



Good day

Re:  Padfield Park & Hillcrest studio’s

Thank you for your enquiry into our Studio Branch for dance classes.  We will be offering Ballet, Modern jazz, Hip Hop, Latin, Ladies class and Tap.  So excited to have you consider us.

**Mondays:**

**STUDIO A:           PNT                      STUDIO B:     PNT                         HILLCREST:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| STAFF Meeting | 8:00 |  |  | Adult ballet | 11:00-12:00 |  |
|  |  |  |  | LRH | 12:30-1:00 |  |
| Ballet: Prim | 1:45- 2:30 |  | 2:00-2:45 | Baby Ballerinas | 1:30-2:15 |  |
| Ballet: Grade 1 | 2:30-3:15 |  | 2:45-3:30 | Ballet: Pre primary | 2:15-3:00 |  |
| Ballet: Grade 3 | 3:15 – 4:15 |  | 3:30-4:15 | Ballet: Grade 1 | 3:00- 3:45 |  |
| Modern: Grade 3 | 4:15-5:00 | Latin solo | 4:45-5:30 | Modern: Grade 1 | 3:45-4:30 |  |
| Ballet:  Inter Found | 5:00-6:00 | Tap snr | 5:30-6:15 | Ballet: Grade 2 | 4:30 -5:15 |  |
| Modern:  Final Grade | 6:00-6:45 | Paris Floor  barre | 6:15-7:00 | Ballet: Grade 5 | 5:15- 6:15 |  |

**Tuesdays:**

**STUDIO A:                                            STUDIO B:                             HILLCREST:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| PC | 9:00-9:30 |  |  |  |  |
| KK | 11:00-11:30 |  |  |  |  |
| Ballet:  Pre Primary | 1:45- 2:30 |  |  |  |  |
| Ballet: Grade 2 | 2:30-3:15 |  |  |  |  |
| Ballet:  Grade 5 | 3:15-4:00 | Hip Hop 5/6 | 3:15-4:00 |  |  |
| Ballet:  Intermediate | 4:00-5:00 | Hip Hop 3 /4 | 4:00-4:45 | Hip Hop 5-7 yrs | 4:30-5:15 |
| Ballet: Adv 1 | 5:00-6:00 | Latin Jnr | 4:45-5:30 | Hip Hop 10-12 yrs | 5:15 – 6:00 |
| Hip Hop gr 10 | 6:00-6:45 |  |  |  |  |

**Wednesdays:**

**STUDIO A:                                                     STUDIO B:                                        HILLCREST:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Associate: Modern | 8:30- 9:30 |  |  | Adult Ballet | 11:00-12:00 |  |
| Associate: Ballet | 9:30-10:30 |  |  |  |  |  |
| Preschool:  GP | 12:30-1:00 |  |  | Ballet: Primary | 1:45-2:30 |  |
| Baby Ballerinas | 2:00-2:30 |  |  | Ballet:  Grade 1 | 2:30 – 3:15 |  |
| Ballet :  Grade 1 | 2:30-3:15 | Hip Hop: Gr 1 | 2:30- 3:15 | Modern Tda intro | 3:15-4:00 |  |
| Ballet :  Grade 2 | 3:15-4:00 | Modern: TDA intro | 3:15-4:00 | Ballet: Grade 2 | 4:00- 4:45 |  |
| Modern:  Grade 1 | 4:00-4:45 | Hip Hop Snr boys | 4:00- 5:00 | Ballet: Grade 5 | 4:45- 5:45 |  |
| Ballet:  Inter Foundation | 4:45 – 5:45 | Adult Ballet | 5:00-6:00 | Tap  Snr | 5:45 – 6:30 |  |
| Modern:  Elementary | 6:15-7:00 |  |  |  |  |  |

**Thursdays:**

**STUDIO A:                                                     STUDIO B:                            HILLCREST:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| HH | 11-11:30 |  |  |  |  |
| JB | 12:20-1:30 |  |  |  |  |
|  |  |  |  |  |  |
| Modern: Stepping stones | 2:30 – 3:15 | Hip Hop:  Gr 2/3 | 2:30-3:15 |  |  |
| Ballet: Grade 3 | 3:15 – 4:15 | HH jnr boys crew | 3:15-4:00 |  |  |
| Ballet:  Intermediate | 4:15 – 5:15 | Stretch & Strength point | 4:45-5:30 | Hip Hop 8-10 yrs | 4:30 – 5:15 |
| Modern:  Pre Jnr | 5:15 – 6:00 | Hip Hop Gr 8/9 | 5:30 – 6:15 |  |  |
|  |  |  |  |  |  |

