

# Parent/Student Handbook

2022-2023



[www.rrdancetheatre.com](http://www.rrdancetheatre.com)



Welcome to Rhythm & Revue Dance Theatre! This handbook has been developed to answer frequently asked questions about our program. We encourage parents to read this handbook in its entirety to clearly understand what can be expected during the semester at RRDT. Please feel free to email us with any questions.

**STUDIO ADDRESS**

2064 Gallatin Pike N.  
Madison, TN 37115  
(615) 970-2946

Website: [www.rrdancetheatre.com](http://www.rrdancetheatre.com)

Email: [rrdancetheatre@gmail.com](mailto:rrdancetheatre@gmail.com)

Instagram: @rrdancetheatre

Office Hours:

Tuesday 5p-7p

Thursday 5p-7p

Saturday 9a-1p



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## **Classes We Offer**

- ❖ Ballet (required for all students)
- ❖ Jazz
- ❖ Tap & Musical Theatre
- ❖ Tumbling/Floor Gymnastics
- ❖ Acrobatics & Calisthenics
- ❖ Flexibility Training
- ❖ Creative Movement
- ❖ Commercial Hip Hop
- ❖ Drama/ Kids Theatre
- ❖ Liturgical & Mime
- ❖ Modern, Lyrical & Contemporary
- ❖ Danceline Prep & Technique
- ❖ West African

## **Studio Philosophy**

Rhythm & Revue Dance Theatre is a theatrical dance program that encourages the youth's creative exploration within the arts through technical dance training. We are located right outside of Nashville, TN, in Madison, TN, founded in 2016.

**Our Mission is to inspire creative excellence in a safe and encouraging environment.** RRDT is a program committed to teaching each individual the art of dance in various genres. We hope our students utilize this experience as a chance to develop not only in dance technique--confidence, discipline, dedication, and an appreciation of the performing arts. Our goal is to provide quality dance instruction with experienced and professional dance instructors in a friendly, caring, and family-oriented environment.

We strive for creative excellence. This reminds our students that they are capable of reaching individual goals. We aspire for each of our students to find creativity inside themselves while enjoying the journey along the way.

Anything is possible!



## **Spring 2023 Calendar & Important Dates**

Below are important dates to note for the spring 2023 semester. Dates are tentative and are subject to change at any time. We will work to provide at least two weeks' notice of any changes, however, there may be times when last minute changes will occur. Please check the website, parent portal, or monthly newsletter for the latest updates.

### **JANUARY**

- 1/14 Spring Classes Begin
- 1/16 Studio Closed (MLK Day)

### **FEBRUARY**

- 2/6 Costume Deposit Due
- 2/25 Studio Closed (Dance Convention)

### **MARCH**

- 3/3 Performance and Company Team Auditions
- 3/4 Performance and Company Team Auditions
- 3/5 Summer Camp Registration Begins
- 3/6 Costume Balance Due
- 3/11 Studio Closed (Spring Break)
- 3/13 Studio Closed (Spring Break)
- 3/14 Studio Closed (Spring Break)
- 3/15 Studio Closed (Spring Break)
- 3/16 Studio Closed (Spring Break)
- 3/17 Studio Closed (Spring Break)
- 3/25 Spring Enrollment Ends

### **APRIL**

- 4/8 Studio Closed (Easter)
- 4/10 Recital Fee Due
- 4/17 Recital Photos
- 4/19 Recital Photos
- 4/22 Recital Photos

### **MAY**

- 5/1 Recital Rehearsal Schedule Begins



5/27 Studio Closed (Memorial Day)

5/29 Studio Closed (Memorial Day)

## **JUNE**

TBA Spring Semester Recital



## **Class Evaluations & Placement**

We will use the first week of class to evaluate each student. Instructors will decide to move a student to another class if necessary. **Please note:** tuition rates may increase with the transfer of classes.

Once classes begin, instructors meet regularly to discuss students' progress and placement. It is our policy to offer appropriate opportunities to every child.

## **Registration & Waitlist**

Students may enroll in classes that have open spots for their age group. A \$45 registration fee and the first month's tuition are required to secure a spot in class and is non-refundable. Families with more than one student will receive a discounted registration rate of \$25 for each additional student after the first student.

