



## 2023-2024 Company Handbook

**Welcome to RDA's Company!** Our competitive team gives enthusiastic students the ability to study more intensely, excel technically, dance year round, learn from other professionals, be adjudicated, and grow as a dancer.

### Why We Dance Competitively:

**Performance Experience.** Performing on a stage is fun and exhilarating! More performance experience allows dancers to become more comfortable on stage and work through nerves and adrenaline. Many dancers only perform on stage or in front of an audience maybe once or twice a year. But Company dancers perform multiple times throughout the year at competitions and the year end show!

**Constructive Feedback From Dance Professionals.** Dance competitions allow dancers to perform in front of experienced dance professionals who have a wealth of knowledge in teaching and performing. They have offered feedback to dancers all around the world. Their critiques give dancers information to grow.

**Educational Conventions.** In conjunction with competing, many dance competitions offer educational workshops for dancers to attend and learn new styles and techniques from the judges themselves or highly acclaimed faculty. Another opportunity to grow as a dancer!

**Personal Growth.** Being a competitive dancer entails an in-depth level of study. It means taking extra dance classes and rehearsals. Dancers who take more classes and work at a focused level improve their skills exponentially.

Dancers are building their **self-confidence** through their bravery to try new things and perform for dance professionals.

Competing drives dancers to **work their hardest, practice, and be dedicated to a goal.**

**Organization and responsibility** is gained from balancing rehearsals, choreography, and costumes, as well as finding the balance between school and dance.

**Resiliency** is gained from taking feedback and applying it whether you place first or last. Sometimes you win, sometimes you learn.

**Teamwork** is gained in being in group dances, where we have to work together. Every member of the team's skills are important to the group's performance.

**Self-improvement** is something dancers can apply to the rest of their lives! Whenever you enter any type of competition, there will always be someone who scores the highest and takes the top award. Some days that may be you. Other days it may be someone else. Learning how to win gracefully and humbly while still knowing you can improve, is a good lesson. Learning how to lose gracefully and take the feedback to continue to grow is equally important.

Better than trophies and medals, our dancers learn discipline, how to take and use constructive criticism, and teamwork.

# EXPECTATIONS & ETIQUETTE

(for dancers *and* parents)

Your focus here is DANCE.

RESPECT your teachers always.

Your only concern is YOUR DANCING.

Treat each other with ONLY KINDNESS.

We are a TEAM. We root for each other, support each other in wins and in losses, and congratulate each other.

We strive to keep RDA a safe and happy place. Dancers and parents are teachers are expected to show mutual respect inside and outside of the studio. When/if emotions overwhelm you, feel free to use Miss Ashley's office as a place to regroup.

RDA believes in **body positivity**. Every body is a dancing body. Self-love and body positivity in dance spaces must be intentional, and educators are the first line of offering dancers a healthier way to see themselves and the world. This year we will participate in the National Honor Society for Dance Arts' Love Your Body Week (Nov. 12-18). The basic concept is to take time out of each class to talk or dance about body positivity and self-love.

**Dress appropriately** in dance attire or workout clothing that is comfortable for you and allows the teacher to see your body in order to make corrections / develop technique to prevent injury. We welcome traditional leotards of any color with tights, as well as form fitting leggings, shorts, and sports bras. Hair must always be pulled back neatly. No jewelry or street shoes permitted in the dance studios.

**Lockers** are for Company members and dancers with multiple classes for shoes and other dance items (hair ties, brush, deodorant, water bottle, non-perishable snacks).

No locks and no stickers on the actual locker (use bookmark provided by the studio to put your stickers on). If items don't fit in your locker, take them home!

Do not share shoes, hair brushes, or make-up.

Label everything: costumes, shoes, tights, make-up, shoes, water bottles, etc.

**Cell phones** must be kept in the lobby or lockers and used only for emergencies.

Dancers are to never take photos or videos of other dancers without their verbal consent.

