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Follow us **@PrincipleDance** on Facebook and Instagram for Studio News, Photos, and Updates!

Season 16 (2022-2023) Information

Welcome, dancers and families, to Principle Dance's 16th Season of Classes! We are thrilled to be dancing with you! Whether you're brand new to Principle Dance or are a returning dancer and family, we are grateful to have the opportunity to guide your student as they begin or continue on their dance journey with us!!

Please take a few moments to read carefully through the following Information Packet (even if you're a returning family!) for details on Tuition Due Dates, Season Events and Performances, Class Uniform Requirements, and exciting **NEW additions** to the season!

Your student's health and safety continues to be of the utmost importance to us in order to provide a safe place for them to learn, move, create, and express themselves through dance. Please be sure to read our updated [Covid-19 Health & Safety Measures](#) for this Season.

If at any point during the season you should have questions or concerns, please do not hesitate to contact us. Principle Dance aims to provide an enriching, empowering, and enjoyable experience for everyone. Please feel free to share any thoughts you may have on ways we might improve the service and quality of our Programs.

Please take a minute to make sure you are:

- 1) Subscribed to our Studio-Wide Email List (via Mailchimp) - Click [Here](#) To Subscribe
- 2) Following our [Facebook](#) and [Instagram](#) Social Media pages *@PrincipleDance*

These avenues are where we most frequently send Studio and Class Updates, Upcoming Tuition Reminders, and Time-Sensitive Information.

Happy Dancing!

Kimberly Galloway (she/her) & Ryan Galloway (he/him)
Owners & Artistic Directors (kimandryan@principledance.com)
and
The Principle Dance Faculty & Staff

TUITION

All of our Classes are designed for dancers to participate for the full school year (through May 2023) to promote a progression of skills, vocabulary, and to provide necessary repetition and practice of the material being taught to promote confidence within the dancer. All classes have a set curriculum in place in order for your student to demonstrate progress from the beginning of the year to the end of the year, just as they would in school.

We provide two options for Tuition Payments:

- 1) Pay the Class Tuition in full at the time of registration (Saving 4%! See [Tuition Discount](#) Details)
- 2) Pay the Class Tuition in monthly installments. (Payment Schedule below)

We accept Cash, major Credit Cards (except American Express), and/or Check payments.

Please see our [Check Requirements](#) under our [Studio Policies](#) below.

Monthly Tuition Installment Payment Schedule:

The monthly tuition installments are based upon four-week increments (with the exception of August, which is prorated to a two-week increment as we begin on August 22nd.). Please see the Tuition Payment Schedule and explanations below:

August 2022	(8/22 - 9/4)	Tuition Due Upon Registration
September 2022	(9/5 - 10/3)	Tuition Due Monday, September 5th
October 2022	(10/3 - 10/31)	Tuition Due Monday, October 3rd
November 2022	(10/31 - 11/28)	Tuition Due Monday, October 31st
December 2022	(11/28 - 12/26)*	Tuition Due Monday, November 28th
January 2023	(1/2 - 1/30)	Tuition Due Monday, January 2nd
February 2023	(1/30 - 2/27)	Tuition Due Monday, January 30th
March 2023	(2/27 - 3/27)**	Tuition Due Monday, February 27th
April 2023	(4/3 - 5/1)	Tuition Due Monday, April 3rd
May 2023	(5/1 - 5/28)	Tuition Due Monday, May 1st
June 2023	(5/29 - 6/3)	Recital Week

*The fourth week of the December session coincides with the first week of our Winter Break. Since classes will not be meeting that week (12/19 - 12/24), all enrolled dancers are able to redeem a make-up class credit for all missed classes that week, to use once we return from break. Please see [Make-Up Class Policies](#) below for more information.

**There are five weeks in March. Four weeks are active class weeks while the fifth week is our scheduled Studio Spring Break (3/27 - 4/2). Classes resume April 3rd which begins April's installment.

Recital 2023 is tentatively scheduled for Saturday, June 3rd at Dominican University. The week of 5/29 - 6/3, with the exception of the 5/29/23 Memorial Day Holiday closure, will be reserved for recital rehearsals and performances.

Please note the above Tuition Due Dates in your calendars. Principle Dance will send emailed Tuition Payment reminders one week before the payment is due, on the Friday before the payment is due, as well as on the date it is due.

