

# **ROXBURY CENTER FOR THE PERFORMING ARTS**

**STUDENT HANDBOOK  
SUMMER 2020**

For students in  
***RCPA***

Artistic Director: Andrea Major

## **Our Mission**

The Roxbury Center for the Performing Arts was founded in 1967, by Andrea Herbert Major. The center's philosophy is to provide a nurturing experience in a conducive learning environment. RCPA recognizes the various talents of each child. In order to build self-confidence, promising students are encouraged to tutor and teach the younger students in the school. RCPA also encourages mutual respect among one another as well as staff members, creating a positive setting for unhampered growth. Traditional values, such as good manners and honesty, are expected

## **Objectives of RCPA**

- To make dance accessible to young people and young adults through dance training and innovative community arts-in-education programs.
- To offer students the opportunity to follow a curriculum of diversified dance training of the highest pre-professional caliber.
- To maintain a professional faculty including various teachers, musicians and guest artists.

## **General Information**

- Students receive teacher/student conferences written at the end of each session.
- All RCPA students must comply with **RCPA Dress Code** in all dance classes.
- Students are subject to probation or dismissal for poor attendance, unsatisfactory progress, non-payment of tuition and fees or noncompliance with RCPA regulations.

## **STUDENT GUIDELINES**

### Attendance

- Good attendance (participating in a minimum of 90% in all assigned technique classes) is required.
- Injured students are expected to observe all of their classes until they are well enough to participate again.
- Students who are too ill to observe their classes must explain their absences to Ms. Andrea or Ms. Judy

## **Workshops and Repertory Classes**

Artist-In-Residence and Repertory classes are offered to give RCPA intermediate and advanced students choreography, rehearsal and performance experience.

## **Rules and Regulations**

Students are required to abide by RCPA rules and regulations while at RCPA, and when acting as an outside representative of RCPA. Non-compliance with any part thereof will result in suspension from class and/or dismissal from RCPA.

## **Probation**

Students will be placed on probation for any of the following reasons:

1. Excessive class absences (more than 10% in any assigned technique class)
2. Unsatisfactory or limited progress in technique classes
3. Unauthorized leaves of absence and early departures
4. Unacceptable behavior inside the studio or outside of it when serving as a representative of RCPA.

\*\*All RCPA teachers will keep track of each student's attendance and evaluate of all aspects of the student's work when a student is placed on probation.

## **Rules for Technique Classes**

### **GIRLS:**

**Leotard:** black, skin tone

**Tights:** convertible skin tone - must completely cover the feet for Ballet

**Hair:** If long, it must be pulled securely away from the dancer's face and neck. Underarm hair, bangs, hanging or loose hairstyles are not allowed.

**Shoes:** pink ballet shoes, black tap shoes

### **BOYS:**

Black sweatpants, white or black tank top  
Shoes: black ballet shoes, black tap shoes

## Student/Parent Etiquette

As a courtesy to your instructor and fellow students, we ask that you follow our etiquette guidelines when dancing at **RCPA**. Your best behavior before, during, and after class will demonstrate your leadership, respect and commitment as a dance student. Following these guidelines will ensure that you get the most out of your time and training at **The Roxbury Center For The Performing Arts**.

### **Students:**

- Be on time. To avoid injuries, dancers who arrive more than 15 minutes late will be asked to observe the class.
- Use Bathroom before class.
- Come wearing appropriate dance attire.
- Dancers in Ballet classes must wear their hair in a bun. For all other classes, hair must be secured off of face and neck. No beads.
- Avoid using perfumes or scented lotions before class, as they can irritate others. Be sure to apply deodorant before class.
- Gum, food and drinks are not allowed in dance studio. Water bottles only!
- Cell phones should be silenced and left in the dressing room or secured in the office and not used during class or rehearsal.
- If you have an injury prior to class, inform the instructor. If you get injured during class or pull a muscle, let the instructor know immediately. Get ice, if possible and watch the rest of the class from the sidelines.
- Please be respectful and considerate of instructors and fellow students.
- There will be no rough-housing, loud voices or running in the building.
- Disruptive behavior may result in temporary loss of class participation privileges.
- No talking during class, unless you have a question for the instructor. Raise your hand and wait to be called on by your instructor.
- If you need to leave the dance floor, wait for an appropriate time and then ask for your instructor's permission. Try not to interrupt.
- Be focused and open to corrections given by your instructor. You are here to learn! Corrections given to others can also be applied to yourself.
- Apply the corrections right away and every time.
- Pay close attention to detail. Ask your instructor for help if you do not understand how to do something.
- Do your homework and practice your choreography at home.

- Show pride in your studio by keeping it clean. Recycle, throw away trash and take all of your belongings with you when you leave.

### **Parents:**

- Respect teachers' and dance studio's schedules and policies
- Read and share with your child all school handouts and communications
- If you have concerns about your child, make an appointment to discuss first with the teacher, then with administration. Do not engage in ad-hoc hallway meetings.
- Drop off and pick up your child on time
- Make sure your child has proper attire and equipment
- Refrain from negative comments and conversation regarding studios, parents, teachers and other students
- Understand and live up to your financial commitments
- Respect and follow the policies of the studio regarding backstage rules
- Parents are not allowed to watch class at any other time. Please wait in the waiting room or parking lot while your student is in class.

### **What can you expect from RCPA Dance Instructors?**

- Sets tone
- Models good classroom decorum
- Honors both student and parent's time and investment:
- Prepare lesson plans and objectives
- Operate the class as scheduled
- Teach age-appropriate curriculum
- Wear proper dance attire
- Understand, respect and implement the school policies.
- Avoid personal communication while teaching (text, phone, social media)
- Avoid eating or chewing gum

Student Name (printed) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Name (printed) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**"Dance is the hidden language of the soul."  
Martha Graham**