Dance By Kris

Competition Handbook

A guide for students and parents heading into competition season at Dance By Kris

2026





Issued on **1st of September, 2026**

Version **2026/2027 Edition**



About This Handbook

Purpose of the Handbook

For more than 30 years, our school has been a leader in dance education. We believe that our success is a direct result of providing solid training and quality service, along with an underlying belief in the strength of our organization. We have created this handbook to offer our students and their parents a clear understanding of their commitments and responsibility to the Competition Dancer Program and our studio.

Be aware that by enrolling in the competition team classes you were selected for at DBK you agree to all the terms within the Handbook.

Please note- Dates and/or expenses listed in this handbook are subject to change. Please check the Competition Dancer section on our website each week for updates.

Contact Information

Address	6990 80th St. S. #140, Cottage Grove, MN 55016
Website	https://www.dancebykris.com/
Phone Number	651-458-3111
Email	Dancebykris311@gmail.com
BAND	For direct contact to faculty, please utilize the BAND app. You will be added to appropriate BANDs prior to season.

New To Our Program

Parent Volunteers

New DIBS Program, ensuring our volunteer needs are met!

Volunteers Make It All Happen!

Volunteers are truly the lifeblood of our competition program. Without the incredible support of our dance families, our competition program simply could not exist.

For years, parents have asked us to add a volunteer component to our program, and we're excited to finally give it a try! We greatly appreciate everything our families do to help create a positive, fun, and memorable competition dance experience for our dancers. Your support helps our program run smoothly and allows us to provide the best experience possible for our dancers.

Our Volunteer Policy

Each family will be asked to contribute just one volunteer hour during the season. This is a per-family requirement, regardless of the number of dancers registered in the program.

We hope this will be a simple and enjoyable way for everyone to get involved, meet other dance families, and help with the many things that happen behind the scenes throughout the season.

Prefer to Opt Out?

We completely understand that volunteering may not work for every family. If you prefer to opt out, you may do so by paying the $25 Dibs deposit at the office. Once the deposit is paid, your family will not be required to complete a volunteer session.

Ways You Can Help

There will be a variety of opportunities throughout the season, allowing you to choose something that works best for you. Some examples include:

- Rhinestoning
- Prop help
- Holiday Party help
- Lock-In help
- Recital help
- Competition help
- And more!

Whether you're helping add the finishing touches to a costume, lending a hand at an event, or helping things run smoothly at competition, every little bit makes a big difference.

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01
For Our Dancers

1.1 Welcome to the Competition Program!

Congratulations! Reading this means you have acheived a spot in our competition team- we are excited to have you take this next step in your dance journey!

Success in competition dance begins with commitment, consistency, and a willingness to grow. Strong technique is the foundation of great dancing, and the classroom is where that foundation is built. Come to each class and rehearsal prepared to learn, ready to work, and focused on becoming the best dancer you can be.

Dance full-out. Stretch a little further. Listen closely. Challenge yourself. And make the most of every opportunity to improve.

Being part of the Competition Dancer Program is both an honor and a privilege. Participation requires dedication from both dancers and their families. There will be times when classes, rehearsals, and performances may conflict with other activities or social plans. That commitment is part of being on a competition team.

The hard work, teamwork, accomplishments, and memories make it all worthwhile. We are excited to work together, support one another, and make this an incredible season!

Work hard. Have fun. Be a team player. And most importantly, love what you do!



1.2 Being a Good Teammate

Remember, we are only as strong as the team around us. Every dancer plays an important role, and we encourage everyone to continually challenge themselves, grow, and support their teammates in doing the same.

While competition is certainly exciting, our ultimate goal is to learn, grow, and become better dancers. Celebrate each other's progress, lift your teammates up, and remember that we all improve together.

1.3 Competition Team Qualifications & Performance Selection

Being selected for the Competition Dancer Program does not guarantee placement in every routine or performance. Before competing, each dancer must demonstrate that they are prepared to perform the choreography safely, confidently, and at the expected level. This may be determined through a routine-specific tryout or evaluation.

