

A Guide for Festival Team Parents and Students

GENERAL INFORMATION

Attendance

Festival dancers will compete in a **minimum** of three dance competitions during the months of March, April or May. Dancers may have to miss school to attend competitions, as competition schedules and timings do not always fall on the weekends. There are also several community performance opportunities that teams may be invited to participate in. These include but are not limited to the Santa Parade and Canada Day Parade. Dancers are also strongly encouraged to attend all Team Building Events. Missing community performances and Team Building Events will be considered when deciding the dancer's eligibility for the next year's festival team.

All dancers are required to attend the Festival Stage Practice on November 29, 2024, and the Festival Showcase Rehearsal and Performance on February 28 and March 1, 2024.

Attendance for all competitive classes is imperative, any one absence affects the entire team and their ability to progress. It is for this reason that we have our Absence Policy; where in three team classes missed may result in the dancer(s) being removed from said team. Instructors may also request private lessons, at the dancer's own cost, with the applicable team instructor to ensure dancers are caught up on any missed classes. Recreational classes must also be regularly attended by team members, for this reason three recreational classes missed will equal one team class missed in the applicable discipline. Class hours add up fast, and it is unfair to the entire team and their instructor. This policy will be strongly enforced.

Dancers are asked to notify the school at **587-201-0878** or by email pirouett@telus.net if they are going to miss any classes. Exceptions will not be considered when the effort to contact the studio is not made.

Behaviour

Pirouette is a professional studio, and we expect all dancers and family members to behave accordingly. Each member, and dancer(s) involved must sign the Code of Conducts and adhere to its principles. Abusive behaviour by dancers or members will be reviewed by the Board and may result in the dancer involved being removed from the studio for a period of time or the duration of the year. This may be extended to include the next dance season at the discretion of the Board. Under these circumstances, fees will not be reimbursed.

In Case of Illness or Injury

Attendance is considered mandatory unless a dancer is extremely sick and contagious. Injured dancers must attend to witness the class and remain cognizant of the choreography. Dancers who are capable of writing will be expected to take part in the class as actively as possible, which will include writing out what they are watching. There are studies that show that this level of engagement is still beneficial to a dancer who is unable to be dancing. If a dancer is injured for a period of time, then the dancer may be required to take private lessons when they are recovered, at the dancer's own cost.

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Class Punctuality

Being late for a team class is also hard on the team. Three "lates" will equal one team class missed. Late dancers must knock before entering the class. Late dancers may or may not be able to fully participate, depending on how much they have missed. The level of participation is entirely at the discretion of the instructor.

Makeup/Hair

A Hair and Makeup Session will be held at the studio in January/February. This session is mandatory for new Festival Team dancers and recommended for returning dancers. All dancers will use the makeup chosen by the instructor team; a list of products will be sent out before the Hair and Makeup Session. It is highly recommended for all team members to watch the hair and make up tutorials on the website.

Team hair styles will be decided by the Hair and Makeup Session. Please be advised that dancers must comply with the required hair styles, including the purchase of hair pieces, or they will not be allowed to dance at competition. To maintain the team persona, it is requested that dancers refrain from dyeing their hair unusual colors until after competition season.

Festival Team Costumes

Team costumes will be chosen by the applicable instructor and are ordered at the beginning of the season. A \$125 costume deposit must be paid by **September 30, 2024**. Any dancer who wishes to purchase their solo/duet costume through the studio must pay a deposit of **\$125 by October 15, 2024**. Costume purchases and alternations for solos and duets are the responsibility of the dancers and their families. Costumes are available for viewing online. Please check with your instructor for costume suitability prior to ordering. The total cost of all costumes will be calculated once the costumes arrive. Any remaining costume fees owing must be paid prior to receiving said costume. Shoe requirements for all festival teams are very specific. Please be advised that dancers must comply with the necessary requirements, or they will not be allowed to dance at competition. Families will be notified of the required shoes by **September 30, 2024**.

Festival Team Jackets

All team members are expected to have a festival team jacket in good condition. Any dancer that requires a team jacket can purchase one through the office in November 2024. The approximate cost of a team jacket is \$150 and must be paid before ordering. Team jackets should only be worn by the festival team dancer at festivals/competitions.

Competition Entry Fees

Team entry fees are the responsibility of the individual families on that team. Costs for the competitions will be emailed out to families by the end of December 2024 and are to be paid in full to the studio by **February 15, 2025**.

