



# ZIEGFELD SCHOOL OF DANCE

HANDBOOK 22-23

Parents and Dancer Guide | [ziegfelddance.ca](http://ziegfelddance.ca)



# ABOUT ZSD

Led by director Janice Amborsky, Ziegfeld School of Dance is one of Winnipeg's longest running dance schools offering quality dance education in Winnipeg Manitoba for 58 years and in St. Andrews for 35 years. Janice's passion for dance and teaching has kept her students satisfied for years, which is proven by students of years past now bringing their grandchildren! We are proud to offer a quality team of instructors who are all dedicated to teaching in a caring environment and nurturing our student's love of dance. Our goal is to develop each student's talent by focusing on their individual strengths and needs, to ensure each and every student reaches their highest potential. Whether you are looking to take one class a week for fun, join our competitive team or work towards your dream of becoming a professional dancer, we are the studio for you!

Ziegfeld School of Dance offers classes in Jazz, Tap, Ballet, Hip hop, Lyrical, Musical Theatre and Creative Movement for dancers aged 3- 103! With affordable prices and monthly payment options we aim to be accessible for everyone!

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## DANCER OPPORTUNITIES

- If you are 12 years old or older, ask your ZSD Instructors about joining our Teaching Assistant Program



## WHATS IN YOUR BAG?

- We recommend all dancers to always have prepacked in their dance bags a few items: small dry snack, water bottle, hair ties, bobby pins and extra pair of tights.

# DANCERS GUIDE

## CLASS EXPECTATIONS

ZSD reserves the right to place students according to their age, ability, and dance experience. Some classes require pre-requisites or permission from the dance instructor.

ZSD students are expected to maintain a high level to respect for the teachers and other students and to be willing to learn in a structured environment. Dancers should be ready for class and wait outside the studio room until the instructor directs the dancers to come in.

**TALKING IN CLASS:** In dance classes, children begin to learn that they should be quiet unless their teacher is asking them to speak, or it is an unstructured time of the dance class. Students should be attentive in class and raise their hand if something needs to be said.

**WATER BREAKS:** Will be given every class but will be instructed by the teacher to minimize any disruptions. Please come to class with your water bottle filled!

**WASHROOM BREAKS:** We ask all dancers to use the restroom prior to class. It is especially difficult for our instructors to continue regular class if breaks are needed too often.

**BULLYING:** ZSD has a zero tolerance for bullying, explicit language, and disruptive comments. Any of these actions will result in the dancer being removed from the class indefinitely.

## ZSD DRESS CODE

As part of the ZSD Dance Family we ask that each dancer follow our dress code guidelines specified for each style of dance. For any questions and concerns please do not hesitate to ask one the ZSD dance instructors.

General Rules:

- No jewelry in class
- If the dancer has ballet class, they are expected to be dressed for ballet for the entire days classes
- Time will not be permitted to change clothing or hair
- No gum/food in class
- Water bottles are encouraged. Please put dancer's name on them
- Use the restroom prior to class to help minimize interruptions

Pre-School:

- Any sort of dance outfit such as a body suit, tights and skirt or tutu. Little dancers should be excited to get dressed for class!
- Shoes: Pink Ballet slippers or Gymnastic slippers and black patent leather tap shoes.

#### Ballet:

- Body suit (any colour) with dance tights. Short wrap style ballet skirt optional.
- Pink leather ballet slippers.
- Hair: Hair must be secured in a classical ballet bun using both a hair net and bobby/hair pins. Short hair must be secured out of the face with either pins or a hair band.

#### Jazz/Tap/Lyrical:

- Fitted Athletic clothing such as leggings, yoga pants or shorts and a t-shirt or tank top.
- Jazz: Black Jazz shoes
- Tap: Black tap shoes- please consult with teacher or director prior to purchase.
- Hair: Hair must be secured in a high ponytail or bun. Short hair must be secured out of the face with either pins or a hair band.

#### Hip hop/Musical Theater:

- Loose fitting, comfortable clothing, such as sweatpants and a t-shirt. Non-marking, indoor shoes, which are used for dance class only.
- Hair: Hair must be secured out of face, with a hair elastic or head band.

## ATTENDANCE

ZSD believes in the growth of every dancer. For us to maintain this goal we require the full commitment of each dancer to attending every class they are registered in.

