



2022-2023
Official Handbook For All Students

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Welcome to Our FDW Family!

Welcome Dancers & Parents! We understand that you have many choices in after school activities for your child, and we appreciate you placing your trust in us. The goal of this handbook is to help you better understand how our studio functions and what you can expect from us. We are excited to have you as a part of our FDW Family!

All important documents and notifications are sent out via email and items are also posted in the parent portal. Please be sure to check this often as to not miss any important updates. All information you need is on there. If you have any questions, please contact Diane at officeFDW@gmail.com or (941) 743-2115.

Florida Dance Workshop is a place where the efforts, abilities, and varied talents of all students are respected by their teacher, and all fellow dancers. It is our goal to make classes and rehearsals fun, but we are serious about helping each child become his or her own personal best. We teach that hard work produces results and we help our dancers to achieve the genuine self-esteem that comes with mastery of technique. These important lessons also apply to life's future challenges. We believe in seeking, not perfection, but excellence from all students, with the understanding that it be appropriate to their age level, ability, and interest. Florida Dance Workshop will never aspire to be the biggest school, but we will always strive to be the best!

Our Mission

Florida Dance Workshop aims to provide a fun, nurturing environment where the experience is positive and the quality shows. All dancers that come through the doors of FDW are part of our family. For the last 28 years students have enjoyed bonding over the love of dance, and we are blessed to have many alumni who return to our studio as parents and teachers to continue the tradition.

The Parent Portal

The parent portal is where you will handle the majority of your FDW affairs and can be accessed at <https://dancestudio-pro.com/online/floridadanceworkshop>, or by following the corresponding link from the main menu on our website www.FloridaDanceWorkshop.com. In the parent portal you can check the Bulletin Board for class notices, add and drop classes, enroll/drop auto payments, make online payments, buy your show tickets, check the studio calendar, view your child's costumes, contact teachers and more! Please take moment to familiar yourself with the portal and to check that all your contact information is correct (email, phone, address, etc.). *We highly recommend you sign up for auto-payments. Auto payments only apply to tuition and are a great way to avoid late fees. Costume, competition, media and other fees for items such as dancewear will not be taken on auto payment and must be paid for separately online or in person by check.

Your Teachers & Staff

Below is a list of our team members at FDW so you can feel more comfortable with faces and names. *Contact information details are on page 6/7.*

- **Holly Legare:** Studio owner, FDW Alumni, Aerialist, Bachelor's of Science in Exercise Science & Health Promotion, Dance Master of America (DMA) Certified in Ballet, Tap, Jazz and Acrobatics. Currently teaching Ballet, Tap and Aerial beginner to advanced levels and choreographs for the Ovations Competition Team.

- **Michelle (Labousier) Mandile:** former studio owner and teacher. 25+ years of teaching experience. DMA Certified in Ballet, Tap, Jazz and Acrobatics. Teaches all styles, currently teaching Advanced Lyrical, Ballet, Tap and choreographs for the Ovations Competition Team. Available for private lessons and solos for Ovations members upon request.
- **Alicia Baughman:** Teacher, FDW Alumni. Masters degree from UCF, 5+ years of teaching experience. Teaches Ballet, Tap, Hip Hop, Jazz, Lyrical beginner through advanced levels and choreographs for the Ovations Competition Team.. Available for private lessons and solos for Ovations members upon request.
- **Andréa Popielarz:** Teacher, FDW Alumni, DMA Certified in Ballet and Jazz, Acrobatic Arts Certificated Level 2, 15 years of teaching experience. Teaches all styles, but currently only teaching all levels of Acrobatics for 2021 season. Available for private lessons and solos for Ovations members upon request.
- **Kate Chalone:** Teacher, FDW Alumni, 3 years of assistant teaching experience. Currently shadowing all styles of dance and embarking on her first year as a teacher for Beginner and Intermediate Ballet/Tap under the supervision of Andréa and Holly.
- **Margeaux McCarthy:** Teacher, professional hip hop dance experience in LA, has been teaching with FDW for 4 years. Teaches all levels of Hip Hop beginner-advanced and choreographs for the Ovations Competition Team. Available for private lessons and solos for Ovations members upon request.
- **Bev Simpson:** Front desk reception & dancewear. Mom of 3 former FDW Students.
- **Diane Roose:** Accountant, phone and email reception. Grandmother to 3 former FDW dancers including instructor Kate Chalone.
- **Tasha Chalone:** Studio assistant and Back stage coordinator at our shows. Mother of 3 former and 1 current FDW instructor.

Class Placement

The students class placement is determined by the staff of Florida Dance Workshop. We make placement decisions based on the students age, maturity, ability, and dedication. This decision is nonnegotiable. There are a lot of factors that go into deciding what is best for each student, we require that the students, as well as the parents, respect the decision made by the staff. Attendance is imperative to developing a dancer's ability and every effort should be made to make up a missed class. We hope to inspire the children through hard work, confidence, and dedication. **It is up to the students to utilize the education we provide, and students will be placed according to their ability and drive.** Age is not the defining placement however is a consideration.

Studio Policies

The staff of Florida Dance Workshop aims to provide a safe, nurturing, educational, fun but regimented environment for our students and families. We require that all students, parents, siblings, and extended family members who are involved in the studio uphold the same level of decorum. Inside the studio is the place of learning technical abilities, choreography, and dance related discussions. Outside of the studio, the students, parents, and faculty are still representations of Florida Dance Workshop. With the evolution of social media outlets, we require that parents, family members, and students represent the studio in only positive light. Posts on Facebook, twitter, instagram, snapchat, youtube, etc that display negativity about, within, or in regard to the studio will not be tolerated. If there are issues among students, parents, staff, etc, we ask you directly contact one of the faculty members. Gossiping or bullying, through direct conflict, cyber, or indirect conflict will not be tolerated. Please treat each other, as you wish to be treated in return. Students who display profanity on social media will be given a warning, after that the student will be removed from Ovations and/or Company.

Pick Up & Drop Off Procedures

Please ensure your student is dropped off with adequate time for drinks, restroom use, and for putting shoes on, as to minimize classroom disruption. Please also ensure that your student is picked up within 15 minutes of the end of the class. Students under the age of 10 are asked to stay inside the building until an adult comes inside to take them home.

