Strive

Performing Arts Center

Academy & Parent/Student Handbook

2019/2020

3rd edition

2019-2020 ACADEMY HANDBOOK

STRIVE~make great efforts to achieve or obtain something

Welcome to STRIVE Performing Arts Center where your performing arts education will reach new, exciting, and competitive heights! Here at STRIVE Performing Arts Center we are dedicated to shaping young people into ARTISTS by holding true to the six principles that STRIVE was founded on: (S)trength, (T)echnique, (R)espect, (I)nnovation,(V)ersatility, and (E)xcellence. Our passion, professionalism and state of the art education and training system will give your child the opportunity and tools they need to excel way beyond what they ever thought possible!

Kylie Santoro Horrell (Owner, Artistic Director) offers something valuable and priceless to her students; her prestigious fourteen plus years of education in the industry and four year Bachelor of Fine Arts degree in Musical Theater from Wright State University. Kylie has trained and worked along side some of the industries top educators and choreographers, and she continues to train and educate herself as well as pursue her passion for performing in order to give her students the most current, competitive and high level training and opportunities out there.

We cannot thank you enough for giving us this opportunity to share our love and passion for the arts with you. We are excited for you to join the STRIVE experience as we enter our second season filled with new and exciting programs, opportunities and memories!

For Returning Students: We require for you to review our handbook every year to stay well informed and up to date with our policies

and procedures. We have widely updated our handbook for this season, so please read through it's entirety thoroughly.

Policies and Procedures 2019-2020

As a condition of enrollment at Strive Performing Arts Center, students and their parents or guardians agree to abide by all the policies set forth by Strive Performing Arts Center its director, faculty, and staff. Strive Performing Arts Center reserves the right to terminate any student's enrollment at any time for misconduct or inappropriate actions by the student, his or her siblings or parent(s). Please thoroughly read through ALL of our policies and procedures. This will truly give you a better understanding of how our Academy will operate, more of what we are all about, and whether or not we are the right fit for you and what you are looking for.

We hold true to everything set forth in the Strive Handbook and expect our students and their families to respect and honor every one of our codes of conduct. First and foremost everything set forth is for the physical, mental and emotional safety of everyone involved. We also have put our policies and procedures in place in order for us to hold true to our prestigious and high-level degree of education that your child will receive and deserves. Thank you in advance for your understanding, cooperation, and support. Remember, Teamwork makes the DREAM work!

Admission/Application Policy

Admission to Strive Performing Arts Center is first considered by the completed and returned application form, thorough placement evaluation and discussion of student's goals. This will determine the student's physical capability, openness to instruction, dedication and commitment to their training, availability, expectations and available space in class level. Once we determine we are a good fit for you, as well as, your child is a good fit for our academy, you will be invited to complete the application process. Please note: your child's place in our academy will not be considered official until all paperwork is completed and all fees and tuition policies are met.

Non-Compete Clause

For consistency and clarity of performing arts training, it is vital to remain with one school, therefore, Strive Performing Arts Center DOES NOT allow for students to train at other schools or with other teachers. Furthermore, we do not permit students to perform with any other companies; competitive and non-competitive dance teams, theater companies or shows. Any outside professional opportunities must be discussed with the Owner in advance. We will not permit students to be involved in any outside opportunities that are in direct conflict with their training and opportunities at STRIVE. The Strive faculty can provide recommendations of schools for training in performing art forms that are not offered by Strive if we feel it is necessary and highly beneficial to the student. If this policy is broken, it will be ground for immediate dismissal.

Financial Agreement/Tuition & Academy Fees Policy

All pricing is subject to change

\Tuition is due on the first of every month, and we offer three payment options:

1. Month to Month-Automatic Withdrawal Option Only. September and May's installments are due upon registration (May's installment is non-refundable if student does not complete the entire season)
2. Two Installments For Entire Season. September, October, January and February are due at time of registration & March-May is due March 1st 2020.
3. Season Paid in Full (September-May) is due at time of registration

Tuition and all other Academy Fees are late when received after the 7th of the month and a $45 late fee is immediately assessed. Please note that tuition is the same amount no matter if there are five classes or three classes in a month. Please be aware that if you have any balance that is pass the due date, your child(ren) will not be permitted to take class until everything is paid in full.

Every family MUST have a credit card on file. We have this on file for security purposes and reserve the right to charge the card for the full amount that is due plus any and all late fees for the following reasons: families have a balance SEVEN days past the due date and/or an outstanding balance on tuition, costumes, academy fees etc. In the event your card must be charged for any payments and fess, aside from tuition, a $5 processing fee will be added per charge. Tuition, performance fees, costumes, squad uniforms and all other academy fees and payments are non-refundable no matter the reason or circumstance and the card on file will still be charged accordingly until all debts have been paid

One-Week Trial Period Policy: We offer a one week Trial Period to any prospective families who are interested in our Academy but are still on the fence. Any student signed up for the one-week Trial Period will be required to pay the non-refundable registration fee, fill out the application form and waivers before their first class. The one-week Trial Period is offered only in the month of September. If a family chooses to officially continue after the Trial Period, all tuition fees and paperwork will be due immediately on the day of the last trial class. The registration fee will not be refunded if any family chooses to not continue after the Trail Period.

Add/Withdrawal Policy: We welcome all enrolled students to try other courses at the academy. We offer one free trial class for those students wishing to expand their horizons. Families must notify the office, via email, that their student wishes to use their free trial a week in advance. If after the trial, your student would like to add the course to their schedule you MUST notify the office, via email, before the 1st of the month. Additional tuition associated with the course(s) will be due upon the addition of the course(s) to their schedule no matter the point in time. ***Adding courses will no longer be accepted after January 1st 2020.** Any family wishing to withdraw a student from a class must officially un-enroll them by notifying the office, via email, at least two week before the first of the month. ***Withdrawals will not be accepted after October 1st 2019. If you fail to give the two weeks notice a $75 withdraw fee will be immediately charged to the credit card on file. Furthermore, if a family withdraws from a class or the academy all together after October 1st a $300 reset/removal fee will be immediately charged to the credit card on file. No Refunds of any sort will be issued to the family.**

Refund Policy

- There are no refunds or credits given for any missed classes no matter the reason or circumstance
- There are no refunds given for any withdrawals from a class or program all together no matter the reason or circumstance
- There are no refunds given for students who are dismissed from any classroom or rehearsal space. We reserve the right to take this action based on the policies and procedures we have clearly set forth and stated in our handbook and contracts
- There are no refunds given to families who have been permanently removed from the academy. We reserve the right to take this action based on the policies and procedures we have clearly set forth and stated in our handbook and contracts
- If you are on the Month-to-Month Plan: Tuition is non-refundable after the 1st of the month no matter the reason or circumstance. May's installment (due at registration) is non refundable for any reason.
- If you are on the Two Installment Plan: Tuition is non-refundable 7 days after the payment has been made no matter the reason or circumstance. In the event we are notified before the seventh day we will issue a refund for all except for February's Tuition

- If you are on the Season Paid In Full Plan: Tuition is non-refundable 7 days after the payment has been made no matter the reason or circumstance. In the event we are notified before the seventh day we will issue a refund for all except for May's Tuition
- Summer Classes, Workshops and Performances are non refundable 7 days after the payment has been made no matter the reason
- Private Lessons are non refundable no matter the reason or circumstance
- Registration fee is non-refundable no matter the reason or circumstance
- Costume, Performance Fees, Academy Fees, Uniforms, Tights, Accessories DVDs, Pictures and all other fees throughout the season are non-refundable
- no matter the reason or circumstance
- STRIVE Merchandise and Spirit Wear are non-refundable no matter the reason or circumstance

Special Offers

- Two Installments For Entire Season 5% off (savings are not applied to expansion classes, registration fee or private lessons)
- Season Paid in Full 10% off (savings are not applied to expansion classes, registration fee or private lessons)
- Family Rate: 5% off second child, 10% off each additional child (savings are not applied to expansion classes, registration fee or private lessons) The family rate can not be combined with any other offers

Additional Fees

- In Studio Purchases such as tuition, spirit wear, costumes, shoes, accessories, company uniform, performance and all other fees with a Credit Card will require a $5 processing fee
- $45 Late Fee for all payments owed and pass the required due date this also includes NSF and returned checks
- $75 Withdrawal Fee if failed to give the two weeks notice
- $300 reset/removal fee if you withdraw from any class or the academy all together after October 1st 2019
- $20 Cancellation fee for Private Lessons if failed to give the 48 hour notice
- $10 Late-Pick Up Fee if student is picked up later than 15 minutes after the class or rehearsal for the day
- Beyond tuition and listed fees, students will be required to own and wear proper clothing, shoes and any other materials required for all classes and performances listed in our dress code handbook.

