



Dear Peachtree Dance parent,

The instructors and I are excited you have chosen to be part of the Peachtree Dance family! We are passionate about teaching strong dance technique in a warm, supportive, and creative environment. We are thrilled to have the opportunity to work with your dancer and are looking forward to a phenomenal season.

In addition to directing Peachtree Dance and teaching dance, I have a background in arts administration and directing educational youth programming for ages three through 18, specifically in the art-based and museum nonprofit sectors. I fell in love with dance at six years old, and I never looked back. It is a privilege to do what I love every day, and serve you and your dancers inside and outside the classroom. My door is always open; please do not hesitate to reach out for any reason over the course of the dance season.

This packet includes our 2018-2019 program calendar, dress code, program policies, and recital information. If your dancer needs new leotards, tights, or shoes, you may purchase items directly from us or in our online shop. We will provide you with additional updates and information about the recital in the coming months.

Thank you for your continued support of Peachtree Dance and The Gym at Peachtree!

Warm Regards,

A handwritten signature in blue ink that reads 'J Matheson'.

Jessie Matheson

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## 2018-2019 CALENDAR

### 2018

#### August

**13<sup>th</sup>-18<sup>th</sup>:** First week of classes; Parent Meetings the first 15 minutes of class

**16<sup>th</sup>:** Peachtree Dance Company orientation and photography (6:00-8:00)

#### September

**3<sup>rd</sup>:** Labor Day, No Classes

**10<sup>th</sup>:** Prorate tuition begins

**4<sup>th</sup>-10<sup>th</sup>:** (Tuesday-Monday) First week of Lunch Bunch classes; Parent Meetings the last 15 minutes of class

#### October

**1<sup>st</sup>-6<sup>th</sup>:** Bring a Friend to Class Week

**8<sup>th</sup>-13<sup>th</sup>:** Fall Break, No Classes; Princess Ballerina Camp (ages 3-6)

**15<sup>th</sup>-20<sup>th</sup>:** Recital contracts go home

**24<sup>th</sup>-30<sup>th</sup>:** Wear your Halloween costume to class

#### November

**5<sup>th</sup>-10<sup>th</sup>:** Bring a Friend to Class Week

**9<sup>th</sup>:** Recital contracts, costume fees, and recital fees due

**12<sup>th</sup>-17<sup>th</sup>:** Costume Measurement Week

**18<sup>th</sup>:** Peachtree Dance Company performs at Macy's Lenox Pre-Christmas Tree Lighting

**19<sup>th</sup>-24<sup>th</sup>:** Thanksgiving Break, No Classes

#### December

**10<sup>th</sup>-14<sup>th</sup>:** Parent Observation Week for all classes; final week of Lunch Bunch

**15<sup>th</sup>:** Peachtree Dance Holiday Concert

**17<sup>th</sup>-22<sup>nd</sup>:** Final week of regular classes

**27<sup>th</sup>-28<sup>th</sup>:** Winter Wonderland Dance Camp (ages 3-6)

### 2019

#### January

**4<sup>th</sup>:** Second semester tuition billed

**7<sup>th</sup>:** Classes resume

**12<sup>th</sup>:** Deadline to register and participate in spring recitals

**21<sup>st</sup>:** Martin Luther King Jr Day, No Classes

#### February

**2<sup>nd</sup>:** 4<sup>th</sup> Annual Peachtree Father Daughter Dance

**4<sup>th</sup>-8<sup>th</sup>:** Bring a Friend to Class Week

#### March

**4<sup>th</sup>-9<sup>th</sup>:** No Classes; Private School Spring Break, Swan Lake Spring Break Camp (ages 3-9)

**25<sup>th</sup>-30<sup>th</sup>:** Parent Recital Meetings last 15 minutes of class

#### April

**1<sup>st</sup>-6<sup>th</sup>:** No Classes; Public School Spring Break, Swan Lake Spring Break Camp (ages 3-9)

**27<sup>th</sup>:** Peachtree Dance Company auditions for 2019-2020 Season

#### May

**4<sup>th</sup>:** Peachtree Dance Company performs at Peachtree Family Festival

**11<sup>th</sup>:** Dress Rehearsal at The Galloway School Chaddick Center for the Arts

**17<sup>th</sup>:** Final day of classes

**18<sup>th</sup>:** Recitals at The Galloway School Chaddick Center for the Arts

## DRESS AND HAIR CODE

Dress code helps both the student and instructor. When students are properly dressed they feel prepared for class, move with greater ease and confidence, and, in turn, dance better. Dress code also helps instructors see students' alignment clearly.

When purchasing shoes, we strongly recommend that dancers be fitted by the director or a qualified dance retailer. Attire may be purchased at The Gym, outside dance retailers, or in our online shop.

Students with long hair must wear hair in a bun for ballet, and in a ponytail or bun for all other classes. Female dancers with short hair should wear a headband or clips to keep hair off the face. Instructors do not begin class until dancers' hair is pulled up appropriately.

Three consecutive weeks of failure to adhere to dress and hair code will require students to sit out of class. Four consecutive weeks will require a parent/student conversation with the director.