**Waitlist:** Once classes are full, students may sign up to be on the waitlist. Spots will be filled in the order of the waitlist.

## **Tuition & Fees**

Tuition is based on the number of hours each student is enrolled and is based on a 4-week month. Families with more than one student enrolled in 3 or more classes will receive 10% off monthly tuition for each student after the first one. Tuition for the first month is due at registration and is non-refundable.

Tuition remains the same each month regardless of the number of missed classes due to student absences, inclement weather, holidays, or other studio events or class meetings.

### **Monthly Tuition**

Tuition is due at the beginning of each month during the semester and is considered late on the 11th of each month. **NEW THIS SEMESTER: The card on file will be automatically charged in the total amount of your tuition on the first of each month.** If the payment is declined, we will attempt to rerun the payment.

### **Late Fees**



Tuition is considered late on the 11th of each month. If tuition is not paid by the 11th of each month, a \$10 late fee will be applied. **If payment is two months behind, student(s) will be dropped from all classes and may lose their spot if there are other students on the waitlist.**

All tuition and fee payments must be submitted online through our secured portal. Login to your Parent Portal (learn more below in the Communications section) to add your payment method.

All fees must be paid in full for participation in performances and recitals.  
All deposits, tuition, and fees are non-refundable.

## **Dresscode**

Students are expected to be dressed and ready for class in the appropriate attire and dance shoes for every class. Please note: dance shoes should not be worn outside of the studio, so we encourage students to arrive a few minutes early to change into the appropriate dance shoes for their first class.

### **Hair**

Hair should be neat and pulled out of the student's face unless otherwise instructed. Longer hair should be pulled back from the face for EVERY class. If wearing beads, hair should be tied up and in a net.

### **Accessories & Jewelry**

For the safety of all, please no accessories, jewelry (including smartwatches), long nails, etc., in class. We highly recommend that all personal items unrelated to dance be left at home. We are not responsible for any lost or damaged items.

### **Class Attire**

Please refer to the lists below or our website to find a list of the attire required for each class. Some required class attire can be purchased on your own, or you can place an order to purchase items through the RRDT studio by completing and submitting this [Merchandise Order Form](#). If purchasing directly from the studio, please place your order by completing the form. We will work to complete your order and have items ready to pick up from the studio. This will allow your student to have all items needed to be successful in their class.

### **Mommy + Me (18mos-2 ½yrs)**





- Pink Leotard (with or without attached pink tutu/skirt)
- White convertible dance tights
- Pink Ballet Slippers
- RRDT T-Shirt
- Black Comfortable Attire (Parents)
- Yoga Socks (Parents)

#### **Tumbling Tos & Broadway Babies (Ages 2-4)**

- Pink Leotard (with or without attached pink tutu/skirt)
- White convertible dance tights
- Pink Ballet Slippers
- Black Tap shoes
- RRDT T-Shirt

#### **Prima Ballerinas I (Ages 5-6)**

- Pink Leotard (with or without attached pink tutu/skirt)
- Tan convertible dance tights
- Pink Ballet Slippers
- Black Tap shoes
- RRDT T-Shirt
- Tan slip-on jazz shoe (Jazz/Hip Hop)

#### **Prima Ballerinas II & III (Ages 6-7)**

- Purple Leotard
- Purple detachable skirt
- Tan convertible dance tights
- Pink Ballet Slippers
- Black Tap shoes
- Tan slip-on jazz shoe
- RRDT T-Shirt
- Black Joggers (Hip Hop)
- Black Jazz sneaker (Tumbling/Hip Hop)
- Black Leotard (Theatre/Modern)

#### **Showtime Shorties (Ages 8-10)**

- Light Blue Leotard



- Light Blue detachable skirt
- Tan convertible dance tights
- Tan Ballet Slippers
- Tan Tap shoes
- Tan slip-on jazz shoe
- RRDT T-Shirt
- Black Joggers (Hip Hop)
- Black Jazz sneaker (Tumbling/Hip Hop)
- Black Leotard (Theatre/Modern)
- Black tights (Theatre/Modern)

#### **Rhythmettes (Ages 11+)**

- Black Leotard
- Black/Pink/Brown/Maroon detachable skirt
- Tan convertible dance tights
- Tan Ballet Slippers
- Tan slip-on jazz shoe
- RRDT T-Shirt
- Tan Tap shoes (Tap)
- Black Joggers (Hip Hop)
- Black Jazz sneaker (Tumbling/Hip Hop)
- Black tights (Theatre/Modern)

#### **Boys**

- Black RRDT Shirt
- Gray Sweats
- Solid Black Sneaker

### **Class Procedures & Guidelines**

Please refer to your class schedule for the day that your student has class.



