



**DANSCOTT STUDIO**  
**PROUDLY CELEBRATING 40 YEARS!**

**DS STRONG!**

[WWW.DANSCOTTSTUDIO.COM](http://WWW.DANSCOTTSTUDIO.COM)



DANSCOTT STUDIO  
735 RANGLANDS BLVD NW  
CALGARY AB  
T3G 3A9  
[WWW.DANSCOTTSTUDIO.COM](http://WWW.DANSCOTTSTUDIO.COM)  
[DANSCOTTOFFICE@SHAW.CA](mailto:DANSCOTTOFFICE@SHAW.CA)

We look forward to welcoming you to Dancott Studio. At DS, our priority continues to be to provide the best possible dance education for all students. We are a unique dance studio, offering incomparable training and unmatched value. We take pride in our hands on approach that has guided hundreds of students over the last 40 years. Our contagious energy, commitment to excellence in training and personal approach has produced celebrated alumni, in all styles of dance.

**What drives us? Passion**  
**What backs us? Experience**  
**40 Years of Impact.....DS Strong!**

Please read this Policy Handbook through carefully as it is extremely important; please keep for future reference. Dancott Studio reserves the right to adjust classes due to registration or Covid - 19 regulations and protocols required. Further newsletters and notices will follow throughout the dance year by email from the DS office.

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## POLICY HANDBOOK FOR 2021/2022

The teachers and director will be placing dancers in their appropriate level(s). Invitations to try alternate levels will come from the teachers and studio director, only. See below, pages 2, 3 and 4 for a list of Regular Classes, Specialty Classes including Contemporary, our Sessional 3-4 and 3-6 year Programs and also our exciting Hip Hop/Street Jazz Sessions. We will also be continuing with our full year program of an Advanced Open Ballet Class for Higher levels of Vocational and also an Adult Stretch & Strength...be sure to check this out!

Intensive students at a Junior 2B Jazz level or PI 1 A Jazz level and higher, must register for Technique and Progressions, with their Jazz class.

"B" levels, at a Junior 3B Jazz and higher must also register for our Stretch & Strength Class and be registered in a full year Ballet program. Vocational ballet levels are also encouraged, when a student is interested and capable. Please email for more details.

"A" Jazz levels, PI 1 A and higher, please note that the Stretch & Strength and full year Ballet Program is optional.

See below for further guidelines or see a Dancott teacher or office representative, if you have questions. We look forward to assisting you through our registration process.

### REGULAR DANCE CLASSES

PRE-JUNIOR and JUNIOR JAZZ/TAP COMBO: Pre-Junior: age 4-5 years; Junior: 5-7 years

TAP (Adapt Syllabus): Junior 2B to Intermediate/Open Tap

JAZZ (Adapt Syllabus): Junior 2B to Intermediate 3 / Pre-Adv Levels

"B" Levels: Jr 2B and higher must be registered in a Technique and Progressions class. Jr 3B and higher must also be registered in a Stretch'n Strength class as well as a full year Ballet program. "A" Levels, PI 1A and higher, must be registered in a

Technique and Progressions class; the Stretch & Strength and full year ballet program is optional. DS Admin will place students in the appropriate levels.

BALLET COMBO: Pre-School (age 4 - 5 years)

RAD BALLET GRADES: Pre-Primary /Primary to Grade 8

VOCATIONAL PROGRAMS: Intermediate Foundation, Intermediate, Advanced Foundation, (Advanced 1, Advanced 2 is available semi-privately / privately)  
All levels include a corresponding Pointe/Demi-Pointe class. Advanced Foundation and higher must also register for a separate Advanced Open Ballet Class where additional technique is reinforced. This Advanced Open Ballet class will be mandatory for all Higher level Vocational students and is optional for Intermediate. All Vocational students must also be registered in a ballet grade unless the student has successfully completed their Grade 8, RAD exam. Choreography is not offered in the regular Vocational Classes; any extra choreography will be at the teacher's discretion and will happen outside of regular classes.

LYRICAL: Classes will offer and explore different styles of Lyrical.  
The teachers will concentrate on perfecting and strengthening technique and also performance ability. An emphasis will be placed on musical interpretation and emotion. Please note that these classes will include more than one level of dancer and are available to B levels: Jr 2B and higher and A levels: PI 1A and higher. Students registering for Lyrical must also be registered in a yearly and  
Ballet program at Danscott. Students will be placed in classes by their teachers and also according to age and their jazz/ballet level.  
Competition involvement will be determined by the teacher and studio director.

STRETCH 'N TUMBLE: This acrobatic and stretch program is for children age 5 and up who have had limited or introductory acro experience or who have completed our Stretch 'n Tumble programs in the past and are continuing to expand their acro skills. These students will be introduced to acrobatics and also focus on flexibility. This class will be strictly for training purposes; choreography will not be offered.

ACROBATICS A / B: These programs are available to dedicated students who have mastered several acro movements and who are interested in developing and perfecting their acro skills further. Dancers must be interested in expanding their acro knowledge in all areas. Flexibility is also a focus for these classes. The division of these classes will be determined by the teachers and studio director after considering both age and ability. **New students to DS must fill out a** corresponding questionnaire regarding acro capabilities as well as submit the current Waiver and Release Form.

ACRO INTENSIVE 1 / 2 / 3

Participation in these classes will be by invitation only from the Danscott teaching staff and studio director. Class placement will be determined after considering both age and ability. This program will run for the entire dance year and will be sure to encourage capable students to work hard on learning new acro and tumbling skills as well as perfecting existing tricks. Our goal is to use these skills to enhance any extra choreography that might be offered. A current Waiver and Release form must be signed when students register for this program.

TECHNIQUE AND PROGRESSIONS (Junior 2B Jazz and Higher & PI 1A Jazz and Higher)

All tech/prog classes will inspire dancers to drastically improve their

overall training by refining technique and placement necessary for their specific jazz level. Turns and jumps will also be a focus in this program. Appropriate tech/prog levels will be determined by the teachers and studio director.

