



PARENT HANDBOOK

2018-2019

****Please read carefully. Each member of DIPAT is required to adhere to all rules contained therein.**



FROM THE DIRECTOR

Dear Parents,

Welcome to Dance Integrity Performing Arts Theatre. This is the beginning of a new journey and we are moving up to the next level of greatness. Thank you for trusting me enough to allow your children to attend our dance company. It is my honor and privilege to work with each child as they discover new talents and improve upon old ones.

As a part of Dance Integrity Performing Arts Theatre, each child will be required to follow specific guidelines, rules, and regulations. These rules have been set in place to assure that each child is provided with an environment that fosters success. Please work with me in ensuring your child abides by them every time he/she steps into Dance Integrity Performing Arts Theatre.

It is not easy doing what I do; however, I wear it as a badge of honor. I am very passionate about dance and it is my life's dream to help our youth develop the same love that I have for this art. In previous years, this company has succeeded in creating, molding, and inspiring the dancers who have participated. It is my hope that this upcoming year will be no different. I know with your full cooperation and support; Dance Integrity will continue to thrive.

Please thoroughly read and review the contents of this packet. I have created it as a way to provide detailed information necessary for your child's participation. It is not my responsibility to personally keep you inform. Attending parent meetings and coming inside to pick up a copy of any memos or newsletters the secretary provides at the front desk counter, is a MUST to keep up to date and be informed.

MOTTO

We dance for laughter, we dance for tears

We dance for madness, and we dance for fears

We dance for hopes, we dance for screams

We are dancers

We create the DREAMS!

If you have any questions or concerns, please feel free to contact me at 305 494-0622. Thank You,

Mrs. Taranika Gordon-Jones

Dance Integrity Performing Arts Theatre LLC.

Dance Integrity Performing Arts Theatre

REGISTRATION: A Registration Application, which is included in this packet, must be completed for EACH child. This application must be filled out completely before your child is approved to start. There is a **MANDATORY \$35 REGISTRATION FEE also first month payment is due when registering your child.** Your child will not be allowed to participate if the application and the fee are not received. The fee can ONLY be paid in **Cash, Money Order, PayPal, Cash App, Cashier's check** made payable to: **Dance Integrity Performing Arts Theatre.** **NO PERSONAL CHECKS ARE ACCEPTED.**

Ways to pay: There are several ways to make payment; **Cash App, PayPal, Money order or Cash.**

CASH APP will only be accepted for \$DIPT2014 or 305-494-0622 if you CASH App using the non-business account it will be refunded back to you.

Monthly Fees: Monthly fees are to be paid within the 1st thru 5th of every month. Any fees paid after the 5th will be assessed a \$25 late fee. **If payment is not received by the 10th of the month, your child will not be allowed to take class.** *Note: If your child's dance class does not fall on the 5th of the month, you are still held responsible for late fees after the 5th.*

Monthly fees are as follows:
(Beginning August 2018)

ONE class: \$50

TWO classes: \$70

THREE classes: \$85 (includes Tippy Toddlers)

FOUR classes: \$100

PLAN AND PURPOSE: The purpose of this company is to offer advancement in the arts; concentrating on dance and its fundamentals. This company will include auditions, evaluations, and warm-ups. Each dancer will also learn dance terminology and choreography which will be showcased in various productions/performances.

WARM-UPS/Bags: All Dancers apart of Dance Integrity Performing Arts Theatre must purchase a Dance Integrity Warm-up suit for the price of **\$125**. Bags are **\$25**. *Due date to purchase warm up and bag will be announced.*

ATTIRE: All dancers are required to pay the attire fee of **\$80.00**. This fee includes all dance attire your child will need. **This fee must be paid when registering for the dance company. Once your child has received attire it will be his/her responsibility to have it every class.** You can purchase Dance Integrity Attire/Apparel on the website www.danceintegrityonline.com

Dancers are **REQUIRED** to have proper attire to participate. If your child is not dressed appropriately, he/she will NOT be allowed to participate that day and will have to deal with exercises given by instructor. Consistent violations of this rule will result in your child being suspended from the dance class. Suspension may lead to complete removal from Dance Integrity. Please be sure your child is prepared to take class on their selective days. **Items Included:**

