

STUDIO HANDBOOK 2023-2024



ON MOVING DANCE COMPANY

Physical Address: 10271 Florida Blvd Walker, La 70785

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WELCOME Thank you for choosing On Moving Dance Company and entrusting us with your child's dance education. At OMDC we strive to provide the best dance education for your child in an inclusive, energetic, and positive environment. We focus on proper dance technique, forward thinking choreography, and individualized attention. It is our goal to see each child grow not only as a dancer but also as an individual.

COMMUNICATION All communication should go through the studio email or phone. Faculty and staff should not be contacted via personal cellphones, email, or social media. Our studio website, studio app, Facebook, and Instagram are great ways to keep up with everything going on at OMDC. Monthly newsletters are posted to the studio website. Please check your email regularly to stay up to date on all things OMDC. If you have any questions throughout the year please email, call, or see Mrs. Jennifer in studio!



STUDIO POLICIES

OMDC follows the LPSB school closures calendar. For a full list of closures please see the important dates sections. Classes can not be made up due to illness, quarantine, etc.

- Classes can be cancelled up to 45 minutes prior to the start of class time, due to inclement weather or unforeseen circumstances. Make-up classes for these cancellations are not mandatory or guaranteed. Inclement weather does not affect your monthly tuition. No make-up classes/pro-rated tuition are offered for missing classes. Tuition will not be “pro-rated” for missed classes or pre-determined studio closures. These closures are factored into your monthly tuition for the season.
- OMDC is not responsible for lost or misplaced items. Please put your dancer's name in all belongings. Please place dancer's name inside of shoes not on the outside.
- Any dancer with an overdue balance of more than 30 days will not be allowed into class until a payment is made in full. Tuition not paid by the 20th of the month will result in non-attendance until balance is paid.
- Recital costumes and articles (tickets, books, pictures, etc.) can only be picked up one your dancer's account is at a zero balance.
- Family discounts are for siblings only, no exceptions.
- There is a \$20 drop / switch fee per class. This includes summer camp.
- If you enroll in a special event through the studio the fees must be paid.
- OMDC is a fast food free zone! No fast food is allowed in our building.
- OMDC is a non-smoking facility. Anyone smoking on the premises will be assessed a \$50 fee on their account for their first offense and \$100 for the second offense.

CLASS POLICIES

- We ask that dancers arrive to class 10 minutes prior to class starting.
- Any dancer more than 10 minutes late for class will not be allowed to participate in class.
- Dancers missing 6 or more classes without notifying OMDC will not be able to participate in the recital routines for that class.
- Only water is allowed in the dance room. No water bottles with straws or open lids.
- No gum or jewelry is allowed during dance class, this is for the safety of your dancer.
- Family and friends are not allowed to attend class or rehearsal with dancers. TV viewing is allowed via the parent's lobby.
- Dancer's are not allowed to dance with orthopedic braces or kinesiology tape. Dancers must be free of injury to attend class.
- Dancer's are not allowed to observe a class.
- Dancers are not to enter a dance room without a teacher present.
- Dancers will not be allowed to participate in class without proper attire (see dress code).
- Dancers that are actively ill will not be able to attend class and will be sent home. Dancers should be free of fever 24hours before returning to class.

RECITAL POLICIES

- All recital participants are required to pay all recital fees listed under the recital fee portion of the handbook.
- Tickets are sold to account holders with an ID only, no exceptions. If a show is not sold out remaining tickets will be available for public purchase at a later date.
- You must have a zero balance to pick up tickets, recital items, participate in recital, etc.
- Shoes and tights must match costume recital checklist in order to perform in recital and take recital pictures.
- Siblings are not guaranteed to participate in the same show. Tickets can not be used for more than one show. Dancers, parents, and guests will respect OMDC's entire faculty and staff on studio premises and at all public venues. Disrespect could result in dismissal from the studio with no refunds given.
- Dancers, parents, and guests will not engage in the following at OMDC or events where OMDC is in attendance: any curse language, excessive alcohol use, drug use, lewd behavior. Character defamation, violent and/or physical abuse, and/or bringing inappropriate materials into the studio or recital facility. Anyone participating in any of these previously mentioned acts will be immediately dismissed from the studio with no refund given.

ABSOLUTELY NO REFUNDS OR CREDITS ARE GIVEN.

TUITION AND FEES

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REGISTRATION

- Fall Registration Fee: \$50 (first dancer), \$25 per sibling.
- Summer Registration Fee: \$20 per dancer
- Registration is assessed for anyone who enrolls in a class. This fee can not be pro-rated.

