



2024-2025  
Dancer and Family  
Handbook

2743 NC 105, Suite C  
Boone, NC 28607  
(828) 263-4823

**Website:** <https://www.thespaceatprojectdance.com/>

**Facebook:** *The Space at Project Dance*

**Instagram:** *thespaceatprojectdance*

**Email:** [thespaceatprojectdance@gmail.com](mailto:thespaceatprojectdance@gmail.com)

## **THE SPACE @ PROJECT DANCE**

The Space @ Project Dance provides premier training for dancers to achieve their goals and reach their fullest potential by offering a variety of styles and levels, performance opportunities and customized instruction from a uniquely qualified professional teaching faculty.

### **OUR MISSION**

The Space @ Project Dance,  
a program area of The Project Dance Foundation,  
provides premier training for dancers to achieve their goals  
and reach their fullest potential.

### **OUR CULTURE**

The Space at Project Dance is committed to demonstrating a positive and respectful learning environment through the encouragement of the fundamental values of optimism, respect, sharing, encouragement and creativity among the members of its faculty, enrolled students, administration staff and parents/guardians of enrolled students.

Let's work together to appreciate these values as guiding principles of professional conduct throughout the year.

### **OUR OFFERINGS**

Beginner through Pre-professional class offerings include:  
Classical Ballet, Jazz, Tap, Contemporary, Acro Arts and Modern, Lyrical, Musical  
Theatre for ages 4 and up

#### **2024-2025 FACULTY:**

Cheryl Cutlip  
Amanda Chandler  
Brooke Church Handy  
Anne Jordan  
Claudia Palta  
Brad Parquette  
Emma Pinnix

## CLASS DESCRIPTIONS

**PRE-BALLET-** Students focus on good posture and proper alignment. Simple stretches, isolation exercises, and sections of creative movement to help to develop strength, flexibility and body awareness . Traveling movements such as gallops, skips and waltz steps encourage coordination and musicality. Listening skills and classroom etiquette are emphasized.

**PRIMARY BALLET-** Is a continuation of the work begun in Pre-Ballet 1. Children will be expected to focus for a longer period of time on the more advanced exercises that will prepare them for the rigors of Ballet 1. We will also introduce elements of tap which will further inform rhythm and the connections of sounds to body movement.

**BALLET I-** Students learn the basic ballet positions, the progression of a standard ballet barre, and the french vocabulary that defines all of the steps in classical ballet. These students also move into beginning centre work, away from the support of the barre.

**BALLET II, III, IV-** Students progress through these levels as through grades in any school: however, all students move at different rates. Some spend more than two years in one level while the mind and body learn to work together; some may progress much faster. When the student has learned the ballet technique appropriate for each level and when the student's body has become strong enough to accomplish those movements, then at the discretion of the instructor, the student is moved to the next level. Advancement is based on ability, not age. In this way the student begins to assimilate the layers of knowledge that form the foundation of ballet.

**JAZZ I, II, III, IV-**Jazz class will focus on learning proper dance technique such as isolations of the body, improving performance quality and developing complex rhythms and patterns. Students will be exposed to various styles of jazz such as Broadway, Street and Contemporary to help develop a well rounded dancer.

**TAP I, II, III, IV-**Tap classes are designed to develop rhythm, style and sound. Students will learn a variety of tap styles from Broadway to Rhythm tap. Exercises focus on building flexibility of the knee and ankles, coordination, and speed of movement.

**CONTEMPORARY & MODERN:** Teachers incorporate an eclectic blend of contemporary and postmodern movement into their classes. Modern and Contemporary Dance forms allow students to explore their individual dance style outside of the structure of traditional ballet and jazz classes.

**OPEN BALLET CLASSES:** Scheduled ballet classes that are labeled "open" allow students to enjoy taking classes without being enrolled in our leveled (I, II, III, IV) ballet program. These classes are geared to the dancer who is seeking additional classes within their week. Regular monthly enrollment is required.

### **ACRO ARTS:**

Created by a successful studio owner with decades of experience, Acrobatic Arts runs training and certification courses for dance teachers in the art of AcroDance. The program is based on safe and effective progressions with proven results in five divisions of AcroDance: Flexibility, Strength,

Balancing, Limbering and Tumbling. Developed with input from professionals and experts in ballet, modern dance, jazz, contortion, artistic gymnastics, rhythmic gymnastics, sport acrobatics, yoga, acro yoga, pilates, physiotherapy, hand balancing and more, you will not find a more comprehensive program. Simple thoughtful progressions take the beginner preschool level dancer from log rolls and somersaults to the advanced dancer tumbling effortlessly across the stage!

### **CLASS PLACEMENT AND SELECTION**

Class selection will be used to place students by interest but class placement is based on the dancer's level of experience and made by our faculty.

You may qualify for an unlimited class rate which will be determined by how many classes you attend on a weekly basis.

Our goal is to customize training opportunities that allow each dancer to thrive at their potential, interests and experience level.