Private Lessons

- $35/30-minute sessions/ $60/60-minute sessions/Cash or Check only written out to STRIVE Performing Arts Center

- All private lessons are offered at the discrestion of the Owner/Artistic director
- Private lessons are only avaialbe to students six-eight years old and up
- Students must be enrolled in one of the academy programs to be eligble
- Students who wish to study privately only will not be eligble for the pricing above and will have to be approved by the Artisitc Director
- Private lessons will not be billed along with your regular monthly tuition
- Private lessons will only be offered if our schedule allows. Time slots and days are determined by the director only
- Private lessons can be scheduled once a week or bi-weekly
- For weekly and bi-weekly lessons the entire month is due at the beginning of the student's first lesson. We will not proceed with the lesson unless it is paid for in advance
- No refunds will be given for cancelled lessons or No Shows. We are not required or obligated to reschedule. If we are able to reschedule we will.
- We require a 48 hour cancellation notice. If failed to do so, a $20 cancellation fee will be added to your bill
- In the event we would have to cancel due to an emergecny or weather, we will make sure to reschedule
- We reserce the right to cancel or reschedule when necessary. We will give advance notice

Performance & Costume Payments

- Spring Showcase Fee/$85 per students/ siblings receive 10% off/Due at time of audition/if not auditioning due October 1st/Non-refundable/Required for all Enrolled Students/Sept-May Enrollment & Commitment Required/Audition opportunity for "featured numbers" in the show **required for all Company members** and optional for all Recreational students/ Extra saturday rehearsal commitment if cast in the "featured numbers"
- STRIVE Mini Academy (Cuties and Company & Tiny Tots) /Average Costume Cost: $65-$75 each (Additional Cost for Cuties and Company Parent or Legal Guardian in the show)
- STRIVE Recreational Academy/Average Costume Cost: $85-$100 each
- STRIVE Company/Average Costume Cost: $85-$115 each
- STRIVE Squad Uniforms are also required for all Company members/Average Cost $125-$150 (this includes the jacket, top, leggings and sports bra) this does not include added items and accessories we feel neccesary for the benefit of the

team/ If your uniform still fits you from last season then you will just be required to purchase any new additions to the uniform

- All Costumes, Shoes, Tights & Accesories Due By October 31st
- STRIVE Squad Uniform & Accessories Due By November 30th
- A total amount will be given to each family well in advance

Important Additional Information

- The average costume price is based on child size extra small to large and adult size extra small to large. If your child is XL and above additional cost per costume may apply.
- Any student enrolled in the Hip-Hop class may be required to also purchase hip-hop shoes in addition to the costume for the Spring Showcase.
- All students will be required to purchase the proper tights through the academy at $12 each pair

Volunteer and Scholarship Opportunities

The scholarship application deadline has been closed for the 2019/2020 season. However, our scholarship program is something we hope we can continue to offer year to year. In addition, we are also offering a Volunteer/Work Study program for students and parents who are eligible. This opportunity is a way for you to get more involved, offer your talents to our team and an opportunity to help with your finances. Not everyone who fills out the volunteer application will be granted the opportunity. We will evaluate each application accordingly and offer the positions to families who are most in need, are in excellent standing at the academy and available to volunteer and be reliable in areas we are most in need of. *see scholarship program information and policies below

Important Note: We never want a family to not attend STRIVE because they feel they can't commit to the financial agreement. We want all of our families to know that we WANT YOU TO BE HERE and we want to give your child the opportunity to experience STRIVE! The owner and artistic director, Miss Kylie, was given the opportunity for her and her family to volunteer when she was training. She comes from a big family and her parents couldn't always afford the elite training that she needed. She knows that without that opportunity she may not be where she is today, and is forever grateful! So we get it! Our company policies are pretty straight forward, but we can always offer and discuss many different options to make it work for you and your family. We offer many different payment plans, programs and levels to fit everyone's needs, so please do not hesitate to discuss this with us. We ask that you always give us the opportunity to offer you solutions before your decision is to not enroll.

Scholarship/Volunteer Policy

STRIVE Performing Arts Center's Academy Scholarship policy is designed to promote students' disciplined study of high-quality performing arts instruction. Scholarships are awarded to students based on financial need, artistic ability or promise, and availability.

Here at STRIVE Performing Arts Center we believe performing arts is a gift that should be accessible for everyone. We have seen first-hand and experienced the impact that it can have on the community and on an individual's life. Therefore, we do not want financial hardship to prohibit students from participating in STRIVE. On the other hand, we recognize that our program is not for everyone. Families and individuals have various priorities, and a great diversity of talents to steward. We understand that performing arts may or may not fit into that picture for your family. Our scholarships are primarily for those who consider STRIVE to be a priority. Only families that are members of STRIVE Performing Arts Center in good standing are eligible to receive scholarships. Awards are paid to studio in 2 installments (Fall/Winter Semester and Spring Semester). A progress report from the owner and/ or instructors is required in order to receive the second installment. Students and Parents who fail to adhere to the conditions of the agreement risk losing their scholarship at any time.

All applications are due on May 31st. We will not be accepting any applications that are sent in or received after the above date. Applications can be mailed to 406 Broad Avenue Belle Vernon, Pa 15012 or emailed to striveperformingartscenter@gmail.com.

Please read the following important notes before applying for a scholarship:

1) Scholarships do NOT cover any portion of registration fees, performance fees, costume fees and any other fees or purchases outside of tuition. If you are unable to do so, we recommend finding an outside sponsor (such as a friend or family member) who will agree to pay those fees.

2) Scholarships for the 2019-2020 season will cover only a portion of class tuition. The portion is completely variable, and at our sole discretion depending on each unique situation. If you are awarded a partial scholarship, you will still be responsible for your reduced tuition rate, just like all other families. Whatever your portion may be, if you are late you will be charged late fees, and will be suspended from the program if the balance is not paid within the grace period determined in our handbook.

3) Only one scholarship application is needed per family. The application includes all participating family members.

4) Scholarships are awarded based on our sole opinion and discretion. This is a private program. There are many factors that may affect the availability of scholarships. Not everyone who applies will receive a scholarship.

5) In addition to scholarship awards, we may consider bartering for certain services that would be beneficial to STRIVE Performing Arts Center. (For example: costume seamstress, handyman repair, advertising exposure, studio maintenance, etc.) Again this is at our sole discretion, and there are only so many services we need so please do not take offense if we do not have need for your service at this time.

6) We reserve the right to revoke scholarships at any time for any reason. All students and parents/legal guardians must follow our academy, parent and student and company handbook.

7) We will generally give you an answer within the month. If you do not hear from us in that time frame, please contact us. We may also contact you to get additional information.

8) Please respect our decisions. Awards are not open for negotiation, unless we are specifically bartering for a service you are providing.

