

DSV.

DANCE STREAM

VICTORIA

2017

INFORMATION PACK



9/14-17 HOGAN COURT, PAKENHAM Ph. 5941 8808 (AH)

Email: info@dancestreamvictoria.com.au

Webpage: www.dancestreamvictoria.com.au

CREATE • MOVE • INSPIRE

Welcome to DANCE STREAM VICTORIA

It's our absolute pleasure to warmly welcome you into our family at Dance Stream Victoria. Our team is thrilled to see many familiar faces return to the studio and even more excited to see some new faces join our community.

We have created this one-stop handbook to hopefully shed some light on how things will run throughout the year as well as answer a lot of queries you may have before the year begins. While we would love you to take the time to read this information carefully and keep your handbook in a safe place to refer to as you need, don't forget that our friendly office staff are always here to help and will happily answer any queries you may have. Nothing is too big or too small, we promise!



Rebecca Bickerton (DSV Owner/Artistic Director)



About DSV

DANCE STREAM VICTORIA(DSV), located in Pakenham, Victoria, was established in 2011 by residents, Rebecca and Ryan Bickerton. From humble beginnings, operating from a school hall with one teacher, DSV grew very quickly and in 2012 moved into a purpose-built premises. Over the next two years, DSV continued to go from strength to strength and was honoured to be recognised in the local area by winning the Judge's Recognition Award at the 2013 Cardinia Business Awards. With more growth experienced, at the end of 2013, DSV expanded and built an additional large studio upstairs. Now, heading into 2017, DSV is booming! With state of the art facilities, a teaching team of nine, two receptionists and classes offered in numerous styles of dance, DSV is the place to go for dance tuition in the Pakenham region.

Studio Manifesto

It is important to us at DANCE STREAM VICTORIA that all members of our team share our vision, our purpose and the philosophy that encompasses everything we do both in and outside of our classes. This is a vision that is shared and demonstrated by the directors, teachers and staff members at our studio and it is the driving force behind every interaction with our students and their families. DANCE STREAM VICTORIA is place where kids of all ages and abilities learn to dance, sing and perform. This is a studio where creativity, individuality and self-expression is encouraged and has a community of teachers, students and families who are passionate about performing arts. Our goal is to create a positive and happy experience for all our students. We strive to nurture and develop talent, celebrate the achievements of all students and inspire a love and appreciation of all styles of dance and the arts. We are committed to providing a safe and positive environment in which all students can feel empowered, comfortable and free to express themselves.

Statement of Commitment to Child Safety

- DANCE STREAM VICTORIA state that we:
 - Have zero tolerance for child abuse.
 - Actively work to listen to and empower children.
- Have systems in place to protect children from abuse and we will take all allegations and concerns very seriously and will respond to them consistently in line with our policies and procedures.
- Are committed to promoting physical, emotional and cultural safety for all children.
- Are committed to using safe dance practices and to providing a safe learning environment.

Teaching Faculty

Rebecca Bickerton – Owner/Artistic Director

B.A./B.Ed. Cert IV in Dance Teaching & Management, A.A.T.O.D. Level 2 First Aid

Having grown up in country Victoria, Rebecca commenced her dance training at the age of five at a local dance school. She completed many exams in classical ballet, jazz and tap which led to her achieving her ATOD Associate Classical Teaching Diploma. In 2007, Rebecca completed a Bachelor of Arts/Bachelor of Education at Monash University in Melbourne, Victoria. After graduating, she went on to complete a year of intensive full-time dance and performing arts training at Dance World Studios in South Melbourne. Whilst at Dance World, Rebecca performed in showcases both in Melbourne and interstate and had the privilege of being taught by many renowned professionals in the dance and musical theatre industries.

Rebecca has been teaching dance for fifteen years at various studios and has choreographed many troupes, solos, duos and trios that have been successful at eisteddfods and competitions around Victoria. Rebecca has also adjudicated dance eisteddfods in Victoria and Tasmania and by day works as a school teacher. In 2015, Rebecca updated her qualifications and now also holds a Certificate IV in Dance Teaching and Management.



