

Kanaley School of Irish Dance Policy and Procedure Forum 2020

Please read carefully and sign.

Kanaley School Mission Statement: Kanaley School of Irish Dance provides Irish Dance lessons for people of all ages and abilities to enjoy solo and group dancing. Our mission is to provide professional dance instruction and instill an appreciation for Irish Dance by maintaining a positive, productive, and motivational class atmosphere.

Announcements

- Check announcements at class. Announcements are posted in the monthly newsletter, on KanaleySchool.com, posted on Facebook, and sent by e-mail.
- If there are questions or concerns please tell us. Please do not interrupt lessons. E-mail Colleen at KanaleySchool@gmail.com or call 774-454-4600.
- Prepare for extra practices nearing St. Patrick's Day, Christmas, and Spring Recitals.

Attendance

- Students must be at class the week prior to a feis or forfeit the feis.
- Students that are late or miss rehearsals for team dance-outs or recitals cannot perform.
- Dancers who miss three or more classes in a session may move back a level.

At Class

- Classes with fewer than 6 students are subject to be canceled, combined, or overlap for a period of time with a class of a lower or higher level.
- No food, gum, or sugary drinks allowed in the studio; water only.
- No street shoes, jeans, spaghetti strapped tops, or jewelry may be worn at class.
- No outside trash in receptacles. Please take home all trash.
- Dancers are encouraged to wear Kanaley School gear to class.
- Members are not permitted to enter into areas of the hall that is not in use by the Kanaley School of Irish Dance.
- Do not change the heat thermostat.
- Please be respectful to outside business, no excessive noise or shouting.
- Please be respectful of lessons, please keep siblings quiet during class.
- No videotaping or photography of class.
- No cell phones or electronic devices in class.
- All dancers in Advanced Beginner and above must wear ghillies, poodle socks, or hard shoes to class. Failure to wear proper shoes and socks will constitute sitting out to observe class.

Pick Up and Drop Off

- Please walk students, especially younger students, into the building. This ensures that all students arrive safely and that a dance instructor is in to supervise.
- Give time before class to put shoes on and stretch.
- Students are not allowed to leave the building unsupervised. Students cannot leave into the parking lot without a parent/guardian with them, please do not wait for students in the car.
- Have a person who the student knows meet at the seating area after class.
- Please park in the designated parking lots. Do not park in front of the Nutter building.
- Bourne: Do not park in the street.

Cancellations

- In the case of a bad weather cancellation, we follow Bourne or Barnstable schools.
- Students may make up weather cancellations on a Saturday drop-in, free of charge.
- Cancellations are sent by e-mail, posted on the home page of the website kanaleyschool.org and posted onto our Facebook page. Use personal judgement considering road conditions.
- The Kanaley School of Irish dance closes for most holidays. We don't close for teacher work days or school vacation weeks.

Costume

- Dancers who regularly perform in recital and competition should purchase a school costume.
- Costumes are not required for dancers in the pre-beginner and beginner levels if the dancer is performing or competing for the first time. A white blouse and black skirt is good to wear.
- Shoes and poodle socks are required for first time performers. Poodle socks are sold at class.
- Dancers in Novice class should wear a school jumper in teams.
- All age dancers qualified in prizewinner for 50% of dances may wear a solo costume.
- Dancers who have mastered shuffling may wear hard shoes to class.
- Ghillies and Hard shoes must follow feis guidelines. Failure to wear feis regulated shoes may disqualify a dancer from competition and are frustrating for the dancer in class.
- Please DO NOT purchase shoes from amazon.com.
- Please have costumes and apparel approved by Colleen. If any article is unacceptable or prohibited, the article can not be worn while performing.
- The Kanaley School of Irish Dance wishes to maintain a simple and traditional themed costume. NO make up on dancers under age 10.

Ceili

- Dancers in Novice and above must participate in ceili.
- Submissions for feis are done by the individual for ceili competition. Please be sure to enter with the rest of your team.
- Please don't miss entering for teams at required feis'.
- Dancers that miss more then three classes in a session will understudy their position.
- Dancers may take a session off of ceili, class prices remain the same.

Class Level Advancement

- Dancers who attend class regularly and have mastered the steps required for the next level may advance at the next session.

Dance Level	Advancement Requirements
Pre-Beginner	Age 5-6
Beginner	Slip Jig & Out two Threes
Advanced Beginner	St. Patrick's Day
Novice	Slow Treble Jig & Slow Hornpipe
Prizewinner	Teacher's discretion
Preliminary Champion	Contemporary set dance.
Tuesday Team Class	Above AB level, knows the 4-Hand and 8-Hand dances well, attends class regularly.

Feis

- Feis (pronounced fesh) is the gaelic translation for festival. A feis is a dance competition and can be done as a soloist, or as a group.
- Feis participation is not mandatory, nor is it required for class participation.
- Students who practice, are motivated by competition, and have participated in community dance events are welcome to enter into a feis.
- Students must have consistent attendance before entering into a feis.
- At the feis, arrive about 45 minutes early with hair and make-up already done. Under no circumstances can a parent or student approach a judge or musician.
- Videotaping or photography is not allowed. Pre-beginner and beginner levels may video tape.
- Back at class, keep track of feis progress. Level changes happen every calendar year.
- All rules set by the New England Feis Commission, CLRG, and North American Irish Dance Teachers Association, pertain to the Kanaley School of Irish Dance. Dancers must experience each level before advancing. Colleen will convey these rules when necessary.

