

# WDE

**“Dance...Perform...Compete”**

**WELCOME TO  
WATERFORD DANCE ENSEMBLE  
2017/18 Season!**

WDA Owner/Director: Alyson Thomas (w) 847.265.2654 (c) 224.723.8979

WDE Director: Emily Morrison (c) 815.275.5116

Additional Faculty: Katrina McElvain & Charles “Buzzy” Brown

## **From The Owner and Director:**

Congratulations on becoming a part of the WDE family! We are so excited you have made the decision to join us for our 3<sup>rd</sup> season! Each year our company continues to grow and this year we have a **very** special announcement. We are added 2 additional teams to our growing program:

Jade Ballet team AND Diamond Hip Hop team.

Please read the following information in the packet very carefully. As it contains **EVERYTHING** for the upcoming season, we strongly recommend saving and printing this packet. **It contains all dates, financial information, additional information regarding WDE and most importantly, the commitment form.**

After you read and go through the packet as a family, you will need to fill out and return the commitment form. Please **read this commitment form thoroughly** as we do adhere to everything to keep WDE running as smoothly as possible for our students, our parents and our instructors.

The commitment form can be found on the last page of this packet and **MUST** be returned by email or a hard copy to the front desk **by August 23, 2017 by 8:00 pm.**

Desk hours are Monday / Wednesday / Thursday 4pm-8pm. WDA's email is [waterford.dance@gmail.com](mailto:waterford.dance@gmail.com).

Again, thank you for making the decision to be a part of WDE! We are looking forward to yet another awesome year!

Miss Alyson & Miss Emily

**WDE classes begin the week of September 11, 2017 along with all our fall classes.**

Each ballet, tap and hip hop team is 30 minutes once per week, the jazz-only team is 30 minutes once per week and the jazz/lyrical teams are 60 minutes once per week.

Monday

6:30-7:00pm Pearl Ballet Team (Studio A-Miss Alyson)

Tuesday

4:30-5:30pm Topaz Jazz/Lyrical Team (Studio B-Miss Emily)

5:00-5:30pm Opal Jazz Team (Studio A-Miss Katrina)

5:30-6:00pm Ruby Tap Team (Studio B-Miss Emily)

6:00-7:00pm Garnet Jazz/Lyrical Team (Studio B-Miss Emily)

Wednesday

5:30-6:00pm Sapphire Tap Team (Studio A-Miss Alyson)

6:00-6:30pm Amethyst Ballet Team (Studio A-Miss Alyson)

7:30-8:00pm Diamond Hip Hop Team (Studio C-Buzzy)

7:30-8:30pm Onyx Jazz/Lyrical Team (Studio B-Miss Emily)

8:30-9:00pm Emerald Tap Team (Studio A- Miss Emily)

Saturday

10:00-10:30am Jade Ballet Team (Studio B-Miss Emily)

**Shoe Requirements for Competition Season**

The following is the list of shoe requirements which must be ordered at our front desk **by January 15, 2018.**

Do NOT purchase until January! These are to be used for the competitions we will be attending. **The one exception is TAP**, if you already have tap oxfords in good condition, a little black shoe polish will spruce them up. All dancers must have a “uniform” look with fresh shoes that have minimal scuffs and dirt. **DO NOT wear these shoes until 2/23 WDE Dress Rehearsal.** Once competition season is over, and if your feet are still growing, you may wear these shoes in class and for the dance concert. If your feet are done growing, we recommend you save the shoes for next season’s competitions in WDE.

**WDE Ballet:**

Style #100 Split Sole Pink Leather Ballet  
\$25, plus tax

**WDE Tap:**

Your choice of  
Style #521 Black Tap Oxford (Vinyl) \$28.00, plus tax  
Style #581 Black Tap Oxford (Leather) \$60, plus tax

**WDE Jazz:**

Style #471 Black or Tan Slip-on Jazz Shoe  
Color determined by Team Instructor  
\$30, plus tax

**WDE Lyrical:**

Bare feet ONLY  
FOOTLESS tights, NOT convertible,  
will be provided to all Lyrical dancers as part of costume.