RYAN BICKERTON – Owner/Business Manager

Bachelor Engineering Civil and Environmental, OH&S Legal Compliance, OH&S Manager, Workplace relationships and positive safety culture, Senior First Aid.

Working behind the scenes, Ryan provides the integral business support to ensure DSV provides the best possible training for all students. While sourcing the latest dance equipment, current industry dance teachers and providing state of the art facilities, Ryan also provides the financial, planning, administrative, studio maintenance, prop building, costume repair and all other thinkable support possible!

What you may not realise is that like all other teaching staff at DSV, Ryan has also been extensively trained in all styles of theatrical dance with his specialty being tap. This dance background coupled with his professional engineering qualifications allows him to effectively manage Dance Stream Victoria.





VICTORIA RIMINGTON – Dance Teacher

Diploma in Performing Arts

- Full time at Dance World Studios – Graduated with the Distinction Award
- Toured Australia and Auckland with Disney's 'Mary Poppins – The Musical'
- Carols by Candlelight at the Sydney Myer Music Bowl – Performer
- Appeared on 'Sunrise' – Channel 7
- 'West Side Story' & 'Nice Work if you can get it' – The Production Company – Dancer



SAMANTHA WHITEHEAD – Acrobatics Coach

Acrobatics Advanced Coach (Gymnastics Australia), Level 2 First Aid

- Completed Level 6 Women's Gymnastics at the age of 12
- Member of the Victorian Acrobatic Gymnastics Team for 7 years
- Winner of the 2014 Acrobatic Gymnastics 'Dedication and Service' Award
- Runs own successful acrobatics club in Healesville which took home the gold medal from the Australian Championships in 2008



SHANNON JOHNSON – Dance Teacher

- Studying at Kelly Aykers Full Time Dance
- Grew up dancing in the local area
- A member of the DSV Senior Performance Team since 2013
- Various corporate events – Model



ALEX BELTRAME – Dance Teacher

Certificate IV in Dance, Certificate III in Community Activity Programs

- Full time at Spectrum Dance (3 years)
- 2015 and 2016 Melbourne Storm Cheerleader
- Corporate Events such as Melbourne Victory Soccer Ball, Red Ball and Shared Tables Charity Galas
- 2014 Logie Awards – Dancer for MKTO

TAMARA LAY – Dance Teacher

Bachelor of Health Science, Masters of Speech Pathology (Practising Speech Pathologist – SPA)

- Awarded Honours with Distinction for ATOD Gold Star Jazz
- Prepared students for ATOD examinations
- Choreographed for eisteddfods, concerts and school productions
- Worked extensively with children not only as a dance teacher but as a practising Speech Pathologist
- Shortlisted for 'Top Class' after receiving an A+ for her VCE Theatre Studies Monologue

**JACQUI SWALLOW** – Dance Teacher

Bachelor of Contemporary Arts – Dance Major
Diploma of Primary Teaching

- Awarded a six month scholarship to study Contemporary Dance at the University of Rockhampton, London
- Has worked as a primary school teacher and in special education
- Past award winner in many tap championships



Registration

Before lacing up those jazz shoes, it is important that all students and/or parents – whether returning or new - fill out our online enrolment form so we can ensure we have the most up-to-date contact details for you. You will also be asked to agree to our standard terms and conditions which includes media release, conduct, correspondence, privacy etc.

Our annual registration fee is \$25 per student and must be paid in full prior to the commencement of classes. Make sure you get your payment in via EFTPOS, Credit Card, Internet Bank Transfer or Cash as failure to pay your registration fee in time may result in losing your place in the class.

We encourage all our students and families to try a variety of dance styles and we are more than happy to accommodate trial classes for existing students who are wanting to try something a bit different.

Please contact reception if you would like to try a new class and we will happily fit you in for a trial (provided the class has not reached capacity).