Feis Advancement Chart

Dance Level	Advancement Requirements
Pre-Beginner	over age 5
Beginner	1,2,3 in all dances
Advanced Beginner	1,2, in all dances
Novice	One 1st in all dances by January 1
Prizewinner	One 1st in all dances by January 1. Two firsts in all dances to advance before January 1.
Preliminary Champion	Three Firsts in all Dances before January 1. Two firsts by January 1.

Performance

Recitals - One winter holiday recital is held annually.

Nursing Homes and Fundraisers - Nursing Homes is every Christmas and St. Patrick's Day. Dancing at nursing homes and fundraisers is a great way to give back to the community while sharpening performance skills. These performances are done on a volunteer basis and are open to all levels.

Dance Outs - A "dance out" is a professional performance event.

Other

While every parents intentions are good, please be mindful of a few behaviors that you may not realize can be disruptive.

- Do not message after hours. Please make all phone calls between the hours of 7AM-4:00PM.
- Please no text messages on Sundays or holidays.
- Messages may be ignored if received during class.
- Please email first rather then text.
- Please refrain from message forms where information is shared indirectly from it's source.
- Please do not hit "reply all" to school emails.
- Please do not post any videos of Kanaley School choreography publicly online.
- Please do not post pictures of dancers in costume or number card on before a competition.
- Please do not tag Colleen or the Kanaley School in any posts before or during a feis.
- Please do not participate in another dancing school's recitals without permission.

Keep the Policy and Procedure Form 2020. Return this page

I have read and agreed to the Kanaley School of Irish Dance Policy and Procedure Form 2019. I understand that failure to follow the Policy and Procedure form may result to expulsion without refund from the Kanaley School of Irish Dance. I will convey the Policy and Procedure Form to my family and dancer when necessary.

A copy of the Policy and Procedure Form 2020 was given to me to keep.

Name (Print) :

Student (Print):

Date:

Signature:

Payment

- Payment is due on the first day of the 15 week session.
- There is a \$20 late fee for payments made after October 1, February 1, May 1, or July 1.
- There are no refunds. The Kanaley School of Irish Dance cannot reimburse dancers who miss class.
- The Kanaley School of Irish Dance understands life's circumstances and does not wish for a student to discontinue due to financial hardship. Financial negotiations are available for dancers enrolled for over a year and involved in lessons above the beginner level.
- Make checks to Kanaley School of Irish Dance 24 Yearling Run Road, Bourne, MA, 02532.
- Paying with cash, please place cash in an envelope with the dancers first and last name on it.
- \$25 family registration is due in January.
- Siblings of a lower level are discounted 20%, third siblings are discounted 30%.
- Outstanding balances that have no attempts for payment for more than 4 months will be sent to collections and a student may not return to class.

Name (print):

Students (print):

Date:

Signature:

Withdrawal

Kanaley School of Irish Dance is a family oriented school and reserves the right to withdraw a student without refund in the event that:

- A member exhibits unsafe behavior toward themselves, students, staff, and family members.
- A member uses foul language, suggestions, or negative behavior.
- If a student continuously fails to follow directions from an instructor or staff member.
- If a student or family member refuses to cooperate with the policy and procedure form.
- If a member is bullying, cyber bullying, harassing, or being consciously mean to another member.
- If a member brings a weapon to class.
- If a member is under the influence or in possession of drugs or alcohol.
- If a member abuses another member in any way.
- If a member has made no attempts to pay in 4 months.

Name (print):

Students (print):

Date:

Signature:

MEDIA CONSENT FORM AND RELEASE FOR MINOR CHILDREN

I am the parent/guardian of _____
(print full name of child). I hereby grant The Kanaley School of Irish Dance the absolute right and permission to use photographic portraits, pictures, digital images or videotapes of My Child, or in which My Child may be included in whole or part, or reproductions thereof in color or otherwise for any lawful purpose whatsoever, including but not limited to use in any School publication or on the Kanaley School websites, without payment or any other consideration. I hereby waive any right that I may have to inspect and/or approve the finished product or the copy that may be used in connection therewith, wherein My Child's likeness appears, or the use to which it may be applied.

I hereby release, discharge, and agree to indemnify and hold harmless the Kanaley School of Irish Dance from all claims, demands, and causes of action that I or My Child have or may have by reason of this authorization or use of My Child's photographic portraits, pictures, digital images or videotapes, including any liability by virtue of any blurring, distortion, alteration, optical illusion, or use in composite form, whether intentional or otherwise, that may occur or be produced in the taking of said images or videotapes, or in processing tending towards the completion of the finished product, including publication on the internet, in brochures, or any other advertisements or promotional materials.

I represent that I am at least eighteen (18) years of age and am fully competent to sign this Release.

THIS IS A RELEASE OF LEGAL RIGHTS.

READ IT CAREFULLY AND BE CERTAIN YOU UNDERSTAND IT BEFORE SIGNING

(Both parents, if possible)

PLEASE CHECK ONE OF THE BOXES BELOW THEN SIGN YOUR NAME(S)

☐ CONSENT: We/I hereby certify that We/I are/am the parent(s) or guardian(s) of the above named child and do hereby give our/my consent without reservation to the foregoing on behalf of My Child.

☐ NON---CONSENT: We/I hereby certify that We/I are/am the parent(s) or guardian(s) of the above named child and do not hereby give our/my consent without reservation to the foregoing on behalf of My Child.

(Mother/Guardian's Signature) (Date)

(Mother/Guardian's Printed Name) (Primary Phone Number)

(Father/Guardian's Signature) (Date)

(Father/Guardian's Printed Name) (Primary Phone Number)