ELIGIBILITY/ REQUIREMENTS

- Students must have taken performing arts training for at least 1 year
- Students must be between the age of 8 & 18
- Students must have a good attendance record, show high potential/talent, promise, commitment, dedication, be in good standing and represent the standards and morals of STRIVE
- Student's family must have a financial need.
- Students who have outstanding balances are ineligible for scholarships.
- Students must be enrolled full time in either the The STRIVE Recreational Program or The STRIVE Company
- Work study/Volunteer Work is REQUIRED of Parents/Legal Guardian and or Student in order to obtain scholarship.

Class/Rehearsal Policies and Procedures

Please have your child arrive ten to fifteen minutes prior to ALL class/rehearsal start time dressed in the proper attire, shoes and hairstyle. Parent/Guardian must enter the building with their child under the age of twelve to sign them in before class. If they are not signed in then they cannot participate in class/rehearsal. Proper technical warm-ups are done at the beginning of each class and are VITAL to preventing injuries. We operate a safe, orderly environment by following consistent standards and procedures. We require students to show respect for one another and their instructors. We hold students

accountable for their behavior/actions during class time. We teach students to be responsible, to make good choices, to respond to each other and to adults in positive and appropriate ways. Educators and parents also must work together as a team with a clear understanding of consistent standards and procedures

Late Policy:

- For safety reasons: At instructors discretion, students arriving more than 10 minutes late to any class/rehearsal may not be allowed to physically participate in class but will be allowed to study through observation and turn in a summary of what they learned at the end of class. Please note: this is why it is important for your child to have their class essentials brought to class each week!
- Tardy students must approach their instructor quietly and ask for permission to join class
- Late and absent students may be dropped from choreography or scenes staged during missed class/rehearsal time.

Drop Off / Pick−Up Policy:

- All students must be signed in and out upon arrival and departure by a parent or legal guardian only
- All students must wait in STRIVE lobby until a parent/legal guardian picks them up.
- Students are not permitted to wait outside or walk outside to the vehicle
- Students under the age of 12 must get dropped off / picked up in person in the STRIVE lobby by a parent/legal guardian only.
- Students under the age of 12 must be signed in and out by their parents or legal guardian
- Students 12 and older are permitted to sign themselves in and out upon arrival and departure if their parent or legal guardian is not available to drop them off or pick them up in person
- Students 12 and older must first receive a text when their pick up is on the STRIVE premises and inform a staff member prior to leaving
- STRIVE strictly closes 15 minutes after the last class or rehearsal of each day. Instructors will wait up to 15 minutes for students to be picked−up in person inside the Academy. Late pick−ups longer than 15 minutes will incur a $10 fee.

Dress Code Policy: *See our dress code handbook and policies for specific class/rehearsal dress codes. If a student comes to class without the proper clothing, footwear, hair and required material for their specific division and for the specific class, they will not be permitted to participate in class/rehearsal until it's corrected.

Discipline Policy: In order to maintain a happy, healthy, professional environment, students are taught the importance of being a part of a team. We encourage students to have respect for other students, the teachers and staff, and studio property, and foster the development of good habits and compliance with rules of conduct. Our staff and faculty are trained to use constructive techniques of discipline to maintain class control and handle individual behavior. Children who exhibit unacceptable behavior or attitudes are told what is wrong and directed to a positive alternative approach or behavior.

1. If a child offends another child, the two are respectfully separated and each is asked to explain what happened. They are then asked to help solve the problem, talk to each other, and reconcile with one another
2. Children who are disruptive will be respectfully asked to stop the behavior. If the disruption continues, the child(ren) involved will be asked to either sit down for a short period of time (usually three to five minutes) before rejoining the class or asked to leave the classroom depending on the severity of the offense and the parent or guardian will be called to pick up the child.
3. If any dangerous, disrespectful and disruptive behavior doesn't subside after the above approaches, we will set up a meeting with the parent/legal guardian to discuss and resolve the situation. If improvement isn't meant after the meeting our next and final step will be dismissal from the program

Lastly, we are here solely to teach the beautiful art of dance and theater and our focus is solely on the education within our classrooms. Therefore, it is not our duty to intervene with issues or situation outside of our classrooms. We respectfully ask that you respect this definite line to not waste our time of getting involved or put in the middle of a situation or issue at home or with another family attending STRIVE. Each of those issues or situation should be dealt within the privacy of your own home or off the Academy premise.

Termination of Enrollment: In certain circumstances, when it is in the best interest and safety of our team and academy, it may be necessary for the owner/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 siblings and parents
- Abuse of other children, staff, or property
- Inability of the Strive Performing Arts Center to meet the child's needs

Instructor Policy: We reserve the right to use substitute instructors, guest artists and student assistances based on need, availability and benefit for the students. This season, 2019-2020, we will be adding our student leadership program where students will be handpicked and given the opportunity to assist the main instructor in our youth classes. The student assistance will always be accompanied by a faculty member and will be

given specific instructions as to their role in the classroom. All instruction and corrections will come directly from faculty. The student teacher will assist with demonstrations and additional directives given by the faculty member. In addition, all issues, concerns, questions, comments etc must be directed immediately to our Owner, Miss Kylie first or our Academy Administrator, Miss Mallory second. We do not permit, under any circumstance, families or students to approach any of our other faculty or student assistance. If a situation occurs or a question comes up regarding another faculty member's class or a class a student assistant is helping with, we still require all families to set up a meeting and speak with the owner first.

Class Size Policy: All courses, class levels and class schedules are subject to change. Please note that a minimum of five students per class must be enrolled in order for the class to be offered. A maximum of ten students per class will be permitted. If any classes are under the five minimum in attendance throughout the year we reserve the right to cancel and no refunds will be issued. Furthermore, if we decide to offer a class/level under the five-student minimum at the beginning of the season than we reserve the right to cancel class if one student is absent and no refunds will be issued. Space is limited for the best interest of our students.

Attendance Policy

Attendance of all scheduled classes and rehearsals are very IMPORTANT and MANDATORY. Strive Performing Arts Center cannot and will not tolerate frequent and inexcusable absences. If a student misses one class they are already behind with their progress. From week to week students are learning new techniques, exercises, choreography, terminology, corrections etc. Just ONE missed class causes a student to fall behind in their own individual progress let alone continual absences throughout the season. Performing arts classes are extremely intricate, unique, difficult, and specialized and require the students to be dedicated, committed, disciplined and passionate about their training in order for them to excel and actually ENJOY coming to class and learning everyday. Attendance is vital to the safety, well-being and progress of your child, as well as, to the enjoyment and positive atmosphere that we offer here. Attendance also builds the camaraderie and "team" spirit that each student should have with their fellow classmates. We understand that students are involved in other school and extracurricular activities and that sometimes "life" just happens, so all we are asking is for our parents and students to show the same level of dedication and commitment that you may give to other activities. A student with a temporary conflicting commitment that has been APPROVED to apply for the year, is still required to pay full tuition and attend their classes whenever possible until regular attendance resumes. Please note: any and all scheduling conflicts will be highly considered for your child's placement and involvement. We reserve the right to approve or not approve a student's admissions based on their scheduling conflicts

Absence Policy:
Students are given **5 excused absences** for the season and should ONLY be utilized when absolutely necessary. We want to emphasize that students should not use these absences just because they can, but should be saved for legitimate excused absences *see list below. In addition, **3 tardies or 3 early dismissals** from the same class or rehearsal will equal **1 absence. All known absences, tardies or early dismissals must be in writing at least one week in advance. All unforeseen absences, tardies and early dismissals must be in writing at least 48 hours in advance. In certain circumstances all absences, tardies and early dismissals must be documented well in advance. *See rehearsal and performance section for more details.** All absences, tardies and early dismissals will be documented and recorded.