Facilities

Dance Stream Victoria is located at Factory 9/14-17 Hogan Court Pakenham offers state of the art studios in a modern and inviting venue. Features include:

- 3 purpose built studios
- Sprung dance floors
- Mirrors
- Ballet Barres
- Built in PA/Pro Audio Sound Systems
- Apple TV system installed in 2 studios
- Two full room size acrobatics mats, back flip trainer, crash mat and stretching blocks
- Bag shelves
- Evaporative cooling throughout the premises
- Reception
- Lounge area with TV, magazines and notice board
- Kitchenette with fridge, microwave and tea and coffee facilities
- Toilets – both upstairs and downstairs
- Staff office

Communication

By now you have probably noticed that we are BIG on communication here at DANCE STREAM VICTORIA. We do our best to respond to all enquiries within 24-hours and we will never leave a query unanswered. Our friendly office staff can be contacted on (03) 5941 8808 between 4:00pm and 8pm weekdays.

For convenience, our primary means of communication is via email. You will receive regular newsletters and important information via email so please ensure you have provided the studio with an up-to-date email address that is regularly checked. We are of course happy to include multiple email addresses per family if you would like your correspondence sent to numerous recipients. Don't forget to add our email address info@dancestreamvictoria.com.au to your contacts so we don't end up in the dreaded spam folder!

In the infrequent case of urgent information (for example, unexpected class cancellations or performance changes), we will send an SMS, email and/or telephone all families. So, for this reason, please make sure the mobile phone number you have provided to the studio is correct and up-to-date.

Facebook is a great way for us to keep in touch with a large number of people at once, so we encourage all families to join our Facebook page. This page can be found at www.facebook.com/DanceStreamVictoria/ and will be monitored to ensure all content is appropriate and relevant.

We always display important information, dates and studio details on our noticeboard in reception so please have a quick look when dropping off and picking up in case there is anything you may have missed. We are always happy to chat in more detail about communications you may receive from the studio, so if you need any clarification please do not hesitate to email us at info@dancestreamvictoria.com.au and one of our team members will get in contact with you

Classes

DSV offers a number of different classes catering for students of all ages and abilities:

Baby and Me (1.5-3 year olds)

The most important things in life are our children and at the precious age of 1.5 to 3 years we love to spend every moment we can with them watching them grow. What better way to spend time with your child than by joining our 'Baby & Me' program!

Each week, you will get the chance to bond with your child as your class teacher leads you through a series of exercises to develop your child's motor skills and musicality. Each class will follow a theme and children will be encouraged to develop at their own pace with your assistance.

Little Streamers (3-5 year olds)

This is a fun class designed specifically for 3 to 5 year old children. It introduces young boys and girls to basic ballet and jazz technique with tap also being offered in some scheduled classes. Students will enjoy dancing to music, learning mini-routines and playing 'make-believe' when they take part in this class.

Classical Ballet

Classical ballet has long been considered the foundation of all dance styles. It assists in developing correct posture, weight placement, coordination, core strength and control. Students who take part in ballet classes at DSV are trained in the Australian Teachers of Dancing (ATOD) method which is recognised in dance circles throughout Australia and in many other parts of the world. Students participating in ballet classes will also have the opportunity to sit examinations which can lead to dance teaching qualifications in later years.

Jazz

Jazz is a fun, energetic class that combines technique with the latest moves. Students will learn how to safely turn and jump and will develop further coordination, flexibility and expressive skills while improving their fitness levels.



Tap

Tap is a percussive style of dance that is performed wearing specially designed shoes with small metal tap plates attached to the soles of them. Tap classes will help students to develop rhythm and musicality whilst using their feet as the instrument!

Hip Hop

Hip Hop has grown in popularity over the last five years. It is an urban style of dance that has a strong focus on developing 'individuality'. The most recognisable forms of hip hop are demonstrated in music video clips and in popular movies such as 'Step Up' and 'Honey'.

Contemporary/Lyrical

Contemporary/Lyrical is an ever-changing dance style that encourages free and expressive movement.

Musical Theatre

In Glee Club, students will develop basic vocal technique which will assist them in learning a variety of songs accompanied by short dance routines.

Acrobatics

In Acrobatics classes, students will work to improve their flexibility and strength of movement which assists in developing the strong and versatile dancer. Starting with the basics, such as cartwheels and handstands, students will work their way up to more complex acrobatic combinations.

