



**SG Danceworkz and  
Fitness Studio, LLC**  
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# 2016-2017 INFORMATION & POLICIES

*Classes Begin the week of September 6, 2016.*

*PLEASE READ THIS CAREFULLY AS THERE ARE MANY CHANGES FROM LAST YEAR.*

## Mission Statement:

SG Danceworkz and Fitness Studio, LLC and our instructors strive to differentiate ourselves by offering a positive, warm, and nurturing dance community that focuses on technique, self-esteem building, and fun. Students will be taught to demonstrate respect, responsibility, and commitment in an environment that everyone feels welcomed, valued, and inspired.

## Class Descriptions/Offerings:

- *Creative Movement:*
  - Introduces rhythm, music, movement, and counting. Strengthens coordination and helps create agility. Ages 2-3
- *Combo Level 1: \*\*\*New this year\*\*\**
  - A combination class that introduces basic stretching, rhythm, music, movement, counting, and basic ballet and tap steps. Class is to provide a positive start and introduction to the dance world. Tap and ballet shoes required. Ages 3-4
- *Combo Level 2:*
  - A combination class that introduces basic stretching, the grace of ballet and the rhythm of tap. Class will begin to incorporate more discipline and barre work. Tap and ballet shoes required. Ages 4-5
- *Combo Level 3:*
  - A continuation of combo level 2 introducing additional steps and discipline. Tap and ballet shoes required. Ages 5-6
- *Ballet:*
  - The foundation of all dance forms. This format provides strength, posture, grace, and discipline. Ballet is not required, but is **STRONGLY** recommended for all dancers. **Ballet is required if student is taking: Pointe, Pointe Prep, Lyrical, or is a part of the Assistant Dance Teacher Program.** Classes include barre, stretch, center floor technique, and across the floor. Ballet shoes required. Ages 6-Adult
- *Tap:*
  - Using the feet as an instrument, the footwork begins with simple rhythms advancing to more complex combinations using syncopation, rhythm, and timing. Tap shoes required. Ages 6-Adult

- Lyrical:
  - This format of dance incorporates the beauty and fluidity of ballet and the strength and emotion of jazz. **Ballet must be taken at the same time.** Ages 6-Adult
- Musical Theatre:
  - A fun combination of jazz and acting to create numbers similar to what you might see on Broadway or in the movies. Ages 6-Adult
- Jazz:
  - This format emphasizes the control and motion of the body with freedom of style and expression. Classes include a full body warm-up, stretching, center, across the floor, and combinations. Ages 4-Adult
- Hip Hop:
  - A popular format of dance. This style is often used in street dancing and music videos. Ages 4-Adult
- Pointe/Pointe Prep:
  - Students must be selected for this class and **must also be enrolled in a ballet class.**
- Adult Fitness Classes:
  - Barre Connect
  - Zumba
  - Bootcamp
- Additional Add-On Options: \*\*\*New This Year\*\*\*
  - Cardio/Conditioning
  - Stretch
  - Progressions
  - Irish Dancing
  - Dance Team Preparation
  - Junior Jazz (4-6 year olds)
  - Additional 2<sup>nd</sup> Ballet Class

### **Policies and Procedures**

#### **Attire/Dress Code:**

Proper dance attire enables the student to participate fully in class. Incorrect attire will hinder the instructor's ability to monitor muscular and skeletal development.

- Creative Movement/Combo 1-3:
  - Leotard and tights or dance shorts/pants. Hair must be pulled out of the student's face. Dance dresses and skirts are allowed.
- Ballet/Pointe/Pointe Prep:
  - Leotard and ballet tights are required. Pink ballet shoes must be worn. Leg warmers and warm ups may be worn for the first 15 minutes. Hair **MUST** be in a secure bun. Gentlemen are to wear a tank top and blank shorts/pants with black ballet shoes

- Tap:
  - Leotard and tights or dance shorts/pants. Hair must be in a secured pony or bun. Black tap shoes.
- Jazz/Lyrical/Musical Theatre/Add On Options:
  - Leotard and tights or dance shorts/pants. Hair must be in a secured pony or bun.
- Hip Hop:
  - Moveable clothes. No jeans. Clean shoes that have not been worn outside.

### **Class Etiquette:**

Classes are meant to be fun for the students while teaching them the skills and discipline of dance.

**Besides asking that you follow dress code, we do have rules of etiquette that we expect all dancers, instructors, and parents to follow at all times:**

- Please have your child go to the restroom before class begins. Water bottles can be kept outside of each studio, but class will not stop for them to get drinks and use the restroom.
- No food or drink allowed in the studios.
- ABSOLUTELY no gum during class or in the studio
- NO street shoes inside the studios. Do not wear your dance shoes outside.
- Dancers must be on time to class (15 minutes or more late will result in student observing class only)
- Negative comments about peers/other studios/dancers will NOT be tolerated.
- Keep talking during instruction to a minimum
- Keep an open mind and be willing to try new things.

### **Holidays/Closures:**

- Thanksgiving Break:
  - November 24, 2016 – November 26, 2016. Classes resume Monday, November 28, 2016.
- Winter Break: 6
  - December 23, 2016 – January 2, 2017. Classes resume Tuesday, January 3, 2017.
- Spring Break: 3
  - March 6, 2017 – March 10, 2017. Classes resume Monday, March 13, 2017.
- Memorial Day:
  - May 29, 2017
- Last Day of Regular Classes:
  - May 31, 2017

### **Weather Related Closures:**

- In the event of inclement weather, we will send an email, post on Facebook, and indicate any closures on our voicemail. We do not always follow the school systems decision to close or remain open.

