

A Guide for Festival Team Parents and Students

GENERAL INFORMATION

Attendance

For the 2025-2026 season, Festival Team dancers will compete in four dance festivals/competitions during the months of March, April, and May. Dancers may need to miss school to attend competitions, as competition schedules and timings do not always fall on weekends. In addition to competitions, there are several community performance opportunities that teams may be invited to participate in. These include, but are not limited to, the Santa Claus Parade and Canada Day Parade. Dancers are also strongly encouraged to attend all team-building events. Please note that participation in community performances and team-building events will be considered when determining a dancer's eligibility for the following year's festival team.

All dancers are required to attend the Festival Stage Practice (Date TBD) and the Festival Showcase Rehearsal and Performance on February 27 and February 28, 2026.

Attendance for all competitive classes is imperative. Any single absence impacts the entire team and their ability to progress. For this reason, we have implemented an Absence Policy: three unexcused team class absences may result in the dancer being removed from that team. After three team class absences—whether excused or unexcused—instructors may require private lessons (at the dancer's own cost and with the applicable team instructor) to ensure the dancer catches up on missed material. Team members are also expected to regularly attend their recreational classes. Missing three recreational classes will count as one team class absence in the applicable discipline. Class hours add up quickly, and consistent absences are unfair to both teammates and instructors. 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 conduct themselves accordingly. Each dancer and their family members must sign the Code of Conduct and adhere to its principles. Any abusive behaviour by dancers or family members will be reviewed by the Board and may result in the dancer being removed from the studio for a period of time or for the remainder of the dance year. At the Board's discretion, this removal may be extended into the following dance season. Please note that under these circumstances, fees will not be reimbursed.

In Case of Illness or Injury

Attendance is considered mandatory unless a dancer is extremely ill and contagious. Injured dancers are still expected to attend class to observe and remain familiar with the choreography. Dancers who are able to write will be expected to engage with the class as actively as possible by documenting what they observe. Research shows that this level of engagement is still beneficial for dancers who are temporarily unable to participate physically. If a dancer is injured for an extended period, they may be required to take private lessons at their own cost once

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recovered, in order to catch up on missed material.

Class Punctuality

Being late for a team class is also disruptive to the team. Three late arrivals will be counted as one missed team class. Dancers who arrive late must knock before entering the studio. Depending on how much of the class has been missed, late dancers may or may not be permitted to fully participate. The level of participation will be determined at the instructor's discretion.

Makeup/Hair

A Hair and Makeup Session will be held at the studio in January or February. This session is mandatory for new Festival Team dancers and recommended for returning dancers. All dancers are required to use the makeup selected by the instructor team; a list of approved products will be sent out prior to the Hair and Makeup Session. It is strongly recommended that all team members watch the hair and makeup tutorials available on the website or attend the session.

Team hairstyles will be finalized prior to the Hair and Makeup Session. Please note that dancers must comply with the required hairstyles, including the purchase of any necessary hairpieces. Dancers who do not comply will not be permitted to perform at competitions. To maintain a cohesive team appearance, dancers are also asked to refrain from dyeing their hair unusual colors until after the competition season.

Festival Team Costumes

Team costumes will be selected by the applicable instructor and are ordered at the beginning of the season. A \$125 costume deposit must be paid by September 30, 2025. Shoe requirements for all Festival Teams are very specific. Dancers must comply with the necessary footwear requirements in order to participate in competitions. Families will be notified of the required shoes by November 30, 2025.

Any dancer wishing to purchase their solo or duet costume through the studio must submit a separate \$125 deposit with the signed order form by October 10, 2025. Please note that costume purchases and any alterations for solos and duets are the responsibility of the dancer and their family. Costumes are available for viewing online. Please check with your instructor for costume suitability before placing an order. The total cost of all costumes will be calculated once they arrive. Any remaining costume balance must be paid in full before the costume is released to the dancer.

Festival Team Jackets

All team members are expected to have a Festival Team jacket in good condition. Any dancer who requires a jacket can purchase one through the office in November 2025. The approximate cost is \$150, and payment must be made before ordering. Team jackets should only be worn by Festival Team dancers at festivals/competitions, and not by others.

Competition Entry Fees

Team entry fees are the responsibility of the individual families on each team. Competition costs will be emailed to families by the end of December 2025 and must be paid in full to the studio by February 15, 2026.

