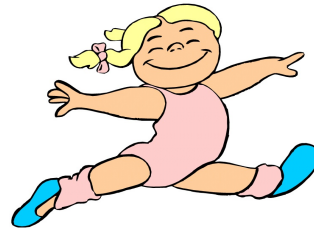




Kimberley Dance Academy



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Welcome to a another new and exciting year of dance. On behalf of myself and all Faculty members we wish you a fun and rewarding year. We are happy to see so many familiar faces, and wish to welcome all new students! A special welcome back to Kathryn Boyd, Erin Berger and Renee Jeffery. Kathryn will be assisting all Pre-Int and Int classes on Wednesdays, Erin will be assisting all Ballet classes on Thursdays and Renee will be assisting with the Pre-Jr classes on Tuesdays. New to the assistant teacher program this year in Emma Guilbault. Emma will be assisting with all Teen and Jr classes on Mondays. And of course a huge welcome back to Donna, who is returning as co-ordinator. I could not do it without her!!!!

www.kimberleydance.com

Our website has been up and running for a few years now. We hope this form of communication has proven beneficial for all and helped to establish better communication to parents and students for up-coming events and news. Concerns expressed from previous years regarding newsletters not making their way home have prompted us to set this service up. Parents now have the opportunity to check the web-site at their convenience for upcoming news and information. We are also trying to establish communication via e-mail this year. We will be sending out several mass "reminder" notices throughout the year to check the website regarding all sorts of stuff. Paper newsletters will no longer be sent home. We generally have 4 newsletters throughout the year (Sept/Nov/January/March). Please check website regularly for new information. All new information will be posted on the home page with appropriate links if needed. Competition times, picture dates and all information regarding year-end production will also be contained here. Fun stuff, including "Dancer of the Month" and photo galleries will be highlighted. All invoicing will be sent via e-mail only. For those not having access to internet service, all information will be posted in the foyer at the studio. Copies of newsletters will be available by request only. If you are experiencing any difficulty viewing the website, please check your browser setting. If you click on the "**Page**" drop down menu and then click on "**Compatibility View**", this should help resolve any viewing issues. Also please hit refresh from time to time on website pages to ensure you are viewing the most updated information.

CLASS PLACEMENT

We are trying our best to place everyone in the appropriate classes. Please bare with us, it might take a week or two to get everyone organized. Class changes may occur for the following reasons:

- Conflicts with extra-curricular school activities and recreational programs.
- Trying to accommodate back to back classes for those involved in more than one class providing you with one or two nights out instead of several.
- Balancing the size of each class!
- Because children progress at different rates, we are finding it necessary to make some changes.

Be assured that these changes are being made with the child's best interest in mind. If you have any questions or concerns about this matter please do not hesitate to call. **Note:** Students will not be moved in order to be with individual "friends".

ETIQUETTE

Studio Rules:

This building is now being used to full capacity.

We ask for your cooperation concerning the following matters:

1. Please be respectful to the Independent School and refrain from using far hallway, bathrooms and exit doors. The only access from now on will be the doors by the soccer field. Doors have been installed in the hallway to separate the school wing from the dance studio. This will hopefully cut down on any noise and distraction for all user groups within the building.
2. Please wait quietly between classes in the designated waiting lounge and change area. Do not allow younger siblings to run up and down hallway. If noise level becomes to loud, please shut lounge door. It becomes very distracting for dancers and other users within the building as the noise carries everywhere in the hallway.
3. The owners of this building have gone to great lengths to provide us with a fresh, new space to work from. Please be respectful to the property. Anyone caught doing damage will be responsible for it's repair.
4. Absolutely no street shoes allowed in the lounge/waiting area. This space is home to many students who wait either after school or between classes. They will most likely be sitting/lying or just plain hanging out on the carpet. Let's not turn this space into a dirty unclean mess for everyone. Its easy to mop a floor....not so easy to try and keep carpet clean and dry.
5. Remove all shoes and place in front entrance racks. Do not leave them scattered everywhere for people to trip on when they walk in.
6. Hang up clothing items on hooks provided in lounge.

