



# 2011-2012 STARETTE HANDBOOK

**Welcome to the Starette Dance Company!** Being on the Starette Dance Company is a lot of fun. Being a team player is also an important responsibility. We have prepared this special handbook to help you better understand the Starette Dance Company and each dancer's and family's commitment.

The Starettes are a well-rounded dance company, concentrating largely on community service, cultural growth, and self growth. As a member of this wonderful group, you will have the opportunity to study with some of New England's foremost dance educators, dance in area performances (*nursing homes, senior centers, town festivities*), perform at regional competitions and DT productions, as well as attend professional musical theater productions, and make new friends!

## STARETTES PRIDE THEMSELVES ON BEING WELL ROUNDED DANCERS

Starettes maintain a strong dance base by being well rounded dancers. Ballet, jazz and lyrical are the building blocks of most forms of dance. We require the Starettes to study these forms of dance or other dance classes as a support to their dance company classes.

**Each sub– dance company requires dancers to enroll in two specific technique classes.** Starettes meet weekly in dance company classes to learn skills, technique, choreography and to discuss upcoming performances and programs.

<b>Sub-Dance Co.</b> <i>Dancers will be placed according to age and ability.</i> Junior: gr.2-5 Intermediate: gr.5-8, Senior: gr 8-12	<b>Company meets</b>	<b>Required technique class</b>	<b>Required technique class</b>
<b>Jr Hip Hop Co.</b>	45 min/wk	hip hop	jazz
<b>Int/Sr Hip Hop Co.</b>	75 min/wk	jazz	<i>choose one:</i> acro, lyrical, modern, hip hop
<b>Int/Sr Tap Co.</b>	60 min/wk	tap	jazz
<b>Jr. Jazz Co.</b>	45 min/wk	jazz	ballet
<b>Int/Sr Jazz Co.</b>	60 min/wk	jazz	ballet
<b>Int/Sr Modern Co.</b>	75 min/wk	ballet	<i>choose one:</i> Lyrical or modern
<b>Int/Sr Lyrical Co.</b>	60 min/wk	ballet	Lyrical <b>OR</b> <i>with instructor's approval:</i> 2 <sup>nd</sup> ballet class ( <i>not including pre-pointe or pointe</i> )

Please sign to acknowledge you understand the requirements and expectations in the above section:  
Starette: \_\_\_\_\_ Parent/Guardian: \_\_\_\_\_

## STARETTE ALL-TEAM DANCE ROUTINES

The Starettes will perform **TWO All-Team routines**. "Unwritten", the 2011 spring recital/competition dance will be performed at Bedford Day and winter performances. Choreography will be adjusted for the current team and will be taught during Pre-Season. A 2nd All-Team routine will be taught on 4-5 scheduled Saturday or Sunday rehearsals in February, March and April 2012. **All-Team rehearsals are required attendance.** *Starettes should please send SA/SU date + time conflicts (Bat Mitzvah, weddings, sport tournaments, competitions, SAT, etc.) via email prior to December 31<sup>st</sup>. All-team rehearsals will be announced during winter break.*

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## SIX WEEK SPRING SESSION 2011

With DanceTime's shorter Main Dance Season, it is invaluable for the Starettes to extend their amount of time in the classroom with the 6 week Spring Session. **2011-2012 Starette Dance Company members are required to participate in one 2011 spring dance class at DT.**

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## PRE-SEASON 2011: September 6-17, 2011

are specially scheduled rehearsals to prepare the Starettes for Bedford Town Day performances and the opportunity to get to know one another. **STARETTES ARE REQUIRED TO ATTEND PRE-SEASON REHEARSALS.** *A Pre-Season schedule will be sent via email the end of August.*

**Starette Pre-Season Fee:** \$125 for one 2011-2012 dance company and \$50 for each additional 2011-2012 dance company is due August 1, 2011. *(Pre-Season Fee covers Pre-Season classes, an ice cream party and Starette performing accessories: a rhinestone ponytail wrap, rhinestone performance earrings, and Starette lipstick.)*

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## PERFORMANCE OPPORTUNITIES

The Starettes perform at nursing homes, senior residences, local town events, competition(1-2 per year) and at DT events and productions. **Attendance is required at all performances.**

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## COMPETITIONS

are a small but fun part of the Starette program. Competing is a place to challenge ourselves, experience new styles of dance and meet peers from various states. Competition Fees will include competition entry fees, rehearsals and more. Competition fees vary with each competition. **Attendance is required at all competitions in which the Starettes enter as a team.**

