

**Volar Dance
Centre**



Volar

DANCE CENTRE

2024 HANDBOOK

2024

TERM DATES

Term 1 **3/2/204 - 28/3/2024**

Term 2 **15/4/2024 - 28/6/2024**

Term 3 **15/7/2024 - 20/9/2024**

Term 4 **7/10/2024 - Show Dates TBC**

Public Holidays

Classes do not run

Labour Day 11/3/2024

Anzac Day 25/4/2024

Kings Birthday 10/6/2024

Melbourne Cup 5/11/204



OUR MISSION

A WORLD OF DANCE

We would like to take this opportunity to say thank you for choosing Volar Dance Centre!

Our mission as dance educators is to teach students a strong work ethic, respect for all whilst instilling fun and a love for dance to last a lifetime.

We strive to create an artistic educational, environment that is professional, positive, beneficial, exciting and fulfilling for everyone.

Please read through this handbook to familiarise yourself with all that VDC has to offer.



STUDIO

POLICIES

UPON ENROLLING AT VDC PLEASE MAKE SURE YOU THOROUGHLY READ THE POLICIES OF ENROLMENT STIPULATED ON THE ENROLMENT FORM. BY SIGNING THE ENROLMENT FORM YOU ARE AGREEING TO ADHERE TO THESE VDC POLICIES.

RISK

Dance classes can involve risk of personal injury. While VDC takes all reasonable care in conduct of its classes, it accepts no responsibility for injury cause during classes or while participants are at or near the studio. Parents/Guardians are responsible for ensuring that students are physically and mentally fit for participation.

ARRIVING

In an effort to make sure that students are ready for class on time, we strongly suggest arriving 5-10 minutes before the class is scheduled to begin. This will give students enough time to use the rest room, put the proper shoes on etc. Senior students are expected to arrive 15 minutes prior to class to ensure they are fully prepared.

Under no circumstance are students allowed to arrive or leave the studio in only their dancewear. Students are to wear either their VDC tracksuit, onesie or appropriate clothing over their leotards. Dance shoes are not to be worn outside the studio! This will not only wear and damage dance shoes quicker, but will also walk dirt and stones onto our dance floor.

PICK UP

No student is to leave the studio unaccompanied. For student safety all students are required to be picked up by an adult inside the studio waiting area. Parents must collect their child no later than 10 minutes after class has finished. This is to prevent students being left unsupervised for long lengths of time.

HYGIENE & GROOMING

Discipline in dance comes in many forms, and the way one presents themselves is important. As students can often work in large groups, we ask for the consideration for all that dancer who need to, wear deodorant and that all dance uniforms are washed after each use.

Students hair is to be tied up off the face in a bun (or pony tail for hip hop)

(If anyone needs any assistance on how to do this correctly please let us know as we are always happy to show you!) In addition, tights and shoes must always be clean.

Please note that jewellery of any type including Fitbits are not to be worn to class as they can be dangerous to oneself and fellow dancers.

VDC takes no responsibility for personal property brought into the building.



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ATTENDANCE

Please endeavour to make sure that students attend every class as good attendance is an important part of a child's success in dance. We do understand that situations arise that may prevent this and if a student is going to be absent we ask when possible a parent to please notify the studio before the commencement of that class. If a student falls ill please notify the studio as soon as convenient.

If a class is running and a student is not able to attend for personal reasons or illness there will be no make-up lesson offered. Make-up lessons will only be offered if the studio or teacher cancels the class.

RESPECT

VDC promotes a welcoming and inclusive environment for all.

Students and families are expected to show respect and kindness to all students and staff members of VDC at all times.

We strive for all students and their families to feel comfortable at all times at the studio, and in doing so we ask that all members show respect for the space that has been provided for the dancers. This includes picking up of rubbish, placing belongings in bags and allocated lockers provided.

WATCHING CLASS

For parents, enrolling a child in dance is such an exciting time – a moment we too cherish as a studio. We understand that in this time you may wish to watch class and ensure that VDC is the right fit for your family and that your child is being well looked after. As a studio we ask that once you are confident with being a part of the VDC family, that parents are aware that classes are only open to viewing by invitation. To support this, we run open weeks throughout the year which provides parents an opportunity to watch classes and see the developments and growth of their dancers. For all other times, we ask that parents drop their dancers off in the waiting area before their classes.

