# GRAND JETE STUDIO OF DANCE



24

# STUDIO — HANDBOOK

WWW.GRANDJETEDANCE.COM | 610-393-5225

DANCE | ACRO | GYMNASTICS

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#### 1 | Introduction

It's our absolute pleasure to warmly welcome you to our family at Grand Jete Studio of Dance. 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 questions 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 questions you may have. Nothing is too big or too small, we promise!  $\odot$ 

## QUICK REFERENCE STUDIO INFORMATION

Address: 17 E. Main st. Macungie PA 18062
Phone Number: 610-393-5225
Email: Grandjeteoffice@yahoo.com

Website: www.grandjetedance.com

## SHARE | LIKE | FOLLOW

Be sure to follow our social pages so you don't miss a thing!

Facebook: <a href="https://www.facebook.com/GrandJeteDance">https://www.facebook.com/GrandJeteDance</a>

Instagram: @gjdance

Youtube: Grand Jete Studio of Dance

## **SCAN OUR CODE**



#### 2 | Our Mission

To start us off, it's important to us at Grand Jete Studio of Dance 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.

Grand Jete is place where kids of all ages shapes and sizes learn to dance, tumble 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.

We are committed to passing on the passion of the arts to our students.

We are passionate about the growth of all inside of our classrooms.

We care about creating a safe, positive space for all who enter our facility.

We love sharing our ideas and creating goals for our students to achieve.

We embrace everyone of all levels, age and previous training.

We stand for sharing our ideas, creativity and knowledge to those around us.

We listen to the needs of our students.

We prioritize engaging students in a fun, unique environment with a kind and caring staff.

We promise to push our students to their greatest potential no matter their what their skill level is

We value positivity and encouragement in all of our classes

We focus on becoming individual artists with personal goals that can be achieved

We share a family focus and passion behind all that we do.

## 3 | Registration

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

Registration can be easy as 1, 2, 3! With our online services you are able to register via our website from the comfort of your home. Not sure what classes to register for? We are happy to assist! Call our office and we will get you squared away!

Our Early bird Summer registration offer not only means that you will receive a free summer tank top but it also ensures that in the event of classes reaching capacity before our season kicks off, you will be guaranteed a place in the class/es of your choice. Summer early bird registration ends April 1st 2024.

You can register online or in person and take advantage of the early bird special at Grand Jete Studio of Dance any time after our summer schedule release until April 1st 2024.

Our annual registration fee is \$25 per new family and \$20 for returning families for reoccurring seasons. The registration fee must be paid in full prior to the commencement of classes. Make sure you get your payment in via credit card, check or cash. Failure to pay your registration fee in time may result in losing your place in the class.

We encourage all of our students and families to try a variety of dance styles or tumbling classes and we are more than happy to accommodate trial classes for existing students who are wanting to try something a bit different. Please contact our office 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).

# **Referral Program**

\*\* REMINDER \*\* Don't forget - if you refer a friend or family member to enroll at our Grand Jete Studio of Dance, you'll receive a credit of \$15 to your account. Your credit will be applied once your referral has registered and participated in a season. Cannot exceed a credit of \$45 but we welcome everyone to join us!

#### PHYSICAL WAIVERS AND RELEASE FORMS

Release forms must be handed into the office to be put on file

This is to certify that my sons/daughters (names on the reverse side of form) have had a physical examination by a licensed physician within the last twelve (12) months and are free from any and all illnesses, or defects, which would inhibit any and all participation in the activities at GRAND JETE STUDIO OF DANCE LLC

We, the parents or guardians of the students enrolled consent to have the Grand Jete Studio of Dance LLC act in our behalf should an emergency situation arise and grant them permission to authorize first aid and/or medical attention.

We understand that all payments are due the first of each month, September through June, in ten equal payments as quoted in the tuition rate schedule. The studio has the right to charge 10% each month for late and overdue payments and a \$25.00 service charge for any checks returned from our bank. The costumes and tickets for the annual recital are the financial responsibility of each family, and all monies paid are non-refundable no matter what the reason. At the end of the season all final payments and accounts need to be at a zero balance in order to perform at the end of the year recital(s).

We again, understand that any and all monies paid for recital fees are not refundable and costumes cannot be cancelled or returned for any reason. Any student missing more than (3) three lessons during recital time or who misses the stage or dress rehearsals for the annual performance show will not be allowed to perform in the show and all cost will remain your responsibility. These stage practices are mandatory for all students, even if the posted dates change for rehearsals or show due to mis-printed information or theatre availability.

