

New Creations Dance And Performing Arts Center Policies and Procedures 2024-2025

Welcome to Classes at

New Creations Dance Studio and Performing Arts Center

Welcome to New Creations Dance Studio and Performing Arts Center. It is our goal at New Creations Dance Studio and Performing Arts Center to develop self-confidence, self-esteem and self-poise through the education of dance, acting, and music as an art form. Our faculty and staff are committed to inspiring the next generation of performers. We will provide an exceptional learning atmosphere that promotes self-development through exciting classes and performances. We are excited to share our passion and love of the performing arts with others.

It is our goal to Inspire, Educate, and Perform.

Curriculum: At New Creations Dance Studio and Performing Arts Center it is our belief that the best dancer is a well-rounded performer. Therefore, we promote training for young students that includes a “Combination Class” as the “basis” of all dance development until the 5th or 6th grades. During the years of training in the Combination Classes, the students may add other classes to their weekly schedule. These classes would include Ballet, Hip Hop, Contemporary, Musical Theater, Private Vocal, and Modern/Creative Dance technique. After the basic fundamentals are in place through the beginner and intermediate years, the advanced students will begin to specialize in specific dance and performing art techniques that suit their own personal style of movement and personality. Basic technique classes are highly encouraged of all advanced dance study as we believe that a varied curriculum is important to the development of a well-rounded dancer and performer.

The development of a young dancer/performer is a process that can take 10 to 15 years of consistent training. At New Creations Dance Studio and Performing Arts Center we recommend that a beginner student come to class at least once or twice a week to begin their training. For intermediate to advanced level students we recommend that they come to classes at least two to three times a week. One of these classes should focus on technical vocabulary and structure for the proper long term training that they will need. As the student gets older they should be dancing 5-6 hours a week for serious training.

Placement: Each student at New Creations Dance Studio and Performing Arts Center is carefully placed at his/her own level of ability and instructed in an encouraging atmosphere. In each class, individual attention is given to the growth and potential of every student. Placement or advancement into each class level is based solely on the student’s own ability and progress. Except for the beginning level classes, placement is not decided by the age of the student or the number of years he/she has studied dance or other performing arts. Placement in the intermediate level class is by the instructor only. For more information on class availability and placement refer to the curriculum pages of the handbook.

Artistic Director: The owner of New Creations Dance Studio and Performing Arts Center is Shana Hansen. Shana graduated from Oklahoma City University with a BFA in Performing Arts in 2000. After collage she travelled to various locations performing which consists of working for Disney in Japan, Odyssey in New York, and various shows in Las Vegas which consist of Legends In Concert, Bill Acosta’s Lasting Impressions at the Flamingo, Harrah’s outdoor theater, Harley Davidson Conventions, and Paul Mitchell Conventions. She spent the next 10 years incorporating dance into academics in the public schools throughout the state of Oklahoma. While working in the Oklahoma City Public Schools she was the Dance Departments Chair and Fine Arts Chair for her 6A high school. She created the first year round public school tap class in the state of Oklahoma. She is certified through the Oklahoma State Department of Education and the Texas State Department of Education with a focus on dance. When Shana moved back to her home town she started a proper dance program for Palestine High School and Junior High. She was also one of the directors for the Kit-Kats. Shana enjoys producing the full scale productions for New Creations Dance Studio and Performing Arts Center and the yearend shows. Shana has been teaching dance classes for over 18 years. She enjoys instructing her students through creative problem solving and three-dimensional experience of the performing arts. Sharing a love and passion of the performing arts has always been Shana’s goal for all of her extended studio family.

New Creations Dance and Performing Arts Center Tuition and Fee Policies

Tuition

Full monthly tuition is due by the first of each month and is considered late after the 10th. Please pay tuition with one check only per family. The student's name should be notated on the check especially if family members have different last names.

There is a \$25.00 service charge on all returned checks.

There will be no monthly statements mailed out to the students. Tuition is to be paid in full from the 1st of the month through the 10th of the month. These tuition payments may be paid by mail or in person at the studio front office. Studio hours follow the studio class schedule.

Our mailing address is 1517 SH-155, Palestine, TX, 75803. Email ncd.palestine.tx@gmail.com

Late Tuition Finance Charges

Post Dated Checks are considered late payments and must include the late charge of \$10.00 per student.

Tuition is due by the 1st of every month and is considered late after the 10th of each month. We do not mail out invoices on a monthly basis. Late fees and accounting charges will be assessed on the 11th of each month and accounts that carry a 30 day outstanding balance will be assessed finance charges on the 11th of each month. Every 30 day period accounts with outstanding balances will be charged a rebilling fee of \$30.00 and the invoice will be sent to the student's home address for immediate payment. The late payment, finance and billing charges for New Creations Dance Studio and Performing Arts Center, Inc. are:

11-30 days outstanding:	\$10.00 late fee per student
30-60 days outstanding:	\$40.00 late fee per student
60-90 days outstanding:	\$70.00 late fee per student
90 days and past	\$100.00 late fee per student

Registration Fees

There is a \$25.00 registration fee that is charged per student for enrolling in classes at New Creations Dance Studio and Performing Arts Center. The fee is non-refundable. The fee is due at the time of registration or attendance of the first technique class. Students may not attend classes at New Creations Dance Studio and Dance and Performing Arts Center without payment of registration fee. Second and third child will pay half of fee.

