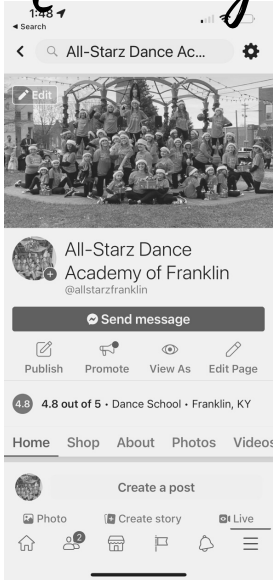




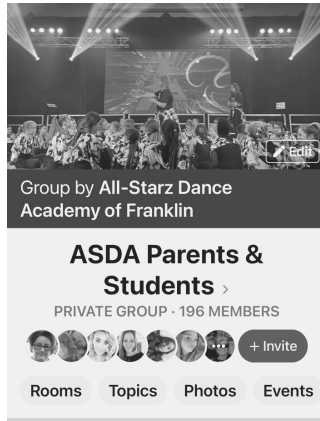
2022-2023 Handbook

Stay connected

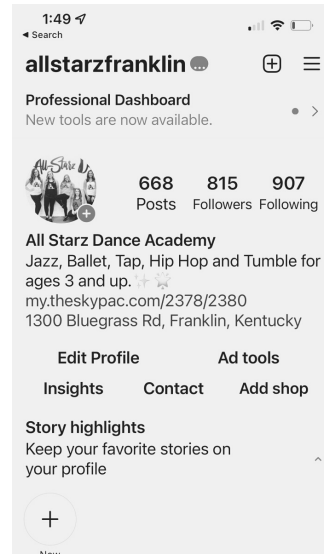
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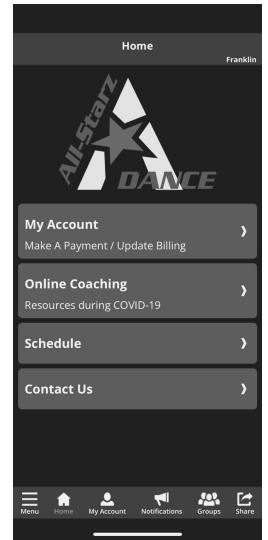
Facebook
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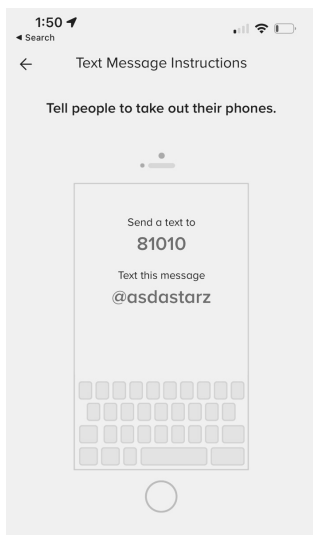
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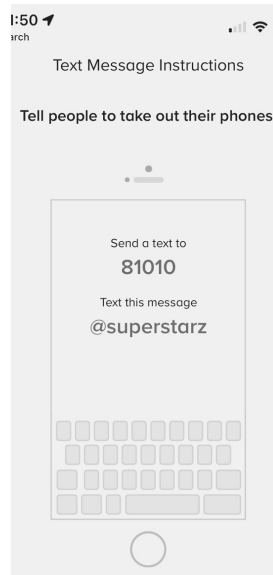
ASDA
App



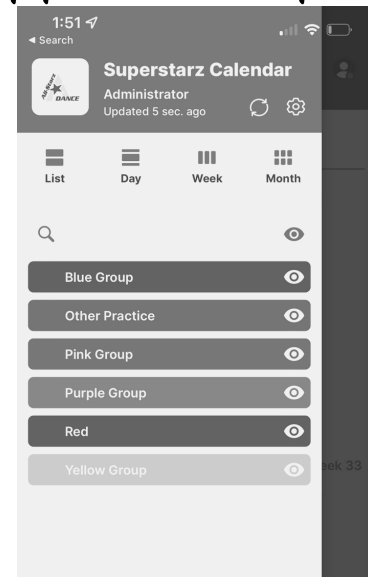
Recreational
class remind text



Superstarz
team remind text



Superstarz
team scheduling
app - Team Up



Dear ASDA Family,

We are so glad you are here. I can speak for myself and the other instructors alike when I say that we are approaching this season with unparalleled gratitude. We have been reminded that sharing the love of dance is a gift and that our lives are much more enriched when we get that opportunity. We believe that dance is beneficial for your child's physical, emotional, and mental health. It is our goal to be a home away from home where they can consistently come to express themselves and to be inspired. Our hope is that they make friends, learn a lot, and that confidence and creativity soars!

