

# GRAVITY

DANCE COMPANY

## STUDENT/PARENT HANDBOOK

2023-2024

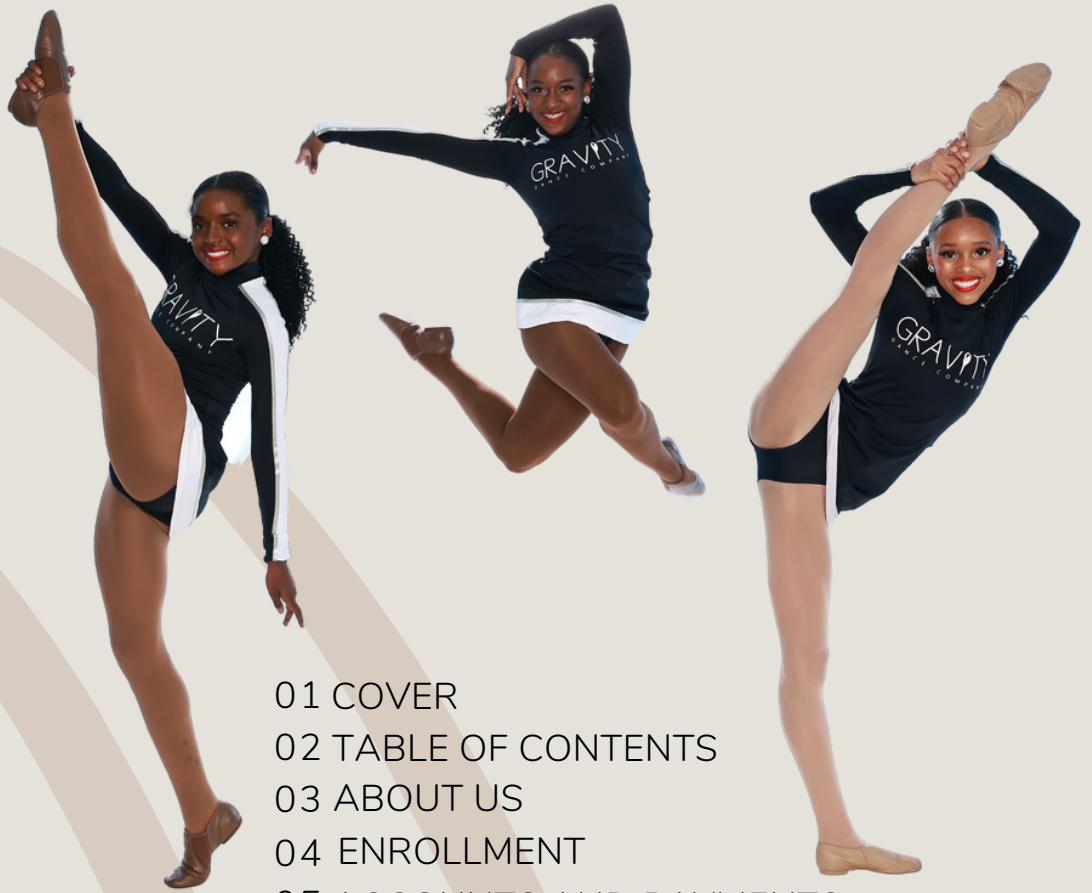


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# ABOUT US

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We don't just teach dance,  
we teach LIFE.

Welcome to SEASON 11 at Gravity Dance Company! Gravity was founded in 2010 by Owner and Artistic Director Shiquita Sargent. Shiquita is an award-winning dancer, choreographer and 2x Cancer Survivor from Long Beach, Ca. What once began as a contemporary dance company composed of 5 professional dancers later became a full-fledged studio in 2012 offering dance classes, choreography and instruction to children and adults alike. With 20 years of experience in the professional dance, music and video industries, Ms. Sargent, or, “Ms. Q” to her students, brings all of her expertise, talent, passion and desire to spread love to each stage she graces and every student she touches. Developing a strong bond with each of her dancers is what she takes pride in. Her desire to create a dance company that catered to the specific needs of the community, while providing a welcoming environment to dancers of all ages, levels, capabilities and backgrounds is what inspired this company’s existence.

Here at Gravity, we pride ourselves with an impeccable staff, intimate class settings, small student-teacher ratios and a family atmosphere. Each and every dancer receives the necessary attention to cultivate the artist lying within them. Our work is based on the idea of using dance as an additional resource to general education. The performing arts have been proven to heavily contribute to intelligence and development. There are a plethora of benefits to you exploring the captivating world of the arts. This company knows no bounds and we are so happy that you decided to bring your inner aspiring artist our way!

Our mission is to provide the proper technique, poise and etiquette necessary to cultivate well-rounded young artists, emphasizing professionalism and self-respect. We are committed to dance education and responding to each student’s needs, abilities and rates of assimilation.

Our goal is to help each student develop confidence, muscle strength, coordination, musicality and self-expression. At Gravity, we provide a noncompetitive and supportive environment where students can feel secure to explore the world of dance. The benefits of joining Gravity Dance Company stem well beyond the walls of the studio.

Welcome to our dance family!

Please carefully review the following pages on our studio policies and procedures.