Kris and the instructional staff will make all final decisions regarding team placement, competition participation, and line placement. These decisions may be based on a variety of factors, including technique, stage presence, timing, attitude, age, consistency, and overall readiness. Instructors may also remove a dancer from a performance or routine due to concerns including attendance, attitude, injury, behavior, or failure to meet performance expectations.

QUALIFICATIONS

- The dancer and their parent/guardian must read and understand this Handbook, all required forms, and the Competition Contract before participating in the program.
- Dancers must be physically and emotionally prepared to participate in the demands of competition dance and consistently demonstrate a positive, responsible attitude.
- Dancers must be willing to commit their time and effort to all required team activities throughout the season.
- Dancers and their parents/guardians are responsible for understanding and fulfilling all financial obligations associated with competition dance in a timely manner. Accounts must remain current in order to participate in competitions and the June recital. Dancers with past-due balances may be restricted from performing.
- Dancers must demonstrate the ability to perform each assigned competition routine to the standards established by the instructional staff before competing in that routine.

Our goal is to place each dancer where they can be successful, challenged, and confident, while creating the strongest possible experience for both the individual dancer and the team.



1.4 Our Program Benefits

The Bigger Picture

While only a small percentage of Competition Dancers will pursue professional dance careers, our program is about so much more than dance. Our goal is to help young people develop the confidence, discipline, work ethic, and life skills they need to succeed in whatever path they choose.

Through the Competition Program, dancers have the opportunity to:

- Balance dance, academics, and other commitments.
- Develop healthy habits and an appreciation for physical well-being.
- Build confidence through performance and public speaking.
- Learn from instructors and mentors who support their growth both on and off the dance floor.
- Build lasting friendships and become part of a supportive dance family.
- Experience the rewards of hard work, commitment, and determination.
- Develop a lifelong appreciation for the performing arts.

Following the policies and expectations outlined in this handbook also teaches an important life lesson: success comes with responsibility, commitment, and respect for boundaries.

Is Competition Dance the Right Fit?

Competition dance is a rewarding experience, but it also requires a significant commitment.

The Competition Program may not be the best fit if:

- You have other extracurricular activities that regularly conflict with required classes, rehearsals, or performances.
- You are participating primarily to stay with your friends rather than because you truly enjoy and are passionate about dance.
- You are participating because someone else wants you to, rather than because it is something you want for yourself.
- Your primary goal is winning awards rather than learning, growing, and becoming a stronger dancer.
- You are unable to commit to attending required classes and rehearsals consistently.

There is no one “right” way to be a dancer. Our goal is to help each dancer find the program and level of commitment that allows them to enjoy dance, grow their skills, and have a positive experience.

02
Competition Requirements





2.1 Attendance

Consistent attendance is essential to the success of both the individual dancer and the team. Please plan appointments, and other activities around the dance schedule whenever possible. We understand that occasional conflicts may arise, but dancers should attend as much of class or rehearsal as possible when a conflict occurs.

Please Note

- All scheduled classes and rehearsals are required, and the week of competition is mandatory.
- More than 3 unexcused absences will result in probation and may affect line placement.
- More than 5 unexcused absences may result in removal from the Competition Team.
- If a dancer is feeling unwell but does not have a fever, vomiting, or COVID symptoms, they are expected to attend and observe practice, take notes, and stay current with team material.
- If you are ill and miss a technique, ballet, or tap technique class, please ensure that you make up this class, in your level or the level below within two weeks of your absence.
- Sitting out more than one day due to injury requires a doctor's note.