**WDE Hip Hop:**

TBA

## WDE 2017-2018 Season

DATE	EVENT	MANDATORY/OPTIONAL
<b>July 1, 2017</b>	Email response to invitation due	<b>Mandatory</b>
<b>July 6, 2017</b>	Commitment form due	<b>Mandatory</b>
July 10, 2017	Summer WDE Team classes begin	Optional
September 11, 2017	Week fall session begins	<b>(see Member Expectations page)</b>
September 23-24, 2017	Annual WDE lock in 8pm-8am <i>(check in at 7:30 pm, check out 7:30 am)</i>	Optional <i>*RSVP date is one week before the event on 9/16*</i> <i>*Volunteer parents are needed*</i>
October 6, 2017	Holiday show rehearsals begin Friday evenings	Optional <i>*sign up will be online &amp; assignments made from there*</i>
<b>December 1, 2017</b>	Turn in photocopy of Birth Certificate (New members only)	<b>Mandatory</b>
December 9, 2017	Annual WDE Holiday party (potluck)	Optional <i>*RSVP date is one week before the event By 12/2*</i> <i>*Volunteer parents are needed*</i>
December 16, 2017	Annual Holiday Show (rehearsal 2-6 pm, 7 pm check in, 7:30 show)	Optional
January 20, 2018	Hair and Make up demo	Optional <i>(strongly recommended)</i>
February 2, 2018	That's Entertainment! Movie Night	Optional <i>*RSVP date is one week before the event on 1/27*</i>
<b>February 23, 2018</b>	WDE Dress Rehearsal at WDA (6:15 check in, 6:30 start, short competition informational meeting to follow)	<b>Mandatory</b>
<b>March 16-18, 2018</b>	"Tribute" dance competition at Oswego High School (exact dates & times will be sent out as soon as we receive them from the competition)	<b>Mandatory</b>
<b>April 27-29, 2018</b>	"Talent on Parade" dance competition at the Genesse Theater (exact dates & times will be sent out as soon as we receive them from the competition)	<b>Mandatory</b>
<b>June 4-7, 2018</b>	Spring dance concert tech week (Times TBA)	<b>Mandatory</b> <i>(please note: only funerals, weddings and graduations are excused)</i>
<b>June 9/10, 2018</b>	Spring Dance Concert Dress Rehearsal & Show (Times TBA)	<b>Mandatory</b> <i>(please note: only funerals, wedding and graduations are excused)</i>

*Possible field trips may be added as they become available,  
subject to a minimum member participation, and are optional.*

