



# WELCOME

to Maddox Dance Company

**MADDOX**  
DANCE COMPANY

[www.maddoxdance.com](http://www.maddoxdance.com) | [info@maddoxdance.com](mailto:info@maddoxdance.com)

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# WELCOME



**WELCOME TO MADDOX DANCE COMPANY!**  
**WE'RE OVERJOYED THAT YOU ARE HERE. AT MDC WE PRIDE OURSELVES ON OFFERING HIGH-QUALITY DANCE TRAINING IN A SAFE AND WELCOMING ENVIRONMENT THAT FOSTERS ARTISTRY, CONFIDENCE, AND JOY. PLEASE TAKE A MOMENT TO REVIEW THIS HANDBOOK AND REACH OUT IF THERE ARE ANY QUESTIONS.**

# STUDIO INFORMATION

## CONTACT INFORMATION

**Location:** Bay #201, 27211 Hwy 12, Rural Lacombe County, Alberta T4L 0E3

**Phone Number:** 403-506-2980 (This is Brittany's personal Cell - please use for urgent matters only)

**Email:** info@maddoxdance.com (preferred method of communication)

**Website:** www.maddoxdance.com

**Contacts:** Brittany Mulder, Janelle Maddox

## COMMUNICATION

Our main form of communication will be via email. Please be sure to opt into the Dance Studio Pro emails, and keep an eye on your inbox or spam folder for all important studio information.

Join us on BAND. An app where we will send reminders, upload rehearsal videos, answer your questions. You will need this link: <https://band.us/n/a6a094f678o2R>

Please send your inquiries to our email inbox. We will be monitoring our email from 9 am - 4 pm Monday through Thursday. A reply may be sent outside of these regular hours, but should not be expected. You can expect that your email will be responded to within 2 business days.

# STUDIO STANDARDS

Words have power. Use them positively at all times. Bullying and gossiping will not be tolerated. Speak kindly and respectfully.

We dance to celebrate our bodies' individual capabilities and we practice to become the best that we can possibly be.

Each of us will treat our studio as a second home. Please tidy up after yourselves so that we can keep our space clean and safe.

No food or drink, besides water, is permitted in the studios.

Students must bring a water bottle with them to class.

Dancers will act respectfully to teachers and fellow students.

Dancers are expected to arrive in class on time and ready to dance.

Dance bags and other personal belongings are to be kept in a locker during class and not brought into the studio space.

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## PARKING

To respect our neighboring businesses, please park directly in front of our building or along the fence line until 6 pm. After 6 pm, you are welcome to park in any stall.

# CLASS WEAR FOR COMPETITORS

Leotards, shorts, leggings, and ballet skirts can be purchased at [www.maddoxdance.com](http://www.maddoxdance.com), and shoes and tights can be purchased at June's Fantasy Costumes in Red Deer.

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## BALLET

- Beige Ballet slippers
  - MDC teal leotard, tights matching dancer's skin tone, no visible underwear, teal ballet skirt is optional  
OR MDC teal t-shirt, and black shorts (above the knee)
  - Hair must be pulled back into a ballet bun. Short hair must be pinned out of the face.
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## JAZZ/TAP/ACRO/MUSICAL THEATRE/LYRICAL

- Jazz: Beige Jazz shoes
  - Tap: Beige Tap shoes
  - Acro: Bare feet
  - Musical Theatre: Jazz shoes
  - Lyrical: Bare feet
  - MDC teal leotard, tights that match the dancer's skin tone, and black shorts, or leggings OR MDC Teal t-shirt, and black shorts (above the knee)
  - Hair must be pulled back out of the face but does not need to be in a bun.
- 

## CONTEMPORARY

- Bare feet
  - Dress in layers for floor work (long pants/long sleeve shirt). Dancers may wear any all-black attire that they feel comfortable in as long as it does not affect the safety of themselves or others (nothing overly baggy) OR an MDC teal leotard with shorts or leggings.
  - Hair must be pulled back out of face, but does not need to be in a bun.
- 

## HIP HOP

- Non-marking sneakers
- Comfortable, loose clothing (do not wear your ballet class wear). Clothing must not affect the safety of themselves or others.
- Hair can be worn down but must have an elastic available to put up if needed.

# CLASS WEAR FOR MOVERS (REC)

Leotards, shorts, leggings, and ballet skirts can be purchased at [www.maddoxdance.com](http://www.maddoxdance.com), and shoes and tights can be purchased at June's Fantasy Costumes in Red Deer.

