



VIRTUOSO
Performing Arts

Dance Company

HANDBOOK

2018-2019



*Celebrating individuality, teamwork and commitment
through the art of dance.*

*Vir-tu-oso [vur-choo-**oh**-soh] (noun)
a person with masterly skill or technique in the arts*

VirtuosoPerformingArts.com
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VPA MISSION AND PHILOSOPHY

Virtuoso Performing Arts is dedicated to providing quality training in the performing arts in a positive environment that is both disciplined and motivating. We strive to educate our students in the importance of a balance between proper technique and creative self-expression. It is our goal to instill in each student a sense of self-discipline, positive self-esteem, and a comprehensive knowledge of the performing arts.

Dance is an individual art form. No two students will progress at the same rate, even if they experience the exact same training. We encourage each student to be the best that he or she can be, regardless of what others may achieve. Dance education encompasses far more than technique and steps. We believe the discipline of dance training gives young people a better understanding of commitment through the experience of adopting a new skill set, working with a team, and discovering what they can accomplish through hard work. **Our goal is to enrich the minds, bodies, and souls of our students—teaching them the life skills necessary to become well-adjusted young adults, whether or not they stay involved in dance.**

WHAT IS THE VPA DANCE COMPANY?

Virtuoso Performing Arts Dance Company is a training program offered to VPA's most driven and dedicated dancers grades 2-12. Company Dancers are required to train year-round in several dance genres. There will be several opportunities to perform throughout the season including competitive dance. The primary focus of the Company is to honor individuality, celebrate the unique gifts of each dancer, and encourage students to strive for their personal best both in dance and in other areas of their lives; the secondary focus is to build strong, well-rounded dancers; the third focus is to create a presence in the community and share the joy of dance with others.

PROGRAM BENEFITS

We will achieve our goals by offering dancers the chance to:

- Gain a sense of balance in life by managing commitments to both dance and academics
- Participate in a physical activity that promotes the value of a healthy body
- Develop a sense of self-confidence– an important benefit for college and/or job interviews
- Work with mentors who are focused on the students' success inside and outside of the classroom
- Enjoy friendships that could last a lifetime and a sense of belonging to an extended family of fellow dancers, teachers and parents
- Discover the results of hard work and determination
- Develop a lifelong appreciation for the performing arts
- Nourish the soul through dance – a wonderful form of self-expression!

ELIGIBILITY

Company Dancer Eligibility to Audition

Eligible dance students who wish to audition for the Virtuoso Performing Arts Dance Company will need to be going into at least fourth grade by Fall, 2018 and have the following:

- Invite from VPADC Director to audition
- Attendance in current classes is in good standing (policies notated in Handbook)
- Demonstrates proper classroom etiquette in current classes (policies notated in Handbook)
- Demonstrates proper dress code in current classes (policies notated in Handbook)
- Ballet and jazz technique and experience
- Registered in at least one of VPA's technique classes or private lessons no later than one month prior to audition

Company Solo/Duet/Trio Eligibility

In order for a dancer to be eligible for a solo, duet or trio, students must meet all the above requirements as well as the following:

- Must indicate on registration form, that he/she is interested in being considered for a solo/duet/trio. By doing this, his/her family accepts additional financial responsibility upon being cast in a solo/duet/trio.
- Must be cast by VPA Director in a solo/duet/trio role. Casting decisions for Solo/Duet/Trios are based on audition and prior season(s).

IS THIS PROGRAM RIGHT FOR YOU?

This program is right for you if your dancer is...

- Interested in dancing year-round
- Willing to study all applicable dance genres
- Interested in dancing 2-3 days per week / 4-6.5 hours per week minimum during the school-year
- Able to fulfill schedule requirements
- Not involved in too many extracurricular activities prohibiting her/him from fully committing to attending all classes, rehearsals & events
- Able to comply with all policies in the VPA Dance Company Handbook
- Able to meet financial requirements of the program

SCHEDULE REQUIREMENTS

Schedule Requirements for all Company Dancers

- Registration due by May 2, 2018
- Audition is May 9th, 2018
- Summer Requirements (**NEW**)
 - Summer Intensive OR time equivalent in Summer weekly ballet and jazz or contemporary classes
 - We do recommend both the intensive and weekly classes during Summer but both are not required
 - 6th-12th grade Intensive: July 23-27, 2-8pm (30 hours)
 - 2nd-6th grade Intensive: July 24-27, 10:30-2pm (12 hours)
 - Beginning through intermediate tappers are required to take Summer tap class or private tap lessons
- Fall-Spring Requirements (**NEW**)
 - Seniors (9th-12th grade): 5.5 hours per week (sometimes more)
 - Wed 5:45-8:10pm (Ballet Tech / Ballet & Tap Rehearsal)
 - Sat 11:35-3:05pm (Jumps Turns Tech / Jazz, Contemporary & Hip Hop Rehearsal)
 - Intermediate/Advanced (5th-8th grade): 5.5 hours per week; Wed 5:45-8:10pm & Sat 11:35-3:05pm
 - Wed 5:45-8:10pm (Ballet Tech / Ballet & Tap Rehearsal)
 - Sat 11:35-3:05pm (Jumps Turns Tech / Jazz, Contemporary & Hip Hop Rehearsal)
 - Teens (7th-12th grade): 5.5 hours per week; Wed 5:45-8:10pm & Sat 11:35-3:05pm
 - Wed 5:45-8:10pm (Ballet Tech / Ballet & Tap Rehearsal)
 - Sat 11:35-3:05pm (Jumps Turns Tech / Jazz, Contemporary & Hip Hop Rehearsal)
 - Juniors (4th-6th grade): 4 hours per week
 - Wed 4:30-6:30pm (Jumps Turns Tech / Jazz Rehearsal)
 - Thur 5:15-7:15pm (Ballet Tech / Ballet & Tap Rehearsal)
 - Special schedule requirements for beginning tappers: If after Summer tap training, beginning tapper has not progressed to the intermediate level, he/she will not be cast in a VPADC tap dance and will be required to take non-company tap class (7th-12th grades on Mondays; 45 minutes & 4th-6th grades on Tuesdays; 30 minutes) or private lessons.
- Competitive opportunities*
- Master classes*
- Exposure to professional dance*
- Community performances*
- June Dance Production*
- Cast parties*

**Event dates will be planned around dancers' conflicts. Company dancers "en pointe" and company soloists will be required to train a minimum of three days per week during the school year.*

Schedule Requirements for Company Dancers on Pointe

Pointe students are required to train on pointe on a weekly basis, year-round, after they start pointe. Pointe students have the same requirements as regular Company Dancers as listed above plus the following:

Beginning Pointe Students (starting Summer):

1. 10-Week Beginning Pointe class during the summer*
2. 10-Week Ballet Technique class during the summer*
3. Barre/Beginning Pointe class during the school-year

Beginning Pointe Students (starting Fall):

1. 10-Week Ballet Technique class during the summer*
2. Barre/Beginning Pointe class during the school-year