## Payment Policies and Summary of Optional Fees:

### Registration:

- There is a \$15.00 nonrefundable registration fee due at the time of registration. \$25.00 nonrefundable registration fee for families with more than one student.
- **Completed registration form, registration fee, and current and last month's tuition must be received prior to being placed in a class.**
- We will send an email confirmation of your schedule a few weeks prior to classes beginning.
- Classes that do not reach minimum students required to be held will be cancelled.
- Class size is limited. You will be added to a wait list if the class you are looking to enroll in is full.

### Discounts Available:

- Family discount
  - 10% off tuition multiple siblings. 1<sup>st</sup> sibling (who is enrolled in the most classes) pays regular tuition rate and additional siblings receive the family discount rate.
- Early payment
  - 5% off if the entire year is paid in full by September 15<sup>th</sup>
- Add-On Classes \*\*\*New This Year\*\*\*
  - Certain classes can be added on for a discounted rate if your student is enrolled in at least one regular class.
- Referral Program \*\*\*New This Year\*\*\*
  - Current students who refer a new student to join our studio will receive a referral bonus. For every new referral you get to enroll at the studio, you will receive a \$10 credit on your account. Credit can be used for Tuition, DVD's, Shoes/Tights, Studio Apparel, Costume Deposits, Costume Balance, Conventions, etc. Cannot be used for any payment that doesn't go through studio, i.e., Pictures, Recital Tickets, Cupcakes, etc. Also, at the end of each three months, we will hold a drawing for all students who had a referral to receive an additional incentive!

### Tuition Payments:

Tuition payments are due the 1<sup>st</sup> day of the month. Please note that invoices are not sent out. Payments may be dropped at the studio, mailed to the studio, or processed online. We accept cash, check, or card (online or at studio). **Please note, new this year, there is a small fee for the online or credit card payments. This is due to the processing fees increasing for us to utilize the system as of June 2016.** Indicate your dancer's name in the memo of the check and note what the payment is for (tuition, costumes, etc.). For instructions on how to pay online, please visit our website.

Please note that we do have a late payment policy:

- A reminder email will be sent on the 7<sup>th</sup> of the month for anyone who has not submitted tuition.
- A \$5.00 late fee will be added after the 10<sup>th</sup> of the month.
- If payment and late fee has not been received in full by the 20<sup>th</sup> of the month, your student will be asked to sit out of class. If the class is full and there is a wait list, their spot will be given to someone on the wait list.

Returned checks will incur a \$30 service charge.

- **Tuition:** Tuition rates are for a full season (September through May), paid monthly including studio holidays, not by class. You are able to make-up classes for any month that you do not get 4 classes in (whether due to weather, illness, holidays, etc).
- **Regular Class Tuition:**
  - 45 minute class: \$30.00/Month
  - 1 Class: \$40.00/Month
  - 2 Classes: \$65.00/Month
  - 3 Classes: \$90/Month
  - 4 Classes: \$110.00/Month
  - 5 Classes: \$130.00/Month
  - Unlimited: \$150.00/Month
- **"Add-On" Class Tuition: (Add-On Tuition only applies if enrolled in a regular tuition class)**
  - 1 Add On: \$20/month
  - 2 Add Ons: \$35/month
  - 3 Add Ons: \$50/month
  - 4+ Add Ons: \$65/month
  - All Add On Classes are included in Unlimited Class Tuition
- **Adult Regular & Fitness Class Tuition:**
  - Parent Discount:
    - 1 Class: \$30/month
    - 2 Classes: \$40/month
    - 3 Classes: \$50/month
  - Regular Tuition:
    - 1 Class: \$40/month
    - 2 Classes: \$50/month
    - 3 Classes: \$60/month
- **Additional Tuition:**
  - Drop In Classes: \$10/Class
  - Private Instruction:
    - \$25/half hour or \$40/hour
  - Personal Training:
    - See Sheena for Personal Training Packages!

- ***Withdrawal must be in writing or tuition will continue to be charged, and must be at least 30 days in advance. Upon turning in withdrawal form, last month's tuition received at registration will be applied to account. Tuition will continue to be charged until notification has been received. Tuition is not refunded or credited for any reason.***

#### **Other Fees:**

- Recital Pictures or DVD (optional)
- Conventions (optional)
- Lock In Slumber Party (optional)
- Locker Rental (Optional)
- Performance Company Fees (Optional)

#### **Studio Rental Options:**

- Rehearsal Space Rental:
  - \$50.00/hour
- Birthday Parties:
  - Party Packages Available!

#### **Danceworkz In Motion 2017**

Please note that participation in Danceworkz In Motion is optional.

Our recital will be on Saturday, May 27, 2017, with our dress rehearsal being Friday, May 26, 2017.

#### **Costumes:**

Costume Deposits are required for all classes if you are doing the recital. Costume deposits are \$50.00/costume. We will try to keep all costumes between \$45-\$65.

Please note that costume payments must be received by the dates indicated:

- The first costume deposit will be due by October 15<sup>th</sup>.
- 2<sup>nd</sup> costume deposit will be due by November 15<sup>th</sup> (if your student is in more than one class).
- 3<sup>rd</sup> costume deposit will be due by December 15<sup>th</sup> (if your student is in more than two classes)
- The remainder of the costume deposits will be due before December 20, 2016 (if your student is in more than three classes)
- If you are in a combination class, you only need to make ONE deposit.
- Costume balances will be posted shortly after returning from Christmas break and the remainder of the amount will be due by January 31<sup>st</sup>.
- **Additional Costume Information:**
  - Once costumes are ordered, we are both obligated. We cannot cancel costumes.
  - If you do not have your deposits in and get them in after break, **IF** we are able to get a costume still, you will be responsible for any additional fees such as rush fees, and separate shipping.