Please read this handbook carefully. If you have any questions at all, please reach out to me. I am always available by email at allstarzfranklin@gmail.com.

Looking forward to a great year. Carrie Cook, Owner

Parent/Instructor Communication:

✓ **Email** - Our primary means of communication is through email. Please check it often and respond with any questions you may have. allstarzfranklin@gmail.com

✓ **Join Text Remind** - This is very important to join. There will be reminders, class updates and/or cancellations sent via text remind. To join please send a text to the number 81010 and in the message type @asdastarz. If your child is a member of the Superstarz Dance Team, you need to also send one to join the group @superstarz.

✓ **ASDA App** - This is a very useful and important tool that we have implemented. Instructions for app use are included in this packet. Please make sure you sign up for notifications when signing up for the app as this will serve as a way to look quickly at all emails that have been sent out and also any notifications that have been sent. The app will have schedules, practice videos, access to your account, and more!

✓ **Discussions with teachers** - should you need to speak with a teacher please send an email to set up a scheduled time.

✓ **Facebook/Instagram** - Like our page on facebook "All Starz Dance Academy of Franklin". We also have a FB group called "ASDA Parents & Students". Also, you can follow us on Instagram ([allstarzfranklin](https://www.instagram.com/allstarzfranklin)). We also are on twitter @ASDAFranklin. If you do not want pictures of your child on facebook/Instagram or on our website we need you to tell us via email.

✓ **Commitment** - We view dance as a commitment that will last the whole season (from August to May) and hope that your dancer will be a part of their class all year long. However, should you wish to drop out of dance class you must notify us via email. You will be responsible for all fees up until the notification is sent including costumes if they have been ordered.

✓ **Website** - Our website has been updated and has so much valuable information that you can use as a reference at any time during the year. Our address is www.wherestarzareborn.com. Select Franklin location and you will have access to: physical location map, staff information, tuition & payment information (including a link to the customer portal and a link to purchase dancewear), class registration, schedule (including our weekly dance schedule and a dance calendar for the year), studio news and more. **THIS YEAR WE WILL HAVE A VIRTUAL LEARNING CENTER ON THE WEBSITE FOR ANYTIME WE MIGHT NEED TO MOVE TO THAT PLATFORM.**

✓ Our goal is to be organized and we love to get information to you as soon as possible. We will also send many reminders as we know how busy everyone is; reminders will be emailed, announced in class, sent on text remind, and posted at the studio.

Recitals & Events:

We are a performance based studio. We believe that the more we can get kids on stage in a season, the more they grow in confidence. We are still in the planning process for our shows, however, I do want to give you some tentative "Save the Dates" So you can pencil them in your calendars (Subject to change).

✓ **Nov 29-Dec 3rd**— We will have a “Winter Recital” including one routine for each class and a Superstarz showcase to show parents some things we are perfecting in class. We also participate in the local Christmas parade which will also be held during this weekend. This will be at the Goodnight Auditorium in Franklin and we don't know specific performance dates for groups later in the fall.

✓ **Friday, May 24th** - Our spring recital this year will be held at Skypac and is set for May 24th. We will have on-stage rehearsals during show week at Skypac and that schedule will be sent out closer to show time.

Tuition, Merchandise, & Costumes

✓ **Tuition**- Tuition will be drafted on the 5th of the month. Your card or bank account on file will automatically be charged on that day. Should you wish to pay by check, you can do so by the 25th of the month BEFORE tuition is due and that will create a credit on your account so that when you are charged, nothing will be drawn from your card/bank. However, you must have a card/bank on file for backup. If any card is declined, there will be a \$15 late fee applied per month by the processing company. If you wish to make payments throughout the month for upcoming charges, you may do so through the portal (you can use the ASDA app for this) and create credit balances on your account.