Festival Team Requirements

The placement of dancers on any team is at the instructor's discretion, with the approval of the Board of Directors. All dancers will be notified directly by the team instructor within one week of the audition on whether they made the team.

TEAM	REQUIREMENTS
Ballet Teams (ages 5+) *Must be 5 by September 1, 2024	<ul style="list-style-type: none"> - Enrolled in and regularly attending a Ballet class in the 2024-2025 dance season. - At least 2 years of Ballet for Intermediate and Senior teams.
Jazz Teams (ages 5+) *Must be 5 by September 1, 2024	<ul style="list-style-type: none"> - Previous Ballet preferred. - Enrolled in and regularly attending a Jazz class in the 2024-2025 dance season. - At least 2 years of Jazz for Intermediate and Senior teams.
Hip Hop Teams (ages 7+) *Must be 7 by December 31, 2024	<ul style="list-style-type: none"> - Enrolled in and regularly attending a Hip Hop class in the 2024-2025 dance season.
Tap Teams (ages 7+) *Must be 7 by December 31, 2024	<ul style="list-style-type: none"> - Previous Ballet preferred. - Currently enrolled in and regularly attending a Tap class. - At least 2 years of Tap for Intermediate and Senior teams.
Acro Team (ages 7+) *Must be 7 by December 31, 2024	<ul style="list-style-type: none"> - Currently enrolled in and regularly attending an Acro class in the 2024-2025 dance season. - At least 2 years of previous Acro or gymnastics experience. - Currently enrolled in and regularly attending a class to support technique in the 2024-2025 dance season.
Intermediate and Senior Lyrical Teams (ages 10+) *Must be 10 by December 31, 2024	<ul style="list-style-type: none"> - At least 2 years of Ballet. - Currently enrolled in and regularly attending a Ballet class in the 2024-2025 dance season. - Jazz or Lyrical class is also recommended or may be required.
Contemporary Team (ages 13+) *Must be 13 by December 31, 2024	<ul style="list-style-type: none"> - Currently enrolled in and regularly attending a Ballet or Jazz class.

***Please note:** These are only guidelines for team placement. Some dancers may be asked to take additional classes to participate on a team, this is at the discretion of the instructor in consultation with the Board of Directors.

All Festival Team members are expected to work outside class time to maintain their technique, knowledge of choreography, performance quality, etc. All Festival dancers are to participate in all discipline exams that the instructors deem they are ready to take in the

current dance year.

Solos, Duets and Trios

All families must complete, sign, and submit the Solo/Duet/Trio Choreography Family Contract AND pay the Initial Non-Refundable Choreography Fee to the studio prior to choreography commencing and no later than **September 15, 2024**. All competition entry fees, lodging fees and warm-up fees for Solos/Duets/Trios are due to the studio by **February 15, 2025**. **Failure to pay these fees on time will result in the dancer(s) not being able to compete.** Lodging fees for instructor hotel/meals at festivals is \$20.00 per solo, \$10.00 per duet partner, \$6.75 per trio dancer, per festival for the 2024/2025 dance year and must be paid in full by February **15, 2025**.

All dancers need to be warmed up by an instructor, the cost is \$25 per competition attended and must be paid in full by **February 15, 2025**. Teams take priority over solos/duets/trios at competition. If the instructor you have been working with is responsible for a team at the same time as your solo/duet/trio, another instructor will step in to support you.

1. **ALL SOLOS, DUETS & TRIOS MUST SIGN A NEW CONTRACT.** All dancer(s) reusing choreography will sign an amended solo/duet/trio contract, adjusting the number of cleaning hours required to a minimum of four hours. Dancer(s) requesting self choreography will be required to complete a minimum of four hours of cleaning with an instructor. Dancer(s) with new choreography will be required to complete a minimum of eight hours of cleaning. *This is in addition to the two initial hours spent learning the (new) choreography. Typically, the minimum number of cleaning hours required is 8 hours. The number of cleaning hours required is at the discretion of the instructor(s) involved.
2. Choreography Reservations - There will be blocked off time, in the schedules, strictly for new choreography.
3. Each solo, duet or trio will be limited to one cleaning time slot per week. After Wednesday of the week prior, all solos/duets/trios and families can sign up for additional practices, FCFS.

