



**Bonita Saldana**  
Owner



## **Hello Studance Lab dancer and parent!**

Thank you for your interest in our studio! We have a relaxed, fun-filled atmosphere while also promoting a positive learning environment.

Here at the Studance Lab we believe the art of dance brings many things to each of our special students. Dance helps in the development of strength, coordination, balance, grace, poise and most important, self-confidence. Our dance room philosophy is based on skilled and professional instructors teaching students how to dance in an enthusiastic, safe, fun, yet disciplined atmosphere.

We have a magnificent studio for our dance students and parents which include full length mirrors, professional dance floor, dual level ballet bars, access to Live Stream with full audio and video, and more. We also have water for sale.

Our qualified instructors provide students with a motivating program designed to develop coordination, concentration, self-confidence, discipline, and accountability. These strong qualities provide a firm foundation for success. With repetition and practice, children develop their own skills to assist them in learning to focus mentally while having fun!

It is with much gratitude that I welcome you to our dance studio. We want you to feel at home here. If there is anything we can do for you, please do not hesitate to ask.

**Sincerely,**

**Bonita Saldana**

**Owner**



## Culture & Values

### Look The Part • Always Do Your Best • Become The Experts

1. Look The Part
  - a. We come to the studio with our appropriate dress code.
  - b. We dress to impress.
  - c. Professionalism in how we appear affects every area of our life.
  - d. We will look like dancers with confidence.
2. Always Do Your Best
  - a. We will always give our best effort in everything that we do. No ifs, ands, or buts.
  - b. We will be the best teammates, the best listeners, and the best participators.
3. Become The Experts
  - a. We will be the best, period.
  - b. This means that we will work hard to learn everything that we can, and then we will practice, practice, and practice!
4. We Are A Team
  - a. We treat our team with respect.
  - b. We encourage our teammates.
  - c. We always assume the best of each other.
  - d. We ask for help and give help.
  - e. We hold each other accountable and get stuff done!
5. We Have G.R.I.T.  
GUTS RESILLIANCE INITIATIVE TENACITY
  - a. Laziness is not an option at The Studance Lab.
  - b. We believe HARD WORK invites success and prosperity.
  - c. Beautiful technique is the goal. Repetition is the mission!
6. Own The Outcome
  - a. We are not afraid to fail.
  - b. Only we can determine our success. We do not blame others for our failures.
  - c. We pick our heads up and make moves. We take initiative.
7. Stay Humble & Show Up On Time
  - a. Arrogance is a thing of the past. We stay humble at the Studance Lab.
  - b. There's no reason to gloat. Our gift comes from God. We will make him proud by the way that we SHINE and carry ourselves.
  - c. Timeliness is important. We show up on time.
  - d. We are always present in MIND, BODY, & SPIRIT.

### Mission & Vision

Our mission is to ignite a young generation to become confident and fearless, while providing a safe and enjoyable dance experience.

Our vision is to cultivate future artist through the passionate expression of dance.





## Policies & Procedures

### Financial


The Studance LAB does require that you keep a current credit card on file with us. Auto payment will be charged to the credit card on file by Studance LAB on the 1st of each month. Tuition can be paid via cash prior to the 1st of the month to avoid the automatic withdrawal of the card on file. Tuition is due on the 1st of each month and past due if not paid by the 10th. *We will send one reminder via email and if payment is not received prior to the 10th of the month a \$20.00 late fee will be assessed to your account and the credit card we have on file will be billed.* Any student with tuition not paid by the 15<sup>th</sup> of the month may not be allowed to return to class until all past due fees are paid. We do not offer transfers, refunds or credit and we do not prorate for shorter months of classes nor charge more for longer months.

### Withdrawal

To withdraw from any class, you must notify The Studance Lab by submitting a Withdrawal Form prior to the 1<sup>st</sup> of the month. If the withdrawal form is submitted after the first, tuition is NON-REFUNDABLE and will be forfeited. Dancers are encouraged to finish off the month which was paid for.

### Attendance/ Make Up Classes

Your child's attendance in class is especially important to their peers and our teaching staff. As a member of the team, it is a commitment for you to ensure your child attends their classes on time each week and all lessons planned for them. Not only do absences impact the recital routines we create, it also impacts the social and confidence-building principals we work hard to foster in each age group. If you know that your child will be absent due to holidays, vacations, commitments, or school trips, please let us know ahead of time so the class impact is minimal. If your child is too unwell to attend class, we ask that you inform our admin team as soon as you can so they can let the teachers know. Attending classes on a regular basis is important in any learning experience. The consistency and repetition of training is necessary for proper technique to be learned. If a child misses a class and monthly tuition has been paid, the dancer is entitled to one make-up class per month for each registered class. A make-up class is any other class that we offer for their age and dance level. Make up classes are your responsibility and must be confirmed through our front desk. Make up classes must be made up within the same month of the absence. If you elect not to make-up the missed class, it will not be credited to your next month's tuition. Our teachers highly recommend that dancers take advantage of the make-up classes to help them from falling behind in their dance training.