#### ADAPT EXAM PREPARATION FOR JAZZ /TAP

These extra classes are for students in Jazz /Tap levels, who are invited by the teachers and working towards a 2021 exam. These classes will only be offered for 6-8 weeks and will be completed before our Adapt exams in early December. These adapt preparation classes will be mandatory for any students who are working towards a 2021 exam. Dancers will register for these programs in late September, through the studio office. Further information will be available from your teachers when dancing starts in the fall.

### SPECIALTY CLASSES AVAILABLE

Musical Theatre will be offered from September to June. Contemporary, Hip Hop/Street Jazz, Stretch & Strength and Partnering will be offered as sessions (see below for details). Your teachers will ensure proper placement in all Specialty classes. Please note that each Specialty classes will include multiple dance levels, so are generally larger than regular classes. Choreography will not be offered in the Contemporary, Hip Hop/Street Jazz, Stretch & Strength or Partnering. If any extra choreography is made available for these programs, it will be at the discretion of the teachers and studio director and will be taught outside of regular classes. Musical Theatre will involve choreography in the regular class time but competition involvement will be determined by the teacher and studio director.

A very popular Adult Stretch & Strength is relatively new to our DS programs, check out the info below!

#### A. MUSICAL THEATRE

We will be working on different Jazz styles with a focus on improving performance ability, singing and acting, through Musical Theatre. All students are required to take a Jazz class in conjunction with the Musical Theatre class. This class is offered to students starting at the Jr 2B and PI 1 A and as high as Intermediate 3B/Pre-Adv, levels of Jazz. All grouping of classes will be determined by age, dance ability, experience and commitment. The musical theatre levels will be determined by the teachers and studio director and scheduled accordingly. Participation in competition will be at the discretion of the teacher and studio director.

#### B. HIP HOP / STREET JAZZ (This program will be offered as an 18 week Session, starting in Sept.)

See a summary of class dates and times when registering; groupings of levels may be adjusted, once registration is confirmed.)

These programs continue to be exciting for Danscott! Our hip hop/street jazz classes are available for dancers at a Junior Level, 6 years + or a Junior level of dance; dancers at a Pre-Int 3B, PI 1A and Int 1B; and a third program for Int 1/2 B, Int 2 B, Int 3B/ Pre-Adv, Jazz level. These hip hop/street classes are sure to deliver an exciting experience and will absolutely enhance your child's overall dance training. See our separate handout for more details as well as registration for dancers who are not already registered in a yearly program at Danscott.

#### C. CONTEMPORARY / 2 Levels (These programs will be offered from Sept, 2021 to Spring Break, 2022)

DS will be offering 2 levels of Contemporary, featuring numerous guest teachers, on a rotation basis. Our classes will focus on different styles and techniques in Jazz with an introduction to new genres such as Open and Modern. All classes are sure to enhance a student's overall dance experience. Our Contemporary programs will also include weekly conditioning as well as exciting new combinations. Level One is available to PI 3B and Int 1B Jazz students and a Second level for Int 2B and Int

3B/Pre-Adv Jazz students or Advanced Foundation Ballet levels and higher. Possible competition involvement will be determined by the DS teaching team and the studio director.

D. STRETCH & STRENGTH: (This program will be offered from Sept to the Spring Break, 2022.)  
Body conditioning for dance.....a class that will tone and stretch muscles as a means to improve our general technique and strength. We will work on whole body conditioning that will enhance your dancer's overall performance ability. These classes will run from September to the Spring Break, 2022. Jazz dancers in B levels, Jr 3B and higher, must be enrolled in this program. This program is optional for Jr 2 B jazz students as well as any A level dancers. We are very excited to announce that we will be continuing with an Adult class for this inspirational program. The class will follow an aerobic and muscle conditioning format, designed with adults in mind. Improve your balance, aerobic endurance, flexibility and muscle tone and join in the fun. This Adult program will run from September 2021, pause during our Winter break and then run until our DS Spring Break, 2022. See a separate Adult Stretch & Strength form for further information and registration.

E. PARTNERING / ADAGIO CLASS (Details of this program are to be determined.)  
The emphasis for this program will be on instruction and performance experience in partnering and is sure to motivate and inspire us to reach new heights. Dancers, who will be eligible to attend these classes, will be invited by the Danscott teaching staff and studio director only. Watch for further details in early September.

#### SESSIONAL PROGRAMS FOR CHILDREN 3-4 years and 3-6 years

Twinkle, twinkle, little stars.....Danscott is excited to offer sessional programs for our up and coming young stars. Need some fun and fancy for your child? New and exciting steps in every session! See below for the exciting details.

For children 3-4 years, we offer a "Tiny Toes" program: a program which is a fun introduction to dance, music and body movement. An experienced, mature instructor will be teaching our classes and we are sure that they will inspire and encourage our youngest stars! Our first session will begin in Sept and the classes will be scheduled for Saturday mornings. Our second session, will begin in November, 2021 and finish by mid Dec. A winter /spring/summer session will also be available and details will be available through the Danscott Office and also on our website in late fall. See the Tiny Toes handouts for all information and note that class size is limited so don't miss out on this fun opportunity.

For children 3-6 years, we also offer a program called Be-Dazzled! This is a monthly program with a new and creative theme each month. Students will make crafts weekly, enjoy a story time, participate in fun and engaging games and of course, dance! Our experienced teacher, can't wait to work with your child and explore the learning process together. Separate handouts, including detailed information and registration forms, are available on our website as well as the studio office.

#### PROPER DANCE ATTIRE

Dancers must be properly dressed for their classes. No extra clothing such as T-shirts, sweat suits, etc., is to be worn over dance clothing. All hair must be secured back (pony tail, bun, etc.). At the teacher's discretion, any dancer who does not follow the dress code, will not be allowed to participate in their class.

**PRE-JUNIOR AND JUNIOR JAZZ/TAP COMBOS:** proper body fitting dance attire, black patent tap shoes (Capezio or comparable tap shoe, ballet slippers as for Ballet Combo, Pre-Prim/Prim for Jazz section)

**TAP:** Boys - short sleeved T-shirt or tank and shorts or sports pants, tap shoes should be black  
Girls - proper body-fitting dance attire; see below for Girls tap shoes.

