



Alpha & Omega Dance Academy Raeford - Student Handbook Academic Session 2023-2024

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Welcome to the AODA Family!

Thank you for choosing Alpha & Omega Dance Academy (AODA) as your dance studio! We have had a studio in Fayetteville since 2007, and we are thrilled to have AODA in our hometown of Raeford for the second year now. We are a multi, award-winning studio, to include being voted as Fayetteville's Best Dance Studio! We look forward to the opportunity to serve Raeford and the surrounding areas with the same quality of dance instruction and service.

We hope to become an excellent and wholesome arts center for Raeford and the surrounding areas. Although we are currently operating as a setup/teardown studio, we hope to find a permanent location soon and to expand our services from not just dance but also voice, music, acting, and musical theatre, as well as to eventually produce consistent performances and shows. We are grateful to you for trusting us with your children and for supporting us as we bring the arts back to Raeford. Thank you for being a part of this journey with us!

AODA's Vision & Mission

Who We Are: Alpha & Omega Dance Academy (AODA) is a Christ-centered dance studio where the arts meet excellence.

Our Mission: Our mission is to provide a professional, life-giving dance studio that develops dancers who are excellent in their technique, artistry, and character, as well as to develop professional teachers and future owners of thriving AODAs.

Academy Protocol & Guidelines

- NO STREET SHOES, gum, food, or drinks other than water are allowed on the dance floor without teacher permission.
- Arrive ready to start on time, already dressed according to our Dress Code (see below), with the appropriate shoes and a water bottle. If you come into class with more than a water bottle, please have everything

together in a bag. We also recommend that younger students have their water bottle and any other belongings LABELED.

- Please use the bathroom before class and be sure little ones wash their hands!
- No phones/smartwatches/devices during class.
- Students should not eat snacks during class, but if they take more than one class they may do so in between classes.
- Encourage your fellow dancers — we are not here to compete against each other but to support one another as we all grow in dance!
- Have a good work ethic and a good attitude. Be open to receiving feedback from your teachers and be willing to apply it. We are here to encourage you and help you grow!
- If you are a parent of a dancer or an adult dancer, please take responsibility for their/your involvement with our academy and take initiative to seek out pertinent information. We will send email updates, and we work hard to keep our website up to date with all the information you need.

Dress Code

General Dress Code:

- No watches, bracelets, necklaces or long earrings should be worn as they can be a hazard. Stud earrings are allowed, as are promise/engagement/wedding rings for older students.
- To help keep our studio professional and family-friendly, please no showing of cleavage, midriff, excessive lower back, and no booty shorts without tights/leggings underneath them. Males should not wear low-chest shirts or overly tight shorts/pants.
- Undergarments may be worn in all classes but should not show. For ballet specifically, please be mindful of this. It is a good idea to wear nude/skin-colored undergarments for class. *For all performances, female dancers must have skin-colored undergarments that do not show under their performance attire (to include clear bra straps if applicable), and if they take more than one class, they are required to wear a skin-colored leotard under their costumes to help with costume changes.*

Guys

- Ages 2-6: Any solid colored shirt (we prefer no graphics/words unless it is our blue AODA shirt) and solid black sweatpants or black stretchy knee-length shorts.
 - *Shoes for Creative Movement: black non-slippery socks or black ballet shoes with white socks*
 - *Shoes for Ballet/Jazz: black ballet shoes with white socks and skin colored/caramel jazz shoes*
- Ages 7+ Ballet: Semi-fitted white short sleeve shirt tucked into black, semi-fitted stretchy pants or knee-length shorts (these pants/shorts should be loose enough to provide ample movement and coverage, but they should not be overly baggy or loose). Black ballet shoes (white ballet socks or white thin, moisture-wicking socks may be worn under shoes).
- Ages 7+ Other Styles: Same as for ballet but any solid colored shirt is allowed (we prefer no graphics/words unless it is our blue AODA shirt).
 - *Shoes for Jazz & Musical Theatre: skin colored/caramel jazz shoes*
 - *Shoes for Lyrical: see teacher*

Girls (ages 2-6)

- Creative Movement Class: They may wear the same attire for Ballet/Jazz below or they may wear leggings and a solid colored shirt (we prefer no graphics/words unless it is our blue AODA shirt). Hair should be pulled back out of face.

