

INFINITY DANCE

COMPANY

Dancer & Parent Handbook



Welcome to our dance family!

OUR MISSION

Infinity Dance is committed to provide a quality dance education program for its students; to shine a spotlight on artistic athleticism; to inspire and enhance the lives of its students; and to create forever friendships that circle around our passion for dance.

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COMMUNICATION

Communication in regards to practices, competitions, etc. are done through our Family Portal in the 'Messages' section. Please be sure to check the portal and website on a regular basis for updates, reminders, and new information. For the latest studio updates, follow our social media handles @infinitydancewi on Facebook and Instagram! It is the parents and dancers responsibility to stay informed by checking the website, portal and/or email. If you'd like to speak to one of our staff members, please send a request to info@infinitydancewi.com and someone will contact you within 48 hours.

Please do not contact Infinity Dance staff on their private phones, emails, or social media messaging in regards to Infinity Dance business. This ensures that your requests are addressed accurately and according to policy.

General inquiries: info@infinitydancewi.com

[262-261-8183](tel:262-261-8183) Call or Text

Attendance: attendance@infinitydancewi.com

MONTHLY TUITION

Tuition is broken down into monthly installments July-June based on a 32-week recital season + summer instruction, ***not the number of classes in a month.*** We have baked in the schedule to include studio holidays & unforeseen closures. Tuition will be automatically deducted on the first of the month with the debit or credit card on file. Late payments will be assessed a late fee of \$25 on the 10th of the month. Any outstanding invoices after the 10th, dancer/s will be unable to participate in classes until the account is up to date. If you are having a problem paying your tuition, please see executive director privately to make arrangements. This will be strongly enforced! Any declined payments will be subject to bank and administrative fees. Infinity Dance has a no refund policy in effect for all classes.

Outstanding balances 120+ days past due will be sent to collections unless alternative payment arrangements have been approved by the executive directors.

Monthly tuition includes:

- All company rehearsals
- Company choreography
- Music editing
- Summer classes
- Intensives
- School of Ballet class *Level specific
- School of Ballet choreography *Level specific
- Technique classes
- Tumbling
- Extra rehearsals as needed
- Finale recital choreography

*Competitions, conventions and additional master class opportunities not included.

Additional practices may be scheduled at the discretion of instructors. All dancers are required to participate. We do our best to accommodate at least two weeks' notice of these rehearsals, but do ask all may have to be flexible when necessary. Extra rehearsals typically apply before major competitions or performances. Tuition fees reflect holiday breaks & scheduled days off. Rehearsal schedule may be adjusted at the discretion of the Infinity Dance faculty. Any cancellations or changes will be sent via our communication policy. The dance season is based upon 32 weeks of instruction + summer beginning in July. We have baked in extra classes to account for any unforeseen closures throughout the year.

ATTENDANCE

Being a member of the Infinity Dance Company takes an enormous amount of commitment. Missing a rehearsal doesn't just affect your dancer, it affects the entire team and staff. We understand that illness and school events may arise. Your dancer may miss three days during the active season (September-June). More than 3 days missed will require the dancer to be auto enrolled into the monthly company extra rehearsal. The cost is \$45. These rehearsals are held on the last Friday of each month. For every absence thereafter, the monthly company extra rehearsal will be in effect. This will be an added expense to company tuition. Performances and competitions missed will be counted as a full day absence.

Excused absences include:

- Illness with a doctor's note from a licensed practitioner with excused dates
 - Preplanned appointments such as dental appointments or check ups are not considered excused
- A teacher's note documenting a school related function required for grade with excused date & time
 - Extracurricular activities not for grade are not considered excused

Warming up and stretching are pertinent to each rehearsal. Being late could put you at potential risk for injury. If you are so late you miss warm up, you may have to sit out. Tardiness and early release is disruptive to the entire team and instructors. Any arrivals or departures greater than 15 minutes will be counted as a full absence. Excessive tardiness or absences may result in penalty including possible suspension or termination.

Dancers are expected to be ready to dance (ie. hair secured in bun, appropriate dress code leotard & shoes on) when the instructor calls them back. Any rehearsal not in bun & dress code, will be counted as a half absence. Infinity Dance jackets are allowed to be worn during warm ups.

Rehearsal the week of competition is mandatory, so please plan your year accordingly. If a dancer misses a rehearsal during competition week, they may forfeit their place in that competition. Zero refunds including competition fees will be given due to missed rehearsals.