Troupes

Troupe classes are specifically set aside for students to learn group routines to perform at eisteddfods and competitions. Selection is through audition and students must commit to being available to perform during all set performance dates for the year. Students who wish to be a part of competition troupe classes must be enrolled in ballet and jazz classes (7 & Under teams) and ballet, jazz and technique classes (10 & U and up) in order to develop the required technique to perform at this level. It is also recommended that troupe students enrol in other classes such as private lessons to further improve their technique and performance skills. Students in troupes must display a high level of commitment and ensure they undertake regular practice.

Technique

Classes designed for students who are part of the DSV Performance Team to work on specific skills that need refining across a variety of dance styles.



Accelerated Ballet (12 + U)

A ballet specifically designed to provide elite students with additional ballet training to further their ballet skills. Open to selected students with a certain ability only.

Solos/Duos/Trios

Private lessons are available to students to learn solo, duo or trio work for eisteddfods and competitions. Generally allocated in half an hour blocks, private lessons are fantastic for building confidence and further developing technique. Students participating in these lessons must display a high level of commitment and ensure they undertake regular practice.

Age and Ability Levels

Dance Stream Victoria split all classes into age group and ability to cater for all levels and all age groups. Classes at DSV are tailored to a specific ability to ensure correct technique is taught. A general guide is listed below; however, this varies depending on dance experience.

Level	Age Group
Little Streamers	Students between 3 and 5 years (Pre-school)
Level 1	Students entering Prep at school
Level 2	Students entering Grade 1 at school
Level 3	Students entering Grade 2 at school
Level 4	Students entering Grade 3 to 4 at school
Level 5	Students entering Grade 4 to 5 at school
Level 6	Students entering Grade 5 or 6 at school
Intermediate	Students entering Year 7 and up at school
Senior	Students entering Year 7 and up at school - Ability dependant
Performance Team Classes (PT)	Students who are part of the DSV Performance Team (troupes) for that year. On occasions, other students showing a high level of technical skill will be invited to enrol in these classes.

Exams

As a studio who values the growth and commitment of our dancers from all ages, it's our pleasure to offer exams to students in ballet as a part of our Australian Teachers of Dance (A.T.O.D.) program. This year, our exams will be held in during Term 3 with the exact date to be confirmed at a later date via email and newsletters. All ballet students will be considered for entry.

While exams are not compulsory, our syllabus, A.T.O.D, is a highly-recognised ballet syllabus worldwide. If your child is considering continuing to dance vocationally as they grow older, we strongly recommend completing A.T.O.D. exams annually.



Formal exams present a unique opportunity for children to display their hard work and assist in documenting their progression. Our students always find their exam experience to be uplifting, beneficial and rewarding.

The cost of exams will be included on your Term 2 invoice and will be published towards the end of Term 1 via email.

What happens in a ballet exam?

The students will come to the studio about an hour before their exam begins.

In groups of 2-8 students (depending on level), they will enter the ballet studio and greet their examiner. Level 1 students will complete their exam with their teacher. Level 2 students will start each exercise with their teacher stopping after the first few counts.

Exam students will learn their examiner's name prior to the exam so they can greet them by name. For example: "Good Morning Mr. Hartley." Over the course of the exam they will perform their entire syllabus for the examiner, both as a group and individually depending on the level of the exam.

For students completing Bronze Medal or above there is some theory involved and books can be purchased from reception at the studio.

It usually takes about 6 weeks for all exam data to be compiled, but once the examining body has completed the marking process your child will be presented with their medal, exam grade, an exam certificate, as well as comments and areas for improvement on their performance.

Your child's exam results and certificate will be awarded in class once they are ready at the studio.

Uniform

At DSV we have a set uniform for students attending classes. All components of the uniform have been carefully selected bearing safe dance principles in mind. Having a uniform establishes 'team spirit' for students attending DSV and gives them a sense of pride for their dance school.

It is important that students always wear correct uniform to class as failure to do so may limit the teacher's ability to correct poor technique. For this reason, please note that students NOT dressed in correct uniform may be asked to sit out of class. In these circumstances the student will be asked to sit and observe the lesson. For new DSV students, there will be a two week grace period; allowing you sufficient time to purchase uniform items. Please speak to the DANCE STREAM VICTORIA at info@dancestreamvictoria.com.au if you have any queries relating to uniform.