Girls Tap Shoes: Junior 2B: buckle tap shoes in the caramel color  
(Capezio) or Bloch Showtappers

Jr 3B, Pre-Intermediate & Intermediate/Open: black oxford tap shoes  
(lace up only; pull on tap shoes not preferred)

JAZZ: proper body-fitting dance attire

Boys (all levels): black jazz elasta booties

Jr 2B, Jr 3B, Girls: black jazz elasta booties (pull on oxford)

PI 1A, PIA, Pre-Int 3B Girls: black jazz elasta booties (pull-on oxfords)

Intermediate - Pre Adv Levels Girls: Appropriate jazz shoes or foot  
paws; check with your teacher.

\*If you have a different type of tap or jazz shoe that you are currently using, please note that this is acceptable to start, but please purchase tap or jazz shoes as listed above when you are buying new ones. Questions; please check with a Danscott office representative by emailing the office.

Intermediate - Pre Adv Levels Girls: Appropriate jazz shoes or foot paws; check with your teacher.

\*If you have a different type of tap or jazz shoe that you are currently using, please note that this is acceptable to start, but please purchase tap or jazz shoes as listed above when you are buying new ones. Questions; please check with a Danscott office representative by emailing the office.

LYRICAL AND CONTEMPORARY: Body fitting dance attire and beige foot paws only.

BALLET COMBO: See the separate Ballet Attire sheet.

BALLET - PRE-PRIMARY/PRIMARY, ALL GRADES AND VOCATIONAL LEVELS: See the separate Ballet Attire sheet. Ballet students who are not involved in our Ballet Master classes, should note that they do not require to have character skirts or character shoes, for their regular classes.

STRETCH 'n TUMBLE / ACROBATICS A and B /ACRO INTENSIVE 1, 2 & 3: Body fitting attire and bare feet. \*Please note that students are required to wear full length leggings, capri length shorts or longer shorts to mid thigh, to these classes. Hair must be secured back.

HIP HOP / STREET JAZZ: Any type of exercise wear, street runners.

STRETCH & STRENGTH: Proper dance clothing and appropriate shoes.

ADULT STRETCH & STRENGTH: any type of exercise wear and runners

## **DANCE EXAMS**

ADAPT Tap and Jazz Exams

These exams will be scheduled for early December. Dancer's who will be participating in these exams, will be chosen by their teachers. Once these students have been selected, it is the parents and students choice to participate. There will be mandatory preparation classes scheduled to help prepare for these exams. Jazz / Tap students, who are working towards an exam at the Junior- Intermediate Jazz / Tap level, must participate in the Adapt Preparation classes. A newsletter, with more exam information, will be available in the fall from your teachers or studio office, if your dancer is selected for an exam.

RAD Ballet Graded Exams

Ballet levels/grades at Danscott are scheduled for once a week. We supplement this training with second Ballet lessons, called Ballet Master classes, for dancers who are working towards the possibility of a Royal Academy Ballet Exam. There will be ten Ballet Master classes for Grades Two to Eight and they will be scheduled automatically at the time of registration, unless otherwise notified. The Ballet Master classes will run from Sept and finish the end of Nov (10 weeks). See the Ballet Master Class summary for a detailed outline of lessons. The Ballet Master classes will automatically appear on your class notification letter that you receive by email. Once your registration is confirmed for these classes, withdrawals from this program, will not be accepted.

Please note that if we choose to offer a Grade One Ballet exam in our 2021-2022 season, your teachers will communicate this and then arrangements will be made for Grade One Ballet Master classes as well.

All students and parents should note that if they choose not to participate in the Ballet Master classes, that their child will not be eligible or considered for a RAD Graded exam in 2022. Our RAD Ballet exams will be held in early spring of 2022; further Ballet information will be made available in the fall.

### REGULAR CLASS COMPETITION Information / Policies

At Danscott, we are very proud to give many levels of dancers, which include numerous of our regular classes, the chance to participate in competition. We believe this unique opportunity is so very beneficial to the growth of all our students and has been an important building block in the success of our studio. If your child is involved in a competitive class, their participation and attendance to all competitions is mandatory. All information, regarding competitions, will be emailed directly to all families as well as posted on our website. Decisions regarding competition participation will be made by the teachers and studio director and is based on student dedication and involvement. We strive to offer this opportunity when we feel it will be a fun and positive experience for all.

**Attendance Request for Competitive Students / Classes:** Parents with competitive students must note that attendance to all regular classes after the Family Day weekend in February, is mandatory. DS is open on the Family Day Monday, Feb 21, and attendance to classes this day, is mandatory. Attendance leading up to and including the final two weeks before our first chosen competition is also absolutely mandatory. Please note the 2022 Spring Break dates as the 2 weeks of lessons before it, are mandatory. Failure to follow these guidelines could have your child removed from participation in our first competition, if it is in the best interest of their class and team mates. This decision will be made by the teachers and studio director and will be final. Any competition entry fees paid as well as costume fees, would be forfeited. We will also advise you of our Stage Rehearsal date as soon as it is available so you can track on your personal calendars. Typically this rehearsal is scheduled immediately before or after our spring break but again, you will be notified of exact dates, in the fall. Attendance to this Stage Rehearsal is mandatory for all competitive students and classes. Team participation is vital in order to have a successful competition experience.

If your child has had a poor attendance record in the past, the Danscott teachers will take a moment to chat with you at the time of registration and perhaps suggest an alternative solution. Attendance and dedication to your class or group is necessary in order to maintain our strong team philosophy.

### EXTRA CHOREOGRAPHY FOR COMPETITION

All Extra Groups, Duets, Trios and Solos for any of our selected competitions, will be chosen by the teachers and studio director. All chosen participants in any extra choreography (solos/duets/trios/groups) are required to be a registered Ballet student at Danscott for the entire year as well as a registered student in the discipline of dance that they are selected for. Students, who are not able to attend a chosen Danscott competition, will not be invited to participate in any extra duets, trios, small or large group choreography. Attendance to all extra rehearsals is imperative for involved students; **please note that the attendance request as stated under the Regular Class Competition heading on the previous page, also applies to all extra choreography.**

All extra choreography, once selected, will be notified by an email from the studio office or contacted by a teacher, in the fall. The teachers base their decisions on attendance and involvement, dedication, performance with an emphasis on natural talent. We will do as many extra numbers as our studio space and teacher availability will allow; weekend availability from our students will be imperative. Schedule requests will not be accepted.