TUITION

- ANNUAL
- We allow our dance families to make payments monthly for tuition or pay the entirety of tuition for the season.
- You are responsible for the full 10 months of tuition whether you make payments monthly or pay your season in full.
- Tuition is due on the 1st of each month. Tuition is late beginning on the 6th and a \$25 late fee will be added.
- A \$25 NSF charge will be assessed per NSF for returned checks and cancelled card payments.
- After two occurrences of NSF, cash will only be accepted for the dancer's account.
- Tuition is based on a 10-month schedule with holiday breaks factored for tuition.
- Tuition can be auto-drafted. *Please contact the office.
- Dancers will not be able to attend classes if they have an over due balance of more than 30 days.
- Sibling, military, and year in full discounts available.
- Tuition Rates:

1st Class: \$62	2.5 HRS: \$142	3.75 HRS: \$180	5.0 HRS: \$212
1st Class +.5 HRS: \$90	2.75 HRS: \$155	4.0 HRS: \$185	5.25 HRS: \$217
1.75 HRS: \$102	3.0 HRS: \$160	4.25 HRS: \$190	5.5 HRS: \$222
2.0 HRS: \$122	3.25 HRS: \$165	4.5 HRS: \$197	5.75 HRS: \$227
2.25 HRS: \$132	3.5 HRS: \$175	4.75 HRS: \$202	6+ HRS: \$235

RECITAL

- Recital fee and costume payments are split into a payment plan between September and December.
- Recital Fee: \$180
- – Includes: 1 professional program book, 1 recital finale t-shirt, 1 end of year award, 1 digital download video, venue rental, venue staff, production staff, staging, lighting, and studio staff.
 - \$50 late fee per dancer if not paid by deadline.
- Recital Fee Additional Sibling: \$80
 - Includes: 1 recital finale t-shirt, 1 end of year award, venue rental, venue staff, production staff, staging, lighting, and studio staff.
- Costume Fees:
 - Mini-Movers, Twinkle Toes, Intro, Bee Bop Hip Hop, Baby Bop Hip Hop: \$80 per costume
 - Beginner, Primary, Secondary, Intermediate, & Premier: \$90 per costume
 - \$25 late fee per costume if not paid by deadline
 - \$15 re-stocking fee per costume if parent requires new size
- Recital Program Pictures:
 - Required for every dancer in recital
 - \$75 picture fee per dancer for early bird rate MARCH 7th
 - \$90 picture fee per dancer for regular rate MARCH 21st * *After March 21st the \$90 fee will be assessed but your dancer's picture may not appear in program book due to printing deadlines
 - Ad sales can off-set the total cost of your program picture
- Recital Tickets: – \$15 per ticket (everyone must have a ticket with the exception of infants)
 - Recital tickets are for one-use only and cannot be used to multiple shows. Siblings are not guaranteed to perform in the same show. Tentative 3 show recital weekend. Account holder must attend ticket sales.
- Recital Volunteers:
 - Required to purchase t-shirt to assist your dancer in dressing room or with the show.
- No one will be allowed in the dressing room without a recital t-shirt

DRESS CODE

On Moving Dance Company is committed to maintain an inclusive dance experience for our families. When available in sizing and style flesh-tone tights and shoes are recommended for all dancers. Any color leotard and dancewear is acceptable for class! We love for dancers to express themselves.

PRE-SCHOOL PROGRAM:

MINI-MOVERS, TWINKLE TOES, INTRO, BEEBOP HIP HOP, BABY BOP HIP HOP, TINY TOTS, AND ROCK&ROLL

- **Ballet**
 - Attire: Leotard, ballet tutu optional
 - Shoes: Capezio Hinami Canvas Ballet (Light Pink) or Bloch Performa Canvas Ballet (Coffee)
 - Tights: Capezio Ultrasoft (Light Pink) or Bloch Contoursoft (Coffee)
- **Tap**
 - Attire: Leotard, tutu optional
 - Shoes: Bloch Tap On Buckle Tap* (Bloch Tan) *remove bows
 - Tights: Bloch Contoursoft (Bloch Tan)
- **Tiny-Tots Tumbling and Rock&Roll**
 - Attire: Leotard, Dance top, dance shorts
 - Tights: No tights, (Convertible allowed)
 - bare feet
- **Jazz**
 - Attire: Leotard, dance top, dance shorts
 - Shoes: Bloch Phantom Canvas Jazz (Tan) or So Danca Jill Split Sole Canvas Jazz (Mocha)
 - Tights: Bloch Contoursoft (Bloch Tan) or So Danca (Mocha)
- **BeeBop / Baby Bop**
 - Attire: Dance Top, Dance Shorts, Leggings
 - Shoes: Low Top Converse (Black & White)
 - Tights: Bloch Contoursoft (Bloch Tan) or So Danca (Mocha)