7. The fridge and microwave are there for your convenience. Please clean up any mess that might occur and throw garbage in cans provided.
8. K.D.A. does have wireless internet access for students/parents to utilize if needed. See Leslie for the access code.
9. Bathrooms are no longer designated male or female (ladies...disregard the fact that the urinal is still in the one bathroom). It is still functional for both boys and girls. Parents please supervise your younger children in washroom. There is a small stool outside the bathroom for younger children to use if they cannot reach the sink.
10. With all the germs and concerns over the H1N1 virus, we have installed hand sanitizer stations in the foyer and lounge areas. Please utilize them upon arrival for everyone's benefit (parents and students alike).
11. Chapman Camp is a non-smoking facility.
12. KDA students only- students should refrain from bringing extra friends along to class.
13. Please place any articles of clothing or shoes left behind in the Lost and Found Box. **Parents: Write your child's name on the bottom or the inside of their shoes in case they are left behind!**
14. **Do not bring cell-phones into class. They will be confiscated!**
15. Please do not bring money or valuables to class. If needed, ask one of the faculty to lock valuables in cupboard while you are there.

DRESS CODE

Dress code will be strongly enforced this year. No baggy clothes, no shirts, shorts, or sweaters. Long hair up please. Proper dance clothes are required for all classes. Please refer to your information package for more details or contact the appropriate teacher if you are unsure of what your child needs. Please ensure hair is up for all Ballet classes!

USED SHOES

If you have any used shoes you wish to sell or are looking for a used pair, please put your name up on the list posted in the foyer. If you sell or find what you were looking for cross your name off the list. It gets confusing when no one knows if shoes are still available or not. If you wish to leave used shoes at the dance studio, please mark your name and price on the shoes and they can be left in the studio which will be locked when not in use.

K.D.A.-PARENTS SOCIETY:

The Kimberley Dancers Parent Society (KDPS) is an incorporated society created to bring community awareness and support to the Kimberley Dance Academy (KDA). The society was incorporated to ensure the longevity of the dance academy and to enable the dancers to have the best premises, equipment, and accessories available to them now and in the future. The KDPS will be applying for grants and fundraising to aid in the costs of capital improvements to the studio, purchasing equipment for the development of the studio and dancers.

A Subsidiary of the KDPS is The Kimberley Dance Travel group delegated to raising funds to assist "Company Class" in travel, costume and prop expenses. Fundraising specifically organized for this subsidiary will only be used for this purpose and funds obtained by KDPS will not be applied to this subsidiary unless specifically earmarked and raised for this purpose.

We are going to try, one last time, to get this off the ground but we cannot do it alone. If no interest is expressed this year it will fold. A Parent Society is a great thing to have and an invaluable asset in establishing and guaranteeing a long term studio here in Kimberley in the event that I (Leslie) leave or become unable to teach. **Fund-raised supplies and equipment would belong directly to the Dance Academy-Parent Society and would prove invaluable in maintaining the dance academies existence well into the future. It would also assist in maintaining the consistency and high standards previously established and making a potential transition to a new instructor/owner smoother.**

This is a perfect opportunity for parents of all younger students to get involved and help to establish a secure future for the dance arts here in Kimberley. Parent Societies could also help assist and establish great summer dance camps and programs if they wish...there are a million ideas to be had if someone is willing to get involved and help organize. Check website info and contact Society members if you are willing to get involved.

Current Directors:

President: Joanne Kitt
Vice President: Position Open
Secretary: Michelle Mattix
Treasurer: Jillian Barrett
Director: Position Open

Committee Structure:

- **Public Relations:** Reporting on competitions, festivals, and achievements, advertising events, fund-raisers, etc
- **Event coordinator:** Organizing participation in parades, shows outside the dance
- **Grant Application coordinator:** Searching for grants that could be applied for, applying for such grants.
- **Asset coordinator:** Responsible for finding, purchasing and tracking any assets.

Get Involved and support our local dancers!