Intermediate-Advanced Pointe Students:

1. 10-Week Ballet Technique class during the summer*
2. 2nd Ballet Technique class during the school-year

**10-Week Summer classes can be prorated up to two absences. Pointe students must complete at least 6 of 10 classes in Summer. (See more information on page 18-19 regarding pointe.)*

Schedule Requirements for Soloists, Duets or Trios

Same requirements as regular Company Dancers as listed above plus the following:

1. 10-Week Summer Ballet Tech Class* & 2nd Ballet Tech Class during school year (6th-12th grade only)
2. 10 hours of rehearsal with choreographer throughout season
3. 10 Maintenance Rehearsal hours throughout the school year

**10-Week Summer classes can be prorated up to two absences. (See more information on page 17-18 regarding solos, duets & trios.)*

Schedule Requirements for Beginning-Intermediate Tappers (NEW)

Tap levels and casting will be determined after the audition. Beginning through intermediate tappers are required to take a non-VPADC beginning or intermediate tap class or private lessons in the Summer. Advanced tappers are not required but encouraged to take an advanced tap class in the Summer. Summer tap training requires additional cost and dancers should add Summer tap training via the appropriate Add-On Form. It is highly likely that beginning tappers will progress to an intermediate level after Summer training. Intermediate and advanced tappers will be cast in a VPADC tap dance. Beginning tappers who do not progress to the intermediate level after Summer training will not be cast in a VPADC tap dance and instead will be required to register for a non-VPADC tap class to work on tap technique in the Fall-Spring. The cost for Fall-Spring tap technique class is included in Membership Fees.

GOOGLE CALENDAR (NEW)

We are trying something new! We are working on making the switch to have all scheduling accessible via Google Calendar. Therefore, we require all members to have a Google account set up no later than May 2nd. Members should check Google Calendar regularly or sync their Google email account to your primary email account if possible. We will be sharing our VPADC Season Calendar via Google Calendar with all members. Rehearsal Schedules will be shared via Google Calendar with members as applicable. Google Calendar will allow notifications to be sent when we make changes and will allow us to be more efficient in communicating these changes. We will be issuing an initial Season Calendar pdf; however, after we transition to Google Calendar we will no longer be using pdf documents for communicating scheduling within the program.

MEMBERSHIP FEES

All-Inclusive Season Membership Fees:

Seniors (9th-12th grade):	\$4665.30 Membership Fee (\$388.78 monthly)
Int/Adv (5th-8th grade):	\$4373.55 Membership Fee (\$364.46 monthly)
Teens (7th-12th grade):	\$4373.55 Membership Fee (\$364.46 monthly)
Juniors (4th-6th grade):	\$3291.80 Membership Fee (\$274.32 monthly)

Membership Fee includes the following...

Summer Intensive or Time Equivalent in Weekly Classes (15% discount off regular rates)
Fall-Spring Class/Rehearsal Tuition (15% discount off regular rates)
Costumes
Dance Production/DVD/Event Shirt
Community Performances
VPADC Preview Show/2 Tickets
Competition Group Entry Fees
Master Class Workshop
Warm-Up Jacket
Hotel Fee
Field Trip
Cast Parties

Additional Fees...

Additional classes beyond those required (optional)
Pointe training (optional)
Solo/Duet/Trio fees (optional)
Additional competition fees (optional)
Workshop observer fees (optional)
Preview Show tickets beyond two included (optional)
Community performance tickets (optional)
Dance Production Tickets (optional)
Dancewear & Shoes (as needed)

REGISTRATION

When & How to Register—DEADLINE: May 2nd

Please review this Handbook and submit your VPADC Registration Form & Agreement on or before May 2nd, which is one week prior to the audition. The VPADC Registration Form & Agreement will serve as your dancer's audition form. The services to be rendered under the contract may not extend over a period of more than one year from the date the parties enter into the contract.

Upon acceptance into this program, our bundled Membership Fee can be paid in full or automatically charged each month from an authorized debit/credit card or deducted from your designated checking account (e-check). You will be able to specify your payment method on your Registration Form. **(NEW)** First payment will be collected on or around May 15th. Subsequent payments will be debited on the 15th of each month thereafter through April 15th of the following year.

There will be a flat \$30 Service Fee dispersed among monthly payments that use a credit/debit card. There is no fee for payments using a designated checking account (e-check) or for submitting payment in-full.

You will receive email confirmation for your registration shortly after your registration is processed.

Please note: Should your child not be accepted into this program, your Registration will not be processed.

Add-On Form

The following students will be required to submit a paper VPADC Add-On Form in addition to Company Registration:

- 1) Company Members who have been recommended and are interested in being considered for solos, duets or trios. (Add-On Form must be received by May 2nd.)
- 2) Company Members who have been recommended and will be dancing on pointe. (Add-On Form must be received by May 2nd.)
- 3) Company Members who are substituting weekly summer classes instead of Summer Intensive. (Add-On Form must be received by May 2nd.)
- 4) Company Members who have been recommended and would like to be considered for an understudy role. (Add-On Form must be submitted by July 31st)
- 5) Company Members who will be adding additional classes beyond the VPADC requirements. (Add-On Form accepted any time provided desired class is not full.)

We encourage you to submit your Add-On Form with your Registration however, Add-On Forms will be accepted at any time, except for those who would like to be considered for a solo/duet/trio, those that will be dancing on pointe, those who wish to be considered for an understudy role and/or those that will be substituting weekly summer classes instead of Summer Intensive.

Class Withdrawal/Refund Policy

Due to the extraordinary time and effort this program entails, from all parties, in regards to planning, scheduling and rehearsing, withdrawals from the Virtuoso Performing Arts Dance Company are strongly discouraged and will be taken into consideration upon future enrollment at VPA.

Students enrolled in the VPADC may withdraw from the VPADC no later than July 31st, by emailing VPA the following 1) parent name 2) student's name, 3) reason for withdrawal. If a student properly withdraws from this program, all moneys paid pursuant to such contract shall be refunded within 30 days of receipt of the cancellation notice, except that the customer is liable to the studio for any goods or services received prior to the cancellation, and except that if cancellation is sent more than 30 days after the contract is signed by the customer, the customer is further liable to the studio for 10% of the unused balance, or \$50, whichever is less; and that cancellation shall be by registered or certified mail return receipt requested to the address specified in the contract.

If, by reason of death, long-term injury or disability a student is unable to receive all services contracted for under this Agreement, the student will be relieved from the obligation of making payment for services other than those received prior to death or the onset of long-term injury or disability. If such student has prepaid any sum for services, any amount allocable to services not yet received by the student will be refunded within thirty (30) days of receipt by Virtuoso Performing Arts of reasonable evidence of such long-term injury, disability or death. Any amount owed to Virtuoso Performing Arts, will be automatically charged to the card on file within 30 days. If there is no card on file, the customer shall provide payment for any balance remaining on his/her account.