Tuition and Attendance Policies

The regular school term at New Creations Dance Studio and Performing Arts Center begins in mid-August and runs through until the beginning of June. Summer dance workshops are offered during the months of June and July. We feel that it is very important for students to attend every class period if they wish to achieve their goals throughout the year. Please be prompt to class and call in advance if a class is to be missed. The student's attendance will be monitored by the instructor in each of the classes.

- *One full monthly tuition payment covers four consecutive weeks of class only.
- *Monthly tuition is to be paid in full for any student attending any part of the month's classes
- *We do not give credit for classes missed; however, we will be happy to suggest options for make-up classes.
- *The studio must be notified if a student discontinues classes; otherwise regular tuition fees will be charged. Unless the student is very ill, all students should attend class and watch rather than miss attending their class.
- *Check the NCD calendar of events for dates that the studio will be closed.
- *Snow Days-Call the studio to find out about cancellations. Cancelled classes will be made up at a later date.

Recital Deposit/Program Fee

A recital deposit of \$30.00 per student is due at the time of registration from all students. The deposit holds a place for the students in the year end recital. The fee is refundable until Thanksgiving for all students not performing in the year end recital. After Thanksgiving, the recital deposit is no longer refundable. A \$55 fee per student is due at the beginning of December. This is a non-refundable fee after Christmas break begins

Recital Policies

The program fee for the recital is due and non refundable by Thanksgiving. Some costumes may be cancelled after December 9, 2023. There is a \$30.00 cancellation fee per costume that will be charged for each costume that is cancelled after December 9-13, 2024.

After March 1, 2025 no costumes may be cancelled. All tuition for the year must be paid in full by May 10th. May late fees are \$20.00 for 30 days outstanding and up depending on how many months behind the account is. Returned checks for May tuition will have a \$50.00 returned check finance charge.

Costume Pre-Payment Accounts

Costume Pre-Payment Accounts can be set up for families with multiple students or student taking several classes. Smaller payments may be made monthly throughout the fall to go towards the January costume payment. The balance on these accounts must be paid in full by the March 10, 2025 deadline for costume payments. Check with the front office for more information about setting up a costume Pre-Payment Account.

Costume and Recital Fees

The 1st costume payment and program fee is due by January 13-18, 2025.

2nd costume payment is due February 10, 2025

3rd costume payment is due March 10, 2025

You can also choose to pay all of your costume on the January 13-18, 2025.

After March 10, 2025:

A \$25.00 late fee per costume will be added to the costume payment and program fee account.

A \$50.00 charge will be added if the costume payment check is returned unpaid

After April 10, 2025:

A \$50.00 late fee will be charged per costume for unpaid costume accounts.

Studio Class Etiquette

Dance Bag: Each dancer should have their own dance bag to put their shoes and other belongings into during the class time.

Water Bottle: Each dancer should have their own water bottle filled with water with their name on it. ONLY WATER IS ALLOWED IN THE STUDIO!!!

Name On Everything: Each dancer should have their name on each pair of dance shoes as well as their dance bag.

Cover Yourself: Dancers should not wear their "dance uniform" outside the dance studio. Please wear a cover up to the studio.

Coming Late to Class: The dancer should watch the class until the instructor invites them to join the class.

Leaving Class Early: The dancer should inform the instructor at the beginning of the class if they plan to leave early.

No Food or Gum in the Classrooms: Only water bottles are allowed in the dance classrooms. No gum in class!

Waiting Room Manners: Dancers should bring things to do when they wait between classes. The wait areas should be respected as quiet zones as the noise can interrupt the classes in the dance studios. Young children are expected to be monitored by the parents in the wait areas. Parents may not leave children under the age of 10 years unattended in the studio wait rooms. *Except during Covid-19 Restrictions

Performances

New Creations Dance and Performing Arts Center conducts two performances a year. Students performing in these shows will have to stay until that show is completed unless they had emailed the artistic director prior to performance. The first informal performance, called the Works in Progress Performance, is held at New Creations Dance Studio and Performing Arts Center on February 1st and 2nd. The formal year end concert is a fully staged production is on May 31, 2025 at the Palestine High School Auditorium. Costumes for the year end concert will be ordered in January. Payment for these costumes is expected to be completed by March 10, 2025. Please check the calendar for specific dates. Any performances that are not mentioned above will be picked by class and a letter will go home to those students in the classes chosen.