- Ballet/Jazz Class (4-6yo): White or ballet pink leotard (camisole, tank, cap, or short-sleeved) with optional pull-on ballet skirt in matching color (for ages 2-4, this must be a “dress” where the skirt is attached), transitional tights (ballet pink or skin colored), ballet pink ballet shoes (must be leather or canvas — no satin slippers). Hair should be neatly pulled back out of the face so as to be non-distracting with only minimal accessories. Please no jewelry! *Ballet/Jazz (ages 4-6) MUST also have skin-colored jazz shoes.*

Girls (ages 7+)

- Ballet: Hair should be pulled back neatly in a mid-high ballet bun with minimal wispies and minimal accessories (this typically requires a hair net, bobby pins, hairspray, and/or a sock bun/donut).
 - For ages 7-10: Sky blue leotard (tank, cap, or short-sleeved) and ballet skirt in matching color (we prefer pull-on skirt for this age), transitional tights (ballet pink or skin-colored), and full sole leather or canvas ballet shoes (*shoes must be the same color as your tights — see notes below*).
 - For ages 11+: Royal blue leotard (tank, cap, or short-sleeved) and ballet skirt in matching color (pull-on or wrap skirt), transitional tights (ballet pink or skin-colored), and we recommend split sole canvas ballet shoes (*shoes must be the same color as your tights — see notes below*).
- Jazz & Lyrical: Any colored/any style leotard (as long as it meets our General Dress Code above), skin-colored transitional tights with black dance shorts, black knee-length capris, or black leggings. A tank top/t-shirt may be worn over the leotard. Hair should be neatly pulled back out of the face so as to be non-distracting with only minimal accessories.
 - *Shoes for Jazz: caramel/skin-colored jazz shoes.*
 - *Shoes for Lyrical: we recommend full sole leather or canvas for 7-10yo, and split sole canvas for 11+*
- Musical Theatre: Any comfortable and modest clothing that meets our General Dress Code above (such as leggings and a t-shirt). Caramel/skin-colored jazz shoes.
- *Girls who are taking ballet back-to-back with another class may wear their ballet attire to other classes, however, they should plan on quickly changing into black dance shorts and shoes before class.*

Helpful Notes:

- Where to purchase: We recommend Walmart, Target or sometimes Amazon for children’s dancewear (for Amazon make sure it is from a reputable source or it may be lower quality). For older dancers, we recommend purchasing from Discount Dance online or you can also try The Dancer on Yadkin Rd for dancers of any age.
- Tights and shoes for ballet class must match and either be *both* ballet pink or *both* skin-colored so they match, however, keep in mind that ballet pink tights/shoes will be required for recitals to achieve uniformity (this year, tights are included with your costume!).
- It is common for canvas ballet shoes to be a beige/canvas color; this is still acceptable as “ballet pink.” We recommend canvas split-sole ballet shoes for dancers 11+ (or for younger, advanced dancers).
- Transitional tights are sometimes called convertible tights; either is acceptable. They should not be termed “footed,” “footless,” or “ankle-length,” rather they should have a seamed hole at the bottom of the sole so that the dancer can roll her tights up and be barefoot if needed.
- Not every vendor may sell jazz shoes in your skin color, but they typically sell generic shades called “caramel” or “tan.” These are acceptable.
- When purchasing skin-colored items, it is better to err on the side of a lighter shade.

Rates

This year, there is NO upfront registration or recital fee! Any of these fees have been either waived, reduced, or included in your tuition fees. This makes payments and budgeting easier for you; no more extensive fees due up front or hundreds of dollars dished out at one time for costumes!

Academic Session Tuition (Your costume is provided!)

Each class runs weekly, so the monthly price below denotes the price for taking 1 (or more) class every week.

Recurring automatic payments are required. Please see our policies below.

1 Student at 1 Weekly Class:	\$75/month
1 Student at 2 Weekly Classes:	\$110/month (second class is only \$35/mo!)
1 Student at 3 Weekly Classes:	\$138/month (third class and each additional class after that is only \$28/mo!)
Family Discounts:	The second family member's monthly tuition receives a <u>10% discount</u> , and additional family members receive a <u>40% discount!</u> (If the billing statement has already occurred, then at the next billing statement, we will apply the largest discounts to the student taking the most classes, regardless of the order in which they signed up.)
Spring Recital – Costume Is Included!	One costume will be provided per student per class for our annual Spring Recital! You will be able to keep this costume afterward, however, if you withdraw from your class before the recital, you will not receive a costume.
Please Note:	Tuition is not based on the number of classes per month but based on the total number of classes throughout the year, divided into equal monthly payments (a full month's tuition is still due for December/May).

Policies for Academic Session 2023-2024

Payment Policy: When you register you will be required to enter information for a debit/credit card*. It is required for families to select Recurring Automatic Billing Method – even if the manual option is selected, we will change you to recurring. Your tuition is automatically drafted the 1st of each month or the next few business days, starting September 2023, and ending the last month we have class. You will receive either an emailed billing receipt, or an email notifying if your card was declined for any reason. If that is the case, we will attempt drafting your card again every few business days. It is your responsibility to ensure you have sufficient funds, etc.