Dishonored Item Fee

Buyer agrees to pay a \$20 Dishonored Item Fee for any declined payment along with any costs incurred in connection with collection of such dishonored item. Upon receipt of the 2nd dishonored item, Virtuoso will only be able to accept payment in-full.

HOW IT ALL WORKS

Audition for ALL Students (May 9, 2018)

All new and current VPADC dancers are required to audition for the VPADC. Auditionees will be required to submit VPADC Registration & Agreement Form by May 2nd, which also serves as the Audition Form (One less form to fill out!). The dancers will attend a ballet and jazz audition. Intermediate through advanced tappers will be required to audition in tap as well. Dancers will be given a warm-up and combinations to perform before the VPADC Directors. (See Audition Info pdf for more information on the Audition)

Summer Training (June-August)

A Summer Intensive or the time equivalent in weekly classes is required for all Company Dancers. **We strongly recommend both the intensive AND weekly classes during the summer for Company Dancers.** Summer serves as the jumping off point for the Company Season. Students will train with a variety of teachers in several dance genres at the intensive. In addition, the intensive may also cover Dance Composition, Nutrition, Yoga, Partnering, Pilates and Conditioning. Tuition for one 1-Week Summer Intensive is included in Company Membership Fees and includes a 15% discount on regular rates for VPADC Members. Although we strongly encourage the summer intensive for Company Dancers, if a dancer unable to take the intensive, he/she may take the time equivalent of weekly classes over the summer.

Casting (May-August)

Summertime not only serves the purpose of offering year-round training, it also serves to help Directors determine final casting. Initial casting will be released shortly after the audition (including all solos, duets, trios & groups); however, casting may change by the end of the summer. In early-August, VPA Faculty will determine final casting for all pieces to be performed during the season. The Dancers will be split up into teams within each dance genre based on age and skill/ability level. Casting will be posted on our website by mid-August; all Company Dancers will receive an email notification once casting is complete.

Ice Breaker Party (August)

The Company Ice Breaker party is mandatory and will take place in mid-August. There will be a brief meeting for all Company Members followed by activities, snacks and a company photo shoot to kick off the new season. During this time, the dancers will also be measured for costumes. Dancer headshots, action shots and group shots will be available for purchase as an optional expense and are not included in Membership Fees.

Rehearsals (September-June)

During the Fall-Spring Season, the Company will have required rehearsals on a set day/time (time to be determined by the end of March based on Fall Schedule). Dancers may be broken up into the groups they will be performing with based on age and level. During rehearsals, dancers will warm-up and then spend the rest of the time working on their dances throughout the season. Dancers are encouraged to eat nutritious meals before and after their rehearsal. Longer rehearsal slots will include a snack break for refueling and dancers are required to bring a piece of fruit or other healthy snack. All dancers are required to bring a bpa-free water container to each rehearsal. Tuition for all rehearsals is included in Company Membership Fees.

Technique Classes (September-June)

During the Fall-Spring Season, Company Dancers will be required to attend technique class. Ballet, Jazz and/or Contemporary will be covered during Technique classes and will provide the training necessary for VPADC dancers to maintain and enhance their skill set. Dancers are encouraged to eat nutritious meals before and after their rehearsal. Dancers that have more than one back-to-back technique class will have a snack break for refueling and are required to bring a piece of fruit or another healthy snack. All dancers are required to bring a bpa-free water container to classes. Tuition for all technique classes is included in Company Membership Fees.

Extra Ballet Tech Classes for (year-round)

While one day of technique classes (in addition to rehearsals) will ultimately result in better technique, Company Dancers, grades 6th-12th, who wish to improve their technique even more are recommended to add an second Ballet Technique class during the week. Although this is optional, in our experience, when a dancer adds a second day per week of ballet training to their schedule, technique improves exponentially. The second Ballet Tech class is actually required for Solos, Duets & Trios as well as Pointe Students. An extra technique class will be an additional expense per month and added to Company Membership Fees. During Fall-Spring season, a third Ballet Tech class is offered to 6th-12th grade VPADC Members for a 50% discount.

Competition & Workshop

The VPA Dance Company will participate in one regional dance convention. During the convention, dancers will take master classes from some of the best teachers and choreographers in the industry. VPADC Members will also compete in one regional dance competition. The workshop and convention are mandatory for all Company Dancers. See more detailed information regarding competition and workshop on pages 13-16.

Field Trip

At some point in the season, the VPADC will be traveling to Chicago together by bus to see a professional dance performance. It is important for the dancers to take advantage of the robust professional dance scene that happens to occur right in our own backyard!

Spring Party

Toward the end of the season, the VPADC will gather to celebrate the Company experience thus far. We feel it is extremely important to celebrate the hard work students, parents and staff do throughout the season.

Nutrition

Proper nutrition will be emphasized throughout the program. During the season, dancers will be educated on the most efficient way to fuel their bodies and promote a healthy self-image. All too often in dance, we see dancers disrespecting their bodies in a multitude of ways, from the way they think or speak about their bodies to the way they under-fuel or over-fuel their bodies, and often with the wrong food choices. Company Dancers are encouraged to stay fueled throughout classes, rehearsals, performances and competitions with small healthy snacks and nutritious meals.

PERFORMANCES

VPA Dance Company Preview Show

Performing in the VPA Dance Company Preview Show is mandatory for all VPA Company Dancers. This special performance is an opportunity to showcase the current season's repertoire. Performance Fees for the VPADC Preview Show are included in Membership Fees and include two tickets. Additional tickets will be available for purchase starting one month prior to the performance.

Regional Competition

The dancers will have the opportunity to perform in at least one regional dance competition. More competition information is included on pages 13-16.

Community Performances

There will be opportunities for VPA Company Dancers to perform around the community. Community performance dates are to be determined; most will be scheduled and on the calendar by Mid-August.

June Dance Production

Performing in our season-end June Dance Production is mandatory for all VPA Dance Company Dancers. This performance showcases and celebrates all dance students and choreography from Virtuoso Performing Arts. June Dance Production Fees are included in Membership Fees and include performance fee, a dvd of the performance and an event shirt. Tickets will be available for purchase *online only* via our website starting mid-May. You may select and reserve seats using the interactive seating chart.

General Performance Policies

Detailed Performance Info: Each family will receive detailed information with more specific guidelines one month or more prior to each performance.

Dress Rehearsals: Students/Parents agree to commit to any Dress Rehearsal dates listed on our Company Calendar. Dress Rehearsal is mandatory and any students who miss Dress Rehearsal may not be permitted to perform. Dress Rehearsals are often scheduled outside of the regular class slot.

Performance Dates: Students/Parents agree to commit to any performance dates listed on our Company Calendar. Some groups may not perform in all performances and siblings are not guaranteed to perform in the same shows.

Event Attendance Policy: Any special requests to arrive late or leave early from a dress rehearsal or performance must be made in writing at least 30 days prior to the production date. It is at the discretion of the director to approve or deny such requests.