# ENROLLMENT

**Once enrolled in classes for September, enrollment must be maintained for the full season, which ends in August of the following year, culminating with our annual recital. This is agreed to upon registration and listed as an agreement that must be acknowledged prior to completing your enrollment online .**

The best way for students to get the most out of their training and experience is to consistently attend classes for a full seasonal year. If enrollment is made mid-year, your 1 year starts from the date of enrollment. With this policy, your dancer will be able to grow and learn the art of dance and train with our curriculum that is established to progressively strengthen each artist, one class at a time.

Families who withdraw from the studio prior to the conclusion of the season will still be responsible for all tuition and fees for the rest of their contract; you are agreeing to this upon confirming your enrollment and acknowledging all studio terms and conditions via our website. Dancers must maintain enrollment from September – August, including participating in our annual Holiday Show and Summer Dance Concert. You must remove your dancer from our Program in August to prevent from being contracted in for another seasonal year come September in writing, 30 days prior.





# ACCOUNTS & PAYMENTS

All students are required to pay a non-refundable registration fee, due when registering and/or at the beginning of a new season.

REGISTRATION FEE: \$40 | LEOTARD FEE: \$35

Please review our payment options and policies.

## PAYMENT OPTIONS:

- Auto Pay: Each family is required to place their card on file via our studio website. Your card will be automatically charged on the 1st of each month.
- Late Payments: A \$25 late fee will be applied to accounts when your auto-payment is declined, account is closed, or payment is stopped or not honored.
- There is a 3.9% service fee for all credit/debit payments.
- We do not accept checks.
- Tuition is NON-REFUNDABLE.
- If you prefer to make your monthly payment prior to the 1st of the month to avoid your card on file being charged, you must do so at least 2 business days before the 1st.
- There is a 3.9% service fee added to all card payments.
- Cash: You may make a cash payment in person at any time during business hours on the due date for fees outside of tuition (i.e. costumes, show fees, etc).
- If you do NOT want your card charged for Autopay, you must make your payment 2 business days prior to the 1st.
- Overdue Accounts: Overdue accounts (by one week or more) are subject to students not being able to participate in classes until account is up to date.
- Enrollment automatically rolls over from one month to the next, with the exception of a new season once a year in September. Dancers must maintain enrollment through the season or parents are responsible for the full amount of remaining tuition.
- Discontinuing Enrollment mid-season will result in the full remaining balance of tuition fees being billed to your account.
- We do not pro-rate, credit or pause accounts/tuition for extended absences, vacations and the like- make-up classes are available only. There are no refunds.



# TUITION *and* FEES



## **TUITION:**

Monthly Tuition is due and charged on the 1st of each month. All families are required to place a card on file via our registration website upon enrollment. This enrolls you in Autopay, a requirement for placement at the studio. Your contract lasts for one year and we do not pause tuition for extended absences, vacations or breaks, nor ending your contract early.

## **FEES:**

GDC offers weekly classes with payments in monthly intervals. To participate in classes, enrollment in a minimum of 4 classes per week, with one class being ballet, is required. Our dancers ages 9 and under are required to enroll in one of the Combo classes. All dancers are required to participate in our seasonal productions and maintain enrollment until the completion of the calendar-year season.



## **CLASS REQUIREMENTS**

Dancers 5 and under are required to enroll in 3 classes; Combo A + one course. Dancers 5+ are required to enroll in a minimum of 4 classes to join the studio; one class must be ballet. Dancers 9 and under must take one of the combo blocks (which is 2 classes in one and counts as 2 classes) or ballet technique class (based on level and experience) and may select Hip-Hop, Acro and/or lyrical as their 4th class. Additional classes are available as well if your dancer would like more weekly training.

Once enrolled, enrollment must be maintained for one full year. Parents are responsible for reviewing this handbook and adhering to all studio policies, including dress code. Acro + Tumbling and competition has a separate class fee of \$65/mo that will be added to your monthly tuition. Review the next page for tuition rates.



# TUITION RATES

## MOMMY & ME

(AGES 18MOS-3YRS)

MOMMY & ME: \$135/MO

PRE-ACRO: \$45/MO

TOTAL MONTHLY TUITION = \$180

## COMBO A DANCERS

(AGES 3-5)

COMBO A: \$145

PRE-ACRO: \$45

MONTHLY TUITION = \$190

COMBO A: \$145

ACRO I: \$65

MONTHLY TUITION = \$210

*We have a 3 class minimum for dancers ages 3-4 as dancers must be 5 to take additional courses outside of Combo and Pre-Acro .*

## COMBO B/C DANCERS

(AGES 5-9)

4 CLASSES/WK (COMBO + 2 CLASSES) = \$215/MO

5 CLASSES/WK (COMBO + 3 CLASSES) = \$250/MO

*We have a 4 class minimum for dancers ages 5+ .*

Each additional class added on is \$35/mo.

\*Acro has a separate class fee of \$65.

## MINI DANCERS

(AGES 7-9)

4 CLASSES/WK (BALLET TECH + 3 CLASSES) = \$215/MO

EACH CLASS ADD-ON IS AN ADDITIONAL \$35/MO

\*Acro has a separate class fee of \$65.

