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# 2025/26 DANCE STUDIO HANDBOOK

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# WELCOME



**Morgan Walker & Deb Beauchamp**  
Owners / Directors

Welcome to Laveen Dance & Cheer where dance and movement are more than an art unfolding on stage. It is a heartfelt expression of love, fun, and joy through movement. The Laveen Dance & Cheer Handbook is your ultimate guide to an exciting year of dance, cheer, tumbling, and karate!

## **Mission**

At Laveen Dance & Cheer, we provide children of all ages and ability levels the opportunity to grow in a safe, positive, and family-friendly environment. Through structured dance, cheer, and tumbling programs, we nurture each child — mentally, physically, and emotionally — helping them build confidence, friendships, and a lifelong love for movement.

## **Vision**

Our vision is to be the heart of the Laveen community, offering high-quality yet affordable dance and cheer programs that create a strong sense of belonging. We strive to develop confident, skilled athletes while maintaining a warm, welcoming atmosphere where every child feels valued and supported.

Please don't hesitate to reach out to us with any questions!

Note that the information in this Parent Handbook is subject to change at the discretion of the owners throughout the year. You will be notified via email of any changes.

# IMPORTANT DATES

## Performance Dates\*

**Winter Picture Day:** November 22, 2025  
**Tumbling Skills Showcase:** December 6, 2025  
**Karate Testing Date:** December 8 & 10, 2025  
**Dress Rehearsal:** December 12, 2025  
**Dance & Cheer Recital Date:** December 13, 2025  
**Laveen Parade:** January 31, 2026  
**Laveen BBQ:** February 2026  
**Spring Picture Day:** April 24 & 25, 2026  
**Karate Testing Date:** May 4 & 6, 2026  
**Dress Rehearsal:** May 15, 2026  
**Dance. Tumbling & Cheer Recital Date:** May 16, 2026

\*Dates may be subject to change

## Closure Dates

**Halloween:** October 31, 2025  
**Thanksgiving:** November 27-29, 2025  
**Winter Break:** December 21, 2025 - January 4, 2026  
**Spring Break:** March 8-15, 2026  
**Summer Break:** May 18-31, 2026  
**Summer Season Starts:** June 1, 2026  
**Summer Season Ends:** July 18, 2026





# WHAT YOU CAN EXPECT



- Coming to class at Laveen Dance & Cheer should be a positive and uplifting experience for everyone! We ask that you help create that environment coming to class with a positive attitude and ready to go. Please make sure your student is dressed appropriately for the class they are attending and has the appropriate footwear.
- You can expect your student to be receiving direction in proper technique no matter what class style they are enrolled in. Our teachers prepare engaging lesson plans each week to keep your student excited and challenged! We also continue to develop our students all year long to ensure they continue to grow.
- You can expect to hear positive and uplifting music played throughout the studio. Our music policy states that no music with vulgar lyrics or profanity should be played. Similarly, movements should be age appropriate and not suggestive.
- You can expect costumes to be age appropriate with no midriffs showing. There may be sheer fabric over the midriff, but it will not be bare skin.
- All classes are 55 min in length. Please bring your student on time and pick them up promptly after class. In the event of an unexpected delay, please notify the desk as soon as possible.
- If you have any concerns regarding the studio operations, policies, teachers or anything else, please bring it to the attention of the studio owners to work through together.



# WHAT WE EXPECT

**These are our Classroom Rules. These can also be found posted at each classroom door!**



- Please arrive on time so you can go through the full warm-up with your class to help reduce risk of injury.
- No food, gum, or drinks allowed in the studio rooms. **ONLY WATER!**
- Treat others the way you want to be treated!
- No phones or headphones during class.
- Combo students should bring their dance shoes in a dance bag into the studio room.
- Dress in proper class attire. No jeans for any class.

- Dance & Cheer shoes should only be worn in the studio rooms. Please do not wear them outside.
- Hair must be out of the face during class in either a ponytail or bun.
- No jewelry should be worn during karate, cheer, acro and tumbling classes.
- Ask questions, have fun, and give 110% effort!
- Only enrolled students in studio rooms during class time.
- Viewing windows are for observing only. Please do not communicate with or distract students during class.