A \$15 late fee will be added to all Tuition Payments if not paid by your student's first class of the new installment.

Please read through all of the attached [Studio Policies](#).

SEASON 16 STUDIO HOLIDAY CLOSURES & PERFORMANCE DATES:

All enrolled students are able to receive make-up class credits for any missed classes due to a Holiday Closure, with the exception of the 2nd week of Winter Break and the week of Spring Break, as they are not included in Tuition (see above */**).

Labor Day	Monday, September 5th
Halloween	Monday, October 31st **TBA**
Thanksgiving	Wednesday, November 23rd - Saturday, November 26th
Winter Break	Monday, December 19th - Sunday, January 1st <i>Classes Resume Monday, January 2nd</i>
Spring Break	Monday, March 27th - Sunday, April 2nd <i>Classes Resume Monday, April 3rd</i>
Memorial Day	Monday, May 29th

Season 16 Performance Dates:

The Nutcracker Ballet* and **Holiday Dance Matinee Performances:*

December 2023 (Exact dates TBA) @ Trinity High School, River Forest

Recital 2023:

June 3rd, 2023 @ Dominican University, River Forest

Further details on December performances will be announced soon.

Recital Performance information will be released no later than January 2023.

PRINCIPLE DANCE STUDIO POLICIES:

Studio Policies and Student Participation Waiver must be accepted annually in Studio Director/upon registration.

Please also take a moment to make sure we have the most current Contact Information on-file for all Parents and/or Guardians.

REGISTRATION FEE: An annual \$25 registration fee will be charged per immediate family. If your student participated in Summer Session 2022, you have already paid the Registration Fee.

LATE TUITION FEE: A \$15 late fee will be applied to all Late Tuition Payments. Tuition is considered "late" if it is not paid by your student's first class of the new installment.

CHECKS: All checks should be made payable to "Galloway Dance and Movement". A \$25 fee will be applied to all returned checks.

TUITION DISCOUNTS: *Discounts may not be combined.*

1) Pay Tuition in full at the time of registration, and receive a 4% discount on the total cost of tuition. Please contact us at info@principledance.com to take advantage of this offer!

2) ***NEW*** Receive a \$25 Credit when you bundle August and September 2022 Monthly Tuition Installments upon registration. Please contact us at info@principledance.com to take advantage of this offer!

3) ***NEW!*** Immediate families enrolled in more than one class, will receive a monthly tuition discount based upon the number of classes enrolled.

2 classes = 4% discount

3 classes = 4.5% discount

4 classes = 5% discount

5 classes = 5.5% discount

6 classes = 6% discount

And so forth...

*Teaching Assistant Scholarships are available to experienced dancers, ages 12 and up. Scholarships are based upon the # of years Assisting. Please email Ms. Kim (kimandryan@principledance.com) if your student is interested in becoming a Teaching Assistant.

CANCELED CLASSES: Principle Dance reserves the right to cancel or reschedule classes due to low enrollment and scheduling conflicts. In this case, a refund or credit will be available.

TARDINESS POLICY: Students may be denied participation if more than 15 minutes tardy for class. *No refund or credit will be given for missed classes.* This includes denial of class participation due to inappropriate attire and/or tardiness.

***UPDATED* ABSENTEE POLICY & "REPORT ABSENCE" FORM:** Absences must be reported to receive a Make-up Class Credit that must be used within 30 days of the absence in order to promote and maintain student progress (see more below).

All Class Absences must be reported, prior to the start of your student's class, through the [Report Absence](#) Form on our website under the "Classes" tab. Absences can be reported in-advance or day-of, via the form. If an absence isn't reported prior to the start of your student's class, your student will not receive a Make-Up Class Credit - unless in cases of emergencies.

Completion of this form does not count for Class Withdrawal Notice. Withdrawal Notices must be emailed to the Directors at kimandryan@principledance.com.

MAKE UP CLASSES: Classes missed during closings due to inclement weather or holidays must be made up during other regularly scheduled classes. **ALL Make-Up classes must be completed within 30 days of the absence and prior to the end of the 2022-2023 School Year Season (5/28/23) unless permission is granted by the Directors due to an extenuating circumstance.**

Make-Up credits do not roll over toward the next session. If a student withdraws, make up credits are forfeited. No refund will be given for weather or holiday closings.