In order to protect our studio, a \$10 late fee is applied on the 10th per outstanding account. If the payment still has not been successful by the 1st of the following month, this may result in temporary withdrawal from classes or additional late fees. All payments must be up to date (with a \$0 balance) in order to withdraw from or enroll in future classes, receive your recital costume, and participate in recital. **We cannot accept AMEX, cash, check, or money order. All payments are set to automatic draft.*

Class Withdrawal Policy: Out of respect to our teachers and classmates, we ask you to commit to the whole dance session. This helps teach students commitment and will help them see maximum growth! If you have to withdraw, please give a 30-day notice if possible, so we can try to fill your spot. Your spring recital costume will not be provided if you withdraw before the spring recital, and we have the right to not refund tuition if it has already been drafted for that month.

Missed Classes Policy: Missed classes are not refundable, however, they may be made up in a similar level/age-appropriate class. This does not apply to holidays. Any missed classes must be made up within the same session.

Inclement Weather Policy: The first time a class closure occurs due to inclement weather, etc, students in that class will be offered a free make-up class; the second or subsequent time, a refund or account credit will be offered. Please keep in mind that while we often follow Hoke County Schools for inclement weather closures, that is not always the case. Any class closures will be communicated via the email you registered with.

Privacy Policy: Your personal information (addresses, phone number, medical information, etc) is for internal use only. It will not be shared with external people or organizations without your consent.

Photo/Video Waiver: Alpha & Omega Dance Academy has permission to use pictures or video footage of the student from an AODA class or event in or on any form of advertisement for Alpha & Omega Dance Academy or an affiliated event.

Mandatory Closing Policy: In case of a mandatory shutdown, due to Covid-19 or other, AODA may transition to virtual classes. In that instance, there would be no refund for tuition or other fees already paid, and we have the right to keep our rates the same.

Sick Policy: In the event that your child is showing signs of sickness and/or negative changes in behavior, etc, due to various health concerns (for ex: sickness, fatigue, cold, etc), you may be called to pick up your child. In the event of an emergency where we are not able to reach you, our staff will take emergency medical action.

When To Stay Home	When To Return
Temperature of 100.0F or greater	After fever has cleared for 24 hours without medication
Severe sore throat; unknown rash; or if one or both eyes are red, sealed with discharge, and/or itchy or painful	If an antibiotic is prescribed, after 24 hours of use
Severe cold symptoms with thick discharge, wheezing/croupy cough, vomiting, diarrhea	In most cases, after symptoms have cleared for 24 hours

Important Calendar Dates
Academic Session 2023-2024

Tuesday, September 5: Start of the Academic Session (Fall 2023-Spring 2024)

October 16-21: Tentative Parents' Class Observation Week

November 20-25: Closed for Thanksgiving – NO DANCE!

December 11-16: Tentative Parents' Class Observation Week or Winter Showcase on Dec 16

December 19-January 1: Closed for Christmas & New Years – NO DANCE! (There is still class on Mon, Dec 18)

Monday, January 15: Closed for MLK Jr. Day – NO DANCE!

February 12-17: Tentative Parents' Class Observation Week

April 1-6: Closed for Easter & Spring Break – NO DANCE!

Dress Rehearsal: This is mandatory and will take place the week of the recital – the exact day/time is TBD after the recital venue/day is confirmed!

Saturday, May 11 or 18: Tentative Spring Recital / End of Academic Session

Contact/Address/Social Media Info

Website:

AODA Raeford "home page": www.alphaomegadanceacademy.com/raeford-dance

Rates & Info (such as this handbook): www.alphaomegadanceacademy.com/raeford-rates-info

Recital info can be found at: www.alphaomegadanceacademy.com/raeford-recital

Contact Us:

You can reach us by filling out the form [on our website](#) or by emailing us directly at contact@alphaomegadanceacademy.com. We're happy to help! However, please check our website or this handbook for information before contacting us.

Venue:

NEW Address: Starting September 5, we are moving to our new permanent location in downtown Raeford! (123 N Main St, Suite F, Raeford, NC 28376). ***We are on the 2nd floor above Raeford Hardware Store (look for the glass door with the address 123 N Main Street, walk up the stairs, and we are straight down the long hallway, last door on the left).*

Parking Info: Like any downtown, public parking spaces will be available. You may need to park down the road or on a side street depending on how busy it is. You can also park behind Raeford Hardware or down by the library and courthouse, etc.

Venue: We share the 2nd floor with other small businesses. Please walk your children up to our suite and come upstairs to pick them up. You may leave during class, or we will have some chairs in the hallway if you would like to stay on property. There are restrooms down the hallway on the left.

Nearby Businesses: Raeford Hardware and Home Foods is right underneath us and are great local businesses to support! If you get hungry, there is also the Raeford Grill on Main St and Kayla Renee's Bakery just a few doors down. If you want to take a short drive, you can visit the beautiful McLaughin Park and playground.

Social Media:

Find us on [Instagram](#) (@aoda.raeford) and [Facebook](#) (Alpha & Omega Dance Academy Raeford).