Tuition Rates Per Month

Tuition is charged on the 5th of each month.

1st class is \$48/month plus tax

Each additional add-on class is \$25 per month plus tax

Sibling Discounts apply at 10% off tuition only.

Registration Fee: \$30 yearly per child plus tax

✓ **PORTAL TIPS:**

- Our portal is where all of your account info is maintained. You can access it through an online link found on our website or through the ASDA APP. It is also our system we use for sending emails with important information. Be sure birthdays, mailing addresses, phone numbers, allergies, and special needs are entered and correct in the portal. It is also very important that your correct email is in the portal or you will not receive updates from us. If a family is a split home, please make sure both mom & dad have emails entered in the system so they both know when class changes are sent out, tickets go on sale, etc.
- It's a good idea to bookmark the customer portal, however, you can always access it by going to our website www.wherestarzareborn.com and clicking 'Franklin' then 'Tuition & Payments'.

✓ **Merchandise** – All Merchandise for sale will be located in the lobby of Studio 1. Or on our Shopify site at www.asdafranklin.com. If your child needs new shoes, please use the sizing kit at the studio, then order and pay for them on our Shopify site.

✓ **Costumes** – Costume fees will be due as follows:

✓ October 1st - 1st costume fee is due

✓ January 15th - Remaining Costume Fees are Due

- Tiny Starz require 2 costumes per year for a total of \$170
- Little, Rising, Shining Starz require 3 costumes per year (if enrolled in tap) totaling \$255. It will be 2 costumes for \$175 if not enrolled in tap.
- Hip Hop & Acro/Tumble require 1 costume per year totaling \$85
- Superstarz Dance Team require approx. 5 costumes per year totaling \$425 (extra fees apply for extra classes such as Tumble, Hip Hip, Modern, Christian Lyrical).

✓ **Shoes** - Shoes are required to be purchased for Ballet (\$27), Jazz (\$45) and Tap (\$32 for Tiny Starz Intro Tap, \$50 for every other class unless Yellow/Blue Superstarz Team which are \$70+ depending on style).

Tumble classes do not require shoes and Hip Hop can wear tennis shoes but they will be required to purchase specific shoes to be worn in each recital. Tiny Starz 1 will just need ballet shoes. Tiny Starz 2 will need Ballet & Tap shoes. During open house we have sizing kits available for each shoe so that you can order shoes anytime you need them during open house. PLEASE put your child's name in their shoes as soon as you get them. The instructors cannot be held responsible for lost shoes.

✓ **Other Costs** – The other costs that you will incur would be recital fees for spring show (approx \$75 which will include a t-shirt and program this year), recital tickets (ranging from \$10-\$25 per ticket depending on which recital it is and where seats are located) and any recital "extras" that are all optional. We usually sell t-shirts for our winter show and DVDs. For our spring show we sell optional items to order such as Trophies (\$20), Program Ads (Prices vary), professional DVDs (\$35), and Extra Program books (\$5).

Class Room Procedures & Rules (Adjusted for Covid 19):

✓ **Arrival to class** – Please do not arrive more than 5 minutes early to class and please do not arrive late for pick-up. Make sure that you bring your child to the correct studio door since we have 2 entrances that do not connect. Your child's schedule on the portal will reflect which room they will be in. The studio numbers are marked on the front door as "Studio 1" or "Studio 2". Parents & dancers can arrive at the front of the studio.

✓ **Dismissal** - Please note that we will dismiss students 5 minutes prior to the scheduled end of class time in order for them to gather their things and for us to properly sanitize the dance floor before the next class starts. Pick up will be BEHIND the studio so parents should park around back for this process.

✓ Please make sure that your child goes to the bathroom before coming into class. When one of them decides they need to go, they ALL need to go. This leads to our assistants running kids back and forth to the bathroom the whole class and disrupts the other kids in class. We also have to sanitize the bathroom after each use.