Classroom Observation

Parents and family are welcome to observe class. Observers should never enter the dance class room unless invited by the instructor. This helps the instructor to maintain the complete attention of the student and negate any distraction that may be caused by family members and friends being in attendance. If you need to speak with an instructor, please email officeFDW@gmail.com to schedule an appointment.

House Rules

The students, parents, faculty, and extended family members are expected to take pride in the physical address of the studio as well. In effort to minimize the amount unnecessary cleaning, we require that all involved clean up after yourselves and one another. Do not leave trash, water bottles, hair ties, bobby pins, cups, containers, or bags in the studio. If you brought it in, take it out or to the trash. If we continue to have an issue with fast food trash or excessive non-dance related trash, those items will no longer be allowed in the studio.

Performance Opportunities

THE CHRISTMAS PARADE

The Charlotte County Christmas Parade is always a favorite event for FDW and is typically held the 1st weekend of December. ALL students are welcome & encouraged to be a part of it! 3-5-year old will ride on our decorated float & students ages 6 & up will be dancing down the parade route! Each year the parade is based on a theme by the Chamber of Commerce, & we are extremely honored to be named the “Best Performing Unit” category for 26 years! There may be a costume fee of up to \$10 per child to provide a theme appropriate “costume” for the event. More information will be given out in late October.

SHOWTIME 2023 ANNUAL PRODUCTION

Showtime 2023 & the Dress Rehearsal will be held the weekend of June 2nd-4th, 2023 at the Charlotte Center for the Arts (CPAC Auditorium at Charlotte High School). Times and details will be given after Spring Break 2023. The week before the show (May 29th-June 1st, 2023) is DRILL WEEK and the class schedule will be different to accommodate the extra rehearsal time. Attendance is very important this week especially! It is assumed at registration at students will participate in the class dance for Showtime. There is a dance for all classes except for: Technique Class, and Silks Classes. Please notify us ASAP at officeFDW@gmail.com if there is an emergency or other unavoidable situation that will prevent attendance for either day. **Tickets will be \$20, presale, reserved seats. PARENTS WHO WISH TO ATTEND MUST BUY A TICKET UNLESS WORKING BACKSTAGE.**

Communication

Official workshop news will be provided by email on a monthly or as needed basis. *Please check your parent portal at <https://dancestudio-pro.com/online/floridadanceworkshop> to make sure that we have the best email and*

phone number to reach you. Additionally, notices and alerts may also be sent by text when needed (for example, if class needs to be cancelled due to a hurricane warning). All important information will be released by email for your convenience. Please take time to save FloridaDanceWorkshop@gmail.com as a favorite contact and be sure to read everything! :) Thank you!

In order to promote life balance for our team, we ask that try to use “official” means of communication when addressing studio matters as much as possible. *Please be respectful when choosing to TEXT or FACEBOOK MESSAGE a teacher in “off” hours and only do so if absolutely necessary.* We prefer you use the “Contact” tab found in the Dance Studio Pro Portal, by email at officeFDW@gmail.com or by studio phone (941) 743-2115 as much as possible. You will receive a response within 24 hours by email/portal or within 36 hours by phone. All financial questions should be brought to the attention of Diane, our Accountant. Please see contact information below.

- Holly Legare, Studio Owner: (941) 661-5678/ FloridaDanceWorkshop@gmail.com
- Diane Roose, Studio Accountant: (941) 627- 8018/ officeFDW@gmail.com
- Michelle Mandile, Teacher: ML5678DanceT@yahoo.com
- Andrea Popielarz, Teacher: (941) 380-9949 / andrapopielarz@gmail.com
- Alicia Baughman, Teacher: aliciambaughman@gmail.com
- Margeaux McCarthy, Teacher: margeauxvallee@gmail.com
- Bev Simpson, Dancewear & Front Desk: simpsonbev3@gmail.com
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Dress Code & Show Appearance

Classes and rehearsals require appropriate dance attire to be worn. **Hair** must be secure and not adjusted multiple times during class. *Clothing and hair shall not distract the students from their work in class.* **NEW THIS YEAR!** On your Parent Portal you will find our online studio storefront. Orders can be placed online, in your Parent Portal, for all of our dress code required attire. Items will have appropriate options for the style and levels in the description. Online orders placed will be received in 7-10 business days.

Ballet Slipper Pointe shoes, neatly tied



Ballet: attire must be worn during ballet classes. Tights, solid colored leotard, ballet shoes and hair in a bun. Skirt optional. Absolutely no bare midriff for ballet.

Hip Hop & Tap: Fitted or baggy sweat/yoga pants, shorts that cover, Black or Official FDW tank tops/T-shirts, sport bra tops, appropriate footwear (sneakers / tap shoes)

Jazz, Acrobatics, Lyrical/Contemporary: Leggings/yoga pants, shorts that cover, Black or Official FDW tank tops/T-shirts, sport bra tops, appropriate footwear (jazz or lyrical shoe).

OPTIONS FOR PURCHASE:

We carry a small selection of leotards and dancewear as well as a full range of tights in studio. We have a full sizing set for shoes and leotards at the studio and can size & order items for you. Shipping usually takes about 1 week and payments must be paid at the time of purchase. Please allow a *minimum of 2 weeks* if you need to order something for a show/ competition as these times of year are particularly busy. If you choose to buy dancewear from any merchant outside of our online store, MAKE SURE the shoe brand/style color is as specified.

Lyrical shoe



TIGHTS:

Stirrup tights are recommended for all students, and are required for all students in Acro, Lyrical and Hip Hop classes.

Weissman Brand “Ballet Pink” for all Ballet Classes. Weissman Brand “Honey”

Tap shoe



Hip Hop shoe



for all other classes (Acrobatics, Jazz, Tap, Hip Hop, Lyrical). ****NEW THIS YEAR**** Please order the appropriate color tights, under garments AND shoes to match your SKIN TONE.