Excused Absences:

1. School function for a grade
2. Death in the family
3. Contagious illness- doctors excuse is required- refer to our illness chart

Unexcused Absences include but are not exclusive to:

1. Minor illnesses including but not limited too stomachaches, headaches, colds, cramps. If you are not contagious with a doctor's excuse you must attend
2. Any tardies and early dismissals
3. Any excused absences with failure to give the required advance notice
4. Jobs
5. Social events including but not limited to birthday parties, dances, concerts, banquets etc
6. Other extra curricular activities
7. Punishment from parents
8. Dismissal from class from instructor
9. School work including projects and tests
10. Traffic
11. Parents blaming themselves for any absence, tardiness or early dismissals
12. Vacations

If a student is absent after the fifth excused absence, a meeting with the family will take place immediately to discuss their student's placement in our program, as well as, their placement and involvement in the performances. Please note: any and all absences may result in students being excluded from choreography or scenes staged during absence. Please review our Absence Policy Reference Chart below to get a better understanding of how important attendance is and how one missed class truly can put any student behind in their progress and goals. Excessive tardiness, early dismissals or absences will result in dismissal from the program. NO ABSENCES ARE PERMITTED THE WEEK BEFORE AND WEEK OF ANY MANDATORY REHEARSALS AND

PERFORMANCES. If a student misses any classes or rehearsals it is THEIR responsibility to learn the material BEFORE they come to the next class or rehearsal. If they fail to do so it will count as an unexcused absence and will also jeopardized their involvement and placement in the choreography taught during the absence. It is not the responsibility of any faculty member to spend extra time to get a student caught up.

Absence Policy/Reference Chart for Effect on Goal Achievability and Growth

Number of Yearly Absences

1. 0-3 total ON TRACK!
2. 4-5 total SIDE-TRACKED
Result In: *Decline of skills, techniques and confidence, *partnering/group exercises or project participation, *amount of practical experience
3. 6 Total OFF TRACK & Program Placement Re-Evaluated
Results in: Decline of skills, techniques and confidence, *partnering/group exercises or project participation, *amount of practical experience, * physical, emotional and mental development and safety, *showcase level of involvement, *course curriculum fulfillment & current/future placement
4. 7-8 Total DERAILED & Possible Dismissal from Program
Results in: Decline of skills, techniques and confidence, *partnering/group exercises or project participation, *amount of practical experience, * physical, emotional and mental development and safety, *showcase level of involvement, *course curriculum fulfillment and current/future placement, * re-evaluation/discontinuation from course/program

General Make-Up Policy:

- There are no refunds or credits given for missed classes.
- We encourage students to request a make–up class in a different level with the Academy Administrator via email.
- Approval of make–ups by the STRIVE administration is based on space, curriculum & level.
- Make-up Lessons must be made up with-in 30 days and must be completed prior to the Showcase.
- Absent students may be excluded from choreography or scenes staged during missed class.
- Faculty members are not required to spend extra time or set up a private lesson to help a student who has been absent.

Advancement and Promotion

Advancement criteria for Strive Performing Arts Center is based on the following: *attendance *career aspirations *skillset *proficiency in executing proper techniques &

methods *commitment & focus *self-motivation & drive *comprehension of terminology & physicality *mental & physical stamina *mental/physical/emotional maturity *work ethic *etiquette *communication skills

- **Attendance:** Students are expected to attend every class and rehearsal for which they are scheduled. Students or a parent/guardian must report all absences at least one week in advance. *See aforementioned attendance policy. Students who let attendance drop may jeopardize their placement at the academy and jeopardize their participation in the academy productions.
- **Technique:** Technical skill development in relationship to class level. Included as part of the student's technical accomplishments are: proper alignment and placement, use of turn-out, physical strength, coordination, classical line, terminology (dance and theater), musicality, cleanliness, and clarity of movements and positions, movement quality and performing skills (in class, rehearsals and stage), breathing techniques (voice and speech), diction, analyzing and deliver of monologues, scene work, and songs, self awareness and self-assessment.
- **Positive attitude**: Students must bring to class a positive attitude so they will develop a good working relationship with instructors and other students, showing a willingness to receive corrections and comments from the instructors, respecting and abiding by the policies and procedures, and upholding the STRIVE standard at all times by being good role models and leaders for others.
- **Promotions:** Students are promoted on an individual basis. As we develop our curriculum some students might be in the same level for two or more years. This is normal and does not have a negative connotation. It can be due to age, absences, illness, physical development, etc. and will be explained by the director and/ or instructors. Students will be promoted to a higher level as determined by, and at the sole discretion of the Artistic Director and the faculty. And by the way-students "advance" every year no matter the placement
- **Student evaluations:** These are held with faculty, students and parents as needed. Student progress reports will be handed out to the students and or parents only if the family requests it and a $5 fee per class evaluation will be applied. We will no longer offer this to all students as part of the curriculum.

Student/Parent/Instructor Conferences

Faculty will notify parents of any major progress issues throughout the year. A student/parent/instructor conference may take place at any time through the year in order to update parents on their child's progress. All faculty members involved with teaching the student will have input into each student's evaluations and conference. During the conference, teachers will discuss the student's progress within his or her individual curriculum. To facilitate any parental concerns we have established the following procedure: **Please don't hesitate to call or email us to set up a meeting with the**

instructor and the Director. Please respect this policy as we will not discuss concerns or problems while classes are in session, before and in between classes. This policy is extremely important for the well being of our instructors and your children as we are dedicated to our class syllabus each day and want to give our students our best "self" in order to offer a nurturing, motivational and disciplined environment. And on the other hand, we want to give our parents our best "self" when they need our attention.

Parent Watch Week – Class Visiting

We encourage attendance during Parent Watch Week. This is a unique opportunity for parents or legal guardians to view your child in their learning environment. Please plan to stay for the entire class. Leaving during class is a distraction for the students. If you must leave during the class, please wait for an appropriate moment to leave and return. No cell phones, cameras, or video recorders are allowed. No food or drink in the studios. Please remember no talking during class. Parent Watch Week will be announced in advance and will take place once or twice per season and may vary according to each level.

Studio Room Policies

ALL CLASSES AND REHEARSALS ARE CLOSED! This means that parents, family members and friends are not permitted in the studio for any reason during class or rehearsal. In addition, parents, family members and friends are not permitted in any studio room that is not being utilized. Parents, please keep an eye on your children. STUDENTS ARE PERMITTED IN THE STUDIO ONLY WHEN THEIR CLASSES ARE IN SESSION unless given permission ahead of time from the owner. Otherwise, they are to remain in the student lounge quietly until their class is in session.

Health and Wellness

Parents/Guardians must notify the director/and or instructors regarding children who use an inhaler or who may require medications during their time at Strive Performing Arts Center. It is also important to inform the director and/or instructors about your child's existing medical conditions or learning disabilities at the time of registration and throughout the school year. Our teachers are trained professionals who are anxious to work with all children and personalities, and the more we know about your child, the better the experience will be for all involved. Keeping open communication about this is vital and will help us to inform you on how to proceed accordingly as well as keep track of absences. All information about our students is confidential. All students who have any health problems or injuries are asked to notify their instructors in advance. Strive must receive written notification of the students medical diagnosis and a medical release must be obtained from the attending physician in order for the student to have excused absences and resume class. We also reserve the right to deny admission to any student who we feel we are not qualified or capable of teaching.

Performing Arts training is physically, mentally and emotionally challenging and demanding. We highly encourage all of our parents and students to understand that a

healthy lifestyle is vital to the success of continued training. Eating nutrient dense, well-balanced meals and drinking plenty of water is key. We also encourage proper stretching and fitness outside of class, chiropractic care and physical therapy when needed. Your child is never "too young" to start these very crucial habits in order to keep their bodies in check and healthy to prevent injury and longevity in their training. Our professionals are all highly knowledgeable in proper health and wellness in the performing arts industry and are always available to set up a meeting with families to offer more guidance and information.