When you arrive at the studio, please park in a parking spot (please do not park in the loading zone!) and walk your student to the door for a temperature and safety check. You will need to stay around until your student has been cleared for entry into the studio.

Masks are highly encouraged and strongly recommended while in the studio. Please be sure to provide your child with a mask before entering the studio.

No one is allowed to enter the studio except for students and staff.

Students should come dressed in the appropriate attire for their first class with dance shoes. We recommend that students arrive a few minutes early so that they will have time to get checked and ready in time for class.

Students should use the restroom before classes begin. **All students must be potty trained.**

Students who arrives 15 minutes after classes begin may only enter with permission from the director/teacher, and may be asked to sit and observe class until the next class transition to prevent disruption during class time.

### **In Studio Rules**

- No gum, food, or drinks other than water permitted in the studio.
- No one is allowed in the studio while classes are in session except for students and staff.
- No loud noise is allowed in the waiting area when class is in session.
- No photography or videotaping allowed at RRDT performances or in the studio, without permission.
- No snacking during class time.
- No cell phones are to be used in class and should be turned off or on mute.
- Students should bring only the necessary items for classes.
- No valuables or personal items should be brought into the studio or waiting area. RRDT is not responsible for lost, stolen, or misplaced property.
- Students can bring a water bottle that they can easily open/drink (labels are highly recommended)

### **Student Conduct Checklist**

- I will give my instructors my undivided attention at all times.



- I will be open to criticism and to learning new things.
- I will be kind to my classmates, instructors, staff and others.
- I will do all exercises and instruction from my teachers to the best of my ability at all times.
- I will encourage my classmates and will never be negative towards anyone.
- I will keep a positive attitude at all times.
- I will respect my classmates, instructors, staff, myself, and others at all times.
- I will use all studio equipment appropriately and as instructed.
- I will follow all studio rules.

### **Attendance/Absences**

Students are expected to attend all scheduled classes. Excess absences or tardiness can be an inconvenience to instructors and the other students and can have a negative effect on the entire class.

Students with issues of attendance and/or tardiness may have limited roles in performances, with the possibility of not being able to perform.

### **Inclement Weather Policy**

In the case of inclement weather, messages about closing will be posted on our social media outlets prior to the start of that day's classes. As a general rule, if school has been canceled due to winter weather or hazardous road conditions, dance classes will be canceled.

No refunds will be issued due to inclement weather.

### **Class Withdrawal**

If a student chooses to withdraw from classes (for ANY reason), an email notice must be sent prior to the first day of the following month, or student's account will be charged for the next month. For instance, a student who chooses to drop a class in October, must provide notice by September 30. Upon withdrawal, all outstanding fees will be due immediately.

### **Lost & Found**

RRDT is not responsible for any lost or damaged items. Please be sure to label ALL belongings, including all dance attire and dance shoes. Label dance shoes on the inside ONLY as writing on the bottom of the shoes can be seen from the audience during performance.



Lost and found can be found in the bin outside of the studio boutique, next to the front desk. If a student has lost any item, parents can check the lost and found located in the studio. The lost and found bin will be emptied after each semester, so be sure to check it often.

## **Communication**

Our goal is to be sure that families are informed and up-to-date with the latest information. We work to provide notice of any changes as far in advance as possible, however, there may be some last minute changes. Please be sure to check your email on a regular basis, and that we have the correct email address on file (in the parent portal). We ask that parents please refrain from asking the instructors questions in between classes so as not to infringe on the next class.

### **Email**

Our primary form of communication throughout the semester will be via email. This is the best way to contact us.

### **Phone - (615)970-2946**

We can also be reached by phone, however, email is the best way to contact us.