SHOES:

- BALLET & POINTE:** Ballet Pink Slippers (leather) for all ballet dances. Pointe shoes must be neatly tied and sewn before dress rehearsal. All elastics in all ballet shoes should be neatly tied and tucked in. POINTE SHOES must be fit by a specialist and *approved by Holly or Michelle* before sewn. The fit is *very important for safety*. Please see teacher for details.
- JAZZ:** Slip on Tan Jazz Shoes for all Jazz classes (Carmel or Hazelnut color to match your skin tone and tights, unless otherwise noted by teacher) **ACRO:** No Shoes are worn for Arco classes, be sure to have a stirrup tight so that the foot is exposed.
- HIP HOP:** Shoes for Hip Hop (Beginning and intermediate levels only): Weissman Sparkle Pop Hip Hop Shoe. Available through DSP online store, in your Parent Portal. Advanced Hip Hop levels, High top Converse Black Sneaker.
- TAP:** Slip on or Tie style shoes are appropriate. All levels wear TAN.
- LYRICAL:** All classes wear the half shoe pictured above with TAN stirrup tights.
- KINDERDANCE:** Tan tie/buckle style tap shoes and Pink Ballet slippers (please see note on ballet slippers above).
- BEGINNER TAP SHOE:** same style as kinderdance, in TAN

Performance Hair/ Make Up / Accessories

- Hair in a low bun with a side part on the left for all levels except for KINDERDANCE and BEG BALLET/TAP 1. Hair pieces go on the RIGHT side of the bun unless otherwise stated by the teacher. We recommend a “bun kit” available in blonde or brown to match hair linked below with makeup links.



- Bras and bra straps must not show! Please see the bra image.
- Simple “diamond” look earrings or fancier “stage” earrings (pictured below) are encouraged for all students, and are mandatory for all Ovations and Dance Company members.

- Make up is super important for performances. Do make-up at home for dress rehearsals and performances. Lots of Cheek Blush, stage lights “wash out” faces. Purple Eye Shadow, using lighter shade on the lid, darker in the crease and lighter to the brow. FALSE EYELASHES are a great touch *mandatory for Ovations and Dance Company*. Bright RED Lipstick. Careful application of eye-liner can also define features for a more dramatic expression. Line top lid only to outer corner. Everyone’s skin tone is different so it’s good to experiment ahead of time to find what looks best with YOUR skin. All the recommended color palates and lipsticks listed below come with multiple color options which is nice to have to find what works for YOUR skin tone. Keep in mind that as you get/or lose a tan over the year, you may find different colors to be more appropriate. Your goal should always be to make your



facial features “pop.” If you don’t have an amazon prime account and would like us to order something for you, just email Holly at FloridaDanceWorkshop@gmail.com.

Make Up & Hair Products We Recommend *good gift ideas*

You DO NOT have to purchase these products, the links are only for your convenience. Ovations & FDC Members should consider buying the recommended colors for eyes, lips, and cheeks.

- Foundation: https://www.amazon.com/Maybelline-Poreless-Foundation-Natural-Oil-Free/dp/B00PFC-SUNC/ref=sr_1_7?_crid=2XI0LAMITVI8O&dchild=1&keywords=foundation&qid=1598473950&s=beauty&sprefix=fou%2Cbeauty%2C193&sr=1-7
- Dark Blush: https://www.amazon.com/SHANY-Masterpiece-Colors-Palette-Refill/dp/B0014N6WQQ/ref=sr_1_3?dchild=1&keywords=shany+blush&qid=1598473989&s=beauty&sr=1-3
- Purple Eye Shadow: https://www.amazon.com/SHANY-Masterpiece-Colors-Palette-STARLET/dp/B00IVHDDYY/ref=sr_1_3?dchild=1&keywords=shany+starlet&qid=1598473907&s=beauty&sr=1-3
- Red Lip Stick: https://www.amazon.com/Ownest-Moisturizing-Non-Marking-Waterproof-Non-Stick/dp/B07TQSJ1Y4/ref=sr_1_12?dchild=1&keywords=red+lipstick&qid=1598474058&s=beauty&sr=1-12
- Black Eyeliner: https://www.amazon.com/COVERGIRL-Eyeliner-Sharpening-Blending-packaging/dp/B001SYWTFG/ref=sr_1_3_sspa?dchild=1&keywords=eyeliner&qid=1598474385&s=beauty&sr=1-3_spons&psc=1&spLa=ZW5jcnlwdGVkUXVhbGlmaWVyPUEwWTBVM1ZIU1JHwkw4JmVuY3J5c-HRIZElkPUEwNdc1ODQ4MTNFQUo1Qk13NUZLTiZlbnNyeXB0ZWZRBZEIkPUEwMDEwNzc2-MUowS0w1TFpZNE1BTCZ3aWRnZXROYW11PXNwX2F0ZiZlY3Rpb249Y2xpY2tSZWRpem-VjdCZkb05vdExvZ0NsaWNrPXRydWU=
- Bulk Eyelashes: https://www.amazon.com/Eliace-Handmade-Eyelashes-Professional-Comfortable/dp/B0759YNTD4/ref=sr_1_3?dchild=1&keywords=eyelashes&qid=1598474116&s=beauty&sr=1-3
- Eyelash Glue: https://www.amazon.com/Strip-Eyelash-Adhesive-Clear-0-176/dp/B01BMMOAFU/ref=pd_sim_b2b_1/134-6003417-5127016?_encoding=UTF8&pd_rd_i=B01BMMOAFU&pd_rd_r=0e11a5f6-33bc-4210-82ec-ce477a1aba33&pd_rd_w=WXQlq&pd_rd_wg=xZht4&pf_rd_p=a07701e4-f565-442a-b97f-93ab23cb-b7ef&pf_rd_r=838XBC410CTWSCJPSKHH&psc=1&refRID=838XBC410CTWSCJPSKHH
- Black Mascara: https://www.amazon.com/Maybelline-New-York-Sensational-Washable/dp/B00PFC-SXP2/ref=sr_1_3_sspa?dchild=1&keywords=mascara&qid=1598475010&s=beauty&sr=1-3_spons&psc=1&spLa=ZW5jcnlwdGVkUXVhbGlmaWVyPUEwOTY3OFBUQjk5VlFwJmVuY3J5c-HRIZElkPUEwODA3NjMyNUphNkY5TlBGWVFRJmVuY3J5cHRIZEFkSWQ9QTEw-NDY1ODgxTUNERjdBTkVHNEZUJndpZGdlE5hbWU9c3BfYXRmJmFjdGlvbj1jbGlja1JlZGly-ZWN0JmRvTm90TG9nQ2xpY2s9dHJ1ZQ==
- Brow pencil (when in doubt pick thee lighter color): https://www.amazon.com/Maybelline-Temptation-Eyebrow-Definer-Pencil/dp/B074VD4X7W/ref=sr_1_2_sspa?dchild=1&keywords=brow+pencil&qid=1598474945&s=beauty&sr=1-2_spons&psc=1&spLa=ZW5jcnlwdGVkUXVhbGlmaWVyPUEwUIQ4S1ROUDFNVUIKJmVuY3J5c-HRIZElkPUEwNjUyMjI0M1hKQ042SVVEQVRSJmVuY3J5cHRIZEFkSWQ9QTA2MDE3NjlyS0l-EMVRZTVl3WjNTJndpZGdlE5hbWU9c3BfYXRmJmFjdGlvbj1jbGlja1JlZGlyZWN0JmRvTm90TG9nQ2xpY2s9dHJ1ZQ==

