

STUDENT HANDBOOK

Welcome to Above the Barre! This handbook contains everything you need to know for the entire season, including expectations, class schedules, dates, and all rates/fees.



**Information
in this
handbook is
only useful
when read.**

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605 E Stagecoach Trl.
Lawndale, NC 28090

YEARLY MEMBERSHIP FEE

A non-refundable registration/membership fee of \$40 is required at the time of registration to secure class space. Membership fees for siblings are as follows: \$30 for the second child, \$20 for any child after that. Registration will not be considered complete without payment of membership fee and first month's tuition.

TUITION + PAYMENTS

Tuition will remain the same whether it is a long or short month (3 weeks or 5 weeks), regardless of absences or holidays. If you choose to pay with cash or check, tuition is due by the 1st day of each month and is considered late after the 5th of the month. After the 5th of the month, your card on file will be run. If this is unsuccessful, a \$15 late fee will be applied to your account. There is a \$25 fee for all returned checks. Accounts must be kept in good standing in order for students to participate in weekly class. **Students with an outstanding balance (over 30 days) will not be allowed to participate in class until balance is brought into good standing. NO EXCEPTIONS!**

AUTO DRAFT + ONLINE PAYMENTS

Payments can be made online at any time through your Parent Portal. If you choose to have your tuition auto drafted from your account, this will take place on the 5th day of each month. If your auto draft is unsuccessful for any reason, a \$15 late fee will be applied to your account.

DSP PARENT PORTAL

This will be your best friend throughout our season. Here, you will be able to view charges, transactions, make payments, log absences, check into class, view class practice videos, access class music, and more.

To log in, visit <http://dancestudio-pro.com/online/abovethebarre> or follow the QR code.



COMMUNICATION

- We prefer communication via email!
- All class communication is done through email, along with occasional text messages.
- Please be sure to check your email so that you don't miss out on important communication.
- Our office is open on the following days and times.
 - Monday - Thursday, 4:00pm - 8:00pm
 - During our office hours, Leighann will be available to answer questions, take payments, etc...
- We aim to respond to all emails within 24 hours. However, please note that if it is a holiday, weekend, or the studio is closed, you may not receive a response until the next business day during office hours.



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COMMITMENT

- Above the Barre runs as a **FULL SEASON** from August 5 - June 7.
- When you register to join our program, please know that you are committing to this season.
- Please be aware of your commitment as fall & spring sport seasons arise and plan accordingly.
- We **do not** offer "month-to-month" classes
- If you choose to drop out of classes for a month or more, you will be charged a re-registration fee. You will also not be guaranteed a spot in your previous class, as spots are limited.
- A 10 day WRITTEN NOTICE is required for you to be removed from our system. No costume refunds will be issued if they have already been ordered.
- **STUDENTS ARE NOT PERMITTED TO TAKE WEEKLY CLASSES AT ANY OTHER DANCE STUDIO.**

ATTENDANCE

Good attendance is crucial for progress and technique development. Please make every effort to have your child in class each week. There will be **no refunds** for missing class or for dropping a class mid-month. Your child may miss out on choreography/parts of their routine if they are absent. Please keep in mind that your child's attendance (especially in the weeks leading up to recital) will have a great impact on their technique, skills, and performance. Excessive absences may result in reassessment of class placement.

ARRIVAL/PICKUP

Doors will open 15 minutes before the first scheduled class of the day. Students should arrive on time for class, and should be picked up promptly. All children who are not in class should be accompanied and supervised by an adult. **The ATB staff is NOT responsible for students before or after their scheduled class.**

CODE OF CONDUCT

Students are expected to show respect to instructors, staff, and peers at all times. This includes attending class prepared (proper hair and class attire), listening attentively, following instructions, and maintaining a positive attitude. Disruptive behavior will not be tolerated. Parents should support a positive environment by encouraging their children and respecting studio policies. Any concerns or issues should be addressed privately with the studio director.

INCLEMENT WEATHER/STUDIO CLOSINGS

For holidays and inclement weather, we **generally** follow the decisions made by Cleveland County Schools. We will always send an email, text, and post on social media if classes are cancelled for any reason. If you are ever unsure, check these avenues. We do not close for teacher workdays!



