



2021

PRE-SCHOOL

ENROLMENT

INFORMATION

BOOKLET

DUE TO COVID REGULATIONS, ALL CLASSES
HAVE CAPACITY CAPS, GET IN QUICK
TO AVOID DISAPPOINTMENT

TABLE OF CONTENTS



INTRODUCTION	PAGE 1
PROGRAM DESCRIPTIONS	PAGE 2
UNIFORM AND SHOES	PAGE 3
TIMETABLE	PAGE 4
POLICIES & CONDITIONS	PAGE 5 & 6
FEE SCHEDULE	PAGE 7
ENROLMENT FORM	PAGE 8 & 9

PROGRAMS

Crazy Feet Dance Studio offers **2 different programs** to cater for all Pre-School aged children. Both programs are suitable for boys and girls and are catered for **2-5 year olds**.

We offer Ready Set Ballet and Ready Set Dance. These programs are best taken together but can also be taken separately. Please read through this booklet to learn about the difference between our wonderful programs and all other information that you need to know to join our Crazy Feet family.



READY SET Ballet

READY SET BALLET is a 30 minute magical ballet experience for 2- 5 year olds. Twirl our mascot will lead our little dancers through each step of the class as they learn the fundamentals of ballet.

MUSIC - Engage in specifically designed music that captures the beauty of classical ballet

CURRICULUM - Develop coordination, body awareness, strength and flexibility both through visual and auditory instruction.

MIME - Explore creativity and gain confidence by going on a picnic with FREEZE and TWIRL, riding the tutu train to storybook lane and so much more.

THEMED DANCES - Learn the beautifully themed dances that have music prompts to support preschooler's playful participation.

PROPS - Have fun twirling with rainbow ribbons, swaying with feathers and popping bubbles. These resources support tactile awareness and strengthen fine motor coordination and control.

READY SET DANCE

READY SET DANCE is a one hour Ready Set Dance combo class of JAZZ, TAP, HIP HOP, SINGING and MUSIC and a whole lot of fun! The program caters for two levels, 2-3 years and 4-6 years.

JAZZ - Develop muscle strength, control and balance and achieve coordination milestones like skipping before going to school.

HIP HOP - Bust out some ice cold moves just like Freeze to our original hip hop tracks.

MUSIC - Develop the musical ear, dynamics and tempo while having fun with instruments and the parachute.

SINGING - Sing like Twirl and build confidence singing on the microphone

TAP - Learn the fundamentals of tap in a playful and creative way by splashing in puddles and shuffling like a penguin.

All these ingredients together create a super hour of fun!



UNIFORM & SHOES



Our amazing uniform can be purchased from reception. Students can wear either outfit based on their needs and wants. The uniform is compulsory for classes. Shoes can be purchased from Bloch or any dance store, but must be in the specific colours noted below.

UNIFORM

TUTU DRESS	BODY LENGTH	CHEST WIDTH
Size 2	34cm	22cm
Size 4	38cm	24cm
Size 6	39cm	26cm
Size 8	40cm	27cm
Size 10	43cm	28cm

KIDS T-SHIRTS	BODY LENGTH	CHEST WIDTH
Size 2	42.5cm	33cm
Size 4	45.5cm	34cm
Size 6	48.5cm	36cm
Size 8	52cm	39cm
Size 10	54cm	40cm



T-SHIRT TO BE WORN WITH BLACK SHORTS OR LEGGINGS

GIRLS

BOYS

SHOES



Tan Jazz shoes

for

READY SET DANCE



Ballet shoes

for

READY SET BALLET



Black Tap shoes

for

READY SET DANCE



Black Jazz shoes

for

READY SET DANCE



Black Tap shoes

for

READY SET DANCE



PRE-SCHOOL TIMETABLE 2021

WEDNESDAY

READY SET BALLET 9:30-10:00AM
READY SET DANCE 10:00-11:00AM

FRIDAY

READY SET BALLET 9:30-10:00AM
READY SET DANCE 10:00-11:00AM

SATURDAY

READY SET BALLET 10:00-10:30AM
READY SET DANCE 10:30-11:30AM
READY SET BALLET 11:30-12:00PM



CREATIVITY
Children are encouraged to use their **IMAGINATIONS**, to think divergently and to explore their own **CREATIVE** responses to the invitations within dance, music and drama.

CONFIDENCE
Regular and sustained participation in **READY SET DANCE** classes helps children to develop their **CONFIDENCE** as they try new things, practice and consolidate existing skills and experience success and mastery.

