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***Port Kennedy Studios - 3 – 5 No 8 Helmshore Way***

***Willetton Studios – 113 – 114 – No 115 High Road***

***Phone 0438 466 303***

***Email*** [***donna@bettybentleydance.com.au***](mailto:donna@bettybentleydance.com.au)

[***www.bettybentleydance.com.au***](http://www.bettybentleydance.com.au)

Welcome to the 2024 season at Betty Bentley Dance Academy! Along with all my staff we are excited to welcome you to our Academy. As we enter our 65th year of operating, we reflect on the many students that have walked through our doors. Whether you are a new or returning student, we thank you for being a part of the Betty Bentley Dance Academy family. We look forward to you and your child creating great new friendships and memories here.

I have enclosed some information, which I hope will be helpful. I have also outlined a few details to assure you of the quality of instruction given at The Betty Bentley Dance Academy.

If you have any questions, please feel free to contact me at any time with the contact details above.

***“There are shortcuts to happiness, and dancing is one of them.” – Vicki Baum***

Donna Simmonds

Academy Director/Principal

**Academy Information**

The academy is a well-established family-owned dancing school conducting classes continuously since being established by Betty Bentley in 1959.

The academy provides classes in Jazz, Hip Hop, Classical Ballet, Tap, Contemporary and Acrobatics. We are also the official location for READY SET DANCE classes for 2-5 year old as well as Adult Tap & Jazz Classes.

All teachers are fully qualified with the Royal Academy of Dance, Commonwealth Society of Teachers of Dancing or the Asia Pacific Dance Association.

We are also registered members of the:

***The Royal Academy of Dance*** (Classical Ballet)

***Asia Pacific Dance Association*** incorporating - Jazz Addict (Jazz & Commercial Ballet)

Urban Ignition (Hip Hop)

Tap Evolution (Tap)

Lucidity (Contemporary)

***AcroArts*** (Acrobatics)

***READY SET DANCE*** (Pre-school program)

***YOUR ASSURANCE OF OUR PROFESSIONALISM***

**Academy Requirements**

**Any questions** or problems may be clarified by contacting me either by phone (0438 466 303) or email donna@bettybentleydance.com.au

As mentioned at registration you need to opt out of having photos videos taken of your child which will sometimes be used on Facebook & advertising material. To do so drop me an email stating this.

**Uniforms** are COMPULSORY at ALL class. Please see our webpage [www.bettybentleydance.com.au](http://www.bettybentleydance.com.au) to find out the correct uniform for each class. New students are expected to be in the correct uniform by week 3. No fancy costumes to be worn.

**Hair** is to be tidy and tied back for all classes. A neat & tidy BUN is COMPUSORY for all Classical Ballet classes. No jewellery to be worn to classes.

**2024 Payment Policy & Fees.**

Fees can be paid either on a **casual** or **term basis**.

**Casual Payment**

1. Casual fees must be paid in cash (not online) prior to each class.
2. All new students may pay the casual rate of their class for the first week or two. These payments will be deducted from the full-term fee if you choose to continue with classes. ***Please notify us if you do not intend to continue, as your place will be given to students on the waiting list for that class.***
3. Payments to be enclosed in an envelope (please write your name and amount paid on the envelope)
4. Must be paid **every** lesson attended (not in arrears)
5. Correct money must be enclosed (as the front desk is not always attended)

**Term Payment**

1. **Term fees are to be paid PRIOR to the start of classes.**
2. **A 10 % penalty will be applied to all accounts not paid in full by Sat 10th February.**
3. **If paying by direct deposit, please ensure funds will be received by us on or before the 10th. Check with your bank as some banks take up to 3 days to clear payments.**
4. Term fees are non-refundable.
5. Term accounts will be issued in the 4th week of January.
6. Discounts apply to fees paid on a term basis.
7. Terms are based on school terms and are usually 10 weeks Figure below are for a 10-week terms.
8. Further discounts apply to families and individuals who take multiple lessons per week.  See the multiple class discounted rates below.

