**BRENTWOOD PERFORMANCE COMPANY**

**Contract for 2016-2017**

Congratulations! Brentwood Academy of Dance is very fortunate to have such a talented ever-growing company, and we look forward to working with each one of you!

General:

 We are so excited for a great year. Being a company member requires a significant commitment and in return provides a rewarding experience for the dancers and parents. In an effort to start the year off with the best understanding of this commitment, we have created this document to clearly outline the guidelines for the year. Dedication, responsibility, communication, and most of all a good attitude are all very important in order to create a positive and cohesive dance environment for everyone.

Class Requirements:

As a performance company member you are required to take the following classes:

 -**Performance Company Ballet** Saturday 12:45-2:00pm

 -**Performance Company Jazz** Saturday 2:00-3:15pm

 -**Performance Company Choreo** Saturday 3:15-4:15pm

We also HIGHLY recommend additional classes, such as a second ballet and/or jazz, lyrical, acro, hip hop, or tap.

Mandatory Sunday Rehearsal Requirements:

 In order to best prepare the team for their performances and competitions there will be the following mandatory Sunday rehearsals for them to learn the choreography for their dances. Please mark the dates down in your calendar and make sure the team member can be there for the full time, there will be no exceptions to leave early or arrive late.

 **-October 2nd 2:00-5:00pm**

 **-October 9th 2:00-5:00pm**

 **-October 30th 9:00-12:00pm**

 **-November 6th 2:00-5:00pm**

Extra Rehearsal Requirements:

 There is the possibility of having extra rehearsal times to strengthen the company member’s performance, and have the company prepared and confident to perform their dances. This should be around a performance or competition, and will be the exception not the rule.

Dress Code:

Hair:

 -bun for ballet, hair up and out of face for jazz and choreo

Shoes:

 -ballet shoes for ballet, jazz shoes for jazz, competition dance shoes

 for choreo

Clothing:

 -leotard any color and pink tights for ballet

 -leotard or tight tank top any color, sports bra, and spandex shorts or

 tight fitting yoga capris/pants for jazz and choreo

Absences:

 You must attend all required classes. If you have to miss a technique class (performance co. ballet or performance co. jazz) you must make up that class in another class of the same style within 1 month of the missed class. You can make up classes in your technique level, or any level below your level. In the makeup class you must also have the teacher who taught the class sign your attendance sheet. Attendance sheets will be signed for each performance class the student attends. However, if the student is absent for one or more of the required classes the class will be highlighted on the attendance sheet so the student knows which class he/she has to make up.

 Performance Co. Choreo class attendance is crucial seeing as this is the only rehearsal time we have to prepare for competitions and performances, and this class cannot be made up. Please plan your homework, vacations, and extra curricular activities around being at EVERY company rehearsal. Every dance will have a dance captain. If a dancer misses a rehearsal, they must get with the dance captain prior to the next rehearsal to learn anything they may have missed. Students are allowed only 2 absences per semester for the performance co. choreo class. There will be a section on the student’s attendance sheet to keep track of the 2 allotted absences per semester for the performance co. choreo class.

 Three-day weekend holidays also result in make up classes. Please plan ahead of time about when to make up your classes for these three-day weekend holidays.

 If the student does not makeup the class within a month there will be a discussion with the student and parents. The student after the discussion has one more week to make up the class. If the student does not make up the class then the student will be out of one of his/her group pieces for competition. If the student does not make up the class again and continues to miss further classes without making up the class(es) he/she will be out of both of his/her group pieces for competition. After this there will be a final talk with the parents and student about continuation and commitment on the performance company team.

Attendance:

 Being on time is crucial for company classes. The student is considered late 15 minutes after class begins. For example if the class starts at 12:45pm and the student arrives at 1:00pm the student is late. If the student is late he/she will be asked to watch the class and take written notes that he/she will hand in to the teacher at the end of class. Three tardies is equivalent to one make up. There will be a section on the student’s attendance sheet to keep track of tardies.

Holidays:

-November 23-27 Thanksgiving

-December 19-January 1 Winter Break

-Mar 27-April 1 Spring Break

-May 27-29 Memorial Day

-June 11 Recital

Performances, Competitions, & Conventions:

 We plan to perform at local events such as festivals, nursing homes, and fairs! More details on these performances will be announced throughout the year.

