

# DANCE ARTS CONSERVATORY HANDBOOK

2023-2024



DANCE ARTS  
CONSERVATORY



# CHAMPAIGN PARK DISTRICT

The Champaign Park District is a special district of local government with its own financial and legal responsibilities. It is governed by five elected residents of Champaign who give their services to the community. The Park Board holds its regular meetings on the second Wednesday of each month at 7pm at the Bresnan Meeting Center, 706 Kenwood Road. Residents are invited to attend and are welcome to make suggestions or comments to improve the programs or facilities offered. The Champaign Park District's 62 parks total over 700 acres. Fourteen facilities are available for a wide variety of recreational opportunities.

## **Park Board Commissioners**

Craig W. Hays  
Barbara J. Kuhl  
Timothy P. McMahon  
Jane L. Solon  
Mike R. Somers

## **Officers of the Board**

Jarrold Scheunemann, Secretary  
Guy C. Hall, Attorney  
Sarah Sandquist, Executive Director

## **Equal Opportunity Programs**

It is the policy of the Champaign Park District to provide that no person shall on the grounds of race, color, creed, national origin, sex, age, marital status, physical and mental disability, sexual preference, veteran status, or any other protected characteristic as established by law be excluded from participation in, be denied the benefits of, or be subjected to discrimination under, any program or activity of the District.



## : WELCOME

The Dance Arts Conservatory opened in 1976 as the Dance Arts School and teaches classes in Ballet, Modern, Irish, Tap, Jazz, and Musical Theatre Dance from preschoolers to adults. The goal of the Conservatory is to provide safe, inclusive, high-quality dance education that is designed to promote self-expression, creativity, grit, and confidence to enhance all aspects of each student's life. The faculty strives to instill appreciation for dance through professional experiences and instruction shared with each student.

## : OUR FACULTY

Our instructors represent a diverse spectrum of education and performance experience within their specialized dance forms. The expertise of both the instructors and accompanists greatly enhances the quality of the Conservatory.

## : PARENT INVOLVEMENT

We encourage parents to be involved with the Conservatory by checking in with your child's teacher regularly, watching for notices and checking the Dance Arts webpage. E-mail is the primary method of communication; please make sure your child's instructor and front desk staff have your current e-mail address and phone number in order to keep you up-to-date on the latest information. At the end of each semester/session, we require all parents of young students and all older dancers fill out a Program/Class Evaluation. It is invaluable information for Dance Arts, as future funding for our school is partially decided upon the return of these evaluations.

## Observation & Waiting Areas

Parents may wait in the following areas if the space is available:

1. Room 206 (the kitchen) – The kitchen area is available for parents to wait, provided it is not reserved for programming. It is a quiet-zone area for reading and having a snack.
2. Room 201 – Throughout the year we will open up this room for parents to view their child in the dance room. This room is equipped with live feed monitors for both dance studios. Indoor voices are okay, but no rough play. No food or drink allowed.

**PLEASE NOTE:** the hallway is not a designated waiting area. No sitting allowed as this is a fire code violation. Please remember that all children within the building must be supervised by their parents when not attending classes.

# Volunteers

Volunteers assist with the Performances, providing support for the dance faculty. Nearly all costumes and sets for the performances are made “in-house” by volunteers. Our volunteers are an invaluable asset that help the Dance Arts Conservatory keep production costs low.

There are many crews set up to help the performances that are critical to ensuring a professional looking production. These crews can include:

- **Costume Production Crew:** cuts fabric, pins, takes notes for fittings, gluing, and sewing
- **Set Building Crew:** assists with design and builds sets
- **Painting & Construction Crew:** paints and assembles sets and props
- **Marketing Crew:** assists with distribution of performance posters and other promotional tasks as needed
- **Backstage Crew:** class wranglers/supervisors, dressers, load-in to the theatre, strike crew
- **Snack Crew:** provides food for costume, painting, and construction crews who work through lunch and/or dinner on many days

## : REGISTRATION/PAYMENTS & FEE SCHEDULE

Students enrolled in Dance Arts Core Ballet Classes and Irish Dance classes are registered for both the fall and spring semesters and do not need to re-enroll in the spring. Fees for Core Ballet and Irish classes are based on a nine month program (September – May) and are broken into even monthly payments. First month’s payment is due at time of registration. Monthly fees are non-refundable and not prorated for holidays, vacations, illnesses or snow days. Tuition is due by the 20th of the month in advance for the following month. Late payments will be assessed a \$10 fee. Additional month’s payments may be paid in advance at any time. All other classes will be registered for by semester.

To withdraw your child from the program, submit a two week written notice prior to the start of the next month to the Dance Arts Supervisor. If you do not provide a two week notice, you will be responsible for payment of the following month.

## : STUDIOS CLOSED

Labor Day, Veterans Day, Thanksgiving week, Winter Break, Martin Luther King Jr. Day, Presidents Day, Spring Break, the week of Annual Dance Performance, Memorial Day, and Fourth of July.

