

PREMIERE DANCE COMPANY

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PREMIERE
DANCE COMPANY

CompetitionCompany Handbook 2023-24



CLASS REQUIREMENTS

Competition company members are required to enroll in certain classes to ensure proper training.

SUMMER REQUIREMENTS:

Dancers must enroll in 16 hours total over the summer at Premiere. You can mix and match classes to total 16 hours. Each class counts hour per hour towards requirements. For example, if your dancer is enrolled in an intensive that meets for 3 hours, that will count towards 3 hours of their requirements.

* Summer themed camps (i.e. Mermaid, Bluey, etc.) DO NOT COUNT towards the summer requirements.

The choreography sessions to learn each group dance will be scheduled in June, July and August, per the availability you provided for summer. We do our best to schedule things throughout the summer, and before school starts. However, due to coordinating with so many different student's schedules, this usually means that August is very heavy with learning choreography. Often times, several groups will learn their choreography during the first few weeks of school.

SCHOOL YEAR CLASS REQUIREMENTS (Sept-May)

- Petite and Junior aged company members (ages 6-12) are required to take ballet, jazz/tap or jazz (depending on level), technique and company class. Dancers over the age of 11 must enroll in Junior 2 or higher ballet, which meets twice per week.
- If a dancer is cast in a specialty dance (tap or hip hop), they must also take a weekly class in that genre in addition to their ballet, jazz and technique class requirements.
- All teen level dancers must take Teen 2 or Teen 3 level, taking ballet and jazz once a week, plus technique and one other optional class (including jumps and turns, tap, hip hop, lyrical/contemporary, acro, pointe or another ballet or jazz class).

- **COMPANY CLASS / REHEARSALS**

Company class times (i.e. weekly rehearsals for each group dance) will be determined following the audition process. Dancers approximately ages 12 & under (Petite and Junior ages) rehearse most dances on Friday afternoons right after school. Please indicate the time that you can get to the studio on Friday's on your audition form. Teen dancers will rehearse most dances on Sunday's.

- **Some small groups will rehearse on Wednesdays. If your dancer is cast in one of these groups, and is unable to make it on Wednesday, we will not be able to adjust the rehearsal day. As such, if you are not flexible to come on the day that it is scheduled, you will need to be removed from that group.**
- **There will be one day, once a month, that you will need to come rehearse on another day (Sunday for Friday dancers and Friday for Sunday dancers) for the production dance.**
- **If we do not need these dates to finish learning choreography, the first company rehearsals will be on Wednesday, Aug. 23, Friday, Aug. 25th and/or Sunday, Aug. 27th. We are closed Labor Day weekend, Sept. 1 & 3rd, and will resume again on Sept 6, 8 & 10th.**
- There may be times throughout the season that students will be asked to stay later than their normal dismissal time or will be asked to attend an extra rehearsal. They will be informed in advance if that is the case. During company class, students will practice and perfect group dance(s), which will be performed at competition. Optional classes are available to company members who wish to further enhance their training.
- Company classes will not be held on certain holiday's and will conclude with our last competition. You will receive a specific company calendar of all of the dates in August.

ATTENDANCE

Attendance to class and company rehearsals are mandatory. Acceptance into this company is a commitment both in time and dedication. We only accept dancers who WANT to improve and attend class regularly.

COMPANY REHEARSAL ATTENDANCE:

Additional rehearsals may be required as we approach competition season. Extra rehearsals, which are at the directors discretion, will not increase the monthly tuition. We prefer to have all dancers present for rehearsals each and every week. But, if a student needs to miss company class for any reason, **ALL DANCERS MUST COMPLETE AN ABSENCE REQUEST GOOGLE FORM ONE WEEK IN ADVANCE.**

The director will approve the absence request. Sending an email is not sufficient, and the request must be sent via google form. This is very important since one dancer being absent can alter the rehearsal plan, and will directly affect other company members.

Not showing up without significant notification is not acceptable. Each dancer will only be allowed 3 absences for the season. After absence number 3, they will not be allowed any additional absences. All dancers should look ahead at their potential conflicts and plan their 3 absences accordingly.

IN ADDITION, THERE WILL BE NO APPROVED ABSENCES FOR THE MONTH OF JANUARY AND EARLY FEBRUARY. Those rehearsals are the most important of the entire year, and affect the success of our team as a whole.

ATTENDANCE IN BALLET AND JAZZ:

Company members are allotted three (3) absences from their required technique classes for the school year. If a company member misses more than three required technique classes they are required to, and given the privilege to, make-up their missed class in another level. Parents/dancers, please stay on top of your attendance. If you know that you will be missing a class, you are more than welcome to do a make-up class in advance. If a student is ill, but not contagious,

they are required to attend class and/or rehearsals and observe. Students are required to attend all classes and rehearsals during the week of a competition.