Please ensure all parts of your child's uniform are clearly labelled - individual shoes, socks, etc...you'll be amazed at the amount of lost property we generate!

COMPULSORY UNIFORM ITEMS:

In 2017 it is compulsory for all students between Little Streamers and Senior to have a DSV Hoodie. Orders will be taken upon enrolment.

CLASS TYPE:	GIRLS:	BOYS:
All Ballet Classes	<ul style="list-style-type: none"> BALLET SHOES Pink leather or canvas ballet shoes with elastics (ribbons needed for exams and showcases) Ballet tights (no seam) in 'Theatrical Pink' Hair in a bun <p>Age Specific</p> <p><u>Little Streamers to Level 4</u></p> <ul style="list-style-type: none"> LEOTARD - 'Energetiks' princess line camisole leotard in BLACK (CL09) MOCK WRAP SKIRT - 'Energetiks' mock wrap skirt in BLACK (CS02) <p><u>Level 5 and above</u></p> <ul style="list-style-type: none"> LEOTARD - 'Energetiks' wide strap camisole leotard in BLACK SKIRT 'Energetiks' wrap skirt in BLACK 	<ul style="list-style-type: none"> White leather or canvas ballet shoes with elastics. (Black for Little Streamers) White ballet socks White ballet t-shirt Black tights (BT05) Male support
All other Classes	<p>As above with the variations below</p> <p>SHOES</p> <ul style="list-style-type: none"> JAZZ SHOES for all Jazz, Musical Theatre classes <u>TAN</u> jazz shoes - split sole with no laces (JSC04 or S0499) Black High Top sneakers for Hip Hop classes "Bloch" foot thongs and Black knee pads for all Contemporary classes 'Energetiks' classic dance tight in SKIN for Jazz classes Any DSV 'Activated Industry' clothing Hair tied back neatly 	<p>As above with the variations below</p> <p>SHOES</p> <ul style="list-style-type: none"> JAZZ SHOES for all Jazz, Musical Theatre classes <u>BLACK</u> jazz shoes - split sole with no laces (JSC04 or S0499) Black High Top sneakers for Hip Hop classes "Bloch" foot thongs and Black knee pads for all Contemporary classes Any DSV 'Activated Industry' clothing
SENIOR (All classes)	<ul style="list-style-type: none"> Own choice of suitable dance attire <p>Shoes – as above</p>	<ul style="list-style-type: none"> Own choice of suitable dance attire <p>Shoes – as above</p>
ADULT (All classes)	<ul style="list-style-type: none"> Own choice (i.e. gym wear) <p>Shoes – as above</p>	<ul style="list-style-type: none"> Own choice (i.e. gym wear) <p>Shoes – as above</p>

Compulsory uniform items available from:

- 'DANCE FANATICS' - Shop 2, 32 Treloar Lane, Pakenham – Ph. (03) 5941 5713
- 'DANCE N DREAMS' – 8 Gloucester Avenue, Berwick – Ph. (03) 9707 4275
- 'ENERGETIKS' – Westfield, Fountain Gate Shopping Centre
- 'ACTIVATED INDUSTRY' – Available from reception at DSV

Other optional uniform items available from the above stores:

- Baby pink stirrup ankle warmers (CWL04) – Little Streamers, Ballet or Contemporary
- 'Energetiks' black cross-over in BLACK – All classes
- Orange or black leg warmers – Jazz, Tap, Hip Hop, Glee Club or Contemporary

Term Dates

Term 1 – Monday 30th January to Friday 31st March (9 Weeks)

Term 2 – Tuesday 18th April to Friday 30th June (11 Weeks)

Term 3 – Monday 17th July to Friday 22nd September (10 Weeks)

Term 4 – Monday 9th October to Saturday 2nd December (8 Weeks) plus rehearsal week.