# STAYING INFORMED



We strive to make your experience at Laveen Dance & Cheer organized and enjoyable for everyone involved. To keep you well-informed, please read all newsletters and studio updates carefully. Newsletters and important updates will be emailed to you. From time to time, text messages will also be sent out. If you have any questions, feel free to contact our office during business hours or send an email. Our website is regularly updated with essential information, and our Facebook page is a great resource for daily updates and connecting with our community. Don't forget to follow us on Instagram @laveendanceandcheer for more exciting updates!

## DISCIPLINE POLICY



We believe in creating a positive, nurturing, and professional environment for all our students. We emphasize the importance of being part of a group, respecting others, our teachers and staff, and the studio property. Our goal is to foster good habits and cultivate a culture of compliance with rules of conduct.

In the event of a conflict between students, our staff will handle the situation appropriately. We promote problem-solving and communication between the students to find a resolution and reconcile with one another.

If a student is disruptive and the misbehavior persists, continuing to significantly disrupt the class, we may need to involve the parent or guardian. We believe in open communication and will reach out to discuss the situation and request the child to be picked up if necessary. Please remember that our ultimate goal is to provide a safe and productive environment for all students.

# ENROLLMENT FEES & TUITION POLICY



All students are responsible to pay an annual enrollment fee. The annual enrollment fee includes a Performance T-Shirt that may be used throughout the year for various performances. All enrollment fees are due at the time of enrollment. Enrollment fees are non-refundable.

Existing students have an annual enrollment fee of \$25 and new students have an annual enrollment fee of \$50. There are family discounts that will be applied at time of enrollment.

Tuition will be posted on the 25<sup>th</sup> of each month for the following month's tuition and a monthly Statement will be emailed to you at that time. Tuition is due on the 1<sup>st</sup> of each month. We highly encourage families to enroll in Auto-Pay. Auto-Pay is run on the 1<sup>st</sup> of each month. You can pay prior to the 1<sup>st</sup> of the month with a card, cash, check, or via Zelle to avoid the Auto-Pay. Payments can also be made at the desk with Tap to Pay methods.

If tuition is not paid by the 10<sup>th</sup> of each month, a late fee of \$10 will be added to your family's account.

If tuition is not paid by the 15<sup>th</sup> of the month and the student has not attended any class(es) that month, the student will be dropped from their class(es). A \$20 re-enrollment fee will be applied to any students who leave the studio and then re-enroll within the same studio year (August - July).

Tuition is non-refundable and no months are pro-rated.

If you wish to drop your student from class, you must notify the studio owners via email before the 25<sup>th</sup> of the month to avoid Auto-Pay. You can also withdraw from classes in the Parent Portal in Dance Studio Pro before the 1<sup>st</sup> of the month.

If you notify us that you will be withdrawing your student from class, they will remain enrolled until the end of the current month. We do not offer refunds or partial refunds on tuition.

Laveen Dance & Cheer reserves the right to withdraw a student from any class at the discretion of the studio owners.





## **ARRIVAL AND DEPARTURE**

At Laveen Dance & Cheer we value punctuality and safety for all our students. We encourage students to arrive 5 minutes before their class begins. This will also ensure that they are in class for the full warm-up to help reduce risk of injury. To ensure the safety of our young dancers, students under the age of 6 should not be at the studio without an adult unless the student is in class.

All students should be picked up promptly following the end of their classes for the day. If you are running late to pick them up, please notify the desk as soon as possible so we know you are on your way. We ask that students wait inside the lobby until they see their parent's car arrive.

## **ATTENDANCE & TARDINESS**

Every class at Laveen Dance & Cheer is a step forward in the educational journey of our students. Regular attendance is essential for continuous progress and growth. Each class session provides students an opportunity to learn choreography and prepare for performances. To help our students feel confident on stage and out of respect for their peers and teacher, please make it a priority to attend class each week.