 We will be attending two competitions, one convention, and there is one optional convention where the students can go take class on their own, the competitions and conventions are as follows:

**-February 10-12 Hollywood Vibe, Garden Grove (Optional Convention)**

**-March 3-5 KAR, Redondo Beach (Competition)**

**-April 28-30 Rainbow, Redondo Beach (Competition)**

**-May 12-14 Jump, L.A. (Convention, Sunday Optional)**

Attendance is MANDATORY for every company member so make sure to have nothing else in your calendar for the duration of these weekends.

 In fairness to all company members if you have a conflict and miss the required classes prior to a competition, convention, or performance it will be at the choreographer’s discretion to decide if the student is allowed to perform. If the student has a conflict and needs to miss a competition, it must be on the conflict sheet (**due September 17**). In fairness to the other company members in the routine, if the student misses a competition that was not on the conflict sheet, then the student will be restaged out of the routine for the rest of the year. Please plan concerts, weekend vacations, and parties around your competition schedule.

 It is important to honor your hard work by attending all awards ceremonies. Staying for awards is mandatory at all competitions. Sometimes this is not convenient and there will be a long break before awards—please be prepared for this. If the student for any reason misses awards they will not receive their individually awarded pin for their group dance.

 Every dancer is required to take ALL classes at a convention, and to stay through the closing ceremonies. Sometimes that is the most inspiring part of the convention, and we would not want any dancer to miss out. **Parents please plan on this in advance and arrange carpools if needed.**

 Once again, competitions and conventions can be long weekends, but are always very fun! So please plan in advance for these events and plan nothing else for your company member for these Fridays and weekends.

Costumes:

 One costume per dance will be required. The performance company will have two dances, so there will be two costumes. These will range from $50-$100 each. Please buy all tights and shoes through the studio to ensure that you are getting the right color, style, etc. Shoes, tights, and makeup may range from $40-$70 for each dance. (Brentwood Academy of Dance is not responsible if this estimate goes over a little bit of the estimated range.) There will be a costume, shoe, tight, and makeup list given out to each company member before performances, competitions, and conventions specifying the attire for each dance. This attire and makeup is mandatory.

Fees:

 There is an annual Company registration fee of $50. This should be paid at the time of registration. This is in addition to the normal studio registration fee of $35. As a convenience, if you have already registered, the studio can charge the Company Registration fee to your card. Before each competition/convention there will be an expense fee between $35-$45.

 Please note that there will be a choreography fee for each dance. This fee should be paid by check or cash directly to the choreographer at the start of learning a new routine. This cannot be paid through the studio.

 -Small (4-9 dancers): $50/dancer

 -Large (10+ dancers): $35/dancer

 If extra rehearsals are needed before the performances it is often on a Sunday and the cost is $75 per hour divided amongst the team.

Payment:

 Every team ember must have a credit or debit card on file with the studio. This card will not be used for Tuition charges without your permission. It will only be used to make payments that are essential after announced deadlines. You will be notified well in advance for payment amounts and deadlines for competitions/conventions as well as costume payments. You will also get another reminder notice if time permits. On the morning after the deadline if payment has not been received the credit card will automatically charged.

 Privates are to be paid in advance or at the time of the private. If payment for a private has not been paid on time, the credit card will be automatically charged on the next business day to cover the private.

 With your permission the credit card can be used to set up an account that allows your child to purchase items at the snack bar and the credit card will be charged after the balance has reached $20. There are no exceptions to this policy and a valid and usable credit or debit card must be on file. If the card does not accept a charge, you must get another card to the studio within 24 hours or suspension from future performances may result.

Communication:

 The best way to communicate is via email. Please make sure you check your email EVERY DAY! You can contact the company manger, Jillian Dierking, at badcomgr@gmail.com.

 Above all, we want the dancers to have a fun and rewarding year. Our experienced staff has and does put a lot of time and energy into making the Brentwood Academy of Dance Performance Company the best it can be! Thank you for sharing your talent and committing to be a part of this amazing team!