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LOBBY ETIQUETTE

Please respect these common areas and keep them neat and clean. Please be respectful of others who are waiting on their child, and ensure that siblings are quiet and respectful. If you are using a device, headphones should be used. Absolutely NO food, gum, or soft drinks are allowed in the dance studios.

PARENT WATCH POLICY

To eliminate all distractions and interruptions, we do not allow parents or visitors in the classrooms. We require that young students are able to participate without a parent for the full length of class. Parents are more than welcome to drop off and pick up students. We also have a viewing window and camera systems for your convenience so that you may still watch your child during class.

LOST AND FOUND

Lost and found items are placed in a designated bin in the studio's lobby. Unclaimed items will be donated every 30 days. The studio is not responsible for lost or stolen items. Please write your child's name in all common items- such as studio apparel and dance shoes!!

CLOSURE DUE TO A PANDEMIC OR OTHER UNFORESEEN CIRCUMSTANCE

Tuition, costume fees, recital fees, etc that have been paid will remain as a credit on your account until we are able to re-open or offer an alternative form of class. There will be no refunds for prepaid tuition, costume fees, recital fees, etc (only credit).

HEALTH + SAFETY/INJURIES + INSURANCE

Students should stay home if they are feeling unwell, especially if they have symptoms of contagious illnesses. Please inform the studio if your child will be absent due to illness. Parents, legal guardians of minors, students, and visitors waive the right to any legal action for any injury sustained on the studio's property resulting from any dance or gymnastics activity or any other activity conducted by the students before, during, or after class. We require that all students be covered by their family insurance policy. If injuries occur, it is understood that the studio will not be held responsible.

PHOTO/VIDEO RELEASE

Photos and videos of students may be shared on social media or for marketing/promotional purposes. By enrolling your child, you consent to the use of their images. If you wish to opt out, you can request this through your DSP Parent Portal.



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WEEKLY CLASS SCHEDULE

Our class schedule will remain the same from August 5 through June 7.

2024-2025 WEEKLY SCHEDULE

AUGUST 5 - JUNE 7

NON-COMPETITIVE CLASS SCHEDULE

Mondays

STUDIO A
7:15 - 8:00 BEGINNER/INT AERIAL SILKS

STUDIO B
5:15 - 6:00 AGE 2-3 TWIRL + TUMBLE
6:00 - 6:45 AGE 3-4 TWIRL + TUMBLE (LEVEL2)
6:45 - 7:15 AGE 12+ HIP HOP

STUDIO C
6:15 - 7:00 AGE 8+ LEVEL 1 TUMBLE
7:00 - 7:45 AGE 8+ LEVEL 2 TUMBLE

Tuesdays

STUDIO A
5:00 - 5:45 AGE 4-6 DANCE (YEAR 2)
5:45 - 6:45 AGE 8-11 BALLET/TAP
6:45 - 7:45 AGE 8-11 JAZZ/HIP HOP

STUDIO B
6:45 - 7:15 AGE 12+ TAP
7:15 - 8:15 AGE 12+ JAZZ/LYRICAL

STUDIO C
5:00 - 5:45 AGE 8+ LEVEL 2 TUMBLE
5:45 - 6:30 AGE 4-6 TUMBLE (YEAR 2)

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Wednesdays

STUDIO B
5:15 - 5:45 AGE 2-4 TOT HOP
5:45 - 6:30 AGE 2-3 TWIRL + TUMBLE

Thursdays

STUDIO A
7:00 - 7:45 AGE 7+ BEGINNER AERIAL SILKS
7:45 - 8:30 ADULT AERIAL SILKS

STUDIO B
4:15 - 5:00 AGE 4-5 BEGINNER DANCE
5:00 - 5:30 AGE 4-5 BEGINNER HIP HOP
5:45 - 6:30 AGE 5-8 JAZZ/HIP HOP
6:30 - 7:15 AGE 5-8 BALLET/TAP

STUDIO C
5:00 - 5:45 AGE 5-8 INTERMEDIATE TUMBLE
5:45 - 6:30 AGE 4-5 BEGINNER TUMBLE
6:30 - 7:00 AGE 4-6 INTRO TO SILKS

Above THE BARRE

DANCE & GYMNASTICS ACADEMY

At ATB, we believe in placing students in classes that best match their skill level and experience to promote optimal growth and development. We are happy to help you with level and class placement for your student. Please do not hesitate to reach out if you have any questions regarding what class(es) would be the best fit for your child.



