# bdp



# RECREATIONAL HANDBOOK

FALL 2026-SPRING 2027

# TABLE OF CONTENTS

1 – INTRODUCTION

2 – STUDIO MANIFESTO

3 – REGISTRATION

4 – COMMUNICATION

5 – IMPORTANT DATES

6 – CODE OF CONDUCT

7 – AGE GROUPS

8 – SAFETY

9 – PRIVACY

10 – TIMETABLE

11 – DRESS CODE

12 – FEE STRUCTURE

13 – ATTENDANCE

14 – SOCIAL MEDIA

15 – TEACHERS / FACULTY

## 1/ Introduction

It's our absolute pleasure to warmly welcome you into our family at Beyond Dance Project. Our team is thrilled to see many familiar faces return to the studio and even more excited to see some new faces join our community. We have created this one-stop handbook to hopefully shed some light on how things will run throughout the year as well as answer a lot of queries you may have before the year begins. While we would love you to take the time to read this information carefully and keep your handbook in a safe place to refer to as you need, don't forget that our friendly office staff are always here to help and will happily answer any queries you may have. Nothing is too big or too small, we promise!

**QUICK REFERENCE STUDIO INFORMATION**

Address: 1300 Hickory Grove Rd, Gastonia, NC 28056
Phone Number: 704-215-6652
Email: info@beyonddanceproject.com (Silvia) &
beyonddanceproject@gmail.com (Alex & Sara)
Website: www.beyonddanceproject.com

## 2 / Studio Manifesto

To start us off, it's important to us at Beyond Dance Project that all members of our team share our vision, our purpose, and the philosophy that encompasses everything we do both in and outside of our classes. This is a vision that is shared and demonstrated by the directors, teachers and staff members at our studio and it is the driving force behind every interaction with our students and their families.

Beyond Dance Project is a place where kids of all ages, shapes and sizes learn to dance and perform. This is a studio where creativity, individuality and self-expression is encouraged and has a community of teachers, students and families who are passionate about performing arts. Our goal is to create a positive and happy experience for all of our students. We strive to nurture and develop talent, celebrate the achievements of all students, and inspire a love and appreciation of all styles of dance and the arts. We are committed to providing a safe and positive environment in which all students can feel empowered, comfortable, and free to express themselves.

Our overall mission is to encourage students to achieve their fullest potential, to support them as they grow artistically and academically, and to assist the growth of well-rounded individuals.

Our goals are to ignite the passion for dance, empower our youth, support their evolution through life, and encourage them to inspire the generations behind the them.

IGNITE. EMPOWER. EVOLVE. INSPIRE.

## 3/ Registration

Before lacing up those tap shoes, it's important that all students and/or parents – whether returning or new – fill out and sign your online registration form so we can ensure we have the most up-to-date contact details for you. This information includes your registration form, media release form (so we can show off photos and videos of our amazing dancers in and around the studios), and public liability /Insurance contract.

Registration at BDP is a completely online process. You'll sign up for a Parent Portal that you can sign into and keep up to date with whenever you'd like. Through the Jackrabbit Parent Portal you can enroll your child in classes and events, register for summer camps, pay fees, and keep dancer and family info current.
You can find the Parent Portal login on our website under the "extras" tab. If you ever lose your password, you can submit a new password request, or let us know and we can reset it for you. We recommend upon initially setting up your account, changing the automated password Jackrabbit assigns you to something you'll remember!

If your dancer is a current student at Beyond Dance Project, you'll receive priority and discounted registration for the next season. We open up class registration for only returning students for a designated amount of time to allow our loyal clients the opportunity to snag their spots first!

Our annual registration fee is $85/student or $150 max fee/family and must be paid in full prior to the commencement of classes. Make sure you get your payment in via your online Parent Portal, as failure to pay your registration fee in time may result in losing your place in the class. Returning Students receive a discounted registration fee to return the following season.

We encourage all of our students and families to try a variety of dance styles and we are more than happy to accommodate trial classes for existing students who are wanting to try something a bit different. Please contact reception if you would like to try a new class and we will happily schedule a quick meeting and fit you in for a trial (provided the class has not reached capacity).

