



STUDIO HANDBOOK - 2023/2024

Welcome to Step Above Dance! We are so excited to have you as part of our dance family in our 25th season. This handbook includes various information that is important for students and parents both new and returning. Everything from attire to recital dates are available, so PLEASE READ carefully and thoroughly. A schedule with a detailed list of classes is available online at dancestudio-pro.com/online/stepabovedance. Classes are subject to change due to the enrollment of students. For those students and parents who are new to Step Above Dance, we have a few attire guidelines that we require students to follow. We are truly looking forward to getting to know you and working with you. Please don't hesitate to contact us with any questions at any time. We know that this is going to be a wonderful experience.

Contact Information: Administrative Staff 519-207-7837

Jacqueline Reichenbach | Studio Director

stepabove.dance@gmail.com

Danielle Garbacz | Office Manager

danielle.stepabovedance@gmail.com

Rudy Anema | Receptionist

info.stepabovedance@gmail.com

Reception Hours September 11th-May 11th 2023:

Monday-Friday from 4:30-8:30pm

Saturday 9:30-11:30am

Sunday 9:30-11:30am

*Please note classes will be running outside of these hours

Teaching Staff

Kasandra Eagleden (maternity leave)

Morgan Flanagan (Recreational/Pre Competitive/Competitive Divisions)

Abi Keir (Competitive Division)

Megan Kuhn (Recreational/Pre Competitive/Competitive Divisions)

Abby Peters (Recreational Division)

Kate Pfungstgraef (Recreational/Competitive Divisions)

Jacqueline Reichenbach (Recreational/Competitive Divisions)

Grace Renner (Recreational/Competitive Divisions)

Jessica Sellick (Recreational/Competitive Divisions)

Michaela Sellick (Competitive Division)

Molly West (Recreational/Pre Competitive/Competitive Divisions)



Dates for the 2023/2024 Season

Sept 11th – Classes begin
October 7th-9th – Closed for Thanksgiving
October 31st – Closed for Halloween
November 18th – Santa Claus Parade
December 18th-January 7th – Closed for the holidays
February 19th – Closed for Family Day
February 24th (please note this date is not confirmed) – Showcase @ Forest City CC
March 11th-17th – Closed for March Break
March 29th-April 1st - Closed for Easters
May 11th (please note this date is not confirmed) – Dress Rehearsal @ Forest City CC
May 12th (please note this date is not confirmed)– Recital @ Forest City CC
May 22nd - Competitive Team Auditions

Attendance

Attendance is important in dance, providing continuous improvement and progress throughout the year. We understand that life happens, and sometimes you may have to miss a class. In the event that your child will not be in class, please let us know by logging into your parent portal and clicking on attendance log, then report an absence.

Email

Please make sure that you are subscribed to our emails. We send all of our important updates and information this way, so it is very important that you are receiving this information.

Entrances

All students should enter through the rear red door (our main entrance).

Parent Portal

If you haven't already, we suggest that you sign up for a parent portal which is a useful tool for you to make payments, see your account statements, check your child's attendance, see class calendars and register for classes.

You can sign up for a parent portal at <https://dancestudio-pro.com/online/stepabovedance>.

Parent Viewing

Parents are welcome to watch their dancers from our main lobby where we have a live video feed of each studio. Families are asked to only bring 1-2 family members to watch, as our seating is limited. Parents are not invited into the studios.

Parking

When parking at Step Above you may park in one of the 3 spaces alongside the market, on Manitoba Street, on Talbot Street or additionally, there is a large parking lot beside the market. Please be advised that there is no parking behind Step Above on the south side of the building. This is parking for Antiques on the Side. When dropping off and picking up your child, please make sure that you are in an actual legal parking spot. Please do not idle outside of our door in the roadway as this is a safety hazard for dancers trying to enter and exit our building.

Payment Policies

- Holidays and weather closures are calculated into our tuition prices (we do not make up classes cancelled due to weather)
- Costume and registration fees are non-refundable
- Registration and costume fees are due prior to your child's first class
- There will be a \$20 late fee added for NSF cheques or declined credit card payments
- There will be a \$25 late fee added to payments over 5 days past due
- Tuition may be refunded up until December 15th, 2023 and the tuition refund request form must be emailed to the studio account. Step Above will keep 5% of the refundable amount for administrative purposes
- If your balance is delinquent 1 month, your child will not be permitted to take lessons. Please contact reception should you need to make payment arrangements.

Picture Day

Picture day will be sometime in April or May at the studio. The exact dates and times will be released closer to the date. Students are expected to wear their recital costumes for their pictures with their hair in a bun.