## **CLASS VISITORS:**

Only students enrolled in the class or completing a trial class are allowed in the studio room during class time. Students should refrain from inviting siblings, relatives, or friends to their classes, except for special events such as "Bring a Friend Week" and in-studio performances.

Parents, please do not open the studio door during class time. If you need your student to leave class early, please notify the desk so they can get your student for you.

## **TEACHERS:**

Our teachers do their best to be at class every week, but from time to time there may be a substitute for a class.

There could also be a situation in which the teacher of a class is no longer able to teach it. In this case, Laveen Dance & Cheer will find a replacement teacher. Please be aware that teachers may be subject to change.

## **LOST AND FOUND:**

To avoid losing items, please make sure to label all your child's belongings with their name. We will make every effort to locate and return lost items; however, Laveen Dance & Cheer cannot be held responsible for any items your child brings to class. Anything that is found at the end of the day is put in the black cubbies by Studio 3.

## **ILLNESS:**

The health and well-being of our students and staff are of utmost importance to us. We kindly request your cooperation in keeping our dance community healthy. If your child exhibits any of the following symptoms, we kindly ask that you keep them at home to prevent the spread of illness:

- Nasal discharge that is green or yellow
- Complaints of ear pain
- Consistent cough
- Severe sore throat
- Pink, burning, itching, or discharging eyes
- Diarrhea or vomiting
- Fever

If these symptoms or any other contagious conditions are observed in your child during a class, we will promptly contact you to arrange for their immediate pick-up.

If your student misses a class due to illness, they can do a make-up class when they are fully recovered.

## **MAKEUP CLASSES:**

We understand that unforeseen circumstances may cause a student to miss a class. To ensure they don't miss out on the valuable learning experience, we offer the opportunity to make up the missed class with a similar one. Please reach out to the office, and our team will guide you determining the best makeup class for your child.

In the event the studio is closed on a day that your child would normally have class, you can also reach out to the office to schedule a make up class.

## CLASS PLACEMENT:

Some of our more advanced level classes have requirements that must be met prior to enrolling in the class. We rely on the expertise of our teachers to help determine if a student is ready for the next level of a class.

For tumbling, specific skills are required prior to advancing to the next level. The skills list can be found in the Parent Portal as well as in the description of each class on the class schedule. Evaluations will be performed at least twice a year by teachers to determine if a student is ready to advance to the next level of tumbling.

## MEDICAL INFORMATION:

Please inform the studio owners and teachers of any medical conditions that may impact your student's ability to participate in class. This information will only be used to ensure our students are safe and that teachers are aware of unique needs a particular student may have. You can be assured that we will treat this information with confidentiality.

## PHOTO RELEASE & SOCIAL MEDIA

Photos and/or videos taken of students and/or participants may be used on social media, on our website, or in our studio for marketing purposes. Please note that teachers may also take photos and/or videos during class to share on their social media pages. If you would not like your student's picture to be used, please let us know at the front desk or via email (laveendance.morgan@gmail.com).

You can also opt out of the picture release on the Parent Portal.

We also encourage you and our students to help us create a fun and engaging environment on Social Media! You hope you interact with our social media accounts in a positive manner. You can follow us on Instagram @laveendanceandcheer or on Facebook [www.facebook.com/laveendance](http://www.facebook.com/laveendance)

## COMMUNICATION

The studio provides most communication via email. Please check your email regularly to stay up to date on news regarding the studio. We may also send text messages during the busy recital season! If you have any questions or concerns, please do not hesitate to contact the studio owners.

# DANCE STUDIO PRO

Laveen Dance & Cheer utilizes Dance Studio Pro ("DSP") for registration and tuition. As a parent, you will create an account and be able to access your student's information from the Parent Portal. You can access the Parent Portal by visiting our website ([www.laveendanceandcheer.com](http://www.laveendanceandcheer.com)) or you can download the app to your phone. The app can be found in the app store for both Apple and Android devices and is called "Studio Pro Portal."