- Bun Kit Brunette: https://www.amazon.com/Donut-FANDAMEI-Shaper-Invisible-Elastic/dp/B07Q2Q7LC5/ref=sr_1_8?dchild=1&keywords=dance+bun+kit&qid=1598474242&s=beauty&sr=1-8
- Bun Kit Blonde: https://www.amazon.com/Teenitor-20pcs-Blonde-Girls-Shaped/dp/B07S8H9QZM/ref=pd_bxgy_img_2/134-6003417-5127016?_encoding=UTF8&pd_rd_i=B07S8H9QZM&pd_rd_r=0dcbb87c-9282-439f-b570-8aa40d298239&pd_rd_w=QX9bh&pd_rd_wg=w56zQ&pf_rd_p=ce6c479b-ef53-49a6-845b-bbbf35c28dd3&pf_rd_r=PEE174D2HHNVHYNE6GH3&psc=1&refRID=PEE174D2HHN-VHYNE6GH3
- Make Up Brush Set: https://www.amazon.com/BEAKEY-Premium-Synthetic-Foundation-Eyeshadow/dp/B01F36JBDM/ref=sr_1_1_sspa?crd=10BR7PX973VSJ&dchild=1&keywords=makeup+brushes&qid=1598474438&s=beauty&sprefix=make+up+br%2Cbeauty%2C192&sr=1-1-spons&psc=1&spLa=ZW5jcnlwdGVkUXVhbGlmaWVyPUFORIA1WjRLREpYU1gmZW5jcnlwdGVkSWQ9QTAzNjMwOTQ3OUUyMk-RWTVBTQ0YmZW5jcnlwdGVkQWRJZD1BMDM2ODc3NzNNVVg1STNKVv1DU1Amd2lk-Z2V0TmFtZT1zcF9hdGYmYWN0aW9uPWNsaWNRUmVkaXJlY3QmZG9Ob3RMb2dDbGljaz10c-nVI
- Setting powder (us on face and lips to keep make up in place): https://www.amazon.com/l-f-Definition-Powder-Flawless-Lightweight/dp/B004DIXYUI/ref=sr_1_16?crd=7999T5CBV5EY&dchild=1&keywords=setting+powder&qid=1598474474&s=beauty&sprefix=setting+%2Cbeauty%2C207&sr=1-16
- Reusable Make Up Remover Towels: https://www.amazon.com/Danielle-D8064-Reusable-Makeup-Removing-Cloths/dp/B01CRB3PLA/ref=sr_1_5?dchild=1&keywords=makeup+remover+towel&qid=1598475108&s=beauty&sr=1-5

*****Don't forget to put your child's name/ initials on all tags of costumes & shoes!!*****

Payments / Adding & Dropping / Costumes & Other Fees

Each year there will be a nonrefundable \$25 registration fee for each student upon registration for the regular season. Tuition is posted 2-4 days before the 1st of the month, and payments are DUE ON THE 1st OF THE MONTH. Monthly statements will be sent out for each family on the 1st of the month. Late fees apply to any payment after the 10th of every month. Auto payments, Online Credit Card payments and checks are all accepted. Checks should be made out to Florida Dance Workshop, LLC. Please place all payments in the envelopes provided with the information completed and place into the tuition box. All online and credit card payments are subject to a 3.5% fee. There will be a \$25 fee for all returned checks. A full statement of your transaction history is available in your Dance Studio Pro portal. To avoid potential late fees, it is suggested you enroll in auto payments for your tuition. **Please note that the tuition fee is not inclusive of dance apparel, footwear, costumes, accessories, or Showtime tickets.**

All questions regarding payments and your account should be brought to the attention of our accountant, Diane at officeFDW@gmail.com or (941) 627- 8018.

TUITION

Tuition is pro-rated seasonally and divided into 10 equal payments from **August to May**. Payments are due on the **1st of every month** and can be made in person by cash or check or may be paid online through the parent portal. **A \$10 late fee will be added on the 10th of the month. These fees will NOT be reoccurring. However, we will not be waiving any late fees as we have in the past.** Payment is due each month regardless of child attendance. Students are encouraged to attend classes for the level below their own to “make up” for any missed lessons. Make

up classes are FREE of charge. Private lessons may also be needed or requested in the event of extreme absences and will be subject to the associated fee. Please schedule any makeups with Holly at FloridaDanceWorkshop@gmail.com.

ADDING & DROPPING CLASSES/ DROP DATE DEADLINE

Costumes for the show are ordered over Christmas Break. It is for this reason that we kindly ask that you DROP or NOTIFY any class by **November 1st** if you do not plan to do the dance. We understand there are a variety of circumstances that will affect this, so when in doubt, please email Holly and ask. FloridaDanceWorkshop@gmail.com

HOW TO ADD/ DROP CLASSES IN THE PARENT PORTAL

- *Adding / Registering for a class:* Log into the portal >> click “register for classes” >> make your selection and follow the prompts to complete the checkout process as needed
- *Dropping a class:* Log into portal >> click “manage students” >> select the class >> click “drop this class” link at the bottom & fill in details as needed.

COMPETITION COSTUMES (OVATIONS AND DANCE COMPANY ONLY)

Florida Dance Company and Ovations Group Costume payments are **DUE October 15, 2022** and will also be subject to a \$10 late fee per costume per student for payments made after that date. Please note that the fee is for the costume and headpiece ONLY and any needed alterations, tights, shoes, makeup, etc will be at an additional cost.