Photos and videos in dressing rooms are STRICTLY PROHIBITED (here and at competitions).

Dancers may be asked to use their phones to record choreography so they can practice at home.

## **Social media**

While RDA respects the right of students to utilize the variety of social media options available, we must insist that standards be met by our students, parents, and faculty at all times. Students must not post material that is unlawful, obscene, defamatory, threatening, harassing, abusive, slanderous, hateful or embarrassing to any other person or entity.

**Respect your space.** Please pick up trash, clothes, and shoes. Please don't move props without permission and return equipment (yoga mats, balls, blocks) to their proper places after class.

## **Respect your teachers.**

- Listen first, then ask relevant questions.
- Dancers are to refrain from correcting others (that's the teacher's job).
- Dancers should focus only on the class and rehearsal that you are in. Please refrain from rehearsing other dances and/or doing any other style of dance other than the class you are physically in.
- Dancers should not ask teachers to work on specific dance steps or dances during class. RDA teachers have lesson plans and expectations for each class. If there is something specific you would like to be worked on, please ask your teacher either before or after class.
- Please be mindful of the boundaries of the RDA staff. We are happy to help and give advice. While you may have your teachers' personal cell phone number, please limit texts. Communicate through the BAND app, email, or schedule a time to meet in person.

**Open studio time.** If a studio is not occupied, company dancers may request permission to practice or rehearse. Teachers have the first priority of open studio time.

**Dancers' space.** We encourage dancers to take advantage of the dressing room and back desks as their space for meals, homework, crafts, etc. We kindly ask that dancers help keep the lobby open and clean for the public and our parents, siblings, and visitors. No gum in the studios.

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## **Popsicle Sticks and Pink Slips** (New this year!)

Each dancer has been given a **popsicle stick** with their name on it. If they are having a tough time, involved in a situation that they'd like to discuss, or need some time to regroup, they are to place the popsicle stick on Miss Ashley or Miss Brooke's chair with their name face down. This is a discreet way of letting an adult know that they need some one on one attention.

Each dancer has a file folder dedicated to them. Should they violate any of these expectations or etiquette, they will receive a **pink slip** noting the incident and parents will be notified. Should they receive three (3) pink slips per season, they may be asked to take a week off of dance.

## The Competition Season!

Date	Name	Price	Venue	Address
<b>November 5</b>	<b>IAX Convention (OPTIONAL)</b>	\$180	Richmond Convention Center	403 North 3rd Street Richmond, VA 23219
<b>January 26-28</b>	<b>Dance Makers (OPTIONAL)</b>	Solo - \$160 Duo/Trio - \$80 Group - \$70	Richmond Convention Center	403 North 3rd Street Richmond, VA 23219
<b>February 16-18</b>	<b>Ignite</b>	Solo - \$160 Duo/Trio - \$80 Group - \$70	Richmond Convention Center	403 North 3rd Street Richmond, VA 23219
<b>March 1-3</b>	<b>ID Dance (OPTIONAL)</b>	Solo - \$160 Duo/Trio - \$80 Group - \$70	Richmond Convention Center	403 North 3rd Street Richmond, VA 23219
<b>March 22-24</b>	<b>Sheer Elite</b>	Solo - \$160 Duo/Trio - \$80 Group - \$70	Norfolk Waterside Marriott	235 E. Main St. Norfolk, VA. 23510
<b>April 26-28</b>	<b>Dance Educators of America</b>	Solo - \$160 Duo/Trio - \$80 Group - \$70 Media fee - \$70 Convention - \$160	Richmond Convention Center	403 North 3rd Street Richmond, VA 23219

A block of rooms has been reserved at Norfolk Waterside Marriott at the rate of \$159/night.

Costume fees \$80 - \$110 (varies, based on dance).

New this year – **Fundraisers!** To help offset the costs of Competition Fees, RDA is participating in several fundraisers. Profits will be distributed evenly among all dancers, unless you prefer to opt out.