TUITION + FEES STRUCTURE

We offer two payment options: full season or monthly installments (10 total installments).

The full season payment must be completed by August 8th, 2024, to receive a 5% discount. After August 8th, only monthly installments are available. We offer 25% off for the second child and 15% off for the third child and beyond.

NOTE: If you pay for the full year and withdraw for any reason, a 30% cancellation fee will be deducted from the refund balance.

ATB Fallston Tuition		
Classes per Week	Cost per Month	Full Season (5% Discount)
1	\$55	\$525
2	\$95	\$905
3	\$130	\$1,235
4	\$155	\$1,475
5	\$180	\$1,710
6	\$205	\$1,948
7	\$215	\$2,043
8	\$230	\$2,185
9	\$245	\$2,330
10 +	\$260	\$2,470

Registration Fee	
Fee Type	Amount
1 Student	\$40
2 Students	\$30
3+ Students	\$20

Costume	
Class Type	Amount
Single Class	\$95
Combo Class (ex: jazz/hip hop)	\$115

Required Apparel	
Item	Amount
Community Performance T Shirt	\$24
Christmas Parade Sweatshirt	\$40



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REQUIRED APPAREL ITEMS + FEES

Outside of tuition, there are a few extra fees that you will incur throughout the season. We want to be completely transparent, and we want you to be prepared for all financial obligations. Below is a list of all fees that will be required during ATB's 2024-2025 season.

ATB COMMUNITY PERFORMANCE T SHIRT

This t shirt will be worn for the Cleveland County Fair, along with any other community events that we may attend as a studio. You may place this order through our online store on Dance Studio-Pro until Friday, August 16.

Cost: \$24

Order Due Date: Friday, Aug 16



ATB CHRISTMAS PARADE SWEATSHIRT

This will be worn for the Casar Christmas Parade. If you already have one from last year, you will not need to purchase another. You may place this order through our online store on Dance Studio-Pro until Friday, October 18.

Cost: \$40

Order Due Date: Friday, October 18

RECITAL COSTUME

All classes will have a required costume for our end-of-year dance and tumble recital.

Cost for One Class Costume: \$95

Cost for Combo Class Costume: \$115

RECITAL COSTUME DEPOSITS:

To alleviate the stress of one lump payment, these costumes fees are broken up into three installments.

- **Payment #1: \$35 per class** (due on October 5, along with monthly tuition)
- **Payment #2: \$35 per class** (due on November 5, along with monthly tuition)
- **Payment #3: \$25 OR \$45 per class** (due on December 5, along with monthly tuition)

ALL PAYMENTS MUST BE MADE ON TIME, AS COSTUMES WILL BE ORDERED OVER WINTER BREAK. IF YOUR CHILD'S COSTUME IS NOT PAID IN FULL BY THIS TIME, WE WILL NOT ORDER IT.

Recital Costumes ordered after Winter Break will have an added \$15 shipping fee.

RECITAL PARTICIPATION FEE

A \$40 recital participation fee is due with April's tuition to cover recital participation + production



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PERFORMANCES + COMMUNITY EVENTS

CLEVELAND COUNTY FAIR

ALL STUDENTS SHOULD BE PRESENT TO PERFORM.

- **Date:** Saturday, September 28
- **Time:** 5:00-7:00pm (arrive at 4:30pm)
- **Location:** Weather's Arena
- **Attire:** ATB Community performance t shirt, black shorts, and black or white sneakers. Tap classes will wear tap shoes.
- **Hair:** should be pulled ALL THE WAY BACK, and long hair should be secured in a bun.

CASAR CHRISTMAS PARADE

ALL STUDENTS SHOULD BE PRESENT TO RIDE THE FLOAT OR WALK IN THE PARADE.

- **Date:** Sunday, December 8
- **Time:** 3:00pm
- **Attire:** Purple ATB Community performance hoodie/sweatshirt/jacket, black leggings or pants, and black or white sneakers. Hair can be worn however you choose, but should be neat and presentable.

CAT SQUARE CHRISTMAS PARADE

ALL STUDENTS SHOULD BE PRESENT TO RIDE THE FLOAT OR WALK IN THE PARADE.

