



# 2023-2024 STUDENT HANDBOOK

Information in this handbook is  
only useful when read.

(704) 692-5471

ATBFallston@gmail.com

## YEARLY MEMBERSHIP FEE

A non-refundable registration/membership fee of \$40 is required at the time of registration to secure class space. Membership fees for siblings are as follows: \$30 for the second child, \$20 for any child after that. Registration will not be considered complete without payment of membership fee and first month's tuition.

## TUITION AND FEES

Tuition will remain the same whether it is a long or short month (3 weeks or 5 weeks), regardless of absences or holidays. If you choose to pay with cash or check, tuition is due by the 1st day of each month and is considered late after the 5th of the month. After the 5th of the month, your card on file will be run. If this is unsuccessful, a \$15 late fee will be applied to your account. There is a \$25 fee for all returned checks. Accounts must be kept in good standing in order for students to participate in weekly class. **Students with an outstanding balance (over 30 days) will not be allowed to participate in class until balance is brought into good standing.** All students should have a credit card on file.

## AUTO DRAFT AND ONLINE PAYMENTS

Payments can be made online at any time through your Parent Portal. If you choose to have your tuition auto drafted from your account, this will take place on the 5th day of each month. If your auto draft is unsuccessful for any reason, a \$15 late fee will be applied to your account.

## PARENT PORTAL

This will be your best friend throughout our season. Here, you will be able to view charges, transactions, make payments, log absences, view class practice videos, access class music, and more. To log in, visit <http://dancestudio-pro.com/online/abovethebarre> or follow the QR code provided below.



## COMMUNICATION

- Class communication is done through email, as well as the Remind texting app.
- Please be sure to check your email so that you don't miss out on important communication.
- To join our Remind text, you will need to text @atbfall to 81010. This is your responsibility to join, and you may be uninformed if you choose not to do so.
- Our office is open on the following days and times. Leighann will be available to answer questions, take payments, etc... during these times.
  - Mondays - Wednesdays, 4:00-8:00 AND Thursdays, 4:00-6:00
- We make every effort to respond to all emails and messages in a timely, professional manner. However, please note that if it is a holiday, weekend, or the studio is closed, you may not receive a response until the next business day that the studio is open.

## COMMITMENT

- Above the Barre runs as a **FULL SEASON** from August 7 - May 11.
- When you register to join our program, please know that you are committing to an entire season.
- Once your child joins our program, their classmates become their "teammates."
- When your child misses class, quits mid-season, etc, it affects the entire group of students enrolled in that particular class. Please be respectful of those other students and their paying parents.
- Please be aware of your commitment to your child's dance/tumble class as fall & spring sport seasons arise and plan accordingly.
- We **do not** offer "month-to-month" classes
- If you choose to drop out of classes for a month or more, you will be charged a re-registration fee, as we will have to re-enter you into our system. You will also not be guaranteed a spot in your previous class, as all slots are limited, and most classes have a wait list.
- A 10 day WRITTEN NOTICE is required for you to be removed from our system. This means, if you wish to unenroll, you will need to notify our office IN WRITING. No refunds will be issued. If a costume has been paid for, you will receive it.
- **ABOVE THE BARRE STUDENTS ARE NOT PERMITTED TO TAKE CLASSES AT ANY OTHER DANCE STUDIO.**

## ATTENDANCE

Good attendance is very important, as absences hold back the entire class. We cannot and will not jeopardize our responsibilities to the class as a whole for one student. Please make every effort to have your child in class each week. Your dance/gymnastics classmates are just as much your teammates as any sports team—and practice is just as important, too! There will be **no refunds** for missing class or for dropping a class mid-month. Your child may miss out on choreography/parts of their routine if they are absent.

## STUDIO CLOSINGS

For holidays and inclement weather, we **generally** follow the decisions made by Cleveland County Schools. We will always send an email, Remind text, and post on social media if classes are cancelled for any reason. If you are ever unsure, check these avenues. We do not close for teacher workdays!

## INJURIES & INSURANCE

Parents, legal guardians of minors, students, and visitors waive the right to any legal action for any injury sustained on the studio's property resulting from any dance or gymnastics activity or any other activity conducted by the students before, during, or after class. We require that all students be covered by their family insurance policy. If injuries occur, it is understood that the studio will not be held responsible.

## LOBBY AREAS

Please respect these common areas and keep them neat and clean. Absolutely NO food, gum, or soft drinks are allowed in the dance studios.

## SOCIAL MEDIA AND FEEDBACK

We love when you post about the studio and share our posts with your friends on social media! The positive feedback is wonderful! We want you to have the VERY BEST experience at ATB.