## 4/ Communication

By now you have probably noticed that we are BIG on communication here at Beyond Dance Project. It is our promise to respond to all enquiries within 24-hours and we will never leave a query unanswered.

For convenience, our primary means of communication is the BAND app. It's a great way for us to keep in touch with a large number of people at once, so we encourage all families to join our closed Beyond Dance Project Recreational BAND group. This group can be found at https://band.us/n/abadAcG5X9q8X and will be monitored to ensure all content is appropriate and relevant. Important reminders, studio closings, class pictures & videos, and updates will be posted here.

For big announcements or sending lots of information, we contact you via email. You will receive important information via email so please ensure you have provided the studio with an up-to-date email address that is regularly checked. We are of course happy to include multiple email addresses per family if you would like your correspondence sent to numerous recipients.

In the infrequent case of urgent information (for example, unexpected class cancellations or performance changes), we will send an SMS and/or telephone to all families. So, for this reason, please make sure the mobile phone number you have provided to the studio is correct and up-to-date.

We are always happy to chat in more detail about communications you may receive from the studio, so if you need any clarification please don't hesitate to call us at 704-215-6652 to chat with one of our helpful team members.

## 5/ Important Dates

We understand wholeheartedly how busy the lives and schedules of our dance families can get as the year rolls on, so we have tried to get all of our important dates organized and ready for you so you can plan other commitments. Below we have listed some of our most important "Save the Dates" with more information (including times, costumes, requirements, etc.) to be communicated via email and BAND as we get closer to the events. If you know ahead of time that your family will be unable to attend these events due to planned holidays or existing commitments, please let reception know at your earliest convenience.

| Date | Event | Description |
|---|---|---|
| 8/18 | First Day of Classes | First Day of classes for Season 10 |
| 11/23-11/28 | Thanksgiving Break | Studio Closed |
| 12/6 | Gastonia Christmas Parade | All dancers are invited to participate in the Gastonia Christmas parade - dancing or riding |
| 12/21-1/3 | Holiday Break | Studio Closed |
| 1/15 | Costume Fee Due | $90/dancer/class to cover costumes for recital - Pay costume fee on your Portal |
| 3/15 | Recital Fee Due | $65/family (includes 2 tickets, recital tshirt, medal) - Pay recital fee on your Portal |
| 3/26-4/2 | Spring Break | Studio Closed |
| 6/4 | Spring Showcase Dress Rehearsal | Dancers will practice in costume during their normal class time in the studio |
| 6/5 | Spring Showcase | We celebrate the season by showcasing our dancers in our end of year show at Gaston Day School |
| 6/3 | Last Day of Classes | |
| 6/5 | Spring Showcase | Performances at Gaston Day School |

## 6/ Code of Conduct

To ensure the smooth, safe running of Beyond Dance Project and an enjoyable experience by all, below you will find our code of conduct. As always we are open to feedback, so if any of the requirements outlined below are unclear or concerning, please give us a call to discuss further. Following a formal meeting, we do reserve the right to dismiss or take disciplinary action on any students or parents who breach our studio's code of conduct.

Families who do not comply with their fee or costume payment obligations may be charged a late fee, and/or excluded from performances. External debt collection may occur when fees remain overdue and this will be at the expense of the client. Costume expenses are the responsibility of the parent, and costumes will not be issued to students with unpaid class fees.

No classes (including private lessons) or teachers are to be disturbed unless it is an emergency. Parents are not to approach teachers or students during class and if messages or food/drink/ medication needs to be passed on to a student, it must be done through a Beyond Dance Project staff member. All parents must wait in the waiting area or outside of the studio until classes have been dismissed.

We are unable to take responsibility for our students before or after their scheduled classes and it is the responsibility of the parent to ensure their child is picked up and dropped off on time. In the case of an emergency or unavoidable delay, please contact the studio immediately to inform us of the situation so we can keep your child calm and safe until they can be collected.

Any questions or complaints must go through reception – parents and students are not permitted to contact Beyond Dance Project teachers via phone or email / social networking with studio issues unless it has been broached with the directors first. Personal meetings with the studio directors can happily be arranged via reception.