**Got Sneakers** collects used sneakers and either finds them a new home or recycled into other materials. For every pair of sneakers we collect, we can earn up to \$7. Bring your used sneakers to the bin in the lobby and we'll ship them off. This fundraiser is ongoing, so keep the sneakers coming!

**September 11 – Spirit Night at Chipotle!** Grab dinner after the first day of class and a portion of sales will come back to RDA's Company!

Have an idea for an easy fundraiser? Let us know and we'll see if we can make it happen!  
(Please note, we are not a nonprofit organization.)

## Makeup

- Lipstick; mauve, brick rose, brick red color (not bright pink or bright red)
- Eye Shadow: neutral colors (ex. ColourPop Going Coconuts Palette - see below)
- Foundation or Powder
- Blush
- Pencil or Liquid Eyeliner
- Eyebrow Pencil
- Black mascara applied to top and bottom lashes
- Makeup remover wipes



Please watch this video tutorial: <https://youtu.be/JMUaWPPEXbw>.

At the 6:00 min mark use “coco crush” instead of “deep dive” eye shimmer.  
Unless specified, eye makeup will be the same for everyone, for all dances.

**Earrings:** Crystal 15mm Rondelle Post from Crystal Couture Inc. (sold here for \$10)

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## Tips for a successful competition:

1. Get a good night’s sleep the night before!
2. Eat a solid, healthy breakfast.
3. Pack all costumes, shoes, make-up at least two days before competition.
4. Pack food and drinks.
5. Bring a blanket to define your space in the dressing room.
6. Coordinate with each other for lunch or dinner take-out or restaurants.
7. Dancers may want to purchase a nude leotard to wear under their costume.
8. Check on each other and your teachers.

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**Competitions are fun, high energy, and full of excitement**, but they can also bring on feelings of stress, nervousness, and fatigue. Competition weekends consist of long days, often starting early in the morning and ending late at night. It’s important that we all try to remain calm, positive, and collected. Something will go wrong – but remember, we are a team, and we all look out for one another. There will be disappointments in performances or placements (awards) but how you react to these feelings can affect the team and your place on the team. Use these experiences to work hard and learn from mistakes.

A coach once said, pressure is a privilege. Not everyone has the opportunity to compete at this level,, so embrace the moment. The more experience we gain, the easier it becomes.

# COMPETITION ETIQUETTE

## 1. EARLY IS ON TIME

- Scheduled performance times can VARY; competitions can run early
- We will give you a Call Time that indicates the time you should arrive at the venue
- Show up ready to dance so you have time to rehearse, warm-up, and prepare
- If you are late you will not be able to perform

## 2. BE PREPARED

- Have your required costumes, shoes, and accessories
- Remember, conventions often have tap class; bring tap shoes (even if you aren't a tapper)
- Also bring extras: tights, make-up, hair pins, hair spray
- Sewing kits, scissors, and athletic tape are great to have on hand

## 3. LOOK YOUR BEST

- Show up performance ready
- Hair should not move
- Make up should look fresh
- Tights can not have holes or runs
- No undergarments showing under your costume
- No colored nail/toe polish or jewelry

## 4. WEAR YOUR RDA GEAR

- When rehearsing, backstage, and at awards (this is required)

## 5. ACT PROFESSIONAL

- Cheer each other on AND cheer for other studios
- Do not approach Judges or competition directors without consulting Miss Ashley
- Do not move anyone else's belongings in the dressing rooms
- No mocking other studios
- Be kind. This is for parents too

## 6. USE PROPER THEATER ETIQUETTE

- Do not talk or get up during any routines
- Do not take photos or videos of any routines or in dressing rooms
- Follow the competitions rules and requests
- Turn all electronics on silent or vibrate

## 7. TEACHERS AND PARENTS SUPPORTING DANCERS TOGETHER

- Let the teachers worry about scoring, rehearsing, awards, rules, performance quality, checking in
- Parents, be there to cheer your child on, no matter how they perform or score.
- Their first experiences at competition can shape who they are as performers so it is VERY important to keep this environment positive. Ex. If you show disappointment in a placement or award, they will too. Be proud no matter what! REMEMBER: They will learn and grow no matter where they place!