# : POLICIES

## Enrollment Information

1. Dance Arts classes run year-round in three sessions.
  - A. 1st Semester – September through December
  - B. 2nd Semester – January through May
  - C. Summer Session – mid June through mid August
    - *Students remain in the same class from September through August.*
    - *Core Ballet and Irish Dance Classes are registered for fall and spring semesters and do not need to re-enroll in the spring*
2. No new enrollment for beginning dance students is taken after the first two weeks of the semester, or without approval from the Dance Arts Supervisor. Class fees for classes missed will not be prorated.
3. Late enrollment may be taken for students with previous training for continuing education classes. Placement is decided through a class audition. Class fees for classes missed will not be prorated.
4. Parents must complete the Parent Information and Participant Forms packet, Visits, Trips, Excursions page, and the Signature of Understanding page from the Dance Arts Conservatory Handbook, and bring them to their child's first class. Go to <http://www.champaignparks.com/dancearts> for a fillable or printable form. **Students will not be allowed to participate without having these forms submitted and no proration will be provided for any classes missed for this reason.**

## Classroom Information

Students will be checked in by their instructor at the front entrance on the west side of the building, and taken into the classroom. Parents may wait in the kitchen area located on the main level, room 206, if space is available and no other programs are using the space.

Our classroom procedure is that we only allow patrons who are registered for a class, in the classroom. Patrons must be in the age range of the Dance Arts class.

If a class is in need of volunteers, and a parent would like to volunteer to be in the classroom, they must follow our volunteer procedure. Parents must fill out a volunteer application, give permission for a background check, and sign a waiver prior to volunteering. Parents will be asked to sign in their hours on a volunteer sign in sheet.

## Class Advancement

Students will be able to progress to advanced levels per instructor and supervisor approval. To progress to intermediate and advanced levels it requires that criteria be met at the beginning levels in order for the student to move forward to the next level. This ensures patron enjoyment in the program, and enables the instructor to prepare accordingly in order to progress through curriculum efficiently. If a student is new to the area and would like to request a placement into the appropriate class, they may do so by calling the Springer front desk at 217-398-2376.

## Scholarships

Because some residents are unable to participate due to economic hardship, the Champaign Park District offers scholarships for Champaign residents to reduce certain fees and charges. Need is the primary criteria upon which scholarship applicants are considered. Applications are available at each Champaign Park District facility and on-line. Applications should be submitted as soon as the Program Guide is received for the upcoming season as early applications are given priority. All requests will be reviewed and applicants will be notified prior to registration.

## Cancellations

In the event that Unit 4 schools close due to inclement weather, the Dance Arts Conservatory will close also. In addition, the Champaign Park District may include other snow days not coinciding with Unit 4. Program cancellations can be found on the [champaignparks.com](http://champaignparks.com) homepage rainoutline. Staff will also attempt to contact you by email and/or telephone. Classes missed for this reason will not be made up.

In the event an instructor falls ill, every attempt will be made to arrange for a substitute instructor. If this is not possible, classes will be cancelled and students will be notified as soon as possible. These classes will be rescheduled by the Supervisor.

A few classes may be cancelled due to rehearsals for the annual Dance Performance to prevent fatigue and stress on young students. These classes will be rescheduled.

## Tardiness

When a student's learning time is shortened by absences or tardiness, it jeopardizes the progress of the entire class and their performance on stage. In dance class, good education depends on continuous building of muscular strength. Therefore, absences and tardiness threaten the safety of the student. When a student misses class, the previous skills learned are quickly lost. This happens due to the body retaining instruction at a lower rate than the mind.

All students should arrive 10 to 15 minutes before class time to change into the correct uniform, warm up, and prepare mentally for instruction. When a student is late for class, he or she misses crucial exercises which warm up and prepare the body for more demanding sections of class, without which the risk of injury increases.

***If a student is unprepared or late for class, he or she may be asked to sit out because of risk of injury.***

# Absences

All known absences should either be emailed to the Supervisor or called into the Springer Cultural Center. All last-minute absences should be called in to the Springer Cultural Center by a parent or adult student. Absences are discouraged four weeks prior to performances or examinations. **If absences occur within these four weeks, the Dance Arts Staff retains the right not to allow the student to participate in the performance or examination.** *Makeup classes are not provided due to participant absence.*

# Sickness

Your child will not be able to attend the program when he/she is ill (has a fever, a severe cold, feels sick, or shows other signs of illness). Your child should be symptom-free and fever-free without fever-reducing medication for 24 hours before returning to their dance class.

# Policy on Head Lice

- A. Proof of purchase of shampoo for first treatment
- B. Doctor's note to return
- C. Proof of purchase of shampoo for second treatment

# : TORNADO AND FIRE PLANS

In the event of the tornado siren sounding, all participants will take refuge in the center hallway of the lower level of the building. We will remain there until we receive word that we are in the clear.

In the event of a fire, the alarms at our center will be sounded. All participants under the supervision of the staff will leave the building through the nearest unobstructed exit, and shall seek shelter at the Virginia Theatre, 203 W. Park Ave, 217-356-9053. Parents and guardians will be notified as soon as possible. We will stay at the Virginia Theatre until all the children are picked up by their parent or guardian.

In the event of other emergencies, all participants under the supervision of staff will leave the building and follow the above-mentioned emergency evacuation procedures.

# : BEHAVIOR GUIDELINES

## BEHAVIOR CODE OF CONDUCT

All participants are expected to exhibit appropriate behavior at all times while participating, spectating, or attending any program or activity sponsored by the Champaign Park District. This includes participation in programs that may or may not require an admission fee, such as spectating at athletic events, concerts, or attending special events. The following guidelines are designed to provide safe and enjoyable activities for all participants. Additional Codes of Conduct may apply for particular programs such as Summer Youth Programs, athletic leagues, and aquatic facilities.

