

Studio Roxander

ACADEMY OF MOVEMENT ARTS



2010 - 2011
Academy Handbook



Welcome To

Studio Roxander

ACADEMY OF MOVEMENT ARTS

Opened in 2009, Studio Roxander is the culmination of our three year search to find a complete dance experience for our sons. We are proud of the school we've created, offering the Rogue Valley quality training in a friendly and professional environment.

This handbook is full of valuable information – everything from our expectation for classroom etiquette to our dress code policy. Please take some time to read it through prior to the start of classes, as it will explain what is expected of you as a student.

Our wish is that our family oriented, positive atmosphere helps to promote self-esteem and an enriched appreciation for dance and the arts in all of our students.

“Let us first teach little children to breathe, to vibrate, to feel, and to become one with the general harmony and movement of nature. Let us first produce a beautiful human being, a dancing child.”

~Isadora Duncan

We thank you for entrusting us with the honor of being your child's dance teachers.

Sincerely,
David & Elyse Roxander

DRESS CODE

All students must wear their appropriate class dress code in order to participate in classes. The studio reserves the right to have students out of dress code, sit out and watch class. No make-up class will be allowed.

Introductory Program

Girls in our Introductory Classes may wear any color leotard with or without tights and may also wear short skirts. Biketards are also an option. Ballet slippers are required (no cushioned soles). Hair should be clipped or tied back and away from the dancer's face.

Boys may wear shorts or tights with t-shirts, unitard or a biketard. Ballet slippers are required. Hair should be kept away from the dancer's face.

Ballet Program – Female Students

- **Leotards:** Any color and style. Leotard should fit snugly.
- **Tights:** Pink tights. Colored tights are allowed in Ballet 4 only.
- **Shoes:** Pink ballet slippers (canvas or leather). Shoes must be proper ballet shoes (padded slippers are not acceptable) and must have elastics sewn on.
- **Shorts/Skirts:** Short skirts or tight fitted black shorts are allowed at the discretion of the instructor.

Ballet Program – Male Students

- **Boys and young men can wear any of the following:** Unitard; tights with t-shirt (tight fitting) or tights with leotard underneath. Beginning at Ballet 2, dance belts are required.
- **Shoes:** Black, white or "flesh" colored ballet slippers (canvas or leather). Shoes must be proper ballet shoes (padded slippers are not acceptable) and must have elastics sewn on.

Other Dance Classes

- Students can wear dance attire (leotard, unitard, etc.) or active wear, however, **street clothes are not permitted.** Pants and shirts should not have buttons or zippers. **Keep in mind that baggy shirts, pants and shorts make it difficult for the instructor to give guidance and instruction.**
- **Shoes:** Jazz or ballet slippers are acceptable for Musical Theatre. Clean tennis shoes (dedicated to dance class only – not worn outside) can be worn for Hip Hop.

RESPECT & CLASSROOM RULES

- Out of respect of the Studio classroom space, and also for safety reasons, we request that Introductory Program children not enter the classroom and play or run around before the teacher is present.
- Talking in class is not allowed. Hands should be raised when there is a question for the teacher.
- Gum is never allowed in the classroom.
- Students are encouraged to bring water bottles into class with them.
- We acknowledge that sometimes children suddenly need to use the restroom, but we would appreciate and expect that the students take time to do so before class. Students in Ballet 1A and above are expected to confine trips to the restroom to the break between barre and center work, except in cases where leaving is unavoidable, in which case the student should wait at the door or the edge of the dance floor until the instructor invites them back into class.
- At the end of the class, traditionally the students thank the instructor by applauding. If a student needs to leave class early, please warn the teacher before class. At the given time, the student should thank the teacher and then quietly leave.
- Throughout class, the instructor gives “corrections” to the students. Students should not interpret these corrections to suggest that they are not doing well, but rather they are a means of progressing in this art form. All corrections apply to everyone. Corrections, even when given to a single student, should be worked on and applied by the entire class.

Individual teachers may have additional classroom rules, which they will discuss with students.

PROMPTNESS & ATTENDANCE

Our Studio takes its training responsibility to each student very seriously. The opening exercise is designed to prepare the young dancer physically and mentally for the rest of the class. Children who arrive late miss the first exercise and disrupt the class focus. For this reason tardy students will not be allowed to enter the classroom after the class has begun. If a student arrives late they should first check in with the front desk and/or stand at the door to the class or at the edge of the dance floor and wait for the instructor to speak to them. It is up to the instructor whether or not to allow the student to participate if they are late. The studio reserves the right to have students who come late, sit out and watch class. A make-up class may be arranged for that child.

We understand that running late is sometimes unavoidable, however, if it becomes an ongoing occurrence, you might consider transferring to another day and/or time.

MISSED CLASSES & MAKE-UPS

Attendance is extremely important. Students who regularly miss classes don't have the opportunity for the level of growth that consistent training stimulates. For this reason, we encourage students to make up classes that they have missed.