All cleaning hours must be paid **in advance**. The office will keep the instructor informed on how many hours have been pre-paid, and the parent/guardian, or dancer(s), must sign for every cleaning session attended. The initial 4 hours of cleaning (\$240 per solo, \$120 per person/per duet, \$80 per person/per trio) **MUST** be paid before cleaning begins and no later than **October 15, 2024**. The second cleaning payment for solo/duets/trios (\$240 per solo, \$120 per person/per duet, \$80 per person/per trio) is due no later than **January 15, 2025**. Please Note: Solo, duet or trio numbers that are not adequately prepared will not be allowed to compete.

The instructor(s) schedule for cleaning sessions will be available in the **Studio Time Binder**, which will now be kept in the office.

A \$25 fee will be charged for any missed solo/duet session that has been scheduled unless it is cancelled a minimum of four hours in advance. If one member of the duet misses a scheduled session, they will also be charged this fee.

All solos, duets and trios are expected to practice on their own as well. Independent study time will be available for dancers to sign up for in the **Studio Time Binder** during studio hours for \$5 per hour. If dancers would like to book the studio to work with an individual not employed by Pirouette School of Dance the fee is \$15 per hour. Studio time can **ONLY** be booked in person at the office; it cannot be booked by email or by telephone.

All solos and duets are required to attend Festival Stage Practice on November 29, 2024

and the Festival Showcase Rehearsal and Performance on February 28 and March 1, 2024.

COMPETITION INFORMATION

The Pirouette Festival Team participates in a minimum of three competitions during the year and a possible Championship chosen by the Board and Instructors at the beginning of the season. Competition dates and venues will also be decided and released to the parents as soon as confirmed. All teams that qualify for Championships will be participating. Confirmed competition schedules and dance timings may not be released until up to two weeks prior to the competition. All dancers must be at the competition a minimum of **90 minutes** before their scheduled performance time **with hair and make-up done**. If a dancer(s) does not adhere to this rule, as competitions can run up to 30 minutes ahead, it will be at the discretion of the instructor if a dancer is allowed to perform. Dancer(s) may be asked to leave the team if arriving late becomes habitual.

Transportation

All dancers are responsible for their own transportation to and from the competitions. If there is any circumstance where a dancer is unable to arrange their own transportation, please notify the instructor immediately. Rides can be arranged, provided enough warning has been given in advance.

Accommodations

Accommodations while away at competition and all costs for meals, etc., are the responsibility of each family. Blocks of rooms may be booked in advance under Pirouette's name, but families are responsible for calling in advance to book their room within the block. Blocked rooms are usually released at least four weeks in advance of the dates that are reserved, so do not wait as you may find there are no rooms available. It is recommended that a room is booked for all possible days of all competitions. Once the actual competition schedule is received, days that are not necessary can be released. Typically, we know the competition schedule, with the timings of the numbers, two weeks in advance of any competition.

Getting Organized

Being organized and prepared before the start of the competition season is the key to a successful competition! Use the Competition Checklist at the end of this Handbook to ensure you have everything that you need prior to leaving.

Make a list of all your dances and note the following information for each dance:

- ◆ Name of the dance, style, music, and length
- ◆ List of dancers and contact info
- ◆ Costume: Note how many pieces
- ◆ Tights or leggings: Colour and type (ie stirrup, convertible, footless)
- ◆ Undergarments: specific bra, nude coloured bodysuit
- ◆ Shoes
- ◆ Jewellery: Earrings, bracelets, necklaces
- ◆ Accessories and Props: Hats, scarves, hair bands, tiaras, etc
- ◆ Hairstyle: Bun, high or low ponytail, French Braid, Curls
- ◆ Special Make-Up: Glitter, specific lip, or eye colours
- ◆ Competitions and dates: Update this information as you receive your dates and times from each event.

When organizing your costumes, ensure you label every single piece in an inconspicuous area that will not be seen when you are wearing it. Use a laundry marker for light-coloured costumes or a silver sharpie for dark coloured costumes. Keep your accessories attached to the hanger of the appropriate costume in Ziploc baggies labeled with your name and the name of the dance. Costume steaming is the responsibility of families, and all costumes must be steamed prior to each competition. Always carry your costume in a costume bag with your shoes in a separate bag. Never wear your costume to the competition itself. If your costume is dirty or unkempt, you will not be allowed to dance. Only bring the costume with you that you require for that day or time. The expectation is that you have hair and make-up done before you arrive. Don't assume we will have access to a change room far enough in advance to allow for you to put your makeup on at the venue.