CLASS UNIFORM: *If not in proper uniform, students may be denied class participation.*

Students are required to comply with the Principle Dance Dress Code in order to participate in dance classes. Parents are responsible for outfitting students with the proper class uniform requirements. See attached list of [Class Uniform Requirements](#).

STUDENT WITHDRAWAL:

While Principle Dance expects students to commit to the full year of classes and participate in the end of year recital, we understand unforeseen circumstances occur. If your child's attitude towards dance classes changes in a negative way, please let the Directors know so that we may have the opportunity to remedy the situation.

Written notice of class withdrawal must be submitted at least two weeks prior to the student's final class. This includes when another Tuition payment is coming up. No exceptions will be made for the upcoming month, if we are not informed two weeks prior to the Tuition Monthly Due Date. Written notice can be emailed to the Directors at kimandryan@principledance.com. A refund or credit will be prorated for the remaining tuition paid. All tuition discounts will be voided. All refunds will be paid within 30 days of receipt of the cancellation notice.

PRIVATE LESSONS: Individual private lessons may be purchased for \$75/hour. Group private lessons may be purchased for \$90/hour. Please email Ms. Kim (kimandryan@principledance.com) to coordinate Private Lessons. A notice of 24 hours is required to cancel a scheduled lesson.

PERFORMANCE FEES: Students participating in the December Nutcracker Ballet and/or the Holiday Matinee Performances are responsible for purchasing required shoes and hosiery (same as class uniform), paying a Performance Production Fee that will help to cover the cost of Stage, Crew, Lighting, Sound, Sets, and/or Programs, and a Costume Rental Fee. Certain age groups are able to audition for Lead Roles within a performance. Lead roles will require an additional Costume Rental Fee and Rehearsal Fee for those roles.

NEW For Recital 2023, we're going to try something a bit different from years past and see how it goes! We are planning to purchase new costumes for all performing Recital Classes which the dancers will then be able to keep after the performances are over. This change means:

- We will need to order each class' costumes in January/early February, in order for them to arrive in time for the performances, meaning we will need to know further in advance, which dancers plan to perform in the recitals.
- Costume costs will increase slightly, however, we plan to set price limits on the costumes chosen for each age group so as not to raise Costume Fees much more than our families are used to when costumes were rented from our inventory.
- Lead Roles will be charged a Costume Rental Fee for their additional parts. We plan to first use our inventory of costumes for Lead Roles, but if something needs to be purchased, we will do so in order to add it to our inventory, so the dancer will only need to rent it.

The advantages of purchasing new costumes are that we can outfit each class much more specifically to match their role(s) in the performances, most all new costumes come with their own matching headpiece or accessory so the dancers can look even more professional and put-together on-stage, we will have a larger selection of more updated and recent performance costume styles, it will be very exciting for dancers to dance in and families to see a wider variety of costumes on-stage, *and* you'll have a great keepsake (or next year's Halloween costume) afterward!

All performance related fees are non-refundable. A Performance Information Packet containing specific information about dates, attendance requirements, exact cost, and the performance agreement necessary for each student will be distributed in advance.

PHOTO & VIDEO RELEASE: By accepting our waiver and policies, you have consented to allow Principle Dance/Galloway Dance and Movement, LLC to film and photograph parents and their children. Videos and photos may be used in Principle Dance advertisements and promotional materials with no promised compensation to parents.

PROFESSIONAL PHOTOGRAPHY: We will schedule a professional photographer to come in to take class photos and individual dancer pictures. We will send further information on this as it gets closer.

COVID-19 STUDIO HEALTH & SAFETY MEASURES

(Updated July 2022)

Please make sure you and your student are familiar with the below information so that we can all promote safety for ourselves, our classmates, and our staff members while at Principle Dance. Dancers and Staff Members are expected to adhere to all current Studio Measures in order to participate.

Measures are subject to change with any state or local requirements or if we feel we would like to take any additional precautions if Covid cases are on the rise in our community.