- **Date:** Saturday, December 14
- **Time:** 1:00pm
- **Attire:** Purple ATB Community performance hoodie/sweatshirt/jacket, black leggings or pants, and black or white sneakers. Hair can be worn however you choose, but should be neat and presentable.

END OF YEAR RECITAL

Our big, end of the year recital performance will be held on June 7. A \$40 recital fee per student is due with April Tuition. You will receive a **very** detailed recital packet in March. There will be 2 separate shows, and your child may end up performing in more than one, so please be prepared to plan accordingly.

RECITAL AND RECITAL REHEARSAL ARE MANDATORY FOR ALL STUDENTS.

- **Recital Date/Time/Venue:** June 7, 1:00pm and 5:00pm at Burns High School
- **Attire:** Recital costume that you purchase prior to Christmas break, along with correct dance shoes, tights, hair accessory, and makeup
- **Rehearsal Date/Time**
 - Tuesday, June 3, 4:00 - 8:00pm
 - Thursday, June 5, 4:00 - 8:00pm

IN-STUDIO PARTIES + SPECIAL EVENTS

BRING A FRIEND TO CLASS WEEK

Students are encouraged to bring a friend who may be interested in dance/tumble to class with them. We will have a fun class, show off routines we have learned, and incorporate friends in our learning experience. All newcomers will be required to have a signed waiver form to participate.

Dates:

September 9-12

"THINK PINK" BREAST CANCER AWARENESS WEEK



All students are encouraged to rock their pink attire this week from head to toe!

Dates:

October 7-10

HALLOWEEN COSTUME + PARTY WEEK

Students are welcome to wear their Halloween costumes to class this week. We do ask that they are still able to participate in class! We will also have a fun party, play games, etc... A sign up sheet for parents to volunteer to bring snacks, drinks, paper products will be emailed a week prior.

Dates:

October 24, October 28-30

CHRISTMAS PARTY / PARENT OBSERVATION WEEK

All parents are invited to come and watch class this week. Students will show off what they have learned throughout the first half of our season. Following this, we will party and celebrate. A signup sheet for parents to volunteer to bring snacks, drinks, paper products, etc will be emailed a week prior.

Dates:

December 16-19

VALENTINE'S DAY CELEBRATION WEEK

Students will have the opportunity to bring Valentines for their classmates. We will take the last bit of class to distribute those!

Dates:

February 10-13

DRESS CODE

At ATB, we have a dress code to ensure that all students are dressed appropriately for optimal movement and safety during class. This uniformity helps instructors provide effective corrections and fosters a sense of discipline and professionalism among our students. By ensuring that your child is arriving to class properly dressed, you are showing respect for your teacher, classmates and the discipline of dance. Proper practice wear is required for all classes.

HAIR MUST ALWAYS BE PULLED BACK!

ABSOLUTELY NO JEANS, JEGGINGS, OR T SHIRTS WILL BE ALLOWED IN CLASS (excluding hip hop). Students will not be allowed to participate in class without proper practice wear.



ALL TWIRL & TUMBLE

- Dance Leotard (any color)
- Convertible/transition tights (any color)
- Hair pulled ALL the way up
- PINK ballet shoes



AGE 4-5 BEGINNER DANCE AGE 4-6 YEAR 2 DANCE AGE 5-8 BALLET/TAP

- Dance Leotard (any color)
- Tights (any color)
- Hair pulled ALL the way up
- No half up hairstyles
- PINK ballet shoes
- Black Mary Jane tap shoes (Velcro preferred)



AGE 8-11 BALLET/TAP

- Dance Leotard (any color)
- Ballet skirts, dance shorts, or leggings can be worn over leotards
- Tights (any color)
- Hair pulled ALL the way up- buns preferred, but not required
- No half up hairstyles
- PINK ballet shoes
- Black Oxford tap shoes





AGE 2-4 TOT HOP
AGE 5-8 JAZZ/HIP HOP
AGE 8-11 JAZZ/HIP HOP
AGE 12+ JAZZ/LYRICAL
AGE 12+ HIP HOP

- Fitted dancewear (sports bra, leggings, tank top, dance shorts)
- Tights optional
- Hair pulled all the way up
- TAN jazz shoes for jazz/lyrical classes
- BLACK sneakers for hip hop classes
- t shirts/looser clothing can be worn for hip hop only