Dancers should arrive 5-10 minutes prior to their class start time and be ready to enter class in proper dance attire, hair, and footwear.

Dancers must attend all their classes regularly. If a dancer must miss class, we require a **24-hour** minimum notice. If a student misses class due to sickness, vacations, or any other reason it is their responsibility to catch up on missed choreography during their absence. Missed classes could result in being removed from routines (of the instructor's choice) from the upcoming shows/events/competitions. For minor reasons, dancers are expected to "observe" class if they are unable to fully participate.

Our ZSD instructors will take attendance at the start of each class. Perfect Attendance awards will be given to students in December and June. Dancers who miss more than 3 classes without valid notice will be removed from the class list.

# ZSD THEMED WEEKS CALENDAR

Once a month our ZSD students will have the chance to show their creativity through themed weeks at dance! Please note each months theme and plan accordingly. Our dance instructors will hand out notes and send communications via email the exact dates of each themed week.

**October 2022: Halloween Day** (Dress up in your Halloween costume)

**November 2022: Disney Day** (Come dressed in your favorite Disney character)

**December 2022: Christmas Ornament/Ugly Sweater Day** (Be creative and dress up as a Christmas ornament or bring your ugliest sweater)

**January 2023: Decades Day** (Dress in your favorite decade 60s/70s/80s/90s)

**February 2023: Sleeping Beauty/PJ Day** (Come to dance straight out of bed)

**March 2023: Crazy Sock Day** (Bring your funkiest pairs of socks)

**April 2023: Crayola Day** (Come dressed fully in your favorite color)

**May 2023: Ohana Day** (Come dressed like your going to a Hawaiian beach)

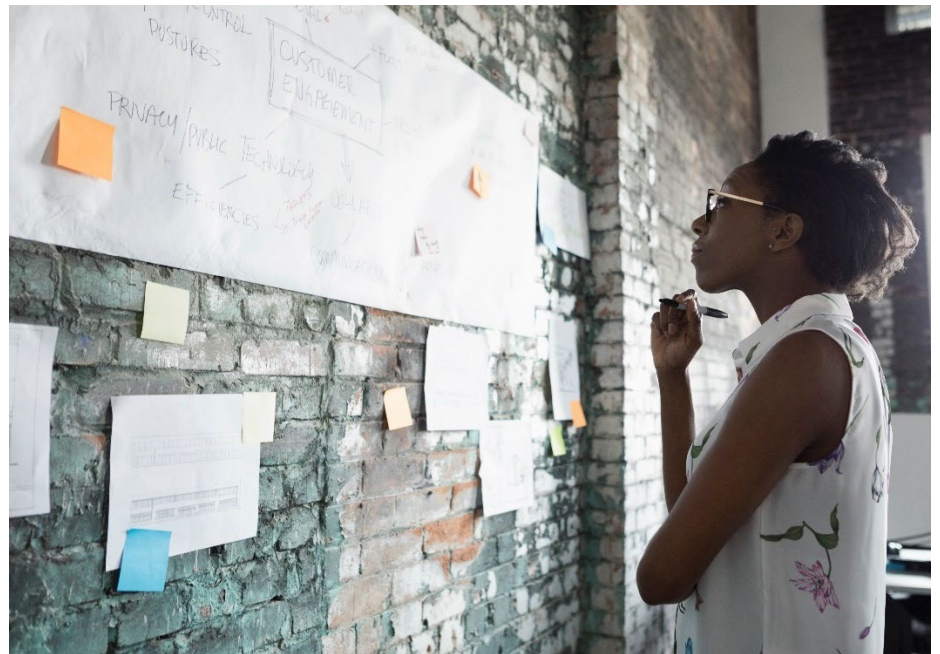


Figure 1



## COSTUME FEES

- Each student of every class will be expected to provide a costume fee, which will be communicated later in the year
- We ask all fees/duties be paid ON TIME to ensure the preferred costume will be available (Costumes are not ordered until payments by ALL students have been made)
- If a dancer withdraws from classes after costumes have been ordered, you will still be responsible for paying any outstanding fees associated with the costume



## DANCE MOM TIPS

- Explain the benefits of dance to your child
- Encourage them to have fun
- Give them praise for small accomplishments
- Be curious and ask what they learnt in class

# PARENTS/GUARDIAN GUIDE

## PARENTS/GUARDIAN EXPECTATIONS

We expect all parents and guardians to encourage their dancer to grow, learn and challenge themselves in the art of dance. Our ZSD faculty would like to thank all our dancers supporters for taking the time to bring their dancer to each class. We know how busy life can be, but we truly believe in investing in the youth's future through dance can have many positive benefits. If our studio can be of any more support, please do not hesitate to ask us.