Class Attendance Policy: Dancers must follow all VPADC Attendance Policies at all times throughout the season. Chronic absence will not be tolerated and may result in a student being removed from some or all of the performance choreography and may also result in dismissal from the VPA Dance Company.

Practice Policy: Parents agree to encourage students to practice outside of classes and rehearsals with the music provided by VPA. Practice music is included in VPA Dance Company Membership Fees for this purpose.

Performance Fees: Production Fees for performances are included in your Membership Fees. The purpose of a Production Fee is to offset the cost of technical assistance/equipment required to produce a successful performance.

Refunds: There are no refunds for Costume or Performance Fees.

Photo/Video Policy: Any photos or videos taken by VPA during any Performances may be used for representation of VPA in future advertising.

Snacks: Please do not send your child to dress rehearsals and performances with snacks or beverages that could stain their costumes. Crackers, energy bars, apples, carrot sticks, and string cheese are good choices. Water is the best beverage; please do not send juice boxes or other sticky beverages.

Dressing-room etiquette: Students must respect other students' space and property in the dressing rooms. The students will spend more time in the dressing rooms than onstage or in the auditorium, so please do your best to keep them organized and clean. No food or drink other than water is allowed in the dressing rooms.

COSTUMES

Costumes for ballet, contemporary, hip hop, jazz and/or tap dances are included in Membership Fees. Solos/Duets/Trios will require an additional costume. Ballet costumes will be rented from the VPA costume inventory.

Assignment

It is at the discretion of the faculty of Virtuoso Performing Arts to choose a costume to suit the ultimate expression of each performance piece and to ensure that it is built for the movement that the performance piece requires. All costume pieces (including headpieces, shoes, tights and other accessories) should be labeled on the inside with student's first initial and last name. Please do not write directly on fabric or tags of any rented costumes. Use duct or medical tape instead. Some students will be given guidelines for creating their own costumes.

Dance Shoes/Tights

The parent/guardian of each dancer is responsible for making sure the student has the required shoes and tights for each costume on or before Thanksgiving. It is required that shoes and tights be purchased through VPA as colors and brands vary. All tights and shoes must comply with VPA's Dress Code, which can be found in this Handbook. It is recommended that all students have two pairs of specified tights for both dress rehearsals and performances. Tights should not have any runs or holes and should be clean. In order to produce a seamless costumed line, undergarments must not be worn under tights. HELPFUL TIP: It is recommended that performers layer tights (i.e. pink tight worn under the tan tights if pink tights are needed to be worn for second costume) to help with ease of changing from one costume to the next. Shoes must not have any holes. Please tuck ballet strings into shoe and double knot any laces for security. Be sure to order tights/shoes at least two months ahead of any performance to account for the possibility of a backordered item, especially when approaching the June Production. Backorders are typical at this time of year.

Costume Rental Policy

- ✓ Ballet costumes are rented from the VPA costume inventory.
- ✓ Rental Fee for one ballet costume per dancer is included in Membership Fees.
- ✓ You will be invoiced/charged for a late fee of 10% of the replacement cost for any costume not returned by the Monday following the last performance. This late fee will be charged automatically to the card on file. If this fee can not be collected via the card on file, you will continue to be invoiced every week following, until the costume(s) have been returned or the replacement cost is paid.
- ✓ The replacement cost is approximately three times the rental fee of each costume and will be invoiced for lost or destroyed costumes. Late fees will accrue toward the replacement cost, if applicable; however, the rental fee will not apply toward this charge.
- ✓ Repair costs are based on a \$10/hour labor fee plus materials. This will be invoiced/charged for any damaged costume. (Please remember that a hot iron will damage delicate fabrics.)
- ✓ We will send costumes to you in the best possible condition; however, some imperfections may exist. The renter agrees to accept the costumes on an "as is" basis with the understanding that they are used costumes and may have small imperfections which do not affect the production value of the costume. If we inadvertently provide you with something that is in need of serious repair, please inform to us immediately so that you will not be charged for any damage.
- ✓ All rented costumes must be left in the dressing room of the last performance venue (unwashed, and hung properly) at the end of the performance(s) in the condition in which they were received.
- ✓ Please do not write your name anywhere on the rented costume. Use duct or medical tape instead. Please do not remove any tags located inside the rented costume. Each costume will be inspected for damage when it is returned to us.

DANCE CONVENTION

Dance students around the world have the wonderful opportunity of continuing their dance education outside of the walls of their home studio. One of the greatest ways to do this is by attending a dance convention. There are hundreds of dance conventions that tour the nation, spreading knowledge through the dance community and giving dancers the opportunity to take master classes from a number of well-known teachers in a variety of styles. VPA Company Dancers are required to participate in one dance convention, which VPA will choose based on schedule conflicts submitted on your VPA Registration and Agreement Form.

So what exactly is a dance convention? Conventions, sometimes offering a Competition, employ a team of well-qualified dance teachers who go on tour and offer master classes. The convention stops in cities around the nation where hundreds of dancers from the region go and take class. Typically these conventions are held in hotel ballrooms to accommodate the large number of students in attendance. The faculty of the convention usually includes one expert faculty member in each style of dance, such as Ballet, Tap, Jazz, Hip Hop, and Contemporary.

So that each level of dancer has the most beneficial experience from the convention, classes are split up by age range. Some conventions offer a scholarship opportunity for their national convention, or for the following year's convention tuition, that the dancers can audition for. The dancers will usually audition combinations that they have learned in their classes that day. Again, this audition is split up by age level.

Attending dance conventions is highly beneficial for students. Dancers often find themselves in a comfort zone taking classes/styles solely from their home studio instructors. By attending a convention, students may get a fresh perspective on the same information they are receiving in their own teacher's class, and are exposed to the endless varieties of style in the dance world. The dancers also get a chance to see how other students in their region are learning, what they are working on, and they get a chance to meet new friends who are passionate about dance! Attending conventions leaves students inspired to come back to their home studio and work harder in class than ever before.

Dance Conventions are part of the VPA Dance Company experience and are mandatory for all Company Dancers. Company Dancers are not allowed to sit out of convention classes unless in the case of injury or illness.

COMPETITION

For dedicated dancers, the satisfaction of an excellent performance is all the motivation they need to work harder to continue improving. Performance should never be measured by the size of the trophy or the color of the medal.

The Focus Is Not Simply on Competition

It is our goal to instill a passion for performing rather than the desire to win awards. To that end, Company Dancers are afforded performance opportunities other than competitions. They will perform at nursing homes, fundraising events, festivals, etc. We believe the lessons learned through concert and community performances are as valuable as, if not more than, the competition experience. Still, there *are* some benefits to competing. With the right focus, the experience gained in competition can be an excellent source of self-confidence. If the dancers feel good about a performance and understand that they become better each time they go on stage, they are truly growing through the competition experience. Furthermore, competitions allow us the opportunity to instill in our students an appreciation for other dancers and choreography. We hope to motivate both students and faculty by exposing them to the highest caliber of talent available. Only then can we produce the best dancers and teachers possible.