Excused Absences

Examples of excused absences include:

- Illness involving fever, vomiting, COVID symptoms, or with a Dr. Note.
- Required school activities, such as choir or band concerts
- Surgery or medical procedures
- Doctor appointments, provided the dancer attends class after the appointment when possible

Unexcused Absences

Examples of unexcused absences include:

- Family vacations or reunions
- Homework, studying, or tests
- Other extracurricular activities
- Family visiting from out of town
- Babysitting
- Sporting events
- Birthday parties or social events
- Being tired or oversleeping

While we understand that some unexcused absences may be unavoidable or understandable, they will still count toward attendance and may require a make-up class. Our goal is not to make attendance difficult, but to ensure that every dancer is prepared, confident, and respectful of the commitment they have made to their team.



2.2 Makeup Classes and Additional Rehearsals

Make-Up Classes

Competition Routine Classes:

After missing 2 competition routine classes, dancers must make up the missed material within 14 days by attending a help session or scheduling a private lesson with the instructor or assistant for that class. Please communicate with the instructor/assistant when making up the material so credit can be recorded.

Ballet & Technique Classes:

After missing two ballet / technique classes, dancers must make up the class within 14 days by attending another ballet class at their current level or below. Dancers may consult their ballet instructor for a recommended class.
If a dancer misses the same class more than twice within a 6-week period due to unexcused absences, a make-up class will be required.

Additional Rehearsals:

Teams may have additional weekend rehearsals scheduled between November and March. Whenever possible, there will be at least a two weeks' notice that will be provided. These rehearsals are mandatory.

© 2.3 Choreography and DBK Logo Copyright

1. All choreography and routines are proprietary to DBK.
2. DBK owns the video, music, and choreography rights for all routines taught at DBK, by a DBK instructor or guest choreographer.
3. The DBK logo is copyright protected. Any use of the DBK logo is prohibited without written consent from Miss Kris.







2.4
Competition Season Attendance

The January–June portion of the season is especially important as we prepare for competitions. Consistent attendance helps every dancer stay prepared and ensures the team can work effectively together.

- Dancers should not miss 2 consecutive weeks of training. Missing significant amounts of class makes it difficult for the dancer to stay caught up and it impacts the entire team.
- Spring Dress Rehearsal is mandatory. Dancers who do not attend will not be eligible to compete, as this is when costumes, accessories, spacing, and final details are reviewed.
- Dancers must attend their scheduled competition class during the week of competition in order to compete.
- Dancers who exceed the allowable absences during January–June may not be eligible to compete.
- Local Nationals, held every other year, are required for all Competition Team members. Nationals are held every other summer and are expected for dancers on all performance lines. This upcoming season- 2026/2027, is one of those years.
- If you have a conflict with a competition, pictures, dress rehearsal, recital, or other major team event, please speak with an instructor in person **at least 6 weeks in advance** whenever possible.
- Any absence from a DBK class should be communicated as soon as the conflict is known. Missing the same class 2 or more times within 6 weeks will require a make-up within 14 days.

2.5 Practice and Preparation

Dancers should practice and stretch for a **minimum** of 15 minutes, 3 times per week for each routine. Keeping a practice calendar is encouraged to help dancers stay accountable and prepared.

Please arrive 10 minutes before class to get settled, put on shoes, stretch, and mentally prepare. Dance requires both physical and mental focus, so use this time to leave the day behind and focus on your training.

Dance Bag
Dancers should arrive prepared for every class with a complete dance bag containing all items listed on the “Dance Bag Essentials” list.

2.6 Team Expectations and Policies

Every team member is expected to:

- Represent DBK positively and show team spirit.
- Demonstrate good sportsmanship and a positive attitude.
- Treat instructors, teammates, other DBK dancers, the studio, and themselves with respect.
- Make choices that reflect positively on themselves and DBK, including refraining from alcohol, tobacco, drugs, or other inappropriate activities.

Failure to meet these expectations may result in disciplinary action, up to and including dismissal from the program.



2.7 Policy Violations

If a team policy is violated and the violation is confirmed:

- First violation: Written notification and a meeting with appropriate staff.
- Second violation: The dancer may be unable to compete at the next competition.
- Third violation: The dancer may be removed from further participation in the program.



