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# WELCOME

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## Kim Hohman DanceWorks

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### We are so glad you are joining us!

Don't be scared!! We know it looks like a lot to take in but we will get through it together. Below is some information to help you navigate the dance season.

### Dance Season:

Our classes will begin the week of Sept. 14. We always begin the Monday after Labor Day and Recital this year will be May 22 (always the weekend before Memorial Day weekend). Classes meet once a week at your scheduled time.

### Moving? Changing email? New Phone number?

Log into your parent portal and change your information anytime at [www.khdanceworks.com](http://www.khdanceworks.com).

### Social Media

Facebook: We do have a Facebook page for students, parents and alumni to get information and see upcoming events. Please be sure to follow our page Kim Hohman's Danceworks.

Instagram: We also have an Instagram page! Follow our page at [Kimhohmansdanceworks](https://www.instagram.com/kimhohmansdanceworks).

### Parent Portal:

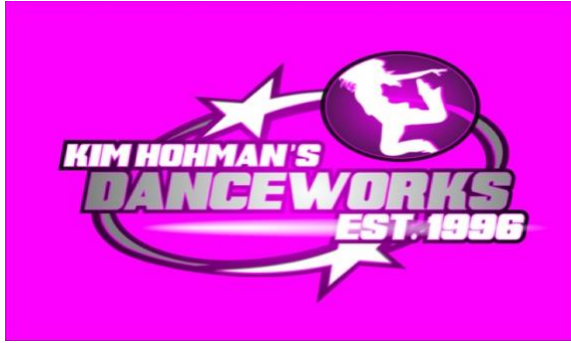
**You can access your dance account anytime via computer or your phone. Visit our website**

**[www.khdanceworks.com](http://www.khdanceworks.com) and click on the "click here to log on to your account" button on the main page. From here you will enter your email as your username, and then enter your password. If you don't have a password or can't remember, click the "Reset Password" button and we will send you a new one. Once you login you can make a payment, update personal information and register for classes or camps. If you have trouble logging on, please contact the front desk to verify that we have the correct information for you.**

### *Email, Phone Number & Studio Times*

**Our email is [khdanceworks@yahoo.com](mailto:khdanceworks@yahoo.com) and our phone number is 419-232-6505. Normal studio hours are Monday-Thursday 4-9 p.m. If you call the studio outside of these times, leave a message and we will call you back as soon as we can.**





### Information:

Good Communication will equal a successful dance season for your family! Our primary mode of communication is email. Please make sure we have your current email on file. You can log into your parent portal and verify your email anytime. You may also have multiple email addresses on file. We email important dates and deadlines, tuition reminders, studio newsletter and studio updates throughout the season. You can also get information on our website, [www.khdanceworks.com](http://www.khdanceworks.com)

### Front Desk Friend:

Please feel free to ask our wonderful front desk staff any questions that you may have. If you are new to our dance family it can feel overwhelming at times, but we are here to help you navigate through it.

### Registration Fees:

Each student is charged a non-refundable annual registration fee payable upon class registration. Please note your registration fee must be paid in order for your dancer to participate in classes.

### If you wish to withdraw from a class:

We understand that sometimes life has other plans and your child may need to withdraw from class. You must email or come into the studio in person to notify us of the cancellation. The cancellation will be effective as of the next calendar month. Refunds will not be given for a partial month. Please note – nonattendance in a class is NOT considered notice, you must notify us to cancel a class.



**DANCEWORKS**  
*Kim Hohman's*

## Tuition:

Tuition is accepted by cash, check or credit card (VISA, MasterCard, AMEX and Discover). **ALL FEES CAN NOW BE PAID THROUGH OUR WEBSITE.** Tuition is due the first of every month. Dance is a 36-week season, tuition is broken down by month, therefore it remains the same whether it is a long (5-week) or short (3-week) month, regardless of absences, sickness, virtual classes, and cancellations due to inclement weather. You will be charged until written notice of class cancellation is received. No refunds or credits will be given for classes missed. The studio reserves the right to modify class schedule as deemed necessary. Please note a \$10 late fee will be strictly enforced if tuition is not paid by the first of the month. You can sign up for auto pay (forms available at the front desk), tuition will then be taken out on the 1<sup>st</sup> (unless it falls on the weekend then it will be done the following Monday). In the event of a check being returned, there will be a \$25.00 bookkeeping charge.

