



St. Charles Dance Academy  
Dance Company Handbook  
2022-2023



**2022-2023 Company Staff**

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**Communication**

All official communications regarding the Company program will be to/from the Dance Coordinator at [redwards@stcparks.org](mailto:redwards@stcparks.org) (update coming soon). Occasionally you may receive videos/music from [stcparksdance@gmail.com](mailto:stcparksdance@gmail.com).

Opt in to occasional text reminders, including important updates on competition days:

- 1) Email [redwards@stcparks.org](mailto:redwards@stcparks.org) telling me you want to receive text reminders, with your cell phone number  
OR
- 2) Text @7864 to the number 81010

Company Parent Jessica Dirck runs an unofficial, private facebook group for our Dance Company. Helpful updates, reminders, tips, and photos are posted here. Please contact her to be added.  
[Jdirck2011@gmail.com](mailto:Jdirck2011@gmail.com)

**Becoming a Member of the Dance Company**

Auditions take place twice annually. Dancers must be at least aged 6. Placement in Dance Company Pieces is based on the following criteria at auditions:

- Skill execution, technique and performance abilities
- Maturity, enthusiasm, attitude, behavior, and commitment level
- Ability to pick up and retain choreography at auditions
- Ability to attend majority of rehearsals and performances
- Staff expertise regarding competition and season success

After September auditions, dancers will be notified within 1 week via email regarding their placement and with registration instructions.

*Dancers who attended May auditions may be asked to return for part or all of September auditions.*

**Competition Team Information**

- Placement decisions and registration instructions are sent via email within 1 week from auditions
- Sept-May – perform monthly at local events, Park District Showcases, and 3 competitions
  - dancers are required to dance a minimum of 4 hours weekly
  - *solos/duets/trios do not count towards 4 hour weekly minimum*

**2 REQUIRED Hours** for ALL Competition Team dancers:

- 1 hour: Large Group/Tech Rehearsal - Mondays (co-taught by company instructors, time split between rehearsing large group piece and technique practice)
- 1 hour: Technique Class -  
CHOOSE either: Tues Ballet/Jazz technique OR Wed Strength/Conditioning

**SMALL GROUP** pieces:

- After Sept. 6 auditions, dancers may be placed onto 1-4 small group pieces
- Dancers are required to be on at least 1 of the small group pieces (in addition to the above **Required** list)

**RECITAL** classes:

- If a dancer is only placed onto/participates in 1 competition team small group piece, their 4<sup>th</sup> weekly hour requirement must be a Recital Program class of their choice
- If a dancer is in 2-4 small group pieces, a Recital Program class is still encouraged, but not a requirement

**SOLOS, DUETS and TRIOS**

- After 1st full year on team, parents and dancers will be invited to fill out a form with genre preferences and schedule availability. This will be sent to eligible parents mid-September once the teams are finalized.
- Filling out the form does not guarantee placement
- Rehearsals are 30 minutes each and run weekly October-April
- Must be currently enrolled in, or have been enrolled in, a recital class OR competition small group in the performing genre in the last year to qualify for a solo/duet/trio in that genre.

*Dance Company Staff can make recommendations on what technique/recital classes dancers should enroll in.*

\*All fees include all rehearsals, performance/competition fees, and 1 costume (no costumes for tech only classes)

Monday	Class	Instructor	Code	Fee
5-6pm	Competition Large Group & Tech	SC, KM, KB	30296	RES \$270/NR \$320
6-6:45pm	Competition Jazz - Amethyst Team	SC	30290	RES \$770/NR \$820
6:15-7:15pm	Performance Team 2	KM	30297	RES \$525/NR \$575
6:45-7:30pm	Competition Jazz - Opal Team	SC	30291	RES \$770/NR \$820
Tuesday	Class	Instructor	Code	Fee
5-6pm	Ballet/Jazz Technique	LM	30253	RES \$190/NR \$240
5-5:45pm	Performance Team 1	AC	30298	RES \$465/NR \$515
Wednesday	Class	Instructor	Code	Fee
5:15-6pm	Strength & Conditioning	SC	30400	RES \$190/NR \$240
Thursday	Class	Instructor	Code	Fee
5:30-6:15pm	Competition Hip Hop - Ruby Team	KM	30292	RES \$770/NR \$820
5:30-6:15pm	Competition Lyrical/Contemporary - KB Turquoise Team		30294	RES \$770/NR \$820
6:15-7pm	Competition Hip Hop - Jade Team	KM	30293	RES \$770/NR \$820
6:15-7pm	Competition Lyrical/Contemporary- KB Quartz Team		30295	RES \$770/NR \$820