## PARENT WATCH POLICY

To eliminate all distractions and interruptions, we do not allow parents or visitors in the classrooms during class. We require that young students are able to participate without a parent for the full length of class. Parents are more than welcome to drop off students for class. No videography or photography is allowed during class. We have installed large viewing windows and camera systems for your convenience so that you may still watch your child during class.

## LOST AND FOUND

Lost and found items are placed in a designated bin in the studio's lobby. Unclaimed items will be donated by the end of the year. The studio is not responsible for lost or stolen items. Please write your child's name in all common items- such as studio apparel and dance shoes!!

## CLOSURE DUE TO A PANDEMIC OR OTHER UNFORESEEN CIRCUMSTANCE

Tuition, costume fees, recital fees, etc that have been paid will remain as a credit on your account until we are able to re-open or offer an alternative form of class. There will be no refunds for prepaid tuition, costume fees, recital fees, etc (only credit).

## WEEKLY CLASS SCHEDULE

Our class schedule will remain the same from August through June. The QR code below will direct you to the ATB Fallston tab of our website. Here you can find the weekly class schedule and other information.



## MONTHLY TUITION SCALE

- 1 class per week: \$55/month
- 2 classes per week: \$90/month
- 3 classes per week: \$125/month
- 4 classes per week: \$150/month
- 5 classes per week: \$175/month
- 6 classes per week: \$200/month
- 7 classes per week: \$215/month
- 8 classes per week: \$230/month
- 9 classes per week: \$245/month
- 10 classes per week: \$260/month
- 11 or more per week: \$275/month

# Performances and Community Events

## CLEVELAND COUNTY FAIR

We will communicate this time as soon as we are given one.  
ALL STUDENTS SHOULD BE PRESENT TO PERFORM.

- **Date:** Saturday, September 30
- **Time:** 5:00-7:00pm
- **Attire:** ATB Community performance t shirt, black shorts, and black or white sneakers. Hair should be pulled ALL THE WAY BACK, and long hair should be secured in a bun. Tap classes will wear tap shoes.

## CASAR CHRISTMAS PARADE

Above the Barre will have a float in the Casar Christmas Parade.  
ALL STUDENTS ARE EXPECTED TO BE PRESENT TO RIDE THE FLOAT OR WALK IN THE PARADE.  
We will send out much more detailed information closer to this date.

- **Date:** Sunday, December 10
- **Time:** 3:00pm
- **Attire:** ATB Community performance hoodie or sweatshirt, black leggings, and black or white sneakers. Hair can be worn however you choose.

## RECITAL

Our big, end of the year recital performance will be held in June. A \$35 recital fee per student will be due with April Tuition. Please save the date below. You will receive a **very** detailed recital packet in March. There will be 3 separate shows, and your child may end up performing in more than one. We want you to know this up front so that you can plan accordingly.

**RECITAL AND RECITAL REHEARSAL ARE MANDATORY FOR ALL STUDENTS.**

- **Recital Date/Time:** May 11, 1:00pm, 3:30pm, and 6:30pm
- **Attire:** Recital costume that you purchase prior to Christmas break, along with correct dance shoes, tights, hair accessory, and makeup
- **Rehearsal Date/Time**
  - Monday, May 6, 4:00-8:00pm
  - Wednesday, May 8, 4:00-8:00pm



# In-Studio Parties and Special Events

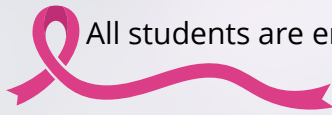
## BRING A FRIEND TO CLASS WEEK

Students are encouraged to bring a friend who may be interested in dance/tumble to class with them. We will have a fun class, show off routines we have learned, and incorporate friends in our learning experience. All newcomers will be required to have a signed waiver form to participate.

**Dates:**

September 11 - 14

## "THINK PINK" BREAST CANCER AWARENESS WEEK



All students are encouraged to rock their pink attire this week from head to toe!

**Dates:**

October 9 - 12

## HALLOWEEN DRESS UP/PARTY WEEK

Students are welcome to wear their Halloween costumes to class this week. We do ask that they are still able to participate in class! We will also have a fun party, play games, etc... A sign up sheet for parents to volunteer to bring snacks, drinks, paper products will be emailed a week prior.

**Dates:**

October 23 - 26



## CHRISTMAS PARTY / PARENT OBSERVATION WEEK

All parents are invited to come and watch class this week. Students will show off what they have learned throughout the first half of our season. Following this, we will party and celebrate. A signup sheet for parents to volunteer to bring snacks, drinks, paper products, etc will be emailed a week prior.