OPEN WEEK 2024

Open week will run in 2024 in Term 2 (dates TBC)

All classes will be open for viewing for parents and family. Please note performance team rehearsals and private lessons are not open for viewing.

Dates are subject to change with the confirmation of 2024 exam dates.





END OF YEAR SHOW CASE

SHOWCASE - Dates TBC

At the conclusion of each year, VDC performs an annual showcase.

Performing in the showcase is optional, but as showcase levies are a part of term fees, it is vital that notification is made to VDC staff at time of enrolment if a dancer will not be participating in the end of year show as fees are non-refundable.

We do strongly encourage all students to take part as it's always such a fun way to end the year!

All students who choose to participate in the end of year show will be asked to attend all extra rehearsals in Term 4 - usually 2 Saturdays and Photo Day (November) and all rehearsals at the theatre.

Please Note: Purchasing of DVD & Photos for the showcase are optional and come at an extra cost

CLASSES

● **Classical Ballet (RAD)**

Ballet is the basis for dance. It provides the technical scaffolding required to produce strong and athletic dancers and is recommended for all.

Exams are optional but are available for all students aged 5 +

VDC also offers classes in PBT (progressing ballet technique and Pointe)

● **Mini Ballet**

This class is specifically designed for young dancers. This class will enable students to build confidence and social skills. Mini ballet incorporates the fundamentals of ballet and enables the littlest of dancers to express their love for movement and music in a fun and creative environment. Mini ballet is offered to students who are aged 2.5 to 4 years

● **Ready Set Dance**

This class is specifically designed for young dancers. This class will enable students to build confidence and social skills. Mini ballet incorporates the fundamentals of ballet and enables the littlest of dancers to express their love for movement and music in a fun and creative environment. Mini ballet is offered to students who are aged 2.5 to 4 years

● **Contemporary**

Contemporary dance borrows techniques from ballet and many modern styles of the 20th century. Contemporary dance encourages natural, spontaneous movement and personal interpretation. Contemporary classes are available for students aged 6 +

● **Jazz**

Jazz is a high paced technical form of dance. It helps develop musicality, co-ordination and flexibility. Teachers use music that is up-beat and age appropriate. Jazz classes are available for students aged 5 +

CLASSES

Tap

Tap incorporates the use of the feet as a percussive instrument. Dancers develop co-ordination, musicality and rhythmic awareness through this exciting dance style.

Tap classes are available for students aged 5 +

Hip Hop

Hip Hop is a current popular form of dance that is based on 'street style'. VDC teaches the stylistic requirements of popping, locking and breaking to connect students with the groove and rhythms of the music. Teachers choose up-beat and age appropriate music for each class. Hip Hop classes are available for students 7 +

Acro

TAt VDC our teachers are fully qualified Acrobatic teachers and teach from the Acrobatic arts syllabus. Acro is the beautiful fusion of classic dance technique and the precision and athleticism of acrobatic elements. Acro technique includes balancing, limbering, tumbling and partnering based on flexibility, contortion and strength

Acro classes are available for students aged 5 - 12 years



VDC PERFORMANCE TEAM

PERFORMANCE TEAM IS A WONDERFUL OPPORTUNITY FOR DANCERS TO LEARN THE ART OF COMPETITION, BECOME MORE EXPERIENCED ON STAGE AND LEARN TO WORK WITHIN A TEAM.

Performance Team is optional at VDC and we encourage all students to ask about joining our team.

In order to be eligible to take part in our team you must have 2 years of ballet training prior to joining (this can be at VDC or at another studio).

For new dancers to VDC, our teachers may request to see you perform in class for a Term to see where you may fit within our team before enrolling you into the team for the year.