## WDE Member Expectations and Requirements

- All company members **MUST** be enrolled and maintain attendance in ALL core classes. Tap members are required to take one core tap class. Hip hop members are required to take one core hip hop class. Opal Jazz Team members are required to take one ballet class and one jazz class. All Jazz/Lyrical Team members are required to take one ballet class and EITHER jazz or lyrical class. (**90% attendance** must be maintained in core classes)
- **Mandatory events** are the in-studio Dress Rehearsal, Tribute Dance Competition, Talent on Parade Dance Competition and the Spring Dance Concert rehearsals and shows in June. (Jazz/Lyrical companies will perform one dance in the 12 pm show and the other in the 4:30 pm show)
- Each company member is allowed 4 missed WDE team classes per season. If a 5<sup>th</sup> miss occurs, the member will immediately be removed from the team immediately. Misses are per company, not per student. For example, if a student is on the Sapphire, Topaz and Diamond team, they will have 4 misses for the Sapphire team, 4 misses for the Topaz team and 4 misses for the Diamond team.
- Misses may **NOT** be used for mandatory events. If a mandatory event is missed, member will be removed from the team immediately.
- If a member attends company and sits out due to illness or injury, one of the four misses will not be used. They will be counted as present. HOWEVER, if they are contagious, PLEASE keep them home to recover and not spread illness among the other students. A miss will be used, so PLAN ACCORDINGLY. Leave an absence or 2 specifically for illness should it occur.
- If a member is not attending team class, please let us know ahead of time. If it is due to a sudden illness, please contact the studio to get a message to your instructor as a courtesy to your team and your instructor.
- If a member is sitting out of class consistently, a meeting with the instructor, director and/or owner will occur. One of the keys to keeping WDE running is to have all our members present and able to rehearse. While we understand injury and illness, we want to be sure the team isn't suffering in any way. It is **EXTREMELY** stressful on team members to not have everyone there or to have to change the choreography/formations. We want everyone to feel confident and positive about the work they present every time they perform.
- Lateness will not be tolerated. If a member is 5 or more minutes late to a team class, 1 miss will be used. Punctuality is incredibly important. If you are running late, it is your responsibility to contact the studio and let your instructor know. Please let us know if you are coming from another class that may have run late. This is the only exception.
- During the season, members may **not** cut their hair short or dye it any unnatural colors. It is important to look uniform and our studio hairstyle is a center part with a low bun.
- All company members are required to have a copy of a birth certificate on file. They are kept year to year and are only asked for once. A photocopy is fine. Birth certificates must be turned in by 12/1.
- All members will be respectful to other members and all instructors of WDE and WDA. Disrespectful conduct will be dealt with accordingly.
- All members need to realize that as a member of company, they are representing WDA at all times. This includes core classes, time in the hallways, competitions, etc.
- Company families are reminded that WDA's **Open Door Policy** also pertains to WDE. Any questions, comments or concerns should be directed to Miss Alyson and/or Miss Emily. We cannot make changes or address an issue if we are not aware it exists. Communication with Miss Alyson and/or Miss Emily is **KEY** to making WDE as successful as possible.

## WDE Financial Commitments

\*\*\*NEW MEMBERS ONLY\*\*\* will be charged a \$70 flat fee on 9/1/17 for WDE jewelry (hair piece, earrings and choker) that will be reused year to year unless the company discontinues production on these items. Note: accessories fee does not apply to WDE Diamond Hip Hop, no accessories will be used for this team.

*If replacement jewelry is needed, student must re-purchase so PLEASE take good care of these items!*

- All WDE Dues: Payments are monthly and paid by automatic charge/debit.
- Each WDE family is required to have a current credit card on file.
- WDE Dues: Payments begin in September 1, 2017 and end in May 1, 2018.
- 30 minute company classes are \$60 per class, per month. 60 minute classes are \$75 per class, per month.
- Individual WDE members involved in multiple companies will receive a 10% discount off the monthly total. Discount is per student, not per family.
- Costume payments are \$90 per costume. Each class will have 1 costume, except for jazz/lyrical teams. Jazz/lyrical teams will have 2 costumes: one for their jazz piece and one for their lyrical.
  - Costume payments will be charged AUTOMATICALLY with the first payment of WDE Dues on September 1<sup>st</sup>. If a student or family has 3+ costumes, these will be split into payments, charging for 2 costumes at a time until paid in full. Since we must order costumes very early, payment deadlines for costumes must be met. We cannot order until we have all payments, so please make sure your credit card on file is up to date.
- Competitions charge a fee per dancer, per dance. **Competition Fees will be charged to card on file on 11/1/17.**
  - Jazz/lyrical teams will be charged 2 fees: one for their jazz dance and one for their lyrical. All competitions we are attending will be between \$45-\$60 per dancer, per dance. Competitions do not release their prices until late summer/early fall and tend to raise them every year, so we will have exact numbers once they are released by the competition. (Example: If a dancer is on the Sapphire Tap team, the Garnet Jazz/Lyrical team and the Amethyst Ballet team, 4 fees will be charged. One for tap, one for the jazz piece, one for the lyrical piece and one for ballet)

### **Fee Schedule for WDE**

ALL transactions require you to keep a credit/debit card on file at all times.