Recital Information

Step Above will have 3-4 year end recitals on May 11th (this is a tentative date) at Forest City Community Church in London. Our dress rehearsal will be on May 10th, also at Forest City Community Church. All students participate in the recital. Upon completion of registration you will have paid a \$35 costume fee which pays for the year end recital costume, which you get to take home after recital (excluding ballet, which is a rental). Recital tickets are not included in the price of your tuition. They will be available for purchase in May.. Recital digital downloads will also be available for purchase at the event.

Studio Closures

Step Above will be closed for all holidays listed on page 2. If Step Above announces closure due to weather or any other circumstances, we will inform all families via email, website, and social media by 3pm during the week, and 7:30am on Saturdays and Sundays. Classes will not be refunded due to acts of weather. If we are to experience a power outage for more than 15 minutes, the studio will close for everyone's safety.

Student Expectations

Step Above aims to train successful dancers as well as polite and responsible individuals. Students are expected to arrive to class on time with their hair done and in uniform. There is no food, gum, jewelry or cell phones allowed in the studios.

Uniforms/ Dress Code

It is important for each student to have proper attire while attending class for safety reasons and to also help the teachers properly correct form and posture. Please see our uniform chart below and on our website to ensure your child has the correct attire. Uniforms can be purchased through your parent portal by clicking on ONLINE STORE. They can also be purchased at the London Dance Shoppe, or Dancewear Plus in London.

Waivers

Parents/ guardians must sign our liability waiver prior to your dancer's first day of class. This waiver can be found in your portal on Dance Studio Pro here: <https://dancestudio-pro.com/online/stepabovedance>.

About Step Above Dance

Established in 1999, Step Above is entering our 25th season! We strive to provide a positive dance experience for each dancer that enters our studio. We offer classes in 3 divisions: recreational, pre competitive, and competitive across the 12 month year. We also offer summer camps and pd day camps as well as summer intensives.

Uniforms

<h3>Pre School Ballet Uniform</h3> <p>Hair in a pony tail or bun</p>  <p>Pink bodysuit with attached skirt</p> <p>Mondor ballerina pink footed tights</p> <p>Daisy pink ballet shoes</p> <p>Most items can be purchased online at Step Above through your parent portal. You will need to click on "online store".</p> <p>Dance wear stores in London: Dancewear Plus The London Danceshoppe</p>	<h3>Pre School Acro/Hip Hop Uniform</h3> <p>Hair in a pony tail</p>  <p>Black tank style bodysuit</p> <p>Black athletic shorts</p> <p>Indoor running shoes</p> <p>Most items can be purchased online at Step Above through your parent portal. You will need to click on "online store".</p> <p>Dance wear stores in London: Dancewear Plus The London Danceshoppe</p>	<h3>Pre School Acro/Jazz Uniform</h3> <p>Hair in a pony tail</p>  <p>Black tank style bodysuit</p> <p>Black athletic shorts</p> <p>Beige jazz shoes by Bloch</p> <p>Most items can be purchased online at Step Above through your parent portal. You will need to click on "online store".</p> <p>Dance wear stores in London: Dancewear Plus The London Danceshoppe</p>
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Lyrical Uniform

Hair in a pony tail



Black tank style bodysuit



Black athletic shorts

All items can be purchased at Step Above through your parent portal.

Dance stores in London:
Dancewear Plus
The London Danceshoppe

Hip Hop Uniform

Hair in a pony tail



Black tank style bodysuit or t-shirt

Black athletic shorts or pants



Indoor running shoes

Most items can be purchased online at Step Above through your parent portal. You will need to click on "online store".

Dance wear stores in London:
Dancewear Plus
The London Danceshoppe

Tap Uniform

Hair in a pony tail



Black tank style bodysuit

Black athletic shorts



Light tan tights by Mondor



Black lace up tap shoes

Most items can be purchased online at Step Above through your parent portal. You will need to click on "online store".

London dance wear stores:
Dancewear Plus
The London Danceshoppe

Acro Uniform

Hair in a bun



Black tank style bodysuit



Black athletic shorts

Most items can be purchased online at Step Above through your parent portal. You will need to click on "online store".

Dance wear stores in London:
Dancewear Plus
The London Danceshoppe

Pre Primary & Primary Ballet uniform

Hair in a bun

Paradise blue, shortsleeved bodysuit by Mondor

Paradise blue matching skirt by Mondor

Ballerina pink tights by Mondor

Full sole leather ballet shoes by Daisy



The blue bodysuit and skirt can be purchased at the London Danceshoppe or at Dancewear Plus. All other items may be purchased at Step Above.

Ballet Uniform Grades 1-5

Hair in a bun

Black tank style bodysuit

Ballerina pink tights by Mondor

Capezio Hanami Canvas pink ballet shoes

Black character shoes by Bloch



Most items can be purchased online at Step Above through your parent portal. You will need to click on "online store".

Dance Stores in London:
Dancewear Plus
The London Danceshoppe