## WAITING ROOMS

To minimize distractions in dance class, we ask that parents stay in our waiting room or if your dancer is old enough to simply drop them off.

Parents should not be entering/peeking in the class without being asked by the instructor. It can be very distracting to all dancers in the class and could affect their learning attitude. Let our ZSD instructors teach and let your dancer focus on one adult at a time.

Please be aware of the class times and be available for your child after class 5 minutes prior the end of the class. If a parent is more than 10 minutes late following the completion of their child's class, they will be charged a fee of \$1 a minute for the supervision of their child unless previous arrangements have been made

**ZSD is not a babysitting service.** Children who are not enrolled in classes are not permitted to be left unsupervised. If Children are left unsupervised parents will be charged a \$20 fee. If this continues, disciplinary action may be taken.

## PAYMENT AND LATE FEES

Dance fees are specified by ZSD faculty – please consult us for your dancers fee. Please ask us about payment schedule plans, promos, etc. There will be a No Refund policy for any reason once payment has been submitted. Credit will not be given for missed class due to illness, weather days, or personal commitments.

### HOW TO MAKE PAYMENTS:

1. In person with cash
2. E-transfer sent to: [ziegfeld2000@hotmail.com](mailto:ziegfeld2000@hotmail.com)

Email reminders will be sent prior to each payment deadline. Please be aware of the following weeks in which monthly payments are due (Payments are due on the day of your scheduled dance class of the specified week):

**October 12-18**  
**November 13-19**  
**December 11-17**  
**January 12-18**  
**February 12-18**  
**March 12-18**  
**April 12-18**  
**May 12-18**  
**June TBD**

ZSD reserves the right to charge a **10\$ late fee** for any payments that are not made within the given time frame. ZSD reserves the right to remove a dancer from a class due to insufficient payments made by the parent/guardian.

Additional Important Fees:

- 30\$ Annual Registration Fee
- TBD Costume Fee and/or duties

## **FUNDRAISING**

Please consult one of our ZSD faculty members regarding ZSD fundraising activities and ZSD Parents committee.





# WORKSHOPS

## **BUN MAKING 101**

For all dancers and parents/guardians – learn how to make the perfect dance bun in this tutorial. Dates are TBD and will be communicated when scheduled via email and in person. Speak to a ZSD faculty member for more info!

## **STAGE MAKE-UP READY**

3...2...1... Action! Learn special techniques and the basic stage makeup all dancers are required to have when dancing on the big stage. Dates are TBD and will be communicated when scheduled via email and in person. Speak to a ZSD faculty member for more info!

## **ZSD COMPETITIVE TEAM**

Stay tuned for our ZSD competitive team auditions which will be held in October. Speak to a ZSD faculty member for more info!



# CONSENT FORMS

Please complete the following page and return a complete copy to a ZSD Faculty member as soon as possible.

## ZSD COMMUNICATIONS

We strongly encourage ALL ZSD parents/guardians to sign up for our communication platform.

[ZSDcommunications@gmail.com](mailto:ZSDcommunications@gmail.com) will be use strictly as reminders/updates on:

- Setting the Barre (Monthly Newsletter)
- Payment Schedule and deadlines (late fee applications)
- Cancellations
- Dance Events (including Themed Weeks, Fundraisers, etc.)
- Contents
- Etc.

Name of Parent Guardian: \_\_\_\_\_

Name of ZSD Student(s): \_\_\_\_\_

Primary Email: \_\_\_\_\_

- ✓ I consent to receiving email notifications, updates and reminders by Ziegfeld School of Dance.
- ✓ I acknowledge any dance cancellations, class updates and studio concerns will be addressed via email. Please check your emails regularly.

Parent/Guardian Signature: \_\_\_\_\_

## ZSD RELEASES AND PRIVACY