Thank you,

Karen Chase

Kyra Burns

Jillian Dierking

**2016-2017 Brentwood Performance Company Constitution**

As a member of the Brentwood Performance Company:

1. I will be supportive of all company members and treat all members with the same respect I want to receive. I understand that the Brentwood Academy of Dance is a team, and each and every dancer is an important member of the team.
2. I will be respectful to my teachers, choreographers, and dance captains at all times.
3. I will participate in all scheduled community performances, fundraisers, and competitions. If I need to miss a competition, I will notify my teachers by September 17. If I need to miss a performance I will notify my teachers at least 3 weeks in advance.
4. I understand there is an open door policy within the company and if I have a concern I can always speak to Karen, Kyra, Jill, or any of my other teachers about it.
5. I understand that disobeying the dance team rules, not fulfilling my commitment, or having a negative attitude may cause dismissal from the company at any point in time.
6. I understand that all practices and technique classes are mandatory. If I miss a required technique class, I must make up that class within 1 month. If I miss a performance co. choreo class, I must get with the dance captains and learn any choreography or corrections that I missed. If I miss the last company rehearsal before a performance, then I may be pulled from the performance.
7. I understand there will be a dance captain for every competition routine. The choreographer will choose the dance captain. I will listen to the captains with respect and follow his/her directions. If I am chosen as a dance captain, I am responsible for knowing all the counts, steps, and dynamics of the routine. I am also responsible for taking charge in rehearsals or at competitions, when needed. At competitions, I will also be required to gather my dance members together and make sure everyone is preparing to perform the routine, which includes warming the group up, running necessary parts of the routine, and huddling the group in for last minute words of motivation.
8. I will adhere to the attendance guidelines in the contract.
9. I will attend all awards and ceremonies at competition. I understand that I am not allowed to leave a competition before awards, and will stay through the entire awards ceremony. (Special circumstances must be cleared at least one week in advance with the teachers.)
10. I understand that I am required to take all classes at convention, and may not leave the convention early. If I have a conflict and need to leave early, I must communicate this with the teachers at least one week prior to the convention.

As a parent(s) of a B.A.D. Performance Co. Member:

1. I understand that we are financially obligated to pay all required costs of Company. This includes tuition, competition fees, choreography fees, costume fees, etc. These items are not optional and once my son/daughter and I sign this contract, I will pay for these items by the given due dates.
2. I understand in the unlikely event that my son/daughter decides to quit or is dismissed from the Company, I am only financially responsible for all required costs up to that point in time. No refunds will be given for costumes or competitions.
3. Once the team has made a rule or decision, we respectfully ask that you abide by it, even if you may disagree. With 60+ dancers in the company, it is impossible to have consensus on every issue and we appreciate your understanding that we cannot accommodate every request.
4. In order to improve communication we ask that the dancers address any issues directly with the teachers. If further discussion is required with the parents, time will be arranged to discuss, but communication begins with the dancer and teachers.
5. After a dancer has addressed a concern with us, if you need further discussion, please contact the studio or company manager (Jillian Dierking) to arrange a time to speak with the teachers. We have found fielding questions or concerns during teaching hours or competitions does not always allow us to properly focus on your concern. Please do not address concerns at competitions/performances.
6. Call times are very important so that the dancers and teachers have ample time to prepare for the performance. If my child misses a call time once, they will receive a warning. If he/she misses again I will donate $25 to the team fund, and continue to donate for every missed call time thereafter. This is so all dancers are calm and prepared to go onstage prior to their performance.
7. I understand that the teachers are there to give my child the best dance education possible. I also understand that they have an open door policy regarding my dancer; however, they will not discuss or compare another dancers progress, technique level, placement in routines etc. with me. Every child is special and different, and I will not compare my dancer with another.
8. I understand that backstage during competitions is a time for the choreographers and dancers to focus and prepare. If my dancer needs help to prepare for a dance, I will only be backstage to do so. After I help my dancer change/fix hair I will exit the backstage area and allow the dancers and choreographers to prepare for the dance and not disturb this process.
9. I understand that at conventions the team mom and only 2 parent volunteers will be allowed in the room to watch. We want to allow the girls to experience what it is like to take class on their own as a professional dancer.

**PLEASE RETURN TO STUDIO BY SEPTEMBER 17, 2016**

We have read and understood the Brentwood Performance Company Contract, Constitution, and Parent guidelines. We are prepared and ready to be dedicated and supportive members of the Brentwood Academy of Dance Performance Company, and promise to abide by the contract and constitution.

Dancer’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dancer’s Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent’s Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent’s Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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