Take and wear your team jacket. Many competitions will not let dancers watch performances while in costume unless it is covered up.

Take cash with you for entrance fees, programs for the weekend and parking. The dancers are free to enter the venue, no one else is. Often this is cash-only, so be prepared. **DO NOT LEAVE ANY VALUABLES IN THE CHANGE ROOM.** We cannot guarantee that it will be there when you return. Costumes and dance bags can stay in there. We usually share with other studios and don't have a room we can call our own. These rooms get really crowded! Parents, please only stay if you are helping the dancers to get ready. Otherwise, please wait elsewhere or watch the festival. Once the instructor has your dancer, you are free to go.

Ensure your shoes are in good shape and ready to be worn on stage. Bring extra laces for any lace up shoe in the event a lace breaks.

- ◆ Ballet: New or well-cleaned. Make sure they fit properly.
- ◆ Tap: Bring black shoe polish & a cloth to polish the shoes. Make them as new looking as possible. Tap shoes cannot be worn around the venue. Bring a screwdriver to ensure your taps are secure to the sole.
- ◆ Jazz: Same as Tap, if black, polish them up as new looking as possible. If beige, make sure they are as clean as they get.
- ◆ Lyrical/Contemporary: If you are wearing beige shoes, clean them well. Foot undies: Don't forget them! Follow any cleaning instructions for these that are available. If you have toes showing, **NO NAIL POLISH.**
- ◆ Hip Hop: New or well-cleaned. Clean them up, even the soles.

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Competition Checklist

Make-up

- ☐ Foundation (1 shade darker than natural skin colour)
- ☐ Cover-up
- ☐ Contour powder
- ☐ Blush
- ☐ Black Eyeliner
- ☐ Eye Shadows
- ☐ Lip liner and colour
- ☐ Mascara

Make-up Accessories

- ☐ Brushes (powder, angle, eye shadow, lip)
- ☐ Make-up remover wipes
- ☐ False eyelashes and glue
- ☐ Make-up remover lotion
- ☐ Towel, tissues, and wet wipes
- ☐ Nail file and clippers
- ☐ Nail polish remover
- ☐ Clear deodorant
- ☐ Cotton swabs and pads
- ☐ Baby Oil
- ☐ Razor and shaving cream

Hair

- ☐ Hair Spray and gel
- ☐ Hairbrush
- ☐ Fine toothed comb to tame fly always
- ☐ Bobby pins, hairpins (match your hair colour)
- ☐ Elastics (match your hair colour)
- ☐ Hair nets (match your hair colour)
- ☐ Empty spray bottle for water
- ☐ Curling Iron, Straightener
- ☐ Clear plastic elastics
- ☐ Hair pieces

Costumes

- ☐ Costumes
- ☐ Tights or socks
- ☐ Dance shoes
- ☐ Accessories (gloves, scarves, etc.)
- ☐ Props
- ☐ Hair Accessories (tiaras, ribbons, bows, etc)
- ☐ Special make-up
- ☐ Hangers and costume bag

Clothing

- ☐ Extra tights
- ☐ Team jacket
- ☐ Clear bra straps
- ☐ Flesh tone bodysuit

First Aid Kit

- ☐ Blister treatment
- ☐ Ice/heat packs
- ☐ Tensor bandages
- ☐ Antibiotic cream
- ☐ First aid tape
- ☐ Band-Aids
- ☐ Ibuprofen, Tylenol, allergy medication
- ☐ Prescription Medication
- ☐ Tweezers
- ☐ Muscle relief patches
- ☐ Sanitary supplies

Miscellaneous

- ☐ Sewing kit (thread to match costumes)
- ☐ Tide stain remover stick
- ☐ Safety pins (different sizes)
- ☐ Scissors (for fabric)
- ☐ Glue gun and glue sticks
- ☐ Stapler
- ☐ Double sided tape

- ☐ Body adhesive
- ☐ Black laundry marker
- ☐ Silver Sharpie
- ☐ Highlighter (for program)
- ☐ Elastic (pink, clear, nude)
- ☐ Money (entrance fee, parking, program)
- ☐ Small screwdriver
- ☐ Ziploc baggies (assorted sizes)
- ☐ Jeweler's screwdriver
- ☐ Water Bottle
- ☐ Kleenex
- ☐ Spare laces