ALL ATTENDANCE PROCEDURES WILL BE STRICTLY ENFORCED.
FAILURE TO ADHERE TO ATTENDANCE PROCEDURES MAY RESULT IN
DISMISSAL FROM THE COMPANY.

CONVENTIONS

We will not be attending a required convention this year since we hope to take as many dances to nationals as possible. There are many optional conventions out there that dancers may attend to supplement their training. A full list of conventions will be sent out in August. **However, missing company class to attend a dance convention will go against your approved company rehearsal absences for the season, and must be considered before registering.**

COMPETITIONS

Premiere Dance Company members are required to compete in three (3) competitions per season that will all be in OKC. Dancers may have the option of competing in additional competitions, should they desire. Competition dates and deadlines will be provided as they become available. Competition season begins in early February and runs through the first of May. We expect to attend one competition in February, one in March and one in April (dates will be provided as soon as they are available). **If your dancer chooses to attend extra dance competitions, this will count as an absence for your dancer if their competition time falls during their company class. You will also be required to fill out an absence request (via google form).**

As a dance company, camaraderie and teamwork is very important. As such, it is asked that all company members attend and cheer on all of their teammates' group dances. This may be difficult for some dancers, particularly our younger members, so if it is not possible for a dancer to attend all of PDC's dances during a required competition, we will make adjustments as we see fit. All dancers are also required to be present at their own awards ceremony for all dances.

NATIONALS COMPETITION

Attending nationals will not be required in summer 2024. However, we are strongly encouraging each and every dancer to attend nationals so we can take all of our group dances. We will be having a nationals meeting on Friday, May 5th at 6:45 p.m.

GROUP CHOREOGRAPHY DATES

We will be learning group dances throughout the summer. Each dance will rehearse between 4-6 hours, spread out over a 1-3 day period. Some groups will need more hours and shorter rehearsal chunks of time, while others will need fewer hours and can retain more information at once.

We ask that you provide us with all of your dancer's conflicts / availability for the months of June, July and August by Monday, June 5th.

A specific rehearsal schedule for each group will be announced after we have all conflicts turned in and sorted through. After the schedule is announced, and approved by the dancer, if a dancer misses any of these required rehearsals, they will be removed from the dance. All Company students must perform in at least one group number. Students may perform in up to 5 group numbers, should they desire, and at the teacher's discretion. Choreography Group Fees are \$125 for each dance per dancer. These fees include the choreography fee as well as rehearsal time to learn the dance.

Choreography may not be completely finished at their summer choreography session(s). If it is not finished before rehearsals begin in late August / early September, we will continue to learn choreography during their weekly rehearsal time. There are a variety of factors that we consider when teaching choreography and how and when it is done. We will always make sure that all dances are ready for stage in late January. As such, if we feel that a dance needs additional rehearsal time, we will schedule it as needed.

PRODUCTION NUMBER

***While participating in the production number will be an additional commitment, we strongly encourage EVERY single one of our company dancers to be a part of this production so they can ALL be in one number together as a team. Should you only wish to dance in one group dance, this should be your required dance. The production number will be rehearsed with the Petite / Junior age dancers on Friday's, and the Teen / Senior age dancers on Sunday's. Once per month, ALL dancers will rehearse together. This rehearsal will alternate: sometimes taking place on Friday's, and sometimes on Sundays. These "all production" rehearsal dates will be provided in advance for the entire year with the company calendar dates no later than August 1st.

SOLO & DUET/TRIO'S

As a company member, permission MAY be given to perform a solo and/or duet/trio. Please see below for separate choreography & private lesson fees that apply.

Coming soon will be a separate handbook for solos & duet/trios. This handbook will cover the process for how solos & duet/trios will be assigned, the expectations for all dancers and parents, private lessons, etc.

All solo approvals and solo teacher assignments are dependent on the availability and coordination of the dancer and teacher's schedule and studio room availability. There are only so many time slots available for teachers to rehearse a solo or duet/trio. While we would like to approve everyone to do a solo or duet/trio, it may not be possible when considering all factors.

Music and costume selections require approval by your solo/duet/trio teacher with final approval required by Stephanie.

Additionally, because solos and duet/trio's are much more competitive than group dances, you will be required to have sufficient private lessons for each of these

dances. If you do not meet expectations, and are not stage ready, you will not be allowed to perform your solo/duet/trio at competition.