Performance Opportunities

Performances are a great way for artists to grow their self-esteem and confidence create life-long memories, and really put to use their skills and talents they fine tune in the classroom and throughout the years. Our exciting shows and performance opportunities we offer to our students is one of the many things that set us apart! Casting for all Strive productions is at the discretion of the Artistic Director and the faculty.

STRIVE Showcase:

Our End of the Year Spring Showcase is where all of our students have the opportunity to shine and "showcase" their progress and talents. This is NOT a dance recital! Our students dance, act and sing in a musical review/cabaret that is set to a theme and storyline that takes the audience on a journey from beginning to end! Our Showcase is MANDATORY for all enrolled students. If your child absolutely CANNOT participate in the showcase due to any and all scheduling conflicts, we require a written notice, dated and signed by September 4th 2019. Failure to do so will result in immediate dismissal from the show and our reset/removal fee of $300. Please note that if your child is unable to participate in the show it will definitely affect their level of participation within the Academy and jeopardize their participation and growth within their weekly classes. The choreography/staging will be learned in class and is a class/team effort for all. This is a great opportunity for our students to be involved in a performance without the same commitment the Spring Musical Production will require.

Spring Musical Production: We will be taking a year off

Our Spring Musical Production is what makes STRIVE unique and cutting edge! We direct, choreograph and stage our own musical adaptation, with the goal of producing published musicals down the road. The Spring Production is NOT MANDATORY but highly encouraged because your child will have the opportunity to experience what it's like to be apart of a professional environment from beginning to end. The Spring Production is audition based and cast accordingly by a panel of professional auditors. Auditions and Casting for our Spring Show is open to students of certain levels and ages. Please Note: our productions require a weekend rehearsal schedule commitment starting in February and a September through May commitment. More details and information will be announced at a later date.

Audition Policy:

In addition, we will be holding auditions for "featured numbers" in the show this season. Auditions are MANDATORY for all STRIVE Company members and optional for STRIVE Recreational students. Please Note: that all participants will be required to fill out an audition form. Any and all conflicts with Saturday rehearsals and the showcase must be known at that time. If you already know that the extra Saturday rehearsals and commitment wont work for you please do not waste our time by auditioning. Conflicts we be taken into high consideration when it comes to casting. If any absences arise that were not documented, students will be dismissed from the featured numbers or production all together immediately and our reset/removal fee of $300 will be charged to the credit card on file. All casting is at the discretion of our Artistic Director, Faculty and any guess Auditors. Not everyone who auditions will be cast! More details and information will be announced at a later date.

Students, parents and other family members are prohibited from contacting us before 72 hours have passed since the time the official casting list was posted. If anyone fails to respect this policy, your child will immediately be dismissed from featured numbers or production all together. Please, do not allow negative emotions to get in the way of your child's success and growth here. Remember, all decisions are solely based on our expertise and best interest of your child! Our decisions are never made for malicious reasons, favoritism etc. We are running a professional, elite, positive and safe environment for all. We ask that you trust us and allow us to do our jobs.

Rehearsal Policy:

We take dedication and commitment seriously at our academy and expect our students and parents to respect our standards and be just as committed and dedicated. All known scheduling conflicts must be documented and discussed with our director well in advance, and your child's level of participation will be determined. If a student is absent from any rehearsal, they may be excluded from choreography, scenes or even a role that was staged and set during the absence. The show must go on and adjustments will be made accordingly. We reserve the right to change any roles, scenes, choreography, dialogue etc. if this policy is broken. We desire for our families to understand the importance of professionalism and performance etiquette.

- All Showcase and Production Rehearsals are 100 percent MANDATORY. There are NO EXCEPTIONS to this policy.
- There will be MANDATORY Saturday rehearsals for students cast in the "featured" showcase numbers
- Our Academy calendar will have all dates for our TECH REHEARSAL, DRESS REHEARSAL AND SHOW well in advance.
- NO ABSENCES ARE PERMITTED THE WEEK BEFORE AND WEEK OF ANY MANDATORY REHEARSALS AND PERFORMANCES.
- If a student misses any classes or rehearsals it is THEIR responsibility to learn the material BEFORE they come to the next class or rehearsal. If they fail to do so it

will count as an unexcused absence and will also jeopardized their involvement and placement in the choreography taught during the absence. It is not the responsibility of any faculty member to spend extra time to get a student caught up.

Important Probation Policy *New For The 2019-2020: Students and parents who are habitually late, absent, come unprepared etc. will be put on a "probation" period for the following season. The probation period will require families to consistently display commitment and uphold our policies at the level we expect for the following season in order to be invited back to participate in our productions or any other special events and performances. The expectations will be discussed thoroughly with the family before the new season begins.

Costume/Performance Fee Policy:

All costumes and performance fees must be paid in full before or by the anticipated dates given. NO EXCEPTIONS! We will not order any student's costumes, props etc with a remaining balance pass the assigned date. Therefore, we cannot guarantee your child will receive their costume on time and be able to participate in the showcase and or production. Families will be responsible for any shipping and late fees that apply to lae costume orders. There will be NO REFUNDS on costumes for any reason. Parents are responsible for signing off on their child's measurements and size to be ordered; therefore if a costume does not fit once in, you are responsible for all shipping and re-stocking fees. More details and information to follow

Makeup & Hair Policy: Students and or parents are highly encouraged to attend a makeup & hair tutorial session and/or complete a makeup and hair video tutorial by a set due date. It is important that everyone is on the same page when it comes to the required stage makeup and hair. Again, we are an elite academy that requires unity and uniformity during events and performances. In the event any of our performances and productions require special effects makeup or hair –families will be responsible for the extra cost associated with that. Whether it is paid to the professional makeup artists provided or specific items that need to be purchased and applied.

Students are also required to keep their hair at a length and cut that is conducive to the required and uniformed hairstyles of the Academy and Performances. Any students who fail to complete the required hairstyles will not be permitted to participate in any of the Academy Performances.

Photo/Video Policy and Release

STRIVE Performing Arts Center does not permit the taking of any photographs or videos during class or rehearsal without express permission from the Director. We use pictures/videos of our students on our website, social media outlets and printed materials. We understand and honor any request for privacy of our studio families. Every family is required to approve or deny permission to Strive to use imaging. However, if you choose to deny permission, understand that your child might be asked to sit out for certain pictures or videos being taken in class, at events, rehearsals, performances etc.

STRIVE Branding Policy

No one outside of contract with STRIVE Performing Arts Center is permitted to use our name, branding and logo on any items, apparel, artwork and the list goes on. We have built this company from the ground up and have the right to protect our name and reputation at all cost. It is illegal to take any companies name, branding and logo unless under legal contract. Furthermore, we offer our own line of beautiful and well made Spirit Wear that is available to all at a reasonable price. By creating any knock offs not only are you stealing our branding illegally, you are also taking away the opportunities for our company and professional vendor to profit. Please understand that this policy is in effect immediately. Anyone who fails to uphold this policy will undergo legal ramifications.

Notice of Nondiscrimination Policy

Strive Performing Arts Center admits students of any race, color, national and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to students at Strive. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admission policies, and other programs.