Payment options as follows:

- a) Annual, at the first lesson in September, with a 5% discount.
  - b) Tri-Annual, at the first full week in September, December, and March with a 4% discount.
  - c) Monthly, due the first of each month.
- \*If you are in multiple classes or receive a family discount the discounted tuition will show up when your tuition is posted each month.**
- \*If you are interested in paying yearly or tri-annually for a discount please email us back and we will figure that for you.**



We highly recommend filling out an auto pay form! This form must be filled out each year. If we had one on file from last year a new one must be filled out and turned in at the front desk.

## What happens when my child misses class?

**Good attendance is imperative because absences can hold back the entire class. Please make every effort to have your dancer at every class. We do recognize students with great attendance with a ribbon and name recognition in the recital program. Dancers may miss up to 2 classes and still be recognized as a Dedicated Dancer!**

## Recital Time:

Petite Dress rehearsal: May 20, 2021  
Grande Dress rehearsal: May 21, 2021  
Recital will be Saturday, May 22, 2021  
More information and a complete recital packet will be sent out in the spring.



## Costumes:

There are two \$35 costume deposits per class that your child is in (combo classes have one costume). These deposits are due with your September and November tuition. The costume balance with sales tax will be posted in December and due by February 1. We try our best to keep your recital costume cost between \$65-\$75 per class. We know this can appear high, but this truly is a very low price in the dance world for costumes. We strive to keep costs modest. Costs may go slightly higher for competitive dancers. You will also need to purchase tights for your costume, a list of required tights will be in the February newsletter. If you drop a class after costumes are ordered you will be required to pay the costume balance. They are not returnable.

## RECITAL FEE:

Each family will be charged a recital fee. This fee will include a video link of our 25<sup>th</sup> annual recital, a recital program and a finale t-shirt.

## Drop off and Pick up:

Please arrive right on time to class and have your student ready in the appropriate shoes. When the class is over the dancers will be escorted out the side doors for parent pickup. For the safety of our students please do not pull up in front by the door and wait. Please park and come in to get your dancer. When dropping students off please park, do not block the driveway. This is dangerous to those waiting on the highway to turn into the parking lot.

## Holidays:

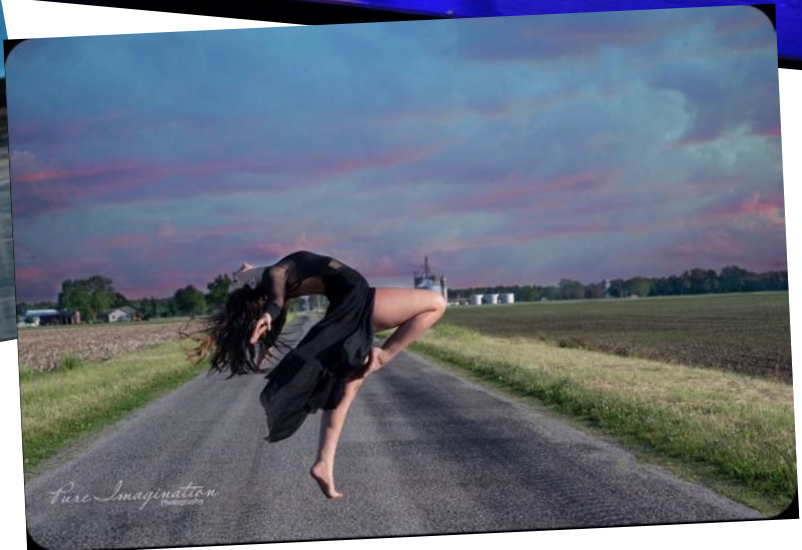
The studio will only be closed for Thanksgiving Break, Winter Break and Spring Break. We will not be closed for other holidays. We will close for inclement weather only when deemed necessary. Decisions will not be made until 2:00 p.m. and announced on Facebook and email.