**ALL AERIAL SILKS, GYMNASTICS,
 AND TUMBLE CLASSES**



- Gymnastics leotard or biketard
- Sports bra/fitted tank top
- Spandex shorts/leggings
- Bare feet
- Absolutely no t shirts or loose fitted clothing
- Hair must be pulled all the way back.
- Long hair MUST be pulled back into a bun or braids

BOYS



- Fitted shirt and athletic pants/shorts for dance classes
- Black ballet shoes
- Black oxford style tap shoes
- Fitted shirt and athletic pants or shorts for tumble classes
- Bare feet for tumble classes



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IMPORTANT DATES CALENDAR

AUGUST 5-8	FIRST WEEK OF CLASS
SEPTEMBER 2	CLOSED FOR LABOR DAY
SEPTEMBER 9-12	BRING A FRIEND WEEK
SEPTEMBER 28	CLEVELAND COUNTY FAIR PERFORMANCE
OCTOBER 7-10	“THINK PINK” WEEK
OCTOBER 24, 28-30	HALLOWEEN COSTUME/PARTY WEEK
OCTOBER 31	CLOSED FOR HALLOWEEN
NOVEMBER 25-28	CLOSED FOR THANKSGIVING BREAK
DECEMBER 8	CASAR CHRISTMAS PARADE
DECEMBER 14	CAT SQUARE CHRISTMAS PARADE
DECEMBER 16-19	CHRISTMAS PARTY WEEK
DECEMBER 23-JANUARY 10	CLOSED FOR CHRISTMAS BREAK
JANUARY 13	ATB REOPENS FOR SPRING SEMESTER
FEBRUARY 10-13	VALENTINE’S PARTY WEEK
APRIL 14-19	CLOSED FOR SPRING BREAK
MAY 5-9	RECITAL PICTURE WEEK
JUNE 3 & JUNE 5	RECITAL REHEARSAL
JUNE 7	RECITAL DAY!

PAYMENT SCHEDULE

AUGUST 1:	August Tuition Due
AUGUST 5:	August Tuition AUTO DRAFT
AUGUST 16:	T Shirt Orders Due
SEPTEMBER 1:	September Tuition Due
SEPTEMBER 5:	September Tuition AUTO DRAFT
OCTOBER 1:	October Tuition Due Costume Deposit #1 Due
OCTOBER 5:	October Tuition & Costume Deposit AUTO DRAFT
OCTOBER 16:	Required Sweatshirt Orders Due
NOVEMBER 1:	November Tuition Due Costume Deposit #2 Due
NOVEMBER 5:	November Tuition & Costume Deposit AUTO DRAFT
DECEMBER 1:	December Tuition Due Costume Deposit #3 Due
DECEMBER 5:	December Tuition & Costume Deposit AUTO DRAFT
JANUARY 1:	January Tuition Due
JANUARY 5:	January Tuition AUTO DRAFT
FEBRUARY 1:	February Tuition Due
FEBRUARY 5:	February Tuition AUTO DRAFT
MARCH 1:	March Tuition Due
MARCH 5:	March Tuition AUTO DRAFT
APRIL 1:	April Tuition Due \$40 Recital Fee Due
APRIL 5:	April Tuition & Recital Fee AUTO DRAFT
MAY 1:	May/June Tuition Due
MAY 5:	May Tuition AUTO DRAFT

PARENT CHECKLIST

- Ensure that we have the CORRECT email address, phone number and mailing address (including city, state, zip) on file
- Read the ENTIRE packet thoroughly before contacting the studio with questions
- Order your community performance t shirt (this will stay the same for at least two years)
- Order your parade sweatshirt (or make sure last year's still fits)! Remember, these stay the same each year
- Like Above the Barre Dance & Gymnastics Academy-FALLSTON, NC on Facebook
- Follow @abovethebarre_ on Instagram
- Sign the waiver that states you have read, understand, and agree to adhere to Above the Barre's membership policies
- Pinky promise us that you understand the extra fees outlined in this packet (recital costumes, recital fee, and apparel) and will not be surprised or unaware when those fees are due.



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