



## **Welcome to Mater Dei Dance for 2022**

Mater Dei Dance was formed as an initiative of the P&F Committee almost 20 years ago, to provide children with an affordable opportunity to try dance after school with friends.

Mater Dei Dance has grown significantly over the years and the P&F team feel extremely privileged to have such a wonderful opportunity for our children to try different types of dance classes at our own school.

Mater Dei Dance in 2022 is all about having fun, learning new techniques, building confidence and at the end of the year performing up on stage. Dance is open to the whole community with a strong focus on teamwork. It is important that everyone feels comfortable and confident to join in and be a part of the Dance community!

In 2022, we have a great team of Dance Teachers working with us, and junior dance teachers ready to assist with large class numbers. Many of our teachers are past students and wish to continue building the Dance school.

**Please find below several policy items that need to be adhered to throughout the 2022 Dance year. By enrolling your child in Mater Dei Dance, you accept and agree to abide by the policies.**



### Class Behaviour Expectation

All students are to maintain an appropriate standard of behaviour at all times in keeping with the current 'Mater Dei Dance Behaviour Guidelines' and school expectation. It is important to note:

- I. Children who misbehave during and/or disrupt the class may be asked to "sit out" by the teacher.
- II. Repeated, disruptive behaviour by any student will result in parents being notified.
- III. Persistent, disruptive behaviour by any student may result in exclusion from Mater Dei Dance.

A Star Student certificate will be handed out by the teacher at the completion of the class at the teachers discretion.

At the completion of each lesson, a sticker will be handed out. At the end of the term class a lolly (Chupa Chups lollipop) will be handed out for completion of the dance term. Please notify the Dance Committee if you do not wish for your child/children to receive a lollipop at the end of the term at the completion of the class.

### Enrolment Information

Enrolments are to be made through TryBooking, after registering your child/children's via TryBooking you will receive an invoice from Mater Dei Accounts. Payment can be made via Mater Dei School Qrk! app, BPay or direct debit, details of which are outlined on the Invoice.

Please note that no fees are charged or payable on the TryBooking portal. Should you wish to cancel or change a class that you have registered for on TryBooking, please email [dance@materdeipandf.org.au](mailto:dance@materdeipandf.org.au) to assist.

For 2022 classes sizes will operate with a minimum of 5 students and a maximum of 15 students. With some exceptions and/or at the teacher's discretion, classes that receive more than 15 enrolments will be split with an additional teacher provided to the class. Further information will be provided to the parents/caregivers of this class.

### Timetable & Class Times

The timetable will ideally follow the Mater Dei school term, with exceptions when directed by P&F President/Mater Dei President. Please note classes will not be held on public holidays or pupil free days.

Class times will start and finish as per the timetable that is released at the start of each term; it is important to familiarise yourself with the timetable each term as times may vary depending on the teacher's availability. Enrolled parents/caregivers will be notified of any changes to the timetable or class times by email throughout the term.

Each student is entitled to ONE (1) Trial Class before committing to the term/or a new class.

### Term Fees and Levies

Mater Dei Dance invoices are payable within 14 days of receiving your invoice. Term Fees are to be paid in full.

If fees remain unpaid after 14 days, a late payment charge of \$20 may be charged to your account. Unfortunately, continual or habitual lateness in payment of fees may jeopardise the child's enrolment.

**2022 Prep Dance class fees are \$12 per lesson.**

**2022 All other class fees are \$14 per lesson.**



**Concert Levy** is \$45 per class. The levy is pro-rata'd over three (3) terms invoices and is a contribution towards the annual Mater Dei Dance Concert. Unfortunately, no refund will be issued if the students enrolment is cancelled.

The concert will be held in Term 4 with the date to be confirmed shortly. The concert is the end of dance for the year. Students may be asked to assist with performances after the concert, such as end of school Christmas concert / school assemblies. Further information regarding this will be issued to the students involved.

**Costume Levy** is \$70 per student, per dance class is charged for costumes. Payment will be spread over the three terms at \$20 per term for the first two terms and then \$30 in term 3 (for students enrolled from the beginning of the year).

If the student enrolls later after term 1, the costume levy will be charged over the course of the remaining terms. The costumes are for the students following the concert, no refund will be issued if the student's enrolment is cancelled once the costume has been purchased (as it is custom to the size of that student).

**Fee Relief** is available at the discretion of the School Principal for Mater Dei families and the P&F Executive for Non Mater Dei families experiencing genuine financial hardship. The current Policy provides fee relief for one (1) term of one (1) dance subject only per student attending Mater Dei Dance. All requests for fee relief must be made in writing to the School Principal/P&F Executive prior to the commencement of term. Individual circumstances are reviewed on a term-by-term basis. All requests are kept strictly confidential between the School Principal and the P&F Executive.

No refund or adjustments to fees are possible as a result of student's absence from classes. Classes that are cancelled by Mater Dei Dance will be refunded in the next Terms invoice. Mater Dei Dance is not able to offer make-up lessons without consultation through Dance Coordinator.

Student withdrawal after week 2 of the dance term does not attract a refund of fees. All student withdrawals must be placed in writing to Mater Dei Dance and emailed to [dance@materdeipandf.org.au](mailto:dance@materdeipandf.org.au)

### Uniform/Appearance

It is recommended that dance students wear the Mater Dei Dance T-shirt as this assists the teachers in knowing which children are part of the Mater Dei Dance Community within the school ground. It also helps to promote Mater Dei Dance, and builds a sense of community!