**Fridays:**

**STUDIO A:                                                     STUDIO B:                                         HILLCREST:   MP**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Ballet : Grade 5 | 2:45-3:45 |  |  |  |  |
| Modern: Grade 4 | 3:45-4:30 |  |  | Contemporary | 3:00-3:45 |
| Ballet Advanced 1 | 4:30-6:00 | Tap Jnrs | 3:45-4:30 | Hip Hop Teens | 4:30-5:15 |
|  |  | Adult ballet | 4:45- 5:45 | Tap Jnr | 5:15-6:00 |
|  |  |  |  | Adult Hip Hop | 6:00-6:45 |

**Saturdays**:

**HILLCREST**:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Hip Hop JNR Crew | 8:00-8:45 |  |  |  |  |
| Hip Hop SNR Crew | 8:45 – 9:30 |  |  |  |  |

**Fees for 2019:**

Please note that the fees are due within the 1st week of a term and a levy will be placed onto late or bounced payments.  We run off a Debit order system only so that it makes it easier to budget from both sides and allows the service to be seamless.

Payment options available:

**Monthly :** The monthly option consists of 12x payments which are payable on the 26th of each month. The monthly payment works out to be slightly more each month, due to extra administration costs.  Please note that this is an option to help those parents keep up to date with their fees and is not compulsory.

**Termly:** The termly payments are 4x payments paid in full at the beginning of each term.  Should an account continue to run late on a termly account, the booker will inform you via email that monthly option will then need to be implemented.

Our studio Accounting firm handles all dance account queries and is avail on email [**mpds@o-t.co.za**](mailto:mpds@o-t.co.za)**.**   Any queries regarding accounts goes directly to them.  Ensure that emails and debit orders use the correct reference and invoice numbers to ensure quick responses & efficient service.   We thank you for your support and trust our standard keeps improving to excellence.

**Debit order options:  no cash or eft will be accepted.**

|  |  |  |
| --- | --- | --- |
| **LESSONS ATTENDED PER WEEK:** | **PER MONTH:**  **12 PAYMENTS IN YEAR      OR** | **PER TERM:**  **4 PAYMENTS IN YEAR** |
| 1 LESSON PER WEEK | R580 | R1450 |
| 2 LESSONS PER WEEK | R770 | R1950 |
| 3 LESSONS PER WEEK | R840 | R2200 |
| 4 LESSONS PER WEEK | R910 | R2350 |
| SENIOR PRICE | R950 | R2550 |

**Enrolment 2019 for new pupils:**

Should you wish for your child to attend our classes next year then please submit the attached Application for Enrolment and Terms and Conditions before the 10th January 2019. We do have a waiting list and would like to assist you but we do limit the number of pupils in each class.

**Existing pupils:**

All pupils are to sign the 4 page document and return contracts and debit order instructions. Scan and email to the office this week if you have not already done so.

**DANCE ATTIRE:**

Dance is a discipline and we do expect our dancers to arrive at classes groomed for their chosen dance style.

**BALLET DIVISION:**

* Full pink stockings (no ladders)
* Pink canvas split sole ballet shoes with elastic.
* Ballet bun with a ribbon or flower as accessory is appreciated.

Baby Ballerina’s, Pre-primary and Primary levels    – Pink bra strap leotard & Pink skirt.

            Test 1, Grade 1 to Grade 4                                           – Black bra strap leotard & black skirt.

            Grade 5 to senior ballet                                                – Open to colored leotards and skirts.

                                                                                                          Point Shoes to all classes.

**MODERN DIVISION:**

* Brown stockings
* Toe Thongs
* Jazz pants or hot pants acceptable
* Hair tidy and away from the face

     Jnr levels                                                                             – Royal blue leotard (thin strap)

      Modern Grade 4 upwards                                           - Colored leotards acceptable

**HIP HOP DIVISION:**

‘Street wear’

* High tops with black or clear sole to every class
* Loose fitting clothing ie track pants or leggings
* Female dancers to wear a leotard underneath T shirts or vests

Should you require dance attire, please contact  Dancing Needles (Hillcrest) , Centre Stage (Kloof) or The Ballet Lady (Lara 0828269922) and they will be able to assist you.

**Our Website:**

We do have our very own website [www.michelepopedance.co.za](http://www.michelepopedance.co.za), where all our newsletters sent out via email are submitted.  You will be able to have information at your fingertips under the Newsletters tab.

Using the following to access information:

Username: michelepope

Password: Love2dance

Likewise we also keep our Facebook up to date with reminders.

So please do ‘Like’ our fb site and get reminders whenever posted.  I love taking pictures of your dancers and post regularly of what’s happening in class.

Warm regards,

Michele