COMPANY FUND-RAISING AND TRAVEL:

Travel is tentatively planned for the spring of 2013. We are hoping to try, yet again, another new itinerary. Information and meeting dates will be sent out shortly via e-mail to all involved. The Dance Academy will be holding numerous fund-raising events over the next 18 months. Fund-raising events will be posted on the website. If anyone wishes to help these young performers reach their goal, check the site for updated information

Kimberley Dancers Parent Society- **Fall Fund-Raising Events:** **Recycling:**

The Company Class has a continuing recycling program happening. There is a red box outside the studio that anyone is free to deposit beverage containers into (bags/boxes of cans, bottles, juice boxes, etc.). There is a black recycling container just inside the main entrance of the studio for un-bagged single recycling as well as bags in the red container to place singles in. There is also a large light green recycling container located at 8110 Hunt Road, Kimberley, BC that anyone can drop their bags or boxes of beverage containers to. If you would like someone to pick up recycling at your home or business once or on a regular basis please send an email to jbarrett@xplornet.com with subject line recycling or call (250)427-3845 and speak to Jillian or leave a message.

ENTRANCE DOORS AND PARKING:

Just a reminder to all, we are not to use the Independent School door access at the far end of the building. Please get in the habit of using the gym access only. Also be advised that to help improve the parking situation, a portion of the fence was removed so parents can pull in, drop or pick up kids, and circle out without having to try and back out of a somewhat crowded and awkward parking lot. This will hopefully ease some of the parking nightmares. Just a reminder to be vigilante of the playground area when accessing or exiting. There are numerous children who utilize this area!

TO ALL NEW DANCE PARENTS:

Just a reminder to all new parents to please check their information sheets and website to ensure they are familiar with how the dance year operates and what to expect as the season progresses. We try our best to keep everyone informed and provide all the information required up front to ensure there are no surprises however, there always seems to be a handful that misread or misinterpret the information. When in doubt please do not hesitate to ask. There are no questions too big or too small! We want to ensure a happy and fun filled year for all involved. One of the biggest problems we encounter is attendance with the younger classes. Please keep in mind, the younger students do participate in the year end production and their weekly attendance is key to their performance for both themselves and the other children involved. Deciding to not participate 2 weeks prior to the show leaves their remaining classmates confused and ill prepared. If you have strong reservations about participating in the year end show this should be discussed with the instructor prior to costumes been ordered or routines being prepared. If you feel you cannot maintain consistent attendance (aside from illness) this should also be discussed. (IE extended long term holidays). All year end dates are posted on the website. Please check them to ensure there are no conflicts prior to November.

NOTE: To all parents of the Twinkle Twinkle Little Stars Class:

K.D.A. operates on a closed door policy. Less distraction leads to better learning. There is a Parent Watch Day scheduled in early December for all parents and family members to come and enjoy their child's progress.

For many young children, this transition into a new environment can be difficult. To help the class assistants and myself transition the children from parents to classroom, we are asking for your assistance. Parents if you could remain in the lounge area while the children are being led into the classroom, it would help tremendously (instead of walking them to the gym doors and standing there). If your child is unwillingly to separate from you in the change room or is having a minor meltdown (3/4 year olds are allowed to do this!!!!) Please keep them in the lounge until they have calmed down and wish to join the class. This helps us keep the other children happy and calm. This transition can be difficult for some children and we try our best to encourage and support them. We will allow 3 weeks for those struggling to transition into the classroom. If at this point, there still seems to be problems and children are unable to enter the classroom without their parents, it would be in their best interests to wait until next year when it is no longer as emotional or difficult. We do not want to push them and prevent them from participating in the future. You will not be charged during this 3 week trial period in the event that your child withdraws from the class.

We also ask that upon arrival, please ensure your child has sufficient time to use the washroom facilities if necessary to avoid unfortunate accidents. In a ½ hour class it becomes difficult to accomplish much when the "potty parade" begins. It never fails...once one has to go...they all have to go:) If you have concerns regarding this matter please contact me to discuss further. Please note, this does not apply to the occasional "off" day. Children do have them and we do understand.

K.D.A.-DANCERS BOUTIQUE

There are several new items available to order through the boutique. Because we do not have the storage room or ongoing demand throughout the season for items, clothing will be offered for pre-order only. Sizing samples of all items are available for everyone to try on. Orders will be placed mid October. If there is a demand, we will do another order in the Spring. Check the website to view all available items and prices. All orders must be pre-paid and are non-refundable once order is placed. Orders can be paid via cash, cheque, Visa, MC or Debit. All cheques should be made payable to K.D.A.

