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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!

Sincerely,
Ms Debbie and Ms Cydney

Office Information

Hours:

Monday-Thursday...3:30-7:30 pm

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.

Please note: If you are in multiple classes in a row, such as ballet and leap and turn, Ballet Attire always takes priority. Competition dancers should wait to purchase shoes for Leap & Turn Class after we have set groups.

Bitty 3s: Pink Leotard/Pink Footed Tights/Pink Leather Ballet Shoes/Hair in a ballet bun or up off the face/no skirts

Bitty 4s & Bitty Stars: Same as Bitty 3s but add Black Mary Jane Tap Shoes/Dance Bag/Water Bottle/Light Pink Knit Ballet Shrug (optional)/no skirts

Bitty Broadway: Pink Leotard/Pink Footed Tights/Pink Leather Ballet Shoes/Hair in a ballet bun or up off the face/Dance Bag/Water Bottle/Light Pink Knit Ballet Shrug (optional)/Black Dance Shorts (optional)/no skirts

Bitty & Kinder Cutie Hip Hop & Breakdance: Athletic Clothing/Dance Bag/Water Bottle/Black High Top Converse (for hip hop only-breakdance can wear any tennis shoes)/Hair up off face

Kinder Cutie Ballet/Tap ALL LEVELS: Lavender Leotard/Pink Footed 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 Leotard/Pink Footed 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

Ballet Tracks B & R: Black Leotard/Pink Convertible Tights/ Pink Ballet Shoes (Leather or Canvas)/Dance Bag/Water Bottle/Hair in a Ballet Bun/Thera Band & Marbles/Black Knit Ballet Shrug (optional)/no skirts/Undergarments should not be showing/Pink Leg Warmers (optional)

Ballet Tracks D & A: Monday-Thursday Black Leotard/Pink Convertible Tights/ Pink Ballet Shoes (Leather or Canvas)/Dance Bag/Water Bottle/Hair in a Ballet Bun/Thera Band & Marbles/Black Knit Ballet

Shrug/Black Knit Ballet Leggings or Coveralls (optional) /no skirts/Undergarments should not be showing

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

Modern/Improvisation & Core Conditioning: All Black Fitted Dance Attire/Barefoot/Hair up of face in a Ballet Bun or Ponytail/Dance Bag/Water Bottle/no skirts/Undergarments should not be showing

Tap BRDA: 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 in a Ballet Bun or Ponytail/Black Knit Ballet Shrug (optional)/Black Jazz Shorts (optional)/Black Leggings (optional)/Undergarments should not be showing

Tween & Teen Hip Hop: Athletic Clothing/Dance Bag/Water Bottle/Black High Top Converse (for hip hop only-breakdance can wear any tennis shoes)/Hair up off face/Undergarments should not be showing

Leap/Turn Technique Kinder Cutie/BR & ALL Jazz Progressions: All Black Fitted Dance Attire/Nude or Black Jazz Shoes/Hair in a Ballet Bun/Dance Bag/Water Bottle/Warm Up Attire listed on the Class List Allowed/Undergarments should not be showing

Leap & Turn Technique DA: All Black Fitted Dance Attire/Nude or Black Jazz Shoes/Hair in a Ballet Bun/Dance Bag/Water Bottle/Warm Up Attire listed on the Class List Allowed/Undergarments should not be showing or if you are in Saturday Ballet DA prior to Leap and Turn you can go by that dress code

Pre Pointe BRD & Star Performer Rehearsals: Same as your dancer's ballet level attire

Company Rehearsals, All Acrobatic Classes, Acting & Voice, Yoga & CLI Combo: Any Color Fitted Dance Attire/Hair up off face in a Ballet Bun or Ponytail/Dance Bag/Water Bottle/Undergarments should not be showing/For Rehearsals and CLI Combo bring all shoes

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

Studio Code of Conduct

We expect all dancers at Bella Rosa Dance Academy to be courtesy 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 \$15 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 \$25 per year per student or \$65 per family for 3 or more students and is non-refundable. There is a \$35 fee for any returned checks.

2017-2018 Calendar

Tuesday, September 5th **Classes Begin**

Monday, September 25th- Saturday, September 30th **BFF Week**

Monday, October 30th -Thursday, November 4th **Halloween Costume Week**

Tuesday, November 21st-Sunday, November 26th **Closed for Thanksgiving**

Friday, December 1st **Purchase Recital Costume Online by this date**

Saturday, December 2nd **Holiday Show 2pm at Beavercreek Church of the Nazarene**

Friday, December 15th **Nutcracker 6pm @ Beavercreek High School**

Friday, December 22nd-Thursday, January 4th **Closed for Winter Break**

Friday, January 5th **Classes Resume**

Monday, January 22nd -Saturday, January 27th **Parent Observation Week**

Monday, February 19th-Saturday, February 24th **Pajama Week**

Monday, March 26th-Sunday, April 1st **Closed for Spring Break**

Monday, April 16th -Saturday, April 21st **Old Dance Costume Week**

Monday, April 30th-Friday, May 4th **Recital Picture Week In Class**

Tuesday, May 1st **Recital Tickets Available to purchase online @ 9am**

*Friday, May 25th **Dress Rehearsal 5-9pm @ Centerville High School Performing Arts Center**

*Saturday, May 26th **TBA @ Centerville High School Performing Arts Center**

Dates with * are tentative until confirmed.

Please note, Fun Fridays, Additional Seminars, & Mini Sessions throughout the year will be posted online & emailed to all families at the studio.

Holiday Show 2017 Information

The Bella Rosa Holiday Show at the Beavercreek Church of the Nazarene will be held Saturday, December 2nd at 2pm. 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 2018 Information

The Bella Rosa Dress Rehearsal will be Friday, May 25th, 2018 5-9pm at the Centerville High School Performing Arts Center. Recital will be held Saturday, May 26th, 2018 at the Centerville High School Performing Arts Center. Show times will be confirmed soon. 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, 2017. 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. The dancers are required to have these shoes all year.

Recital Tickets

Tuesday, May 1st, 2018 Recital Tickets Available to purchase online @ 9am

In Class Recital Picture Information:

Pictures will be taken during class the week of Monday, April 30th - Friday, May 4th, 2018.

Pictures will be available to view and purchase online. Information will be given out closer to the date.

Please check www.BellaRosaDance.com and go to the RECITAL for more information. Details will be posted throughout the year on the website, bulletin boards, and email.



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 \$15 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 \$25 per year per student or \$65 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, 2017. 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: _____

2017-2018 Payment Chart

A \$15 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 5th (Tuesday)- October 2nd (Monday)(4 weeks)	September 5th
Payment 2	October 3rd (Tuesday)- October 30th (Monday) (4 weeks)	October 3rd
Payment 3	October 31st (Tuesday)- December 2nd (Saturday) (4 weeks)	November 1st
Payment 4	December 4th (Monday)- January 13th (Saturday) (4 weeks)	December 4th
Payment 5	January 15th (Monday)- February 10th (Saturday) (4 classes)	January 15th
Payment 6	February 12th (Monday)- March 10th (Saturday) (4 weeks)	February 12 th
Payment 7	March 12th (Monday)- April 14th (Saturday) (4 weeks)	March 12 th
Payment 8	April 16th (Monday)-May 26th (Saturday) (Monday-Thursday 6 weeks) (Friday & Saturday 5 weeks)	April 16 th *Please note, you will be billed your regular tuition amount payment and then prorated for the additional 2 weeks (Monday-Thursday Classes) or 1 week (Friday/Saturday Classes)

