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Welcome to Bella Rosa Dance Academy!

Dear Parents and Dancers:

We are happy to have you join Bella Rosa Dance Academy! Here at BRDA, we strive to provide dancers with a strong technical foundation and value the importance in all styles of dance. We believe in teaching discipline, responsibility, and dance as a way of life. Bella Rosa Dance Academy is committed to creating an atmosphere where the passion for dance is contagious and continuous. We enjoy developing the dancer as an artist by helping to build their confidence and growth from the inside out.

This handbook and our website, www.BellaRosaDance.com, have lots of information you will need throughout the year. Please read through this material, check our website, the bulletin boards, and your email for updates. If you have any questions or concerns, please feel free to contact the office. We are looking forward to a fantastic year. Thank you for choosing Bella Rosa Dance Academy!

Yours in Dance,
Ms Debbie and Ms Cydney

Communication Preferences:

General Questions & Reporting an Absence: info@bellarosadance.com or (937) 657-6304

Billing Questions & Questions or Concerns for Director: cydneybyron@bellarosadance.com or (937) 657-6304

Bella Rosa Dance Academy
3170 Rodenbeck Drive
Beavercreek, Ohio, 45432
(937) 657-6304
www.BellaRosaDance.com

What should I wear to Dance Class?

We find it necessary for the students to dress appropriately from head to toe and take pride in the way they present themselves for class. Dancers are allowed to wear one stud earring in each ear and nothing more unless approved. No visible tattoos allowed. Natural looking makeup if any.

Please note: If you are in multiple classes in a row, Ballet Attire always takes priority. Competition dancers should wait to purchase jazz shoes after we have finalized costumes to coordinate the color.

Story Book Ballet: Pink Ballet Leotard-NO ATTACHED SKIRTS/Pink Footed or Convertible Tights/Pink Leather Ballet Shoes/Hair in a ballet bun or up off the face/no skirts

Bitty Broadway & Tap: Pink Ballet Plain Leotard-NO ATTACHED SKIRTS/Pink Footed or Convertible Tights/Black Leather Jazz Shoes/Patent Leather Mary Jane Tap Shoes/Hair in a ballet bun or up off the face/no skirts

Bitty Hip Hop & Acrobatics & Kinder Cutie Hip Hop: Athletic Clothing/Water Bottle/Black High Top Converse/Hair up off face

Kinder Cutie Ballet & Tap: Lavender Ballet Leotard-NO ATTACHED SKIRTS/Pink Footed or Convertible Tights/Pink Leather Ballet Shoes/Black Mary Jane Tap Shoes/Dance Bag/Water Bottle/ Hair in a Ballet Bun/Light Pink Knit Ballet Shrug (optional)/Pink Leg Warmers (optional)/no skirts

Kinder Cutie Jazz: Black Ballet Leotard/Pink Footed or Convertible Tights/Black Jazz Shoes/Dance Bag/Water Bottle/Hair up off face in a Ballet Bun or Ponytail/Black Knit Ballet Shrug (optional)/Black Jazz Shorts (optional)/Black Leggings (optional)/no skirts

All Ballet Classes Not Listed Above-Black Ballet Leotard-NO ATTACHED SKIRTS/Pink Convertible Tights/ Pink Ballet Shoes (Leather or Canvas)/Dance Bag/Water Bottle/Hair in a Ballet Bun/Black Knit Ballet Shrug (optional)/no skirts/Undergarments should not be showing/Pink Leg Warmers (optional)

Saturday Ballet Class Only: Any Color Leotard/Pink Convertible Tights/Any kind of Ballet Skirt/Hair in French Twist Option

Modern: All Black Fitted Dance Attire or Ballet Attire/Barefoot/Hair up of face/Dance Bag/Water Bottle/ no skirts/Undergarments should not be showing

ALL Tap (not listed above): Black Leotard/Pink Convertible Tights/Black Lace up Tap Shoes/ Black Dance Shorts (optional)/Hair in a Ballet Bun/Dance Bag/ Water Bottle/Black Knit Ballet Shrug (optional)/ Black leggings (optional)/no skirts/Undergarments should not be showing