<b>18 months-4 years</b>	<ul style="list-style-type: none"> <li>• <b>Mommy &amp; Me Ballet:</b> pink leotard, pink tights, pink ballet shoes, no skirt unless attached</li> <li>• <b>Iffy Bitty Ballet:</b> pink leotard, pink tights, pink ballet shoes, no skirt unless attached</li> <li>• <b>Iffy Bitty Hip Hop:</b> loose comfortable clothing that allows for full range of motion, black hip hop dance sneakers</li> <li>• <b>Preballet:</b> pink leotard, pink tights, pink ballet shoes, no skirt unless attached</li> <li>• <b>Preballet &amp; Tap:</b> pink leotard, pink tights, pink ballet shoes, black tap shoes, no skirt unless attached</li> <li>• <b>Preballet &amp; Jazz:</b> pink leotard, pink tights, pink ballet shoes, black jazz shoes, no skirt unless attached</li> <li>• <b>Hip Hop:</b> loose comfortable clothing that allows for full range of motion, black hip hop dance sneakers</li> </ul>
<b>5-9 years</b>	<ul style="list-style-type: none"> <li>• <b>Ballet:</b> light blue leotard, pink tights, pink ballet shoes, blue dance skirts permitted</li> <li>• <b>Jazz:</b> light blue leotard, pink tights, black jazz shoes</li> <li>• <b>Tap:</b> light blue leotard, pink tights, black tap shoes</li> <li>• <b>Intro to Modern:</b> light blue leotard, tan footless tights</li> <li>• <b>Musical Theater:</b> light blue leotard, pink or tan tights, black dance shorts or dance pants, black jazz shoes and black character shoes</li> <li>• <b>Hip Hop:</b> loose comfortable clothing that allows for full range of motion, black hip hop dance sneakers</li> </ul>
<b>10+ years</b>	<ul style="list-style-type: none"> <li>• <b>Ballet:</b> black leotard, pink tights, pink ballet shoes, black dance skirts permitted</li> <li>• <b>Jazz:</b> black leotard, pink tights, black dance shorts or pants, black jazz shoes</li> <li>• <b>Tap:</b> black leotard, pink tights, black dance shorts or pants, black tap shoes</li> <li>• <b>Modern &amp; Contemporary:</b> black leotard, tan footless tights, black dance shorts allowed</li> <li>• <b>Musical Theater:</b> black leotard, pink or tan tights, black dance shorts or dance pants, black jazz shoes and black character shoes</li> <li>• <b>Hip Hop:</b> loose comfortable clothing that allows for full range of motion, black street sneakers</li> </ul>
<b>Boys (All ages &amp; levels)</b>	<ul style="list-style-type: none"> <li>• <b>Ballet:</b> white shirt, black formfitting pants, black ballet shoes</li> <li>• <b>Jazz:</b> black or white shirt, black shorts or pants, black jazz shoes</li> <li>• <b>Modern &amp; Contemporary:</b> black or white shirt, black shorts or formfitting pants</li> <li>• <b>Musical Theater:</b> black or white shirt, black shorts or pants, black jazz shoes</li> <li>• <b>Hip Hop:</b> loose comfortable clothing that allows for full range of motion, black street sneakers</li> </ul>
<b>Peachtree Dance Company Rehearsal</b>	<ul style="list-style-type: none"> <li>• <b>Ladies:</b> black leotard, convertible pink or tan tights, pink ballet shoes, black jazz shoes, black street sneakers. Black dance shorts, pants, and dance skirts permitted in rehearsal with instructor's permission.</li> <li>• <b>Gentlemen:</b> white or black shirt, black shorts or formfitting pants, black ballet shoes, black jazz shoes</li> <li>• PDC jackets may be worn to and from class and during rehearsal with instructor's permission. PDC members should wear PDC jackets to all performances.</li> <li>• PDC members should bring ballet, jazz, and street shoes to rehearsal each week</li> </ul>

## PROGRAM POLICIES

### Attendance

- Students must arrive 15 minutes before class to change, use the restroom, and prepare for class.
- If a student arrives more than 10 minutes late, he/she will be asked to observe class instead of participate. Three tardies equal one absence. If a student needs to leave early, he/she must receive permission from the instructor before the beginning of class.
- Please notify the director if your student is going to be absent so the instructor can be notified.
- Dancers are permitted three absences per semester per class. Unlimited make-up classes can be arranged in Fall semester. A maximum of three make-up classes can be arranged for Spring semester. The limited make-ups in Spring semester is due to recital preparation and choreography.

### Etiquette Outside of Class

- Dancers must wait in hallway with a parent or guardian until an instructor arrives. Enter classroom only with the instructor's permission. Dancers are not permitted in the studio until the instructor invites them in.
- Parents are not allowed in studios during class. Please refrain from standing directly in front of the studio entrance during class, as this distracts both dancers and instructors.
- We recommend labeling your dancer's shoes and belongings. We are not responsible for lost or stolen items. Lost & Found is located at the gym front desk. Items left in the Lost & Found box for a month will be donated to charity.