(Service fees do apply for Visa, MC and Debit transactions:)

Boutique Hours: Thur. **Sept 22nd**-4pm-8pm

Wed. **Sept. 28th**-5pm-8pm

Wed. **Oct. 5th**-5pm-8pm

Wed. **Oct 12th**-5pm-8pm

Order will be placed Friday Oct 14th/2011 Christmas is coming...makes a great present!

Invoices

We are trying something new this year. All invoices for dance fees and costume deposits will be e-mailed in advance for you to view prior to the first week of classes. Please retain these invoice for your records as well as income tax purposes. If you have any questions regarding your invoices, please contact Leslie at 427-7737 or e-mail at kdadance@telus.net.

Full payment of all invoices (including costume deposits) will be due the first week of classes. Donna will be at the studio Mon- Wed from 4:00-8:00 to collect fees & deposits only. If needed, final shoe and uniform orders will take place Thurs. Sept 22nd from 4-8 as well as any remaining dance fees & costume deposits

In the past, costume deposits were invoiced and collected separately at the end of October. This ended up being confusing and tedious for both us and parents, to turn around and collect another payment one month into classes. We decided to collect the costume deposits this first week as most people will already be down at the studio paying their child's dance fees. Parents have the option of paying costume deposits up front or providing us with a post dated cheque (dated no later than Oct 31st) for their child's costume deposit. If your child discontinues classes, costume deposits will be refunded up until Nov 15th only. Once costumes are ordered, there are no refunds and parents will be responsible for the balance owing on any costumes ordered on their child's behalf. If you have any questions or concerns, please feel free to contact us.

Lesson fees can be paid in the following ways:

- 8 Post-dated cheques (Sept.-April)- dated 1st or 15th only-(payable to K.D.A). Cheques post-dated into May and June will not be accepted.
- Full year payment
- 2 - ½ year payments (post-dated)- Sept and Jan
- Visa, MC, and Debit cards are now accepted. Transactions will be for full year payments only. **Please note:** A service fee of 3% will apply on all transactions.
- Overdue accounts will be subject to a \$20 late fee as of Oct 1st.

Monthly cash payments or partial payments will not be accepted.

2011-2012-Dance Calendar

2011:

- Sept. 19th -22nd - Classes commence. Full payment for all classes will be due at this time as well as all costume deposits collected. Donna will be at the studio Mon- Wed from 4:00-8:00 to collect fees& deposits only. If needed, final shoe and uniform orders will take place Thurs. Sept 22nd from 4-8 as well as any remaining dance fees and costume deposits..
- Sept. 26th - 29th - Theme week. **"Bring a friend to class."**All students ages 6 yrs and up are invited to bring a friend to class.
- Oct 3rd - (Mon) - Competition interest forms are due.
- Oct.10th - (Mon) - Thanksgiving Monday- **Classes will be canceled.**
- Oct 12th - (Wed) - Boutique Clothing orders are due.
- Oct. 22nd -23rd- Triple Threat Dance Convention- Calgary, Alb. Entry deadline Oct 3rd .
- Oct. 24th - 27th- Theme week- **"Halloween Dress-up"**-Prizes for best costume
- Oct 31st - (Mon)- Halloween- **classes will be held.**
- Nov. 11th - (Fri) - Remembrance Day- **No Classes**
- Nov. 14th - 17th- Theme week- **"Double Trouble-Twin Week"**-Prizes for best costume
Costume Measuring Week
- Dec 5th-8th- Theme week- **"Santa`s Little Helpers."** Dress in your Christmas colors and help decorate the studio. Make an ornament or picture and bring it to class.
- Dec. 12th - 15th- Parents watch week-everyone welcome!
Last week of classes before Christmas holidays

We hope each student benefits and enjoys their dance classes. Please feel free to contact myself or any of the faculty members at any time with your comments or concerns.

YOURS IN DANCING,
LESLIE, DONNA,
AND FACULTY