Tween Jazz: Black Leotard/Pink Convertible Tights/Black Jazz Shoes/Dance Bag/Water Bottle/Hair up off face/Black Knit Ballet Shrug (optional)/Black Jazz Shorts (optional)/Black Leggings (optional)/ Undergarments should not be showing

Tween Hip Hop: Athletic Clothing/Dance Bag/Water Bottle/Black High Top Converse/Hair up off face/Undergarments should not be showing

Teen Jazz & Hip Hop: Athletic Clothing/Dance Bag/Water Bottle/any kind of clean tennis shoes/ Hair up off face/Undergarments should not be showing/Shoes for Recital will be determined in December

Jazz Progressions: Black Ballet Leotard-NO ATTACHED SKIRTS/Pink Convertible Tights/ Pink Ballet Shoes (Leather or Canvas)/Dance Bag/Water Bottle/Hair in a Ballet Bun/Black Knit Ballet Shrug (optional)/no skirts/Undergarments should not be showing/Pink Leg Warmers (optional)

Leap & Turn Technique: All Black Fitted Dance Attire/Nude or Black Jazz Shoes-if competition dancer wait to buy shoes until competition costumes confirmed/Hair in a Ballet Bun/Dance Bag/Water Bottle/Undergarments should not be showing

Pre Pointe & Pointe:Ballet Attire/Thera Band & Marbles/Skirt Allowed for Saturday Pointe Class

All Acrobatic Classes, Acting & Voice, Yoga & CLI Combo: Any Color Fitted Dance Attire/Hair up off face/Dance Bag/Water Bottle/Undergarments should not be showing/CLI Combo bring all shoes

Boy's Ballet, Tap & Jazz: White Plain T-Shirt/Black Shorts or Pants/Black Ballet Shoes/Black Jazz Shoes/Black Lace up Tap Shoes/Dance Bag/Water Bottle

Star Performer Rehearsal: Any Fitted Dance Attire/Hair up off face/Dance Bag/Water Bottle/ Undergarments should not be showing/Bring all dance shoes/LABEL EVERYTHING

Competition Rehearsal: Any Fitted Dance Attire/Hair up off face/Dance Bag/Water Bottle/ Undergarments should not be showing/Bring all dance shoes/LABEL EVERYTHING

Studio Code of Conduct

We expect all dancers at Bella Rosa Dance Academy to be courteous and respectful of others. Dance shoes should be put on before class begins. We expect all dancers to take pride in the way they present themselves for class from head to toe and follow the dress code. Dancers should be prepared for class and arrive promptly. Please no food in the waiting area or studio, however, water is permitted. Dancers are not to have gum and are expected to pick up after themselves. Dancers are to keep their belongings in a dance bag with everything labeled. Drama and gossip will not be tolerated. Bella Rosa Dance Academy is a learning environment and strictly that. Please contact the office if there are any issues.

Attendance Policy

It is very important to your dancer's progress and the success of the class they are committed and consistently attend class. We want your dancer to get the most out of Bella Rosa Dance Academy and continue to grow as a dancer. Bella Rosa Dance Academy reserves the right to remove a dancer from any performance if they are unprepared.

If you are going to miss a class, please email or call the studio to inform us of your absence ahead of time. We do allow dancers to take a makeup class IF we have one available. Please schedule the make up session with the office. We DO NOT prorate for missing classes.

Payment Policy

Tuition payments are based on four classes. Please refer to the payment chart for due dates. A \$25 late fee will be applied to all accounts not paid on time. Statements will be sent to delinquent or problem accounts and they must be reconciled within 1 week of notification or it will result in the student(s) being dropped and will be denied access to their classes. Accounts that become 30 days overdue will be considered grounds for collections action. We accept Visa, Mastercard, and Discover. Accounts are required to be paid online through the customer's private portal.

The Registration Fee is \$30 per year per student or \$75 per family for 3 or more students and is non-refundable.