### **Accident, Illness, and Injury**

The Studance LAB and its staff are released from any responsibility for any accident, illness or injury incurred during class, rehearsals, or performances.

### **COVID-19 Safe Studio Policy**

Here at The Studance Lab we are committed, first and foremost, to the safety and wellbeing of our entire Studance Lab community, staff, students, parents, family members and friends. We have covered almost every scenario imaginable to ensure we can provide both our staff and families with the safest environment possible under the current climate. If you have any concerns with any of the requirements and policies, they must be sent to us via email and a resolution sought before your child is able to enter the studio. Any student showing respiratory symptoms of any kind **MUST NOT** attend classes.

### **Student Pick-Up & Drop Off | Late Pick Up**


Children that are 7 years old and younger need to be escorted by a parent/guardian into the studio and brought to their appropriate classroom. All parents are responsible for making sure that their child safely enters our studio, regardless of their age. Students are **NOT** allowed to be dropped off at the curbside with the assumption of a Studance LAB staff being present. Dancer's will not be allowed to enter class if they are more than 15 minutes late. Parents/ Guardians are to be at the studio at the dismissal time for their class. A courtesy call should be made if the Parent/Guardian of the student will be late, to drop off or pick up, so the instructor and student can be notified in a timely manner. If a parent is late for pick up, a \$15 fee will be charged to your account for every 10 minutes past the class end time.

### **Class Cancelation**

The Studance LAB reserves the right to cancel, change or reschedule a class based on registration.

### **Lost and Found**

The Studance LAB staff will not be held responsible for any lost or stolen items. There will be a lost and found bin at the studio and any lost items will be placed in the bin. Parents are encouraged to come into the studio to retrieve lost items. We will donate any items left in the lost and found at the end of each month. We recommend you put your child's name on all clothing, bags, coats, and dance shoes. Leave any valuables at home.






## **Recital**

We have a Winter and Summer recital annually for our Performance and Professional membership level dancers. If we are unable to host our annual recital, we will have all dancers shoot a professional dance video which we will edit and present to our families as an end of the year present!

## **Social Media**

The Studance Lab's Social Media Policy refers to all social networking sites, video/photo sharing sites, blogs, micro-blogs, wikis, podcasts, forums, instant messaging and geo-spatial tagging (for example, Facebook check-ins). Please see below for our regulations regarding Social Media and feel free to contact our office staff if you have any questions.

- Any comments or posts perceived to be obscene, defamatory, threatening, harassing, discriminatory or hateful towards The Studance Lab staff, students or families may subject the owner to disciplinary or legal action.
  - Should you wish to engage on Social Media while identifying as a studio volunteer or employee, you may only do so with integrity, respect, and adhere to privacy and confidentiality policy.
  - Any content revealing or referring to sensitive studio information is not allowed to be shared online.
  - Intellectual property laws (for example, costume design and choreography) must be observed by all studio patrons when posting online.
  - While affiliated with our studio, (for example, images of your child in The Studance Lab's uniform) we will not tolerate any posts that are racially, sexually, physically or religiously offensive.
  - All matters pertaining directly to the studio - whether it be fees, scheduling, placements or performance opportunities - may not be communicated via Social Media. We have an open-door policy and encourage all communication, complaints and feedback to be communicated to the studio manager directly.
  - Families found to be engaging in 'hidden' or 'private' groups formed for the specific purpose of discussing studio matters will be encouraged to join our closed Facebook group for public discussion and warned against discussing Studio matters in their private online groups.
  - Photos or videos rehearsals may NOT be posted online, without prior consent of Studio Manager.
  - You may not post photographs / videos that feature The Studance Lab dancers other than your own online without the proven consent of their parent/guardian.
  - Identifying information of any featured minors - including names, ages or location - must be removed when posting on Social Media.
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# Important Dates

We understand wholeheartedly how busy the lives and schedules of our dance families can get as the year rolls on, so we have tried to get all of our important dates organized and ready for you, so you can plan other commitments. If you know ahead of time that your family will be unable to attend these events due to planned holidays or existing commitments, please let reception know at your earliest convenience.