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## SPECIAL PROGRAMS

Being on the Starette Dance Company opens up ones world to additional cultural experiences. In the past we have participated in professional dance workshops- taking classes with world re-known master teachers, took part in a nutritional/body awareness/peer pressure workshop Project Motivate®, participated in make-up demonstrations(by Mary Kay consultant), learned how to make fun buns with a hair stylist, gone to see shows in Boston's theater district (Wicked, Stomp, Beauty and the Beast, 42nd Street, Joseph and the Technicolor Dreamcoat and the Rockettes) and North Shore Music Theater (High School Musical 2, Hair Spray, West Side Story and A Christmas Carol), and much more!! **Special Programs are an additional fee and are optional participation.**

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## FUNDRAISING

By parent request in 2009- fundraising, with the exception of recital refreshment table, will not be done. Refreshment table funds raised will be put towards the Starette banquet and awards. **All Starettes are required to participate in the refreshment table fundraiser.**

Please sign to acknowledge you understand the requirements and expectations in the above section:

Starette: \_\_\_\_\_ Parent/Guardian: \_\_\_\_\_

## PROPER DANCE CLASS ATTIRE AND PERSONAL HYGIENE:

**Dance Attire:** leotard or camisole top, dance pants, appropriate footwear, hair secured off face. *NO street clothes(tank tops, t-shirts, pajama pants, etc.), jewelry, headbands, bandanas, or hats of any kind.*

### **Appropriate footwear:**

ALL STARETTES: suntan split sole slip-on jazz shoes or suntan toe thongs

Tap Company: black oxford or slip on tap shoes(split-sole) (*No "Mary Jane" shoes please.*)

Hip Hop Company: black low top split sole jazz sneakers

Acro, Modern and Lyrical Companies: suntan toe thongs

**Appropriate Hairstyle:** hair pulled securely off the face in either a ponytail or bun. Bangs secured away from the face. Teachers reserve the right to require a particular hairstyle for a specific class or rehearsal.

It is expected that all Starettes will attend classes and rehearsals in proper dance clothes, required hairstyle, and appropriate footwear. **Dancers not appropriately prepared will be directed to the DT store to purchase appropriate needs for the classroom.**

**Dancer's family is expected to compensate DT for the items.**

Good personal hygiene is very important. Dancers should wear clean dancewear, use liberal amounts of deodorant and be freshly showered when needed. Due to many food allergies, for dancers' safety, **Starettes are required to wash their hands with soap and hot water prior to entering any classroom!**

Please sign to acknowledge you understand the requirements and expectations in the above section:  
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## REQUIRED STARETTE APPAREL

### **Each Starette is responsible for providing the following Required Starette Apparel:**

*(Please note, items need not be new, we anticipate dancers already own many of the items on the list.)*

- Suntan camisole leotard with moveable clear elastic straps *(available for sale in DT store)*
- 2 pairs of Revolution brand dark suntan tights *(performance tights) (available for sale in DT store)*
- Matte black capri leggings *(not loose)*
- Solid black leotard *(thin strap, tank or halter okay!)*
- Solid black camisole
- Starette team jacket *(ordered through DT office)*
- Suntan slip-on jazz shoes or suntan toe thongs (all Starettes!)
- Dance shoes. *Please read "Proper Dance Class Attire" for each dance company's shoe requirements*
- A small "performance bag" supplied with: safety pins, black or brown bobby pins, black or brown hair elastics, comb, hand sanitizer, tissues, small mirror, make up, and hair spray.

Please sign to acknowledge you understand the requirements and expectations in the above section:

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## STARETTE PERFORMANCE HAIR AND MAKE-UP

**"Performance Hair":** Hair should have an exceptionally neat appearance. Secure hair with brown/black elastics and bobby pins. Clear colored hair crystals, rhinestones and hair glitter optional. **Dancers will be directed to a performance hairstyle prior to every performance.**

**"Performance Make-Up":** base, blush, purple or brown shades of eye shadows, black eye liner, black mascara or fake eye lashes, Starette performance lipstick and lip liner. Clear coat or French manicure on fingernails. *(NO colored fingernail polish)* Make-up should be revved up or toned down depending upon the performance venue. Body glitter optional. **NO JEWELRY**— *please take off all rings, bracelets, necklaces, anklets, earrings (aside from Starette earrings) and leave them at home.*