## What can be done in DSP?

DSP is a great tool for you as a parent! You can do the following actions in the portal:

- Enroll in a class
- Drop a class
- Enroll in Auto-Pay
- Make a payment
- Update the card you have on file
- View payment history
- Review our studio policies and waivers
- View studio newsletters
- View practice videos and music that teachers may share
- Access the Karate Handbook
- Preview costumes
- Purchase recital tickets
- View the studio calendar
- Sign up to volunteer at studio events
- Chat with the studio owners
- And MORE!





# PERFORMANCE TEAM

We will be offering a **Performance Team** in the 2025-2026 season! This team will have various performance opportunities throughout the year in addition to the Winter and Spring Recital. The Performance Team will be lead by Ms Morgan. Here is some information regarding the Performance Team.

## Who can join the Performance Team?

The Performance Team is open to all dancers ages 7+! We do ask that our dancers who join the Performance Team be committed to the Team for the entirety of the 2025-2026 season.

## Is my child required to take other classes to be on the Performance Team?

No! However, Ms Morgan does highly encourage that individuals on the Performance Team also enroll in Level-Up I or Level-Up II as these classes are designed to focus on technique and help our dancers take their skills to the next level!

## Is there an additional cost to being on the Performance Team?

Monthly tuition is the same rate for the Performance Team as it is for other classes at the studio. The full costume fee for the Performance Team is due at the time of registration. We will be ordering costumes for this team as soon as the season starts and the costume will be used for all performances throughout the year. For some performances, a ticket may be required to be purchased.

## What performances will the Performance Team get to do?

The Performance Team will get to do 2-3 performances each semester. The list of tentative performances includes:

- Local Sports Event
- APS Light Parade
- Opening Number at the "Rockin' Around the Christmas Tree" Winter Recital show
- Laveen Parade
- Laveen BBQ
- Opening Number at the Spring Recital shows



# WINTER RECITAL

Our Winter Recital is held in December each year. This is a great opportunity to see what your student has been working on and where their progress is at. This is a smaller recital to showcase their progress and leads up to our big annual Spring Recital in May. A couple of key things to note about our Winter Recital:

- Costumes will be borrowed by students for the Winter Recital. Any costume pieces not returned after the recital will be charged a fee.
  - Please note that the costumes will be simple and may require the student to provide some of their own pieces such as a leotard, shorts, leggings, etc.
  - The Performance Shirt may be used as a costume by some classes.
- Class Pictures will be taken by the studio on an assigned day/time. No individual photos will be taken.
- There will be 2 shows at the Winter Recital:
  - **Nutcracker Sweet:**
    - All Ballet classes and our Combo classes will participate in this show
  - **Rockin' Around the Christmas Tree:**
    - All other dance and cheer classes will participate in this show
- Tumbling & Acro Showcase
  - This will be an opportunity for tumbling and acro students to showcase their skills. Additionally, teachers will evaluate students' skills at this time.
  - Date and Time to be determined.

More detailed information about the Winter Recital, including specific dates for pictures and dress rehearsal and information regarding tickets, will be provided throughout the season.



# SPRING RECITAL

Our Spring Recital is held in May each year and is the grand event to showcase all of our student's hard work and development throughout the year! A couple of key things to note about our Spring Recital:

- Costumes will be purchased by students for the Spring Recital.
  - The studio will measure each student and select the student's size based on the measurements.
  - Costume fees will be collected in 2 payments throughout the year: one in November and the other in February. Costume fees are non-refundable.
  - Costumes will be age appropriate with no midriff showing.
  - Please note that each dance, acro, tumbling, and cheer class will have a costume that will be required to be purchased to participate in the recital.
- Class Pictures will be taken by a Professional Photographer on an assigned day/time. Parents will have the option to sign up for and purchase individual photos. Group photos will still be complimentary.
- There will be multiple shows at the Spring recital. Additional details on which classes will perform in which shows will be determined and shared by December 2025.

More detailed information about the Spring Recital, including specific dates for pictures and dress rehearsal and information regarding tickets, will be provided throughout the season.