OVATIONS AND DANCE COMPANY MEMBERS ONLY

Competition Team and Dance Company members who cancel their membership between the months of October-June will be charged a cancellation fee of \$100, in addition to returning costumes and/or props. For any costumes and competition entry fees that have already been paid, that charge is non refundable.

SHOWTIME COSTUMES

Costume payments are added to the statements October 1st and are **DUE December 15, 2022** and will also be subject to a \$10 late fee per costume for payments made after that date. Please note that the fee is for the costume and headpiece ONLY and any needed alterations, tights, shoes, makeup, etc will be at an additional cost.

MEDIA FEE

A media fee will be added to every student’s account in January and is due, **due April 1st**. This fee pays for digital access of Showtime shows (via link on website), as well as unlimited access to professional videos, the ability to video or photograph from your seat during the shows, and access to professional photos online (via pass gallery). This will be added to your account, as a “Media Fee,” in the amount of \$25-\$35. If you would still like a physical DVD or USB copy of our shows, that can be purchased for an additional fee from Apple Video. This is a one time a year, per student charge.

SHOW TICKETS

Tickets for our Shows in January “Showcase” & May/June “Showtime” must be purchased online by the parent. Prices may vary from year to year and show to show, but generally run \$20 per ticket.

PAYMENTS AND SHOWTIME

All students must be at a \$0 balance in order for them to participate in the Showtime. FINAL statement balances are sent in the month of May. All payment questions should be brought to the attention of our Accountant, Diane at officeFDW@gmail.com or 941-627-8018.

Studio Calendar & Dates

Please refer to our online calendar (at floridadanceworkshop.com and in the parent portal) for all dates. Please note in the parent portal that when you click “Calendar” you will see your child’s class schedule and must click the link to “Google Calendar” to view important dates. We follow the Charlotte County School Calendar, No school = No dance. Showtime this year will be the weekend of May 20-22. Please refer to the calendar on our website and in the parent portal for all other event dates.

Link to Official FDW Google Calendar:

[https://calendar.google.com/calendar/u/0/embed?src=floridadanceworkshop@gmail.com&ctz=America/
New York](https://calendar.google.com/calendar/u/0/embed?src=floridadanceworkshop@gmail.com&ctz=America/New_York)

This is the END of the handbook for our Recreational Students. The following pages contain information for the Ovarions Competition Team and Florida Dance Company.

The Ovations Competition Team

“Ovations” is the elite competition team from Florida Dance Workshop which consists of members of all ages who have mastered the ability to execute technically challenging steps and combinations. These dancers participate in regional and national dance competitions. If your child is interested in competing in the future, please see Holly for more details.

Dance Competition Philosophy

Nurturing the development of the arts can build character in dancers. Competition can bring out the best in performance, but the worst in people. This is why we limit our involvement to a mandatory 3 competitive events per season. Too much involvement in competition can make children view others as “*someone to be better than*”. Even though our competitive involvement is limited, our Student Accomplishments shows that Florida Dance Workshop students do consistently leave with top overall, gold, platinum, titles, judges choice, and scholarship awards. Our dancers are encouraged to compete to achieve their own personal best.

We do not condone programs that utilize “negative motivators” or deliberately instill a sense of superiority in any students. Individuals excel in different areas and possess different gifts. We do not wish to build self-esteem in one child, at the expense of another. It is our goal to motivate dancers to achieve their personal best, by assuring them of their self-worth with or without the award.

Our dancers are taught to come together, in cooperation, toward the task of mutual accomplishment. Our dancers are *not* urged to defeat others, but to support, assist, and encourage *all* fellow dancers, to improve and achieve alongside each other. We stress balance and compassion, while teaching all dancers to foster friendship and mutual success. Here, mastery of technique is a shared mission, for the good of all, to rejoice in everyone’s achievements.

Ovations Requirements, Expectations & Eligibility

Students are expected to meet certain age-based skill and maturity requirements to be invited to the competition team. Once the student reaches the age appropriate requirements, he or she may be invited to be a member of the ovations competition team. This commitment is one that requires the student and the family of student(s) to devote extra time and expenses to their current studio enrollment. **As they grow through the years, the students are expected to maintain and grow in their abilities as well as team.** The commitment for competing with Florida Dance Workshop is not one to take lightly, and as stated, requires devotion on behalf of the student(s) and families.

Students eligible and current members of the Competition team are required to take the following Regular season classes: Ballet, Jazz, Lyrical, and **at least** one other style. Over the summer, members are required to take at least 10 classes at FDW to maintain their membership. Please keep in mind the more hours of dedicated practice a student puts in, the better their dancing will be.

When it comes to placement on the team or in group dances, the only criteria that is relevant is the dancer’s ability. Ovations is a competition team. We have a limited amount of time and it is critical that we use that time to create the best dances we possibly can. *Dancers are encouraged to always strive to be their personal best and to talk frequently with ALL teachers to get feedback on their current performance and areas for improvement.* Dancers

should never expect to be in a dance because of their grade, age, or friends. *Dance ability is what matters when it come to competition.* We want to work together with all students to help them achieve their personal best. **Please encourage your child to ask for feedback and to work to fulfill their potential.** We are here to help all! Thank you for understanding.

Members & Parents of the Ovations competition team are expected to carry themselves as leaders inside and outside our studio and to always challenge themselves to be their best. At the studio, this includes behaviors such as *showing up on time and fully prepared for classes, staying on the dance floor, paying attention in class, and showing respect to the teachers/parents/other students at all times, and handling both praise and disappointment with grace.*

We understand that dance can seem subjective to the outside eye. Please keep in mind that our team is only required to dance 4-6 hours per week, and many of the dancers and studios they will be competing against dance in excess of 20 hours per week. We do not feel it is wise to enter a child into competitions before they are able to execute a base level of technical ability. The following list is our effort to to give you and your dancer an idea of the skills they should work on in order to be eligible. (This list is not extensive, or all-inclusive, it's just to give you a general idea of what the teachers are looking for.) All decisions regarding team members are up to the teachers' discretion.