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## COSTUMES

The Starettes will learn one winter performance dance (to be performed at nursing homes, etc.) and one spring recital/competition dance per company and two All Team numbers . Each routine needs a different costume. Winter performance costumes will be simple. Spring recital/competition costumes will be more elaborate. A dancer is responsible for the cost of her costumes and any props used in her dance number. A costume deposit of \$100 for one dance company and \$75 for each additional dance company\* is due September 1, 2011. At the end of the dance season, dancers will be invoiced for any costume balances or credited/refunded for any costume money left over. Costumes must be clean and wrinkle-free for each performance. During performances, Starettes are required to bring costumes hung on hangers.

*\* Costume deposit is non-refundable/ non-transferable since costume companies do not make refunds. Dancers will be held responsible for replacement cost of any costume that is damaged, destroyed or lost.*

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## ATTENDANCE

is invaluable for a learning progression. Starettes should be prepared to attend all classes, rehearsals, and performances, saving absences for the unpreventable things that arise—like illness, school concerts, and special family events. A dancer who misses class or rehearsal can hold back an entire class. Having to repeat technique or choreography for individuals who were absent keeps everyone from progressing, will result in a less perfected and less polished performance piece and less learned during the year. A dancer missing at a performance leaves a “hole” in the number and “cheats” the dancers and audience. Dancers should arrive properly dressed, focused, and ready to give 110% with enthusiasm and energy!

A total of **3 absences per class per year** are permitted for each technique class and company class. A dancer who misses more than 3 technique or company classes may be taken out of a portion of a dance or an entire dance.

Starettes are required to attend **all classes during the 4 weeks prior to a performance.** A Starette who misses a class during the 4 weeks prior to a performance may be removed from a portion of or an entire dance.

Regardless of the reason a student was absent, dancers are expected to learn what was covered in the missed class prior to the next class by either meeting with a teammate or arranging for a private lesson. A Starette may contract with a team teacher for a private class (\$50.00/hour). A student who does not learn material covered in class during her absence will be pulled from a portion of or an entire dance.

**Attendance at all rehearsals, performances and competitions is required.** A dancer who misses a performance with an unexcused absence will be subject to dismissal from the Starette Dance Company.

### Excused absences:

- Sick with a contagious illness or a fever. (*Please stay home and get better!*)
- Observance of a religious holiday
- Performance with another organization (*school musical, church performance, school concert, etc.*)
- Family event (*Bar or Bat Mitzvah, Communion, Confirmation, wedding, baptism.*)

### NOT an excused absence:

- Family vacations. (*Please plan family weekend plans and vacations accordingly.*)
- Sports conflicts, art class conflicts, musical theater/play practice, etc.
- Homework (*Schoolwork is absolutely the MOST important thing. We are not suggesting a student “blow off” doing homework, we suggest students use **time management** in doing schoolwork.*)

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Starette: \_\_\_\_\_ Parent/Guardian: \_\_\_\_\_

## TIME MANAGEMENT

We know there are an immense number of things to do in life. (*school, a good night’s sleep, family-time, friends, church/ temple, basketball, soccer, girl scouts, etc... and of course, dance!*) We expect Starettes to manage their time in a way that avoids “unexcused absences”.

Please sign to acknowledge you understand the requirements and expectations in the above section:  
Starette: \_\_\_\_\_ Parent/Guardian: \_\_\_\_\_

## TAKING PRIDE IN OUR DANCE STUDIO

Starettes are required to attend the spring “**Studio Clean Up Day**” Date-TBA\*. During this time, we will paint, organize, and do special projects or basic upkeep at the studio– the Starettes’ ‘Second Home’. Clean Up Day is also an opportunity to bond. The Starettes who attend always laugh and enjoy themselves. It is a fun , bonding day! \* *If a Starette can not attend the spring Clean Up Day, she may choose from a list of things she can do around the studio on her own time.*

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## HEALTHY SNACKS AND CLEANING UP AFTER ONESELF

Please bring healthy snacks! **The DT studio is now “NUT-FREE”**. Please do not bring food that contains nuts. Please be especially aware of foods that contain peanuts/peanut butter or tree nuts: walnuts, pecans, cashews, pistachio, hazelnuts, etc. Please check packaging for food made with traces of nuts or made at a factory that also produces nuts.