Public Holidays and Long Weekends

Classes will not be run on the following public holidays and long weekend dates:

Labour Day Long Weekend – Saturday 11th March to Monday 13th March

Easter Monday – Monday 17th April

Anzac Day – Tuesday 25th April

Queen's Birthday Long Weekend – Saturday 10th to Monday 12th June

Melbourne Cup Long Weekend – Saturday 4th October to Tuesday 7th November

Other Important Dates

Showcase Rehearsal – 30th November 2017

End of Year Showcase – 7th, 8th and 9th December 2017

Fee Structure

Please find below the fee structure for 2017. Feel free to contact our office staff if you have any fee-related queries.

STANDARD CLASS RATES

COST ITEMS	PRICE
30 minute Class	\$9.00
45 minutes Class	\$11.00
1 hour Class	\$13.50
Private Lessons ₁	\$25.00 per 30min
Duo Lessons ₁	\$15.00 per 30min (per student)
Troupes	At class rates
Troupe Levy/Inc. costume hire (term fee) ₂	\$50.00
Enrolment fee ₃	\$25.00 (yearly)
Single Costume Hire ₄	\$25.00 per item
Additional rehearsals ₅	As per class rates above

STANDARD DISCOUNTS 6

Discount Type	DISCOUNT
Multi Class Discount. For students enrolled in 2 or more classes.	5%
Multi Class Discount. For students enrolled in 4 or more classes.	10%
Family Discount (for 2 or more siblings from one family)	5%

Max discount = 15%

PERFORMANCE PACKAGE

Our Performance Package has tailored to suit our most dedicated students who are striving to achieve the best possible standard while also setting them up for a possible career in dance.

Package Pricing

The pricing of each package follows the pricing structure above with the exclusive discounts of 15% off all classes1.. To qualify for the Performance Package the student must be enrolled in each of the compulsory classes listed below. All additional classes will also receive the 15% discount except for private and duo lessons.

Performance Package (15% all classes)
Compulsory classes
Ballet
Jazz OR Tap
Technique(10&U and above)
Troupes
The special discount of 15% will apply to any additional class except for private and duo lessons.

Package Conditions:

- It is required that all students in the Performance Program miss no more than one class per term. After all, when you participate in troupes you are part of a TEAM.
- Students must be available to perform on School Holidays and some weekends. Effort will be made to notify families of dates as soon as available.
- Students are expected to practise at home in order to reach the standard necessary for competition work.

Fee Conditions:

1. No discounts apply to Private Lessons. 2. Troupe Levees cover costume hire for troupes only, the cost of Eisteddfod Entry fees and additional cost items. 3. The Enrolment fee is a once per year fee for all students. 4. Costume hire for Solo, and Duos concert items for Eisteddfods and Showcase. 5. Additional rehearsals for eisteddfods and showcase as required. 6. Multi-class & Family Discounts cannot be used in conjunction with package pricing.

Payment Options

We offer the following options for fee payment:

Upfront Payment – you will receive your term invoice prior to the commencement of term and have until end of the 3rd week of Term to pay these fees in full. Payment options include cash, EFTPOS, credit card or Internet Bank Transfer.

Bank Account Details for transfer

Account Name: Dance Stream Victoria

BSB: 083-827

Acc: 19170 1669

Direct Debit – This is our most popular and simple payment method, in which you may choose to pay your fees in weekly, fortnightly or monthly instalments through our Direct Debit providers Ezidebit (Click here for Terms and Conditions). There is a small fee for this service and paperwork must be filled out at reception prior to the commencement of classes. Clients who have previously paid by direct debit will have their invoice payments rolled over each term with the periodic payment confirmed in the notes section of your invoice.

Fee Policy:

- New students will first receive a free trial week of classes.
- The DSV overdue invoice procedure will strictly be followed for all overdue invoices. This includes overdue fees and being asked to sit out classes until fees are paid.
- Fees are non-refundable for change of mind or missed classes. Where medical reasons prevent a student from attending class a credit may be given if a medical certificate is presented.
- Fees may be paid by Direct Debit, EFTPOS, cash or Internet Bank Transfer. Cheques are not accepted.
- Fee charges, discounts and packages are subject to change at any time at the sole discretion of DANCE STREAM VICTORIA.

Frequently Asked Questions

How do I enrol with DSV?

Visit www.dancestreamvictoria.com.au and fill out an enrolment form under the 'Enrolment' tab.

Does DSV offer students the opportunity to participate in exams?