## JUNIOR/SENIOR DANCERS

(AGES 10+)

4 CLASSES/WK = \$210/mo

5 CLASSES/WK = \$230/mo

6 CLASSES/WK = \$240/mo

7+ CLASSES = \$255/mo (unlimited)

\*Acro has a separate class fee of \$65



# DRESS CODE

Students are required to wear appropriate attire and footwear during class, as well as having a dance bag or cubby box for their belongings. Dancers must come with the necessary class materials as well. Below is a detailed outline of class attire. Dancers are not permitted to attend class without correct attire. All dancers must have a spill-proof water bottle. Please label all your dancers' shoes with their name in the event that they get left behind or mixed up. Thank you for adhering to our dress code policy!

CLASS	ATTIRE	SHOES	CLASS MATERIALS
COMBO A (CREATIVE MOVEMENT)	Studio leotard, nude skin-tone tights, hair in bun. Black Ballet Wrap sweater for colder months.	Nude skin-tone ballet shoes, Velcro strap black tap shoes.	Snacks for nutrition break (must be crumb free), Spill-Proof Water Bottle, Cubby Box or Dance Bag
COMBO B (BALLET & TAP COMBO)	Studio leotard, nude skin-tone tights, hair in bun. Black Ballet Wrap sweater for colder months.	Nude skin-tone ballet shoes, lace-up black tap shoes, black jazz shoes.	Snacks for nutrition break (must be crumb free), Spill-Proof Water Bottle, Cubby Box or Dance Bag
COMBO C (BALLET & TAP COMBO)	Studio leotard, nude skin-tone tights, hair in bun. Black Ballet Wrap sweater for colder months.	Nude skin-tone ballet shoes, lace-up black tap shoes.	Snacks for nutrition break (must be crumb free), Spill-Proof Water Bottle, Cubby Box or Dance Bag
TINY DANCER HIP-HOP	All black attire, no logos, designs, jeans, zippers or buttons. Studio "Gravity" apparel can be worn in any color.	Sneakers (must be slip-on OR easy to put on if enrolled in a class prior)	Spill-Proof Water bottle, Cubby Box or Dance Bag
HIP-HOP	All black attire, no logos, designs, jeans, zippers or buttons. Studio "Gravity" apparel can be worn in any color.	Sneakers	Spill-Proof Water bottle, Cubby Box or Dance Bag
BALLET AND BALLET TECH	,Studio leotard, nude skin tone tights, Saran wrap around waist under leotard, hair in bun. Black Ballet Wrap Sweater for colder months.	Nude skin-tone ballet shoes.	Saran Wrap under leotard, Spill-Proof Water bottle, Cubby Box or Dance Bag
PRE-POINTE & POINTE	,Studio leotard, pink tights, Saran wrap around waist under leotard, hair in bun. Black Ballet Wrap Sweater for colder months.	Pointe shoes. Get fitted professionally.	Spill-Proof Water bottle, Cubby Box or Dance Bag
LYRICAL & CONTEMPORARY	All black attire, no logos or designs. Studio "Gravity" apparel can be worn in any color.	Lyrical Half-Soles (nude, true to skin-tone color)	Spill-Proof Water bottle, Cubby Box or Dance Bag
MODERN	All black attire, no logos or designs. Studio "Gravity" apparel can be worn in any color.	Barefoot	Spill-Proof Water bottle, Cubby Box or Dance Bag
JAZZ	All black attire, no logos or designs. Studio "Gravity" apparel can be worn in any color.	Jazz Shoes	Stretch blocks (2), Spill-Proof Water bottle, Cubby Box or Dance Bag
ACRO	All black attire, no logos or designs. Studio "Gravity" apparel can be worn in any color.	Bare feet	Yoga mat, stretch blocks (2), foam roller, elastic stretch wrap, ankle wrap, Spill-Proof Water bottle, Cubby Box or Dance Bag

# MEET OUR DIRECTORS



## SHIQUITA SARGENT STUDIO OWNER, ARTISTIC DIRECTOR

Shiquita Sargent, 'Ms. Q' to her students, is a dancer, choreographer and creative from Long Beach, California. She started dancing by putting on shows for her neighborhood with her childhood friends at the age of 5. Her formal training did not begin until she was a sophomore at Wilson High School, in their dance department, where she went from beginning dance to dance team, Varisty Cheer Captain and class president. After high school, she danced professionally as a parade dancer at Disneyland, while attending college and working in the television, commercial and movie industries as a dancer. Her most notable accomplishment was performing for Michael Jackson's 50th birthday celebration. She was hired as a choreographer for Wilson's Dance Department upon her graduation in 2003 and has been working with Wilson's dancers for almost 20 years. While in college, Ms. Q created a contemporary dance company, which she named "Gravity". They traveled and toured performing her original works for 2 years. Ms. Q had a life changing injury in her early twenties which derailed her dance career that propelled her into the corporate world. Upon recovery, she left her job and returned to dance as a dance teacher throughout LA and Orange County, rebranding her former contemporary dance troupe to a full fledged dance studio. What started as 2 students back in 2011 is now the studio that she pours all of her love and passion into- Gravity Dance Company. She pours all of her life experience, intellect, zeal and fervor into each of her students. Ms. Q is a 2x cancer survivor, travel enthusiast, writer and philanthropist, giving all that she can to her community and using her story as a way to inspire, uplift, motivate and train the next generation. This studio has become her second family and she is honored to have each of her students and

their families along for the journey.