CLASS PLACEMENT

Placement: Each student at New Creations Dance Studio and Performing Arts Center is carefully placed at her/his own level of ability and instructed in an encouraging atmosphere. In each class, individual attention is given to the growth and potential of every student. Placement or advancement into each class level is based solely on the student's own ability and progress. Except for the beginning level classes, placement is not decided by the age of the student or the number of years she/he has studied dance. Placement in the intermediate level class is by the instructor only. New students wishing to attend NCD for advanced study must audition for placement in all classes. For more information on class availability and placement refer to the owner and artistic director Shana Hansen.

Adult Classes

Adult Classes are open at New Creations Dance Studio for students 17yrs. and older who want extra open classes for technique. Classes may be paid for and attended by the month or by single class. Price is \$15.00 per 45min-1 hour class or \$40.00 for a class card of four classes. Price is \$10.00 for 30min classes or \$28.00 for a class card of four classes. You must have separate class cards for the 30 minute classes and the 45 minute -1 hour classes.

Private Classes

Private classes are available for vocal, instrument, technique and Solo and Duets for the year end concert and for extra technique work. Private classes must be cancelled 24 hours in advance or a regular fee will be charged.

Combination Classes

These classes are offered for children and teens on a beginner, intermediate, or advanced level. Each "Combination Class" consists of one part ballet, one part tap, and one part jazz. Younger students will substitute jazz with creative movement. Combination Classes are essential for all young dancers. Combination Classes allow the student to develop the necessary vocabulary, physical skill and strength through a thoughtful progression of dance fundamentals. For all beginner students, this is the perfect class for an introduction to dance with the exposure of several types of dance in one class time. At New Creations, we believe that it is important for beginner and intermediate level students to gain exposure to all types of dance. Combination classes are listed below:

Tap Technique Classes

"Tap Dance Class" is a fun way to instill the use of rhythmic patterns, musical counting, and sequential phrasing for students of all dance levels. Younger dancers use tap skills to memorize sequences of steps through a realization of rhythm patterns. Beginner and Intermediate students learn to count musical phrases, as well as begin to understand tempo and the importance of staying together as a class. Challenging combinations for the advanced tap dancers further improve coordination, musicality, and sequence memorization. Poise and performance personality are a must for the advanced tap dancer. Students wishing to pursue a future in the Musical Theater field are required to have a strong tap background. Basic Tap vocabulary is taught in the traditional Broadway buck and wing tap technique.

Jazz Technique Classes

"Jazz Dance" develops isolation movements of specific body parts while incorporating different qualities of movement into the choreographed sequences. As a dance form, jazz has an exciting, vibrant, and dynamic quality that makes it popular among all students. Jazz dance is used for entertainment in theater, movies, and in the popular music videos. Jazz is important for students wishing to study musical theater. It is highly recommended that Jazz III dancers are enrolled in a separate technique class.

Ballet Technique Classes

At New Creations Dance Studio, we believe that ballet is the basic fundamental to all types of dance technique. In "Ballet Class" emphasis is placed on the technically correct dancer. Correct technical training is stressed to avoid injury in all

types of dance classes. Through a study of correct spinal and joint alignment, the developing dancer will begin to experience more confidence and grace as they attempt more advanced movement sequences. Ballet vocabulary, endurance, class etiquette and discipline are also important aspects of these classes. We do not encourage pointe work until the student has developed a physical maturity and accomplished an advanced technical level.

Hip Hop Classes

“Hip Hop” Classes are exciting dance forms that develop isolated and free flowing movements of the body using syncopated beats and rhythms to create a high impact, high energy dance form. This intense expression of movement has been developed through the music videos of today.

Contemporary Classes

“Contemporary Dance” is a style of dance that is interested in translating our current day culture. It is a style of dance that is rooted in post-modern techniques, but it is highly influenced by today’s art, architecture and technology. It is a dance style that draws from a fusion of multiple dance techniques including modern dance, ballet, and jazz.

“Contemporary Dance” is inspired by anything current and utilizes emotion expression through the lyrics of music as well as unstructured, radical, and extreme athletic dance movements. “Contemporary dance” is one of today’s dominating creative forces and is spreading around the world due in large part to popular entertainment, such as “So You Think You Can Dance.” Many professional companies and dance institutions have made the dance style a part of their main repertoire.

Musical Theatre Classes

“Musical Theater Classes” are for those students who are interested in being a triple threat. A triple threat on the stage is a person who is sufficient in singing, acting, and dancing. Talented kids need a class that will stimulate all their passions at once and this class is it. Introduction to acting, kids will play games to enhance their ability to perform with emotions on stage. They will receive vocal training and learn how to control their breathing in order to properly execute each note. Lastly, they will learn fun movements that will help tell the story of their piece and entertain the audience.

Theatre Ensemble Classes

“Theatre Ensemble Class” are for those students who are interested in developing and growing their acting skills. Students will work on scripts, monologues, script writing, and many other acting activities.

Tumbling Classes

“Tumbling classes” are for those students in strengthening their bodies and working on balance. Tumbling is a form of gymnastics performed without equipment. Common moves performed in tumbling include flips, somersaults, tucks, handstands, and handsprings. Dance and cheerleading are two of the main sports that use tumbling moves.