UPPER SCHOOL PROGRAM

BEGINNER, PRIMARY, SECONDARY, INTERMEDIATE, AND PREMIER

- **Ballet/Pointe**
 - Attire: Leotard, Ballet skirt optional
 - Shoes: Capezio Hinami Canvas Ballet (Light Pink) or Bloch Performa Canvas Ballet (Coffee)
 - Tights: Capezio Ultrasoft (Light Pink) or Bloch Contoursoft (Coffee)
- **Jazz, Musical Theater, & Wild Card**
 - Attire: Dance top or leotard with dance shorts or leggings
 - Shoes: Bloch Phantom Canvas Jazz (Tan) or So Danca Jill Split Sole Canvas Jazz (Mocha)
 - Tights: Bloch Contoursoft (Bloch Tan) or So Danca (Mocha)
- **HipHop**
 - Attire: Dance top, dance shorts, leggings
 - Shoes: Tennis Shoes
- **Contemporary/Lyrical**
 - Attire: Dance Top or leotard with dance shorts or Leggings
 - Shoes: (For lyrical) Bloch Phantom Canvas Jazz (Tan) or So Danca Jill Split Sole Canvas Jazz (Mocha)
 - No shoes for contemporary
- **Tap**
 - Attire: Dance top or leotard with dance shorts or leggings
 - Shoes: Bloch Audio Lace Up (Bloch Tan)
 - *Leather shoe paint available upon request. Shoes and tights must match.
 - Tights: Bloch Contoursoft (Bloch Tan) or Bloch Contoursoft (Coffee)
- **Acro and Tumbling**
 - Attire: Dance top or leotard with dance shorts or Leggings with no shoes

*All classes perform in the recital with the exception of Intermediate Acro, Advanced Acro, Tiny Tots, Leaps & Turns, Yoga-Flex, Strength and Conditioning. No track shorts. **All shoes and tights are subject to change for recital and pictures. Please check the recital costume checklist handbook under the recital tab. Hip Hop, Musical Theater, Lyrical, Wild Card etc. may use different shoes and/or tights than listed for recital and pictures.

IMPORTANT DATES 2023-2024

AUGUST

8/1: Tuition due
8/6: Tuition late, \$25 late fee
8/14: Fall Classes Start

SEPTEMBER

9/1: Tuition due
9/4: Studio Closed (Labor Day)
9/6: Tuition late, \$25 late fee
9/14: 1/2 Recital Costume Balance

OCTOBER

10/1: Tuition due
10/6: Tuition late, \$25 late fee
10/19: 1/2 Recital Fee Balance
10/31: Studio Closed (Halloween)

NOVEMBER

11/1: Tuition due
11/6: Tuition late, \$25 late fee
11/16: Recital Costume Balance
11/20–11/24: Studio Closed
(Thanksgiving Break)

DECEMBER

12/1: Tuition due
12/6: Tuition late, \$25 late fee
12/14: Recital Fee Balance Due
12/20–1/4 : Studio Closed (Christmas
Break)

JANUARY

1/1 : Tuition due
1/5 : Classes resume
1/6 : Tuition late, \$25 late fee
1/15 : Studio Closed (MLK Day)

FEBRUARY

2/1 : Tuition Due
2/6 : Tuition Late, \$25 late fee
2/12–2/16: Studio Closed (Mardi Gras
Break)

MARCH

3/1: Tuition Due
3/6 : Tuition Late
3/7: Ad/Picture Forms Due*
*Early Bird Rate, regular rate after the 7th
3/21: Ad/Picture Forms Due
*Final due date at regular rate
3/29–4/5: Easter Break

APRIL

4/1: Tuition Due
4/6: Tuition Late, \$25 late fee
4/8: Classes resume

MAY

5/1: Tuition Due
5/6 : Tuition Late, \$25 late fee
5/16 : Last day of regular classes
**TBA: Recital performances times
(dates listed under recital tab), additional
rehearsals, dress rehearsals, ETC.