**Students are expected to clean up after themselves.** We had a lot of trouble with this in 2010-2011. If an individual does not clean up after herself, she will be given a warning, a second chance to clean up after herself, and her parents notified. If the behavior continues, a Starette’s family will be invoiced and expected to pay for the clean up and/or student not permitted to eat at the studio.

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## STARETTE BANQUET

A fun way to end the dance season!! Attendance is required.

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## NO TOLERANCE POLICY FOR INAPPROPRIATE BEHAVIOR

The DT staff is committed to ensuring DanceTime is a physically and emotionally safe place for everyone. Dancers are expected to be respectful, kind, and tolerant with teammates, teachers, and anyone at DT. There is a **No Tolerance Policy** for disrespect, unkind, disruptive, or intolerant behavior. A student who breaks this rule will be sent home and parents will be expected to pick her up, whether we are at the studio, in another town, or in another state. A dancer who breaks the NO Tolerance policy may be dismissed from the Starette Dance Company and DanceTime.

Please sign to acknowledge you understand the requirements and expectations in the above section:  
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## THE STARETTE COMMITMENT

Starettes are required to commit to the company for a period of one year. (April 30, 2011-mid May 2012). Joining the Starette Dance Company should be a well-thought out decision. Dance company is a big commitment, but it is also an inspiring and FUN, FUN, FUN experience!

Please sign to acknowledge you understand the requirements and expectations in the above section:

Starette: \_\_\_\_\_ Parent/Guardian: \_\_\_\_\_

## 2011– 2012 STARETTE CALENDAR

*(updated 7-1-11)*

2011-2012 Starette Calendar will be sent via email the end of September.

*Dance Company will not meet June-August, Labor Day Weekend, Columbus Day Weekend, Veteran's Day, Thanksgiving Break or December school vacation.*

### SAVE THE FOLLOWING DATES:

- \* **April 30, 2011 - June 13, 2011** Starettes are required to enroll in DT's 6 week **Spring Session**
- \* **Date TBA- Spring 2011 Studio Clean Up Day** - Starettes take care of their "2nd home"
- \* **September 6-17, 2011 Starette Pre-Season.** Schedule will be sent via email in August.
- \* **September 17, 2011 Bedford Town Day.** The Starettes **perform 3 times** during Bedford Day.
- \* **December 3, 2011 1:00pm-5:00pm 2 senior residence/community performances**
- \* **December 10, 2011 1:00-6:00pm 1 senior residence/community performance and the Starette Holiday Party**
- \* **April 28, 2012 10am-8pm Dress Rehearsal at Littleton HS.** Classes will be assigned to rehearse during time blocks.
- \* **April 29, 2012 - DanceTime's 15<sup>th</sup> annual spring recital at Littleton HS**
- \* *tentative (but likely) will be used for Competition ... May 5-6, 2012 . We will confirm date in fall 2011 when competition schedules come out.*

**Attendance is required at spring session, Clean Up Day, Pre-Season, all rehearsals, all performances, competition, and all classes 4 weeks prior to any performance.**

Please sign to acknowledge you understand the requirements and expectations in the above section:

Starette: \_\_\_\_\_ Parent/Guardian: \_\_\_\_\_

## PARENT CODE OF ETHICS

*The purpose of dance company is to provide young dancers with exceptional role models in a healthy and encouraging environment.*

### **Because of this, I pledge:**

- I will support my child's dance company and teachers. I will resolve to allow the teachers to manage their dancers and choreography.
- Because I am a role model for my child as well as other dancers, my personal conduct at DT, performances, competitions and studio events must be above reproach and represent the highest standards of morality, tolerance, respect, teamwork and sportsmanship. I will at all times control my emotions and will be considerate of all dancers and parents collective feeling. I will not make disparaging remarks of any type with regards to teachers, choreographers, choreography placement, costumes, other parents, competition judges, or publicly criticize them in the studio or course of any event.
- I understand that dance is an individual and focused activity. Each dancer will progress at her own rate and no two dancers or children are the same. I understand two students with similar training will often progress at a different pace. I will tell my child I am proud of her and be her champion regardless of her rate of progression.
- I will support my child's dance experience and dance company by respecting the Starette Handbook guidelines. I will encourage my child to adhere to the guidelines and responsibilities as outlined in the Starette Handbook.