### Parent Code of Conduct:

As parents it is important to remain positive and supportive. If you have a concern, please address it with the front desk staff or schedule a time to meet with the instructor. Many concerns can be rectified with proper communication. If you have a question, please go directly to Kim or the front desk instead of asking other parents who may not have the correct information. If you have a concern bring it to us directly, do not post it on social media.

The pews in the hallway are for the dancers to wait to go into class. Parents please do not line up in the hallway, please use the seating in the lobby or in the breakroom. We know this is a lot to take in and you may still have questions. We are here to help make your dance journey enjoyable. By working together, we hope to build a sense of family and community. **Welcome to the family!**



## Classroom Attire:

Please make sure you are dressed appropriately for dance class. We ask that all dance attire be form fitting. Combo classes and ballet classes please wear tights and leotard. You may wear shorts over the leotard. All students must wear proper shoes. Female dancers can wear a tank, shorts, leggings, or yoga pants. No extra long or baggy pants, jeans or jean shorts. Hair should be secured away from the face. Boys should wear t-shirts and athletic shorts, no jeans. Competition dancers please abide by the dress code in your competition team newsletter. **NO STREET SHOES ON THE DANCE FLOOR.**  
**PLEASE BE SURE ALL SHOES AND DANCE BAGS ARE CLEARLY LABELED.**

## SHOES

The following is a list of class shoes:

<b>Pink Ballet Slippers (Capezio)</b>	<b>\$20</b>
<b>Black Patent Leather Tap (Capezio)</b>	<b>\$30</b>
<b>Black Slip on Jazz (Capezio)</b>	<b>\$40</b>
<b>Slip on Tap (competition tap) (Capezio)</b>	<b>\$68</b>
<b>Hip Hop/Pom Sneakers (Capezio)</b>	<b>\$60</b>
<b>Black Clogging Shoe (Capezio)</b>	<b>\$90</b>
<b>Foot Undeez (lyrical) (Capezio)</b>	<b>\$25</b>
<b>Half soles (competition lyrical) (Capezio)</b>	<b>\$32</b>
<b>Pointe (ribbon/elastic included)</b>	<b>\$65</b>

**Tiny Tot/Creative Movement** – girls wear pink Capezio ballet slippers/boys wear black Capezio ballet or black Capezio slip on jazz

**Combo class** – pink Capezio ballet and black Capezio patent leather tap, **DANCERS WILL NEED TAP TIES ON THEIR TAP SHOES, AVAILABLE IN RHYTHM-N-SHOES.** All dancers must have a bag with their name on it.

**Pre jazz and K/1 jazz** – black Capezio slip on jazz shoe

**Grade 2 and up** – please have the appropriate shoe for each class you are in. If you have any questions, please let us know. (Please do not get pink slippers from Target, Walmart, Payless, etc. they are not the correct ballet shoe and the tap shoes from these stores scratch our dance floors.)