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Festival Team Requirements

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

TEAM	REQUIREMENTS
Acro Team (ages 7+) *Must be 7 by December 31, 2025	- Dancers must be enrolled in and regularly attend an Acro class during the 2025-2026 dance season. - At least 2 years of previous Acro or gymnastics experience. - Dancers must be enrolled in and regularly attend a class to support technique in the 2025-2026 dance season.
Ballet Teams (ages 5+) *Must be 5 by September 1, 2025	- Dancers must be enrolled in and regularly attend a Ballet class during the 2025-2026 dance season. - At least 2 years of Ballet for Intermediate and Senior teams.
Contemporary Team (ages 13+) *Must be 13 by December 31, 2025 Modern Team (ages 12+) *Must be 12 by December 31, 2025	- Dancers must be enrolled in and regularly attend a Ballet or Jazz class during the 2025-2026 dance season.
Jazz Teams (ages 5+) *Must be 5 by September 1, 2025	- Previous Ballet preferred. - Dancers must be enrolled in and regularly attend a Jazz class during the 2025-2026 dance season. - At least 2 years of Jazz for Intermediate and Senior teams.
Highland Teams (ages 7+) *Must be 7 by December 31, 2025	- Dancers must be enrolled in and regularly attend a Highland class during the 2025-2026 dance season.
Hip Hop Teams (ages 7+) *Must be 7 by December 31, 2025	- Dancers must be enrolled in and regularly attend a Hip Hop class during the 2025-2026 dance season.
Intermediate and Senior Lyrical Teams (ages 10+) *Must be 10 by December 31, 2025	- At least 2 years of Ballet. - Dancers must be enrolled in and regularly attend a Ballet class during the 2025-2026 dance season. - Jazz or Lyrical class is also recommended or may be required.
Tap Teams (ages 7+) *Must be 7 by December 31, 2025	- Previous Ballet preferred. - Dancers must be enrolled in and regularly attend a Tap class during the 2025-2026 dance season. - At least 2 years of Tap for Intermediate and Senior teams.

***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.

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All Festival Team members are expected to work outside of class time to maintain their technique, knowledge of choreography, performance quality, and more. All Festival dancers are required to participate in any discipline exams that instructors determine they are ready to take during 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 before choreography begins and no later than September 15, 2025. All competition entry fees, lodging fees, and warm-up fees for solos, duets, and trios are due to the studio by February 15, 2026. Failure to pay these fees on time will result in the dancer(s) being unable to compete. Lodging fees for instructor hotel and meals at festivals will be determined by the number of solos, duets, and trios in each dance season. The lodging fee for the current dance season will be indicated on the Solo/Duet/Trio Choreography Family Contract. The fee will range from \$10.00 to \$20.00 per solo, duet, or trio (with the cost split between each dancer in a duet or trio) per festival or competition for the 2025/2026 dance year and must be paid in full by February 15, 2026.

All dancers need to be warmed up by an instructor. The cost is \$25 per festival/competition attended and must be paid in full by February 15, 2026. Teams take priority over solos, duets, and trios at competitions. If the instructor who choreographed your piece or the main instructor you have been working with is responsible for a team competing at the same time as your solo, duet, or trio, or if they are not present at the festival or competition on the day of the performance, 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 minimum required cleaning hours to four. 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 must 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 eight. The exact 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 is limited to one cleaning time slot per week. On Fridays, cleaning time slots for the following week (Monday to Sunday) will open up. At that time, all solos, duets, and trios can sign up for additional practices on a first-come, first-served basis.
4. All cleanings must be booked using the online booking system. Please do not directly contact instructors to make bookings.

All cleaning hours must be paid in advance. Any dancer who has not prepaid their cleaning hours will not be permitted to book or attend cleaning sessions. The office will keep the solo/duet/trio binder updated with the number of hours 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, 2025. The second cleaning payment for solos, duets, and trios (\$240 per solo, \$120 per person per duet, \$80 per person per trio) is due no later than January 15, 2026.

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Please Note: Solo, duet or trio numbers that are not adequately prepared will not be allowed to compete.

Bookings for the upcoming month will be made available on the online booking system on the 25th of the previous month at 6:00 pm. For example, November's booking calendar will open on October 25th at 6:00 pm for families to reserve their spots. On the 25th, when the next month's calendar opens, dancers may book sessions for the entire month. Bookings can be made up to 3 days before the desired date. Cancellations can be made through the online booking system up to 4 hours prior to the scheduled session. In case of an emergency or illness requiring a cancellation with less than 4 hours' notice, you must email the studio directly to cancel the booking. Bookings are made on a first-come, first-served basis.

The full fee of \$30 per 30 minutes will be charged for any missed solo/duet/trio session unless it is canceled at least four hours in advance. If one member of a duet/trio misses a scheduled session, that member will also be charged the fee.

