It is important for children to feel completely confident with the choreography and then further choreography for our year-end performance Showcase will follow in term 2 and 3. Missing class during this period could result in frustration for the students and their teachers and classmates.

### **Tardiness**

Dance is a physical activity that requires the body to be warmed up in order to execute movement safely. Late students miss the proper warm-up and/or barre and therefore may sustain injury. Students who arrive more than 10 minutes late may be asked to observe class for reasons of personal safety.

### **Class Visitors**

Safety issues and legal responsibilities make it impossible for us to allow students to bring visitors into the classroom. Students should not invite siblings, other relatives, or friends to their classes with the exception of special events such as "Bring a Friend Week" and in-school performances.

### **Makeup Classes**

Students who miss a class will have the opportunity to make it up with another similar class, if there is one on offer, otherwise the class will be forfeited unless fault of the studio. Please check with the office to determine the best makeup class for your child.

### **Lost and Found**

Please mark all dancewear, shoes, and personal items with your child's name. We

will make every effort to locate and return lost items; however, we cannot be responsible for any items that your child brings to class.

## **Illness**

Colds, flu, and other contagious diseases occur frequently and spread easily among children. To help protect your own child's health and to minimize the possibility of contagion at school, please keep your child at home if you observe any of the following symptoms:

- Nasal discharge that is green or yellow
- Complaints of ear pain
- Consistent cough
- Severe sore throat
- Eyes that are pink, burning, itching, or producing discharge
- Diarrhea or vomiting
- Fever

If these symptoms or other conditions deemed contagious are observed in your child during a class, you may be called to pick up your child immediately.

When your child has a fever, please keep him/her at home until the temperature returns to normal. If there are any lingering signs of illness, such as glassy or watery eyes, listlessness, and drowsiness, please keep your child at home. This will help to ensure that the illness has passed and that your child will be well enough to resume class activities the following week.

Please notify your teacher, studio manager or class organizer if you are going to be absent. Please DO NOT post on our facebook page – this is not the purpose of this page and teachers DO NOT read these while teaching.

## **Hot Weather Policy**

Term 1 and Term 4 are notorious for scorching hot days, so we have a policy in place to ensure the well-being and enjoyment of all of our students and teachers. We also have some guidelines we recommend you follow to ensure peace of mind and comfort for you and/or your child.

## EXTREME TEMPERATURE POLICY

This policy is based on the current temperature at 3pm for afternoon classes, or forecast temperature for 9am for morning classes.

40+ – Classes cancelled

On days where the temperature is 40 degrees or above, classes will be cancelled. Students/Parents will be notified via text, email and social media at the earliest possible time. Makeup classes will be offered where possible, but refunds will not be available.

35+ – Modified classes

On days where the temperature is 35 degrees or above, we will run modified classes appropriate for the heat. Depending on the age-group and style, this might include:

- Running combined classes in the adequately air conditioned studios only
- A lower-energy class with focus on stretching, technique, theory
- A shorter class (eg: 45 minute classes may be shortened to 30 mins)

## WE WILL ALSO TAKE THE FOLLOWING STEPS TO INCREASE THE COMFORT OF STUDENTS ON HOT DAYS:

- Run a less intense class. Dance and skills will be broken up with dancing related activities that are less strenuous i.e. theory work, a long stretch, yoga, read a ballet story. This will give our students a chance to breathe and relax while still learning and experiencing the benefits of a great class.
- Give longer and more frequent drink breaks
- Relax uniform expectations (eg no tights for ballet)
- Run large portable cooling systems and industrial-sized fans in both studios before and during class.

## GUIDELINES FOR PARENTS AND STUDENTS:

- Stay hydrated. Drink lots of water during the day leading up to class time. Steer clear of caffeine and sugary drinks – consider hydralyte if you want extra hydration.
- Bring lots of water to class, refrigerated or frozen. A large 1-litre bottle is ideal or bring two drink bottles.
- Pack a wet towel in a snaplock bag for your child to dab on their face during class.
- Take it easy and come into class calm and relaxed. Silliness, running around and extra exercise all draw on your energy.
- Bring “wet snacks” i.e. (grapes, watermelon, apple) especially if you are doing multiple classes or coming straight from school.
- Use our fridge. Fill it with water and snacks but please don't help yourself to what isn't yours.
- Parents, consider “drop and go”. Our waiting area can become warm with lots of bodies.
- Listen to your body and be forgiving. Don't push through if you are feeling unwell. Dancers who are notorious for working hard may feel under pressure to “keep going”. Slowing down doesn't make you lazy.
- Speak up if you are not feeling well, need a drink or need to slow down. Tell your teacher so that they can look after you. Look out for your friends too.
- Be kind to your teachers. They feel the heat too and will often run up to 4 dance classes back to back on the one day.

