



Elmhurst Park District

2023

Dance Handbook

## Welcome

Elmhurst Park District is proud to offer wonderful opportunities for self-expression through dance. Dance enriches participants' lives in so many ways; it can instill confidence, improve flexibility and balance, develop rhythm, create a sense of freedom to express one's self, provide an outlet for socialization, enhance memorization skills and so much more.

## Meet the Staff

Maria Dirkes – Dance Coordinator

Erin Lee – Program Supervisor

Ashley Pratscher – Division Manager of Recreation

Priscilla Dixon – Dance Instructor

Dianne Hain – Dance Instructor, Tree Town Tappers Director

Donna Kajtsa – Dance Instructor

Chloe Lamb – Dance Instructor

Emma Rutherford – Dance Instructor

Bonnie Smith – Dance Instructor

Anastasia Vilona – Dance Instructor

## Communication

If you have questions or concerns regarding your dancer's class, please call or email the Dance Coordinator. Please note we will periodically hand out flyers or forms after class. You will also be able to access these forms on the EPD dance webpage. Any class updates will be sent via email. Please be sure to check your email before each class.

**Maria Dirkes** – *Dance Coordinator*

Email: [mdirkes@epd.org](mailto:mdirkes@epd.org)

**Erin Lee** – *Program Supervisor*

Phone: (630) 993-8967 Email: [elee@epd.org](mailto:elee@epd.org)

**Ashley Pratscher** – *Division Manager of Recreation*

Phone: (630) 993-8910 Email: [apratscher@epd.org](mailto:apratscher@epd.org)

**Wagner Community Center**

Phone: (630) 993-8900

## Dress Code

We require all dancers to wear the proper dance attire while attending classes. Listed below is the acceptable dance attire for all classes. **ABSOLUTELY NO OUTSIDE SHOES ALLOWED DURING CLASS.** We also recommend that each dancer to bring a water bottle to class and a bag to store personal items.

- Hair must be secured away from the face.
- Hair in a bun for ballet, jazz, lyrical and contemporary classes.
- No jeans in any dance class.
- No street shoes are to be worn on the dance studio floors.

**Ballet, Bitty Ballet & Itty Bitty Ballet:** Leotard or skirted leotard, tights and ballet shoes.

**Combo I, Combo II, & Ballet & Tap:** Girls: Leotard or skirted leotard and tights. Ballet shoes and black tap shoes. Boys: Solid colored t-shirt and athletic-type shorts. Black ballet shoes and black tap shoes.

**Jazz & Tap Combo:** Girls: Leotard or skirted leotard and tights or fitted jazz pants, capris or leggings. Tan leather jazz shoes and black tap shoes. Boys: Solid colored t-shirt and athletic-type shorts or pants. Black leather jazz shoes and black tap shoes.

**Jazz & Lyrical/Contemporary:** Black leotard or fitted tank top, black fitted jazz pants or shorts, capris or leggings, and tan leather jazz shoes.

**Hippity Hop:** Clothes they can move in, t-shirts or leotards, leggings or shorts, dance sneakers or clean sneakers.

**Hip Hop:** Girls: Fitted tank top, t-shirt or leotard, fitted jazz pants or shorts, capris or leggings. Black dance sneakers (sometimes called jazz sneakers) Boys: Solid colored t-shirt and athletic-type shorts or pants. Black jazz sneakers or clean, black sneakers used only in dance class. No street shoes.

**Poms:** Black leotard with black capris, leggings or shorts or, black skirted leotard with tan (caramel) tights and tan leather jazz shoes.

**Poms PreK/K:** Skirted Leotard with tights and tan leather jazz shoes or ballet shoes.

**Impact:** Form fitting dance attire - leotard with form-fitting shorts or leggings, or form-fitting t-shirt/tank and form-fitting shorts or leggings.