I have read and understood the school policies, brochure and tuition information that was handed out to each student. On the brochure form you have been advised of the studio's holiday closing schedule; it will be the parent's responsibility to record any closing dates concerning their child's class. During the winter months Grand Jete will do everything possible to reschedule cancelled classes. Grand Jete will not however be held responsible for any financial refunds for closings due to the weather.

Students will also be photographed and video recorded professionally during the Grand Jete Annual Dance Recital at the end of the season. Grand Jete reserves the rights to the photos and videos we produce at our performance from which Video copies are available for purchase. Photos of Grand Jete students may also be featured in the video, on our website, or our studio display boards. Law strictly prohibits unauthorized copying of this production or its photos.

#### 4 | Communication

By now you have probably noticed that we are BIG on communication here at Grand Jete Studio of Dance. It is our promise to respond to all inquiries within 24-hours and we will never leave a question unanswered. Our friendly office staff can be contacted at 610-393-5225 between 2:30PM-7:30PM Monday through Friday.

For convenience, our primary means of communication is via email. You will receive regular newsletters and 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. Don't forget to add our email address <a href="mailto:grandjeteoffice@yahoo.com">grandjeteoffice@yahoo.com</a> to your contacts so we don't end up in the dreaded Spam folder!

In the infrequent case of urgent information (for example, unexpected class cancellations due to weather, schedule changes or events), we will send an email, update our website and social media pages. So, for this reason, please make sure the email you have provided to the studio is correct and up-to-date.

Facebook and Instagram is a great way for us to keep in touch with a large number of people at once, so we encourage all families to like our page Grand Jete Studio of Dance and turn on your post notifications. These groups can be found at <a href="https://www.facebook.com/GrandJeteDance">www.facebook.com/GrandJeteDance</a> - IG - @gjdance\_ and will be monitored to ensure all content is appropriate and relevant.

We always display important information, dates and studio details on our Calendar in the lobby so please have a quick look when dropping off and picking up in case there is anything you may have missed. 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 610-393-5225 to chat with one of our helpful team members.

## 5 | Important Dates

We understand wholeheartedly how busy the lives and schedules of our 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 Newsletter Emails 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. All students are expected to participate in our annual recital in June. Mark your calendars!

Date	Event	Description	Who it involves
09/11	Fall Classes Begin	GJD begins our 18th season!	Dance, Acro & Gymnastics
10/16-10/21	Costume Measureme nt Week	All Students must attend class at the studio to be measured for annual recital costumes.	All students performing in recital
11/1	Costume Deposit payments Due	All upfront payments due today for recital costumes.	Families with students enrolled in recital classes
1/15	Final costume payments due	All final payments due today for recital costumes.	Families with students enrolled in recital classes
5/1	Final Shoe & Tight orders due	This is the last day for all shoe & tight orders for our recital	Parents & Students
5/20-5/24	Picture Week	Photos with Art of Dance Photo. Photos are not at the same time as your class time. Check Schedule	All students
6/17-6/22	Recital Week	Mark your calendars for Rehearsals and Recital Weekend	Everyone!

You can view our yearly calendar on our next page and also view it posted on our website via our calendar page.

#### September

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#### May

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#### June

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## 2023-2024

First and Last week of Classe
Holiday's GJD is open

	GJD PINK OUT Week

GJD Spirit Week

Costun	ne Mea	surer	nent	Week

Costume Measurement Week
Parents must attend meetings

	Costume Deposits/Balances Du	ıe.

GJD is closed for Holiday's

	Final Recital Tight/Shoe Orders Due

		Mandatory Tech/Dress Rehearsals
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#### To Avoid Confusion:

Yearly tuition has been divided Evenly into 10 equal payments made September-June for 35 classes. This includes picture week in May, stage rehearsals and recital for the month of June. There is no deduction for vacations or shorter months. There is no increase for months with 5 weeks.

Each day of the week has 35 classes throughout the entirety of the year including 1 free snow day. If there are no snow days classes will have 36 days for the year that includes 1 FREE class. The first snow day will not be made up. Additional snow days will be made up during spring break in March/April.

Please keep this with you to reference back for the entire year.

## 6 | Code of Conduct

To ensure the smooth, safe running of Grand Jete Studio of Dance and an enjoyable experience by all, below you will find our code of conduct. As always we provide a safe positive space for all who enter our facility. And we adhere to kindness as an integral part of our curriculum. 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. All parents for the classes allowed must wait in the waiting areas or outside of the studios until classes have been dismissed. This includes Creative Dance, Youth Level, Toddler Tumbling & Beginner Gymnastics ONLY.