- Classes must be made-up within four (4) weeks of absence and scheduled in advance of the make-up day.
- There is a limit to the total number of make-ups allowable per Session. Students are limited to 2 make-up lessons per Session, per class enrolled (not counting make-up classes due to school closure). Two classes weekly – 4 make-ups allowed; Three classes weekly – 6 make-ups allowed.
- Once scheduled, all make-ups are counted unless canceled prior to make-up day.
- **Unless there are extenuating circumstances, all make-up lessons must be completed within the Session that the student is enrolled (Fall, Winter, Spring or Summer).**

PARENTAL INVOLVEMENT

One of the best ways parents can help their children is to expose them to performances, art galleries, buy ballet books and videos. This will open a whole new world not only for your child but for yourself as well. Also, always explain to your child to be as open as possible to corrections when taking class. They should have a clear understanding of their corrections so they can apply their correction. Applying corrections is one of the quickest ways to gain a level. We do NOT encourage parents "coaching" their students at home. Students always progress quickly and correctly when working in the classroom with a qualified and experienced professional. We do urge all of our students to stretch at home.

COMMUNICATION

Desk staff are available at our Main Studio during class times to provide assistance. Customer service representatives are available to answer or return calls throughout the day Monday thru Saturday. Instructors are happy to take time, if not immediately after class but within a reasonable time frame, to answer questions and give our parents and students the attention they deserve.

Please take time to read all emails that you receive from us. The Studio will communicate billing and other important information to our students and parents through email. We also have bulletin boards in both Studios that should be reviewed every so often.

EVALUATION & PROMOTION PROCEDURE

Most schools use one of two methods – advancement either by age or by ability. While progressing students simply by age is easier on the school and staff alike, we don't always feel that this method is in the best interest of the student. People, especially children, are unique and any school that takes this into account should undoubtedly advance their students based primarily on individual ability. The stronger the dancer's fundamentals are the further they will go with their dancing. Sometimes it will appear to the parent and/or student that they are "stuck" in a level or not moving fast enough or being left behind. This is not the case. In many instances the one who progresses too quickly loses momentum, while the other who is taking things slower tends to build momentum and has the maturity to cope better with their growth.

For the most part students in the Introductory Program are advanced by age and students in our Ballet Program are advanced by ability. It is not unusual for a student to remain in a level for more than one year.

BEFORE & AFTER CLASS

We are responsible for your children during their class. However, you are responsible for their behavior and safety before and after class. Siblings must stay with parents. **Young children may not be left in the lobby unattended.** We also ask that children not “play” in the Dance Shop area.

The safety of our students is extremely important to us. We want everyone to maintain awareness of how to be safe when coming to and from classes at our Studios.

- The safest situation at both of our Studios is for you to walk your child into our lobby. We also suggest that you come into the lobby to pick up your child after class.
- Once a student has left the lobby of either of our Studios, he/she has left the area within which we can assume responsibility for his/her personal safety. If you arrange for your child to wait for you outside, you are assuming full responsibility for their safety.
- Please arrange to pick up your dancer at the end of their class time. If you arrive more than 15 minutes after the end of your child’s class or rehearsal, you may be charged if your lateness caused staff to have to remain in the building past expectation.
- We understand that delays in pick-ups and emergency situations do happen. Please call the studio if this occurs.

CLASS OBSERVATION

Parents are welcome and encouraged to observe any and all scheduled classes. We ask that parents of the dancers be aware of their influence and possible distraction and observe accordingly. Parents and friends are asked to remain in the viewing and lobby area at all times and we ask that they not interrupt the class by speaking directly to their dancer or the instructor during class.

- **Our Main Studio** has a parent/sibling viewing room with a 2-way viewing window. We have an area for siblings to watch movies and a table for homework and artwork.
- **Our RVSTC Studio** has hallway area for parent observation, but it is a “quiet lobby”. We try and leave the doors open to the studio so that parents can observe, but on occasion must close the doors if noise in the hallway becomes a distraction for the students. We ask that parents and siblings watching class through the open doors refrain from talking too loudly or using their cell phones during class. There are several alternative waiting areas both upstairs and downstairs at the tennis club. There is a television and seating area downstairs in the main lobby.

ADDITIONAL STUDIO GUIDELINES

- No pets are allowed in the lobbies at any time.
- If your child feels ill or has a fever, please do not bring her/him to class.
- Please do not leave unsupervised siblings/young children in the lobby and Dance Shop area, and please accompany them to the restrooms.
- At our RVSTC location, please do not allow children to enter the weight room. That area is off limits and is only for use by RVSTC members.
- Please make sure that children are respectful of our property, including the furniture. For their own safety please do not allow children to sit on counters and tables or stand on chairs.
- Please, no running or shouting in any of our lobby areas. Please respect the on-going classes, our Dance Shop customers and the people working in our reception area.
- No food is allowed in the studios or dressing rooms at any time. Students are encouraged to drink water during class. Please dispose of any containers left after eating in the lobby. Gum is allowed in the lobby only.
- Please do not leave valuables in the dressing room. **We are not responsible for lost or stolen items.**
- It's a good idea to mark your child's dance clothes, especially shoes, with their name.
- Any lost and found items left unclaimed two weeks after the end of each Trimester will be given to charity or disposed of.
- Only staff members are permitted in office & storage areas.
- The Academy maintains a zero tolerance policy with regard to substance abuse, any form of harassment or criminal behavior. Any such activity will result in immediate expulsion from the Academy

EXTREME WEATHER OR UNEXPECTED INTERRUPTION OF CLASSES

On occasion the school must cancel classes due to extreme weather or events beyond our control such as power outages. In these instances no make-up classes will be issued. We cancel classes if the Medford School District cancels school or other after school activities. Please be sure to check the radio, local news or Medford School District website if you think classes may be cancelled.