INJURIES

A rehearsal, performance or competition missed due to injury will require a doctor's note. A dancer will not be allowed back on the floor until medically cleared to do so by a physician. Dancers are still required to sit in on practices and attend performances & competitions. An injury that has resulted in an extended leave will require a minimum of 2 weeks back at 100% to be considered active to compete. Our staff will make the final determination if they are ready to compete. There are no refunds due to an injury. If an injury results in our staff re blocking your place, you will have the opportunity to reactivate your position in the routine once you have recovered and are medically cleared. Dancers are still responsible for all fees during their injury period. Missed material may require the dancer to make up the time privately with an instructor. Additional instruction is at the dancers expense.

PRACTICE RULES

Dance supplies cannot be stored at the studio. All necessary supplies like shoes, journals, etc. should be brought to each class in a dance bag and taken home each night.

Cell phones are to be turned off and kept in the dancers' bag. Infinity Dance is not responsible for valuables, so keep anything of value at home.

Directors will send dance wear requirements for each company level through [Nimbly.com](https://nimbly.com), our online dance store. Hair must be completely pulled back in a tight bun secured with bobby pins & hairspray.

****Any violations in dress code & attendance could result in a dancer being asked to sit out****

Reusable water bottles should be brought to each practice and taken home nightly.

Instructors may require additional equipment such as ankle weights, yoga bricks or flexibility bands. This will be discussed closer to rehearsal or as needed.

Rehearsals are **closed** and observers are welcome to view class through our observation lobby. We do this for the safety and focus of the dancers and their classmates.

PRIVATE LESSONS

Private lessons are available for dancers wishing to level up their technique and work on choreography on an individualized basis. Private lessons will be charged in full at time of booking. All private lessons are an additional fee and scheduled based on availability. Arrangements for private lessons should be made at the front desk or email info@infinitydancewi.com. Private lessons start at \$65/hour.

COSTUMES

Costumes are chosen by the Infinity Dance faculty. Costume fees paid are non-refundable. If a dancer leaves before costumes are distributed, the studio retains ownership of the costume without refund. Costume fees may vary by team level. Costumes will not be distributed to dancers until all fees are paid and current, including tuition. Any damage or loss will be repaired or replaced by the dancer at the dancers' expense. This includes any special handling fees or price increases from suppliers.

Season accessories such as shoes, warm up jacket, practice attire, bag, tights, hair items, jewelry, makeup and any additional accessories are a separate fee.

Infinity Dance does all costume rhinestoning in house. Parents will be asked to help stone & sew costumes. Rhinestones/appliqués are included in the cost of costumes. Costumes are ordered based off of your dancer's measurements. If a costume doesn't fit based off of measurements, it is your responsibility to have the costume altered.

MONTHLY TUITION

-See Competitive Track Overview-

COMPETITIONS

Competition fees are an estimate. Some of our event producers and competitions haven't released their final schedule and fees as of the time of this handbook. Competition fees include coaching & entry fees for competitive track company. This does not include any travel expenses. Infinity Dance reserves the right to add/remove competitions on the schedule. We will give as much notice as possible.

Competitions are **mandatory**! Your teammates depend on you to be there. Competition fees are non refundable. Details for specific competitions will be released as soon as we get them from the venue. Studios don't typically get a schedule of competition until the week of the event. We will share with families as soon as we have a schedule via email. Dancers will be given an arrival time for competition. Dancers are expected to be in costume and competition ready (hair and make up done) when they arrive. Arriving late or not ready may result in your dancer not being allowed to compete that day.

It is imperative that dancers, families and guests of dancers act in a respectable manner. All the dancers, not just Infinity Dance Company dancers, deserve everyone's respect. Infinity Dance has a reputation for positive encouragement and great sportsmanship. Please always be respectful, supportive & kind to all.

COMMITMENT

Competitive track members make an 12-month commitment to their company, instructors and studio. If a dancer leaves once choreography is completed, the family will be invoiced a \$150 re-blocking fee per routine. A dancer quitting affects the entire team and re-working a routine is costly for the studio and time consuming for their instructors. We strongly advise against pulling a dancer out of rehearsals or

choreography as a form of punishment for behavioral reasons. Absences of this nature create a negative impact and is very discouraging for their teammates and instructors. If a dancer is pulled by parents or coaches for behavioral reasons, the \$150 re-blocking fee per routine will be collected.

If a re-blocking fee is necessary due to an injury, a fee of \$75 will be charged to cover additional company instructional hours. Re-blocking fees will be strictly enforced.

All fees paid are final. Once a dancer leaves the team, there will be no refunds of any sort. Any credits/funds in the dancers account will be forfeited - no exceptions.