## PORSCHÉ RUDISON ASSISTANT DIRECTOR

Porsché's dance journey began at Universal Dance Designs at the age of 4, under the direction of Paul and Arlene Kennedy. She had a solid training in all genres starting with tap, ballet, jazz, hip-hop, modern, African, and swing; with teachers ranging from Karen McDonald, Debbie Allen, Bronwyn Thomas, Indira Tyler, Nyiki Swain, Chester Whitmore, and many more. While at Universal Dance Designs, she was able to take part in performances, dance festivals, music videos, the Los Angeles marathon, musicals, winter galas at the Dorothy Chandler Pavilion, among many other things. Porsché attended Debbie Allen's very first summer intensive, hosted at Mrs. Allen's house, where she was able to learn from world class instructors. In 1998, Porsché was a founding member of the professional dance company, the Kennedy Tap Company (KTC). KTC was created by Paul Kennedy and Arlene Kennedy, and was made up of middle school and high school students. During her time with KTC, they were invited to Cuba, by blind prima ballerina Alicia Alonzo, to participate in the Cuban Ballet Festival. The KTC was the first American group of its kind to be allowed to travel to Cuba for 10 days. After Cuba, Porsché would travel with the KTC to St. Louis MO, St Paul MI, Finland and Chicago. With KTC, Porsché performed for a plethora of notable stars including; but not limited to, Tyra Banks, Alfonso Robeiro, Usher, Raven Symone, Chaka Khan, Ben Vereen, Shaq, Lionel Hampton, Police Chief Bernard Parks, Governor Arnold Schwarzenegger, Governor Antonio Villaragoso and more. Most notably, KTC also performed for Michael Jackson at his 40th birthday party at the Orpheum Theatre in downtown Los Angeles. Porsché continued dancing at Hamilton Senior High where she trained under Latrece Douglas and Karen McDonald for three years. After the passing of Paul Kennedy in 2002, Porsché would dance with the



KTC for two more years. In 2004, Porsché began to train under Jason Samuels Smith, a world-renowned tap master, after being in his advanced repertory class in Chicago the year before. After high school, she went on to Debbie Allen's Dance Academy (DADA) for summer intensive and as an intern for the LA Tap Festival under the direction of Jason Samuels Smith and Chloe Arnold. In 2005, Porsché was an original member of Chloe Arnold's Syncopated Ladies. She was also selected by Jason Samuels Smith to be featured in the "20 hottest tappers under 20" segment in Dance Spirit Magazine. Porsché then detoured from dance to pursue other dreams; after 5 years she realized that without dancing, something was missing from her life. She started dancing again at El Camino College, but this time tap wouldn't be her emphasis. Instead she trained in modern and jazz for 3 years under Pamela Santelman, Angela Jordan, Michelle Funderburk, and Alvin Ailey's Matthew Rushing. In 2012, she started teaching dance for the LAUSD, Beyond the Bell, middle school unit, and has since coached several different racking up trophies at 10 out of 11 appearances. In 2013 Porsche received her AA in Interdisciplinary Studies with an emphasis in Arts and Humanities.

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# MEET OUR TEAM



## DONIELLE HALL

TINY CO/JR. CO TEAM DIRECTOR, DANCE INSTRUCTOR

Raised in between Columbia, Mississippi and Carson, California, Donielle is the perfect blend of southern and city. Donielle Hall is a dancer, actress, choreographer, director, music video producer, home remodeler, and certified personal trainer. She classifies herself as a “DIY Queen,” believing that there is nothing she can’t do. Donielle was professionally trained in dance at the Debbie Allen Dance Academy and here at Gravity Dance Co. Performing at the BET Experience, multiple music videos, and many live stage productions. She has had the privilege of performing for multiple artists in Los Angeles County, also choreographing and directing for local artists. However, what she most enjoys is teaching her beautiful young dancers here at Gravity Dance Company.

## DARRELL HARDAWAY

HIP-HOP INSTRUCTOR

Mr. Darrell started his training at Wilson High School in Beginning Dance. After being awarded the Beginning Dance Scholarship, Mr. Darrell began choreographing for the Wilson Dance Dept. Once he graduated from Wilson, he continued to dance and choreograph throughout college. Earning a Bachelors in Kinesiology: Dance, he took his talents and began teaching at studios like MMSDance and high schools like Burbank and John Burroughs. Mr. Darrell trained under working choreographers like Shawnette Heard, Anthony Thomas, Teresa Espinosa, Rhapsody James, and Kevin Maher during his time on the Debbie Reynolds Scholarship Program. He was a scholarship student for 9 months where he trained in House, Whacking, Vogueing, Popping, Locking, and Grooves. He recently had the opportunity to choreograph for ABC's hit show Abbott Elementary and has worked with artists like the Pentatonix and Kat Graham. Now he is bringing all that he knows to Gravity, with much love and insight.