### Classroom Etiquette

- No hanging or leaning on the ballet barres.
- No talking or horseplay during class.
- No chewing gum, eating, or drinking in the studios. Only water bottles are allowed.
- Maintain eye contact and focus on the instructor at all times.
- Listen and apply corrections appropriately.
- Do your best and have a positive attitude!
- Respect your classmates and instructors.
- Gossiping, name calling, and destruction of property are not tolerated.
- Show appreciation by thanking and applauding your instructor at the end of class.
- Please no littering. Keep the studios, hallways, and lobby clean.
- Dress and hair codes must be followed. No jewelry. Only small earring are allowed.
- No street shoes in the studio, with the exception of approved hip hop street shoes.
- Dance shoes cannot be worn outside of the building. It reduces the life of the shoes and can bring hazardous materials into the studio that can damage the dance floors or cause injuries to dancers.

### Safety

Peachtree Dance safety policies ensure the protection of our students. If you have questions about our safety policies or implementation, please contact the director.

- Cover-ups that cover both top and bottom must be worn over dance attire when entering and leaving the premises. This applies to all ages.
- Please do not change your child in the hallway or in other public locations.
- Dancers ages 10 and younger must be walked to the studio entrance by a parent or guardian. The same policy applies for pick-up. No exceptions.
- Dancers ages 11 and older may be dropped off and picked up at the facility entrance ONLY if their parents sign a written release. To request a release form, please contact the Dance Office.
- If a child is not picked up within 15 minutes of the end of class, he/she will be walked to the gym front desk to sit with the desk staff. This is to ensure the child is under adult supervision. This also allows the instructor to focus on teaching the next class. Please be aware that a \$1 per minute late fee is incurred after a child is brought to the gym front desk.
- Peachtree Dance instructors do not interact with our students or parents on social media. This is for the privacy of the instructors and protection of our students.

## Behavior

The Peachtree Dance behavior policy helps our dancers feel safe, maintains a warm and peaceful class environment, and ensures that dancers receive valuable training without interruption. If you have questions about Peachtree Dance behavior policy or implementation, please contact the director.

- **Three Warnings:** Students at any age who display inappropriate behavior will receive a warning. If a dancer receives three warnings in a class, he/she will be asked to sit out for the remainder of class. The instructor will speak to the dancer's parent/guardian after class.
- **Stamp Reward System:** Dancers ages 9 and under receive two stamps for good behavior and one stamp if he/she received three warnings in class. If a dancer receives one stamp, the instructor will personally speak with a dancer's parent/guardian after class to explain why.
- **Director's Meeting:** If a dancer is asked to sit out of class for three consecutive weeks, the director will request a meeting with the dancer and parent/guardian. If behavior problems continue after this meeting, the disruptive student will be asked to leave class.

## Studio Closings

- **Inclement Weather & Emergencies:** In the event of inclement weather or other extenuating circumstances, The Gym at Peachtree follows the Atlanta Public School System's schedule for closings.
- **Holidays:** Peachtree Dance observes Labor Day, APS Fall Break, Thanksgiving Week, Martin Luther King Jr. Day, private school spring break, and public school spring break.

## Trial Classes

Prospective students may attend one complimentary trial class prior to registering. Trial classes are scheduled through the Dance Office. To schedule, please contact Esther Darden, Dance Associate, at [edarden@peachtreepres.org](mailto:edarden@peachtreepres.org). Prospective students must also complete a trial class form prior to participating in class. This form is available online at [www.thegymatpeachtree.org/dance](http://www.thegymatpeachtree.org/dance). Please print and submit the below Trial Class Form to the instructor at the start of class.

## PROGRAM LOCATION

Peachtree Dance is located on the second floor of The Gym at Peachtree. The Gym is the southernmost building on the Peachtree Presbyterian Church campus and faces Roswell Rd. Our address is 3434 Roswell Rd NW, Atlanta 30305. When you enter The Gym, proceed past the front desk to the end of the hallway. Take the elevator or stairs down to the second floor. The studios are located in rooms 2402, 2403, 2404, and 2405. The Dance Director's office is located on the main hallway of The Gym near the front desk, in Room 3410.

## 2019 SPRING RECITALS

Spring Recitals and Dress Rehearsal for the Recitals are at The Galloway School Chaddick Center for the Arts. Mandatory Dress Rehearsal is Saturday, May 11<sup>th</sup>. Recitals are Saturday, May 18<sup>th</sup>.

Recital contracts go home the week of October 15<sup>th</sup>-20<sup>th</sup>. Recital contracts, recital fees, and costume fees are due in full on November 9<sup>th</sup>. Recital fees are \$50 per dancer. Costume fees are \$75 per dancer per class. Parents receive two complimentary recital tickets per dancer.

You are welcome to pay your recital and costume fees online on the Fall 2018 Youth Dance registration page any time before November 9<sup>th</sup>. Visit [www.thegymatpeachtree.org/dance](http://www.thegymatpeachtree.org/dance) for more information.