Duet/trio choreography and private lesson fees will be split between all dancers in the duet or trio. When considering whether to do a solo or duet/trio, we encourage dancers who have never done a solo before to first compete with a duet/trio.

All solos and duet/trios will compete in the three required competitions.

During required competitions, a teacher will be present to practice a dancer's dance with them. If you choose to attend extra competitions beyond the 3 required competitions, and would like to hire a teacher to be present with you, an additional \$25 fee will be required to compensate your teacher for their time. You will be responsible for scheduling this with your teacher, and is subject to teacher availability. Performance times tend to vary, and there are times that teachers have other previous obligations.

COMMUNICATION

For company matters, we use email to send out updates on rehearsals, payment due dates, deadlines, etc. It will be your responsibility to check for this information and respond appropriately. It is expected that you check your email on a daily basis, particularly during the competition season when important announcements may need to get to everyone quickly. Please also like us on Facebook to receive those updates. We will also use the "Group Me" app occasionally, and specifically on competition weekends for quick communication.

ACCEPTANCE INTO THE COMPANY

A company cast list will be announced via email by June 12th. All casting decisions are final. You will not have the option to be removed from or added to any groups at that time.

Please do not contact the director regarding casting concerns. Any questioning of placement will result in immediate dismissal from the competition company.

In order to accept your spot into the company, you must pay the following, and also return your signed company contract by June 15th.

Amount due by June 15th:

- 1) Signed Company Contract
- 2) \$125 group choreography fee deposit

Amounts due by July 1st:

- 1) Remaining Group Choreography Fees due minus June 15th deposit (\$125 per dance)
- 2) Company Jacket (amount TBA). We will be using the same jacket from last year. If you are a returning dancer, you do not need to purchase a new jacket.

Amounts due by August 1st:

- 1) \$40 photo shoot fee
- 2) \$50 dress rehearsal fee

Amounts due by October 1st :

- 1) Costume fees (TBA, between \$100-\$300 per dance)

Amounts due by November 1st

- 1) Competition Fees (see below for cost estimation)

You will turn in your competition participation form by November 1st (with 3 payment checks). This form will allow you to choose any extra competitions that you would like to participate in (solo or duet) as well as total up your required competition dances in one location. You will use this form to total all of your entry fees for the season, and divide the amount into three equal payments. You will need to turn in 3 checks on Nov. 1st dated: Nov. 1st, Dec. 1st and Jan. 1st for all competition fees for the season.

*** Company fees (costumes, competitions, choreography fees, etc) are NOT paid via auto payment on your studio director account. These are all invoiced separately through Quickbooks, and must be paid within 15 days.**

**** You cannot pay any company fees via credit card unless you make a special request. If you would prefer to use a credit card, a 4% convenience fee is required for all credit card transactions.**

EXTRA FEES/ACTIVITIES

PHOTO SHOOT – As a team building activity, we have an outdoor photo session each year with the entire company for the new season. The date for the photo shoot is Saturday, August 19th. There is a \$40 fee for this photo shoot, which will give you access to all of the images.

BIG/LITTLE SIS REVEAL & PRE-SEASON PARTY - We will have a get together to reveal big & little sis's and get to celebrate the season with our team. Tentative date is Saturday, August 19th. * This is a required event for all company dancers.

DRESS REHEARSAL – To prepare our dancers for competition, we will hold a dress rehearsal at an outside location so that they can practice on a stage. There is a \$50 dress rehearsal fee that will be due to cover the cost of the rental of the stage. The tentative Dress Rehearsal date is Sunday, Jan. 21st from 10:00 a.m. - 7:00 p.m.

*We may need to schedule additional rehearsals prior to dress rehearsal. So, please hold the entire day open on Jan. 21st.

BIG / LITTLE SIS – We assign dancers with a big or little sis each year. It is requested that you do gifts for those dancers at the big/little sis reveal, Christmas party and at our first competition of the year.

CONTRACT WITHDRAWAL

After contracts are signed and due on June 15th, should you recognize that you are unable to uphold your contract agreement, a withdrawal fee of \$500 will be due. We spend many hours configuring group dancers, formations, choreography, etc for a certain number of students. If that needs to change after it has been planned, it is extremely difficult for both the dancers and teachers, and always results in additional rehearsal time to make these changes. **WE ASK YOU TO STRONGLY CONSIDER YOUR COMMITMENT LEVEL TO YOUR TEAM BEFORE SIGNING YOUR CONTRACT, AND ACCEPTING YOUR SPOT, TO AVOID ANY WITHDRAWALS.** The commitment to your

team includes attending rehearsals regularly, and all competitions. All of those events are REQUIRED events that you must attend.