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 picked up.

Any questions or concerns must go through office management - parents and students are not permitted to contact Grand Jete teachers via phone, in person, or via email / social networking with studio.

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 owners. Physical, mental, emotional or cyber bullying by parents, staff or students will not be tolerated and may result in dismissal from the studio.

Grand Jete Studio of Dance 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.

Grand Jete management reserves the right to change teachers or timetabling when necessary at any time throughout the year.

Choreography, costuming, class material and studio policies remain the intellectual property of Grand Jete and may not be reproduced or sold by any students, parents or staff without permission.

## 7 | GJD Programs

## **Preschool Programs**

<u>Creative Dance</u> is an introduction to classical ballet using creative, imaginative roleplaying and fun props. This class may involve pretending to be animals, playing instruments to learn rhythm, balancing, skipping and running and techniques using / scarves/ribbons to develop their hand-eye coordination. This class is suitable for both boys and girls who are having so much fun that they don't even realize that they are learning the fundamentals of ballet technique along the way.

<u>Tumbling Tots</u> is a great class for our 3-5 year olds. Our students will learn basic tumbling skills while working on hand-eye coordination and balance. Classes also incorporate balance beam drills, open floor tumbling and air track exercises

<u>Pre-School Acro</u> is a class for our older preschoolers who are 4-6 years and about to get ready to start Kindergarten. This class will focus on fundamental acrobatic technique as well as dance technique, flexibility, balance and Contortion. Requirements are all students to take dance technique classes along with this program.

## Mini/Petite Programs

<u>Combination Classes:</u> This high energy class focuses on 3 genres of technique including, Ballet, Tap & Jazz. A continuation from our preschool program, intro to jazz fundamentals, turns, leaps & flexibility

<u>Move & Groove Hip Hop:</u> An upbeat class that explores different Variations of Hip Hop including, old school, basic breaking, tutting & isolations. With Age appropriate music and so many fun exercises your dancer is sure to be moving!

<u>Broadway Bound:</u> Bringing Broadway into GJD! This class focuses on Acting, Singing & Dancing Technique. This class will also learn improv skills & acting exercises to explore the broadway shows we know and love

<u>Light Lyrical</u>: This class combines the technical elements of classical ballet with the freedom, fluidity, expressiveness and airier aspects of movement. A lovely learning experience for all of our students

<u>Contemporary:</u> A fun class that combines elements of several dance genres including modern, jazz, lyrical and classical ballet. Dancers will also work on versatility and improvisation skills.

<u>Turns & Leaps:</u> An additional class for continuing growth and stength. Our students focus on turn technique, leap skills and drills, and strengthening so they can jump HIGHER and turn LONGER.

Junior/Senior Additional Programs

\* the programs listed above are available for Jr/Sr Level along with singular Ballet, Jazz & Tap Classes.

<u>Urban Contemporary:</u> A unique one of a kind that class that is strictly movement and variation of contemporary and inclusive styles.

<u>Modern:</u> This class focuses on Horton, Graham and additional technique. Students will learn Laterals, flat back, swinging movements, under curves, variations & Choreography. If you plan on dancing in college, this is the class you need!

<u>Radar:</u> A one of a kind program that enhances turns, leaps and flexibility. Miss Arenda has followed this program since 2014 and has seen a huge success with all of her students who continue to take this class under her direction. Take your technique to the next level! (available for Mini-Senior Levels)

## **Recommendation Only Programs**

<u>Pre-Pointe</u>: Pre-Pointe is a Ballet strengthening class for ages 10+. This class focuses on ankle and strength exercises for students who want to begin Pointe Training. Students must take a technique ballet class along with pre-pointe

<u>Pointe:</u> This class is offered once a student has completed the Pre-Pointe program and has been recommended for Pointe Classes. Students must take ballet technique class along with pointe. Beginner-Advanced Levels

#### Acro Program

<u>Acrobatics:</u> We've known for a long time that kids love nothing more than attempting and perfecting new "tricks.". Our Acro class is taught by our fully qualified Instructors and the class levels for this discipline are skill-based. The levels are beginner, intermediate and advanced and once our students have mastered the skills in their level they move up to the next allowing them to develop their skills at their own pace. All Acro classes have quarterly reviews and progress card that must be completed before moving into a new level. All acro students must take Ballet and Jazz technique along with this class. Contemporary or lyrical are highly recommended.