2018-2019 Calendar

Monday, September 24th - Saturday, September 29th **BFF Week**
Monday, October 29th - Saturday, November 3rd **Halloween Costume Week**
Tuesday, November 20th - Saturday, November 24th **Closed for Thanksgiving**
Saturday, December 1st **Purchase Recital Costume Online by this Date**
Saturday, December 1st **Holiday Show 3pm at Beaver Creek Church of the Nazarene**
Friday, December 14th **Nutcracker 6 PM at Beaver Creek High School***
Friday, December 21st - Thursday, January 3rd **Closed for Winter Break**
Friday, January 4th **Classes Resume**
Monday, January 21st - Saturday, January 26th **Parent Observation Week**
Monday, February 18th - Saturday, February 23rd **Pajama Week**
Monday, March 25th - Saturday, March 30th **Closed for Spring Break**
Monday, April 15th - Saturday, April 20th **Old Dance Costume Week**
Monday, May 6th- Friday May 10th **Recital Picture Week in Class**
Saturday, May 25th & Monday, May 27th **Closed for Memorial Day Weekend**
Saturday, June 1st **Recital Tickets Available to Purchase Online at 9 AM**
Monday, June 10 **Last Day of Classes at the Studio**
Tuesday, June 11 **Dress Rehearsal 5-9 PM at Centerville High School Performing Arts Center**
Saturday, June 15 **Recital at Centerville High School Performing Arts Center**
Show 1... 10:30am & Show 2... 2pm

Dates with * are tentative until confirmed

Please note, these are just important dates. We also have an Online Calendar on our website with ALL dates for the year.

Holiday Show 2018 Information

The Bella Rosa Holiday Show at the Beaver Creek Church of the Nazarene will be held Saturday, December 1st at 3pm. The doors will open 30 minutes prior to Showtime. Dancers are to wear holiday color dance attire appropriate for whatever style of dance they are performing. In lieu of tickets, every person attending the show is asked to bring a non-perishable food item to donate to the church.

Recital 2019 Information

The Bella Rosa Dress Rehearsal will be Tuesday, June 11th, 2019 5-9pm at the Centerville High School Performing Arts Center. Recital will be held Saturday, June 15th, 2019 at the Centerville High School Performing Arts Center. Show 1 will start at 10:30am and Show 2 will start at 2pm. Please be aware, attendance during the last week of class and at the dress rehearsal will be required in order to perform at the recital. Details regarding recital will be distributed closer to the date.

You will be purchasing your dancer's Recital Costume on our online store by December 1st, 2018. Information on how to do this will be emailed and on the website. Your dancer will not receive a costume if it is ordered beyond this date. We are accepting no late orders this year.

Costume fees:

Recreational Costume fee will include costume, tights, and hairpiece (if there is one). The style and color of dance shoes needed for recital are the same shoes required in the dress code except Teen Jazz & Hip Hop which shoes will be determined after a recital costume has been chosen.

Recital Tickets

Saturday, June 1st, 2019 Recital Tickets Available to purchase online @ 9am

In Class Recital Picture Information:

Pictures will be taken during class the week of Monday, May 6th - Friday, May 10th, 2019. Saturday Classes will be scheduled during an evening time throughout this week- TBA. Pictures will be available to view and purchase online. Information will be given out closer to the date.



Release of Liability

In consideration of this service, I hereby release, discharge and agree to hold harmless Bella Rosa Dance Academy, LLC, its owners, and employees from any and all liability and claims which in any manner arise from a direct or indirect result of this service or damage to person or property during the course of the dance program, including special events, and transportation to and from such events. Bella Rosa Dance Academy, LLC is not responsible for any property that a student leaves unattended.

I've read the above and agree.

Assumption of Risk

I recognize that participation in dance and any activities involving movement exercise carries with it the risk of injury.

I've read the above and agree.

Medical Emergency

I hereby give Bella Rosa Dance Academy, LLC the authority to use their best judgment in any emergency requiring medical attention including the service of a rescue squad and/or emergency room if they are unable to reach a parent or guardian. This authorization shall remain effective until revoked in writing.

Bella Rosa Dance Academy, LLC DOES NOT carry medical insurance for its students. It is required that all students be covered by their own family insurance and if injury occurs, it is understood that the students own policy is your only source of reimbursement.

I've read the above and agree.