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| ***Multiple Class Discount Rates - Individual & Family*** | |
| **Classes per week** | **Discount off Total Fee** |
| **3** | **5%** |
| **4** | **10%** |
| **5 – 6** | **15%** |
| **7 – 8** | **20%** |
| **9** | **25%** |
| **10+** | **30%** |

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| --- | --- | --- |
| ***FEES*** | | |
| ***Class Time*** | ***Casual Rate*** | **Term Rate** |
| **30-minute** | **$20** | **$135.00** |
| **45-minute** | **$25** | **$165.00** |
| **60-minute** | **$26** | **$175.00** |
| **75-minute** | **$27** | **$185.00** |

***Any student with an overdue balance of more than 30 days will not be permitted to attend class until payment in full is received or payment arrangements have been made.***

**Punctuality** is extremely important. Students should arrive **5—10 minutes before** their scheduled class time so that they receive a complete warm up.

Students arriving late disrupt the class for both students & teachers.

* ***Drop off to the reception area 5 minutes prior to class start time if possible.***
* ***Pick up (weather permitting) from the side doors of the main studio.***

**Attendance** Regular attendance is essential. Continually missing classes is disruptive to the learning process, the teacher and other class members. Habitual absences may lead to the student being asked to take extra private lessons or to attend a lower-level class.

Commitment is imperative for optimal outcomes. This is particularly pertinent for students wishing to take examinations and to perform in our annual concert.

A short email to notify me of absences such as illness and holidays out of holiday time is good form and is appreciated.

If a child is sitting out of class watching due to injury or illness a note from a parent/guardian is expected to explain why the child is not able to join the class.

**Vandalism** will not be tolerated. Any person found vandalising Academy property will be required to pay for repairs or expelled from the Academy.

**Time** As classes are run consecutively it is exceedingly difficult for teachers to speak to

parents in between lessons. Any queries should be directed to Donna either at

the beginning or the end of the session or by phone.

**Spectators**

Through experience we have found that the best results are obtained from students when there are no onlookers in class. In class children should feel comfortable and be able to perform without inhibition.

In some cases, READY SET DANCE classes only, the child will like Mum or Dad to come into the class for the first lesson and we encourage parents to help the child join in and not sit on the sidelines away from the rest of the class.  After this initial interaction, we hope parents will foster our mission of encouraging confidence and independence in the child, so that they can attend the class on their own.

**The Studios & Reception Areas**

* Please respect other peoples’ property
* Toddlers & younger children MUST always be supervised.
* Please do not stand & climb on furniture.
* Please clean up after yourself
* For the benefit of students and teachers’ noise in the reception area should be kept to a minimum.
* Only water is allowed in studio – no sticky soft drinks.

**2024 Important Dates – Port Kennedy Studio**

**Term Dates**

Term 1: Monday Jan 29th – March 28th April (9 & 8 weeks)

Term 2: Monday April 15th - Saturday June 29th (11 weeks)

Term 3: Monday July 15th - Saturday Sept 21st (10 weeks)

Term 4: Monday Oct 7th - Thursday 12th Dec (10 & 9 weeks)

**Examination Dates**

Jazz Exams: July 2024 **Fee due Thursday 22nd April**

Tap Exams: July 2024 **Fees due Thursday 22nd April**

Classical Exams: Oct 2024 **Fees due Saturday 29th July**

**Concert Dates**

Dress Rehearsal: **Friday 13th December**

Concert: **Saturday 14th December**

**Please check with schools for conflicting dates for Rehearsal.**

***PLEASE HAVE CHILDREN’S NAME MARKED CLEARLY ON ALL CLOTHING AND SHOES***

***Good manners are expected from all.***

***This should make for a pleasant atmosphere for all of us to enjoy.***

***Thank you for your support & cooperation.***

***Donna Simmonds***



**Re-enrolments for 2024 ARE NOW OPEN**

Please re-enrol ***NOW*** to guarantee a place in your preferred classes.

If not returning for 2024 please send a short email to let us know so that your place may be given to prospective students on waiting lists.

**To enrol via our parent portal** Please copy and paste this link into your web browser and follow the steps to register

[**https://dancestudio-pro.com/online/bettybentleydanceportkennedy**](https://dancestudio-pro.com/online/bettybentleydanceportkennedy)

*You will then be taken through the enrolment process step by step.*

From this site, you can update all your details in account settings

Term accounts will be emailed 1 week prior to the start of term with fees being due

**Saturday 10th February 2024**.