### **Participants and Parent/Guardian shall:**

1. Show respect to all participants, spectators, and staff. Will also show respect for program rules and equipment.
2. Take direction from Champaign Park District staff.
3. Refrain from using abusive or foul language.
4. Refrain from causing bodily harm to self, other participants, spectators, or Champaign Park District staff.
5. Refrain from damaging equipment, supplies, and facilities.

Guidelines are utilized consistently by staff for recommendations on proper discipline to poor conduct. A copy of the Conduct Report Guidelines is attached to this handbook.

If there is need for an ADA accommodation please see *"Inclusion Request Procedure"* information on page 4 of this handbook.

## POLICY ON BEHAVIOR MANAGEMENT

In order to provide a safe and enjoyable experience for all participant, Champaign Park District has developed a set of expectations for all participants. All patrons will be treated fairly based on individual aptitude.

### **Behavior guidelines are as follows:**

1. No individual will endanger him/herself or other participants or staff.
2. Individuals will use respectful, appropriate language towards staff and other participants.
3. All participants will respect staff, program rules, other participants, and equipment.
4. All individuals will keep their hands, feet, and objects to themselves.

### **Consequences for inappropriate behavior are:**

1. **First Offense:** Participant will be removed from the group activity, receive a verbal warning that the exhibited behavior is inappropriate, receive reinforcement of appropriate behavior. Participant may or may not return to the group, dependent upon severity of offense. Parent/ Guardian will be notified at pickup.



**2. Second Offense:** Participant will be removed from the group activity, receive a second verbal warning that the exhibited behavior is inappropriate, receive reinforcement of appropriate behavior. After being removed from the group, parents will also be notified and asked to pick their child up within 30 minutes of the incident. Parent/guardian will be notified at pickup that a second offense has occurred, reminded of the ramifications of a third offense.

**3. Third Offense:** The participant's parent/guardian will be called for immediate pickup, and the participant will be suspended from the program for up to 5 days, without refund. When the child is picked up, the Supervisor will meet with the parent/guardian, discuss the incident and consequence, and revisit the ramifications of a fourth offense. (\*If the participant is not picked up/signed out within 30 minutes of the parent/guardian being contacted, the participant will be released into the custody of the Champaign Police Department.)

**4. Fourth Offense:** The participant's parent/guardian will be called for immediate pickup, and the participant will be suspended from that program temporarily but indefinitely suspended, without a refund for that particular session. If the participant is registered for any subsequent programs, the parent/guardian will be refunded their fees for those programs and the child will not be allowed to participate in any program with the Champaign Park District. When the participant is picked up, the Supervisor will meet with the parent/guardian, discuss the incident and discuss the temporarily but indefinitely suspension. Participants with Inclusion Services will also meet with the Inclusion Coordinator at Champaign-Urbana Special Recreation. (\*If the participant is not picked up and signed out within 30 minutes of the parent/guardian being contacted, the participant will be released into the custody of the Champaign Police Department.)

**Please note:** *In cases of inappropriate behavior deemed extreme by staff, participants*

# CONDUCT REPORT GUIDELINES

## *Guidelines may not pertain to sports programming*

- Supervisors should be immediately notified for all third degree behaviors; then the immediate contact with the individual's parent/ guardian to inform them of their child's behavior.
- Each individual will face the consequences upon their behaviors. However, each individual behavior will be addressed on a case-by-case basis with consideration of individual disabilities, medical issues, safety of participants and/or staff, disruption to the program and other such pragmatic considerations.
- Management reserves the right to supersede all degree levels and respond correctly based on severity of conduct
- Instructor, if unsure the severity of an action please consult the Supervisor to correctly handle the situation.

## First Degree

Actions taken in response to first degree behaviors are primarily the responsibility of the Instructors. Instructors are to complete Disciplinary Action Forms and turn into Supervisor that day.

*Ex: Short period of activity exclusion (time out)*

- "Cooling off"
- Given a chore to help instructor

*\*When individuals reach (2) first offense reports, the Supervisor will notify/ speak with the parent/guardian of the individual.*

### **Behaviors may include, but not limited to:**

- Purposely distracting the group (not listening/behaving)
- Inappropriate language/remarks
- Pushing and/or shoving (minor)
- Refusal to follow instruction
- "Talking back"

### **First Degree Consequence: Warning**

## Second Degree

Actions taken in response to second degree behaviors are the responsibility of the Instructor to report the action and Supervisor/ Coordinator/Manager to speak with the parents/guardians.

- Fill out Disciplinary Action Form
- Inform Supervisor
- Supervisor will call and notify parent

## **Second Degree Behaviors may include, but not limited to:**

- Persistent first degree behaviors (listening, following instruction, etc.)
- Fighting, “provoking”, spitting
- Bullying or acts of aggression and violence
- Excessive inappropriate language or remarks directed to other participants/instructor
- Running off/leaving the group
- Intimidation/threats to other participants
- Inappropriate physical contact (pushing, tripping, etc.)
- Direct/blatant disrespect to instructor

**Second Degree Consequence: Participant will be sent home for the day, possibly longer depending on the severity of the offense.**

## **Third Degree**

Actions taken in response to third degree behaviors are at the immediate responsibility of Supervisor. Coordinator/Manager will also be involved in actions.