In the rare case of a parent or student showing disrespect or defamation to any parent, staff member or student, a meeting will be called immediately and dismissal may be considered at the discretion of the directors. Physical, mental, emotional or cyber bullying by parents, staff or students will not be tolerated and may result in dismissal from the studio.

Beyond Dance Project takes no responsibility for any stolen or misplaced property on the studio premises and we encourage our families to avoid bringing valuable items into the studio where possible. If your dancer leaves an item at the studio, check the lost and found basket in the cubby room.

Beyond Dance Project management reserves the right to change teachers or timetabling when necessary at any time throughout the year.

**7/ Age groups**

**Preschool-1st**

*Beyond Babies Dance & Acro* is for your dancing, twirling, energetic 2-3 year old! Each week, this class will be led by an instructor and assistant to learn the basics of tap & ballet, and to explore their own creative expression with movement prompts and activities. Acro is designed to introduce acrobatics movement, balance, and coordination. They will perform 2 dances & an acro presentation in the Spring Show.

*Shooting Stars Dance* is a class for our dancers who are 4-6 years. The music for this class is fun and familiar to them and expands on the techniques learned by our younger classes. We do some warming up, stretching, progressions across the room (including skips, kicks and basic turning skills) as well as putting together two dances for the Spring Show.

*Shooting Stars Acro* is a 30 minute class designed to introduce acrobatics movement, strength, coordination, and balance to your 4-6 year old! Skills like forward rolls, cartwheels, and backbends will be mastered. Participants will perform their skills in the Spring Showcase.

**Elementary / Middle School Classes**

*Rising 2nd-5th Grades:* Dancers will train alongside our competition company to facilitate a more focused and training prioritized class experience.

Jazz: Rising 2nd-8th graders will love this jazz class to learn fun combos, work on basic jazz skills, and gain strength and flexibility.

Tap: Rising 2nd-5th graders will love this tap class to learn fun combos, work on basic tap skills, and gain musicality and coordination.

Acro: Acro is designed to get your rising 2nd-5th grader comfortable with acrobatic movements like cartwheels, backbends, etc. while building strength, coordination, and flexibility.

Ballet/Lyrical: Rising 2nd-8th graders will love this ballet & lyrical class where they will focus on ballet technique, gain strength and flexibility, and learn lyrical movement through combos.

*Experienced Rising 4th-8th Grades:* Dancers will train alongside our junior competition company to facilitate a more focused and training prioritized class experience.

Jazz: Your dancer will love this jazz class to learn fun combos, work on more advanced jazz skills, and continue to grow in strength and flexibility.

Tap: Your dancer will love this tap class to learn fun combos, work on more advanced tap skills, and continue to grow musicality and coordination.

Ballet/Lyrical: Rising 2nd-8th graders will love this ballet & lyrical class where they will focus on ballet technique, gain strength and flexibility, and learn lyrical movement through combos.

Acro: Level 3 Acro is designed to get your experienced rising 4th-8th grader comfortable with acrobatic movements like walkovers, balances, handstands, etc. while building strength, coordination, and flexibility.

## 8/ Safety

With the safety of our families a number one priority, Beyond Dance Project is very serious about upholding Child Protection laws and policies within the studio as well as at public performances and in the online arena (website and social media).

As part of your registration, you will have read and signed a media waiver allowing us to proudly use images and video footage of your student for advertising and promotional purposes. Should you have any concerns whatsoever with signing this declaration, please see our reception staff who will happily assist you.

The directors and staff at Beyond Dance Project are educated in the negative impact of inappropriate music and costume selection when it comes to performing dance routines and are wholeheartedly committed to ensuring children in all of our dance routines are not subjected to any inappropriate songs or costuming. We recognize that songs with sexist, explicit, violent, racist, homophobic or criminal content may influence our dancers and/or audience and will strive to avoid using such music. We are committed to restricting costumes that project sexuality, contain explicit graphic or textual content.

Beyond Dance Project takes no responsibility for any stolen or misplaced property on the studio premises and we encourage our families to avoid bringing valuable items into the studio where possible.