# MEET OUR TEAM

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## JUSTIN EDMONSON

### MODERN & BALLET INSTRUCTOR

Justin Edmonson, born in Long Beach, CA started his journey very young through the states of Arizona, Texas, and back to Arizona again. Coming from a family who is much influenced by music, the arts became the foundation of the artist he'd later become. It wasn't until coming back to California and seeing Cabrillo High School's award-winning dance team as a freshman that Justin decided to join the team until he graduated in 2007. While at Cabrillo Justin learned there was more to dance than just Hip Hop. He began to explore other genres and soon began to cultivate his interest and the art of choreography. Justin took his love for choreography a little bit more seriously while at Long Beach City College getting more into dance and choreography doing small events and shows. Studying and performing Hip-Hop, Ballet, Modern, Jazz, African, Social Dances, Dunham Technique, and Horton Technique under the tutelage of Karen McDonald, Jennifer Waters, Keisha Clark-Booth, Chris Smith, Wendi Baity, Marie Hoffman, Erin Landry, Stephanie Powell, Troy Powell, Mike Espiranza, Tiffany Billings, Frit & Frat Fuller and Pat Taylor. Justin is currently dancing his 11th season with JazzAntiqua Music & Dance Ensemble (Pat Taylor) teaching, presenting work across California, and recently starting his non-profit foundation XclusivMovement Foundation, Inc. which was conceived out of creating his dance company with high school friend Camille Bowen, in the fall of October 2012. When Justin isn't teaching or dancing, he works as a photographer and creative director with his business XclusivTradez Inc.

# MEET OUR PARENT CONNECTION TEAM

Our parent connection team is our studio's "PTA" group. They are here to assist parents with all things Gravity by answering questions, providing tips and being a liaison between parents and staff.



LAEL GONZALES

DANCE AUNT TO ALEXAH G.

Lael has been working with kids for over 11 years. She is currently in the after school field as an Operations and Grant Manager which ensures a safe and supportive environment for staff, students and parents. Lael was in a dance program throughout her high school and college years. She had the opportunity to dance with Ms. Q in college and is honored to be a part of the Gravity family. Her niece Alexah has been with Gravity for 2 years and has strived beyond measures being only 5 years old and competing in competitions as a soloist and placing 6th place in the top ten in her category. Her role in the parent connection committee is to support both dancers and parents with any questions and concerns and support Ms. Q and staff in any way possible. "We are all in this together and I look forward to working with you all throughout the year. GDC What!" - Lael G.

LATOYA DAVIS

DANCE MOM TO KAMYA AND KAYANI T.

Latoya is a long time dance mom of our studio. She's mom to one of our veteran dancers, Kamya, and a new mom to her toddler, Kayani. Latoya has been at Gravity for 7 years and brings all of her knowledge to our parent connect team. From assistance with costuming, hair and knowing the studio operations inside and out, Latoya is here to help parents navigate all things Gravity. She is widely creative and our 'Quiet Storm'. Her selflessness and ability to assist any dance for parent in need provides so much to Gravity as a whole. Feel free to pull her aside if you need assistance or have questions, she is happy to help.



# COMMUNICATION

**Below is a list of our methods of communication. Please review each section in detail so that you and your dancer can stay in the know when it comes to the studio. We don't want you to miss out!**



Gravity Dance Company's primary method of communication is via email. Please add our email addresses to your contacts so that you can receive all pertinent information from us. In the event that we need to speak with you directly, or if there is a time sensitive issue, we will call you or post in our studio app. Please be sure to list your primary contact number on your online registration form. We ask that you not stop our instructors with questions or concerns. Speak with a member of Parent Connect, call the studio or send an email. We also kindly ask that parents refrain from sending text messages and/or DM's on social media.

**Need to get in touch? Call or *Email us!***

**General inquiries and account/billing assistance:**

[info@gravitydanceco.com](mailto:info@gravitydanceco.com)

**For questions/concerns directly for our teaching staff:**

[staff@gravitydanceco.com](mailto:staff@gravitydanceco.com)

**Notifications, questions, tips and quick assistance:**

[parentconnection@gravitydanceco.com](mailto:parentconnection@gravitydanceco.com)

**Studio phone:**

(562) 351-6559

**Studio website:**

[www.gravitydanceco.com](http://www.gravitydanceco.com)





## Download the Studio Band App!

OUR BAND APP IS A ONE STOP SHOP FOR CLASS FOOTAGE AND A FORUM FOR PARENTS, STAFF AND DANCERS TO GET IN TOUCH WITH ONE ANOTHER.



*Scan our QR code to get connected!*

There are often times when we have class, rehearsal or event updates that we need to send you by the minute. Instead of sending you an email or calling each parent individually, we have the BAND app that sends updates right to your smart phone! By downloading the app and joining our group, you get minute by minute updates during rehearsals, quick notifications if there is a change in pick-up times or reminders about upcoming events that link directly to your phones calendar. You can also post and view photos! If your dancer is running late or will be absent, or you have important questions, please email Parent Connect or staff, as opposed to posting in the app.

**DROP OFFS:** Students may arrive no more than 5 minutes early to class. We kindly ask that you not drop your dancers off well before their class time, even if that's what works for your schedule. We keep classes closed to limit distraction to classes taking place. Students occupying the studio (or waiting outside) require staff



supervision and our instructors need to focus on the students in class. Students may NOT be dropped off in the parking lot; they must be walked to the studio door. This is very dangerous as Wardlow Plaza and our outdoor classes are in high traffic areas and the staff will not be held responsible for students outside of where classes are held.