**Dates:**

December 11-14

## VALENTINE'S DAY CELEBRATION WEEK

Students will have the opportunity to bring Valentines for their classmates. We will take the last bit of class to distribute those!



**Dates:**

February 12-15





# Required Apparel Items and Fees

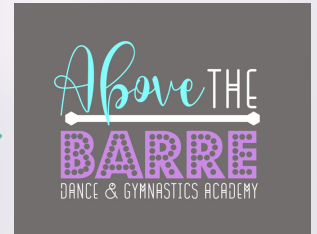
Outside of tuition, there are a few extra fees that you will incur throughout the season. We want to be completely transparent, and we want you to be prepared for all financial obligations. Below is a list of all fees that will be required during ATB's 2022-2023 season.

## ATB COMMUNITY PERFORMANCE T SHIRT

This t shirt will be worn for the Mountain Glory festival, along with any other community events that we may attend as a studio. You may place this order between August 28 - September 14 through our online store on Dance Studio-Pro.

**Cost:** \$24

**Order Due Date:** Thursday, September 14



## ATB CHRISTMAS PARADE SWEATSHIRT

This will be worn for the Casar Christmas Parade. If you already have one from last year, you will not need to purchase another. You may place this order between October 16 - October 26 through through our online store on Dance Studio-Pro.

**Cost:** \$40

**Order Due Date:** Thursday, October 16



## RECITAL COSTUME

All classes will have a required costume for our end-of-year dance and tumble recital.

**Cost for One Class Costume: \$85**

(Tiny Dance, 4-6 Dance, and all Tumble classes)

**Cost for Combo Class Costume: \$100**

(K-2, Grades 3-5, and Grades 6-12 Ballet/Tap and Hip Hop/Jazz)

### RECITAL COSTUME DEPOSITS:

To alleviate the stress of one lump payment, these costumes fees are broken up into three installments.

- **Payment #1: \$35 per class** (due on October 5, along with monthly tuition)
- **Payment #2: \$35 per class** (due on November 5, along with monthly tuition)
- **Payment #3: \$15 OR \$40 per class** (due on December 5, along with monthly tuition)

ALL PAYMENTS MUST BE MADE ON TIME, AS COSTUMES WILL BE ORDERED OVER WINTER BREAK. IF YOUR CHILD'S COSTUME IS NOT PAID IN FULL BY THIS TIME, WE WILL NOT ORDER IT.

**Recital Costumes that must be ordered after Winter Break will have an added \$15 shipping fee.**

## RECITAL PARTICIPATION FEE

All students will be charged a \$35 recital participation fee with April's tuition.

# Required Class Attire

Dance is a disciplined art form- from technique to attire. Wearing the proper attire to dance class provides the teacher an unobstructed view of your muscles, posture, etc. Some parts of the dress code are for your child's safety, others are for technique. By ensuring that your child is arriving to class properly dressed, you are showing respect for your teacher, classmates and the art/discipline of dance.

Proper practice wear is required for all classes.

Hair must **always** be pulled back!

ABSOLUTELY NO JEANS, JEGGINGS, OR T SHIRTS WILL BE ALLOWED IN CLASS (excluding hip hop).

Students will not be allowed to participate in class without proper practice wear.



## TWIRL & TUMBLE TINY DANCE

- Dance Leotard (any color)
- Convertible tights (any color)
- Hair pulled ALL the way up
- No half up hairstyles
- PINK ballet shoes

## 4-6 DANCE (BALLET/TAP COMBO)

- Dance Leotard (any color)
- Tights (any color)
- Hair pulled ALL the way up
- No half up hairstyles
- PINK ballet shoes
- Black Mary Jane tap shoes- (Velcro preferred)



## ALL OTHER DANCE CLASSES

- Fitted dancewear (sports bra, leggings, tank top, dance shorts are all acceptable)
- Tights optional
- Hair pulled all the way up
- TAN jazz shoes for jazz classes
- BLACK sneakers for hip hop classes



## GRADES K-2 BALLET/TAP GRADES 3-5 BALLET/TAP

- Dance Leotard (any color)
- Ballet skirts, dance shorts, or leggings can be worn over leotards
- Tights (any color)
- Hair pulled ALL the way up- buns preferred, but not required
- No half up hairstyles
- PINK ballet shoes
- Black Oxford tap shoes