Parent/Student Handbook 2019-2020

Staying Informed

We work hard to make the performing arts experience organized and fun. Keeping you informed is one of our primary goals. It is your sole responsibility to stay on top of all information given. If you have any questions we require you to first refer to all the tools we have given you before contacting the studio. However, you are always welcome to contact us for any questions, concerns or emergencies during our phone hours Monday thru Thursday from 8am-2pm at **724-243-2141**, Monday thru Thursday from 4pm-9pm at **724-243-2294** or email us anytime at striveperformingartscenter@gmail.com. We will respond within 24 hours. If you email us

Communication Policy: Please respect the tine frames given above. If you have something urgent you would like to discuss outside of the time frames and days we are open please email us. We will respond within 24 hours or if you contact us over the weekend you will receive a response by Monday. We will be enforcing the following important communication policies

- If you call the studio number and we do not answer, please leave a voicemail; otherwise you will not be receiving a call back. We receive a lot of telemarketers and fake phone calls that we need to screen properly.
- Please be aware that if you message the studio number, contact us via email or through our Facebook messenger about a serious situation our response will be to set up a one on one meeting in person or a phone call. We will not discuss situations over email or messenger.
- We ask that you respect the communication platforms and do not abuse them. Meaning, we will not respond to any emails, messages etc. that are hostile, have content that is considered gossip or crossing the line, or any content that isn't considered within our job descriptions or our responsibility as a company. If we feel we need to discuss any issues we will reply with setting up a proper meeting.

Physical & Mailing Address: 406 Broad Avenue Belle Vernon, Pa 15012

Team App: It will be mandatory for all Parents/Legal Guardians to download the free app during our mandatory parent/teacher meeting before the season starts. We require all students ten and up to download the app as well. This is your saving grace and go to for EVERYTHING you need to know throughout the season.

Remind Me App: It will be mandatory for all Parents/Legal Guardians to download the free app during our mandatory parent/teacher meeting before the season starts. We require all students ten and up to download the app as well. The remind me app is our quick/text messaging platform for all STRIVE families. We will use this app for quick and important reminders and notification.

Website: www.striveperformingartscenter.com First everyone needs to subscribe to our website. We will no longer be using the parent portal on the website. We are constantly updating the website, so make sure you check back often!

Facebook Page: "Like" the Strive Performing Arts Center/@comestrivewithus page on Facebook to receive daily updates on academy exciting new, events, Facebook live videos, educational and fun posts pictures and videos etc. Please write us a review share our posts, share our page, and invite your family and friends to "like" our page as well! Make sure to tag us or "check in" with all of your posts! Please DO NOT post questions, comments or concerns on the school's Facebook page. You are also welcome to PM us on the STRIVE page as a form of communication

Instagram Page: "Follow" the Strive Performing Arts Center/ @striveperformingarts page on Instagram. This is another great and fun social media platform for our families and students to follow. Please like, share and tag us. After all, our social media platforms are a way to spread the word about our amazing academy and we need all of your help to do so!
Google: We want to build our presence in the community, so please find us on Google and write us a testimonial. We would greatly appreciate it! Thank you!

Faculty's Personal Social Media Platforms including but not limited to Facebook, Instagram and Snapchat: We will not accept any follow requests from our students, so please inform your child to respect this policy and help them to understand it is nothing personal. Parents are welcome to "friend" Miss Kylie on Facebook, however, we do not permit our faculty to accept any follow or friend requests from parents. If you are "friends" with Miss Kylie on Facebook we kindly ask you to respect her privacy and to not PM her on her personal account about any matters pertaining to STRIVE because you will not receive a response.
Faculty's Personal Phone Numbers: Under no circumstance will we give out our personal phone numbers. Please do not ask any faculty members for this. We have plenty of acceptable communication options available to you.

Class Cancellation/ Studio Vacations/Holiday Observances

Strive Performing Arts Center reserves the right to cancel, combine classes, change times, and provide substitute teachers or replacement teachers at any time and no refunds will be issued under these circumstances. Tuition is not pro-rated, refunded or credited for missed classes due to weather, holidays or studio vacation closures. Please refer to the Strive 2019-2020 Calendar for Holidays and Studio Vacations. Cancelled classes due to other reasons than those stated above will try to be rescheduled. We will do our best to reschedule on a day that everyone can attend, however, if some still cannot attend you will not be refunded. School closures due to severe weather conditions will be announced by NOON on that day. Notifications of weather cancellations will be sent through the remind me app and posted on our Facebook page.

Lost and Found

Please mark all dancewear, shoes, class materials and personal items with your child's name. We will make every effort to locate and return lost items; however, we cannot be responsible for any items that your child brings to class.

Student and Parent Use of Social Media Policy

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

- Please be aware, understand and respect our policy when it comes to friend requesting our instructors and director on social media. We want and desire to be

connected with all of you, but we also need to uphold our standard of professionalism. Please do not be upset or offended if our director and instructors do not accept any type of friend or follow request from our students on our personal accounts on social media. Our students are welcome and encouraged to follow any and all of the academy's accounts on social media in order to stay connected and informed! *see above policies as well

- You DO NOT have permission to reveal any information that compromises Strive Performing Arts Center. By that we mean you are forbidden to share personal information about the director, faculty members other students or their families, or anything that is proprietary and/or confidential to them or to Strive Performing Arts Center.
- Students and parents should neither claim nor imply that they are speaking on behalf of Strive Performing Arts Center
- Never post anything that could compromise the self-esteem of students who attend Strive Performing Arts Center
- If you post videos of class or rehearsals, don't post any choreography and performance in its entirety; Strive Performing Arts Center owns the copyright to all choreography and performances taught at the academy.
- 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 academy's or teachers. Also, please do not post negative comments about academy 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.
- Please be aware that anything posted implying Strive Performing Arts Center in anyway and any posts we are tagged in, we have the right to ask for it to be removed and or report it if it violates any of the above guidelines.

FOR OUR STRIVE PARENTS: "WE'RE IN THIS TOGETHER"

We believe that children's success depends on the support of their parents or guardians. Because your commitment to the process makes an enormous difference, we encourage you to be a part of your child's performing arts education. Our programs rely on a positive atmosphere and educational experience 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. You are a role model for your child about how to interact with others in a professional setting. Your child's presence at all classes is imperative. The spirit of teamwork and the lesson of dedication are a big part of our academy's educational process. Parents and teachers may look at a child's learning from different perspectives. However, we believe they share a common goal: to ensure that every child receives the best possible training, both physically and mentally. Mutual respect among our faculty and our students' parents provides the children with the ultimate care and education. Below are some suggestions

and advice on positive and effective ways to support your child in the arts to help them grow and enjoy the process!

1. Staying on top of your Financial responsibilities and obligations in order for your child to continue with us
2. Staying on top of all of the clear and concise information given. Remember, you are only hurting your child if you do not play your part and they miss an assignment or come unprepared to class, rehearsal or other studio events
3. Make sure you take the attendance and class policies seriously along with your student. After all, your child is counting on you to get them to all of their scheduled classes and rehearsals!
4. Display a positive and supportive attitude at all times towards the academy, our faculty and other strive families
5. Abide by and lead by example when following all of our policies and procedures we have set forth in our handbook and contracts
6. Consistently encourage your child with their own unique and individual progress
7. Never compare your child's progress, placement or involvement with others. Every student is unique in their own way
8. Refrain from negativity, gossip and complaining at all times
9. Refrain from questioning the decisions of the faculty in a negative and hostile way. Remember we are trained professionals and know what the best decisions are for our company and student body
10. Immediately bring any concerns, questions or situations to the owner. Remember open communication is key. You will not receive genuine information from other parents. Always go directly to the source to avoid any misconceptions, rumors or negative situations

Separation From the Parent:
The process of separating from the parent as the child attends class is an important accomplishment for preschool children. As children mature, they begin to identify themselves as independent personalities. In separating from you, the parent, your child is learning

- to develop an interest in the activities of the class
- to feel comfortable with other children in the class;
- to understand that his/her parent will come back and pick him/her up
- to understand that all parents leave their children and come back for them.
  It is important to know that at times young children will explore the limits of attending class and say they don't want to go. This period may occur anytime, but it is usually short-lived. Here are some suggestions that might help you handle the situation:
- Emphasize what the child is doing in the class rather than what you do while he/she is in class.