Yes. DANCE STREAM VICTORIA believes teaching correct technique is the absolute number one when training dancers. Exams provide all students with the opportunity to set goals and achieve by putting all their hard work into the exam room. All students receive very constructive and honest feedback from the examiner. With this, the dance school also receives feedback on how they are performing as a dance school. All exams are external through the Australian Teachers of Dancing.

Can parents watch classes?

Parents are only permitted to watch classes during nominated open weeks. This is generally the last week of Term 1, 2 and 3.

Does DSV offer free trial classes?

Yes. All new students to DSV get the opportunity to trial classes for one week to ensure they are happy with what DSV offers.

What are the benefits of the Performance Package?

It's not a lie! The more classes you do the better dancer you will become. So other than the exclusive discounts available, the packages in 2017 are designed to provide students with the core dance classes required to develop into a great dancer. The 2017 packages are the perfect start.

How do I join the DSV Performance Team?

Auditions for the DSV Performance Team (troupes) take place at the end of each year in preparation for the next competition season. Students are expected to be highly dedicated and must undertake multiple classes to achieve the required level of technique. If you have missed our annual audition, please email us to arrange a private audition time. For solo and duo/trio work, please enquire by emailing info@dancestreamvictoria.com.au. Places are limited.

2017 TERMS & CONDITIONS

ENROLMENT

- All new students will receive a free trial week of classes.
- DANCE STREAM VICTORIA staff will determine the appropriate classes for students based on age and dance ability.
- There will be a \$25 enrolment fee (per student) prior to the commencement of classes each year.
- Class sizes are strictly limited. If a class is full, additional students will be placed on a waiting list until a position becomes available or an extra class is added to the existing timetable.
- DANCE STREAM VICTORIA reserves the right to change teachers or timetabling when necessary at any time throughout the year.

ATTENDANCE

- DANCE STREAM VICTORIA must be notified in advance by phone or email if a student is going to be absent from class.
- Students are expected to attend their classes weekly and to arrive 5 minutes prior to the commencement of their lessons.
- Students enrolled in competition troupe classes may be taken out of routines if attendance is deemed unsatisfactory by DANCE STREAM VICTORIA staff. Fees will not be refunded.
- Students who miss 2 or more classes in Term 4 may be removed from part of or all of a showcase item.

FEES

- Unless you have opted for a direct debit payment option, all fees are payable by the term and must be paid by the due date stated on the invoice.
- New students will receive their first week of classes free as a trial. The free trial week will be deducted from your invoice
- Students will not be permitted to take part in classes if fees have not been paid as per DSV overdue Invoice Procedure.
- Late fees will be issued as per the DSV Overdue Invoice Procedure.
- Fees are non-refundable for change of mind or missed classes. Where medical reasons prevent a student from attending class, a credit may be given if a medical certificate is presented. This is only for extreme circumstances and at the discretion of Dance Stream Victoria.
- Fees may be paid by Eftpos, cash or bank deposit. Sorry, we do not accept Cheques.
- Fee charges and discount packages are subject to change at any time at the sole discretion of DANCE STREAM VICTORIA.
- Debt collectors will be engaged to recover unpaid fees if payment is still not received after following the Overdue Invoice Procedure. Costs of recovery to be paid by debtor.

PERFORMANCES

- Choreography, costuming and studio policies remain the intellectual property of DANCE STREAM VICTORIA and may not be reproduced or sold by any students, parents or staff without permission of the principal/s.
- Only private lesson students are permitted to enter solo competitions and it must be with the permission of their teacher and choreographer.
- A \$25 hire fee will be charged per costume for students participating in the concert. (1 routine = 1 costume hire charge)

- Costumes must be returned, in good condition, to DANCE STREAM VICTORIA after any given performance. If a costume is lost or damaged, the cost associated with replacing it will be passed on to the hirer.
- Students participating in competition troupes or other performances (apart from the concert) will be charged additional costume hire fees.

UNIFORM

- Uniform is compulsory for students attending classes at DANCE STREAM VICTORIA.
- Correct uniform must be worn to all classes.
- In the event that a student does not wear correct uniform to class, they may be asked to sit and observe the lesson.