Fees for extra choreography will be included in the notification letter/contract and also an understanding of commitment from all dancers, once they confirm their participation. Failure to submit extra choreography fees or to follow team policies, could result in your child being withdrawn from a competition or event or

the piece of choreography entirely. An estimate for 21-22 extra choreography fees, is available through the DS Administration.

### SHOWCASE 2022 (Year End Recital)

We take pride in presenting an annual Showcase featuring our DS team.

SHOWCASE DATES: Friday and Saturday, June 10 and 11, 2022

DRESS REHEARSAL: Thursday, June 9, 2022

SHOWCASE LOCATION: University of Calgary Theatre

We present a Showcase including all the regular classes with the exception of Ballet Vocational Classes (including Demi Pointe/Pointe, Advanced Open), Technique and Progressions, Stretch 'n Tumble, Acro Intensive 1, 2 & 3, Acrobatics A& B, Hip Hop/ Street Jazz, Contemporary, Stretch & Strength and all Sessional Classes. All other regular classes must attend our Dress Rehearsal on June 9 and also participate in both performances: Friday, June 10 at 6:30 pm and Saturday, June 11 at 1:00 pm.

The involvement of the extra choreography groups is determined by the Danscott management after considering the length of our Showcase. Due to the length of our Showcase, duets, trios and solos are not included in this performance unless otherwise determined by the studio director.

### DANCE COSTUMES

Please remember that we will make every attempt to keep the cost of costumes down, but we also must consider the rising cost of dance fabric and necessary supplies. We also order many costumes from the United States so our cost also depends on the value of our dollar and the cost of shipping costumes through customs. Props or set pieces that may be required to enhance choreography, are also factored into costume costs. A costume brochure with detailed information and order form will be available for all our students in Sept/Oct. The Danscott office will be emailing this brochure to each of our families.

**SHOWCASE COSTUMES**: All costumes are chosen by the teachers. Parents are responsible for buying, altering slightly or enhancing if deemed necessary by the teacher. If you do not hand sew, please keep in mind that you may have to hire a seamstress for small alterations and consequently the price will be higher. Approximate cost: \$100.00 - \$140.00.

**SPECIALITY / COMPETITIVE NUMBERS (Excluding Solos)**: These numbers usually require a more expensive costume and possibly larger props. Approximate costume cost: \$145.00-\$240.00

\*Please note that once costumes are ordered, they will not be cancelled or refunded.



## DANSCOTT STUDIO | 2021-2022 CALENDAR

AUGUST '21						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY '22						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

**12-13** ALL REGULAR CLASSES TAUGHT/ ATTENDANCE TO REGULAR CLASSES AND EXTRA CHOREO IS MANDATORY

**14-20** DS CLOSED FOR ALL LESSONS AND EXTRA CHOREO LESSONS

**21** FAMILY DAY, DS OPEN / ATTENDANCE IS MANDATORY

**25** LAST HIP HOP CLASSES

SEPTEMBER '21						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MARCH '22						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**17** CONTEMPORARY CLASSES FINISH

**18** STRETCH & STRENGTH CLASSES FINISH THIS WEEK

**19** LAST DAY OF REGULAR CLASSES BEFORE SPRING BREAK  
\*COMPETITIVE REHEARSALS ARE MANDATORY

**20 – 27** SPRING BREAK

**28** REGULAR CLASSES RESUME

OCTOBER '21						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

APRIL '22						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

**15-17** EASTER WEEKEND: DANSCOTT CLOSED COMP SCHEDULES UNKNOWN

**18** EASTER MONDAY: DANSCOTT IS OPEN

NOVEMBER '21						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY '22						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**20 - 22** VICTORIA DAY WEEKEND: REGULAR CLASSES TAUGHT

**23** VICTORIA DAY: DANSCOTT CLOSED

DECEMBER '21						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE '22						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

**6** LAST DAY OF CLASSES

**9-11** SHOWCASE REHEARSAL AND SHOWS

JANUARY '22						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

**3** FIRST DAY OF REGULAR CLASSES

**7** HIP HOP RESUMES

## PAYMENT PROCEDURES

Danscott will be run on a post-dated cheque system. During the third week of classes, which is the week of September 20 you must come in to the studio office, which is located in our third studio, to leave your post-dated payments. If you registered in June, July or early August, you will receive a detailed fee statement with your dance class schedule by email. If you register in late August or September or have made changes to your dancer's schedule by adding or deleting classes, you will be emailed a new statement in Sept. Please note that all payments must be made on the 1st of month and made payable to Danscott Studio. Your September cheque or payment will cover your monthly cost to dance for September, 2021 and also the final 4 weeks of dance, in our calendar year.

PLEASE NOTE: There will be a \$35.00 service charge for any returned or NSF cheques submitted or any fees that are submitted late or past deadlines. Delinquent accounts, past 30 days will result in a service and/or interest fees being attached as well as could result in your dancer being removed from our programs.

Danscott Studio will continue to accept credit card payments and also e-transfers. This service will be available to our families and arrangements can be made with the Danscott Admin, email [danscottoffice@shaw.ca](mailto:danscottoffice@shaw.ca) for details.

## WITHDRAWAL POLICY

Withdrawals will not be processed for any dancer withdrawing from any dance program or classes after November 30, 2021 and as outlined below, such written notice must be submitted to Danscott Studio no later than November 1, 2021. Please note that there are no withdrawals at anytime from our Sessional programs: Hip Hop/Street Jazz, Contemporary, Stretch & Strength, Adult Stretch & Strength, Ballet Master Classes, Tiny Toes and Be-Dazzled.