- Before you leave, see that the child is involved in an activity or is in the hands of a teacher.
- Avoid prolonged good-byes.
- Ask the teacher for help in separation. We expect the crying (and usually the tears are for the parent's benefit)

It May Not Be the Right Time:
If your child cries or does not want to take class at any age or level, don't panic. If we push children and create more stress than they are already experiencing, they may come to perceive class as a bad experience. That kind of negativity could make them apprehensive about the performing arts for a long time, which isn't good for anyone involved. Never force your child into the classroom. We recommend that children be encouraged to practice at home but not forced to do so. Repetition is one of the key elements for success with all performing arts students; the more they practice, the more confident they will feel. Practicing with your child allows you to join in the experience.

- Some parents may compare their child's progress or class placement to another child's. Watch for this behavior in your children as well and encourage them to focus instead on their own accomplishments.
- Looking to other students for inspiration is good; however, making negative comparisons distracts children from focusing on becoming stronger. In addition, speaking negatively about your child's teachers, fellow students, or other parents in front of your child—or other students—could result in problems far beyond your original concerns. Often children will imitate a parent's behavior with other adults or authority figures. Children learn important lessons from their teachers and parents, acquiring behavior patterns through their example. Our school's faculty takes that responsibility seriously. It's our philosophy to encourage our students to feel, think, and act respectfully toward their peers, the adults in their lives, and themselves.
- If you have questions or concerns about your child's performing arts education (such as progress or class placement), please discuss them with your child's teacher or the director. Talking only to other parents can lead to misinformation and confusion. Please contact us to set up an appointment; do not approach your child's teacher or the director between or during classes or make contact outside of the school. If you do request a conference, please listen carefully to what your child's teachers have to say. They spend a significant amount of time with your child and offer expertise in the field of performing arts education.

FOR OUR STRIVE STUDENTS

The first step to becoming a successful artist is making a solid commitment to attend all your performing arts classes. Strong technique is a key ingredient and class is where you develop that technique. Come to each class prepared to learn and without personal

distractions. Class time is your chance to focus on yourself, so leave your concerns or worries at the studio door. True progress is made when you look at each class as an opportunity to become better at what you love to do. Perform full-out, stretch a little further, become more aware of your technique, and make the most of every class. Respect for the teachers is essential. Listen to each correction given, whether it's directed at you or another student. A correction/constructive criticism is an HONOR; it shows you how much a teacher cares about your progress as an artist. Always say thank you when a teacher, director, choreographer offers you constructive criticism. You are unstoppable when you apply yourself in every class and appreciate your teachers' knowledge and experience. Below are some required suggestions, advice and etiquette that YOU can control on a day-to-day basis in order for your experience as a STRIVE student to be a successful one!

- Always arrive to all classes, rehearsals, performances and events well prepared with a positive and energetic attitude and excitement to work hard and learn. After all, this is what you love to do right?
- Class and rehearsal is a time for growing and learning, so socializing will not be tolerated. This includes talking and whispering while music is being changed, the instructor is speaking to a specific student, waiting on your turn or any down time etc.
- Do not be a distraction to others or to yourself
- Do not worry or compare yourself to others.
- Do not hold back or have a lack of confidence. This will only hurt you!
- It is in your best interest to worry about yourself at all times
- It is never your job to correct, give feedback, make comments or discuss progress or lack thereof with another student
- Speak to an instructor immediately before or after class with a serious situation that needs to be addressed
- Display the utmost respect for all of your instructors and fellow teammates at all times
- Refrain from inappropriate behaviors and topics of conversation at all times
- Always say thank you after a correction is given
- Never make excuses especially when given a correction
- Always clap and show support when another student or students have demonstrated or executed choreography
- Always clap and say thank you to the instructor after every class and rehearsals.
- All of our students ten years and up, are considered young professionals, so we expect your level of responsibility to be greater. This includes but is not limited too important information given and or posted on the app, coming to class, rehearsals, events and performances well prepared. You are responsible for yourself and success at the academy!

FOR ALL OUR STRIVE PARENTS AND STUDENTS

Understanding Performing Arts Education

As a parent, you play an important role in supporting your student financially, but your emotional support is of equal—and perhaps even greater—value. Encourage your child to be the best that he or she can be regardless of what others may achieve. Dance, Theater, Voice and Music are all individual art forms and children need to be allowed to achieve at a pace that's comfortable. No two students will progress at the same rate, even if they experience the exact same training. It's important to encourage children to focus on themselves, give their all, and be satisfied with their own accomplishments.

Not all children will develop into professional artists. One of the primary goals of our curriculum is to teach life lessons and skills that offer children the best chance for success. Performing Arts education encompasses far more than technique and the steps your children learn. We believe the discipline of performing arts training gives young people a better understanding of commitment through learning, experiencing the spirit of teamwork, and discovering what they can accomplish through hard work. Our goal is to educate the minds, bodies, and souls of our students, teaching them the skills needed for a successful life, whether or not they stay involved in arts.

A Note On Class Placement:

Placement decisions are derived from many years of professional experience and expertise. Often a child is placed in a particular group or class where he or she will feel confidant, in order to promote the development of self-esteem. Some students who are placed in a higher level than they are ready for become discouraged, and in turn lose their passion for the arts. While other students respond to the challenge of being in a class with students who are more proficient by pushing themselves to work harder. Placement is highly individual and the factors that go into the decision are complex. It is vial for the success of your child for everyone involved to trust the expertise, experience and professionalism of the STRIVE faculty

Important STRIVE Guidelines

These guidelines have been developed to assist our school in functioning efficiently from day to day. The Owner and our Faculty ask for your consideration with regard to the following issues. Students and Parents are asked to familiarize themselves with these important guidelines and abide by them at all times. *see all of our previous discipline and dismissal policies for the consequences if all handbooks are not followed.

- STRIVE is not responsible for lost or stolen personal items.
- STRIVE is not responsible for students physically outside of the Academy.
- STRIVE is not responsible for other family members or friends.
- Due to allergies and student partnering, students with pets should lint roll their attire before class.

- To prevent a widespread of germs, students are encouraged to wash or sanitize their hands prior to class and after each bathroom break
- Students with EpiPens, rescue Inhalers or other life saving medical supplies, have a responsibility to remember to bring their belongings to class and give to the instructor.
- It is the parent's responsibility to explain special medical instruction, for your child, to each instructor they have, each year and communicate changes to the office email.
- Students and Families are expected to clean up after themselves in the Student Lounge and Waiting Area
- Students are not permitted to hang on the ballet bars or touch any equipment such as stereos, keyboards, props etc.
- Unless instructed to do so, TUMBLING IS NOT permitted in or outside of studios.
  Partnering, lifts, and tumbling are only allowed under the supervision of an instructor.
- Street shoes are not permitted inside the studios.
- No food or drink with the exception of covered labeled water bottles, are allowed in the academy.
- Absolutely no street shoes, gum, food or drink other than water is allowed in the classroom - this includes students, parents and visitors.
- Students are not permitted to change in the lounge or waiting area
- Students are not permitted to enter the studios without an instructor present or without permission.
- STRIVE has NO tolerance for cliques or bullying from both parents and students and expects all parents and students to act in a professional respectful manner at all times.
- Any bullying by students or parents will NOT be tolerated and the persons involved will be asked to leave immediately.
- Never speak negatively about our company, faculty, students or parents. All persons involved will immediately be approached accordingly
- Never speak negatively about teachers, students, or parents from other schools.
- All students must show respect for their teachers at all times. Inappropriate behavior could result in dismissal from the school.
- All students and parents are to refrain from any conduct unbecoming of a Strive Performing Arts Center student, parent or faculty member on social media. Results in doing so will be the immediate removal from the school.
- To uphold a safe and focused environment for our students and instructors, STRIVE does not support unprofessional behavior such as gossip emotional outbursts, inappropriate topics of conversation or foul language from parents or students inside or around the Academy. If there is a concern to be addressed

please communicate with our STRIVE Director in private during our non-teaching hours. We are always open to working out any concerns