SOCIAL MEDIA

Any and all social media postings must be favorable and done in good sportsmanship. Abuse of this is grounds for suspension/dismissal. Videos of routines cannot be posted on any social media account until the season is complete and the studio approves it. For older dancers with their own social media- you are *always representing Infinity Dance*. Infinity Dance holds our athletes to a very high standard. If a social media post is deemed inappropriate, you risk your entire company being disqualified for the season. Infinity Dance reserves the right to make a judgement call if a post is brought to our attention. Parents will be notified if anything is deemed inappropriate. We will immediately ask the post be removed. Suspension or dismissal is possible if a post is deemed offensive or inappropriate.

FUNDRAISING

In effort to reduce costs, we fully support & encourage parent-initiated fundraising committees to be formed. The full responsibility of organizing, distribution of products, and any monies earned is completely in the hands of the parent committee, not Infinity Dance. Parents have the option to fundraise through a variety of ways (i.e. car washes, product sales etc.).

CODE OF CONDUCT AND SPORTSMANSHIP

It is extremely important that both parents and dancers are respectful to each other, Infinity Dance faculty, members of other studios, choreographers and venues. *Please do not speak or act in a negative manner, to or about anyone, or anything associated with Infinity Dance or their affiliates.* As a dance company, our goal is to teach our dancers respect and sportsmanship and create a positive learning environment. We will not tolerate bullying, gossip, cliques, or drama amongst our athletes or athletes of a

different program. If a dancer or parents' actions are not in the best interest of the team or will in any way jeopardize the goals, expectations, reputation or well-being of the team, immediate action will be taken. Violation of sportsmanship will result in disciplinary action, up to and including separation from Infinity Dance.

TRAVEL

Parents will be responsible for getting their dancer to all competitions. If for any reason you are unable to attend, please contact info@infinitydancewi.com as soon as possible, and/or arrange for your dancer to attend with another family. Travel fees are in addition to your competition fees and tuition. Please review the schedule and plan accordingly. Infinity Dance will do their best to book blocks of hotel rooms when necessary in order to lock in a better rate. We cannot guarantee being able to book everyone together. It is encouraged that all families stay at the same facility when overnight travel is necessary. Infinity Dance faculty and families work to make these events a bonding experience for families and dancers.

COMPETITION

We hold our athletes to high expectations while attending all competitions. We have received spirit awards and sportsmanship awards in the previous years and would like to continue to uphold the reputation we have. Coaches will NOT be responsible for holding any personal items, so all items should be left with their parents/guardians. Dancers are encouraged to not bring any electronic devices backstage. There may not always be an Infinity Dance staffer with our bags.

Dancers MUST be in warm ups for awards and will not be allowed to leave before awards unless cleared by a director. We ask that all teams stay to support and cheer on other teams in our program even if they are done performing. Remember we are a family, and families support one another.

SOLOS AND ENSEMBLES - 'Extras'

There will be a first-come, first-serve sign up for those dancers interested in solos and ensembles. These will be at an additional cost and require an additional commitment. Dancers' commitment from last year, along with attitude, work ethic and ability to take corrections will be considered for placement. We also take into account how well the dancer worked with their company and our faculty. Accounts MUST be current and payment HISTORY must be in good standing in order to have the opportunity for an "extra". The final decision for 'extra' assignments will be at the discretion of the directors. There will be a limited number, be sure to sign up early!



COMPANY HANDBOOK ACKNOWLEDGEMENT

- I acknowledge receipt of the Infinity Dance Company handbook.
- I acknowledge that you have read the Infinity Dance Company handbook in its entirety and agree to adhere to all Infinity Dance policies.
- I acknowledge Infinity Dance reserves the right to make changes to the Infinity Dance Company handbook.
- I acknowledge Infinity Dance reserves the right to review any extenuating circumstances and/or exceptions to the Infinity Dance Company handbook on a case-by-case situation at the discretion of the studio directors.
- I understand that failure to adhere to these rules by myself, my spouse, or guests may result in revocation of my membership to Infinity Dance at any time.

AGREEMENT

By signing this Acknowledgement, I agree that my electronic signature is the legally binding equivalent to my handwritten signature. Whenever I execute an electronic signature, it has the same validity and meaning as my handwritten signature. I will not, at any time in the future, repudiate the meaning of my electronic signature or claim that my electronic signature is not legally binding.

CERTIFICATION OF UNDERSTANDING

I also understand, acknowledge, agree and certify that:

I accept my responsibilities in the use of electronic signatures as described on this form. My execution of any form of an electronic signature function performed on an Infinity Dance Company, LLC platform to be the legally binding equivalent of my traditional handwritten signature, and that I am accountable and responsible for actions performed under such an electronic signature.