✓ **Clothing for class** - Please arrive with the dance/tumble clothing already on and dance shoes already on with the other shoes in a dance bag. Make sure your child's things are labeled with their name. Hair should be secured back in a ponytail or bun. Proper attire is: a leotard, dance shorts, dance pants, dance skirt, dance cami/tank, etc. T-Shirts should not be worn, street clothes should not be worn. It is distracting for teachers and other students when one student has on jeans and can't participate in stretching/splits. We will always have links for dance wear purchase or items for sale in our lobby. They are allowed to bring their change of shoes, a mask, and a water bottle. All items must be in a dance bag.

✓ **Attendance** - Attendance is expected unless the dancer is sick or has an important conflict with school or church. Remember dance is very much a team sport and your classmates depend on everyone being present so that formations and spacing can be rehearsed. If you know your dancer will miss class, we do ask for an email advance. We will provide videos of stretching, technique and choreography on our website for any dancer that will need virtual instruction at home while recovering.

✓ **Instructors** – Each class will have a primary instructor and most classes will have a class assistant. The class may also have a class leader to help lead them in recital dances.

✓ **Observation of class** – Parents are discouraged from staying in the studio during class time. We have learned through covid, that the constant traffic and noise in the lobby areas is very distracting to young dancers. If they know that Mom is in the other room, they may get upset. The past 3 years our lobbies have been closed due to covid and it has worked so well for the kids. However, I do know that some of you travel to come to class and if you would rather sit in the lobby (as opposed to your car), you can. However, you will have to drive around back to pick up your dancer after class. We do not have viewing windows, as this is very distracting to students and parents are only allowed in the dance room when invited by the instructors when they want to show parents what they have been working on. We will notify parents of these days so they can come watch. Parents may park in the back of the studio after drop off.

✓ **Discipline** - We handle discipline with a verbal warning or two and then with a brief timeout. If your student is sat in time out more than once, you will be notified so that we can discuss behavior. We Reward good behavior from time to time with special treats in class as a reward. If we feel like your child is not ready or

thriving in class, we might suggest that they try again in 6 months to help them have a better experience or feeling about dance in general.

✓ **Snacks/Water** - We will not sell or permit snacks inside the dance rooms. They are allowed to bring a water bottle as long as it is kept in their bags.

✓ **Lockers/Cubbies/Hangers**- All belongings should be put away when coming into the studios. We have cubbies available inside each dance room for their belongings.

Calendar for 2023-2024 Dance Year

Aug 14th & 15th — Open Houses at ASDA

Aug 21st - Classes begin at ASDA

Aug 28th - Registration fees and Aug prorated tuition is drafted

Sept 5th & the 5th of each month after - Monthly tuition will be drafted

Sep 4th - No school, No dance

Oct 1st - 1st Costume Fee is Drafted

Oct 2nd-6th - Fall Break, Closed

Oct 13th - No school, we will have dance (since we were out the week before)

Nov 7th - No school, we will have dance (close to recital)

Nov 22nd-24th - Thanksgiving Break, Closed

Nov 29-Dec 3rd - Winter Showcase will be planned

Dec 18th-Jan 1st - Christmas/New Years Break

Jan 15th - Remaining Costume Fees Drafted

Jan 15th- No school, No dance

Feb 16th - No school, No dance

Feb 19th - No school, No dance

March 8th - No school, No dance

April 1st-5th - Spring Break, No dance

April 19th (Approximately) – Tickets for Spring Recital on Sale

May 21st - No school - Long practice day for recital at Skypac

May 24th - Spring Recital

**This does not include extra practices close to shows & Schedule for Superstarz Dance Team

Weather - we do follow Simpson County schools for closures due to weather.