- Remove individual from group & bring to Supervisor
- Complete Disciplinary Action Form
- Supervisor will call and inform parents to come pick up their participant

## **Third Degree Behaviors may include, but not limited to:**

- Severe or repeated physical aggression
- Physical contact to the face and/or neck
- Abuse and/or harassment: verbal, physical, sexual, and emotional
- Sexual misconduct
- Destruction of property
- Endangerment of themselves, other participants, staff or volunteers
- Theft
- Possession of a weapon

**Third Degree Consequence: Participant will be suspended for the day, possibly longer depending on the offense.**

*\*Repeated Third Degree reports to lead to multiple day suspensions or removal from the program.*

# : DANCE ARTS CLASS DESCRIPTIONS

The Dance Arts Conservatory welcomes students of all ages. Please contact the Dance Arts Supervisor to discuss placement. If you are a new student, please see the New Student information section on page 16.

## BALLET/MODERN

### Pre-Ballet

#### **MOVE WITH ME** Age 3

Move with Me is an imaginative, movement-based class that encourages creativity, early socialization, body and spatial awareness, strength development, and enhancing familial bonds. Each child must be accompanied by an Adult participant (parent, guardian, grandparent, etc.). Students must be 3 years old on or before the first day of class.

#### **CREATIVE MOVEMENT** Age 4

Our Creative Movement class for 4-year-olds involves a fun music and movement-driven experience through creative play. Children will jump in puddles, soar like birds, and twirl like ballerinas while strengthening gross motor skills and coordination. Socialization skills are enhanced through following directions, sharing, taking turns, and the excitement of making new friends. Students must be 4 years old on or before the first day of class.

#### **PRE-BALLET** Ages 5-6

Your child's first ballet experience is special, and this class is designed to initiate the awareness of some basic ballet principles. Your child will continue to be presented with a creative and music-driven experience, but in a standardized classroom format. Students must be 5 years old on or before the first day of class.



## Core Ballet

Students enrolled in Core Ballet classes are required to take, at a minimum, two technique classes per week.

### **BALLET 1** Ages 6-9

In Ballet 1, students will begin the transition into a formal ballet class. Training will continue to develop the student's physical skills and develop core strength, stamina, creativity, expression, and musicality using a range of sounds and musical styles. Students should be able to respond to the elements of music and perform expressively, and be able to demonstrate use of appropriate movement dynamics, coordination, elevation, and awareness of space. Students should also be able to demonstrate a competency in both fine and gross motor skills, as well as demonstrate the mental preparedness to move on to more formal ballet technique classes. Engaging correct ballet technique will become a focus within the classroom.

*Prerequisite: Pre-Ballet or Supervisor's approval*



### **BALLET 2** Ages 8-10

Ballet 2 is the stepping stone toward demonstrating consistent use of consolidated technical skills, with the expectation of working for an increased range of movements and sequences of increased length and complexity.

*Prerequisite: Ballet 1*

### **BALLET 3** Ages 9-11

Ballet 3 students will begin broadening their ballet vocabulary and will be expected to utilize correct terminology in discussion during ballet class. Efforts in this class are geared toward building technique and increasing the ability to use the muscles within the body correctly to direct movement, as well as interpreting the music that is heard and expressing those qualities through the movement produced.

*Prerequisite: Ballet 2*

### **BALLET 4** Ages 11+

Students exhibiting the strength necessary to begin preparation for pointework may be invited to purchase and wear pre-pointe shoes for their technique classes.

Ballet 4 students should have a solid foundation of ballet terminology and should regularly demonstrate a healthy work ethic. The expectation is that students at this level of training should be actively seeking out information on how to improve their technique and performance as a display of ownership over their artistry.

Without exception, students in Ballet 4 should be taking care of their personal and dance related needs: putting up their own hair, sewing elastics and ribbons on shoes (when indicated), and caring for themselves properly. Students should be independently arriving early for class in order to warm-up their bodies and prepare for a rigorous lesson, as well stretching and keeping instructors informed of any unusual soreness, injury, etc.

*Prerequisite: Ballet 3*

## **BALLET 5** Ages 13+

Students who are invited to join the Ballet 5 curriculum will have presented themselves as eager and driven within the classroom setting. Mastery of artistry and performance is expected at this level. Growing strength and control of the trunk and pelvis in adage work will develop into a security that facilitates higher leg extensions, a grand battement and grand allegro. Petite allegro will become refined. Pointework is expected at this level, and various popular classical variations will be taught. Students will develop a sense of self-critique while also learning how to write about dance. Dance history will also be discussed.

*Prerequisite: Ballet 4*

## **JUNIOR COMPANY** Ages 10+

This class is open to all Ballet 3 and Ballet 4 students. Ballet 2 students must receive special permission or an invitation to attend. Note that consideration will be given to those students who have expressed an interest in participating in an additional class each week. This class will include components of stretching and conditioning. This is an additional class for those students who wish to perfect their technique and demonstrate their desire to be invited to join the Pre-Professional curriculum.

