

Momentum Dance Company

2017 Information for Examination Classes

At the dance studio:

- No food or drink (including chewing gum) may be brought into or consumed in the studio aside from a bottle of water. This includes parents and siblings who may be viewing classes.
- No street shoes (any shoe that is worn outside) are permitted to be worn in the dance studio. We have shelves outside where shoes can be placed before entering. This includes all dancers, parents and siblings – anybody who enters the studio. Wearing outdoor shoes can bring in pieces of dirt and grit that can scratch the sprung dance floor, along with it not being the most hygienic for our dancers.
- Please ensure younger children go to the bathroom before dance class begins. Children leaving class to go to the bathroom means they miss out on learning dance steps and is a distraction to other students in the class. This also brings up a safety issue as we generally only have one instructor for each session, so the instructor cannot leave the studio to assist younger children in the bathroom.
- Children under 10 years of age need to be dropped off directly to the dance studio and picked up directly from the dance studio. Children will not be released from the studio to meet mum or dad in the carpark or swimming pool as this is a safety issue.

What to wear:

- Children need to wear full uniform including dance shoes to all classes - please see uniform info sheet for more information. If children require new uniform items, they are welcome to wear comfy clothes they can move freely in while uniform orders are processed.
- Hair needs to be tied back out of the face at all times, a ballet style bun is preferred.

Viewing of Classes:

- Parents, siblings and friends are not permitted to view dance classes. Having extra people in the dance studio is a huge distraction to students, especially younger children aged 4 to 10 years. It is important for children to gain a sense of independence and responsibility and be able to attend classes without Mum or Dad.
- Parents of new students are welcome to stay for the first few sessions to ensure children feel comfortable while they get to know their surroundings and what dance classes are all about.
- Parents are welcome to stay for the first few minutes of class to settle children and pop back 5 to 10 minutes early to see what we have been working on.
- We generally have two dedicated 'viewing days' each term. These are sessions where parents are encouraged to come along and watch classes and check in with their child's progress.

Performance of Choreography Outside of Dance Classes:

- Children are not permitted to perform dance routines in public (eg. school talent shows etc) without prior permission. This is because we are often learning routines for dance performances and don't want these to be 'shown off' before the event they are created for.
- We have had incidents of children who attend the same dance class and school being left out by other children in performances at school. At Momentum we support an inclusive dance environment and expect everybody to be included when possible.
- By notifying us if you would like to do a performance we can help by providing you with a copy of the music (we often dance to shortened versions of songs especially for the younger students) and costumes to borrow.

Payments:

- Examination classes cost \$12.50 per session for junior grades (Levels 1 to 5) and \$15.00 per session for senior grade (Levels 5 to Advanced). Conditioning class for those in Level 7 & above costs \$5.00 per session.
- New students will receive an invoice at the first session of the term outlining the total cost for that term and payment methods available.
- Returning students will be invoiced one month before the next term begins. Payment must be made by the due date, or students will lose their spot in dance class for the next term. In the past we have had issues with students pulling out of the following term at the last minute (eg. first day back of classes!) leading to a student on the waiting list missing out and the studio being unable to run at capacity. Hopefully this new method will help to streamline our enrolment systems.
- Missed lessons are not credited or refunded. This is due to the cost of the examinations themselves being built into the weekly class cost.
- Please see me if you have any issues regards payments, specialised payment plans are available on request.

Contacting Momentum:

- If you are unable to make your weekly class, you must contact Momentum (phone, text or email) to let us know.
Phone: 021 204 3530
Email: jess@momentumdancecompany.co.nz
- It is very important to keep an up-to-date cellphone number and email address with Momentum. We will ring your cell phone should an emergency arise at class. We also send out group text messages in the event of a last minute class cancelation or change (although cancellations rarely happen). Unfortunately, with a large studio of 600 students, it isn't practical for us to ring each person one by one. Email is our preferred method of sending out notices and information.
- Momentum Dance Company has a facebook page - [/momentumdancecompanynz](https://www.facebook.com/momentumdancecompanynz). Videos, pictures and important information are always posted on here so please 'like' this if you are on facebook to keep in the loop.

- Sometimes Momentum can be tricky to contact via phone as dance classes are taught out in pre-schools/schools during the day and studio classes run straight through from 3.30pm till 8.30pm each evening. Due to this it may take a couple of days for you to receive a reply. Answers to many common questions (eg. what time is dance class or a performance, what costume is required, what day do classes start this term etc.) can be found on our facebook page so please check here first.
- The preferred method of contacting Momentum is via email as this allows me to get back to you outside of traditional business hours.