**9/ Privacy**

When you purchase or hire a product or service with Beyond Dance Project, the information we may collect from you includes your name, address, telephone numbers, email addresses, medical information and perhaps credit card or bank details. It may also include details of the products and services we provide to you as well as the status of your enrollment. We only collect information directly from our students or their parent/guardians primarily for the purpose of providing services and products to you and to administer and manage invoicing and debt collection.

We will never sell or pass on any of your information to third parties unless required by government authorities or in the event of debt recovery. Any information passed on will be done so with appropriate privacy and confidentiality protection.
Information is stored securely in electronic form and is accessible only by authorized personnel.

If you would like to know what information we hold about you or wish to update the information, or if you wish to be removed from all further direct marketing communications, please contact our office on telephone 704-215-6652.

## 10/ Timetable

Timetabling our classes is a huge task and we take all care to ensure that children are given classes at an age-appropriate time without long hours that may lead to fatigue or disrupt home / school life. Please find below our timetable for the 2025-2026 season and please contact us if you have any questions at all.

### MONDAYS

| | |
|---|---|
| Shooting Stars Dance | 5-5:45PM |
| Shooting Stars Acro | 5:45-6:15PM |
| Level 2 Tap | 5:45-6:30PM |
| Level 2 Acro | 6:30-7:15PM |
| Level 3 Acro | 7:30-8:15PM |

### TUESDAYS

| | |
|---|---|
| Beyond Babies Dance & Acro | 5:15-6:15PM |
| Shooting Stars Dance | 5-5:45PM |
| Shooting Stars Acro | 5:45-6:15PM |
| Level 3 Tap | 7-7:45PM |

### THURSDAYS

| | |
|---|---|
| Level 2 Ballet & Lyrical | 5:30-6:30PM |
| Level 2 Jazz | 6:30-7:30PM |
| Level 3 Jazz | 6:30-7:30PM |
| Level 3 Ballet | 7:30-8:15PM |

### SATURDAYS

| | |
|---|---|
| Beyond Babies Dance & Acro | 9-10AM |
| Shooting Stars Dance | 10:05-10:50AM |
| Shooting Stars Acro | 10:55-11:25AM |

**11/ Dress Code**

Please ensure all parts of your child's uniform are clearly labeled - individual shoes, leotards, tights...you'll be amazed at the amount of lost property we generate!

***Class-specific Dress Code requirements are as follows:***

*Beyond Babies:*
Girls: Leotard or leotard dance dress, pink tights, pink ballet shoes, black mary-jane tap shoes
Boys: Fitted tshirt or tank, athletic shorts or pants, black ballet shoes, black tap shoes

*Shooting Stars:*
Girls: Leotard or leotard dance dress, pink tights, pink ballet shoes, black mary-jane tap shoes
Boys: Fitted tshirt or tank, athletic shorts or pants, black ballet shoes, black tap shoes

*Acro:*
Girls: Leotard or leotard dance dress, shorts, no tights OR convertible tights that can be rolled up, barefeet
Boys: Fitted tshirt or tank, athletic shorts or pants

*2nd-8th Grade Classes:*
Girls: solid colors/black; Leotard, fitted tank or tshirt, athletic top, athletic leggings or shorts or pants, black lace-up hard sole tap shoes, pink canvas ballet shoe
Boys: solid colors/black; Tshirt or tank, athletic shorts or pants, black tap shoes, black canvas ballet shoe

All shoes can be purchased at Lebo's. They have our studio's required shoe list, so all you need to do is go in, tell them Beyond Dance Project & the name of your dancer's class, and they'll fit your dancer with the correct shoes. You'll also receive a 10% discount off dancewear when you mention BDP!