9/1/17 – 5/1/18	WDE Dues charged to card on file on the 1 <sup>st</sup> of each month
9/1/17	Costume Fees charged to card on file, 2 at a time per month until Paid in Full
9/1/17	Accessories Fee for NEW members only or replacements, charged to card on file, accessories fee does not apply to WDE Diamond Hip Hop, no accessories will be used for this team.
11/1/17	All Competition Fees charged to card on file for both events

### **Other Due Dates/Deadlines**

12/1/17	Submit photocopy of Birth Certificate (NEW members only)
1/15/18	Order required WDE competition shoes at our front desk

# WDE Commitment Form

**This form MUST be submitted by 8pm Aug 23<sup>rd</sup> by scan/email or to the desk M/W 4-8pm. If this form is not received by the deadline, the invitation for WDE will be revoked and the student will be removed from the roster.**

**I ACCEPT**

**I DECLINE**

If you have been invited into a WDE **Tap** company, please initial here: \_\_\_\_\_

If you have been invited into a WDE **Jazz/Lyrical** company, please initial here: \_\_\_\_\_

If you have been invited into a WDE **Ballet** company, please initial here: \_\_\_\_\_

If you have been invited into a WDE **Hip Hop** company, please initial here: \_\_\_\_\_

*Note: If you choose to decline ALL invitations, please email Miss Alyson at: [waterford.dance@gmail.com](mailto:waterford.dance@gmail.com) by TUE Aug 22<sup>nd</sup>.*

**NEW MEMBERS:** Please circle clothing size, this is for WDE Team Jacket, our welcome gift to all new members.

**2016/17 WDE students who wish to replace and re-order a larger size jacket, due to outgrowth, a \$30 fee will be charged to your account. Please initial for a request to RE-ORDER a replacement jacket here: \_\_\_\_\_**

**CHILD SIZES:**

6x-7

7-8

8-10

10-12

**ADULT SIZES:**

Small

Medium

Large

XL

I, \_\_\_\_\_ and \_\_\_\_\_ read and understand the **Member**  
(WDE student print name) (Parent/Guardian Name)

**Expectations & Requirements.** We understand that WDE requires commitment, and we agree to:

- \* Adhere to all rules set forth for WDE including the attendance policy
- \* Attend all mandatory events that are listed in the packet including the WDE Dress Rehearsal, Tribute Dance Competition, Talent on Parade Competition and the WDA Spring Dance Concert in June.
- \* Conduct myself as a representative of the name WDA and WDE by behaving as a role model within the studio and in the community.

I, \_\_\_\_\_ and \_\_\_\_\_ read and understand the  
(WDE student print name) (Parent/Guardian Name)

**Communication** policy. If a conflict, question, concern, arises we understand that bringing the issue to the attention of Miss Emily or Miss Alyson is the only way for us to address it appropriately and find a solution.

## FINANCIAL COMMITMENT:

I, \_\_\_\_\_ acknowledge the payments of non-refundable WDE dues on a monthly basis  
(Parent/Guardian Name)

by automatic charge of my credit/debit card, and authorize Waterford Dance Academy to charge this card from September 1, 2017 through May 1, 2018. I further acknowledge all other non-refundable WDE fees as shown on the Financial Commitments page and authorize Waterford Dance Academy to charge this card on the designated due dates per item listed.

**Required Card Holder Signature**

**X** \_\_\_\_\_

Parents/Guardians: Please put a check next to any of these WDE volunteer opportunities you would be interested in chaperoning. If we do not have enough volunteers, these events will not be held.

- WDE Lock-In (September 23-24)
- WDE Holiday Party (December 9)

Please sign below to acknowledge that the entire packet has been read and understood and that the commitment form, including the finances, have been understood and filled out accordingly.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date