- STRIVE reserves the right to suspend a student from classes or performances who does not uphold these policies and expectations. This is under the sole discretion of the STRIVE Directors.
- STRIVE reserves the right to suspend a parent from entering the premises who does not uphold these policies and expectations. This is under the sole discretion of the STRIVE Directors.
- Any outstanding debts must be paid in full in order for your child to continue taking class. Before then, your child will be asked to sit and observe
- All proper attire, shoes and supplies must be purchased before the first day of classes begin. NO EXCEPTIONS!!
- Any student without the proper attire, shoes, hair and supplies will not be permitted into the classroom or ask to sit and observe until they have all the essentials they need to partake in class.
- All students are asked to use the restroom BEFORE the start of their class time. Unless it is an emergency, and in that case all teachers need to be informed ahead of time, students will not be permitted to use the restroom during class time. Every trip to the restroom lends to disruption of the entire class and that student missing vital information while they are absent. Please inform your child of this guideline so that we can eliminate students raising their hand during class.
- Absolutely no TALKING and whispering while class is in session. This will not be tolerated. Students are here to learn not socialize. If that is what you and your child are looking for then we are not the place for you.
- Parents and students should NEVER interrupt a class in session.
- During the school hours, students and parents are asked to keep the sound level low, so our classes are not disrupted.
- Please turn off all cell phones, ipads and other electronic devices while in the studio. No cell phones or computers may be used in the classroom during class time.
- If any property including but not limited to-décor, furniture, carpet, flooring, walls, props, stereos etc. are misused, broken, stained, marked or damaged student/family responsible will be charged accordingly and expected to replace or fix any and all damage done
- We love babies and young children and appreciate the chance to meet our students' siblings. However, our priority is the safety of every child on the school premises. Children must be supervised at all times and are not free to run around and make noise in the waiting area or classroom areas.

Student Lounge

We have a lounge area designed for our students ONLY. Friends and Siblings who are not enrolled aren't permitted in the space. It's a designated area where our students can stretch before class or in between classes, work on steps and techniques learned in class, change their shoes and do homework in between classes. The student lounge is a privilege and we expect our students and parents to uphold to the guidelines listed below.

- The hooks are there for students to hang their bags and coats up neatly and properly. NOT TO BE PLAYED WITH!
- Water Only. No other food or drink is permitted
- No running, jumping off of furniture or screaming
- Respect each other and keep your voices low and talking to a minimum as classes will be in session and other students may be doing homework
- The décor and furniture in the student lounge is to be respected and not touched.
- Always clean up after yourself and put things back to where you found them
- If students consistently break any of these guidelines they will lose their privilege of using the space.

Ten Things You Should Never Say to Your Instructor

1. "Can we do _____ today?" This question (or its cousin, "Can you teach us *this* move?") shows enthusiasm, which teachers do appreciate, but asking it can also indicate that you're not interested in doing what the teacher has already thoughtfully planned for class. If you aren't doing a particular move yet, your teacher probably has a reason.

2. "I'm tired. (Or "I'm hungry"). Dance can be hard work, we can all agree on that. Make sure you are prepared for class by being fed, watered and well rested wherever possible, and have a light snack beforehand if you need it, to keep you going. Chances are, your teacher has taught several classes in a row, without any breaks, and he or she probably hasn't had time to have a bite to eat since breakfast, so he/she is probably both hungry AND tired. Remember that it's not just your teacher's energy but the energy of all the students in the classroom that contributes to how enjoyable the class is. If everyone was complaining of being tired, imagine how exhausting the class would be!

3.“Can I go and get a drink?” This may depend on the policy of your school, but in most cases, it is normal practice to bring your water bottle into the studio with you for class. (It’s usually not OK to bring other drinks though, as these can mean sticky floors when spilled!). Keeping your hydration up is important for your dance training and performance, but leaving the studio every time you are thirsty just wastes time and means you miss out on valuable corrections and practice. Be prepared by filling up your water bottle before class so it is on hand when you need a drink (or when your teacher says to get one).

4. “What time is it?” (Or “Is class nearly finished?”) Nothing says “I wish I was somewhere else” like enquiring about the time. Saying this to your teacher tells him or her that you are not enjoying yourself and you wish the class were finished. Try to imagine how this feels from your dance teacher’s perspective. If you’re really not enjoying yourself, be patient and wait until the class is dismissed, or better yet, focus on the exercises you are being set and see how much progress you can make in the time you have left.

5. “I can’t.” Although the dance studio can be a frustrating place at times, it is no place for negativity. We are asking our bodies to do some incredibly difficult things, and by using words like “can’t” we are really lessening our chances of being able to achieve those things. Give yourself a chance by thinking positively, visualizing yourself doing it correctly, and changing your thoughts from things like “this is too hard” to “I WILL get this!”.

6. “I’m ready to go en pointe.” Every young ballet dancer wants to get on pointe, and most of you will, when the time is right. There is no set age when pointe work should begin – there are many factors that contribute to a student’s readiness. Pointe can start from ten years old but physical growth, core control, overall strength, mobility, technique, ballet experience and maturity all need to be taken into consideration. Just because your friends are on pointe, it doesn’t mean that it is the right time for you. This

can be really frustrating, but trust in your teacher – he or she has your best interest at heart. Going on pointe too early can lead to injury and developing bad habits, which can take a really long time to correct. Before starting pointe, everyone should have not only their teacher's permission, but also a pointe assessment with a dance physio or a similar professional, to ensure going on pointe is safe.

7. "This is too easy for me. "There is certainly a time and a place for being pushed past your comfort zone and to start working on more advanced steps. There is also a time and a place for breaking things down to the basics and working slowly on the nitty gritty of technique. Trust that your teacher is giving you the best exercises for your current skill level. If he or she is asking you to do something that you feel is too easy, chances are you're not doing it as well – or as correctly – as you think. You will progress much faster working at the correct level for you personally, and this differs for everyone. Even if the exercise is very simple, you can always work to make it even better – can you work on balancing for longer, jumping higher, or achieving a better extension?

8. "This is too hard for me." Your teacher wouldn't give you the material if she didn't think you could master it eventually. Saying that something is too hard shows that you're too afraid to try or that you just don't want to. Either way, if you say you can't, you won't.

9. "Did I miss anything last time?" If you weren't in class, of course you missed things. Probably lots of things and by the time you attend the next class, it's too late to find out about them.

10."**But my other teacher says _____." Dance terminology** and the way things are practiced can be different depending on your location and your teacher's method of training. Your other teacher may teach something differently but that matters and applies when you are in his or her class, not this one. If you are curious, do some research or ask

if a step sometimes has a different name to avoid potentially insulting either dance teacher.

Remember… Your dance teacher is there to help you learn and improve. He or she is dedicated to your growth as a dancer and an artist, and wants the best for you. But being a performing arts teacher is a really hard job at times; you're constantly on your feet and aiming to always be an inspiring, motivational force, which takes a lot of energy and passion. Always remember that your teacher is human too, so treat him or her, as you would like to be treated and always thank them for class and the hard work that they do.

Finally, this list mentions conmen topics that are best to avoid saying to your teacher, but at the end of the day, please don't be scared to raise your hand and talk. If you are unsure of anything or you don't understand the exercise, put your hand up and politely ask for help. Your teacher will be pleased to answer your questions – that's what he or she is there for!

*See following contracts and documents to be dated, signed and turned in at the time of registration!