### **BALLET REQUIREMENTS**

**Ballet I** students attend **1 day weekly**.

**Ballet II** students attend **1 days weekly** with the option of **2 days weekly**.

**Ballet IIA** students attend 2 classes weekly

**Ballet III** students attend **2 days weekly** with the option of **3 days weekly**.

**Ballet IV** students attend **3 days weekly** with the option to attend any and all lower level ballet classes if on the unlimited plan.

### **Notes:**

Unlimited Class students should select classes they intend to attend each week on a regular basis. If regular attendance is not maintained, you may be asked to drop the class in order to allow someone else to attend the class.

Also, it is advised for unlimited class students to consider taking additional ballet classes 1 level below their current placement level. For example, if you are a level III, we encourage you to take at least 1 level II class weekly to achieve maximum growth throughout the year.

Unlimited class students **WILL NOT** be permitted in classes **ABOVE** their current training level.

### **CLASS SCHEDULE**

MONDAY

3:30-4:30 *BALLET 1 w/ Emma*  
4:30-5:00 *JAZZ 1 w/Emma*  
5:00-5:30 *TAP 1 w/ Emma*  
**5:30-6:30 BALLET Open Int/Adv w/ Emma**  
**6:30-7:00 POINTE Open Int/Adv w/ Anne**  
**7:00-8:00 MODERN Int/Adv w/ Anne**  
**8:00-9:00 ACRO ARTS Int/Adv w/Anne**

TUESDAY

1:15-2:30 *MUSICAL THEATRE (KINDERWOOD) w/ Cheryl*  
**3:15-4:30 BALLET 2/2A w/Brad**  
**4:30-5:30 MODERN 2/2A w/Brad**  
**5:30-7:00 BALLET 3/4 (IO) w/Brad**  
*5:30-6:45 BEG BALLET (teens/adults) starts mid-september w/ Amanda*  
*6:45-7:45 BEG/INT LYRICAL (teens/adults) starts mid-september w/ Amanda*  
**7:00-8:00 ADV CONTEMP 3/4 Int/Adv w/Brooke**  
**8:00-9:00 ADV COMM JAZZ 3/4 Int/Adv w/Brooke**

WEDNESDAY

*3:30-4:30 Dance Fusion (4th-6th graders)*  
*4:30-5:30 MUSICAL THEATRE (ages 7-12) w/ Emma*  
5:30-6:45 *BALLET Open Int/Adv w/ Conditioning w/ Claudia*  
6:45-7:45 *JAZZ 3/4 Int/Adv w/ Claudia*  
7:45-8:45 *TAP 3/4 Int/Adv w/ Cheryl*

THURSDAY

3:00-3:45 *PRE-BALLET w/Emma*  
3:45-4:30 *PRIMARY BALLET w/ Emma*  
4:30-5:00 *PRIMARY JAZZ w/ Emma (starts mid-September)*  
5:00-5:30 *PRIMARY TAP w/ Emma (starts mid-September)*  
4:30-5:15 *JAZZ 2/2A w/Cheryl*  
5:15-6:00 *TAP 2/2A w/Cheryl*  
6:00-7:15 *BALLET 2/2A w/Brad*  
7:15-8:30 *BALLET 3/4 (IO) w/Brad*  
8:30-9:00 *POINTE 3/4 (IO) w/Brad*

FRIDAY

*3:30-4:30 BALLET/MODERN (1st-3rd graders)*  
*4:30-5:30 ACRO ARTS Beg/Int (Aug 16-Sept 20) (Jan-May) w/ Anne*  
**5:30-6:45 CSB Rehearsals**

TUITION RATES

30 Minute Class -\$37  
45 Minute Class-\$60 monthly  
1 Hour Class-\$68 monthly  
1.25 Hour Class- \$78 monthly  
1.50 Hour Class-\$84 monthly

UNLIMITED RATES FOR CONSERVATORY STUDENTS

Level 1 Unlimited Class Monthly Rate-\$195  
Level 2/2A Unlimited Class Monthly Rate-\$295  
Level 3/4 Unlimited Class Monthly Rate-\$495

**SPECIAL RATE INFO**

Tap/Jazz I Combined Rate-\$68  
Tap/Jazz II Combined Rate-\$118  
Tap/Jazz III/IV Combined Rate-\$128  
UNI STUDENT DISCOUNT-50% off overall total monthly fees  
SIBLING DISCOUNT -10% off overall total monthly fees  
SPRING SHOWCASE FEE- \$22 per student per month

Note: (IO) Invitation Only Class

**TUITION PAYMENTS**

\*Monthly tuition payments are due during the first day of each month.  
\*Failure to provide payment on the due date will result in a \$10 late fee upon said payment.

**INVOICING**

Enrolled students receive a monthly invoice via Square. We provide 4 easy payment options and ask that you consistently choose the one that works for you in order to process your payments. These payment options and recurring payment instructions will be given to you during placement week August 24.

**9 EQUAL PAYMENTS DUE**

September 1  
October 1  
November 1  
December 1  
January 1  
February 1  
March 1  
April 1  
May

**ARRIVAL/DEPARTURE**

We ask that dancers arrive no more than 5 minutes prior to their scheduled class time. Please wait in your vehicle until the class before you are released. This allows for a brief exchange of students from one class to the next. You may continue to enter and exit through the front door between classes. Remove your street shoes before stepping onto the marley. You can leave your shoes outside or walk them back to the dressing room.