No matter the season, you and your child's health, safety and happiness will always be our first priority. We look forward to dancing with you, all year long!

### **Emergency Evacuation**

Although we have never experienced an emergency evacuation at the school, we are prepared for such a circumstance. Emergency evacuation routes are posted in all classrooms and in the foyer. Students are to evacuate quietly and walk in single file as quickly as possible to the designated area, where teachers will check roll. Students and teachers are to return to classrooms and buildings when the all-clear signal is given.

## **Car Park Safety**

The school is home to children of all ages. Please enter and exit our car park with extreme caution. Never park your vehicle in any area that is not a designated parking space. At Elizabeth the area in front of the roller doors is STRICTLY for teachers and staff only. Please do not allow siblings to play in the parking lot. Please observe all parking signs – yes they do give fines!

## **Photography**

Due to child protection laws and privacy issues, we are unable to allow parents to take photos or videos of students during any Open Days or concerts. Please indicate on your child's enrolment form if you give permission for your child to be photographed and for their image to be used on the TIDC performing arts studio website or Facebook page or in school publications. Please note that no names or other identifying information are used with photos on the website or in school publications.

## **Student and Parent Use of Social Media**

Use of Facebook, Twitter, Instagram, blogging, and other online social-media vehicles is commonplace. This policy is intended to provide TIDC performing arts studio students and parents with guidelines to eliminate any confusion concerning the use of social media.

- You DO NOT have permission to reveal any information that compromises TIDC performing arts studio. By that we mean you are forbidden to share personal information about the director, other students or their families, or anything that is proprietary and/or confidential to them or TIDC performing arts studio
- Students and parents should neither claim nor imply that they are speaking on behalf of TIDC performing arts studio
- Never post anything that could compromise the self-esteem of students who attend TIDC performing arts studio
- If you post videos of class or rehearsals, don't post any choreography in its entirety; TIDC performing arts studio owns the copyright to all choreography taught at the school.
- Respect the law, including those laws governing defamation, discrimination, harassment, and copyright and fair use. As stated in this handbook, parents and students should never post negative

- comments about other schools or teachers. Also, please do not post negative comments about school activities such as competitions, conventions, and performances or about the directors of those events.
- Ensure that your social networking conduct is consistent with all of the policies contained in this handbook.

## General Policies

- Use of the school telephone is limited to emergencies only.
- Parents and students should never interrupt a class in session.
- Only water is allowed in the studios. No food, drinks, or gum.
- We love babies and young children and appreciate the chance to meet our students' siblings. However, our priority is the safety of every child on the school premises. Children must be supervised at all times and are not free to run around the foyer or classroom areas. Respect these areas.
- Please do not dispose of dirty diapers inside the school. Large bins outside the studio are better suited for such disposal.
- No phones or computers may be used during class time. (This means no emailing, Internet use, or text messaging.) Filming routines for rehearsal is allowed if the teacher gives approval.
- Never speak negatively about teachers, students, or parents from other schools or our own studio. Show good sportsmanship at all times.
- Don't forget our reward system for encouraging new students to enroll in TIDC performing arts studio
- All students must show respect for their teachers at all times. Inappropriate behavior could result in dismissal from the school.
- Correct uniform needs to be worn to all classes

### **Cancellation Policy**

TIDC performing arts studio reserves the right to cancel any program due to lack of enrolment. Students will be emailed no later than 1 week prior to the start of any class or 2 weeks prior to the start of camp. In special circumstances where a student needs to drop a class, the parent must send a letter to be reviewed by the Director. Requests are only considered from date received. Letters are accepted by regular mail, email, or in person.

### **Lockers, Rubbish and Noise**

Students should be respectful at all times of the studio and others in class. NO running in the hallway or surrounding areas. Lockers are provided at Elizabeth and West Croydon. All students should place their bags in a locker area before coming in to class.