Competition Entry Fees

Group Competition Entry Fees are included in your Membership Fee. There is a likelihood that one or more teams/dances will not be ready to perform all allotted entries. This could be due to the scheduled date of our competition (i.e. usually it takes us until Spring to perfect all of our teams/dances but if the Competition is scheduled in February, some teams may only be able to focus on one or two entries by that point). Or it could be due to the team's level and ability to pick up quickly and retain notes. Either way, if not all of the included entry fees are registered for our chosen competition for any given team, we will either credit entry fees for any dancers affected and reallocate remaining monthly payments or we will reallocate the cost toward something else of value to them.

Competition Scheduling

Approximately two weeks prior to a competition and sometimes only one week prior, the competition company will supply our office with an itinerary. Schedules will be emailed to all dancers and their parents as soon as we receive them. We pride ourselves on being an organized, professional school and we do not request changes to the dance competition schedule (except in the case of emergencies). Competitions are typically held on Friday, Saturday, and Sunday. Once a schedule is released, you may find that you do not have to attend the entire weekend, but you must be prepared to do so. All Company Members must be there to support each and every VPA entry.

General Performance and Competition Policies

Performances and competitions are your opportunity to show the world the results of your dedication and hard work. Here's what you can do to make the most of this opportunity:

- Arrive at competition at least one hour before the scheduled time unless otherwise advised by your teachers.
- Be sure you are properly warmed up.
- Present yourself in a professional manner, with costumes steamed, shoes cleaned, and all accessories accounted for.
- Treat competitors and teachers from other schools with respect.
- Treat the directors and staff of the competition with respect.
- Keep your area of the dressing rooms clean and never bring food or drink where it is prohibited.
- Wear your Company warm-up jacket to all competition events and during the award presentations.

Competition Critiques

At many of the competition events, the schools receive performance critiques from the judges. These critiques are the property of the VPA and will be shared with the dancers during rehearsal or class time. Soloists will receive critiques outside of class/rehearsal.

Award Presentations

When presented with an award, always show professionalism by enthusiastically thanking the person who presents you with the award, regardless of how big the award is. Unsportsmanlike behavior will not be tolerated.

Competition Audience Etiquette

Enthusiastic applause is encouraged. When in an auditorium, remain seated whenever dancers are performing onstage. Only enter the theater in between dances.

Independent Entries

No dancer may compete in any competition as an independent entry without the permission of the school director.

Cash Scholarships

Soloists will receive a school credit for the amount of any cash scholarship awarded. It will be applied to lessons, costumes, entry fees, or other expenses related to their dance training. Cash scholarships awarded to dancers who perform duos, trios, or ensemble pieces will be deposited in the Virtuoso Performing Arts Dance Company treasury to be utilized for master classes, guest choreographers, and other activities.

Traveling

All VPA Company Dancers will have a hotel room reserved for them by VPA and must have a parent or guardian staying with them in the hotel room and chaperoned by that parent or guardian at all times during travel. If a parent or guardian is not able to be present a student may be able to room and be chaperoned by another parent/guardian. No parent/guardian will chaperone more than three Company Dancers. Bus and hotel expenses are covered by your VPADC Membership Fee.

UNDERSTUDY PROGRAM

The VPADC Understudy Program is optional and offers selected dancers an opportunity to train and possibly perform at a different level in addition to their original casting. Dancers who opt to understudy on their registration form will be considered for an understudy position.

An understudy will be "cast" in the situation that an originally cast dancer is not able to perform for whatever reason. Should an understudy be needed, an audition may or may not take place (depending on time sensitivity) with understudies who are of similar stature to the originally cast dancer, and one dancer will take over the role for part of or possibly the entire remainder of the season.

Upon "selection" to train for an understudy role, understudies will attend an additional rehearsal during the fall-spring season in order to learn the dance they are understudying. Understudies will only be assigned to one additional dance and there may be more than one understudy working on the same dance piece. In the case that the levels are originally scheduled to rehearse simultaneously, rehearsals may be rescheduled to allow the understudy to begin rehearsing in both their originally cast role as well as the role they understudied.

There is no financial obligation for understudies unless they are cast into a role. In the case an understudy is cast, he/she will be responsible for purchasing the costume and any entry fees for the piece as well as any tuition remaining for rehearsals. These amounts will be added to the cast understudy's account and payment will be collected via payment method chosen at the time of registration.

The VPADC Understudy Program is a necessary component of the VPADC and provides for a smooth transition should the unfortunate injury happen or breach of contract occurs. Learning how to understudy is in the dancers' best interest; not only as dancers but as people. They may choose a career in dance and understudying is the way many dancers have gotten their foot in the door. They may not choose a dance career but they most likely will have to intern and work their way up to the job position they truly want.

We will offer education to understudies as to how they can get the most out of their understudy experience. A good understudy is a quick and strategic learner. The understudy may be cast in one of many roles within a piece so he/she must know them all! We encourage the dancers to opt in to being considered for an understudy role. Being chosen is an honor and means that the directors feel that dancer is capable of handling the level and may even feel that dancer is almost ready for the level they are chosen to understudy. Understudying could be just the push certain dancers need in order to reach a new plateau!

SOLOS/DUETS/TRIOS

Please note: Pages 17-18 are only applicable to those interested in being cast in solos, duets and trios. Feel free to skip these pages if this is not applicable to you or your dancer.

VPADC will recommend certain dancers to consider taking on a solo, duet or trio. These recommended dancers can indicate whether or not they would like to be considered for a solo, duet or trio by turning in an Add-On Form and checking applicable options, by May 2nd. Dancers cast in a solo, duet or trio are required to take one 10-Week Ballet class in the Summer and should register for this class via the appropriate Add-On Form submitted no later than May 2nd. After the audition, the Directors will release an initial casting for solos/duets/trios. Shortly after the audition, Directors will finalize solo/duet/trio casting and assign choreographers. Students who then receive a Solo/Duet/Trio invitation and will schedule rehearsals directly with their assigned choreographers.

The all-inclusive monthly Solo/Duet/Trio Fee will be added to Monthly Membership Fees upon initial casting and will include Rehearsals with the Choreographer, Maintenance Rehearsals, Costume, Competition Entry Fee, and Tuition for the required 2nd Ballet Technique Class, unless the solo/duet/trio dancer is already registered for a 2nd Ballet Technique class. The 10-Week Summer Ballet class will need to be purchased separately using an Add-On Form.

The "Rehearsals With Choreographer" (10 hours included) serve the purpose of setting the choreography and cleaning the choreography. These rehearsals take place mostly in the fall and may continue over the season depending on what the solo/duet/trio and choreographer agree upon.

