

The Protocol School of East Texas
3888 SH 43 East
Henderson, Texas 75652
(903) 646-3055

Intensive Dance Co.

Owner and director: Cindi Rains

Instructors: Kilgore College Rangerettes and Guest Instructors

MISSION STATEMENT:

The mission of The Protocol School of East Texas – dba Intensive Dance Co. is to provide a disciplined and comprehensive dance program that focuses on traditional ballet technique as well as provides opportunities to strengthen one's dance performance.

- Classes are 1½ hours in length to accommodate for shorter months or long holidays (Nov. & Dec. & Jan.) A calendar of classes will be given out at the beginning of each month.
- Participation in each class is **mandatory**. After the third (3rd) absence and after review of circumstances, the student may be placed on the waiting list and another student moved up to take the previous student's place.
- Please be at the studio five (5) minutes early to prepare for the class. The instructors will begin promptly with a comprehensive stretch followed by ballet and jazz combinations. **Correct stretching is as important as correct instruction.** This can only be achieved by being on time and ready to dance.
- To contract for a private lesson or for choreography, please contact Cindi Rains – Intensive Dance Co. (903) 646-3055. The student is obligated to fulfill her reservation for a private. Failure to do so will result in a \$20.00 payment for the instructor's time.
- As of the 2008-2009 year, to allow for sound and structured pedagogy, the maximum students in each class is ten to twelve (10 to 12): class size may vary according to skill level of incoming students. This is solely left up to the discretion of Cindi Rains and the instructor. Please do not complicate matters by arguing on your child's behalf as to her level of expertise.
- The primary style of dance is ballet: the discipline of ballet challenges the student physically and mentally, **for it is the foundation for all other types of dance.** It enhances flexibility and control for any athlete. IDC stresses the importance of correct foundation so that students have opportunities to develop necessary skills to meet their potential in dance.
- Payment is due on the **first lesson of each month**. A calendar of payments is included in this packet. The Protocol School of East Texas will charge \$25.00 plus original tuition **for each week** the tuition is late. Being that IDC pays its instructors twice a month, this procedure is

non-negotiable. Please be gracious enough to pay on time with either **a legitimate check or a money order**; neither an instructor nor I will take cash as a payment. Make checks payable to **Intensive Dance Co.**

- Payment for private lessons is due **at the beginning of the session**. Sessions are one full hour. If the student schedules a private and either cancels less than 24 hours before the reservation or fails to show up for the private, the student is still obligated for \$20.00 of the private's payment. Make check payable to **Intensive Dance Co.**
- Payment for choreography and routine instruction is **due in four equal payments of \$100.00**. There are 6 individual hour sessions: 4 = routine instruction; 2 = polishing. Make check payable to **Intensive Dance Co.** Payment includes receiving professional notes of routine.
- If you have any questions or comments about the instruction, please contact Cindi Rains with your concerns. I will weigh the matter before speaking to the instructor/s. Unless you feel that you are not being serviced appropriately, **please do not interfere with instruction or make deprecatory comments concerning the instructor/s or the fellow students**. We strive to run IDC professionally and with utmost integrity.
- **Attire** for dance is simple. Please adhere to these essentials:
 - Black leotard (no midriffs).
 - Black/pink tights or dance pants/capris. Please do not purchase dance shorts or bike riding length pants, **for they will not be allowed to wear them during practice. We do not wear shorts over tights or pants.**
 - Jazz shoes. Any color or style will suffice. Or, dance paws are acceptable.
 - Aerobic/athletic shoe. Any color or style will suffice.
 - Hair pulled **completely** away from the face. **PARENTS, PLEASE HELP ME WITH THIS CONCERN.**
 - No jewelry whatsoever.
 - The following items are optional: ankle supports, knee supports, , dance belts, leg warmers, sweatbands, and **warm-up pants, warm-up shirts/jackets.**
 - Please wear an appropriate sports bra.
 - Please avoid wearing panties.
- Water is the **only beverage allowed inside IDC**. Please bring only bottled water. There will be bottled water to purchase for .50. Please bring correct change to pay the instructor. The students will be given one 5-7 minute break to rehydrate and change shoes. **Please make sure they have water.** Please take the bottles home with you, as there will not be a trash receptacle.
- **PLEASE AVOID DROPPING YOUR DAUGHTER/S OFF AT THE STUDIO ANY EARLIER THAN 10 MINUTES BEFORE THE APPOINTED CLASS TIME.**
- Parents may attend practice the **last 10 minutes of each class**. You may watch from the viewing room office only. Please refrain from interfering or interrupting the session.
- Parents need to be **waiting** for their daughter at least five (5) minutes before class is finished. Students will not be allowed to wait for parents outside the studio.