Examples of Desired Skills:

- (1) A good work ethic and “can do” attitude
- (2) Ability to balance 2 of 3 full, flat, splits for at least 30 seconds
- (3) Ability to properly execute single pirouettes (11 and under)
- (4) Ability to properly execute 3-4 fouette turns/ turns in 2nd and end in a clean double pirouette (13+)
- (5) Ability to perform “straight” or “hyperextended” grand jetés in 1st and 2nd positions, and other more complex jumps (depending on age)
- (6) Consistently displays correct overall body lines and arm placement for age and level of dance
- (7) Ability to cleanly execute complex locomotor skills (ex: pas de bourree combinations, chasse combinations, different walks and kicks with proper form, etc)
- (8) Ability to use proper technique appropriate to their age, especially with regardless to pointed feet, high relevés, and properly placed arms and legs in complex skills.

Please keep in mind that every member is expected to continue to grow beyond the skills listed above, and this list is only to give you an idea. Any of the teachers would be happy to do a private lesson with an if your child is looking for specific feedback on what skills they need to work for. We can also give them exercises to work on at home to help further develop their skills.

Required Attire & Appearance

Members will need to supply their own tights and shoes, unless otherwise stated, for all performances & competitions. **Costumes, undergarments and shoes should always be kept in “like new” condition. Hair and make up should always look clean and professional at all events (details on pages 7-8).** Members of the team should consider buying the recommended make up products (or something VERY similar) to what is listed on page 9 so that everyone “matches” at competition.

ALL Ovations MEMBERS & Dance Company members are also required to have an FDW jacket (\$100 full customized with name included), and a pant (\$52) to wear at dance competitions, for team photos, and performances. FOR 22/2023 SEASON: Jackets must be one of the NEWER Champion Team Sportswear ver-

sions from 2018+. Glitter Starz or other “older” styles will not be accepted. ALL MEMBERS MUST HAVE BOTH PANTS AND JACKET IN THE NEWER STYLE. All members will receive a new Ovarations T- Shirt at the January Showcase. Additionally, all members should have at least 1 red or black FDW shirt to wear for performances/ events that are too hot to wear the jacket & pants. We have a limited supply of shirts at the front desk for sale, please see Bev for details. The Jacket/Pant set takes about 3 weeks to process and should be ordered ASAP at your convenience at <http://teamstore.gtmssportswear.com/floridadanceworkshop>. Everyone should have their Jacket/Pants set in by the first event of the season (typically December/January).

Summer Requirements

Continuing dance education over summer break by utilizing FDW’s summer sessions. A minimum of **10 FDW’s summer classes are required**. Failure to meet this requirement will result in a pink slip. We kindly ask that you please take our summer class schedule into consideration when planning vacations. We schedule our calendar a year ahead, and offer classes throughout the summer months to give family’s the opportunity to plan vacations accordingly. Situations arise as we are aware, and under the owner’s discretion, we will help students utilize studio services to accommodate summer requirements. We hope to engage the students who wish to experience competition, pursue future careers, as well as dance and compete for fun. **First year students only** may audition and may be eligible without having fulfilled the summer requirements. Final decision will be at the discretion of the studio.

Fees Associated with Competing

We do our best to keep the fees associated with competing as low as possible. Below is a list of expenses to expect in addition to your normal tuition and costume fees for classes. Please note that many of these items are optional, and some items only need to be purchased as needed.

- \$15 per month per child, per dance fee added to your tuition
- \$40 per group dance paid to choreographer at the time of the choreography (due September 15)
- \$152 for an FDW jacket or warm up suit as needed (if you need to order the pants from GTM please use link above) Please be sure to order in time for the Christmas Parade
- \$50-\$100 per costume for each group dance (due October 15)
- \$45 per solo/duo/trio entered into the January Dance Showcase (due Dec 15)
- \$45-\$55 per group dance per student for each competition (due Dec 1, Jan 1 and Feb 1)
- \$95-\$150 per solo/duo/trio entry per competition (due Dec 1, Jan 1 and Feb 1)
- Hotel & travel costs (we do not travel more than 3 hours away from the studio for mandatory events)
- Make up, Hair accessories, Tights, Shoes, Solo costumes, accessories, etc.
- Private lessons, solo/duo/trio choreography, etc.

Private Lessons & Studio Rental Space

Private lessons are for all students of FDW who wish to improve their dance skills and may be taken with any the staff of FDW (Holly, Michelle, Alicia, Margeaux, or Andrea). Scheduling and payment of these lessons are to be handled between the teacher and parent. Any dance (solo/duo/group) rehearsed in the studio walls wishing to compete, will do so under the Florida Dance Workshop name.

Studio space may be rented for outside choreographers for a rate of \$150/hour due to Florida Dance Workshop the date of the appointment. All choreographers must be pre-approved by Holly and space must be booked at least 30 days in advanced and a workshop representative must be present for the duration of the appointment.

All students are able to utilize lessons; however, tuition must be up to date, and the days, times, and rooms are available first come first serve. If there is too much demand on a particular time slot, dancers and staff will have to share that time evenly. If there is a conflict, such as extra Ovations or Company group rehearsal, that will take precedence over the scheduled private lesson.

Conventions & Master Classes

Continuing dance education throughout the year is also a requirement of our team. ***This year we will be traveling to Orlando for Titans of Dance Sept 25, 2022. This event is mandatory for all competition team members.*** Students are encouraged to participate in extra master classes, conventions, and guest teacher experiences throughout the season outside of what we provide. However, **events occurring within a 35 mile radius**, outside of Florida Dance Workshop walls, need to be approved in writing by the studio owner. If you would like a list of out of town conventions to attend, please go to <https://dancecompetitionhub.com>.

Group & Solo/Duo/Trio Choreography & Music Selection

Each group dance has a scheduled time in the schedule. Attendance is mandatory for each rehearsal. If a student misses a class, please send in a doctor note and schedule a make up class. Students may not miss more than 3 rehearsals per semester (Sept-Dec and Jan-May) for ANY REASON. Doing so, may result in that dancers removal from the dance and possibly the team.

MUSIC SELECTION AND RESERVATION

Music reservations are on a first come first served basis. The teachers keep a log of song reservations as dancers bring them up. It is undesirable to have 2 different dances to the same song in the same year. We ask that as soon as your dancer has a song in mind, they reach out to a teacher to reserve it. Discrepancies will be handled as best they can. The final decision is up to the studio owner. Thank you for understanding.