All solos, duets, and trios are expected to practice independently as well. Independent study time is available for dancers to sign up for in the office during studio hours at a rate of \$5 per hour. If dancers wish 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; bookings cannot be made by email or telephone.

All solos and duets are required to attend Festival Stage Practice on December 5, 2025 and the Festival Showcase Rehearsal and Performance on February 27 and February 28, 2026.

Dancers may only compete a solo, duet, or trio if they are members of a Pirouette School of Dance Festival Team during the 2025/2026 dance season. The solo, duet, or trio must be performed exclusively under Pirouette School of Dance. If a dancer's conduct results in removal from the festival team at any time during the season, they will no longer be permitted to perform their solo, duet, or trio at any subsequent festivals or competitions. Fees and costs will not be reimbursed.

COMPETITION INFORMATION

The Pirouette Festival Team participates in a minimum of three competitions each year, with the possibility of a Championship event chosen by the Board and Instructors at the beginning of the season. Competition dates and venues will be decided and communicated to parents as soon as they are confirmed. All teams that qualify for Championships are required to participate. Confirmed competition schedules and performance times may not be released until up to two weeks before the competition. All dancers must arrive at the competition at least 90 minutes before their scheduled performance time, with hair and makeup completed. If a dancer does not adhere to this rule—especially since competitions can run up to 30 minutes ahead—it will be at the instructor's discretion whether the dancer is allowed to perform. Habitual lateness may result in the dancer being removed from the team. Please note that not all festivals/competitions permit the sharing of adjudications. These will only be shared if Pirouette School of Dance is authorized to do so. If sharing is not permitted, dancers must book a cleaning session in order to view or listen to their adjudication.

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Transportation

All dancers are responsible for their own transportation to and from competitions. If a dancer is unable to arrange transportation, the instructor must be notified immediately. Rides can be arranged, provided sufficient notice is given in advance.

Accommodations

Accommodations while away at competition, as well as all costs for meals and other expenses, are the responsibility of each family. Blocks of rooms may be reserved in advance under Pirouette's name, but families are responsible for calling to book their room within the block. Blocked rooms are typically released at least four weeks prior to the reserved dates, so please do not wait, as availability cannot be guaranteed. It is recommended that families book accommodations for all possible days of all competitions. Once the actual competition schedule is received, unnecessary nights can be cancelled. Typically, competition schedules—with performance times—are received about two weeks before each event.

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. Please read all festival/competition rules and regulations.

When organizing your costumes, ensure that every piece is labeled in an inconspicuous area that will not be visible when worn. Use a laundry marker for light-colored costumes and a silver Sharpie for dark-colored ones. Keep accessories attached to the hanger of the appropriate costume in labeled Ziploc bags, including your name and the name of the dance. Costume steaming is the responsibility of each family, and all costumes must be steamed prior to each competition. Always carry your costume in a garment bag, with your shoes in a separate bag. Never wear your costume to the competition venue. If your costume appears dirty or unkempt, you will not be allowed to perform. Only bring the costume(s) you need for that specific day or performance time. Dancers are expected to arrive with hair and makeup fully done. Do not assume that a change room will be available early enough to allow for makeup application at the venue.

If a dancer does not bring their costume, shoes, and all necessary accessories to the festival/competition, they will not be permitted to perform with their team.

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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, weekend programs, and parking. Dancers are permitted to enter the venue for free; all others must pay. These fees are often cash-only, so please be prepared. DO NOT leave any valuables in the change room—we cannot guarantee they will be there when you return. Costumes and dance bags may be left in the room. We usually share the space with other studios and do not have a dedicated room. These rooms can get very crowded! Parents, please stay only if you are helping dancers get ready. Otherwise, wait elsewhere or watch the festival/competition. Once the instructor has your dancer, you are free to go. Some festivals/competitions may have a long break between your dancer's performance and their adjudication. Please check with the instructor for further instructions on where to pick up your dancer(s) once they are finished. Ensure all shoes are in good condition and ready to be worn on stage. Bring extra laces for any lace-up shoes in case one breaks.

- ◆ Ballet: New or well-cleaned. Make sure they fit properly. If using canvas ballet shoes, they must be clean and free of holes.
- ◆ 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. Please ensure that shoes are clean in appearance and free of visible stains.

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)

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Miscellaneous continued

- Money (entrance fee, parking, program)
- Small screwdriver
- Ziploc baggies (assorted sizes)
- Jeweler's screwdriver
- Water Bottle
- Kleenex
- Spare laces