GIRLS- Attire

- 1 Colored Leotard/1 Black Leotard
- 1 Pair of Colored Biker shorts/1 Pair of Black Biker shorts

BOYS -Attire

- Mock Neck Leotard
- Cargo sweatpants
- Black V-Neck Shirt

Parents are responsible for purchasing dance shoes and tights:

- Tan Canvas Ballet shoes
- Black Jazz shoes
- Black Tap shoes
- Foot Pas
- Skin tone convertible tights

We will have tights for sale \$7 child sizes and \$10 adult sizes

FACILITY/SPACE: The Little Haiti Cultural Center will facilitate the company, therefore its dance studios, theater, and dressing rooms will be utilized. Cubby spaces in dance studios are also available for each dancer. No eating or drinking inside of the dance studio.

CLASS SCHEDULE: Upon taking classes, dancers will be issued a class schedule. The dancers will dance on their selected days unless notice is given to take home stating otherwise. Dancers will follow a weekly dance schedule that includes different styles of dance. **Dance instruction begins PROMPTLY AT the scheduled class time.** **If a dancer will be over 15 minutes late to class, please notify Mrs. Gordon. Failure to do so dancer will be asked to leave class for the day.** Dance Integrity Performing Arts Theatre is not responsible nor will be held liable for any dancer that comes to Little Haiti Cultural Center during Non- Dance Integrity practice hours.

ABSENCES AND TARDIES: Although it is impossible for anyone to guarantee their attendance due to illnesses and family emergencies, it is **IMPORTANT** that students attend class daily. New material is covered each class scheduled. Time does not permit a re-teaching of material for those who were absent. Please make every effort to ensure your child's attendance in every class. **24-hour notice** must be given to the secretary, Taranika Gordon, or a staff member, if your child will be absent. Proper notification should also be given if your child will be late to class. **If your child misses too many classes, therefore not learning enough material, he/she will NOT be allowed to perform in that dance piece.**

BEHAVIOR: There is a **ZERO-TOLERANCE** policy in place for behavior issues (i.e. No Fighting or Horseplay). Your child will be removed from the company if he/she displays poor conduct. There will be no dancers who exhibit bad attitudes, backtalk, or disrespect within Dance Integrity Performing Arts Theatre. This does not only include respect for Mrs. Gordon but also for staff and other parents. Poor behavior disrupts the environment and prohibits other dancers from learning and improving their craft. It will **NOT** be tolerated or accepted on any level. Please make sure your child understands what is expected of him/her. I will not hesitate to remove those who misbehave from the dance company immediately.

RECITALS/PERFORMANCES:

All parents will be notified in advance when it is time to prepare for an upcoming performance or recital. Please be aware that practice dates and times usually change when rehearsing for performances. There are typically **two** shows for the school year; a Spring Show (**sneak-peek**) and an **End-Of-Year Show**. **There is a MANDATORY COSTUME RENTAL FEE.** Payment for costumes can **ONLY** be made in **CASH**. No money orders or checks will be accepted. Receipts will be given at the time payment is received. Please be mindful that this fee is only for the RENTAL of the costumes. **If you would like to OWN the costumes your child wears during the show, you must pay \$250 for EACH costume. COSTUME FEES ARE NOT REFUNDABLE under any circumstances.**

Tippy Toddlers \$150 costume fee and BBs, BAs, and IAs \$175 costume fee.

Optional Payment Plan: \$150

First installment of \$50 due

Second installment of \$50

Third installment of \$50

Optional Payment Plan: \$175

First installment of \$50

Second installment of \$50

Third installment of \$75

****Early and full payments are accepted.**

**** All costume fees must be paid in full by Monday, December 17th for the Spring show and Monday, May 20th for the End of the Year show.**

If your child **does NOT** pay for his/her costume by the date given, he/she will **NOT** be allowed to participate in the upcoming performance. **Late payments will be accepted with an additional \$25 late fee. Please plan accordingly so your child will be able to perform with his/her peers.**

HAIRSTYLES: Each dancer is **REQUIRED** to have their hair styled properly for performances. Dance Integrity Performing Arts Theatre strives to be a uniformed Company. Mrs. Gordon will specify what style must be worn for each performance. **There are no exceptions for braids, twists and any other hairstyles that have not been specified. If directions are not followed, your child will not perform.**