# Important Dates

**Monday, July 3:** Choreography Intensive begins - select solos/duos/trios

**Monday, July 31:** Choreography Intensive begins - groups

**Tuesday, August 1:** Choreography Intensive Fees Due

**Friday, August 18:** Parent Meeting/Company Goals & Expectations Meeting (7:00 - 8:30 pm)  
& Sleepover (pick up 8:30 am)

**Thursday, September 1:** IAX Fees Due

**Monday, September 11:** Classes begin; weekly Company rehearsals begin

**Monday, October 2:** Company Costume Fees Due

**October 2-6:** Bring a Friend to Dance Week

**October 23-27:** Dress Up Week

**Tuesday, October 31:** Closed

**Sunday, November 5:** IAX Convention

**Saturday, November 11:** Guest Artist Workshop

**November 12-18:** Love Your Body Week

**Wednesday, November 15:** First Half of Competition Fees Due

**November 20-25:** Fall Break (STUDIO CLOSED)

**December 10-15:** Alumni Week

**Friday, December 15:** Company Holiday Party (5:30 - 8:00 pm)

**December 25-January 7:** Winter Break (STUDIO CLOSED)

**Monday, January 8:** Classes resume

**Monday, January 15:** Second Half of Competition Fees Due

**Saturday, January 20:** Company Dress Rehearsal at studio

**January 26-28:** Dance Makers Competition & Convention (Richmond, VA) (OPTIONAL)

**February 16-18:** Ignite Dance Competition (Richmond, VA)

**February 26-29:** Picture Week at the Studio

**March 1-3:** ID Dance Competition (Richmond, VA) (OPTIONAL)

**March 22-24:** Starquest Dance Competition (Raleigh, NC)

**April 26-28:** Dance Educators of America Competition (Richmond, VA)

**April 28:** Company Pizza Party at studio

**May 30-31:** Dress Rehearsal for the Show at James River HS

**Saturday, June 1:** End of Year Show at James River HS

ACCIDENT WAIVER AND RELEASE OF LIABILITY FORM

REGENCY DANCE ACADEMY

PLEASE PRINT - You must fill out the form completely or processing will be delayed.

DATE: \_\_\_\_\_, 20\_\_\_\_

PARTICIPANT'S FULL NAME (1) \_\_\_\_\_ AGE \_\_\_\_\_

PARTICIPANT'S FULL NAME (2) \_\_\_\_\_ AGE \_\_\_\_\_

PARTICIPANT'S FULL NAME (3) \_\_\_\_\_ AGE \_\_\_\_\_

PARENT'S FULL NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_

HOME PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_

EMERGENCY CONTACT NAME/PHONE \_\_\_\_\_

I HEREBY ASSUME ALL OF THE RISKS OF PARTICIPATING IN THIS ACTIVITY OR EVENT, including by way of example and not limitation, any risks that may arise from negligence or carelessness on the part of the persons or entities being released, from dangerous or defective equipment or property owned, maintained, or controlled by them, or because of their possible liability without fault.

I certify that I am physically fit, have sufficiently prepared or trained for participation in the activity or event, and have not been advised to not participate by a qualified medical professional. I certify that there are no health-related reasons or problems which preclude my participation in this activity or event.

I acknowledge that this Accident Waiver and Release of Liability Form will be used by the event holders, sponsors, and organizers of the activity or event in which I may participate, and that it will govern my actions and responsibilities at said activity or event.