## 12/ Fee Structure

Please find below the fee structure for 2026-2027. Feel free to contact our office staff if you have any fee-related queries.

| Class | Description | Monthly Tuition |
|---|---|---|
| Beyond Babies Dance & Acro | 60 min/week | $95 |
| Shooting Stars Dance | 45 min/week | $75 |
| Shooting Stars Acro | 30 min/week | $65 |
| Shooting Stars Dance + Acro | 75 min/week | $105 |

All level 2+ classes will use the following hourly tuition chart based on the total number of hours your dancer takes weekly:

| | |
|---|---|
| 30 min | $65 |
| 45 min | $75 |
| 1 hr | $95 |
| 1 hr 15 min | $105 |
| 1 hr 30 min | $105 |
| 1 hr 45 min | $115 |
| 2 hr | $130 |
| 2 hr 15 min | $140 |
| 2 hr 30 min | $150 |
| 2 hr 45 min | $160 |
| 3 hr | $170 |
| 3 hr 15 min | $180 |

**12/ Fee Structure cont'd**

We offer the following option for fee payment:

Direct Debit via credit/debit card or bank draft through Jackrabbit- You pay your fees in monthly installments through our automated draft. There is a 2.89% processing fee for this service. Payment is run on the 1st of each month.

Please note: All students are invoiced based on a monthly basis so your invoice will be the same each month unless you change classes. If you decide to withdraw from classes mid-month for any reason, you will still be charged for the entire invoiced period.

Refunds will not be issued for missed classes due to cancellation or public holiday – where possible, we will endeavor to arrange make-up lessons for classes canceled by Beyond Dance Project or will offer an alternative class.

If you wish to withdraw from classes at Beyond Dance Project, it is a requirement that you notify the studio in writing. Until you have notified us in writing, you will continue to be charged.

## 13/ Attendance

Your child's attendance in class is very important to their peers and our teaching staff. As a member of the team, it is a commitment for you to ensure your child attends their classes on time each week and attends all lessons planned for them. Not only do absences impact the recital routines we create, it also impacts the social and confidence-building principals we work hard to foster in each age group.

If you know ahead of time that your child will be absent due to holidays/vacations, commitments or school trips, please let us know ahead of time so the class impact is minimal.

If your child is too unwell to attend class, we ask that you inform our admin team as soon as you can so they can let the teachers know and preparations can be made to catch up on any missed work.

## 14/ Social Media

Beyond Dance Project's Social Media Policy refers to all social networking sites, video/photo sharing sites, blogs, micro-blogs, wikis, podcasts, forums, instant messaging and geo-spatial tagging (for example, Facebook check-ins). Please see below for our regulations regarding Social Media and feel free to contact our office staff if you have any questions.

- Please remember that your anonymity on Social Media is never guaranteed and to exercise particular caution when posts, images or videos identify children in your care.
- Remain mindful that your behavior on Social Media remains in keeping with Beyond Dance Project's code of conduct as outlined in chapter 6 of this handbook.
- Any comments or posts perceived to be obscene, defamatory, threatening, harassing, discriminatory or hateful towards Beyond Dance Project staff, students or families may subject the owner to disciplinary or legal action.
- Any content revealing or referring to sensitive studio information is not allowed to be shared online.
- Intellectual property laws (for example, costume design and choreography) must be observed by all studio patrons when posting online.
- While affiliated with our studio, (for example, images of your child in Beyond Dance Project uniform) we will not tolerate any posts that are racially, sexually, physically or religiously offensive.
- All matters pertaining directly to the studio – whether it be fees, scheduling, placements or performance opportunities – may not be communicated via Social Media. We have an open door policy and encourage all communication, complaints and feedback to be communicated to the directors directly.
- You may not post photographs / videos that feature Beyond Dance Project dancers other than your own online without the proven consent of their parent/guardian.
- Identifying information of any featured minors – including names, ages or location – must be removed when posting on Social Media.

**15/ Our Teachers / Faculty**

Finally, it's our pleasure to introduce our hand-picked faculty for 2026-2027! Our enthusiastic, passionate and dedicated teachers are thrilled to be a part of your family's dance journey this year. We are truly looking forward to growing together to mold this generation of skilled, confident, genuine and unique performers.

SARA FRANCES KOONTZ-PATEL



ALEX MINER





ANNA HALL



EMILY JOHNSON

GRACIE LINDER



SILVIA MULLINAX





CHRISTINA JOHNSON



JILLIAN EADDY

TIFFANY ADKINS