*As the parent of, (fill in dancer's name), I accept the Parent Code of Ethics and agree to conduct myself according to the principles and regulations of the DT studio. Parent/Guardian: \_\_\_\_\_*

## DANCER CODE OF ETHICS

- I will be committed and will manage my time properly in order to avoid absences.
- I will not chat excessively in class, creating a distraction for other students and the teacher.
- I will be a "team player". I will show up for every class, rehearsal, performance and event. I will use good work ethic, focus, and bring enthusiasm and a good attitude and give 110% every time.
- I will know each and every step of a dance routine and help my teammates whenever possible.
- Inside and outside the classroom, I will be respectful and kind with my teammates and teachers.
- True progress is made when I look at every class/rehearsal as an opportunity to grow and to gain knowledge. Teachers will motivate and inspire me. It is my responsibility to focus, to apply myself, and to listen to what my teacher is sharing with me and every correction made to me and everybody else. I will always say "thank you" when I am personally corrected.
- I will strive to reach and to surpass my own potential. I will push myself to progress, to improve and to grow. Teachers will share their knowledge and experience with me, but it is up to me to become the dancer I want to be.
- I will help to keep a clean, organized environment. I will clean up after myself and be responsible and accountable.
- I will be a role model to the younger dancers.
- I will do my part to ensure DanceTime is a physically and emotionally safe place for everyone.
- I understand no two dancers or people are the same nor progress at the same rate. I promise to be encouraging and helpful of dancers who need my help, and to be patient and kind with myself when I need help.
- I will be good to my body. I will get a good night's sleep and eat healthy.

*I, (fill in your name!), accept the Student Code of Ethics and agree to conduct myself according to the principles and regulations of the DT studio. Starette: \_\_\_\_\_*

## FINANCIAL OBLIGATIONS and applicable due dates

### DUE APRIL 30, 2011

- DT's 2011 Six Week **Spring Session Registration**. Please refer to DT's 2011 Spring flier for class options and tuition information.

### DUE JUNE 11, 2011

- **Starette handbook** with each section signed by parent and student
- **Starette Contract** signed by parent and student
- **2011-2012 DT Registration Form**. Please refer to DT's 15<sup>th</sup> annual handbook– mailed to homes the middle of May 2011- for program details. *During the 2011-2012 DT Main Dance Season, September 2011- April 2012, Starettes will be responsible for registration fee, tuition, and spring recital costumes.*

### DUE AUGUST 1, 2011

- **Starette Pre-Season** \$125 for one 2011-2012 dance company and \$50 for each additional 2011-2012 dance company
- **Starette Dance Company Jacket** \$65. Please order jacket in the DT office. *(Starettes who already have a jacket that fits do NOT need a new jacket!)*

### DUE SEPTEMBER 1, 2011

- **Starette Costume Deposit** \$100 for one dance company and \$75 for each additional dance company

### DUE MARCH 1, 2012

- **Competitions** (2 max.) - *Amount TBA*

### DUE APRIL 2012

- **Starette Costume Balance (or you may receive a Credit/Refund!)**– dancers will be invoiced once all Starette costumes have been purchased and only if there is a costume balance after applying your Starette's team costume deposit. If less than costume deposit was spent, you will receive your choice of credit or refund.

### OPTIONAL... THROUGHOUT THE 2011-2012 STARETTE DANCE SEASON

- **Dance workshops** sponsored by professional dance organizations
- **Dance related trips** organized by DT
- **Starette Optional Apparel** *(fun Starette dance clothes to wear to dance class or anywhere!)*

Please sign to acknowledge you understand the requirements and expectations in the above section:

Starette: \_\_\_\_\_ Parent/Guardian: \_\_\_\_\_

## THE STARETTE CONNECTION

Information will be for the most part communicated via **email**. Please be sure to check your email often so as to not miss a thing! DanceTime can be reached on email at info@dancetimebedford.com or dancetimebedford@comcast.net

Please sign to acknowledge you understand the requirements and expectations in the above section:

Starette: \_\_\_\_\_ Parent/Guardian: \_\_\_\_\_

## HOW DO I JOIN? SIGN ME UP!!

**NO AUDITION**– **all dancers, beginner thru advanced, are welcome!** Dancers who currently dance at DT will be placed by team teachers on the appropriate team level. Starettes new to DanceTime will meet with a team teacher for an **informal** placement meeting. **To join the 2011-2012 Starette Dance Company return a signed handbook and contract to DanceTime by June 11, 2011.**