Dance T-shirts can be purchased for \$12.00 via Mater Dei Qkr! app, and will be distributed to your child through Mater Dei Dance. Please note Mater Dei Second-hand Uniform Shop may have Dance T-Shirts for \$5.00 (depending on available stock).

**Jnr & Snr Hip Hop:** Mater Dei Dance T-shirt, school runners

**Prep Dance:** Mater Dei Dance T-Shirt, shoes off for this class and favourite dance clothes.

**Jazz & Cheer:** Mater Dei Dance T-Shirt, school runners, and bike shorts.

**Ballet:** Mater Dei Dance T-shirt, bare feet.

**Tap:** Mater Dei Dance T-shirt, tap shoes.

**Jazz:** Mater Dei Dance T-shirt, jazz shoes.



For further clarification regarding dance uniform, please speak with the Mater Dei Dance committee.

Students are required to be ready for class five minutes before the start of the nominated class time and wait outside until the Dance Teacher commences the class. Students are not to enter the dance room until directed by the nominated dance teacher.

It is recommended that students bring a water bottle to each dance class and note that no food is to be consumed in the hall at any time. Please encourage your child to visit the bathroom prior to the commencement of class, the Dance Teachers is unable to take children to the bathroom during class times or supervise them as they depart the hall to visit the bathroom.

### Supervision

Mater Dei dance classes are conducted outside of school hours, and therefore supervision is not provided by the school. Mater Dei, nor the Dance Teachers are responsible for the supervision of students outside your child's nominated Dance class time/s.

Students of all ages are not to be left at school unsupervised, if their class time falls in the second teaching block ie at 4.15pm, it is expected that your child is either supervised by a parent/caregiver, enrolled into OSHC or is to leave the school and returns at the nominated class time.

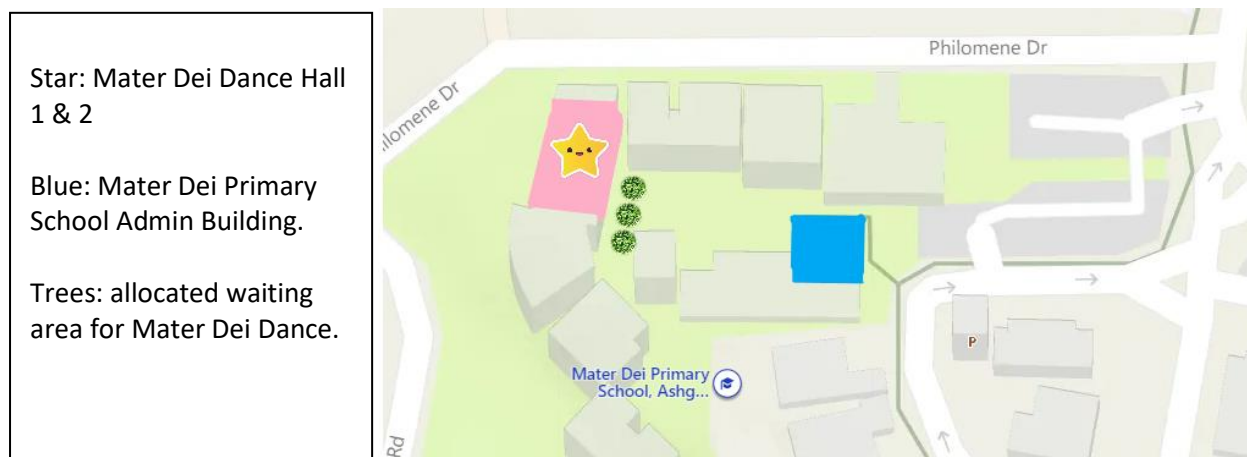
Please ensure that children (and siblings) who are waiting or participating in classes are adequately supervised. We expect that children use the facilities in the same manner as they do during school hours. Therefore, we ask you to adhere to the following:

- I. If a school area is out of bounds during school hours it is also out of bounds after school hours. This is for the safety of your children. Children are not permitted to play in the gardens, Prayer Garden or office admin veranda.
- II. Bathrooms should only be used for their intended purpose and are not play areas.
- III. Children are not permitted on the oval nor may they play on the equipment.
- IV. Please ensure that when providing your children with afternoon tea, that you place all rubbish in the bins provided and the area is left clean and tidy.
  - I. Please ensure that your children stay away from the glass doors of the hall while dance classes are in progress as it is very distracting to the students and the teachers. Parents and siblings may not enter the hall after the class has commenced unless requested by teacher and/or if it is an emergency.

No liability will be accepted by the School or Mater Dei Dance if something happens to your child outside of the class times during which you nominated your child to attend.

Please note that any children, sibling, parents or caregivers waiting on the school grounds

before, during or after dance classes are to wait only in the area immediately outside the hall/where the lessons are conducted. Children are not to play in the upper play areas of the School as OSHC has priority to this space during the hours that OSHC operates.



### Dance Music

All music is chosen at the discretion of the Dance Teachers within the guidelines provided by Mater Dei Dance. Consideration is given to the choice of music so that the content and lyrics are appropriate to the age level of the children. Choice of music must be consistent with the values of a Catholic primary school.

### Update Personal Information

Please ensure that Mater Dei Dance is informed of any changes to your contact details, including your residential address, telephone number, email and the medical information of the enrolled child.

For all Mater Dei Dance related correspondence please email - [dance@materdeipandf.org.au](mailto:dance@materdeipandf.org.au)

For all accounts/fees related correspondence please email - [accounts@materdeipandf.org.au](mailto:accounts@materdeipandf.org.au)

## Happy Dancing!