Starting in September, "Maintenance Rehearsals" (10 hours included) should begin and continue throughout the season, most weeks, until the last performance the solo/duet/trio is performing in. Maintenance Rehearsals allow the soloist/duet/trio to rehearse on their own to work through choreography at their own pace. Maintenance Rehearsals can be broken up into smaller rehearsals (at least 30 minutes per Maintenance Rehearsal). We encourage Solo Maintenance Rehearsals to be scheduled with one other soloist. By rehearsing in tandem, soloists can work together and help each other clean choreography. Solos/Duets/Trios will use our Maintenance Rehearsal Tracking System, which will be explained upon invitation in August. Lastly, all teen dancers cast in a solo, duet or trio are required to take a 2nd Technique Day during the school-year consisting of an additional Ballet Technique class.

Depending on the performance venue, length of time allotted, and theme of non-competitive performances, we cannot guarantee that all solo/duet/trio choreography will be presented in non-competitive performances.

Our Philosophy on Solos/Duets/Trios

Although we strive to emphasize the importance of "team," dancing a solo/duet/trio can be a wonderful and motivational experience. Alternatively, it can also be a discouraging experience if a dancer is not emotionally and technically prepared. Solos/Duets/Trios are offered to dancers who are technically ready and who possess the drive to put in the extra time needed to perfect their performance.

Music & Costumes for Solos/Duets/Trios

You will work with your Director/Choreographer to determine the right music for your performance. Together, you will look for something different that is not often performed at a competition and that suits your personality. The Choreographer & Company Director will have the final say. Choosing costumes will be a similar process to choosing music. You will work together to find the right music but the Choreographer & Company Director will have the final say.

POINTE

Please note: This section is only applicable to those interested in dancing on pointe. Feel free to skip this page if it is not applicable to you or your dancer.

"The bones of a child's feet start to become harder at ages 12-14 years. This is why it is commonly thought that dancers should not go on pointe until this time. Actually it is during this time that the cartilage growth plates are becoming harder. However, the cartilage and growth areas don't form into bone until around 18-20 years old. The decision to go up on pointe should really be made on an individual basis for each dancer at about the time she begins to mature. The surrounding musculature should be strong enough to stabilize and reduce stresses and strains to the joints and immature bones. The dance teacher is the one who should and can best assess several of the prerequisite guidelines in determining the student's readiness to begin pointe work."

–Dr. Richard T. Braver, Sports Podiatrist/Capezio Dancewear

Students must be approved by VPA ballet faculty in order to begin pointe work. There are many factors we take into consideration including age, strength, training, skill and physical maturity. Starting pointe training too soon can lead to a lifetime of physical problems. We

thank you in advance for understanding how seriously we take your child's safety. Ballet instructors will let students know when they are ready to go up on pointe. Students invited to begin pointe work will receive a recommendation from our faculty along with instructions on purchasing and preparing their first pair of pointe shoes. We appreciate your support in our professional decisions regarding this matter.

Successful Pointe training depends on a solid foundation in Ballet. Therefore, all Pointe students will have additional Ballet requirements throughout the year. See the breakdown below for requirements.

Pointe students should register via the appropriate Add-On Form by May 2nd or after formal recommendation is received. Annual Pointe Fees are divided into equal monthly payments and added to Membership Fees.

Please note: Pointe students are not guaranteed to perform on pointe until they reach advanced level.

Pointe students will fall into one of three categories:

BEG POINTE* (STARTING SUMMER)

Includes Summer Beg. Pointe (10 weeks), Summer Ballet Technique (10 weeks) & Fall-Spring Beg. Pointe

BEG POINTE* (STARTING FALL)

Includes Summer Ballet Technique (10 weeks) & Fall Beg. Pointe

INT-ADV POINTE* (MUST CONTINUALLY STUDY YEAR-ROUND)

Will include Summer Ballet Technique & Fall-Spring Ballet Technique

**See VPADC Add-On Form for scheduling and pricing.*

ATTENDANCE POLICIES

All dancers are expected to strive to attend all of their regularly scheduled technique classes in addition to all rehearsals and performances. Absence from class will hinder the students' and the team's progress. Cooperation and responsibility in this matter are extremely important to all participants.

We will release a Conflict Survey in late June/early July. Parents will submit a conflict survey by the end of July. Any dates not submitted as conflicts by the end of July will be deemed "open for scheduling." August 1st, the Directors will begin scheduling to determine any "TBD" dates and times based on conflicts submitted and distribute an updated calendar mid-August. It usually takes about 2 weeks and is extremely time consuming and tedious. Members are required to hold off from scheduling anything new for the first two weeks of August until the updated VPADC Calendar is released. Once VPADC updated calendar is released in mid-August, it is the Member's responsibility to prioritize VPADC event dates going forward as they will be considered "MANDATORY." It is also the Member's responsibility to prioritize VPADC rehearsals that occur within the week before a performance as they will be considered "MANDATORY" as well.

To maintain safety and proper etiquette, it is important that students are on time for class and rehearsal. Those who know they will be late should contact the studio in advance. Students who arrive ten minutes late or more may be asked to observe. Chronic tardiness is distracting to the teacher/class and will be addressed with a parent.

More than **FIVE** excused absences from each technique class OR more than **FIVE** excused absences from each rehearsal per season are considered Chronic Absence. Chronic Absence may result in the removal of the student from certain choreography or dismissal from the program depending on the severity of the Chronic Absence.

Excused absences include injury or illness, family event, funeral and academic events. Parents are asked to phone the studio or email in the event that a student will be absent for any reason before the class the student will be absent from occurs. Please leave the student's first and last name, instructor, class day/time and reason for absence. Cooperation in this matter is essential for good parent/teacher communication.

An absence with no notification is considered unexcused. Phone calls that do not include the reason for absence will be considered unexcused. Phone calls from someone other than parent or guardian will be considered unexcused unless in the case of emergency. All absences for mandatory classes will be considered unexcused. **Unexcused absence for Company Dancers will not be tolerated and may result in suspension from the program.**

Company Dancers are required to take the responsibility to learn any material missed due to excused/unexcused absences before his/her next rehearsal. Students should learn what they missed from a teammate outside of class/rehearsal. Classes/Material missed due to absence may or may not be re-taught during class/rehearsal time.

Company Dancers are encouraged to make up excused absences from technique classes in another similar class, assuming the schedule permits and there is space in the make-up class. This will cancel out the original excused absence. Make-up classes must take place within two weeks of an absence. Dancers must check in with a receptionist when they are in for make-ups. Receptionists will then cancel out the original absence. There will be no charge for make-up classes. Please note that Rehearsals can not be made up.

Good attendance is crucial to the proper progression of the student and company as a whole. Excessive absence may result in frustration for students, instructors and choreographers due to lack of knowledge of what was previously taught.

Company Dancers are not allowed to miss rehearsals within the week before a competition or performance unless requested in writing, well before the performance or competition, and approved by a Director.

Missing mandatory events, excused absences beyond FIVE, unexcused absences or any absences within the week prior to competing or performing without Director approval will be considered a breach of contract and may result in suspension from future events or performances or dismissal from the VPADC.