ASDA Instructors:

Director - Carrie Cook

Tiny Starz 1 - Brooklyn Cannon, Julianna Whitney, Lily Jackson

Tiny Starz 2 - Hannah Randolph, Morgan Cook, Lily Jackson

Little Starz 1 - Brooklyn Cannon, Julianna Whitney, Lily Jackson

Little Starz 2 - Hannah Randolph, Morgan Cook

Rising Starz - Hannah Randolph, Anna Laura Sanders

Shining Starz- Hannah Randolph, Anna Laura Sanders

Hip Hop Girlz - Hannah Randolph, Anna Laura Sanders, Brooklyn Cannon, Brea Farmer

Hip Hop Boyz - Hannah Randolph, Julianna Whitney

Tumble - Brittany Drake, Hannah Randolph, Sammy Ditmore, Julianna Whitney

Superstarz Dance Team - Carrie Cook, Jessica Curtis, Hannah Randolph, Brooklyn Cannon, Eliza Cook, Brea Farmer, Macey Cook, Lily Jackson

All Starz App

How to install the App:

QR Code

Customers can scan this code to get link to your app with their phone camera.



OR

Individual App Store Links

Use these links to give customer direct link to an app store. It is better to use the deep link above as it gives your users one link to click on and also has the option of texting the link to the user's mobile device.

Google Play Link

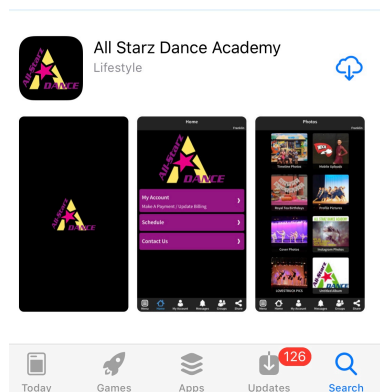
<https://play.google.com/store/apps/details?id=com.allstarzdanceacademy.mi>

iTunes Link

<https://itunes.apple.com/us/app/all-starz-dance-academy/id1376619492?ls=1&mt=8>

OR

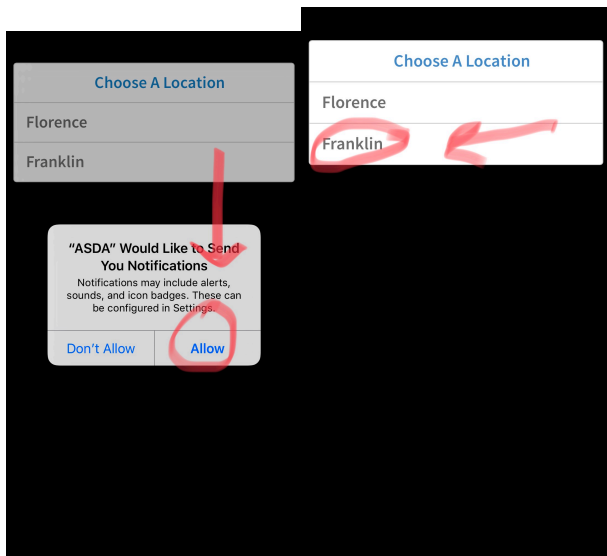
Go to the Apple or Google Play Store and search apps for “All Starz Dance Academy”



Be sure and follow the instructions below when installing the app:

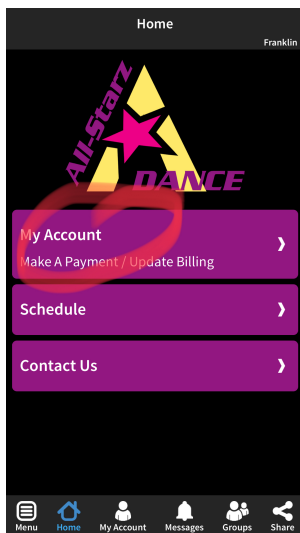
App download instructions:

Please select “Allow” for push notifications. This will allow any messages that I send to pop up on your phone. For example, “Reminder of extra dance practice this Saturday”. Then make sure you select the Franklin location so you will just get reminders from our studio and not the Florence location.