**PICK-UPS:** We ask that you come to the class to pick up your child. We do not allow students to walk to the car alone. Only persons listed on your student's registration form will be permitted to take your student home. If a person not listed on your student's registration form needs to pick them up, you must notify the studio via email. Students will not be released to friends, family or parents of other students without the written notification of the student's parent. There are no exceptions to this. We have this policy in place for your child's safety.

**LATE POLICY:** Students must be on-time and participate in the warm-up. Students who are more than 5 minutes late may not participate in class and will be required to sit down and take class notes. If your student misses the warm-up, they risk injuring themselves while dancing with cold muscles. This policy is in place for your child's protection.

**EARLY DROP-OFFS/LATE PICK-UPS:** *Early drop-offs (more than 5 minutes early to class) will result in a fee of \$1/minute and will be billed to your account. Late pick-ups are when students are picked up more than 10 minutes after class. This will result in a fee of \$1/minute which will also be billed to your account. We are responsible for students at the studio at all times and if you drop your student off early/leave them late, our staff are not in the position to monitor them while teaching/working. If dancers are left late, our staff can't leave the studio and get home to their families until you arrive. Please be mindful of this.*

**LIABILITY:** Like any other physical sport or activity there is always the element of risk. By attending GDC classes, students and parents are agreeing that Gravity Dance Company, its teachers, landlords, and employees are not responsible for any claims or injuries in the dance studio, outdoor classes or surrounding properties. This is an agreement each Parent/Guardian or Adult student enters in upon enrolling and signing registration and release forms.



**ABSENCES:** Tuition will not be prorated or credited for student absences. Make-up classes are available through the end of that month by attending class in the same level/age group only. During show season, make-up classes are not available as each class is working on show choreography, which isn't the normal class curriculum and therefore isn't appropriate for a guest student to take. They will not know what the class has been working on. Excessive absences may result in removal from the upcoming production or recital, or removal from the team for Competition team members.

**Closures/Outings/Events:** GDC participates in competitions, Charity Events, Performances and Events that may conflict with class time. Classes will always be held as regularly scheduled while we are attending various events unless otherwise noted. In the event of class cancellation, students may take a make-up class as outlined above. The studio will be closed during all major Holidays and aligned with LBUSD schedule. There are some months during the year with 5 weeks (as opposed to 4-week intervals tuition is based on) and tuition does not increase; therefore, classes missed due to Holiday closings/cancellations balance out in the end. Tuition credit will not be given. When the studio is closed after a show, and classes are not held as regularly scheduled, class hours are made up with the rehearsal hours that take place to prepare for the show, which exceed the hours of most student's monthly class time.

**Class Cancellations:** Gravity Dance Company reserves the right to cancel or close any scheduled classes due to low enrollment, lack of interest or in the event of an unforeseen event. Class cancellations/closures will be at the director's discretion. All students will be given the option of an alternative class for closed classes or a make-up for cancelled classes, if available.



***We ask that all parents who share Gravity content tag the studio. Be it class footage, photoshoots, shows, competitions or anything related to studio life, you must tag the studio on social media. Review our studio channels below for easy access to our social media. We thank you in advance to adhering to this policy.***



Always tag us on social media via the sources listed.

*Be sure to use our hashtag #gravitydancecompany on your posts for a chance to be featured!*



What is Gravity's Facebook and Youtube Channel?  
*Gravity Dance Company*

What is Gravity's Instagram?

*@gravitydancecompany*



What is Gravity's Tok Tok?!  
*@gravitydancecompany*



**STUDIO USE BY PARENTS:** Aside from drop-offs/pick-ups, the studio dance floor, back area and restroom are for use by dancers only. Since we have a single-room facility, we ask that parents remain outside unless they are conducting business. Do not enter the studio during classes. Our Bathroom is for use by dancers in class only, as walking across the dance floor to the restroom or director's office is very distracting to our dancers and therefore is not allowed. Please call or email us if you need to speak with the staff.

**PARENT OBSERVATION OF CLASSES:** In studio classes are closed to parents unless otherwise noted. This limits distraction. You may view classes if you are invited in. For our outdoor classes, we ask that parents bring chairs or blankets and watch quietly from the sidelines. Please do not correct or engage with your dancer while they are in class. Our instructors will do the teaching and correcting.

**WINDOWS/DOORS:** Please make sure that your guests and small children are not touching, knocking or banging on our windows, or sticking their fingers through the door mail slot. This is both dangerous and inappropriate as we do our best to keep our windows clean for your viewing pleasure, as well as limiting distractions for dancers in class.

**PARENT CONCERNS:** Any questions, comments or concerns should be submitted to our staff via phone call or email. We kindly ask that parents refrain from using any profanity, negative talk or disruptive behavior during studio hours, at events, photoshoots, shows or the like. There is an appropriate time and manner with which any concerns should be addressed. We are happy to speak with you within the appropriate channels and at the appropriate time. Any behavior or communication that crosses the line and/or is disrespectful will be grounds for dismissal from Gravity Dance Company.