In order to take part in VDC's Performance Team for both group and solo work at competitions, you must be undertaking the following classes:

2 BALLET CLASSES PER WEEK

TAKE PART IN EXAMS

TAKE PART IN ALL WORKSHOPS CONDUCTED AT VDC

ALL HOLIDAY PROGRAMS INCLUDING SUMMER SCHOOL

Solo dancers must be in a weekly class in order to be eligible for a solo in that genre ie. If you are thinking you would like a contemporary solo you must then be taking a contemporary class each week)



VDC PERFORMANCE TEAM POLICIES

CHOREOGRAPHY

The choreography dancers learn in Solo's and in Troupes is strictly owned by the studio. If dancers choose to leave VDC they are NOT to compete at competitions with VDC choreography.

Once dancers have learnt a piece of choreography, then it is the job of the student to remember the choreography.

Home practice is vital.

POLICIES

By signing enrolment form and paying the enrolment fee you are agreeing to the following policies:

-I understand the schedule/obligations to attend competitions and extra rehearsals when necessary

- I understand that students need to have a 95% attendance at rehearsals and all classes throughout the year
- I understand that private lessons must be paid for at each lesson to the front desk and that all lessons are to be paid for whether or not the lesson is attended – this includes illness, holidays and all school activities (camps, school concerts)
- I understand that private lessons do not need to be paid for if the studio is closed (public holidays etc.)
- I understand that I must contact the studio to organise a make-up lesson
- I understand that as a performance team member (soloist or troupe member) that I am expected to participate in all workshops and holiday programs at VDC
- I understand that I must always seek permission to participate in all workshops, intensive and performances outside of VDC
- I understand that as a student and as a parent I will always represent VDC in the best possible way



WORKSHOPS / COMPS

WORKSHOPS

VDC will continue to hold Workshops throughout 2024, and all performance team dancers must participate

- these workshops will incur extra fees

Students must ALWAYS seek permission to participate in any workshop, performance or intensive of any type outside of VDC - this includes all auditions and performances

In 2024 we ask that students only participate in a maximum of 2 workshops/ classes and 1 performance opportunity outside of VDC with given permission.

Students are asked not to participate in anything outside of VDC in Term 4, this includes competitions.

Students who choose to take part (with permission) in a weekly extension program outside of VDC will not be permitted to take part in any performances or workshops outside of VDC. These classes cannot hinder a student's participation at the studio.

COMPETITIONS

Students are expected to be at all competitions when taking part in troupes.

Soloists are encouraged to take part in at least 4 competitions over the year and not to compete in more than 6 in a year.

As VDC classes take place on weekends, we do not encourage students to enter competitions that run on weekends. As such, students will not be excused from any weekend classes at VDC (this includes Sunday workshops) in order to compete.

ALL competition entries MUST be approved BEFORE you enter, please email your requests.

Students are NOT to participate in ANY competitions in Term 4 2024

COMMUNICATION

It is expected that after EVERY competition parents email

ash@volardancecentre.com with results BEFORE you place anything on social media, this includes emailing any photos of the dancers at competitions and their crit sheets.



OUR UNIFORM

ALL STUDENTS ARE REQUIRED TO WEAR THE FOLLOWING UNIFORM.
ALL UNIFORM CAN BE PURCHASED THROUGH THE STUDIO ONLINE SHOP.

HAIR

Hair needs be secured in a slick bun for ALL classes. Bangs must be cut above the eyebrows or pinned back so that the dancers vision is not obscured and hair is not slapping the face when performing turns. A slick back pony tail is acceptable for Hip Hop class only.

SHOES

Dance shoes must be worn for the studio use only. Dance shoes worn traveling from the car to the studio are NOT allowed in the studio as small traces of dirt and grease can cause extensive damage to studio floors. It also makes it unsanitary for dancers performing floor exercise during class.

All students are required to have the correct shoes for the class they are enrolling
Ballet shoes for Ballet, Jazz shoes for Jazz etc

JEWELLRY

Jewellery must be removed before class - this includes watches and Fitbits. Only stud earrings are allowed - NO dangling or hoop earrings. In addition, NO earrings are permitted for performances or exams.

All shoes can be fitted and purchased through the studio

WATER BOTTLES

Spill-proof water bottles are permitted into all classes, but must contain water only. We recommend dancers labeling their names clearly on drink bottles and to keep the environment in mind by using a re-useable bottle.