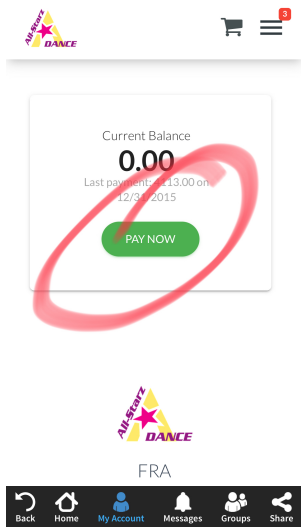


Once inside the App:

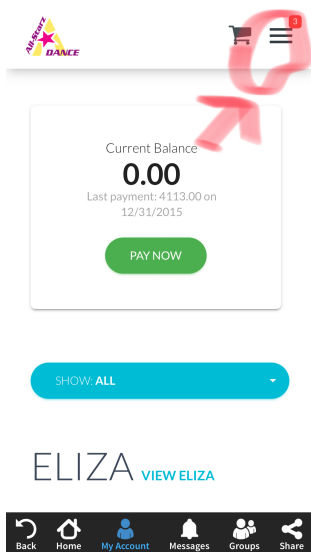
This is what the home screen will look like. You can select My Account and log on with your information that you use when logging into the portal. This will allow you to pay your account, see your child's current class schedule, sign up for new classes, view any emails that have been sent out, and more!



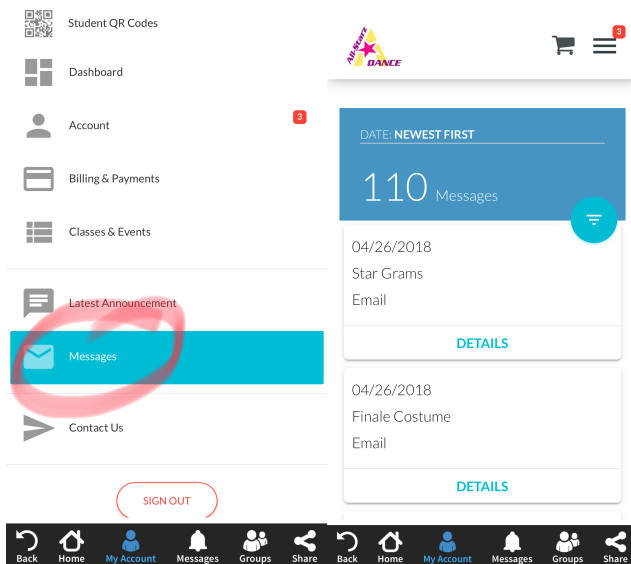
Once logged in to your account, you can select Pay Now to pay on your account.



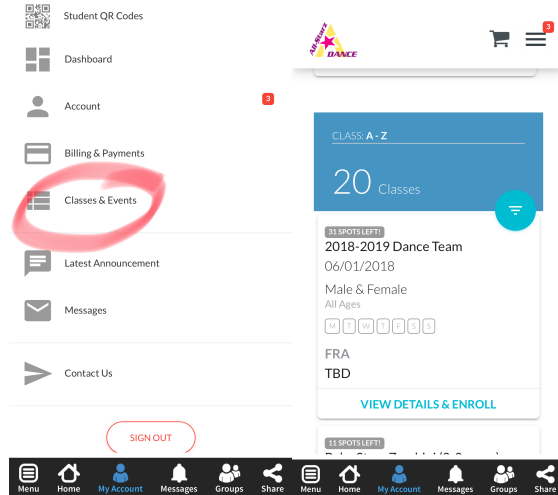
This menu bar at the top will give you several more options:



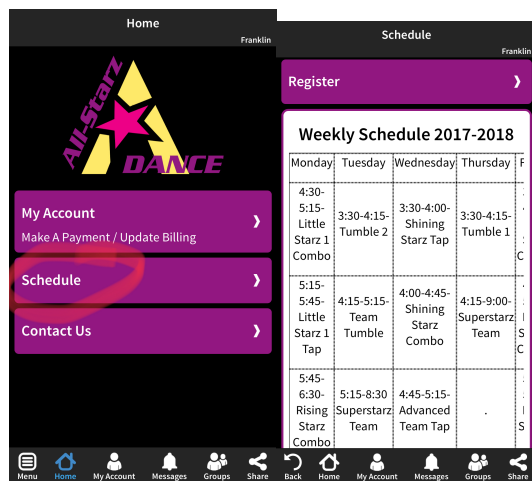
Click on Messages to quickly see any emails that have been sent to the studio or your child's specific class:

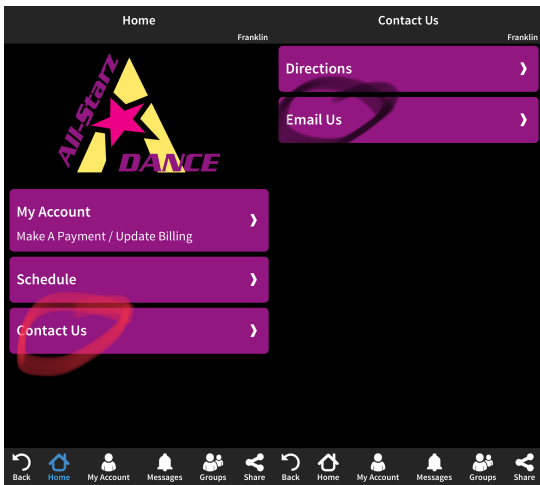


From the menu bar, you can also select Classes & Events to see all the classes you are currently enrolled in. If you want to add additional classes, scroll past the current classes to see what is available for registration at the bottom.

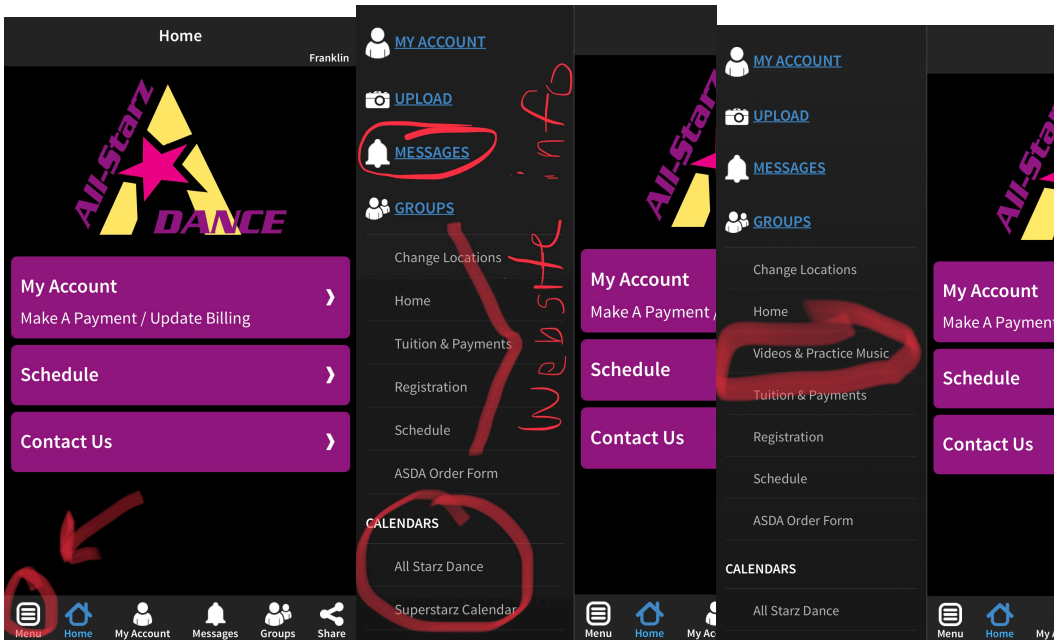


From the App Home Screen, you can also click on “Schedule” to see just a simple class schedule that will be the generic weekly schedule all year long (same that will be posted on the website). You can also click on “Contact Us” to quickly send us an email





From the home screen of the app, you can also click on the menu bar in the bottom left corner for tons more of useful information:



Under messages, you can view all the push notifications that have been sent out as reminders

The info in the middle all ties into our website that will give you any information you need about All Starz

Practice videos & Music – This is a link to our dropbox that has all practice music and videos for the dancers.

CALENDARS: I plan to really utilize this function. There will be a calendar for all recreational dance classes called “All Starz Dance” and then there is a Superstarz Dance Team Calendar. This will have any and all events posted to them for easy access.

Under that menu bar you can also access all the social media that we post information and pictures too, and we hope to soon be able to upload videos and pictures for dancers to practice with.



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Inspiring Creativity Instilling Confidence