## Online Dance Boutique

You may order everything you need from our online store at: [www.shopnimbly.com/ElmhurstParkDance](http://www.shopnimbly.com/ElmhurstParkDance)



## Policies

### **Code of Conduct**

The Elmhurst Park District is committed to providing a safe, fun, friendly, inclusive and comfortable environment for all participants. Participants are expected to exhibit appropriate behavior at all times. We expect participants to accept others' differences, express feeling appropriately, solve conflicts through peaceful means, and participate in activities together. Participants who have difficulty following our expectations will receive an age-appropriate consequence commensurate with their misbehavior. Examples include warning, time out, contacting parent, referral to Program Supervisor, or in some cases suspension or expulsion from the program. If you are called to pick up your child due to misbehavior, you must do so within 20 minutes. Please have contingency plans in place as needed.

### **Attendance**

It is imperative that your dancer does not miss any classes as they will be working on skillsets and routines during class. We understand that circumstances come up and your dancer will occasionally miss class, and we ask that you please notify the Dance Coordinator for any absences. Any classes canceled by the EPD will have a make-up class or be credited back to your account. Any classes missed for personal reasons will not be accommodated for.

### **Personal Items**

All personal items must be clearly labeled with your child's name. Please only bring necessary items, as storage space is limited. The EPD is not responsible for loss, theft or damage to personal items.

### **Dancers Under 6 Years of Age**

If your dancer is 6 years old or younger, please stay in lobby for the duration of your child's class time or have a responsible adult present in case of an emergency.

### **Arrival & Pick-up**

Dancers must be accompanied by an adult before the start of each class and should arrive promptly at end of class for pick-up. Instructors will not be monitoring children in between or during classes that are not assigned to your child. Please be sure your child has proper supervision outside of class time.

### **Using Restroom**

Dancers will be allowed to use the restroom during class, if necessary. Not all instructors have Teaching Assistants in class; therefore, your child may have to use the facilities alone. If your child is not able to utilize the restroom, remove & re-dress themselves, a parent/guardian must remain in the lobby for the entirety of the class. It is always best to use the restroom before class begins to avoid distraction and missing class. When possible, please plan accordingly.

### **Food & Drink**

No food or drink, with the exception of water, are allowed in the dance studios. This includes candy and gum.

## Viewing Week

Parent/Guardian viewing week is scheduled once a season or session. We ask that only parents/guardians attend to avoid any distractions and please silence your phones during class time.

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## 2023 Dance Calendar

August 5	Fall resident registration
August 8	Fall non-resident registration
August 19-25	First Day of Class!
September 2	No Classes (Facility Closed)
September 4	No Classes (Labor Day)
September 25-30	In-class Costume Measurements (recital classes only)
October 23-28	Parent/Guardian Viewing Week
October 31	No Evening Classes (have fun trick-or-treating!)
November 20-25	No Classes (Thanksgiving week)
December 23-January 5	No Classes (Winter Break)

## *Dance Class Expectations*

We are thrilled to have you join the Elmhurst Dance Academy! Our dance program is a place where dancers can grow their skills and have fun. In order to keep classes running smoothly, we ask that parents and dancers understand the following expectations for class. Please read over these expectations with your dancer, both child and guardian sign, and return to Instructor.

- **Be on time for class.** It is important to come to class on time so fellow dancers' and Instructors do not waste any time waiting. We ask that dancers be dropped off and picked up at their scheduled time.
- **Come prepared for class.** Dancers must come to class in the correct attire. Refer to the Dress Code for more information. Dancers should bring a water bottle to class. Keep in mind any other materials needed in class should be discussed by the instructor a week beforehand so dancers have time to prepare.
- **Keep talking/disruptions to a minimum.** Dancers need to make sure to only talk if they have a question or during break time. This is to ensure they respect their fellow dancers' and Instructors' class time.
- **Be kind and respectful to everyone.** By doing so we can create a safe environment where dancers can come and do what they love. Dance!
- **Have fun!** We want all of our dancers to enjoy their time at the Elmhurst Park District, so just remember we are here to make sure all dancers have a good time. We are looking forward to a great season with all of you!

I have read, understood and agree to the conditions in the Elmhurst Dance Academy program.

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**Dancer Print Name**

**Date**

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**Parent/Guardian Signature**

**Date**