UNIFORM REQUIRMENTS

FEMALE UNIFORM

MINI BALLET

Purple Leotard & Skirt (Bloch)

Split Sole Ballet Shoes (Bloch)

Tights or Ballet Socks

CLASSICAL BALLET

RAD Leotard

Tights or Ballet Socks

(Tights mandatory for students aged 10+)

Leather Split Sole Ballet Shoes (Bloch)

National Shoes (Exam students only)

National Skirt (Exam Students only)

RAD Belt (Exam students only)

1/2 Tutu - (Vocational Exam students)

JAZZ, TAP AND CONTEMPORARY

VDC Purple Leotards

Black Dance Shorts (Bloch)

Tan Jazz Shoes (Capizo -NO LACES)

Tan Tap Shoes (Small heel only)

READY SET DANCE

RSD T-Shirt or RSD Dress

Tap Shoes Jazz or Ballet Shoes

PERFORMANCE TEAM

Black VDC Leotard

Body Stocking

Studio Jacket and/or Vest

MALE UNIFORM

MINI BALLET

Navy Blue Dance Shorts (Bloch)

Bonds or equivalent singlet – White

Ballet Shoes - White (Bloch)

White Ballet Socks

CLASSICAL BALLET

White Male Leotard (Bloch)

Navy Blue Dance Shorts (Bloch)

White Ballet Socks

White Ballet Shoes (Bloch)

National Shoes (Exam students only)

JAZZ, TAP AND CONTEMPORARY

Black Dance Shorts (Bloch)

Black Singlet (Bonds or similar)

Tan Jazz Shoes (Capizo -NO LACES)

Tan Tap Shoes (Small heel only)

READY SET DANCE

RSD T-Shirt or RSD Dress

Tap Shoes Jazz or Ballet Shoes

PERFORMANCE TEAM

Black Leotard

Studio Jacket and/or Vest

HIP HOP (MALE & FEMALE)

Any sweat pants or active wear

VDC Tshirt

INDOOR running shoes

NO Jeans, Skirts, Dresses, Bare Feet,
Sandals, Boots or black soled shoes.

2024

FEEES

On enrolment all families are required to pay a \$35+gst enrolment/ insurance fee. This is paid once a year and is non-refundable. Please note that \$35 is paid per family NOT per student.

All performance levies are paid in installments over the terms enrolled. This is so that you will not be asked for extra payment for costumes at the end of year showcase or payment for dress rehearsal at the theatre. Cost will be given on enrolment.

PAYMENT PLANS

At VDC we encourage all dancers to be as involved in the studio as much as possible. As such, we understand that sometimes having a lump sum due 4 times throughout the year can be difficult - therefore we do offer payment plans.

Fees can be made via Weekly, Fortnightly and Monthly payment installments if a student is enrolled in 2 or more classes a week.

All payment plans in 2024 MUST signup to GO CARDLESS via your first invoice

Please note by signing the Enrolment form that you are agreeing to pay payments on time, and that if your dancer chooses not to return to class throughout the term you will still be liable to pay the remainder of the Term. If payment falls behind by 2 installments your payment plan will be cancelled and you will be asked to pay all fees remaining.

FEE POLICY

All VDC Fees including enrolment fee is non refundable.

Term fees are to be paid 2 weeks prior to the start of Term 1.

They are then to be paid by the end of each Term for the following Term throughout the year.

If fees go unpaid without prior explanation a 10% late fee will be charged for each week unpaid.

If chosen to not to return to class during the year, a parent must notify the studio before Term fees are issued, otherwise they will be liable to pay any invoice that is sent.

IMPORTANT CONTACT

Name	Position / Description	Contact
Ash	Artistic Director	ash@volardancecentre.com
Roz	Studio Manager	roz@volardancecentre.com
Studio Phone		0421038185

FOLLOW US ON SOCIALS!

INSTAGRAM

[instagram.com/volardancecentre/](https://www.instagram.com/volardancecentre/)

FACEBOOK

Facebook Page

[facebook.com/volardance/](https://www.facebook.com/volardance/)

Facebook group (by request only)

[facebook.com/groups/266373236739655/](https://www.facebook.com/groups/266373236739655/)





YOUR JOURNEY **HAS BEGUN**

Let's DANCE Together