### **Parent Portal and Website**

During registration, each family will create an account to access their Parent Portal. Our [Parent Portal](#) makes it easy to view schedules, account balances, and announcements online. Access to the Parent Portal, as well as other important information regarding dress code, our annual calendar, policies, and more on our [website: rrdancetheatre.com](http://rrdancetheatre.com). We recommend you bookmark these two pages and take a moment to become familiar with them for future references. Please let us know if you have any questions or concerns.

### **Monthly Newsletter**

A monthly newsletter will be emailed out to all families at the beginning of each month. The newsletter includes important details and dates to note for the month, the latest updates, and reminders.



## **Performances/Recital**

A Winter Showcase will be held in early-to-mid December.

A Spring Production will be held at the end of the dance semester in late May or early-to-mid June.

If costume fees are not received by the deadline costumes will not be ordered and student will not be able to participate in the end of the semester Production or Showcase.

If costumes are able to be ordered after the deadline a rush order fee will be applied.

A recital fee is required for each family.

All students are expected to participate. However, if a student's account does not have a zero balance, they will not be allowed to participate.

## **RRDT Boutique**

Class attire and RRDT merchandise can be purchased through the RRDT Boutique. Orders can be placed by completing and submitting this [Merchandise Order Form](#). We will work to complete your order and have items ready to pick up from the studio.

## **RRDT Cafe**

The RRDT Café will be open for students to purchase items (drinks, chips, nachos, etc.) on breaks or during class dismissal. Parents may add money to their student's cafe tab at the front desk in the studio.

## **Referrals**

We at Rhythm & Revue greatly appreciate your positive reviews. Thanks to you, our studio continues to grow!



For each fully enrolled student you refer (registration fee and 1 month of classes paid), you will receive a \$20 RRDT BUCK! These bucks are eligible for monthly tuition payments ONLY!

Thank you for spreading the word about our program!

In addition to RRDT Buck incentives, follow our social media accounts for monthly raffles for gift, tuition, and class incentive opportunities @rrdancetheatre.



## **Assumptions of Risk & Waivers of Liability**

By selecting Make Payment during Parent Portal enrollment, the below listed policy agreements were reaffirmed.

### **Waiver of Liability**

I AGREE to the physical nature of dance and to use its equipment and facilities. I the adult applicant, parent or legal guardian hereby release, waive and hold harmless, Rhythm & Revue Dance Theatre, R&R Dance Theatre, R&R Studios, KDI Rivergate Mall LLC, Hendon Properties LLC, Hendon Property Management LLC, Instructors, participants, facility use, its agents, owners, shareholders, directors, partners, employees, volunteers, manufacturers, lessors, affiliates, its subsidiaries, related and affiliated entities, successors and assigns (the "RELEASED PARTIES"•), and any persons involved in the operation of Rhythm & Revue Dance Theatre programs for any claims arising out of injury or other loss to named applicant or any member of his/her family whether as a participant in the activities or spectator for any liability due to accidents, injuries, rigorous activity, exercise or any physical contact with other students which may occur with Rhythm & Revue Dance Theatre Organization, whether it happen in, before, or after class, in performance, and/or in an alternative space.

On behalf of myself, my spouse, my children, my parents, my heirs, assigns, personal representative and estate as follows:

1. I acknowledge that my participation in Rhythm & Revue Dance Theatre trampoline, tumbling & Acrobatics participation entail known and unknown risks that could result in physical or emotional injury, paralysis, death, or damage to myself, to property or to third parties. I understand that such risks simply cannot be eliminated without jeopardizing the essential qualities of the activity. The risks include, among other things: trampoline, tumbling & Acrobatics entails certain risks that simply cannot be eliminated without jeopardizing the essential qualities of the activity. Trampoline, tumbling & Acrobatics exposes its participants to the usual risk of cuts and bruises. Other more serious risks exist as well. Participants often spring off equipment, sprain or break wrists and ankles, and can suffer more serious injuries as well. Traveling to and from trampoline location raises the possibility of any manner of transportation accidents. Double bouncing, more than one person per trampoline, can create a rebound effect causing serious injury. risk.