# PRODUCTIONS AND PERFORMANCES

Gravity puts on 2 annual productions for our students to showcase their hard work and training during the summer and winter. These productions are a requirement for all dancers. We also participate in shows, performances and events within the community- these events are only required for our competition teams and performing groups. Refer to your calendar for scheduling and information. Below is pertinent information on our productions and performances.



All students registered in classes will be required to participate in our semi-annual recitals. Recital participants will be required to attend all rehearsals designated for the show(s) they are performing in. Dancers are only allowed a certain number of absences to be eligible for our shows. Details will be sent via the parent handbook issued when show time comes around. Unless signed up as a Volunteer "Dance Mom/Dad", parents must attend the show as audience members only and will not be permitted into the theater until show time. Professional photos/videos will be made of the shows and may be purchased. Each family will receive a Recital Packet with pertinent details and information prior to the show. The studio will close after the show in certain seasons. Though regularly scheduled classes will not take place the rehearsal hours will take place of class hours and tuition will remain the same.

**Recital Fee:** All participating students are required to pay a non-refundable recital fee per production. This is the fee to participate in the show, which covers admin work, staff, the cost of the theater, scenery, props, etc. A late fee will be charged for any deposits not received by the established due date.

**Costumes:** A non-refundable costume fee is to be paid for each dancer participating in any given production, for each dance they're performing in. All costume deposits must be paid by the first costume fitting. Check your calendar for exact dates. Costumes that are not paid in full by the deadline will not be ordered

under any circumstances and the dancer will not be able to perform. All costumes are made-to-order by the manufacturer, therefore no late orders will be placed as they will not arrive in time for the production. Once an order is placed, you are required to pay the full amount. Costumes that are loaned out are property of the studio. Loaner costumes that are not returned will be billed to your account.

**Hair:** Our staff creates fun, show-stopping hairstyles for our events. You will be notified of the hair style when you receive your Show Information packet. You must adhere to the given hair specifications as outlined in the show packet that you will receive. Braids are not permitted for any performances, photos, shows, recitals or other events where dancers are in costume performing as all dancers must be uniformed.

**Performance Opportunities:** From time to time students are asked to do additional performances other than the recital. All students will be informed of these opportunities and are encouraged to take advantage of them. Performing at various events is a privilege and can also lead to being placed in the performing group.

**Performing Groups & Competition Teams:** All Performing Group and Competition students are hand selected through audition by a panel of judges, the director and other instructors and are placed accordingly. These students perform at local events and also compete at various competitions representing Gravity Dance Co. In 2015, our competition team was featured on Lifetime's hit show, "Dance Moms". We currently have 6 competition teams and conduct auditions every summer for the following year.



# RULES AND REGULATIONS

1. All communication and inquiries for/with the Director and/or Faculty must be between the hours of 4:00pm – 8:00pm Monday through Friday, and between 9:00am-12:00pm on Saturdays. Any calls submitted outside of business hours will be returned within 2 business days.
2. All communication with the Director must be via business phone (562-351-6559) or email (gravitydancecompany@gmail.com). Sending a text or calling the directors personal cell phone is only acceptable at events outside of the studio in an emergency or with a time-sensitive message. DM's in the band app or on social media will not be responded to. Please contact us via email or phone call, so that we can keep track of all correspondence.
3. All dancers must have a card on file for tuition payments to join the studio and maintain enrollment; equally, enrollment must be maintained for the full season, from September – August of the following year.
4. Students must be dropped off and picked up on time after class or there will be a \$1.00 per minute late pick up fee after the 10-minute grace period. This same fee applies to early drop-offs, more than 5 minutes prior to the students scheduled class.
5. All dancers ages 8 and under are required to have a spill-proof water bottle at all times.
6. There will be no viewing of class from inside of the studio unless specified by the staff.
7. Classes are CLOSED to viewing. Parents and guests are not to sit in on classes unless the classes are outdoors.
8. Refrain from allowing small children and guests to touch the doors and windows.
9. Teachers and staff cannot monitor dancers outside of the studio/outdoor classes. Do not drop your dancers off in the parking lot.
10. Please do not utilize areas that are not a part of the dance studio, as in the reception desk, Directors office or block any doors/entry ways.
11. Back area and bathroom are for use by the staff and students only.
12. No food or drinks are to be brought into the dance studio, except for water.
13. Attendance of regular dance classes and rehearsals are crucial and mandatory.
14. Choreography taught to Gravity dancers is property of GDC and the director. You must request permission to perform choreography outside of Gravity events, i.e. school events, church events, etc.
15. Tardiness will not be tolerated. This includes classes, rehearsals and performances. We appreciate early arrivals and prompt pickups.
16. Dancers and Parents are committed to GDC for the entire year. Keep in mind choreography is starting early in the year and if your commitment has failed, it will affect the entire group.
17. Each dancer and parent will be responsible for fundraising activities throughout the year. Fundraising will be done as a whole and sometimes individually.
18. Please do not miss a performance, competition or GDC event without the Directors knowledge and/or permission. Missing events will affect placement.
19. Dancers and parents will treat others with respect at all times. This includes other companies, costume designers, guests and other parents. Gossiping, rude talk/behavior amongst parents and GDC Members will not be tolerated. You are all representing GDC and we expect you all to think about your actions and how they affect others at all times.
20. Dancers and/or Parents are required to turn in forms in a timely manner.