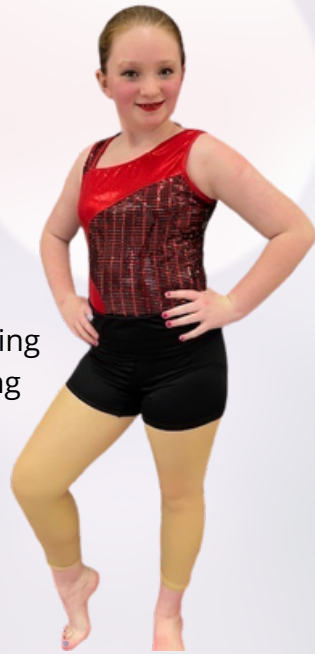




## ALL ACROBATICS, GYMNASTICS, AND TUMBLE CLASSES



- Gymnastics leotard or biketard
- Sports bra/fitted tank top
- Spandex shorts/leggings
- Footless tights or no tights
- Bare feet
- Absolutely no t shirts or loose fitted clothing
- Hair must be pulled all the way back. Long hair MUST be pulled back into a bun or braids



## BATON

- Fitted dancewear (tight fitted tank top, leggings, etc)
- Tan jazz shoes
- Hair pulled all the way up
- Baton!



## BOYS

- Fitted shirt and athletic pants for dance classes
- Black ballet shoes
- Black oxford style tap shoes
- Fitted shirt and athletic pants or shorts for tumble classes
- Bare feet for tumble classes



# Important Dates Calendar

<b>AUGUST 7-10:</b>	First Week of Class
<b>SEPTEMBER 4:</b>	Closed for Labor Day
<b>SEPTEMBER 11-14:</b>	Bring a Friend Week
<b>SEPTEMBER 14:</b>	Required T Shirt Orders due
<b>SEPTEMBER 30:</b>	Cleveland County Fair Performance
<b>OCTOBER 9-12:</b>	"Think Pink" Week
<b>OCTOBER 23-26:</b>	Halloween Dress Up/Party Week
<b>OCTOBER 19:</b>	Parade Hoodie Orders Due
<b>NOVEMBER 20-24:</b>	Closed for Thanksgiving Break
<b>DECEMBER 11-14:</b>	Christmas Party Week
<b>DEC 18-JAN 5:</b>	Closed for Winter Break
<b>JANUARY 8:</b>	ATB Reopens for Spring Semester
<b>JANUARY 15:</b>	Closed for MLK Day
<b>FEBRUARY 12-15:</b>	Valentines Party Week
<b>MARCH 29-APRIL 5:</b>	Closed for Spring Break
<b>MAY 6-7:</b>	Recital Picture Week
<b>MAY 6 &amp; 8:</b>	Recital Rehearsal (4:00-8:00pm)
<b>MAY 11:</b>	RECITAL (1:30, 3:30, & 6:30pm)

# Payment Schedule Calendar

<b>AUGUST 10:</b>	August Tuition Due
<b>AUGUST 11:</b>	August Tuition AUTO DRAFT
<b>SEPTEMBER 1:</b>	September Tuition Due
<b>SEPTEMBER 5:</b>	September Tuition AUTO DRAFT
<b>SEPTEMBER 14:</b>	Required T Shirt Orders Due
<b>OCTOBER 1:</b>	October Tuition Due Costume Deposit #1 Due
<b>OCTOBER 5:</b>	October Tuition & Costume Deposit AUTO DRAFT
<b>OCTOBER 19:</b>	Required Sweatshirt Orders Due
<b>NOVEMBER 1:</b>	November Tuition Due Costume Deposit #2 Due
<b>NOVEMBER 5:</b>	November Tuition & Costume Deposit AUTO DRAFT
<b>DECEMBER 1:</b>	December Tuition Due Costume Deposit #3 Due
<b>DECEMBER 5:</b>	December Tuition & Costume Deposit AUTO DRAFT
<b>JANUARY 1:</b>	January Tuition Due
<b>JANUARY 5:</b>	January Tuition AUTO DRAFT
<b>FEBRUARY 1:</b>	February Tuition Due
<b>FEBRUARY 5:</b>	February Tuition AUTO DRAFT
<b>MARCH 1:</b>	March Tuition Due
<b>MARCH 5:</b>	March Tuition AUTO DRAFT
<b>APRIL 1:</b>	April Tuition Due \$35 Recital Fee Due
<b>APRIL 5:</b>	April Tuition & Recital Fee AUTO DRAFT
<b>MAY 1:</b>	May Tuition Due
<b>MAY 5:</b>	May Tuition AUTO DRAFT



# Parent Checklist

- Ensure that email address, phone number and mailing address are CORRECT in Dance Studio-Pro
- Sign up for the Remind app by texting @atbfall to 81010
- Read the ENTIRE packet thoroughly before contacting the studio with questions
- Like Above the Barre Dance & Gymnastics Academy-FALLSTON, NC on Facebook
- Follow @abovethebarre\_ on Instagram
- Sign the waiver that states you have read, understand, and agree to adhere to Above the Barre's membership policies