Following the above time line for withdrawals, a one month written notice is required if a student wishes to withdraw or terminate a class or classes and reimbursement will be calculated from the 1st of the month following notice. If a dancer wishes to terminate all classes by the November deadline, a minimum of one month's written notice is also required. Possible reimbursement will be calculated and any post-dated cheques not required to complete outstanding fees, will be returned. Please note that discipline deposits that are received at the time of registration are non-refundable, if students are withdrawing. Families should also note that an administration fee will be added to process any withdrawal or refund. Letters of withdrawal may be given directly to a studio representative or by email directly to the office at [danscottoffice@shaw.ca](mailto:danscottoffice@shaw.ca).

### VERBAL NOTICE OF WITHDRAWAL WILL NOT BE ACCEPTED

Parents should also note that there will be no refunds issued for missed classes under any circumstances. Again, please note that Danscott Studio does not offer refunds or withdrawals from our Sessional Programs (Ballet Master Classes, Contemporary, Hip Hop/Street Jazz, Stretch & Strength /Student and Adult Programs, Be-Dazzled and Tiny Toes), once registration has been received.

Costume Deposits: Parents are reminded that because our costume deposits are collected and submitted to our broker early in the fall, any students dropping a class or classes after Oct 5, 2021, will not be eligible for any costume refunds. These costume fees are non-refundable.

## DANCE CLASS VIEWING

Spectators will not be allowed to view regular lesson times, however: parents will be invited to view the last 15 minutes of dance classes in October, November, February and possibly March on scheduled viewing dates. The exact dates will be listed in the September newsletter, subject to Covid-19 restrictions in place at that time.

### CONTACT / COMMUNICATION GUIDELINES

We will be communicating through email, therefore your email addresses on your registration forms are very important. Please keep us informed of any email address changes throughout the year. The DS office will open on Tuesday, Sept 7 and office hours will be posted in our newsletters and as well as listed on our website. Families can contact our office staff at anytime by emailing [danscottoffice@shaw.ca](mailto:danscottoffice@shaw.ca).

Take a look...important guidelines for our Team!

Please read through our Policies and Procedures that will help guide us to work as a Team and build positive images of ourselves, our children and Danscott Studio.

### POLICIES AND PROCEDURES FOR PARENTS/GUARDIANS AND STUDENTS OF DANCOTT STUDIO

Danscott teachers are committed to offering all students the best dance education possible and to that end, they occasionally have to make difficult decisions. With that in mind, we would ask that all communications between parents/guardians and students and Danscott teachers and staff, both verbal and written, remain respectful. By signing and submitting your child's/children's registration forms for 2021-2022, parents/guardians and students are agreeing to all Information, Policies, Procedures and Conduct Guidelines as listed in the Policy Handbook or any other DS Correspondence. Please see below for a reminder of our defining outline:

- Parents/Guardians and students agree to abide and respect all policies and procedures set forth in the Danscott Policy Handbook and all future newsletters or correspondence from Danscott.
- Parents/Guardians understand that children exhibiting inappropriate behavior will be removed from our dance classes. Parents/Guardians agree to partner with Danscott Faculty to resolve behavioral issues so their child/children can return to class promptly.
- Parents/Guardians and students are expected to respect all Danscott Faculty. Parents/Guardians will not interact with anyone at Danscott Studio in a manner that is intended to provoke hostility. All concerns should be voiced through the Danscott Office Staff and then they will organize a response from involved parties within 5 business days.
- Parents/Guardians must not enter the teaching space or dance studios, uninvited by the teacher or assistant at anytime; including before, during and after regular teaching hours.
- Parents/Guardians must supervise their children while waiting at the studio to ensure that they do not disrupt classes, injure themselves or fellow dancers or cause undo mess or havoc. Parents/Guardians accept full responsibility for any damages created by unsupervised children.
- Parents/ Guardians recognize that Danscott classes operate in the safest manner by trained dance teachers and assistants. Parents/Guardians agree that their child/children are in good physical condition to participate in our dance programs and will disclose all pertinent medical information, allergies and/or injuries in a timely fashion. There are dancers at the studio with potentially life-threatening allergies to peanuts and nuts. Any peanut butter or nut products are absolutely prohibited.
- Parents/Guardians will inform Danscott Faculty of any extended vacations or absences which will affect their child/children and their dance program. This is especially vital when choreography starts in late fall. Parents agree to the guideline listed under our Competition information regarding attendance to all classes or rehearsals.
- Parents/ Guardians agree to pick up their child/children in a timely fashion. Students who are left unattended after their class/classes are not the responsibility of Danscott. The studio is opened Monday- Sunday, only 20 minutes before classes. Teachers will lock up the studio within 10-15

minutes at the end of the day; students must be picked up within this time frame. Failure to pick up within the time frame could result in a fee to cover the instructor's time.

- Parent/Guardians agree to stay current on studio happenings, performances, exams and competitions.
- Parents/Guardians and students understand that it is their responsibility to locate lost items in our Lost and Found. Unclaimed items will be donated to charity by the DPA, throughout the year.
- Please see our Waiver and Policies for additional Covid-19 protocol information.

Parent/Guardian and Student Code of Conduct:

Honesty and integrity is expected at all times from Parents/Guardians and students.  
Parents/Guardians and students must demonstrate respect for faculty and staff at all times.  
Parents/students will respect and follow the advice and direction provided by teachers and staff.  
Parents/Guardians must be supportive of their child's/children's efforts, inside and outside of dance class.  
Parents/Guardians must appreciate that children participate in dance for their own enjoyment.  
Parents/Guardians must teach their children respect for other students, their teachers and assistants, examiners and adjudicators. Children learn from you and will follow your example.  
Dancott reserves the right to dismiss a student from our studio for inappropriate behavior from a parent/guardian. Any reimbursement of regular class fees would follow our withdrawal and refund guidelines as outlined under Payment Procedures. Competition, Exam, Choreography, Costume and Extra Lesson or Exam Preparation fees or other related costs, would be non-refundable.