DRESS CODE REQUIREMENTS

All Virtuoso Company Dancers must attend rehearsals in proper dance attire and appropriate shoes. Our student dress code is designed to allow the instructor an unobstructed view of a dancer's alignment and technique. In addition, a dress code promotes a professional, disciplined atmosphere. All VPA students are required to adhere to our Dress Code. Students who do not follow the Dress Code may not be allowed to participate in class and may be asked to observe.

Hair and bangs longer than eye level must be pulled back off the face and neck and neatly secured. Cover-ups may be worn for the first ten minutes of class/rehearsal only. No gum, jewelry or watches. Dance shoes are not to be worn outside. Shoes should be clean and dry when entering the studio. Tights must be clean with no holes or runs.

It is important for dancers to be prepared to dress the part for any discipline of dance they may encounter on any given day, class or rehearsal.

Dance shoes and attire are an additional charge and not included in the Membership Fees. VPA will order dance apparel or shoes upon purchase. Please allow one week for delivery. We generally keep tan and pink tights in stock.

VPA Dance Company Warm-Up Jacket

Company Members are required to have a warm-up jacket. Warm-up jackets are included in Membership Fees and will be ordered in August. Students who have a warm-up jacket from a previous season that is still fitting and in good shape, will have the cost deducted from Membership Fees provided the design is staying the same. Company Dancers will wear Warm-Up jackets to all performances, competitions and master classes. Lost or damaged warm-up jackets can be replaced for a fee. When wearing your school jacket or other apparel to non-dance events, be sure that the activities and your behavior reflect positively upon you and VPA.

Dress code for VPADC is as follows:

Class	Girls	Boys
Ballet	Solid colored leotard, pink Revolution convertible tights (no shimmer), pink split sole Revolution ballet shoes (laces tucked in), black sheer ballet skirt optional (no longer than top of thigh). Hair must be neatly secured in a bun.	Solid colored t-shirt or sleeveless shirt, black athletic shorts, pants or opaque tights (with dance belt), black Revolution ballet shoes
Hip Hop	Comfortable top/pants (no jeans please). Clean, dry, dark Grey Converse All-Stars; alternate shoes may be required by choreographer and will be the dancers' financial responsibility	Comfortable top/pants (no jeans please). Clean, dry, Grey Converse All-Stars; alternate shoes may be required by choreographer and will be the dancers' financial responsibility
Jazz	Solid colored leotard, black, pink or tan convertible tights, black/ fitted capri pants, long pants or shorts, black slip-on Revolution Jazz Boot; choreographer may require character shoes	Solid colored t-shirt or sleeveless shirt, black athletic shorts or pants, black slip-on Revolution Jazz Boot; choreographer may require character shoes
Contemporary	Solid colored leotard, black, pink or tan convertible tights, black/ fitted capri pants, long pants or shorts, barefoot	Solid colored t-shirt or sleeveless shirt, black athletic shorts or pants, barefoot
Tap	Solid colored leotard, black, pink or tan convertible tights, black/ fitted capri pants, long pants or shorts, Black Revolution Tap Oxford; choreographer may require character shoes	Solid colored t-shirt or sleeveless shirt, black athletic shorts or pants, Black Revolution Tap Oxford; choreographer may require character shoes
Production	Solid colored leotard, black, pink or tan convertible black/ fitted capri pants, long pants or shorts, shoes to be determined; choreographer may require character shoes	Solid colored t-shirt or sleeveless shirt, black athletic shorts or pants, black slip-on Revolution Jazz Boot; choreographer may require character shoes

*Dress Code for Pointe Students is the same as ballet except shoes must be light pink pointe shoes.

GENERAL POLICIES

Handbook: This Handbook must be read thoroughly by parents prior to registering. Parent signature agreeing to all policies is required for admission.

Cell Phones: Please silence all cell phones and pagers when you are in class or rehearsal. Cell phones are valuable. Please keep them hidden in your bag during class/rehearsal.

Belongings may be left in the dressing room area during classes/rehearsals.

Lost and Found is located in the lobby. VPA is not responsible for lost or stolen belongings. Leave your valuables at home or hidden.

Lockers are available. Students are expected to bring their own lock and remove it when they leave for the day. Locks that are not removed at the end of the day will be cut off and disposed of.

Food/Beverages: No food is permitted in the dance studios, although water bottles (with a cap) are allowed and encouraged. Please help maintain a sanitary environment by cleaning up after yourself.

Parking: VPA is home to children of all ages. Please enter and exit our parking lot with extreme caution.

Drop-Off/Pick-Up: For the safety and protection of the children, parents are expected to drop students off to class no earlier than fifteen minutes prior and pick up immediately following class.

Weather Cancellations: VPA reserves the right to cancel classes when the weather conditions are hazardous. In the event of inclement weather, please visit our website. We will attempt to reschedule any classes cancelled due to inclement weather.

Classroom Respect: Students are required to give their instructor(s) their undivided attention at all times. Students are to behave in class and respect the teacher at all times. Teachers will give a student one warning should they become disruptive. If the disruption persists, he/she will be removed from the class. Respect for VPA, its teachers, and its choreographers is essential. The teachers and choreographers selected to work with our Company Dancers are among the finest and most experienced. They are selected because of their professionalism and knowledge of what is technically and emotionally appropriate for the dancers.

Injury/Illness: Students are expected to inform the instructor before the class begins of any minor or major injuries or illnesses, including when you are able to dance.

Hands-On Instruction: There will be times when instructors will employ gentle hands-on corrections to adjust alignment on students. This is sometimes imperative to teach proper alignment to students.

Constructive Criticism: Students are encouraged to embrace their instructors' constructive criticism. It is meant to help, not hinder. A personal correction is an honor; it shows a student how much a teacher cares about their progress as a dancer and also allows for an opportunity to improve. In the dance industry, it is appropriate to say "thank you" when a teacher or choreographer offers constructive criticism. Students are expected to leave criticism of other classmates to the instructor, and listen to each correction given, whether it's directed to them or another dancer.

Classroom Mistakes: Students must be willing to make mistakes during class as the classroom is the safest place to experiment in order to realize potential.

End-Of-Class: Students and instructors are expected to applaud after all classes. In keeping with standard dance etiquette, instructors and students should finish every class or choreography session by thanking each other.

Choreographer's Artistic Choices: A Choreographer's artistic choice must always be respected and never questioned or disputed directly by the students.

Restroom needs should be taken care of before or after class except for emergencies.

Practice: Students are expected to practice outside of rehearsal and to know the material presented in prior classes. The success of the company as a whole depends on it. Parents are expected to encourage practicing.

Parent Viewing: There will be two Parent Viewing Weeks during each season. Parents are welcome to observe and videotape class and/or rehearsal at this time only. Other than Parent Viewing Weeks, all classes are closed to visitors and parents.

Disrupting Class: We ask that all parents and students please refrain from disrupting a class.

Gossip: Be mindful of what you say in the lobby area, a space intended for the comfort of our students' parents and families. At no time should anyone utilize this area to speak negatively about VPA, its faculty or choreographers, or other students and their families.