## **SENIOR COMPANY** Ages 12+

This class includes stretching and conditioning exercises with contemporary dance, a standard ballet technique class, and pointework. Students who have not met the guidelines set by the Dance Arts staff to safely move into pointework, and male students that are enrolled, will participate on demi-pointe and be provided further strengthening exercises.

Junior and Senior Company classes are only offered to students who are currently enrolled with the Dance Arts Conservatory and attend two or more ballet classes per week.

# Contemporary

## **MODERN 1** Ages 10-15

With a structure similar to a classical ballet technique class, this beginner level Modern Dance course will include warm-up, strengthening, floor work, technique training, and movement combinations. Offering a wide foundation in Modern Dance vocabulary, this is a great chance to sample the art form and many of its variations!

## **MODERN 2** Ages 13+

Having demonstrated a proficiency in Modern 1, students may move into this Intermediate technique class which operates in much the same way. Classroom combinations will be lengthier, more complex, and include basic partnering and weight sharing exercises. Movement concepts in this class are heavily influenced by a variety of Modern Dance influencers, such as Doris Humphrey, José Limon, and more.

*Prerequisite: Modern 1*



## CONTINUING EDUCATION

Supplemental technique classes are given in the “freework style.” Instructors will give the combinations of dance steps and the students will perform them. Supplemental dance classes are for the once a week dancer, or for students who are eager for more class time to perfect their ballet technique.

### **BEGINNING ADULT BALLET** Ages 16+

This class is for adults with 0 to 2 years of experience or for students with former education who want to get back into training. Fundamentals of formal ballet will be taught. Necessary skills such as core stability, weight placement, turnout, and alignment will be introduced.

### **INTERMEDIATE ADULT BALLET** Ages 16+

This class continues to build on the information learned in Beginning Adult. Students should have 2 to 4 years of continuous training and teacher recommendation. In adage movements, instructors will be watching for the development of weight placement over the forefoot of the supporting leg in order to facilitate correct turnout and strength. Single pirouettes should become refined and strong, and doubles will be introduced. Ballon in petit allegro should be cleanly established. Grand allegro will become refined.

### **ADVANCED ADULT BALLET** Ages 16+

Students should have 4+ years of continuous training and teacher recommendation. Further development of strength and control of the trunk and pelvis will be concentrated on in adage work. This control of the body’s core will be further called upon to perform the correct throwing action of the leg for a grand battement and also in grand allegro. Double pirouettes should be easily attained at this level.

### **ADULT POINTEWORK**

Adult Pointework will be available to students enrolled in Intermediate and Advanced Adult Ballet classes based on the evaluation and discretion of the Dance Arts staff. Please consult your instructor for additional information. Students enrolled in Advanced Adult Ballet who do not wish to take pointework will continue class on demi pointe and be given additional strengthening exercises.

## IRISH DANCE

All class ages are based on general information. If a student is more advanced than is stated for his or her age group, please contact the Dance Arts Supervisor at 217-819-3920. Students will be placed at the discretion of the instructor.

*Irish 2  
and up  
by audition  
only*

### **IRISH 1** Ages 6-12

In the Irish 1, dancers will learn basic soft shoe/ghillie technique. This includes how to turn out one's feet, stand on their tip-toes, point their toes, lift their feet up, cross one foot in front of the other, stand with their shoulders back, their arms in, and their head up. This will be incorporated into the dancers' steps. The dancers in Beginner are not required to have soft shoes (ghillies) and are encouraged to purchase black leather ballet shoes instead.

### **IRISH 2** Ages 6-12

The Irish 2 class will learn the Light Jig, the First Reel, and the Hop Jig, as well as promenades, and will be required to prove their proficiency in these before being promoted to the next level of classes. Another soft shoe dance and ceili group dances will also be taught. This level will also begin to learn hard shoe technique, although hard shoes will not be required until after the first half of the year.

### **IRISH 3** Ages 8-15

The dancers in the Irish 3 class have proven they have mastered all of the dances described in Irish 1 and 2. Because of their proficiency in those basic dances, the Irish 3 level will be presented with more difficult dances. Furthermore, Traditional Set dances will be covered. A higher emphasis on technique will be also be expected in the Intermediate level.

### **IRISH 4** Ages 11+

The Irish 4 class is for students who have demonstrated a thorough understanding and skilled execution of the technical training provided in all of the previous levels. The dancers in this level have mastered all of their old steps in the Irish 1, 2, and 3 classes. Since these students have proven their mastery, they will be challenged with more difficult dances and dance moves. These dancers, while in the Irish 4 level, must further refine their technique and will be challenged to push past any errors in carriage. Dancers will have more freedom to focus their energy into creating a dance of their own that showcases their individual talents.