Parent/Guardian and Student Pledge:

To exhibit exemplary behaviour at the dance studio and all related performances.  
To control personal emotions and to be considerate at all times.  
To not make disparaging or negative remarks of any type with regards to costumes, Dancott teachers or staff, choreographers, choreography placement, other parents or other studios.  
To not make judgment on my own child's performance or another team mate but to always be there to support them.  
To allow a 24 hour waiting period before contacting the Dancott Office regarding a concern and to realize that the office or faculty will respond in a timely fashion.  
To always direct any and all inquiries directly to the Dancott Studio Office before an individual teacher or staff member.

I/ We agree to this Pledge and will conduct myself/ourselves according to the Principles and Policies of Dancott Studio. Failure to comply with this pledge could result in removal of your child from a Dancott event or program

# DANSCOTT STUDIO



735 RANGLANDS BLVD NW  
CALGARY AB  
T3G 3A9  
WWW.DANSCOTTSTUDIO.COM  
DANSCOTTOFFICE@SHAW.CA



**STUDENT'S FULL NAME:**

**ADDRESS INCLUDING POSTAL CODE:**

**STUDENTS BIRTHDATE: (MONTH/DAY/YEAR)**

**STUDENTS AGE AS OF SEPTEMBER 1, 2021:**

**SCHOOL GRADE:**

**PARENT CONTACT: (NAME/PHONE/EMAIL)**

**PLEASE HIGHLIGHT THE CLASSES YOU ARE REGISTERING FOR:**

JAZZ	TECH	LYRICAL	MT	BALLET	MASTERS
JUNIOR 2B	2B	2/3 B	2, 3, 4	GRADE 1	
JUNIOR 3B	3B	2/3 B	2, 3, 4	GRADE 2	GRADE 2
PRE INTER 1A	4A	4A	2, 3, 4	GRADE 3	GRADE 3
PRE INTER 3B	5B	5/6B	5/6/7/8	GRADE 4	GRADE 4
INTER 1 B	6B	5/6B	5/6/7/8	GRADE 5	GRADE 5
INTER 1/2 B	7B	7/8B	5/6/7/8	GRADE 6	GRADE 6
INTER 2 B	7B	7/8 B	5/6/7/8	GRADE 7	GRADE 7
INTER 3/PRE ADV	8B	7/8 B	5/6/7/8	GRADE 8	GRADE 8

TAP	HIP HOP	S + S	CONTEMPORARY		
JR 2B	JUNIOR	1: MONDAY	LEVEL 1 (PRE INTER 3B, INTER 1 B)		
JR 3B	PRE INTER/INTER	2: TUESDAY	LEVEL 2 (INTER 2B, INTER 3B/PRE ADV)		
PRE INTER OPEN	ADVANCED	3: THURSDAY			
INTER OPEN		4: FRIDAY			

## VOCATIONAL BALLET

INTERMEDIATE FOUNDATION + POINTE

INTERMEDIATE + POINTE

ADV FOUNDATION + POINTE

ADVANCED 1 + POINTE

ADVANCED OPEN BALLET

## ACRO

S + T

ACRO A

ACRO B

INTENSIVE 1

INTENSIVE 2

INTENSIVE 3

**DISCIPLINE DEPOSITS REQUIRED:**

To more effectively manage the organization of classes, a \$42.00 non-refundable deposit is assigned to each class that you register for. The deposit will be applied to your account, and will be reflected on your statement.

Number of classes:	x \$42.00/class=	
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REGISTRATION FEE REQUIRED PER DANCER (NON-REFUNDABLE) \$31.50 (includes GST)
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Payments may be made by cash, cheque or e-transfer. Cheques to be made to Danscott Studio. E-transfer: danscottoffice@shaw.ca      Question: What is the dogs name?      Answer: Jack
--

**WAIVER AND RELEASE:**

I and my child do hereby release, indemnify, and hold harmless Danscott Studio, its employees, ages, instructors, volunteers, Alexandra Ford and Gail Scott from any claims of any nature, including claims for negligence and/or breach of contract which I or my child may have as a result of participation. I and my child recognize and acknowledge that dancing and dance instruction involves inherent dangers, including injury. I am my child do hereby assume all risks and hazards incidental to this activity and hereby waive any and all claims I, and my child may have against the aforementioned organizations and individuals. Payment of this registration fee is an acknowledgment of any and all risks involved in this activity and a waiver of any and all claims. I am my child also agree to all information as outlined in the Danscott Policy Handbook, including Policies and Procedures and all future correspondence. All photos/videos taken at Danscott Studio or any Studio Event, are the property of Danscott Studio and may be used for any type of promotional materials.
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Parent/Guardian Signature: Date:
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**REGISTRATION CHECKLIST** (Please note registration is not complete without all applicable signed waivers)

- ☐ Signed registration form
- ☐ Signed waiver and policies document
- ☐ Registration fee and deposits paid
- ☐ Session fees paid in full (contemporary, Hip hop, Ballet master classes)

# DANSCOTT STUDIO

**WAIVER AND RELEASE:** I and my child do hereby release, indemnify, and hold harmless Danscott Studio, its employees, directors, agents, instructors and volunteers (collectively the "Releasees") from any claims of any nature, including claims for negligence and/or breach of contract which I or my child may have as a result of participation. I and my child recognize and acknowledge that dancing and dance instruction involves inherent dangers, including risk of injury. I and my child do hereby assume all risks and hazards incidental to this activity and hereby waive any and all claims I, and my child, may have against the aforementioned organizations and individuals.

In consideration of the Releasees allowing my child's participation in Danscott programs and Studio Events (as hereinafter defined), including access and use of Danscott facilities, I hereby agree, on my own behalf and on behalf of my child:

- To assume and accept all risks arising out of my participation. Such risk includes but is not limited to injuries resulting in muscular or soft tissue, sprains, strains, bruises, scrapes, cuts, dislocations, fractures etc. In addition, any and all injuries also resulting from the failure to properly use equipment or follow instructions. These risks also include the possibility of participants experiencing fatigue, dizziness, fainting, possible concussion as well as the potential risk of further injury as a result of any of the above.
- Further I am aware that dancing and acrobatics are a vigorous sporting activity involving height and rotation in a unique environment and as such that it poses a risk of injury.
- I also understand that participation in dancing and acrobatics includes intensive focus, conditioning and stretching which may leave me vulnerable to the reckless actions of other participants who may not have complete control over their actions or knowledge of the risks involved.
- Payment of Danscott Studio fees and attendance at Danscott facilities is an acknowledgment of any and all risks involved in this activity and a waiver of any and all claims.
- In case of accidents or sickness, I consent to emergency medical care for my child/myself to be provided by ambulance or hospital personnel.
- To waive any and all actions, causes of action, claims and demands for damages, loss or personal injury that my child may have in the future.