**\* NO CLASS OCT 31, NOV 21-26, DEC 22-JAN 4, MAR 27-APR 1**

**Company Picture Day**

Sunday, October 16 at Pottawatomie Community Center

- Dancers should wear spaghetti strap black tank top or leotard and black leggings

*Individual Headshots*

- Inside, on backdrop, from the shoulders up

*Group Photos*

- Weather permitting, will be taken outside. Full group and all small groups.

**Required Items**

Company dancers are required to purchase the following items if they do not already have them:

### Rhinestone Earrings:



- Can purchase similar look on own, or contact dance coordinator to order

### Shoes:

- For all genres will be determined with song/costume selection and be communicated to parents at a later date

### Leotard:

- Black spaghetti strap leotard

Apparel can purchase on your own, or through dance coordinator by filling out a **pink apparel form**. Orders are placed on the 1<sup>st</sup> of every month.

### Optional:

Branded Team Apparel info coming soon!

### Dress Code- *please make note of these – continued infractions will not be accepted*

- Sweatpants and jackets may be worn at the beginning of class, but should be removed after warm ups for proper technique assessment and movement capabilities.
- Form-fitting dance or athletic wear is required. This includes but is not limited to: Sports bra, leotards and tights, athletic leggings, shorts, capris or pants, yoga pants, athletic tank tops or t-shirts.
- A nude sports or performance bra is a good investment for those needing support under their leotard or costumes, but is not required.
- Hair must always be pulled back and secured out of face during practices. Bun preferred.

## Attendance, Commitment, and Comportment

- If you are going to be absent from a competition, performance or practice, please email Dance Coordinator at [redwards@stcparks.org](mailto:redwards@stcparks.org) (update coming soon) as soon as possible.
- Attendance and punctuality are important aspects of membership on the company team. If multiple practices or performances are missed or chronic lateness becomes a problem, it may affect the dancer's participation in future performances.
- Come to rehearsal on time and prepared.
- It is the dancer's responsibility to learn any missed choreography, whether this be via video from rehearsal, learning from a co-team member, or purchasing a private lesson with the instructor.
- When a dancer is late to practice, for their own physical safety and to avoid injury due to not properly warming up, they may be asked to sit out and warm up/stretch while they observe.
- Dancers **must** bring water bottles to practice.
- Phones must be secured in dancers' bags and may not be accessed at any point during rehearsal.
- Limit consumption of snacks. If a dancer must eat it needs to be done between class/rehearsal blocks **with instructor permission**.
- Dancers should put forth their best effort to learn and improve by paying attention, being respectful of their instructors and peers, focusing to the best of their ability, and being open to and applying corrections to their dancing.
- *When dancers have behavioral or emotional difficulties, our staff is always there to support them and parents and work through things together.  
We can meet with you whenever you need and make a plan together for a successful season.*

## Competition Information

Dance Company normally participates in several local community performances and 3 competitions. Schedules are subject to change. Performances and competitions are most commonly held on weekends, which can include Fridays, Saturdays and/or Sundays.

Performance and competition information, such as call times, event location and performance times will be shared via email once distributed by the event directors.

This typically happens about 1 week prior to a performance or competition.

Please ensure your dancer(s) arrives at the specified call times on time to avoid missing performances.

## Important Dates and Events

*All dates are subject to change.*

*When a 3 day range is given, dancers are usually only scheduled for 1 of the days and it is usually Saturday or Sunday. We do not find out exact days/times until about 1-2 weeks prior to the event.*

Event	Date
Scarecrow Fest – Lincoln Park, St. Charles	Friday, October 7, 12:00pm
St. Charles Electric Lights Parade	*likely Saturday, November 26, 5:30 pm
Dance Academy Winter Showcase- Haines Gymnasium– <i>likely, recital classes only</i>	Sunday, December 18
Dance Company Showcase – Haines Gymnasium	Sunday, January 29
Dance Idol – Des Plaines	February 3-5
Imagine Dance Challenge- (2022 was in Oswego)	March 24-26
Turn It Up Dance Challenge – Midwest Conference Center, Northlake, IL	April 21-23
Dance Academy Spring Recital – Norris Cultural Arts Center	Saturday, May 13

## Costumes

The Dance Coordinator and Company Choreographers will choose costumes for group pieces. Dance staff will measure all dancers during rehearsal times. Costumes are ordered based on dancer measurements, costume availability, and costume company size charts, allowing for growth.