**RHYTHM-N-SHOES WILL BE OPEN THE FIRST 2 WEEKS OF DANCE MONDAY-THURSDAY FROM 4-8.**



### **KHDW Covid- 19 Procedures**

**These processes will be implemented upon reopening for the new season.**

- 1. KHDW will comply with all State, County and Local rules about social distancing and sanitation.**
- 2. Students, faculty, staff and families should stay home when they are sick. All should stay home until you are free of fever for at least 72 hours without fever reducing medication.**
- 3. Students or staff who complain of not feeling well will have their temperature taken and sent home if they have a fever of 100.4°F or above and/or respiratory infection symptoms. Parents need to update their emergency contact information to ensure dancers can be picked up immediately.**
- 4. Students who show symptoms will be separated from staff and others until they go home.**
- 5. KHDW will be closing the drinking fountain. Every student should bring their own labeled water bottle to class, please write first and last name on your water bottle. KHDW will continue to sell water and other drinks in the lobby.**
- 6. Class water breaks will be taken inside each classroom to reduce the number of students in the lobby.**
- 7. Hand sanitizer station will be available in the lobby AND inside all dance rooms. Students and adults dropping them off should use them as they enter and exit the building.**
- 8. We have re-engineered dance rooms to create social distance recommended spacing (6 feet between students' dance spaces).**
- 9. We will be restricting the number of non-dancers (parents, siblings etc.) in the lobby to protect our customers, staff and faculty. Please drop off your dancer with their dance bag (including all necessary shoes and a water bottle) – NAMES ON THE OUTSIDE OF THE DANCE BAG. We will take care of the rest. One parent for tiny tots and combo class dancers may bring their dancer into the lobby to meet the class. All classes will exit out the side doors.**
- 10. We will modify classroom activities to minimize very close contact among students and teachers. Sorry, but please let your dancers know that hugs, high fives and any physical contact will be prohibited between teachers, assistants, staff and any dancers. (This makes me sad, but necessary for now).**
- 11. Dancers should wash hands before and after class and after sneezing or coughing. We have a Sanitation Station set up in the lobby and hand sanitizer in each dance room.**
- 12. Sneeze or cough only into crook of the arm and then immediately wash hands or use hand sanitizer.**
- 13. Faculty and Staff will be wearing protective masks and other items as recommended by the Ohio Department of Health officials. Students and parents will be asked to comply with all recommendations of public health officials at the time we go back.**
- 14. All classroom props & ballet barres have been thoroughly sanitized prior to opening. All furniture and other surfaces have been thoroughly cleaned and sanitized prior to opening. KHDW staff and hired cleaning crew will continue to clean and sanitize public areas (lobby, classrooms and bathrooms) throughout each day.**
- 15. KHDW processes and procedures will be modified as recommended by the Ohio Department of Health.**

## Staff:

Our staff is always willing to help. If you have any questions you can always ask the friendly front desk staff. Front desk staff are available during scheduled class times. If you need to talk to your child's dance instructor, you will need to make an appointment. The teacher's schedules are very tight on dance days. You can make an appointment with your instructor by emailing them at [khdanceworks.com](mailto:khdanceworks.com). Please include your name, child's name and a phone number or email where they can contact you. They will be happy to find a time that will work to answer any questions you may have.





# **KIM HOHMAN'S DANCEWORKS**

## **2020-2021**

### **IMPORTANT DATES**

**Sept. 1: Tuition and 1<sup>st</sup> costume deposits due**

**(or by your first class)**

**Sept. 14 Classes begin**

**Sept. 24-27 Barry YoungBlood Master**

**Classes/Choreography (all competition  
dancers)**

**Oct. 1 Tuition and 1<sup>st</sup> competition deposits due**

**Oct. 24-25 Showstoppers Dance Convention,  
Sandusky, OH (optional)**

**Oct. 26-30 Dress up week/costumes**

**Nov. 1 Tuition and 2<sup>nd</sup> costume deposits due**

**Nov. 16-19 Crazy sock week**

**Nov. 23-26 Thanksgiving Break**

**Dec. 1 Tuition and 2<sup>nd</sup> competition deposits  
due**

**Dec. 7-10 Parent week (TBD depending on  
numbers and Covid rules/regulations)**

**Dec.14-17 Holiday parties (during the end of  
class times)**

**Dec. 21-Jan. 3 Winter Break**

**Jan. 1 Tuition due**

**Jan. 4 Classes resume**

**Jan. 18-21 Pajama week**

**Feb. 1 Tuition and costume balances due**

**Feb. 8-11 Share the Love week/**

**TIGHT ORDERS DUE THIS WEEK**

**Feb. 26-28 Hollywood Dance Jamz**

**Lawrenceburg, IN (optional)**

**March 1 Tuition and competition balances due**

**March 8-11 Spirit week wear KHDW gear**

**March 15-19 Spring Break**

**March 27-28 Dynamite Competition in Ft.  
Wayne**

**April 1 Tuition due/2021-22 Registration  
open/Recital fee due**

**April 16-18 Edge Dance Competition, Dayton  
OH**

**April 19-22 Bring a friend week**

**May 1 Tuition due**

**May 3-6 Throwback costume week**

**May 20 Petite Dress Rehearsal**

**May 21 Grande Dress Rehearsal**

**May 22 25<sup>th</sup> Annual Recital**

**June 24-27 Nationals in Mason, OH**

**PICTURE WEEK TBA**