There is also a back entrance. Walk to the right of the studio door and around the building, across the pavers and to the studio door. The door code is 4137. When using the back entrance, we do ask that parents escort their child into the studio. This is for safety purposes.

Please pick up your dancer on time. We're going to try our very best to minimize the number of students who need to wait in the dressing area. During nice weather, we may ask your dancer to wait outside in front of the benches where we can keep our eye on them until they are picked up.

We will utilize the cubbies once again so dancers may bring in a "small" dance bag. (no school backpacks for example). Remind your dancer to store their dance bags in the proper cubby rather than laying them on the floor.

### **WIFI**

Wifi is available in our parking lot and in the studio:  
Spectrum 37-2G  
password is: energymuseum671

### **DRESS CODE:**

**Please visit our [Project Dance Dancewear](#) store to see our leveled dress code color. While we do not require you to purchase from our signature store, we do ask that you acquire the items listed in your level.**

### **STUDIO ETIQUETTE**

Each faculty member will instruct dancers of their expectations in class.

- Water bottles are permitted in the studio area clearly name labeled and against the back or side wall during class time.
- All food/snacks should be eaten outside and disposed of in the bathroom or at your home.
- Please clean up after yourselves and keep your personal belongings neat and organized in your dance bag.  
Only bring into the studio what will be used for class. (no extra backpacks/coats/etc.)
- Utilize the black cubbies rather than the floor for storing personal items
- Cover ups should be worn when arriving or leaving the space.
- No talking during dance class instruction.
- Regular attendance is important.

## **ATTENDANCE**

- Attendance is important in a weekly dance class.
- Enrollment is from Mid-August-May
- Missed classes will not result in prorated tuition or a refund.
- Make-up classes will be scheduled by email at [thespaceatprojectdance@gmail.com](mailto:thespaceatprojectdance@gmail.com). Dancers may attend missed classes at their level or lower and dancers must get prior approval to attend.
- Excessive absences may delay in the promotion of a dancer.

## **CLASS CANCELLATIONS**

Classes are occasionally canceled because of extreme weather conditions. You will be contacted by email if your class is canceled. It will also be noted on the FB page.

## **RESTROOMS**

Please ensure that your dancer has used the restroom prior to attending class.

## **DRESSING ROOMS**

Plan to arrive dressed and ready to dance.

Let's do our best to only utilize the restroom when using the facilities.

## **QUESTIONS AND CONCERNS**

To schedule a conference with faculty and staff to address any concerns call/text Cheryl's cell at 646-554-0335 or email us at [thespaceatprojectdance@gmail.com](mailto:thespaceatprojectdance@gmail.com)

Please mention your name, your child's name, a daytime and evening phone number and the nature of the scheduled meeting.

Please refrain from attempting to resolve important issues before or after class unless there is an emergency. Our classes are timed back to back and our faculty are focused on instructing your dancers during class times. Your concerns are valuable to us and we would like the adequate time needed to listen and resolve any issues.

## **PRIVATE LESSONS**

Private lessons with our faculty members can be arranged by emailing [thespaceatprojectdance@gmail.com](mailto:thespaceatprojectdance@gmail.com)

## **PARENTAL/GUARDIAN RESPONSIBILITY**

It is the responsibility of the parent(s)/guardian to be aware of all activities in our space, such as but not limited to: observation days, Holidays, showcases, extra classes,



practices, dates the space is open/closed. Posted notices, emails & the use of our Facebook page will offer updated information.

It is also the parent(s)/guardian's responsibility to inform us of any address / email / phone # changes or updates. If you are not receiving email communications please contact [thespaceatprojectdance@gmail.com](mailto:thespaceatprojectdance@gmail.com) to share updated or correct contact information.

### **SAFETY**

Your dancer's safety is of utmost importance to us.

- At the end of class, please make eye contact with our faculty as exiting. This ensures that we know where your dancer is while arriving and leaving classes.
- If someone other than a parent/guardian will be dropping off or picking up your dancer, please let us know.
- If you wish to give your dancer permission to enter or exit without you, please notify us of the arrangement.

### **SCHEDULE AT A GLANCE**

FIRST DAY OF DANCE CLASS 2024  
August 19

#### **HOLIDAYS**

There will be no regularly scheduled classes on the following dates:

Thanksgiving November 25-29  
Christmas December 21-January 5  
Spring Break Week Off Dates TBA

SPRING SHOWCASE  
May 18, 2025-Year-End Performance

LAST DAY OF DANCE CLASS  
TBA

SPRING SHOWCASE FEES:  
\$20 monthly fee per dance  
(includes tickets, 1 costume, professional quality filming, rehearsals etc.)

## **PERFORMANCE OPPORTUNITIES**

The Space students will have the opportunity for the following performance opportunity during the 2024-2025 dance year.

A Carolina Snowbelle Christmas Show  
December (1st weekend)  
Rehearsals TBA

The Space Spring Showcase  
Sunday May 18, 2025

Thank you and welcome to The Space @ Project Dance  
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