#### **Gymnastics Program**

<u>Gymnastics:</u> Students will learn continue tumbling skills while working on hand-eye coordination and balance. Classes also incorporate balance beam drills, open floor tumbling and air track exercises with qualified instructors. All class levels for this discipline are skill based. The levels are beginner, intermediate and advanced. With individual attention and smaller classes our gymnasts are able to set personal goals in the classroom as they continue to develop their skills.

You can view our full list of programs via our website by clicking here

## 8 | Safety

With the safety of our families a number one priority, Grand Jete Studio of Dance 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 office management staff who will happily assist you.

We have video observation within the studio rehearsal space which can be checked by parents and family members from the comfort of our lobby area. All of our teachers and staff members have undergone official checks allowing them to work with children.

The directors and staff at Grand Jete are educated in the negative impact of inappropriate music and costume selection when it comes to performing routines and are wholeheartedly committed to ensuring children in all of our routines are not subjected to any inappropriate songs or costuming.

Our staff members have all been trained in first aid. We enforce a nut-free policy at the studio to ensure the safety of any students or parents with allergies to nuts or nut products. We ask that all students come to class with their own water bottle and do not allow food in our lobby area.

Grand Jete 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.

You will find within our enrollment paperwork a public liability Waiver. Please read this document carefully and sign it prior to the commencement of classes so you fully understand the rights and responsibilities of your family and our studio.

VIEW OUR REQUIRED WAIVERS BELOW

Covid 19 Required Waiver

**GJD Required Waiver** 

Both waivers must be on file for class participation at Grand Jete

## 9 | Privacy

When you purchase a product or class service with Grand Jete Studio of Dance 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 may occasionally use your information to promote and market to you through email which we consider may be of interest to you unless you contact us and tell us not to do so.

We will never 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 paper or 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, please contact our office on telephone

# 10 | Scheduling

Scheduling 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 schedule for 2022-2023 and please contact us if you have any questions at all.

2022-2023 Class Schedule

#### 11 | Dress Code

At Grand Jet Studio of Dance, we believe that wearing a dress code give students a sense of belonging to our family as well as creating an identity for our studio in the greater community.

Our dress code also:

- Encourage discipline
- Help students resist peer pressure to buy stylish clothes for class
- Help identify non-students in the studio
- Diminish economic and social barriers between students
- Increase a sense of belonging and school pride
- Improve attendance

Uniforms can be purchased year-round from the studio office. GJD gear is also available on our online store. <a href="http://coachsassistant.gtmsportswear.com/grandjete">http://coachsassistant.gtmsportswear.com/grandjete</a>

Please ensure all parts of your child's belongings are clearly labelled - you'll be amazed at the amount of lost property we generate!

Further style-specific requirements are as follows:

**Ballet**- Ballet students must have the proper ballet shoes which can be purchased from GJD. You will also need pink ballet tights and a full leotard.

**Combination Classes**- Students require Tan Tap/Jazz shoes and Ballet shoes. Students may wear any colored leotard, pink or tan tights.

**Hip Hop**- Students require Revolution High Top Sneakers along with any combination of shirts, crop tops, shorts or pants that are slim fitting. No baggy clothing.

**Lyrical/Modern/contemporary**- Students can wear bare feet or pirouettes for this class. Our Beginner/Intermediate Lyrical and Contemporary classes are required to wear Revolution Pirouettes. Junior & Senior Classes are to wear bare feet. Modern is Bare Feet

**Gymnastics**- Students do not need footwear for this class. They must wear a leotard, biketard, or two piece set with their hair tied back so that they cannot get it caught or tangled in any way. Shorts are optional along with slim fitting tops.

**Acro**- Students do not need footwear for this class. They must wear a BLACK leotard, biketard, or two piece set with their hair tied back so that they cannot get it caught or tangled in any way. Shorts are optional.

You can view more on our dress code via our website by clicking here

# 12 | Tuition Rates

Please find below the tuition rates for 2022-2023. Feel free to contact our office staff if you have any questions.

Hours Per Week	Tuition per month
.5	\$55
.75	\$60
1	\$65
1.25	\$76
1.5	\$84
1.75	\$93
2	\$103
2.25	\$109
2.5	\$119
2.75	\$126
3	\$131
3.25	\$144
3.5	\$152
3.75	\$162
4	\$167
4.25	\$183
4.5	\$191
4.75	\$201
5	\$211
Private Lessons	\$110 Per Month
Duet/Trio Lessons	\$85 Per Month

We offer the following options for fee payment:

**Payment in Full** - Patrons that would like to pay the year in full will receive a 5% discount on their tuition. This offer is only good until the end of our first week of classes. Partial Payments are not included in this offer.