Transportation Release

DROP OFF: Parents are required to stay with students until class begins. Bella Rosa Dance Academy, LLC is not responsible for students left unattended. Loitering is not permitted before and after class. Minor guests should always be accompanied by an adult.

PICK UP: Pick up students promptly. Ask your child to wait inside the studio for safety. For security, you must escort your child from the studio to your car. Bella Rosa Dance Academy, LLC is not responsible for unattended dancers before and/or after class.

I've read the above and agree.

Payment Information

Tuition payments are based on four classes and payment is due the first class of each four week session. Accounts will receive a \$25 late fee if they are not paid on time. Please refer to payment chart given at time of registration for due dates. We accept Visa, Mastercard, & Discover. Accounts are required to be paid online through the customer’s personal portal. Statements will be sent to delinquent or problem accounts and they must be reconciled within 1 week of notification or it will result in the student(s) being dropped and will be denied access to their classes. Reconciled accounts will have an opportunity to re-enroll in classes with a fee of \$20. Accounts that become 30 days overdue will be considered grounds for collections action.

We do not prorate or allow pay by the class (except for private sessions). Tuition is non refundable, non transferable between dancers, and not credited due to missed or dropped classes. A written notice must be given prior to the 15th of the previous month in order to drop the program and thereby eliminate tuition responsibility. If you have paid in full for the year, you will receive a refund for the classes the dancer has not attended only within 90 days of starting. Special circumstances will be honored at owner’s discretion. Dancers ARE permitted to transfer from one class to another without fees. Registration Fee is \$30 per year per student or \$75 per family for 3 or more students and is non-refundable. There is a \$35 fee for any returned checks.

I've read the above and agree.

Marketing Release

I understand and acknowledge that my child's picture could be taken while participating in dance classes and/or functions involving Bella Rosa Dance Academy. I understand and acknowledge that my child could be videotaped while participating in dance classes and/or functions involving Bella Rosa Dance Academy. I do hereby authorize Bella Rosa Dance Academy to use these photographs and/or videos for the purposes of illustration, advertisements, and publication in any manner whatsoever.

I've read the above and agree.

Rules and Dress Code Expectations

I have read the Bella Rosa Dance Academy, LLC welcome packet, policies, and dress code expectations for each class and agree to these terms.

I've read the above and agree.

Recital Information

I understand and acknowledge costume fees vary from \$65-\$85 depending on the size of the costume/class and I will be responsible to purchase the required recital costume on Bella Rosa Dance Academy's online dance store by December 1st, 2018. I understand recital costume orders will not be permitted beyond this date. I understand and acknowledge I am responsible for purchasing recital tickets and do not receive any complimentary since a recital fee no longer exists.

I've read the above and agree.

Dancer’s Name(s): _____

Relationship to Dancer(s): _____

Name of Parent/Guardian (print please): _____

I understand and agree to the Bella Rosa Dance Academy, LLC policies that I have read above.
Signature of Parent/Guardian: _____ Date: _____

2018-2019 Payment Chart

A \$25 fee will be applied to payments that are not paid on time. Please see due dates below.

Payment #	Dates the Payment Covers	Payment Due Date
Payment 1	September 4th (Tuesday) - October 1 (Monday) (4 Weeks)	September 4th
Payment 2	October 2nd (Tuesday) - October 29 (Monday) (4 Weeks)	October 2rd
Payment 3	October 30th (Tuesday) - December 1 (Saturday) (4 Weeks)	October 30th
Payment 4	December 3rd (Monday) - January 12th (Saturday) (4 Weeks)	December 3rd
Payment 5	January 14th (Monday) - February 9th (Saturday) (4 Weeks)	January 14th
Payment 6	February 11th (Monday) - March 9th (Saturday) (4 Weeks)	February 11 th
Payment 7	March 11th (Monday) - April 13th (Saturday) (4 Weeks)	March 11 th
Payment 8	April 15 (Monday) - May 11 (Saturday) (4 Weeks)	April 15 th
Payment 9	May 13 (Monday) - June 10 (Monday) (4 Weeks)	May 13 th *Please note, Saturday classes will attend Monday, June 10 to ensure 4 classes.