COORDINATION
The carefully sequenced and playful program develops physical **COORDINATION**, the **COORDINATION** of the senses, the coordination of mental processes and language and the **COORDINATION** of social connections.

POLICIES & CONDITIONS



HOW DO I ENROL?

Please fill out the enrolment form and complete option 1 or 2.

1. Scan and email to info@crazyfeetdance.com.au and bank transfer booking fee of \$35.00.

NAME: Crazy Feet PTY LTD

BSB: 033 038

ACCOUNT: 216975

**Please identify payment with child's initial and surname.

2. Return to form reception with payment of \$35.00 in cash or via card.

We will send a confirmation email once this is received.

ENROLMENT POLICIES & PROCEDURES

- Enrolment is for the entire year - with fees paid by the term
- All term fee invoices will be issued prior to the end of term (with the exception of Term 1 where you will receive an invoice prior to the beginning of the term)
- All accounts must be settled by the dates specified.
- A \$25 administration fee will apply to every late notice/invoice sent out.
- All outstanding accounts must be settled 1 month prior to the end of year concert.
- After the commencement of classes no refunds will be given to students.
- No refunds are available for missing classes due to sickness or injury.

CANCELLING ENROLMENT POLICY

If a student intends to discontinue classes during the year they must notify Crazy Feet **in writing via email** 2 weeks prior to the end of that term. If you receive an invoice via email and cancel after the invoice has been issued you will be subject to paying a cancellation fee of \$50.

CONCERT POLICIES

- Our annual performance is held at the Besen Centre in November. It is not compulsory for students to take part in the performance; however, it is assumed that all students will take part. The concert is a lot of fun and is the highlight of our year. If your child will not be appearing in the concert you must inform the office before Monday the 12th of July otherwise costume hire fee is still payable.
- All concert dances are learnt in class. There is a compulsory studio & theatre rehearsal as well as the performance.

COSTUME POLICY

Costumes are provided by the school and are hired out to the students for a fee. Parents are not required to do any sewing or handling of costumes. Invoices for costume hire are sent out in Term 3. You must notify us if you are not doing the concert before Monday 12th of July, otherwise costume hire is still payable.

NEWSLETTERS & NOTICE BOARD POLICIES

Crazy Feet provide a newsletter each term. Please ensure you read all of these as they include important dates and information for parents. Also keep an eye on our website crazyfeetdance.com.au & our instagram page for exciting updates and events.

WATCHING CLASS POLICIES & OPEN DAYS

It is the policy of Crazy Feet that parents do not stay and watch classes in the studio. There will be open days in Term 1 & 2 for parents and friends to watch and view the student's progress. Term 3 & 4 do not have open days due to concert preparation. Dates for open days are announced in the newsletters. There is a TV at reception that shows all of the studios if you wish to watch.

POLICIES & CONDITIONS



HEALTH & SAFETY POLICY

- Appropriate emergency procedures exist and staff understand the procedures relevant to their location.
- It is the responsibility of the student or parent/guardian to inform us of any prior or current illnesses or injuries prior to enrolment or prior to class.
- It is our policy that students do not attend classes if suffering from a contagious illness to protect other studio attendees. Students can attend make up classes where possible upon recovery.
- In the event of an injury, we will administer First Aid treatment by a qualified first aider. If medical services are necessary and an ambulance required, the student/parent will incur the costs.
- Parents/Guardians must be responsible for minors before and after class times.
- No student (under 18 years) is to wait outside or leave the premises unaccompanied by a parent or guardian.
- We must be notified of any allergies that a student may have.
- Students must not bring any food containing nuts into the studio or at concert rehearsals/performances.
- Any student who has been diagnosed by a Medical Practitioner as being at risk of anaphylaxis should bring an epipen to class and leave it at reception, labeled with their name. This epipen will be administered by a first aider if required.
- Emergency evacuation maps are located around the premise. Fire extinguishers, fire hose reels and fire blankets are located within the premises.

INJURY POLICIES

It is the responsibility of the student or parent to inform the teacher before class of any injuries, including those injuries that are being treated or may be of concern during class. A first aid box is available at the studio. Due to government legislation we are unable to provide any children with Panadol or equivalent medication.

ASTHMA AND ANAPHYLAXIS POLICY

We must be notified of allergies a student may have. Please complete details on enrolment form and ask for an action plan form at reception. Please return the completed action plan before attending classes.

LOST PROPERTY

ALL items left at Crazy Feet will be placed in lost property. They will NOT be kept separately at reception for people to collect. Please do not call and ask for this to be done. Lost property will be emptied at the end of each term and given to charity.