**Upfront Payment** - you will receive your monthly invoice prior to the commencement of the month. Payments for these fees in full are due by the 1st of the month. Payment options include cash, check and Auto Payment to avoid late fees.

Overdue fees will accrue a late fee of \$15 along with past due fees. If fees remain unpaid in week 4 of classes students will not be permitted to participate in their lessons and will be dropped off of their roster.

**Auto Payment** - This is our most popular and simple payment method, in which you may choose to pay your fees in monthly installments through our system.

**Please note:** All students are invoiced throughout 10 months of our season so your invoice will be the same each term unless you change classes. If you decide to withdraw from classes mid-term for any reason, you will still be charged for the entire invoiced period.

**Refunds:** There are **NO** refunds or credits for missed lessons. Classes must be made up within 2 weeks of the missed class. All attendance is recorded and parents must abide by our make up class policy. If you fail to make up your class within the 2 week period you will not be able to make up that class.

#### Withdrawal

- -GJD requires 2 week notice before the 1st of the month to discontinue any classes.
- -Withdrawal must be done in person and will not be accepted by email or phone.
- -Withdrawal must occur before the 1st of the month to avoid any reoccurring charges for tuition.
- A refund will be credited if notified before the 7th of the month and the student does not attend class.
- -Any withdrawals after that date is deemed NON-REFUNDABLE as you are holding a spot on our roster.

\*\*If a refund is issued the studio will send out a check within 30 days\*\*

If you wish to withdraw from classes at Grand Jete, it is a requirement that you fill out withdrawal paperwork.

#### 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 office management as soon as you can so they can let the teachers know and preparations can be made to catch up on any missed work.

Unfortunately we are unable to accommodate make-up sessions for students who miss classes for the month of May and June as we gear up for our annual recital.

#### **Snow Days:**

Yearly tuition has been divided Evenly into 10 equal payments made September-June for 35 classes. This includes picture week in May, stage rehearsals and recital for the month of June. There is no deduction for vacations or shorter months. There is no increase for months with 5 weeks.

Each day of the week has 35 classes throughout the entirety of the year including 1 free snow day. If there are no snow days classes will have 37 days for the year that includes 1 FREE class. The first snow day will not be made up. Additional snow days will be made up during spring break in March/April. Please keep this with you to reference back for the entire year.

## 14 | Social Media

Grand Jete Studio of Dance's Social Media Policy refers to all social networking sites, video/photo sharing sites, blogs, 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 Grand Jete'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 Grand Jete's staff, students or families may subject the owner to disciplinary or legal action.
- Should you wish to engage on Social Media while identifying as a studio volunteer or employee, you may only do so with integrity, respect, and adhere to privacy and confidentiality policy.
- 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, class notes and handouts) must be observed by all studio patrons when posting online.
- While affiliated with our studio, (for example, images of your child in GJD's uniform) we will not tolerate any posts that are 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, concerns and feedback to be communicated to the directors directly.
- We encourage parents / students and teachers to follow our GJD and professional teaching pages. We consider all studio members to be family and as such feel the obligation to respect and monitor personal boundaries. So following our professional pages only and not our personal.
- Families found to be engaging in 'hidden' or 'private' groups formed for the specific purpose of discussing studio matters will be encouraged to follow our current Facebook group for public discussion and warned against discussing Studio matters in

their private online groups.

- Photos or Videos taken from performances or rehearsals may NOT be posted online until the end of our season.
- Identifying information of any featured minors including names, ages or location must be removed when posting on Social Media as this is for the safety of your children.

#### Monitoring:

Social Media including Facebook, Instagram and Tik Tok and even text messages should be monitored by the parent. If there are any cases of cyber bullying, harassment etc. we ask that first parents discuss amongst themselves prior to bringing it to our attention to be resolved.

In the case of any circumstances and a meeting is to be called GJD will require documentation of conversations prior to moving forward.

We are here to teach dance/gymnastics and share our love of the arts. We by no means can monitor what is posted or said through social media. This includes communication through texting. It is up to the parents to be aware of any circumstances and resolve with additional parties.

## 16 | Our GJD Team / Faculty

Finally, it's our pleasure to introduce our faculty for 2023-2024! Our enthusiastic, passionate and dedicated teachers are thrilled to be a part of your family's dance and Gymnastics journey this year. We are truly looking forward to growing together to mold this generation of skilled, confident, genuine and unique performers.

Miss Arenda

Miss Jerri L. Brown



Miss Amanda





**Miss Taylor** 

Miss Aiala

Miss Melissa Z







Miss Maggie

Miss Kaela

Miss Laura