## 2021-2022 Studio Calendar



LEGEND	
<span style="color: green;">●</span> CLASSES START	<span style="color: red;">●</span> CLOSED HOLIDAYS
<span style="color: yellow;">●</span> EVENT	<span style="color: darkblue;">●</span> YBL
<span style="color: lightblue;">●</span> SCHEDULED BREAKS	<span style="color: gold;">●</span> DANCER EVALS
<span style="color: gold;">★</span> STUDIO ANNIVERSARY	

July 12	Start of 2021-2022 Season	Mar 6-12	Closed - Spring Break
Sept 6	Closed - Labor Day	May 14-15	Recital Picture Day
Oct 30	Fall Festival Performance	May 21	Company Team Auditions
Nov 25-27	Closed - Thanksgiving Break	May 30	Closed - Memorial Day
Dec 13-18	Winter Recital Week	June 13-18	Summer Recital Week
Dec 19-31	Closed - Winter Break	June 25	Last Day of Classes
Jan 1-2	Closed - Winter Break	June 26-30	Closed - Summer Break
Jan 3	Start of Spring Semester	July 1-10	Closed - Summer Break
Feb 5	Studio 6yr Anniversary	July 11	Start of 2022-2023 Season



At the Studance Lab we believe that wearing studio uniforms give students a sense of belonging to our family as well as creating an identity for our studio in the greater community. It is important to The Studance LAB that our dancers look like dancers. Student's not dressed according to the dress code Will Not Be Permitted to Take Class.

Our Dress Code also:

- Encourages discipline
- Helps students resist peer pressure to buy stylish clothes for class
- Helps identify non-students in the studio
- Diminishes economic and social barriers between students
- Increases a sense of belonging and studio pride
- Improves attendance

**Please ensure all parts of your child's uniform are clearly labelled - individual shoes, socks, leotards...you'll be amazed at the amount of lost property we generate! NO JEWELRY.**

#### **Jackets/Sweaters:**

*Classical:* Company Jackets, solid black, grey, or white form fitting dance sweater for warm up ONLY.

*Street:* Company Jackets, Studance Lab hoodies or solid black sweater or hoodie.

**Acro, All levels** Dress Code: *Girls:* Black ConfIDANCE leotard and black ConfIDANCE leggings. No shoes. *Boys:* Black ConfIDANCE T-shirt and Black Confidence joggers. No shoes. Long hair must be swept back and secured properly.

**Ballet, Levels 1-Pointe** Dress Code: *Girls* – Black ConfIDANCE leotard, pink convertible tights, pink Ballet shoes, and hair in a clean, tight, secure bun. Ballet skirts are allowed. *Boys* - Black ConfIDANCE T-shirt and black ConfIDANCE joggers, black leather ballet shoes.

#### **Shoes-**

**Level 1-** Full sole, leather


**Level 2-5-** Split Sole, canvas

**Pre-Pointe-** Pre-Pointe

**Pointe-** So Danca Elektra

**Ballet/Jazz Combo** Dress Code: *Girls-* Black ConfIDANCE leotard, pink convertible tights and pink leather ballet shoes. Dance skirts and tutus are allowed. Dancers will change into tan jazz shoes for jazz portion of class. Long hair must be securely tied up in a clean, tight, and secured bun. *Boys* Black solid color T-shirt and black ConfIDANCE joggers, black leather ballet shoes & black jazz shoes.





**Ballet/Lyrical Combo** Dress Code: *Girls*- Black ConfIDANCE Leotard, pink convertible tights and pink leather ballet shoes. Dance skirts and tutus are allowed. Dancers will change into tan turners for the lyrical portion of class. Long hair must be securely tied up in a clean, tight, and secured bun. *Boys* – Black solid color T-shirt and black ConfIDANCE joggers, black leather ballet shoes & tan turners.

**Ballet/Tap Combo** Dress Code: *Girls*- Black ConfIDANCE Leotard, pink convertible tights and pink leather ballet shoes. Dance skirts and tutus are allowed. Dancers will change into black tap shoes for tap portion of class. Long hair must be securely tied up in a clean, tight, and secured bun. *Boys* – Black solid color T-shirt and black ConfIDANCE joggers, black leather ballet shoes & black tap shoes.

**Hip Hop/ Breaking/ Hip Hop Choreo/ Tricks, All levels** Dress Code: Teal ConfIDANCE T-Shirt and black ConfIDANCE Joggers. Girls must layer a form fitting tank top under T-shirt or black leotard. Long hair must be swept back and secured properly. Dancer's must wear tennis shoes.

**Jazz, All levels** Dress Code: *Girls*-Black ConfIDANCE Leotard and black ConfIDANCE leggings. Hair is to be put up tight and out of the face. Tan jazz shoes. *Boys* - Black ConfIDANCE T-shirt and black ConfIDANCE joggers, tan jazz shoes.

**Lyrical/Technique** Dress Code: *Girls*-Black ConfIDANCE Leotard and black ConfIDANCE leggings. Hair is to be put up tight and out of the face. *Boys* - Black ConfIDANCE T-shirt and black ConfIDANCE joggers. All dancers must wear Turners.


**Shoes-**

**Level 1-** Canvas

**Level 2-** Turning Pointe 55

**Contemporary/Technique** Dress Code: *Girls*-Black confIDANCE leotard and black ConfIDANCE leggings. Hair is to be put up tight and out of the face. *Boys*- Black ConfIDANCE T-shirt and black ConfIDANCE joggers. Dancers should wear black socks.