FEES/TUITION

MONTHLY COMPANY CLASS TUITION: \$45 per month (this will be an add-on to your tuition class fees for Ballet, Jazz and any extra classes that you are enrolled)

***\$45 fee includes one group dance. Each extra company dance will add an extra \$5 per dance to your company fee.**

MONTHLY REGULAR CLASS TUITION 2022-23:

2022-23 Tuition Rates & Scale

\$69/month - 1 class

\$129/month - 2 classes

\$184/month - 3 classes

\$234/month - 4 classes

\$279/month - 5 classes

\$319/month - 6 classes

each additional class is \$40 per month

FEES OF ANY KIND MUST BE CURRENT ON PAYMENT IN ORDER TO PARTICIPATE IN COMPETITION COMPANY. IF

ANY INVOICE OR FEES ARE PAST DUE 15 DAYS, YOUR DANCER WILL NOT BE ABLE TO PARTICIPATE IN CLASS, REHEARSALS OR COMPETITIONS UNTIL ALL PAYMENTS ARE BROUGHT CURRENT.

CHOREOGRAPHY FEES:

SOLO: \$600 per dance - *includes 4 hours of private lesson instruction to teach the dance. These fees are payable directly to your choreographer and must be paid BEFORE the first choreography lesson.

DUET / TRIO: \$700 per dance (not per dancer) - *includes 4 hours of private lesson instruction to teach the dance. These fees are payable directly to your choreographer and must be paid BEFORE the first choreography lesson.

PRIVATE LESSON RATES: \$75 per hour

COMPETITION FEES: - Company fees are approximately \$60/per dancer/per dance/per competition.

Solo fees are approximately \$140 per competition

- Competition fees will be due on Nov. 1st, Dec. 1st and Jan. 1st, and are non-refundable
- Each dancer will be charged a \$5 admin fee for each dance entered in competition
- Group Choreography Fees: \$125 per dancer per dance

Costume Fees: Custom made costumes can cost up to \$300 per costume/per dance/per dancer. If we order pre-made costumes, they will cost much less. We are considerate of these costs and try to only do 1-2 custom costumes per person, and try to order the rest.

Additional costs include: PDC warm up jacket (required for receiving awards), matching make-up, shoes and accessories.

EXPECTATIONS

In addition to regular attendance, students are expected to conduct themselves in a professional and respectable manner that extends not only to their instructor, but also to their fellow students. Bickering, bullying, disrespect and cliques will absolutely not be permitted. This extends to all parents as well. All students are expected to support their fellow students both in class and outside the studio. Furthermore, students must possess and display an exceptional work ethic that is imperative to excelling in dance. Because company members are role models to other students, it is of the utmost importance that students adhere to all policies. A student may be removed from the company at any time during the season if these policies are not met.

It is very difficult to make everyone happy and it is imperative that parents/guardians trust that Stephanie has every child's best interest at heart and does her best to be fair and amicable in all situations. Therefore, all dance and company related decisions made by Stephanie are final and must be respected by all company members as well as their parents/guardians. If there is a situation or question that a dancer or parent/guardian feels needs to be addressed, a meeting must be scheduled to address the situation. Problems or concerns will not be discussed during class time or during competitions. Also, any disrespectful action toward any dancer, parent or instructor is unacceptable and may result in immediate dismissal from the company.

Students must follow the dress code, be prepared for class/rehearsals with all shoes, props, etc. and arrive 10 minutes early to warm-up and review choreography prior to class. The qualities that Stephanie looks for in a "Premiere Dancer" should always be present: dedication, discipline, passion, respect and camaraderie. As such, company members are required to support other company members by watching other groups at each required competition. All dancers must stay for awards and wear Premiere Dance Company jacket. We are a team at Premiere Dance Company, and a proud example of what a great dance company can be.



IMPORTANT DATES PAGE

June 5 - July 29th — Summer class session

June 7th - Summer conflicts/availability are due

June 12th - Company cast list will be sent out

June 15th - Contracts and \$125 choreography fee deposit is due

June 15th– September tuition is due

July 1st– First company payment due (additional group choreography fees and jacket)

August 1st– Second company payment due (photo shoot and dress rehearsal fees)

August 1st - September tuition is due

August 8th – Required competitions will be announced / all production rehearsal dates will be announced

August 19th - Company Photo Shoot & Big / Little Sis Reveal & Party

August 23 / 25 / 27th– First Company Class of the season

Sept. 1st & 3rd – No company class (class resumes again Sept. 8th & 10th)

October 1st– Company Costume fees due

November 1st– Competition fees due

Sunday, Jan. 21st – Tentative Dress Rehearsal