In consideration of my application and permitting me to participate in this event, I hereby take action for myself, my executors, administrators, heirs, next of kin, successors, and assigns as follows:

I HEREBY WAIVE, RELEASE, AND DISCHARGE REGENCY DANCE ACADEMY and all divisions thereof of any and all liability and responsibility for injuries, sickness, pandemics, accidents, natural disasters and/or acts of God incurred during participation in and/or instruction of camps, intensives, private instruction, choreography or any activity I may participate.

I WAIVE, RELEASE, AND DISCHARGE from any and all liability, including but not limited to, liability arising from the negligence or fault of the entities or persons released, for my death, disability, personal injury, property damage, property theft, or actions of any kind which may hereafter occur to me including my traveling to and from this event, THE FOLLOWING ENTITIES OR PERSONS: REGENCY DANCE ACADEMY and/or their directors, officers, managers, employees, volunteers, representatives, and agents, the activity or event holders, activity or event sponsors, activity or event volunteers;

I INDEMNIFY, HOLD HARMLESS, AND PROMISE NOT TO SUE the entities or persons mentioned in this waiver, release and registration form from any and all liabilities or claims made as a result of participation in this activity or event, whether caused by the negligence of release or otherwise.

The accident waiver and release of liability shall be construed broadly to provide a release and waiver to the maximum extent permissible under applicable law.

I CERTIFY THAT I HAVE READ THIS DOCUMENT, AND I FULLY UNDERSTAND ITS CONTENT. I AM AWARE THAT THIS IS A RELEASE OF LIABILITY AND A CONTRACT AND I SIGN IT OF MY OWN FREE WILL. (SIGN BELOW IF OVER THE AGE OF 18 - IF A MINOR, HAVE PARENT SIGN AT THE BOTTOM.)

SIGNATURE \_\_\_\_\_

PARENT / GUARDIAN WAIVER FOR MINORS (Only if student is under 18 years old)

The undersigned parent and natural guardian does hereby represent that he/she is, in fact, acting in such capacity, has consented to his/her child or ward's participation in the activity or event, and has agreed individually and on behalf of the child or ward, to the terms of the accident waiver and release of liability set forth above. The undersigned parent or guardian further agrees to save and hold harmless and indemnify each and all of the parties referred to above from all liability, loss, cost, claim, or damage whatsoever which may be imposed upon said parties because of any defect in or lack of such capacity to so act and release said parties on behalf of the minor and the parents or legal guardian.

SIGNATURE OF PARENT/GUARDIAN \_\_\_\_\_





**2023-2024**  
**Student Contract**  
(Please initial each statement.)

\_\_\_\_\_ Registration is on a first-come, first-served basis. Spots are not held in classes, as classes are limited in size. Payment must be made to hold a spot in class. The season starts September 11, 2023.

\_\_\_\_\_ Registration fee is \$25 per family.

\_\_\_\_\_ A costume fee of \$100 per performance class is due at registration.

\_\_\_\_\_ Tuition is non-refundable once registered. All balances are due on-time, in full, once registered.

\_\_\_\_\_ An automatic \$25 late fee will be applied to the dancer's account if tuition is paid after the 15th of the month.

\_\_\_\_\_ Media fee of \$70 media per family for the show program book and video recording will be charged in January 2024.

\_\_\_\_\_ I understand that Regency Dance Academy does not give credit and/or refunds for class(es) missed due to holiday, vacation, illness, weather, etc.

\_\_\_\_\_ I give Regency Dance Academy the right to use any and all photos taken of my child or myself during shows/competitions/classes for use on social media or for business marketing purposes.

\_\_\_\_\_ All Pre-pointe and Pointe classes require teacher approval and proper level placement upon enrollment. All Pointe classes must be taken in addition to a Ballet class. PBT and Barre are required for Pointe class.

**I have had sufficient opportunity to read this entire document. I have read and understood it, and I agree to be bound by its terms.**

PRINT NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

(PARENT/GUARDIAN SIGNATURE IF UNDER 18)