Staying Informed: We work hard to make the dance experience organized and fun. Keeping you informed is a priority and there is an especially large amount of communication that must take place quite regularly between the VPADC Directors and Members/Parents. Newsletters and important updates are emailed to you and posted on the Virtuoso Performing Arts website and Facebook page. Please make it a priority to stay on top of any communication that comes your way regarding VPADC.

Contacting Us: We encourage you to contact us via phone during Administrative Hours or via email anytime. We strive to answer email and return phone messages within one business day.

Administrative Hours: Our Administrative Hours indicate when a Receptionist is on duty and available to assist you in person, regardless of whether classes or lessons are in session. Administrative Hours are always listed on our website and outgoing voicemail.

Website (VirtuosoPerformingArts.com): We are constantly updating our website. We encourage you to peruse it frequently to stay abreast of the most recent news and events.

Facebook Page: To receive frequent updates on studio events, "Like" the Virtuoso Performing Arts Facebook page and invite family and friends to do the same. Please do not post questions on the school's Facebook page. Instead, please email them directly to vpa@virtuosoperformingarts.com.

Training or Performing Outside VPA: Dance Company members are not permitted to train or perform with or for any other company outside VPA without permission from the VPA Dance Company Director. In the event a Company Dancer wishes to train or perform with a company outside VPA, a request should be made in writing, including the name of the company, the nature of the performance or training and the dates and times the training or performance will take place.

Contacting Teachers: Never attempt to contact teachers or choreographers at home unless you are scheduling a solo, duet or trio rehearsal. All contact must be made through the studio or through the Director's direct line.

Contacting Directors: Contact Directors via email. Only contact Directors via their personal cell phone during events, in an emergency or in a time-sensitive situation.

Academics Come First: The commitment to this level of training is demanding; but we encourage dancers to be as dedicated to their academic studies as they are to their dancing.

Photo/Video Policy: Any photos or videos taken during any classes, rehearsals or performances may be used for representation of VPA in future advertising.

SOCIAL MEDIA POLICY

Use of Facebook, Instagram, Twitter, LinkedIn, blogging, and other online social media vehicles is commonplace. This policy is intended to provide VPA students and parents with guidelines to eliminate any confusion concerning the use of social media.

- You do not have permission to reveal any information that compromises Virtuoso Performing Arts. By that we mean you are forbidden to share personal information about the director, other students and their families, or anything that is proprietary and/or confidential to them or Virtuoso Performing Arts.
- Students and parents should neither claim nor imply that they are speaking on behalf of Virtuoso Performing Arts.
- Never post anything that could compromise the self-esteem of students who attend Virtuoso Performing Arts.
- If you post videos of class or rehearsals, don't post any choreography in its entirety; Virtuoso Performing Arts owns rights to all choreography taught at the school.
- Respect the law, including those laws governing defamation, discrimination, harassment, and copyright and fair use. As stated in this handbook, parents and students should never post negative comments about other schools or teachers. Also, please do not post negative comments about school activities such as competitions, conventions, and performances or about the directors of those events.
- Ensure that your social networking conduct is consistent with all of the policies contained in this handbook.

TERMINATION OF ENROLLMENT

In certain circumstances, when it is in the best interest of one or more students, it may be necessary for the school owner or director to terminate a student's enrollment. Every effort will be made to correct a problematic situation before terminating enrollment. Reasons for termination of enrollment include the following:

- Disruptive or dangerous behavior by students or their parents
- Abuse of other children, staff, or property
- Consistent disrespect for VPADC policies and procedures
- Inability of Virtuoso Performing Arts to meet the dancer's needs

If a Company Dancer is dismissed or leaves the program, an understudy may or may not replace him or her. The student leaving the team is required to turn in all costumes to VPA.

CLASS / CHOREOGRAPHY PLACEMENT

The VPA faculty meets regularly to discuss the students' progress and/or placement. It is our policy to offer appropriate opportunities to every dancer.

Placement decisions are derived from many years of teaching experience. Often, certain dancers are placed in a particular group or class where they will feel confident, thus promoting the development of self-esteem. Other dancers who are placed in a higher level become discouraged, only to lose their passion for dance. Others respond well to the challenge of a higher level. Placement is highly individual and the variables that factor into the decision are complex.

The director and/or faculty are not available to discuss class level placement and casting with parents and dancers. We ask that parents simply trust the leveling/casting strategies the Directors choose and refrain from discussing placement issues with other parents or questioning the staff at any time. Accusing staff of wrongfully leveling or casting dancers may result in dismissal from the company.

FOR THE PARENTS: "WE'RE IN THIS TOGETHER"

We believe that a student's success depends on the support of his/her parents or guardians. Because your commitment to the process makes an enormous impact, we encourage you to be a part of your child's dance education. Our programs rely on a positive, educational atmosphere for our faculty and students and their parents. Cooperation between all parents is expected. Showing respect—for other parents, the students, and the faculty—makes an important impression on the children, and provides them with the ultimate care and education. All VPA Dance Company Parents will be required to agree to our Parent Code of Conduct.

Parent Code of Conduct

ALL VPA COMPANY PARENTS MUST AGREE TO THE FOLLOWING:

1. VPA staff has full support and trust of parents who will honor and uphold VPA standards, policies and endeavors at all times.
2. Parents are to refrain from discussing class placement issues with other parents or questioning class placement decisions by the Directors.
3. VPA staff has permission to enforce consequences upon students if applicable.
4. VPA Parents will encourage positive sportsmanship by showing respect and kindness for all human beings, VPA affiliated or not, at all times.
5. Parents will respect the authority of any judges, competition directors or VPA staff at all times by not questioning, discussing or confronting them in public. If it is absolutely necessary, parents should speak with VPA staff about any disagreements you may have at an agreed upon time and place.
6. Parents respect the authority of VPA instructors and choreographers by refraining from coaching students (including your own) during or after classes, rehearsals, performances and competitions or at any other time. This can be contradictory to a student's training.
7. Parents will encourage children to focus on improvement and not trophies.

8. Parents will encourage children to strive for their personal best and not what the student next to them is doing.
9. Parents will focus on the positive and not the negative, especially after performances.
10. Parents understand that competitions are subjective and adjudicated by human judges who have a certain opinion on a certain day. A trophy will never measure a person.
11. Parents will encourage the process rather than the result.
12. Parents will separate who their children are from how they perform on stage.
13. Parents are not to engage in any kind of negative conduct at any time. This includes yelling, taunting, gossip or profane language toward any judge, teacher, student, parent or staff member whether they are a part of VPA or not.
14. VPA Parents will expect that parents from other schools may not always behave according to the VPA Parent Code of Conduct.
15. VPA Parents will remove themselves as gracefully as possible if they witness negative behavior in any way by a parent from a school other than VPA. Parent may opt to report it to the VPA staff if it is one of our own dancers or parents. VPA agrees to respect anonymity if desired.
16. Parents will expect that VPA Dance Company students may be subject to probation or suspension from the VPA Company if the aforementioned Code of Conduct is not abided by parents.