**Tiny Tots- Ballet/Acro/Tap Combo** Dress Code: *Girls*- Black ConfIDANCE leotard, pink convertible tights, and pink leather ballet shoes. Ballet skirts are allowed. Long hair must be securely tied up. *Boys* – Black ConfIDANCE T-shirt and ConfIDANCE joggers, black leather ballet shoes. All Dancers will change into black tap shoes for tap.







# Frequently Asked Questions

## **WHY CHOOSE THE STUDANCE LAB DANCE STUDIO?**

We feel we are set apart from any dance studio in the Valley because of the expertise of our faculty and the heart of our mission. Our faculty members have been featured in television shows, and currently touring the world educating & adjudicating others while still making it a priority to teach your children at The Studance LAB. Our safe and encouraging environment for dancers of all ages invites dancers from all over the world to train in our programs.

## **WHAT ARE THE AGES YOU OFFER CLASSES FOR?**

We offer classes for dancers ages 3 and up.

## **HOW LONG ARE THE CLASSES?**

Most of the classes are 1 hour. Our Tiny Tots classes are 45 minutes.

## **DO YOU HAVE A DRESS CODE FOR YOUR CLASSES?**

Yes, dress code is available online or can be viewed in this parent handbook.

## **DO I HAVE TO BE PRESENT WHILE MY CHILD IS IN DANCE CLASS?**

We require a parent to remain at the studio for our toddler, mini, and youngstar aged students (3-7). It is the parent's discretion to remain at the studio for all other dancers.

## **WHAT IF I'M RUNNING LATE DROPPING OFF OR PICKING UP MY CHILD?**

Please call the front office if your dancer will be late to class so we can notify the instructor. We ask our parents to be prompt picking up their children after classes are finished as there will be no teacher/ staff to specifically monitor them once class is over. If you will more than 5 minutes late picking up your student, please contact the front desk at 623.932.1505. *A \$15 fee will be charged to your account for every 10 minutes late.*

## **DO YOU REQUIRE AUTOMATIC WITHDRAWAL FOR TUITION FEES?**

Yes, tuition will run automatically on the 1st of every month with the credit/ visa card on file. You can pay cash, or a with a different card by contacting the front desk prior to the 1st of the month. We do not accept checks.

## **DO YOU HAVE AN ANNUAL RECITAL?**

Yes, we have a Christmas Show in December and a Spring Recital in June.





### **WHAT DOES IT COST TO PARTICIPATE IN THE CHRISTMAS SHOW AND SPRING RECITAL?**

Students with a Performance membership and a Professional membership can perform in our Christmas Show or Spring recital at no additional cost, if you registered prior to 10/1. Because the costume fee is built into the monthly tuition & membership fee, those who enrol after 10/1 will pay a \$30 mid-season enrolment fee, per class they are performing in along with the Performance or Professional membership. Costumes are only purchased for the spring show and only given to those who maintain enrolment for the entire year and are participating in the show.

### **HOW LONG DOES YOUR DANCE SEASON RUN?**

We offer a year-round dance program. Your membership is continuous unless a withdrawal form is submitted.

### **DO YOU OFFER SIBLING, AND FAMILY DISCOUNTS?**

The discount for family members is wrapped within the monthly tuition tier per family. We have a price determined for each number of total classes. The total number of classes for the entire family will determine the price for the family.

Ex: 2 classes/family = \$130/month, 9 classes/family = \$410/month

### **HOW DO WE GET INVOLVED WITH A PERFORMANCE OR COMPETITION TEAM?**


We have both performance teams and competition teams that are available to dancers ages 5-18. Auditions are required and are held in May. For additional questions please email our Company Director: [Teams@studancelab.com](mailto:Teams@studancelab.com).

### **WHAT IF MY CHILD MISSES A WEEKLY CLASS?**

If a child misses a class and monthly tuition has been paid, the dancer is entitled to one make-up class per month for each registered class. A make-up class is any other class that we offer for their age and dance level. Make up classes are your responsibility. Make up classes must be made up within the same month of the absence. If you elect not to make-up the missed class, it will not be credited to your next month's tuition. There are no transfers, refunds, or credits. Our teachers highly recommend that dancers take advantage of the make-up classes to help them from falling behind in their dance training. Make-up classes are not allowed during November through December and May through June.

### **WHO OWNS THE STUDANCE LAB?**

Bonita Saldana founded The Studance Lab Dance Studio. She runs the business with her business partner/husband, Gabriel Saldana. Bonita is an AZ native, internationally recognized dancer, adjudicator, choreographer and a former competitive dancer. Her success story as a professional and fully certified dancer and choreographer puts her among the best in the United States of America.



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