# RULES AND REGULATIONS, CONTINUED

21. Any questions regarding your child, classes or GDC should be taken care of by appointment, email or by phone.
22. GDC communicates primarily through email. Please be considerate and check your email on a regular basis. Emailing also prevents paper waste.
23. You as a parent and dancer are responsible for staying up to date with deadlines, performance dates, social events etc.
24. As a parent and company member understand performance, competition and showcase dates are non-negotiable and are not open for discussion.
25. Any photos and or videos are property of GDC and may be used for marketing purposes. Photos posted of Gravity dancers and events must tag @Gravitydancecompany on Instagram, @Gravity Dance Co. on Facebook and @dancegravitylb on twitter. You must also hashtag #gravitydancecompany.
26. Under some circumstances, dancers will need to audition certain dances. Different performances involve different circumstances.
27. GDC Members will always need to wear their GDC warm-ups to and from events.
28. Convention and Competition deadlines are FINAL. Conventions are not required; just suggested.
29. Parents and Dancers will follow all Gravity Dance Company studio policies. This includes parent observation weeks.
30. At the end of any performance, competition, event, socials; dancers will not leave the premises until they are all dismissed as a whole and signed out by a parent/guardian.
31. Foul language will not be tolerated from students and parents.
32. Academics are crucial and an important part to stay organized with all that is happening. Dancers who do not keep a "parent acceptable" grade average; might be withdrawn from rehearsals and or a dance and possibly classes until it is satisfactory for the parent. It is up to the parent to bring it to the director's attention. She is there to help.
33. Shows/Events/Competitions need all dancers' attendance.
34. Excessive absences, especially right before an event, may result in removal or disqualification from participation in said event.
35. Parents and Dancers understand that unless you have heard it from the Director via paperwork, email or phone call; it has not been established.
36. Parents and Dancers also understand that GDC or any other Faculty member may have to send another dancer or parent to relay messages or have something taken care of for them; especially at a performance or competition. We as instructors cannot be everywhere at all times. We would appreciate you respect who is relaying the message.
37. Volunteer Crews are greatly appreciated. If interested in being a volunteer, please notify us.
38. Cell phone use is prohibited during company rehearsals, classes and performance. This includes parents and visitors.
39. Any delinquent and/or outstanding balances will result being prohibited from participating in classes, performances and events.
40. Any fundraising must be done at an established Gravity Dance Company event or sanctioned and participated in by Gravity Dance Co and staff. Parents and dancers are prohibited from having fundraisers such as car washes, bake sales, etc. using Gravity's name, likeness or logo. This is unethical and illegal.
41. All GDC rehearsals are closed; unless otherwise noted.
42. GDC dancers must keep their belongings and surroundings always organized in the cubbies.



# RULES AND REGULATIONS, CONTINUED

41. All GDC rehearsals are closed; unless otherwise noted.
42. GDC dancers must keep their belongings and surroundings always organized in the cubbies.
43. Any patrons who have questions, comments or concerns need to bring them directly to the Director. Anything that can be cause for a distraction to the dancers, teachers, staff, or overall energy of the company can and will be removed.
44. Keep in mind and remember that the director has a reason behind every decision made, whether you agree with it or not. Decisions made are always in the best interest of each dancer.
45. He said, she said has never been tolerated at GDC. Kids are kids and they will sometimes over stress certain circumstances. We will continue to do a fantastic job on guiding them in the right direction. We will make sure that all dancers are doing their part in respecting one another and will trust that you will do yours amongst your fellow parents and teammates.
46. Remember: we do this because we love it! Let your heart continuously guide your feet, your mind and your passion.
47. The Director has the right to remove any disrespectful Student and/or Parent from the program. We have a zero-tolerance policy for rude, unnecessary, or disrespectful behavior. This is a family-friendly business that prides itself in integrity, good character and an impeccable reputation.
48. To withdraw from classes, you must submit in writing your intent to forego dance at Gravity Dance Co. You will still be financially responsible to fulfill the rest of your tuition requirements for the remaining tuition balance of the season.
49. Gravity is a privately-run business that screens each family prior to their enrollment. We would like to keep our studio environment family-friendly, positive and artistic.

***You have agreed to the contents of this Parent Handbook and all studio policies by registering for Gravity Dance Company, Inc. upon enrolling via our website when you selected "I agree" to our terms and conditions when prompted. It is also listed to review the parent handbook prior to completing your enrollment.***

Thank you for adhering to our studio policies, procedures, terms and conditions. We look forward to growing your dancer into the best artist that they can be!





We are so excited that you are part of the thread that makes up our dance family. Your dancers artistic journey will be cultivated throughout their time with Gravity. If you have any questions, comments or concerns, please reach out to us through the appropriate channels. Thank you for reading and reviewing our Parent/Student Handbook!

## FOLLOW US ON SOCIAL MEDIA



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Gravity Dance Co.



Gravity Dance Co.

WE DON'T JUST TEACH DANCE, WE TEACH LIFE.

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