## TAP

### **CHILDREN'S TAP 1** Ages 8-12

Flap, shuffle, and slide into the classic art form of American Tap Dance! Enjoy creating and expressing music through tap that will help you bring on the noise and the funk in this starter class. *No previous experience required.*

### **CHILDREN'S TAP 2** Ages 8-12

Continue to expand your tap technique, have fun dancing to a variety of musical styles, and begin exploring how tap can express a character and tell a story.  
*Prerequisite: Children's Tap 1*

### **ADULT TAP 1** Ages 13+

It's never too late to learn the Shim Sham! In this class, you'll learn the basics of tap dance through traditional and contemporary dance patterns that will have you jivin' all year long. *No previous experience required.*

### **ADULT TAP 2** Ages 13+

Refine your tap fundamentals, and expand your technique. "Get your groove on" dancing to jazz, rock, Broadway, and classical music, as well as creating your own "riffs" through improvisation. *Prerequisite: Adult Tap 1*

### **ADULT TAP 3** Ages 13+

This class is for tappers with previous experience who have mastery over tap fundamentals and the basic elements of musicality. This class addresses intermediate/advanced technique, more complex musicality, and explores how percussive dance can function to create character, tell a narrative, or express an abstract idea. Students will be encouraged to develop their own individual "tap voice" through improvisation.  
*Prerequisites: Children's Tap 2 or Adult Tap 2*

## MUSICAL THEATRE DANCE **Ages 10+**

Bring out your inner Broadway Dancer in this Musical Theatre Dance class! Leap, turn, and kick your way through fun combinations to both classic and contemporary Broadway tunes. No previous experience required.

## Class Evaluation Information

At the end of each year families will receive student evaluations that outline how students are doing with the class material, and whether or not they are ready to move on to the next level. Students may be held back to gain a better understanding of the work represented in the curriculum. A student may also be encouraged to repeat a level, should they experience a sudden growth spurt. The Dance Arts Conservatory staff is trained to recognize developments that may impair physical control of the body. To prevent injury, a student may need slower training until the muscles, tendons, and ligaments have lengthened enough to match bone growth in a young dancer's body.

## New Students - Ballet

If you are new to the Dance Arts Conservatory, and are interested in knowing where to begin, we are here to help. If you are a beginner to ballet, options for new students are listed below. You may freely enroll in the below classes based on your child's current age, or if you are an adult, you may register for Beginning Adult Ballet. If you have placement questions, please contact the Dance Arts Supervisor.

***If you are a new student with previous training, you should contact the Dance Arts Supervisor for a placement audition into our Core Ballet Classes.***

- **Move With Me, Age 3**
- **Creative Movement, Age 4**
- **Pre-Ballet, Age 5-6**
- **Ballet 1, Age 6-9**
- **Beginning Adult Ballet, Age 16+**

### **CHILDREN'S BEGINNING BALLE** (offered only in the summer) **Ages 7-10**

This class is for students new to the art of dance and serves as a preparation for formal ballet. It is a structured class that will focus on solid dance technique and musicality. Students will be assessed at the end of the session to determine their class placement for the Fall session.

## New Students - Irish

If you are a beginner to our Irish program, you may freely enroll in the Irish 1 class. Irish 2 and up are by audition only. Contact the Dance Arts Supervisor for a placement audition.

***If you are a new student with previous training, you should contact the Dance Arts Supervisor for a placement audition into the Irish Dance Program.***

# : DANCE ARTS CONSERVATORY DRESSCODE GUIDELINES

## General Rules

1. Jewelry should not be worn in class.
2. All dancewear and shoes should have the student's name in permanent ink. Dance Arts is not responsible for lost dance items.
3. Female students do not wear undergarments with tights.
4. Hair should be pulled back, or pinned away from the face.

## General Supplies

All dance students need a bag large enough to carry required pairs of shoes. We encourage students to carry a smaller bag to class containing the following items: hair brush, hair pins, bobby pins, clips, hair nets, hair elastics, and safety pins. Students training in pointe shoes should include band aids and cloth tape with their supplies.

Students who are not properly prepared (hair and uniform) may be asked to sit out.



## BEGINNING BALLET

### MOVE WITH ME

Children should wear comfortable clothing with bare feet (no mini-tutus, please), and adults should wear comfortable clothing suitable for ease of movement.

### CREATIVE MOVEMENT

Children should wear comfortable clothing with bare feet (no mini-tutus, please), and Students may wear a pink leotard, or a white shirt with black fitted dance shorts. All students should have bare feet and hair pulled back neatly.

### PRE-BALLET

Students may wear a light pink leotard with either pink tights or white ankle socks, and pink leather ballet shoes. Students may also wear black fitted dance shorts, a white shirt, and black leather ballet shoes. Hair should be pulled back neatly away from the face.

# CORE BALLET

## Shoes

- All students in Ballet 3 and below need full-sole leather ballet shoes.
- Students in Ballet 4 and Ballet 5 are allowed leather split-sole or canvas split-sole ballet shoes.

## Fit Guidelines

Ballet shoes are to fit snugly to the foot with a maximum of  $\frac{1}{4}$ " growth allowance. Proper ballet shoes must be purchased from a dance supply store. These shoes will stretch with the child's foot creating a comfortable fit. If improper shoes are worn, the student will be asked to remove them before participating.

## Purchasing Information

- Students can purchase tights or shoes online in a color that matches their skin tone.
- The Capezio brand of leotards for Ballet 1 & up may be found at [www.discountdance.com](http://www.discountdance.com)
- See your instructor for more information.