1. Effective May 2022, masks are encouraged though optional at the studio. **Exception:** Masks are required for those that have recently tested positive, on days 6-10 from the start of symptoms. Those persons may only return, masked, when they have a negative test result on Day 5 post-positive result.
 2. Unless otherwise indicated, Parents or Guardians may return to the lobby areas before, during, or after your student's class(es). You may watch class from the lobby areas. We ask that you please refrain from watching class from the studio doorways as it is easily distracting to the class, teachers, and dancers.
 3. If your student is experiencing Covid-like symptoms, or has been exposed and is not vaccinated, we ask that you please exercise caution and do not send your student to dance until a test can be taken on the appropriate day after exposure. All classes missed due to this, or any illness, can be made up according to our Make-Up Class Policy (listed under Studio Policies).
 4. We ask that Students continue to please arrive with their class uniform already on, no more than 10-15 minutes ahead of their scheduled class time. The restrooms are available for quick changes if necessary.
 5. The water cooler is open for students to use, though we ask that students continue to bring their own water bottles that can be refilled as we will not be providing water cups.
 6. Hand sanitizing stations will remain in all lobby areas for students to use before and/or after classes.
 7. We are continuing to clean and sanitize our studios, lobbies, bathrooms, and communal props daily and/or after use.
 8. If a dancer has a break in-between classes, they are permitted to remain at the studio as long as they are following all above, or current, measures.
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CLASS UNIFORM REQUIREMENTS:

Clothing worn for class has an important influence on dancers' postures and focus. Teachers must be able to see the joints in order to correct anatomical alignment, aid in injury prevention, and promote correct dance technique. For these reasons, Principle Dance has a Dress Code specific to each class. Dancers dressed inappropriately may be denied class participation.

Please note: *NO TUTUS* are permitted during class because they are a distraction for young dancers. Wearing a tutu is saved for the performance experience. Simple chiffon ballet skirts are permitted in some classes.

All Class Uniform Items can be found and ordered via our Discount Dance [Online Store](#) (each purchase via this link benefits our studio), or locally, we recommend Bloch (Oak Park), Allegro Dance Boutique (Evanston/Barrington), or Saxton Dance Shoppe (Westmont).

GENTLEMEN/JUMPIN' JACKS:

Plain black or white t-shirt, black fitted athletic shorts/pants, and black dance shoes. Bare feet for Contemporary Modern. (See Hip Hop note for exception.)

JOY OF MOVEMENT:

1st SEMESTER: (September - December) Loose clothing and bare feet.

2nd SEMESTER: (January- June) Lilac leotard, footed ballet tights*, leather ballet slippers. Ballet skirt optional. Ponytail for long hair. *Please NO TUTUS.*

CREATIVE MOVEMENT:

Lilac leotard, footed ballet tights*, leather ballet slippers. Ballet skirt optional. Hair in ponytail. *Please NO TUTUS.*

DISCOVER DANCE & PRE-BALLET 1:

Light blue leotard, footed ballet tights*, leather ballet slippers. Ballet skirt optional. Hair in ponytail. *Please NO TUTUS.*

PRE-BALLET 2 & BALLET 1:

Pink leotard, footed ballet tights*, leather ballet slippers. Short pink ballet skirt optional. Hair in bun.

BALLET 2 & 3:

Navy leotard, convertible or footed ballet tights*, leather ballet slippers. Hair in a bun.

BALLET 4, 5, & 6:

Burgundy leotard, convertible ballet tights*, canvas or leather ballet slippers. Hair in bun.

TEEN BEGINNING BALLET:

Black leotard, convertible ballet tights*, canvas or leather ballet slippers. Hair in bun.

PRE-POINTE & POINTE:

Solid colored leotard, convertible ballet tights*, and canvas or leather ballet slippers/poinette shoes. Hair in bun.

ACRO(1-3):

Solid colored leotard, form-fitting black shorts, and bare feet. Tank tops, loose shorts, or loose pants are not permitted as they are a safety hazard for the dancer and spotter. Hair pulled back into a ponytail or bun.

LEAPS & TURNS TECHNIQUE (1 - 2):

Leotard or top, and leggings/jazz pants (no shorts permitted). Ballet or jazz shoes. Hair in ponytail or bun.

TAP, RHYTHM, RHYME & TAP 1:

Light blue leotard, footed ballet tights* or black tights, black tap shoes. Ballet skirt optional. Hair in ponytail.

TAP 2 & 3:

Black leotard, black footed tights, black tap shoes. Black ballet skirt optional. Hair in ponytail or bun.