# KARATE



## Karate Registration

When a new student registers for Karate, the enrollment fee includes their first Gi. They will receive the Gi at their first belt test. All enrollment fees for new and prior students includes a t-shirt.

## Karate Belt Tests

There will be 3 Belt Tests throughout the year: December, May, and July. The week prior to the belt test will be a pre-belt test to help students prepare for the belt test. If a student passes the belt test, they will be charged the belt test fee and that will be due prior to receiving the belt.

## Tournaments

The studio will promote and advertise local Karate Tournaments that our students can register for and attend. Registration fees for these tournaments will need to be paid by the student. The studio may offer tournament prep classes that students can enroll in for an additional fee to help them prepare for the tournament.

The studio plans to host an in-house tournament in the Spring. More information to come as this event is planned. Participating in the tournament is optional and there will be an additional fee to participate in the tournament.

## Additional Gear

Sparring Gear and a new Gi can be purchased through the studio. Please stop by the front desk to place an order if you need to purchase any of these items.

## DSP

In the DSP app under "Class Files" are links to YouTube videos to practice the Karate Katas at home. There is also a link to the Karate Handbook to review advancement requirements for each belt level.

## Demo Team

Karate Demo Team will perform at the Winter and Spring recitals as well as other performance opportunities throughout the year. Karate students who have completed at least 1 belt test are eligible to participate in Demo Team. There will be a \$50 fee to participate in Demo Team for each recital (Winter and Spring).



# RATES & FEES



## Annual Enrollment Fees

All students will be charged an annual enrollment fee. This fee is due at the time of registration and includes a Performance or Karate T-Shirt\* that may be used throughout the year for various events. The enrollment fee is non-refundable and not pro-rated.

	Existing Families	New Families
1 <sup>st</sup> Child	\$25	\$50
2 <sup>nd</sup> Child	\$25	\$50
3 <sup>rd</sup> Child	\$25	\$25
Family Maximum	\$75	\$125

*\*if your child is enrolled in both Karate and Dance, an additional \$20 enrollment fee will be charged and they will receive both a Performance T-Shirt and a Karate T-Shirt*

## Tuition

Tuition is calculated by the number of classes a **family** is enrolled in, not by student. Tuition is non-refundable and is not pro-rated. The following chart can be used to determine your family's tuition based on the total number of 1 hour classes your students are enrolled in:

Number of Classes Per Family	Monthly Tuition Per Class
1 CLASS	\$80
2 CLASSES	\$80
3 CLASSES	\$75
4 CLASSES	\$73
5 CLASSES	\$71
6 CLASSES	\$69
7 CLASSES	\$68
8 CLASSES	\$67
9 CLASSES	\$66
10 CLASSES	\$65

For classes that are 90 minutes, an additional \$19/month fee will be charged in addition to the monthly tuition rate. For example, if your family is enrolled in 4 classes and one of the classes is a 90 minute class, your family's monthly tuition would be  $(4 \times \$73) + \$19 = \$311/\text{month}$ .



# RATES & FEES

## Costume Fees

Each dance, cheer, tumbling and acro class will be required to purchase a costume for the Spring recital. Each costume will be purchased from a reputable costume company. The costume fee for each class will be \$75 and will be paid in two payments. Costume fees are non-refundable. The costume fees will charged with monthly tuition on the following dates. If you join after a costume fee due date, the costume fee will be due with your registration.

Costume Fee Amount	Due Date
\$40	November 1st
\$35	February 1st

## Karate Belt Tests & Gear

Karate Belt Tests will be held 3 times throughout the year. All students will test during regular class time. If a student passes their belt test, they will be charged a Belt Test fee which will be due prior to receiving the belt.

	Fee	Due Date
Belt Test	\$25	Week following passed belt test
Jr Black Belt Test	\$50	Week following passed belt test
Brown Belt Test	\$50	Week following passed belt test
Black Belt Test	\$100	Week following passed belt test

A student's first Karate Gi is included with their registration fee. Additional Gi's can be purchased as well as Sparring Gear. Please talk to the front desk for pricing on those items.