RECITAL/PERFORMANCE DAYS: If your child is not fully prepared the day of performance, he/she will **NOT** perform. Dancers **MUST** come to the performance location with **ALL OF THEIR DANCE NEEDS**. If any article of clothing (such as tights, shoes, shirts, etc) is missing, your child will be removed from the show. Dance Integrity will **NOT** provide missing pieces for your child. Although members of the Parent Committee will assist in getting your child dressed for the show, it is **YOUR** responsibility to ensure your child has the necessary items to perform. There is a call time in which each dancer should arrive the day of the show. If your child walks in hours later after call time, **THEY WILL NOT PERFORM UNDER ANY CIRCUMSTANCES!!!! IT IS MANDATORY FOR ALL DANCERS TO BE PRESENT AND ON TIME FOR DRESS REHEARSAL.**

Extra Items to Purchase: Aside from the costume rental fee all parents are responsible for purchasing additional items to complete each costume such as Hip-Hop attire, tights, dance shoes, etc.

Ticket Sales: All ticket sales are **MANDATORY**. Ticket sales are mandatory due to the accommodation of the facility, lighting and sound technicians, and also any other necessities (such as props) for the show in order to make the show/production a success. Ticket prices will start at \$25 a ticket.

All dancers will receive at least **ten tickets** for a production/show and **any dancer that does not sell them will not be able to perform**. Parents will normally be given a ticket due date to return all tickets. Tickets not returned by this date will be assessed a late fee.

Production Fee: Production fees are **MANDATORY** for all dancers. **The production fee for each recital is \$100.** Production fees help fund facility cost, costuming, photo shoots, and more. Means every dancer is responsible for production fees.

TARANIKA GORDON-JONES, Director
Tricia Benyard, Secretary
Akeena Johnson, Tap and Contemporary Instructor
Anita Hope, Ballet instructor
Jazmine Mays, Jazz Instructor
Jerome Mike, Hip-hop Instructor



Acknowledgement of Receipt

To Whom It May Concern:

I, the parent of _____, do hereby affirm that I have received the Parent Handbook for Dance Integrity Performing Arts Theatre. I have been given an opportunity to read and review the contents therein. I understand that it is my obligation to be aware of the policies contained within.

I understand that the policies and information described in it are subject to change at any time at the sole discretion of Dance Integrity Performing Arts Theatre. With this knowledge, I agree to enroll my child in Dance Integrity Performing Arts Theatre for the 2018-2019 dance season.

Parent/ Guardian Printed Name

DATE

Parent/Guardian Signature



Personal Information Sheet

Application

Application Date _____

Dancer Information:

Last Name	First Name	Nickname
D.O.B ____/____/____	School _____	Grade _____

Dancer's Cell Phone: _____

Address	City	State	Zip code
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Parent /Guardian _____	Home phone# _____
(Mom)	(Dad)
Home Phone: _____	Home Phone: _____
Work Phone: _____	Work Phone: _____
Cell Phone: _____	Cell Phone: _____
Email Address _____	Email Address _____

****Emergency contact Information: If parent/guardian can't be reached (Must be 21 years of age) *****

Emergency Contact _____	Relationship _____
Address _____	Home# _____
Cell # _____	Work # _____

Physicians Name _____ Phone _____
Insurance Provider _____ Policy /Group# _____
Other Insurance _____ Policy /Group# _____
Hospital Preference _____

Complete the following entirely. Please put N/A on line(s) that do not apply to your child.

Do not leave Blank.

- a) **My child has the following medical condition(s)** _____
- b) **My child takes the following medication(s) regularly** _____
- c) **My child has the following allergies** _____

My signature below gives written permission for my child to participate in Dance Integrity Performing Arts Theatre.

Parent Signature: _____

Parent Name: _____ **Relationship:** _____

OFFICE USE ONLY:

Registration amount paid: _\$ _____ **Date:** _____

Attire Fee paid: _\$ _____ **Date:** _____

***Prorated Fee (if starting in the middle or end of month)** _\$ _____

Signature of Director – Taranika Gordon-Jones