We usually receive costumes in time for the January showcase. They are distributed as they are received. Performances prior to January will be with coordinated outfits - details will be communicated via email.

**Tights:** Each dancer will receive one pair of performance tights for the season, included with the costume fee. If dancers need additional tights, please **fill out a pink apparel form**, and submit it with payment at the PCC front desk. Orders are placed the 1<sup>st</sup> of each month.

**Costume care:** Once received, label all costume pieces and shoes with your dancer's full name. Store and transport costumes in a garment bag to avoid any damage.

**Shoes:** Based on piece genre- see "required items" section

## Hair and Makeup

Dancers will be required to be in full stage make-up and hair for all performances. Please see pictures below for last year's hair and makeup requirements – this year's will likely be similar but may be updated at a later date.

If masks are required for a performance, dancers only need to do eye makeup.

### **Hair:**

Middle part, low center bun.



**Makeup:** Silver eyeshadow on lid, black matte eyeshadow in crease and corners, black mascara on top and bottom lashes, black eyeliner, blush in cheek hollows, and bright “fire engine red” lipstick.



### **Dance Sibling Program**

Company Dancers will be paired with other dancers to act as “dance siblings.” This is a fun way for the dancers to bond, show team camaraderie, support one another, and help each other at competitions, performances and practices. Pairings generally purchase or make small gifts for each other for holidays and year-end, as well as making signs of encouragement at competitions. Reminders for these events will be emailed. Sibling pairings can also help each other in additional, unlisted ways. :D

We will also pair Competition Team dancers with Performance Team dancers, to facilitate those relationships and teach them about the program! (Competition Team dancers may have 1 Competition Team Sibling and 1 Performance Team Sibling!)

Please fill out this form with your dancer, so “siblings” can get to know each other better!  
<https://tinyurl.com/22-23DanceSiblings>

Sibling pairs will be announced at a later date.

### **Dance Instructor In Training Program**

An additional opportunity we offer our Company members aged 11 and up, who have been on our Dance Company for at least one year. Once the recital season classes are up and running, parents of eligible dancers will receive an email with scheduling options, and dancers can sign up to be an assistant teacher to our Dance Staff. They will observe experienced teachers in action, help manage classes, demonstrate skills, and have opportunities as the year progresses to assist with choreography and teaching. Whether your dancer might become a dance teacher themselves one day or not, this is a great opportunity for dancers to learn what it takes to manage and teach a successful class, to build confidence as a leader amongst peers, and it’s also a great opportunity for us to promote our Dance Company dancers and program in the community.

### **Team Spirit Wear**

St. Charles Dance Company logo apparel (with personalized name options) are will be available soon after the season begins. Information will be sent with details as soon as we have them. Purchasing apparel is encouraged, but entirely optional.

### **Posting Videos**

Parents and dancers may not publicly post any videos of choreography or rehearsals until the piece’s first public performance of the season.

**We are excited for the new season, and for continual improvements to the structure of our Dance Company Teams. Thank you for your support!**





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ONE CALENDAR TO RULE THEM ALL

September 12 – classes start  
October 7 – Scarecrow Fest  
October 16 – All Company Picture Day at PCC  
October 31 – no classes  
November 21-26 – no classes  
November 26 – Electric Light Parade  
December 18 – Winter showcase- likely only recital classes  
December 19 – during 5-6 pm group rehearsal, Holiday Party. Performance Team invited.  
December 22-January 4 – Winter Break. Classes resume Jan. 5  
January 29 – All Company Showcase  
February 3-5 – Dance Idol  
March 24-26 – Imagine Dance Challenge  
March 27-April 1 – Spring Break. Classes resume April 3.  
April 21-23 – Turn It Up Dance Challenge  
May 8 – Last Day of classes, if no make-ups needed  
May 12-13 – Rehearsal and Recital  
May 15 – 5-7 pm- All Company- Year End Celebration