- The ballet portion is intense and requires discipline; therefore, it is usually not the student's favorite area of dance. Please encourage your dancer to attempt/master this area before pursuing jazz/hip-hop or a more modern form of dance. Good technique makes all the difference between being a **good** dancer and a **great** dancer.
- If your dancer is sore from stretching and moving, encourage her to take a warm (**not hot**) shower and then **restretch** before bedtime.
- If you believe your dancer has an injury, please pack the area with ice, offer an anti-inflammatory, and watch closely. **DO NOT PUT A HEATING PAD ON THE AREA UNLESS A PHYSICIAN REQUESTS IT.** Most likely, the dancer is sore and will work the soreness out within a few days. IDC takes every precaution to warm up appropriately, model the correct form, and instruct accordingly; consequently, injuries are less likely to take place.
- Hazing or any other form of applying pressure according to seniority will not be tolerated. IDC dancers are equal in all aspects of the class. Regardless of one's affiliation with a drill team or officer line, each student is equal when attending an IDC class. Affiliation with IDC can/will be discontinued if such practices occur during practice times. This, above all other terms/ stipulations, will be strictly enforced.
- **The Protocol School of East Texas dba Intensive Dance Co. is not responsible for any injuries occurring on the way to practice, any injuries at practice, nor any accidents occurring on the way home from practice. If/when the classes travel to performance opportunities, whether as a performer or spectator, The Protocol School of East Texas dba Intensive Dance Co. is not responsible for any injuries occurring on the way to those performances, any injuries at those performances, nor any accidents occurring on the way home from those performances.** *Every effort is made for safe and thorough instruction. Please advise your dancer to pay attention and practice within her means of dance maturity.*
- It is the parent's responsibility to review this contract with the dancer/s periodically. The instructor should spend her time instructing, not reminding or reprimanding.
- **Please do not send any of the following in to the dance studio with your daughter:**
 - Toys of any kind
 - Electronic devices (phones are acceptable as long as they are turned off.)
 - Heelies, skates, skateboards, etc...
 - Food
 - Drinks other than bottled water
 - Excessive bags of "stuff"
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- Please be aware that we have another business going on in the building (massage therapy); therefore, when entering the building, we need to keep the noise level to a minimum.
- Thank you so much for choosing Intensive Dance Co. – THE company with **The Ultimate Dance Experience.**

The Protocol School of East Texas
dba Intensive Dance Co.
Cindi Rains

I _____ have read the rules and stipulations regarding the operations of The Protocol School of East Texas dba Intensive Dance Co. and agree to the terms set forth for my daughter _____ as a/n Apprentice / Junior / Senior dance student. **I will encourage her to put forth full effort during practice as well as attend all classes with a willing and positive attitude.**

I understand that my daughter's scheduled dance contract can/will be discontinued for any behavior problem, for three absentees, or for any other discretionary problem that is brought to the attention of the instructor or owner.

Parent/Guardian's signature _____ Date _____

Student's signature _____ Date _____

Please turn this contract in to Cindi Rains or the instructor by the first class.

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3888 SH 43 East
Henderson, Texas 75652
(903) 646-3055
cindirains@yahoo.com

The Protocol School of East Texas
&
Intensive Dance Company

I _____ (parent / guardian) of IDC dancer _____ do hereby understand and agree to the follow terms of responsibility on behalf of The Protocol School of East Texas dba Intensive Dance Company.

The Protocol School of East Texas dba Intensive Dance Co. is not responsible for any injuries occurring on the way to practice, any injuries at practice, nor any accidents occurring on the way home from practice. If/when the camper/s travel to and from home or performance opportunities, whether as a camper, performer or spectator, The Protocol School of East Texas dba Intensive Dance Co. is not responsible for any injuries occurring during travel, whether to the camp or back and forth to practices at various gyms and studios, nor any accidents occurring while traveling back to her home from those places. Parents / guardians are solely responsible for all treatment, therapy, rehabilitation resulting from such injuries. Every effort is made for safe and thorough instruction. Please advise your dancer to pay attention and practice within her means of dance maturity.

Please have this signed and notarized. You may bring it to the studio along with the contract.

Parent / Guardian

Date

Notary's signature

Date

Notary's Stamp