2. I expressly agree and promise to accept and assume all of the risks existing in this activity. My participation in this activity is purely voluntary, and I elect to participate in spite of the risks.
3. I hereby voluntarily release, forever discharge, and agree to defend, indemnify and hold harmless RELEASED PARTIES from any and all claims, demands, or causes of action, which are in any way connected with my participation in this activity or my use of Rhythm and Revue Dance Theatre equipment or facilities, including any such claims which allege negligent acts or omissions of RELEASED PARTIES.
4. Should Rhythm & Revue Dance Theatre or anyone acting on their behalf, be required to incur attorney's fees and costs to enforce this agreement, I agree to indemnify and hold them harmless for all such fees and costs.
5. I certify that I have adequate insurance to cover any injury or damage that I may cause or suffer while participating, or else I agree to bear the costs of such injury or damage myself. I further certify that I am willing to assume the risk of any medical or physical condition that I may have.
6. I agree that if the participant is a minor, this Release of Liability and Assumption of Risk agreement is made on behalf of that minor participant and that all of the releases, waivers and promises herein are binding on that minor participant. I represent that I have full authority as Parent or Legal Guardian to bind the minor participant to this agreement.
7. I agree that if the participant is a minor, I further agree to defend, indemnify and hold harmless Rhythm and Revue Dance Theatre from any and all claims or suits for personal injury, property damage or otherwise which are brought by, or on behalf of the minor, and which are in any way connected with such use or participation by the minor, including injuries or damages caused by the negligence of RELEASED PARTIES, except injuries or damages caused by the sole negligence or willful misconduct of the party seeking indemnity.

By signing this document, I acknowledge that if anyone is hurt or property damaged during my participation in this activity, I may be found by a court of law to have waived my or the minor participant's right to maintain a lawsuit against Rhythm and Revue Dance Theatre or any RELEASED PARTIES on the basis of any claim from which I have released them herein.

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.



I give my approval and I am fully aware of the personal medical conditions of the student and hereby certify that he/she is physically capable to participate in any of Rhythm & Revue Dance Theatre activities and programs registered for.

### **Media Release**

I give permission for R&R Dance Theatre to publish film or photograph myself and my son/daughter for promotional purposes.

### **Medical Emergency**

The undersigned gives permission to Rhythm and Revue Dance Theatre, its owners and operators to seek medical treatment for the participant in the event they are not able to reach a parent or guardian. I hereby declare any physical/mental problems, restrictions, or condition and/or declare the participant to be in good physical and mental health.

### **Email Agreement**

I understand and agree that it is my responsibility to read all emails and to keep my email information updated with Rhythm and Revue Dance Theatre. I also understand that all statements, class changes, holiday reminders, recital Information etc., are sent via email.

### **Payment Information**

It is your responsibility to make sure all payments are made in a timely manner and by the indicated deadlines.

### **COVID Policy**

The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. COVID-19 is extremely contagious and is believed to spread mainly from person-to-person contact. As a result, federal, state, and local governments, and federal and state health agencies recommend social distancing, wearing a face mask, and have, in many locations, prohibited the congregation of groups of people. Rhythm and Revue has put in place preventative measures to reduce the spread of COVID-19; however, Rhythm and Revue cannot guarantee that you or your child(ren) will not become infected with COVID-19. Further, attending the Rhythm & Revue could increase your risk and your child(ren)'s risk of contracting COVID-19.



I agree that I will not participate in or send my child to any Rhythm and Revue on-site programming, including studio classes, summer creative arts camps, workshops, etc. if I/my child shows any of the following symptoms of Covid-19. Symptoms may include, but not limited to:

- Fever of 99.5 in the last 72 hours
- Persistent cough
- Difficulty breathing
- Chills
- Muscle pain
- Sore throat
- Loss of taste or smell

I also acknowledge that

- I have read the foregoing Liability Release Waiver and understand its contents;
- that I am at least eighteen (18) years old and fully competent to give my consent;
- That I have been sufficiently informed of the risks involved and give my voluntary consent in signing this Liability Release Waiver as my own free act and deed with full intention to be bound by the same, and free from any inducement or representation.
- These Social Distancing Plans are susceptible to changes with the introduction of additional governmental guidelines.
- This waiver will remain effective until laws and mandates relevant to COVID-19 are lifted.

### ***A Final Note***

WELCOME TO RHYTHM & REVUE DANCE THEATRE! We look forward to an exciting, and rewarding season!