

# DANCE FOUNDATIONS PARENT HANDBOOK



## Our Philosophy

Dance Foundations is a recreational, non-profit dance program that aims to foster a love of dance and movement in children of all ages. Dance Foundation provides kids a fun and non-stressful atmosphere where they can learn to love dance. We encourage students to grow as dancers while meeting new friends, gaining coordination and learning self- discipline. Dancers will learn to express themselves creatively and gain better coordination. As a non-profit program run through the Silver Springs Community Association, we are able to keep our class sizes small and our prices low.

## Dress Code

Although we do not enforce a strict dress code, we do expect children to arrive ready to move in clothing that is appropriate for the style (ex; shorts/skirts/dresses not encouraged for hip hop). Children should wear comfortable clothing that is not overly baggy, and proper footwear (dance shoes, clean indoor sneakers, or bare feet). Socks are NOT permitted (in the sunset room) for safety reasons. Long hair should be tied back in a ponytail or bun. Please remove outdoor footwear before entering as NO outdoor shoes are allowed in the studio.

## Reminders

- Please arrive on time for class. It is disruptive for the other students and the teacher(s) when a child arrives late.
- Please do not send your child with food, gum or drinks (musical theater is an exception, but avoid overly messy or sticky food and drinks. Clean up thoroughly).
- If your child is dancing in the sunset room we ask they stay off of the window sills - it is dangerous if they fall, and it is hard to clean off the finger prints
- Bring a water bottle!
- Please ensure you arrive on time to pick up your child. If you need clarification on pickup times, please ask the instructor before leaving the premises.
- If your child is younger than 6, we ask that you do not leave the building during their class for safety reasons and to assist your child in going to the washroom or water fountain when necessary.
- Attendance is important for the whole class to progress when learning choreography. If you know your child will be missing a class or multiple classes, please email ahead of time. This is especially appreciated in the weeks approaching our mini recital.
- If your child has any physical, mental, behavioral, medical, or other challenges, please communicate them to the instructor.
- If you need a refund for any purchase through Dance Foundations, it is your responsibility to contact us. We will not chase you down to process these for you.
- We are an evolving program! If you ever have anything you'd like to see us include (classes, and otherwise), feedback, or input on how to make Dance Foundations a better experience for you and your children, email and we will do our best to accommodate you!

## Parent Viewing

We understand that parents may wish to observe the progress their child is making in the class. Unfortunately we cannot accommodate parent viewing during class time unless agreed upon by the instructor and dance coordinator. We also ask that you do not crowd at the doors to watch as this is a safety concern, and it also makes many of the students uncomfortable. Any request to watch must be approved by the instructor. At the end of each session we hold a parent viewing week or informal recital, where you will have the opportunity to watch your child dance.

## Classroom Expectations

We do not tolerate any harassment or abuse, verbal or physical, of our instructors. If a student displays disruptive or aggressive behaviour during class time, the dance coordinator will reach out to the parent to discuss the behaviour and possible solutions. If the aggressive behaviour does not resolve, the student will be asked to discontinue in the class.

It is expected that all students are kind and respectful to each other as well. This goes for not just other kids in the class, but all kids in the Dance Foundations program. Teasing or harassment of any kind will be followed up by an email to the parents and must not continue if they wish to stay in the program.

## Communications

Communication with parents will be primarily via email. Please ensure that you provide an up to date email at registration time, or let us know if your contact method changes. Any questions or concerns about the program or instructors should be directed to the Shannon Dagg, the dance coordinator, at [dancefoundations@silverspringscommunity.ca](mailto:dancefoundations@silverspringscommunity.ca). For refunds, or help applying a community member discount at the time of registration please email [sara@silverspringscommunity.ca](mailto:sara@silverspringscommunity.ca)

## Class Cancellations

If an instructor needs to cancel a class due to illness or unforeseen circumstances, every effort will be made to find a substitute instructor. If this is not possible, the class will be canceled and a refund for the class will be provided. Class cancellations will be communicated via email with as much notice as possible.