SOLO/ DUO/TRIO CHOREOGRAPHY

We recommend any interested students have at least 1 year of competition under their belt consider a solo/duo/trio, this can be with FDW, or another dance studio. If you're interested, reach out to one of the teachers. For duos and trios, please keep in mind that equal skill level, style, and executing patterns are critical to making a competition dance work. Again, any questions about this should be brought to a teacher.

Student's choreography for solos, duos, and trios, is offered first, by the staff of Florida Dance Workshop. All tuition must be paid up to date for all solos, duos, trios, etc at a starting rate of \$150 per solo paid directly to the choreographer. All outside choreographers and student choreography needs to be approved by the studio owner. If outside choreography is approved, that student or students will compete under Florida Dance Workshop for all regional and national events for that season. All choreography done by a Florida Dance Workshop instructor must be entered under the Florida Dance Workshop name at competitions.

Students with solos, duos, or trios, MAY be eligible for a spot in community shows. When "extra" dances are needed we always seek to feature as many dancers as possible and use competition scores from the previous year to guide our choice. We make our decisions based on: score, costume changes, routine style and music/style of the show, and dancers featured. Please understand that as teachers, we do everything possible to keep things fair, while still trying to motivate the kids to continue to work hard. The final decision is up to the studio owner.

Solos & Showtime: Solos may or may not be included in future Showtimes depending on the length of the show. We aim for a 2hr 30min-40min hour show length max, solos will only be considered if there is time. *Soloists are chosen based on highest score, by age category with the goal to represent 11& under, 12-14 and 15+ equally.* If we have more than 1 show, there will be 2 representatives in each age grouping (ranked by score), placed as it makes sense for costume change & show flow. Because the rules regarding “Titles” vary so much from competition to competition, and because we could potentially have too many titles to include, the winning of a Title will not necessarily be an automatic placement in Showtime, but may be considered if won at the highest level of competition. *If we do not have time for 3 or more solos in the show due to show length, we will simply pick the top 1 or 2 solos based on score only. At the end of the day, the scores are the simplest, most straight forward, and fair way to make these choices.* We ask for your support, as this is one of hardest things we do, THANK YOU for understanding.

Regional Competitions

All competitions, mandatory and elective, are to be registered through Florida Dance Workshop. For additional information on extra competitions please refer to competitionhub.com. If you would like to register for an extra competition beyond the required, please contact Andrea for registration and she will register all students through FDW’s account. Her info is: (941)380-9949 / andreapopielarz@gmail.com.

The competition fees set by competitions are their fees. An additional fee of \$2.00 will be added per entry to cover the credit card charge and studio surcharge. In the event that a students dance wins a cash award, that money is applied to the main studio account for additional charges throughout the season. If awarded to a soloist, the award will be split 50/50 between the studio and the student.

Our 3 competitions will fall between Feb. 1st and April 31st. Our mandatory showcase will be SATURDAY January 21st. Please see all dates in our Official Calendar: https://calendar.google.com/calendar/u/0/embed?src=floridadanceworkshop@gmail.com&ctz=America/New_York As a member/ parent of a member of the team we kindly ask that YOU CHECK THE CALENDAR for scheduling conflicts before making any plans. Failure to attend a mandatory competition may result in the immediate removal of the team member. This is up to the owners discretion and will be handled on a case by case basis. If a dancer is participating in more than 1 after school activity, MANDATORY DANCE EVENTS MUST COME FIRST! Thank you!!! To uphold Ovarions privileges, members must participate in the years minimum required group numbers (Production number) in addition to any solos/ duos. Aspiring Ovarions members with solos for the purpose of improvement, must also be entered under Florida Dance Workshop.

If a competition cancels within 30 days of the event, and our scheduled back up competition cannot take us, we will not reschedule another event. Your entry fees for the event (if applicable) will be refunded ASAP.

National Competitions

Students who win awards for nationals, invitations for events, etc., must turn in their certificates at the next Ovarions rehearsal following that competition. Registration for those awards needs to be handled by the staff of FDW and typically needs to be done by the first week of May. All certificates will be returned to the winner ASAP after paperwork has been finished.

Competition Dance Fundraising Showcase

We will be holding a mandatory competition showcase this season for the Ovations Competition Team. The show will be **Saturday, January 21, 2023 at North Port PAC**. All the group numbers will be showcased and any student(s) wishing to showcase their solos, duos, or trios, are able to enter for a fee of approximately \$45 dollars per routine. The purpose of this show is the raise money to help offset the cost of the groups dance entry fees for the 2023 season.

All profit from the show (money made *after* expenses for the theatre/lighting/sound/etc) will be divided up proportionately among the group numbers for entry fees. If more money than this is raised, we will divide the money accordingly among solos and duos. The more ads and tickets you sell to your friends and family, the less your competitions will cost you. Ticket sales are divided equally among all members, Ad sales however are distributed proportionately. So, the more ads you sell, the more money YOU get. See Holly if you have any questions.

Title holders from the pervious season may perform (1) solo new or old free of charge.

Parents: this is a great opportunity to teach your kids good work ethic! Encourage them to invite friends and family members to the show to watch them dance! Tickets will be approximately \$15-\$20 each.

Mandatory Events for Ovations

Ovations performs in several events throughout the season above the competition schedule, the competition showcase (January 21, 2023), and Showtime (June 2nd-4th, 2023). These events are mandatory, a missed event will result in a pink slip unless previously approved, or a if a Doctors note is provided. If a student accumulates 3 pink slips in the season, they may be dismissed from the team effective immediately. Some events do not require the entire team however each member must commit to a minimum of two community events. There will be a sign up and spots will be available first come, first serve. The following is a list that includes but is not limited to community events: (Some events will be mandatory for the entire team).

All important dates and deadlines are in our studio calendar linked below. You can find this any time by going to our website, floridadanceworkshop.com or by logging into your parent portal, clicking “Calendar” and then selecting “Google Calendar.” WE RECOMMEND YOU LINK TO THE CALENDAR TO YOUR PERSONAL GOOGLE CALENDAR so that dates are automatically on your phone/computer.