TAP 4 & 5:

Black leotard or top, black footed tights or black leggings. Hair in ponytail or bun.

JAZZ (1 - 6):

Black leotard, black footed tights, black jazz shoes. Hair in ponytail (Jazz 1-2), hair in bun (Jazz 3-6).

HIP-HOP (Minis. 1 & 2):

Loose clothes & clean dance sneakers. Ponytail for long hair. No denim or shoes worn outside permitted.

CONTEMPORARY/MODERN (Beginning, Intermediate, Advanced 1 & 2):

Solid colored leotard or top, leggings/jazz pants (no shorts permitted). Bare feet (no socks). Hair pulled back. You may bring a t-shirt or sweatshirt for floor work.

COMPOSITION & CHOREOGRAPHY:

Solid colored leotard or top, leggings/jazz pants (no shorts permitted). Bare feet, jazz, or ballet shoes. Hair pulled back. You may bring a t-shirt or sweatshirt for floor work.

MOMENTUM PERFORMANCE COMPANY REHEARSALS:

BALLET: Black leotard, convertible ballet tights*, canvas or leather ballet slippers. Hair in bun.

JAZZ: Black leotard, black footed tights, black jazz shoes. Hair in a bun.

CONTEMPORARY: Solid colored leotard or top, leggings/jazz pants (no shorts permitted). Bare feet (no socks). Hair pulled back.

**Ballet tights can be pink or the color of the dancer's skin-tone.*

***While not a requirement, nude/skin-toned leotards are highly suggested during performance times, for use under class costumes, for anyone that has more than one costume to wear during a performance, has a costume quick change, or is wearing a rented costume (Property of Principle Dance).*

A LETTER FROM THE DIRECTORS ON CLASS PLACEMENT POLICIES:

Dear Students and Parents,

This letter is an explanation of our reasoning behind student placement in our classes. When a young student enters our program, there is a definite plan for their progress within the school for years to come. Three distinct programs are specially designed to serve the needs of specific types of dancers at varying stages of development. The Discover Early Development Program uses a Brain Dance foundation to serve the youngest students, the Foundations Program allows students looking for a somewhat recreational approach to grow with dance while participating in other activities, and the Momentum Performance Company or Foundations+ Program offers a more concentrated approach for serious dance students. At the end of each school year, we consult our teaching faculty to evaluate and assess the needs of each individual student when determining which classes are recommended for the following school year.

Once students progress from the *Discover* Early Development Program and enter a *Foundations* Program level class, they will likely spend multiple years in the same level at some point. This is for a number of reasons:

Most simply put: Principle Dance does not have 12 levels like there are 12 grades in school, so it's highly unlikely a student will move up a level every single year.

We have a plan: We hope over time you will trust our sincere judgment as experienced dancers, teachers, and mentors. We have a specific syllabus for each class and level offered. This ensures all students progress properly regardless of which instructor is teaching the class. It also makes our program cohesive so students learn vocabulary in the proper order according to each age group's appropriate physical, mental, and social developmental needs.

In the first year a student attends a level, new material is introduced. In the second year, students use the same material to build physical strength and muscle memory, fine tune technique, and increase endurance. Being a dancer is not about memorizing a laundry list of dance vocabulary. In addition to mental knowledge, it requires physical strength and artistry through phrasing of movement. These sophisticated elements become the focus for a student attending a level for the second year or more.

"But what about So-and-so?": We look at each student as an *individual* while also remaining aware of the importance of a peer group. We also envision where we see a student two or three years in the future. We do our best to balance these elements when deciding whether or not to transfer a student to the next level or when we determine performance casting at our auditions. Earning a lead role in a show does not mean you will always be a lead in every show that follows. We will always do our best to reward hard work and dedication while challenging the talents we find in each student. While fairness may be subjective, it is still always a goal of ours.

In closing, please know we do care about how students feel when they come to dance class. As the Directors, our goal is for each student to feel welcome, uplifted, and challenged as they grow with us. If you have any questions or concerns, we are always eager to hear from you. You may e-mail us directly or call the studio.

Thank you for choosing Principle Dance and allowing us to nurture your children.

Sincerely,

Kimberly Galloway (she/her) & Ryan Galloway (he/him)

Owners, Artistic Directors

kimandryan@principledance.com