COVID-19 POLICIES (subject to change)

- Physical and social distancing will be implemented in a queuing system for entry
- At the entry students will be required to have temperature checks to enter the building
- Parents are not permitted to enter the building
- Building & Studio limits are marked on each entrance
- A COVID-safe martial will be employed to ensure all COVID-safe practices are adhered to
- Sanitation stations are available throughout the building
- There will be no shared equipment other than ballet barres which will be disinfected after every class
- Frequent cleaning and disinfection between classes following the VIC COVID-19 Cleaning Checklist
- Staff have undergone training on how to keep themselves and others safe from exposure to COVID-19
- We have staggered class arrival and departure times
- Students are not to arrive more than 5 minutes early for their scheduled class

2021 TERM DATES

Term 1: Saturday 30th January - Thursday 1st April

Term 2: Monday 19th April - Friday 25th June

Term 3: Monday 12th July - Friday 17th September

Term 4: Monday 4th October - TBC

FEE PAYMENT DATES 2021

Please note fees are payable prior to the beginning of each term.

Term 1 Fees are due 5th February

Term 2 Fees are due 3rd April

Term 3 Fees are due 11th July






Term 4 Fees are due 4th October

Costume hire fees will be sent out in Term 3 and are due 1st September.

As previously stated, enrolment is for the entire year. Please check our cancellation policy if you wish to cease your enrolment.

FEE SCHEDULE

CLASSES

-  ANNUAL BOOKING FEE
\$35
-  READY SET DANCE 1 HOUR CLASS
\$195
-  READY SET BALLET 30 MINUTES CLASS
\$160
-  READY SET STAR PACKAGE (both classes)
\$280
-  \$10 30 MINUTE TRIAL LESSON
\$15 1HR TRIAL LESSON
10% DISCOUNT FOR THE 2nd CHILD



UNIFORM COSTS

READY SET DANCE T-SHIRT

\$25

READY SET DANCE DRESS

\$45

READY SET DANCE BOWS

\$10 each



** SHOES TO BE PURCHASED FROM BLOCH OR ANY DANCE STORE

ENROLMENT FORM



STUDENT DETAILS

Student First Name:		Student Last Name:	
Date of Birth:		Year at Kinder/School:	
Street Address:			
Suburb:		Postcode:	
Medical Information: (e.g. Asthma, Anaphylaxis)			

PARENT/GUARDIAN DETAILS (1) - PRIMARY CONTACT

Parent First Name:		Parent Last Name:	
Contact Number:			
Email Address:			

PARENT/GUARDIAN DETAILS (2) - SECONDARY CONTACT

Parent First Name:		Parent Last Name:	
Contact Number:			
Email Address:			

2021 CLASSES: Please write the classes you wish to enrol in

	Class Name	Class Day	Class Time
Eg:	READY SET DANCE	Monday	10-11am
Class 1:			
Class 2:			
Class 3:			
Class 4:			

UNIFORM ORDER:

	READY SET DANCE DRESS	T-SHIRT	HAIR BOWS
QTY:			
SIZE:			

ENROLMENT FORM



LIABILITY POLICY

I as the parent/guardian of (student name) hereby agree to all the terms and conditions as set by Crazy Feet Dance Studio in their 2021 information booklet and understand that my child dances at their own risk and no liability will be taken under any circumstances by the proprietors, teachers, or Crazy Feet Dance Studio for physical injury or loss/damage of property or personal effects or clothing.

Parent Signature Date / /

CANCELLATION POLICY

I as the parent/guardian of (student name) understand that this enrolment is for the entire year of 2021. I understand that I will be invoiced fees quarterly. I understand that in order to not be charged for the next quarter of fees I am required to give notice of cancellation in writing **2 weeks before the end of term**. Failure to do so will result in a \$50 cancellation fee.

Parent Signature Date / /

CONCERT POLICY

I as the parent/guardian of (student name)

1. Give permission for my child to be photographed by Crazy Feet Dance Studio and be included in the 2021 Concert DVD.
2. Give permission for photos and footage to be used on Crazy Feet's social media and advertising material.
3. Acknowledge that there is a concert in November (dates to be confirmed) and my child will participate, or I will notify Crazy Feet Dance Studio by Monday 12th July if my child is unable to participate.
4. Acknowledge that there will be a costume hire fee, as costumes will be provided by Crazy Feet, and this costume hire fee will still be payable if I withdraw from the concert after the 12th of July 2021.

Parent Signature Date / / ...