## BALLET 1

Option 1 – Purple cap-sleeved style leotard, skintone tights, pink or skintone full-sole ballet shoes

Option 2 – White t-shirt, black knit shorts, white socks and black or white ballet full-sole shoes

## BALLET 2

Option 1 – Light blue cotton-lycra tank style leotard, skintone tights, pink or skintone full-sole ballet shoes

Option 2 – Black bike shorts or heavy black tights, white short-sleeved leotard or white t-shirt, white socks and black or white full-sole ballet shoes

## BALLET 3

Option 1 – Black cotton-lycra tank style leotard, skintone tights, pink or skintone full-sole ballet shoes

Option 2 – Black bike shorts or heavy black tights, white short-sleeved leotard or white t-shirt, white socks and black or white full-sole ballet shoes

## BALLET 4 AND 5

Option 1 – Black cotton-lycra tank style leotard, skin tone tights, and pink or skintone split sole ballet shoes

Option 2 – Heavy black tights, white short-sleeved leotard or white t-shirt, white socks and black split sole ballet shoes, black or nude dance belt

## Supplies:

- Jazz sneakers are strongly suggested by staff for Ballet 4 students and staff approved Ballet 3 students

All Core Ballet students must have the required uniform. However, students are given the choice of color and style for second and third leotards. Please notify a member of the Dance Arts Staff with specific questions

## CONTINUING EDUCATION

### Shoes

Shoes can either be canvas (preferred for adults) or leather (preferred for younger students). Both full sole and split sole shoes are accepted, though split sole is recommended for more advanced dancers. Students' choice of colors are pink, black, white, or skintone.

### Attire

Form fitting attire that is moveable such as leggings, tank tops, jazz pants, moveable t-shirts, etc., are acceptable for adult students. Traditional attire is not required for adult ballet class, but if you feel inclined, it includes skintone tights, a leotard, and optional ballet skirt, or black tights with a form fitting shirt for men. For preferred classroom attire, please see instructor.

### Hair

Hair should be pulled up and out of the face.

## TAP

### Shoes

Tap Shoes are required. Beginners are recommended to get either Capezio or Bloch brands of tap shoes, Oxford style, no split sole. Estimated price is \$50 for a decent pair.

### Attire

General exercise attire is acceptable including gym shorts, jazz pants, leggings, tank tops, breathable t-shirts, etc. Form fitting clothing is preferable and recommended, but not required.

### Hair

Hair should be pulled up and out of the face.

## JAZZ AND MUSICAL THEATRE DANCE

### Shoes

Ballet or jazz shoes are required, but bare feet and socks are also acceptable (no tennis shoes or street shoes). For Musical Theatre Dance, Character shoes can be worn, but must be approved by instructor first.

### Attire

Comfortable, non-street clothing appropriate for physical activity that is not baggy and not restrictive is required (no jeans, baggy t-shirts, etc.).

### Hair

Hair should be pulled back from face.

# MODERN

## Shoes

In keeping with the tradition of Modern Dance, all students will be asked to dance barefoot or in socks when necessary.

## Attire

Any color or style of leotard, t-shirt, or tank top may be worn in class. Leggings or dance shorts are highly encouraged with proper athletic undergarments (this includes dance belts). Baggy clothing, is not permitted, all clothing should hug the body.

## Hair

Hair should be pulled back from face. Ponytails are appropriate.

# IRISH

## IRISH 1

Ballet shoes and comfortable athletic clothing.

## IRISH 2

Brown-bottomed soft shoes (ghillies), socks, and comfortable athletic clothing. Hard shoes are required by the beginning of the spring semester.

## IRISH 3 AND 4

Brown-bottomed soft shoes (ghillies), hard shoes, socks, and comfortable athletic clothing.



## : PERFORMANCES

The Dance Arts Conservatory performs annually in the spring, in addition to available outreach opportunities. Performances are an exciting and rewarding opportunity to present the product of a year's work and to experience the stage. All costumes fees and performance fees are not included in monthly billing and will be a separate fee that will be included in your November bill on your submission of a signed performance agreement by October 31. Outreach performances do not require costume fees.

Those who choose not to participate in the performance must notify the Dance Arts Supervisor by October 31 so as not to be assessed performance and costume fees.

**Reminder:** There will be a mandatory performance meeting in the fall at the Springer Cultural Center.

**1. Fees:** A non-refundable \$30 performance fee is required from all dancers to offset costs of the theatre. There is a non-refundable \$45 costume fee to cover the cost of fabric and other materials. There will be an additional costume fee of \$25 (non-refundable) for each costume needed after the first one. The \$30 and \$45 fees will be included in the November bill for all students/parents who sign a performance agreement. All subsequent costume fees will need to be paid separately. If Dance Arts needs to replace a costume for the Dance Performance due to damages outside normal wear and tear, there will be a costume fee of \$25 (non-refundable) to cover the cost of the fabric and other materials.

Performance and Costume fees are subject to change due to program and fabric supplies rising costs. Occasionally, an extra leotard or shoes will need to be purchased by parents. These items belong to the students and may be worn in class after the performances are over.

**2. Parent Involvement:** All parent involvement in the show will be discussed at the mandatory performance meeting in the fall.