I and my child do hereby agree to accept any and all inherent risks and hazards incidental to my participation in any class at Danscott Studio Corporation, and hereby waive any and all claims by me, my family, estate, heirs or assigns that we may have against the aforementioned organizations and individuals. My signing of this Waiver and Release form for 2021-2022 is an acknowledgment of any and all risks involved and a waiver of any and all claims.

\_\_\_\_\_(INITIAL)

## USE OF LIKENESS FOR PROMOTIONAL MATERIALS

All photos/videos taken at Danscott Studio or any Studio Event, are the property of Danscott Studio and may be used for any type of promotional materials.

\_\_\_\_\_(INITIAL)

## STUDIO EVENT REFUND POLICY

As part of my child's participation in competitions, stage rehearsals, and extra choreography space rentals, ("Studio Events") Danscott is generally required to pay fees to attend. I understand that these Studio Events have certain refund policies which may entitle the participants to a full, partial or reduced refund in the event of cancellation or non-attendance at the event. I understand that Danscott merely acts as a facilitator to registering and administering my child's attendance at these Studio Events and accordingly will abide by the refund policy set forth by each Studio Event. In no circumstances will I be entitled to collect from Danscott any amount greater than the amount refunded by the Studio Event as a result of any cancellation or non-attendance at the Studio Event.

\_\_\_\_\_(INITIAL)

## COVID-19

I am aware that COVID-19 is highly contagious, even without a carrier showing symptoms. I understand child's participation in Danscott programs or the use and access of Danscott facilities, may increase the risk of exposure to contracting COVID-19. I am aware that COVID-19 is highly contagious and can spread to a person through many means, both known and unknown, including without limitation respiratory droplets generated through a cough, sneeze, intense breathing, close personal contact, touching an item with the virus on it and then touching your eyes, mouth or nose before washing hands, negligence of others, negligent first aid or the negligence of Danscott and the Releasees.

I acknowledge the contagious nature of COVID-19 and other contagious diseases and viruses and voluntarily assume the risk that I and/or my children may be exposed to or infected by COVID-19 by attending and participating and that such exposure or infection may result in personal injury, illness, permanent disability and death. I am aware that other adults, parents and children will be attending Danscott facilities and will come into contact with other children or persons including sharing washrooms and physical spaces. I acknowledge that social or physical distancing cannot be guaranteed.

I understand that regardless of any health screening or other safety protocols, including enhanced sanitization, the Releasees cannot eliminate the risk or spread of COVID-19 at Danscott facilities. I acknowledge that by sending my child to Danscott facilities or attending Danscott events, I freely accept and fully assume the risk that my child may be exposed to or contract COVID-19 and that as a result anyone who is exposed to my child, including without limitation myself, my child's close contacts, family members, friends, guests, residents of my child's home, and other individuals who my child may come into contact with may also be exposed to or contract COVID-19.

\_\_\_\_\_(INITIAL)

I further acknowledge that in the event of a shutdown of Danscott facilities by government, regulatory or public health authority, Danscott will have option to provide classes to my child in a virtual setting with all fees paid to be credited towards the provision of these classes and services up to the end of current term. (Term 1: September 2021-November 2021, Term 2: December 2021-February 2022, Term 3: March 2022-June 2022)

\_\_\_\_\_(INITIAL)

In the event a DS employee or subcontractor does not pass the health check at the time of class, parents will be notified immediately and the DS management will facilitate a make up class, either virtually or in studio, when possible.

\_\_\_\_\_(INITIAL)

**I am aware of the risks, dangers and hazards associated with COVID-19 and I freely accept and fully assume, on behalf of myself and my child, all such risks, dangers and hazards and including the possibility of personal injury, death, property damage or loss resulting therefrom.**

\_\_\_\_\_(INITIAL)

## **COVID-19 PROTOCOLS**

### **STUDENT EXPECTATIONS:**

- Students must line up at the designated drop off door 10 minutes before their scheduled class start time to allow for adequate health screening time
- Students should arrive ready for class, including proper dress to minimize use of common areas
- All personal belongings will be brought in a plastic bin, and placed in the designated area (Epipens should be placed in corresponding studios, when students enter)
- Students will wear a mask while entering and exiting the studio (Masks may be removed while engaging in physical activity as per Bylaw 26M2020)
- Health check before entering the studio which includes temperatures being taken and recorded
- Students who are not well should not attend classes
- Hand sanitizer upon entry/exit
- Students who become symptomatic during their time at the studio will be isolated, and must be picked up immediately
- Late entry will not be permitted, no refunds will be given to students who do not arrive in time for their health screening check
- Students must be picked up immediately after class, no waiting areas are available at this time, this includes extended breaks in their schedules

### **STUDIO PROTOCOLS:**

- Bathrooms sanitized frequently
- Limited class sizes to ensure social distancing
- Tape on the floors so dancers can identify and remain in their personal 6ft space
- No visitors or parents in the hallways to ensure social distancing and limited capacity is maintained
- Using separate entrances and exits so there is no crossover between studio rooms; Designated Drop off for Studio A will be the main, front door; Pick up for Studio A is the back door labelled "A". Designated Drop off and Pick up for Studio B is the back door labelled "B". Studio C Drop Off is the main door to the space and Pick Up will be through the emergency exit, in the studio, marked "C". Parents must wait, when dropping off dancers, to ensure that their child has passed the health check.
- The microwaves and water fountains are not in use at this time. Water bottles may be filled up in the bathrooms

## **DANSCOTT STUDIO 2021-2022 WAIVER AND RELEASE**

I HAVE READ AND UNDERSTAND THIS WAIVER AND RELEASE AGREEMENT AND AM AWARE THAT, BY SIGNING THIS AGREEMENT, I AM WAIVING, ON BEHALF OF MYSELF AND MY CHILD, CERTAIN LEGAL RIGHTS THAT I OR MY CHILD OR ANY OF OUR HEIRS, NEXT OF KIN, SUCCESSORS, EXECUTORS, ADMINISTRATORS, ASSIGNS AND REPRESENTATIVES MAY HAVE AGAINST THE RELEASEES.

**Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2021**

\_\_\_\_\_  
**PARENT NAME PRINTED**

\_\_\_\_\_  
**PARENT SIGNATURE**

\_\_\_\_\_  
**STUDENT NAME PRINTED**

	MONDAY	MONDAY	MONDAY	TUESDAY	TUESDAY	TUESDAY		WEDNESDAY	WEDNESDAY	WEDNESDAY
	A	B	C	A	B	C		A	B	C
4:00-4:15										
4:15-4:30										
4:30-4:45										
4:45-5:00		TECH 8B 4:30-5:15			MT 2.3.4 4:40-5:25	ADVANCED FOUND 4:30-5:45		INTERMEDIATE BALLET 4:30-5:45	INTERMEDIATE FOUNDATION 4:30-6:00	JR 2 JAZZ B 5:00-5:45
5:00-5:15	GRADE 3									
5:15-5:30	BALLET	TECH 7B 5:20-6:05								
5:30-5:45	5:00-5:55				LYRICAL 2/3B 5:30-6:15	ADV POINTE 5:50-6:50				
5:45-6:00										
6:00-6:15	GRADE 6							INTERMEDIATE POINTE 5:45-6:30	INTER FOUND POINTE 6:00-6:30	TECH 2B 5:50-6:20
6:15-6:30	BALLET	JR 3 JAZZ B 6:15-7:00	STRETCH & STRENGTH 6:15-7:00	STRETCH & TUMBLE 6:20-7:05	LYRICAL 5/6B 6:20-7:15			GRADE 6 BALLET 6:35-7:30		JR 2 TAP B 6:25-7:10
6:30-6:45	6:10-7:05								PI3 JAZZ B 6:45-7:40	
6:45-7:00		TECH 3B 7:10-7:40				GRADE 3 BALLET 6:55-7:50				TECH 3A 7:15-7:45
7:00-7:15			INT 1/2 JAZZ 7:05-8:00	STRETCH & STRENGTH 7:15-8:00	ADVANCED OPEN BALLET 7:20-8:20			GRADE 7 BALLET 7:35-8:30		
7:15-7:30									TECH 5B 7:45-8:15	PI 1 JAZZ A 7:45-8:40
7:30-7:45										
7:45-8:00		INT 1B JAZZ 7:45-8:40				GRADE 5 BALLET 7:55-8:50				
8:00-8:15										
8:15-8:30										
8:30-8:45					LYR 7/8B 8:25-9:20					
8:45-9:00								ADV 1 SEMI-PRIVATE 8:35-9:35		LYRICAL 4A 8:45-9:30
9:00-9:15										
9:15-9:30										
9:30-9:45										
9:45-10:00										
	THURSDAY	THURSDAY	THURSDAY	FRIDAY	FRIDAY	FRIDAY		SATURDAY	SATURDAY	SATURDAY
	A	B	C	A	B	C		A	B	C
4:00-4:15							9:00-9:15		ACRO INTENSIVE 1	TINY TOES 9:00-9:30
4:15-4:30		INT 3/PRE ADV					9:15-9:30			
4:30-4:45	STRETCH & STRENGTH 4:30-5:15	JAZZ 5:15-5:10	ACRO B 4:30-5:15	JUNIOR HIP HOP 4:30-5:15	INTER OPEN TAP 4:30-5:25	STRETCH & STRENGTH 4:30-5:15	9:30-9:45	PP/PRIM BALLET	9:00-10:15	BALLET COMBO
4:45-5:00							9:45-10:00			
5:00-5:15							10:00-10:15	9:30-10:15		9:40-10:10
5:15-5:30							10:15-10:30		ACRO INTENSIVE 2	PRE JR TAP/JAZZ
5:30-5:45	STRETCH & TUMBLE 5:30-6:15	INT 2 JAZZ B 5:15-6:10	ACRO A 5:30-6:15	JR 3 TAP B 5:30-6:15	PRE INTER OPEN TAP 5:30-6:25	ADVANCED HIP HOP 5:30-6:25	10:30-10:45	JR TAP/JAZZ COMBO	10:25-11:40	COMBO
5:45-6:00							10:45-11:00			
6:00-6:15							11:00-11:15	10:25-11:10		10:20-11:05
6:15-6:30		TECH 6B 6:15-6:45					11:15-11:30			
6:30-6:45	GRADE 1 BALLET 6:30-7:15		GRADE 2 BALLET 6:30-7:25			PRE INTER/ INTER HIP HOP 6:30-7:25	11:30-11:45	BEDAZZLED 11:30-12:15	ACRO INTENSIVE 3 11:50-1:05	
6:45-7:00		CONTEMP 1 6:55-7:50					11:45-12:00			
7:00-7:15							12:00-12:15			
7:15-7:30							12:15-12:30			
7:30-7:45	ADULT S&S 7:30-8:15						12:30-12:45			
7:45-8:00							12:45-1:00			
8:00-8:15		CONTEMP 2 8:00-8:55	GRADE 4 BALLET 8:00-8:55					SUNDAY A	SUNDAY B	SUNDAY C
8:15-8:30										
8:30-8:45							12:00-12:45		GRADE 2	
8:45-9:00							1:00-1:45		GRADE 3	
9:00-9:15							2:00-2:45		GRADE 4	
9:15-9:30							3:00-3:45		GRADE 5	
9:30-9:45							4:00-4:45		GRADE 6	
9:45-10:00							5:00-5:45		GRADE 7	
							6:00-6:45		GRADE 8	