VENUE

- DANCE STREAM VICTORIA will not be held responsible for children outside the studio premises. (This includes in the car park, or anywhere outside the building.)
- Smoking is not permitted on the premises. This includes within 10m of the building.
- DANCE STREAM VICTORIA will not be held responsible for missing or stolen belongings. Please leave all valuables at home.
- No classes (including private lessons) or teachers are to be disturbed unless it is an emergency. Parents are not to approach teachers or students during class and if messages or food/drink/medication needs to be passed on to a student, it must be done through a DANCE STREAM VICTORIA staff member. All parents must wait in the waiting areas or outside of the studios until classes have been dismissed.
- DANCE STREAM VICTORIA takes no responsibility for any stolen or misplaced property on the studio premises and we encourage our families to avoid bringing valuable items into the studio where possible.

CORRESPONDENCE

- All enquiries/complaints shall be forwarded to info@dancestreamvictoria.com.au
- Parents and students are not permitted to contact DANCE STREAM VICTORIA teachers via phone, in person, or via email / social networking with studio issues unless it has been broached with the directors first.
- Personal meetings with the studio director can happily be arranged via reception.
- DANCE STREAM VICTORIA will post updates on its website and social media pages.
- Updates and newsletters will be sent via email.
- It is the sole responsibility of parents and/or students to keep up to date with important information relating to DANCE STREAM VICTORIA.

PRIVACY

- Parents/students must not video or take photos of DANCE STREAM VICTORIA classes.
- Video footage relating to DANCE STREAM VICTORIA (i.e. classwork/showcases/eisteddfods) must not be posted online without permission from the Artistic Director.
- DANCE STREAM VICTORIA may use videos or photographs of students to promote itself through its website, social media pages, flyers and any other business advertising.
- When you purchase or hire a product or service with DANCE STREAM VICTORIA the information we may collect from you includes your name, address, telephone numbers, email addresses, medical information and perhaps credit card or bank details. It may also include details of the products and services we provide to you as well as the status of your enrolment. We only collect information directly from our students or their parent/guardians primarily for the purpose of providing services and products to you and to administer and manage invoicing and debt collection.

- We may occasionally use your information to promote and market to you information which we consider may be of interest to you unless you contact us and tell us not to do so.
- We will never sell or pass on any of your information to third parties unless required by government authorities or in the event of debt recovery. Any information passed on will be done so with appropriate privacy and confidentiality protection.
- Information is stored securely in paper or electronic form and is accessible only by authorised personnel.

MEDICAL

- The student hereby represents that he/she is physically fit to receive and participate in dance lessons and performances.
- It is the parent/student's responsibility to inform DANCE STREAM VICTORIA of any prior injuries or illnesses.
- In the event of an injury, DANCE STREAM VICTORIA may administer first aid. If an ambulance is called or other medical services are deemed necessary, the parent/student will incur the costs in full.

SAFETY

- With the safety of our families a number one priority, DANCE STREAM VICTORIA is very serious about upholding Child Protection laws and policies within the studio as well as at public performances and in the online arena (website and social media).
- All staff and teachers have undergone Working with Children Checks allowing them to work with children.
- The directors and staff at DANCE STREAM VICTORIA are educated in the negative impact of inappropriate music and costume selection when it comes to performing dance routines and are wholeheartedly committed to ensuring children in all our dance routines are not subjected to any inappropriate songs or costuming.

CONDUCT

- Students, parents, guardians and families are expected to respect one another and to show courtesy and politeness to staff of DANCE STREAM VICTORIA and fellow parents and students at all times.
- Students and parents are representatives of DANCE STREAM VICTORIA and are therefore expected to behave in a positive manner at concerts, eisteddfods, competitions and other public events.
- All students and parents are expected to discuss any issue they may have with DSV in private. Gossip and venting in public will not be tolerated as this directly damages DSV's reputation.
- In the rare case of a parent or student showing disrespect or defamation to any parent, staff member or student, a meeting will be called immediately and dismissal may be considered at the discretion of the director. Physical, mental, emotional or cyber bullying by parents, staff or students will not be tolerated and may result in dismissal from the studio.