*****Official FDW Calendar Link*****

[https://calendar.google.com/calendar/u/0/embed?
src=floridadanceworkshop@gmail.com&ctz=America/New_York](https://calendar.google.com/calendar/u/0/embed?src=floridadanceworkshop@gmail.com&ctz=America/New_York)

Class & Event Attendance

Students are expected to attend their regular season classes in addition to Ovations rehearsals, extra rehearsals, performances, shows, competitions, optional private lessons, and/or solo rehearsals. None of the extra events take the

place of regular core classes required for the Competition team. Attendance and make ups should be monitored by each student in the parent portal.

Attendance is imperative for the dancer's growth, skill level, technique, and choreography. Multiple absences will not be tolerated. The schedule for the year is set, therefore we expect families to schedule, health, hair, nail, or any other appointments around the student's schedule. **When a class is missed due to illness or other similarly unavoidable circumstance, the student should make up the class within 30 days. Keep an eye on your child's attendance by checking the parent portal.** Please provide us with a doctor note if class is missed due to illness. We do still expect the student to make up the class if possible. Competition team & Dance Company members are expected to not miss more than 10 core classes (ballet, jazz & lyrical) per season. (Please note that if the class is made up, the absence is excused). 10+ absences in the year will result in a pink slip for every class missed thereafter. Each fall or spring students can receive 2 pink slips for Ovations or Company rehearsals with the third resulting in dismissal for the remainder of the season. Missed events or failure to attend 2 community events will also result in a pink slip. **You do not have the option of choosing a pink slip over attending a mandatory event.**

Ovations & Dance Company Dismissal Policy

Students will be dismissed from the Competition Team or Company for the following:

- **Pink Slips:** Accumulating 3 pink slips in a season (Season ranges from first day of Summer classes that year to Showtime the following year). Pink slips are given for failing to attend required events, rehearsals, and/or poor attendance.
- **Failure to uphold Studio Policies:** Participation on these groups is a privilege for humble, and hard working dancers. **Attendance** in classes and events, and ability to display **appropriate behavior** towards others in person and, on social media, is very important. Failure by a child or parent to be a positive example for others could result in the child's dismissal. Please read pages 3 & 4 for details.
- **Bullying:** Applies to students, families, and friends, verbally or through social media.
- **Health:** If a staff member feels that the pressure of competition is creating an unhealthy mental or physical issue, students and parents will be addressed with concerns to ensure the health and safety of our students. If the concerns are not resolved by student(s), parents, and physicians when applicable, you will be dismissed.

The Florida Dance Company

Auditions will be held in August prior to the start of the regular fall season each year.

The Florida Dance Company is a charitable performing group of young dancers, ages 12 through young adult. Our mission is to spread cultural enrichment and a love for the performing arts throughout Charlotte County and its surrounding areas. We have presented performances in all performing arts styles, as well as lecture demonstrations on the arts to local schools, libraries, civic organizations, and community audiences since 1993. Dance Company has an age requirement of 12 years old before December 1st that season, take a minimum of two styles of classes from ballet, jazz, or lyrical, and is by audition only, and must have reached an appropriate level of mastery of dance technique as judged by the teachers.

Eligibility

When dancers are 12 years or older, and have reached a certain level of technical ability, they may be invited to become members of this elite, performing troupe which is pleased to service its community. The Florida Dance Company is a separate entity from the Ovations Competition team. Dance Company has an age requirement of 12 years old before December 1st that season, take a minimum of two styles of classes from ballet, jazz, or lyrical, and is by audition only, and must have reached an appropriate level of mastery of dance technique as judged by the teachers. While some of the events for Company may overlap with Ovations, one does not substitute another.

New members may be invited directly into the group or invited to be an understudy for a season or two while the dancer continues to perfect dance technique and body lines to match the group. An understudy has the very important job of learning each role in each dance routine should any member miss a rehearsal and/or performance beyond their control. Understudies will become official members when the teachers feel the dancer is ready.

Not only does being a member/understudy provide you with almost all community service hours needed for NHS and school activities, but also is a huge PLUS to your college, and/or professional performing career resumes and applications!

Dance Company follows the same Attendance & Dismissal policy as Ovations, please see page 20 for details.

All important dates and deadlines are in our studio calendar linked below. You can find this any time by going to our website, floridadanceworkshop.com or by logging into your parent portal, clicking “Calendar” and then selecting “Google Calendar.” WE RECOMMEND YOU LINK TO THE CALENDAR TO YOUR PERSONAL GOOGLE CALENDAR so that dates are automatically on your phone/computer.

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Dancer & Parent Team Agreement

By signing this I am acknowledging that I recognize that I am part of a team and that others are depending on me to be there for them, as I expect them to be there for me. I understand....

_____ I understand that as the parent, I am expected to READ all emails sent by FDW as they always contain important information about upcoming events.

_____ I understand the Studio Policies on Attendance, Pink Slips and expected Behavior and understand what is expected of me.

_____ I am expected to attend all of the classes, events, competitions and rehearsals including the January 22 Ovarions Competition Team Dance Showcase.

_____ I understand that it is MY RESPONSIBILITY to manage my schedule in a way that allows me to attend the events and rehearsals listed in the official calendar: https://calendar.google.com/calendar/u/0/embed?src=floridadanceworkshop@gmail.com&ctz=America/New_York

_____ I understand that the the calendar is always available at FloridaDanceWorkshop.com and that changes MAY BE MADE if unavoidable and the parent on the DanceStudio Pro account will receive an email if any changes occur.

_____ I understand I will incur additional fees for costume / attire / choreography / master class charges.

_____ I understand the summer & master class requirements for the team(s) I am a part of (Company/Ovarions/ both)

I, _____ am committing myself to the Florida Dance Workshop's Ovarions/Company team for the 2021-2022 season, August 21, 2021 to May 22, 2022. I will be prepared for classes and events, attend all my classes, work hard and be a role model for other students.

I, _____ as the responsible parent of my child, I understand that I am committing myself to financially and physically supporting my child to the Florida Dance Workshop's Ovarions/Company team for the 2021-2022 season, August 21, 2021 to May 22, 2022. Failure to meet the requirements will result in a \$100 fee. ALL costume, entry, choreography fees incurred up to that point are NON REFUNDABLE.