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## BALLET

- Beige Ballet slippers
  - Leotard, tights, no visible underwear, ballet skirt is optional OR t-shirt, and black shorts (above the knee)
  - Hair must be pulled back into a ballet bun. Short hair must be pinned out of the face.
- 

## JAZZ/TAP/ACRO/MUSICAL THEATRE/LYRICAL

- Jazz: Beige Jazz
  - Tap: BleighTap shoes
  - Acro: Bare feet
  - Musical Theatre: Jazz
  - Lyrical: Bare feet
  - Clothes that the dancer is comfortable dancing in.
  - Hair must be pulled back out of the face but does not need to be in a bun.
- 

## CONTEMPORARY

- Bare feet
  - Dress in layers for floor work (long pants/long sleeve shirt). Dancers may wear clothing that they feel comfortable in as long as it does not affect the safety of themselves or others (nothing overly baggy)
  - Hair must be pulled back out of face, but does not need to be in a bun.
- 

## HIP HOP

- Non-marking sneakers
- Comfortable, loose clothing (do not wear your ballet class wear). Clothing must not affect the safety of themselves or others.
- Hair can be worn down but must have an elastic available to put up if needed.

# POLICIES

## PAYMENTS

Tuition will be posted to your account on the first day of the month and will be due by the 15th of each month. Payments can be made on your parent portal where you registered for classes or via e Transfer info@maddoxdance.com.

If payment isn't made by the 15th of the month, a 5% late fee will be charged. To avoid this fee, please select the Auto-Pay option.

As a reminder, here are the additional fees that will be tacked on to your class fees monthly.

**Costume Fee:** between \$80- \$170 per choreo class

**Rehearsal Fee:** \$50

**Competition Fee:** \$201 per choreo class

**Extra Work Fee:** Solo \$250, Duet \$150 per dancer, Trio \$125 per dancer (Prices vary depending on choreographer)

### Optional Fees (variable)

- Dancers photos
- Dancers Swag
- Recital Videos
- MDC Team Jacket

## CANCELATIONS

In the event that a class has to be cancelled, you will be notified via email. Please make sure that you have opted into the emails from Dance Studio Pro so that you receive these updates.

Classes will only be rescheduled if the reason for the cancellation was not out of our humanly control.



## ABSENCES

If your child will be absent from class, please notify us on your parent portal. (In the drop down, click More, Attendance, Report Absence, Select day)

Frequent absences will result in a conversation between us, yourself, and your child to determine a solution to the attendance issue. If a resolution is not found we may have to deny extra work opportunities or dismiss the student from the recital or competition dance.

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## THE LOBBY

You are welcome to sit in the lobby during class times, we just ask that you be respectful at all times and be mindful of your language. Also, know that loud noises from the lobby can be heard in the studios and will be disruptive. Siblings of dancers must be supervised at all times. Please put your trash in the garbages and tidy up after yourself.

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## FUNDRAISING

If you are interested in fundraising for your child's tuition, please reach out and we will connect you to those that are interested in developing a parent committee.

# IMPORTANT DATES

Please make note of these important dates. To add our google calendar [click here](#).

## September

- 11 - Dance Classes begin
- 30 - National Truth & Reconciliation Day

## October

- 9 - Thanksgiving - No classes
- 16 - Extra work application due
- 31 - Halloween - No Classes

## November

- 11 - Remembrance Day
- 18 - Pictures with Santa
- 27 - 1 Watching week

## December

- 11-15 - Class sharing week
- 18 - Christmas break begins

## January

- 8 - Classes begin
- 22 - 26 Bring a friend to dance!

## February

- 19 - Family Day - No classes
- 28 - Anti Bullying day - wear pink!

## March

- 16 - Stage Rehearsal
- 25 - 1 - Spring break - No classes

## April

- 1 - Easter Monday - No classes
- TBD Competition Dates

## May

- 1 -31 -Special Schedule
- 20 - Victoria Day - No classes
- 31 - Last day of classes
- TBD Competition Dates

## June

- 15 - Dress Rehearsal
- 16 - Year End Recital

MDC

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## CONTACT US

#201 27211 HWY 12 T4L OE3  
1403-506-2980 | [www.maddoxdance.com](http://www.maddoxdance.com)  
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