**3. Attendance:** During the spring term, all students participating in the performances will need to attend rehearsals outside of class time, usually on Saturday and/ or Sunday afternoons. In the months leading up to the performances, it can be EVERY weekend. A schedule of these rehearsals will be sent home via e-mail or hard copy as early as possible. Attendance during the weeks of rehearsal prior to a performance is crucial. All prior commitments that have fallen on rehearsal days need to be communicated to your dancer's teacher or choreographer within a week of receiving a rehearsal schedule. **Only one excused absence will be allowed during spring term.** No dancer leaves a rehearsal early without being excused by their choreographer. **Dancers who have unexcused absences may lose their part to an understudy.**

*If your child is ill, notify your child's instructor or the Supervisor as soon as possible. Please do not send a sick child to classes or rehearsals. Children must be free of fever for 24 hours without medication in order to participate.*

**4. Casting:** Casting decisions are carefully made by the Dance Arts staff, in order to maintain a high level of performance and to best serve the artistic line and style of each role. Once posted, a cast list will not be changed unless a dancer cannot participate. Plum roles and solos require an advanced level of study, physical stamina and technical proficiency, as well as specific abilities and a special flair for a particular part. Hard work, hunger, talent and exemplary behavior towards staff, fellow students and volunteers will be the most likely way to earn a solo and keep it.

**5. Etiquette:** Dancers and parents should maintain the highest standards of behavior as representatives of the Dance Arts Conservatory. A positive and respectful attitude will be shown to all instructors, parent volunteers, and fellow students. Dancers are allowed into the audience as a courtesy so they may watch the performance. Dancers are expected to remain with their class supervisor and sit in their assigned area. If this is abused by dancers, they will remain in the green room for the entirety of the performance. If parents become disruptive or disrespectful they will be asked to leave the theater and may return only after the rehearsal or performance has finished.

The instructor or choreographer retains the right to decide if a dancer may or may not participate in the performance for any reason with approval from the Dance Arts Supervisor.

***The Dance Arts Supervisor retains the right to decide if a parent may or may not participate in any performance-related activities for any reason.***



# : VISITS, TRIPS, EXCURSIONS

I hereby give consent to the Champaign Park District to take

\_\_\_\_\_  
(Child's Name)

on walking or transported field trips to places of interest, including public parks, with the understanding that such trips are under the supervision of authorized personnel of the Champaign Park District, and that all possible precautions are taken to ensure the health and safety of my child.

Parent/Guardian Name Printed: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# : SIGNATURE OF UNDERSTANDING

I have received, read, and understand the procedures and policies contained within the Dance Arts Conservatory Handbook

\_\_\_\_\_  
Student Name(s) Printed

\_\_\_\_\_  
Parent/Guardian Name Printed

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date



# : SPRINGER CULTURAL CENTER PARKING

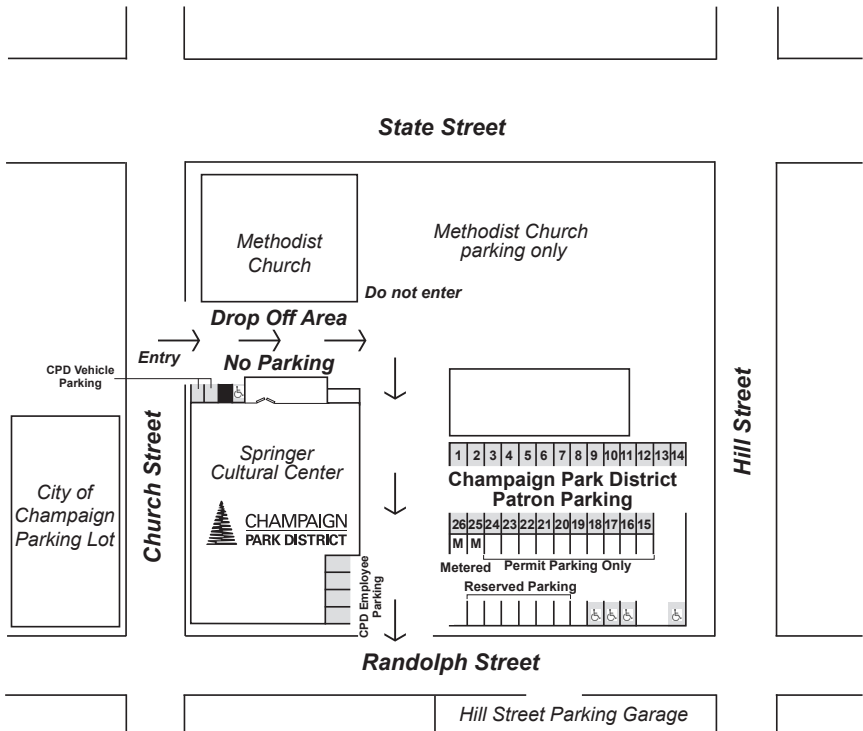
## Parking

1. City of Champaign Parking Lot (on Randolph north of the Springer Cultural Center)
  - a. Free parking weekly in spaces 1-26. Metered parking is available in spaces 27 & 28, as well as and Randolph Street Parking Garage.
2. Randolph and Church Streets
  - a. Every day, all day meter parking

## Drop-off Protocol (see map)

All Champaign Park District participants are asked to enter Church St. and exit onto Randolph St. Please adhere to this traffic flow as we want to ensure the safety of you and your children during your visit.

- No drop-off in opposite direction
- No parking in the drop-off area





# DANCE ARTS CONSERVATORY

[champaignparks.com/dancearts](http://champaignparks.com/dancearts)



**CHAMPAIGN  
PARK DISTRICT**



ILLINOIS  
**ARTS**  
COUNCIL  
AGENCY

Springer Cultural Center • 301 N. Randolph Street  
Champaign, IL 61820  
217-398-2376