Students should not enter the dance rooms until the teacher calls them in to begin class. Please don't open the door and look into the previous class as this distracts the students. This also applies to parents at the end of the class – please wait until the students have been dismissed... our teachers try not to run late but if they are keeping the students a few minutes extra this would be for good reason and could be a critical part of the class. Please respect our classes and teachers as you would at school.

All rubbish MUST be removed when you leave. There are bins provided in the foyer and in the dance rooms. If you drink spills or your bag leaks, you are responsible for cleaning up the mess – please use the mop or sponge from the kitchen. Also please clean up dishes used in kitchen area.

Parents should try to keep other siblings quiet in the waiting areas.

### **Teacher Communication**

TIDC now has a very large faculty of teachers. Our teachers are talented, professional and dedicated. If you would like to speak to your child's teacher, whether it is to discuss their progress in class or just to ask some questions, please ask for an appointment at the front desk. We now have a message book, where you can write your name and number and who you would like to speak to, and that teacher will contact you at their earliest convenience.

Your Child's progress and your feedback is **very important** to us but please **do not approach a teacher before or after class as this encroaches on your child and others class time.**

**Under no circumstances should any parent enter the studio** unless specifically invited in by the teacher. If you need to give an urgent message to your child please ask the receptionist at the desk to send in a note – rather than going into the dance room and interrupting the class.

### **CANDANCE FOR A CURE**

We have been invited, once again to be part of the CANDANCE performance to be held at the Entertainment Centre in May/June to assist with raising funds for cancer research. This year IMPACT will perform. Students can have the opportunity to perform with other studios in the opening (by audition).

## **12. FREQUENTLY ASKED QUESTIONS**

### **Do you have to pay for missed lessons?**

Yes. We still have to pay teachers and bills and cannot fill your child's place for the week they are away.

### **How old does my child have to be to start?**

2 yrs old.

### **Can parents watch?**

No. It is too distracting to have parents in the room – although your child might thrive with your attention, another may retreat. Sometimes at the end of class we may call the parents in to watch what we have been doing.

### **What happens if you are late or absent?**

Please try and be on time for every lesson. If you are late, quietly come in the room and apologise to the teacher then join the class. If you are too sick to come please text your teacher to explain your absence (NOT put a note on facebook) – this is very important for troupe students.

### **How many routines will my child be performing in the concert?**

Each class will perform one routine per class in the concert, unless listed as a non performance class. If another child is in a lot of routines it is because they spend a lot of time at TIDC.

### **Why are the same children in the front?**

At TIDC we pride ourselves on giving everyone a chance. For the concert all children are given equal opportunity to be in the front. In Performance Program, routines are choreographed for competitions and stronger dancers will be given more prominent positions.

### **If I miss a class can I attend a make-up class?**

Ready Set Dance classes can be made up by attending a different session, but most other classes cannot and if you are unable to attend you will forfeit this class for the week.

### **Are classes held on public holidays?**

Yes classes continue on all public holidays, except for Easter where no classes are held. Some Golden Grove classes will be transferred to Elizabeth or Golden Grove High school due to the Rec Centre closing but otherwise all classes will run as normal.

### **Can we do trial classes?**

Definitely and we highly encourage them, on enrolling for the first time you can trial as many genre as you like in the first week. Performance Group classes are for those students with previous experience only. New students can meet with the director for further information.

### **>> ACCESS IMPORTANT DATES HERE**

Link not working? Visit [tidcdance.com.au/allforms](http://tidcdance.com.au/allforms)

### **Studio Addresses**

Elizabeth Studio: 186 Phillip Hwy Elizabeth 82557736

Discount Dancewear Eliz 8252 2192

West Croydon Studio: 593 Port Rd, West Croydon 8340 9935

Jazzy's Dance Boutique West Croydon Phone 8340 9935

Golden Grove Studio GG Rec Centre & GG High School

### **Studio Principal**

Kerreane Sarti

Phone: 8255 7736 or 0432 252 268

Email: [tidcperformingarts1@me.com](mailto:tidcperformingarts1@me.com)

**We are excited for the year ahead for TIDC Performing Arts  
Studio and we are thrilled you are on board!**