2.8 Image

Our Competition Team dancers and families participate in many events and activities outside of the studio. **Each of these experiences is an opportunity to represent Dance By Kris and the values we believe in.**

Please keep the following in mind whenever you are representing DBK:

- **Speak positively.** Never speak negatively about teachers, dancers, or parents from our studio — or from any other studio.
- **Be respectful.** We never create conflict with event directors, judges, or staff at competitions and other events.
- **Support, don't recruit.** We do not actively recruit dancers from other studios.
- **Let DBK handle communication**. The studio director will manage communication with directors and organizers of outside events.
- **Bring concerns to us.** Parents and dancers should not contact, confront, or question event directors. If you have a concern, please bring it to the DBK director, who will address it appropriately.
- **Dress the part.** Dancers and parents should be appropriately dressed for all events and represent DBK with pride.
- **Be a great teammate and ambassador.** Your attitude, sportsmanship, and behavior matter just as much as your dancing.

Remember that you are representing more than yourself when you are at a dance event. Your words, actions, and attitude should reflect the respect, professionalism, and positive spirit we strive to build at Dance By Kris.

We are proud of our dancers and families and appreciate the role each of you plays in representing DBK with kindness, confidence, and pride.

03

For Parents & Guardians







3.1 Parent & Guardian Support

We believe a dancer's success is greatly influenced by the support of their parents and guardians. Your encouragement, commitment, and involvement play an important role in your child's dance experience, and we encourage you to be an active part of their journey.

Our goal is to create a positive, supportive, and educational environment for our dancers, families, and faculty. We ask all parents and guardians to treat one another, our dancers, and our instructors with respect and kindness. **Our children are always watching, and the way we communicate and work together sets an important example for them.**

Consistent attendance is an important part of learning and being a successful team member. It teaches dedication, responsibility, and the value of being there for your teammates.

Parents and instructors may sometimes have different perspectives, but we share the same goal: to help every dancer grow, both physically and personally, while having a positive and rewarding experience.

Open communication, mutual respect, and teamwork between families and instructors help make that possible.
Please remember — we're all in this together!

3.2 Parent/Guardian Responsibilities



Being part of a competition team is an exciting opportunity and a big commitment! It takes teamwork, communication, and support from our dancers, parents/guardians, and studio staff to make the season successful and enjoyable for everyone.

The parent/guardian of each team member is responsible for helping their dancer understand and follow the rules and expectations of their team, as well as fulfilling the obligations outlined in this handbook.



Competition dance is a significant financial commitment. Dancers and their parents/guardians should be fully aware of the costs associated with competition dance and be prepared to meet all financial obligations in a timely manner. If you have questions about costs or your account, please contact our office staff during regular office hours. We are happy to help!

3.2A Parent/Guardian Meetings



Parent/guardian involvement and communication are important parts of a successful competition season. Parents/guardians are expected to attend parent meetings throughout the year.
Meetings may include, but are not limited to:

- The Fall Start of Season Meeting
- The February Competition Team Meeting

We will provide families with information about meeting dates and times as they are scheduled. Please make every effort to attend so that you have the most current information regarding your dancer and the team.

3.2B Attendance



Attendance is an important part of being a successful team member! Every dancer plays an important role in learning choreography, building skills, and preparing for competitions and performances.

Parents/guardians are responsible for making sure their dancer attends all scheduled classes. If a dancer misses two of the same classes within a six-week period, it is the parent/guardian's responsibility to make sure the missed classes are made up in a timely manner.



If your dancer misses any portion of a DBK class, please notify our office as soon as the conflict is known. When a makeup class is required, it must be completed within 14 days of the absence.

3.2C Financial Responsibilities

Parents/guardians are responsible for making all payments in a timely manner and keeping their account current.

Payments that are more than 30 days past due will result in the dancer being unable to continue in class. A monthly interest charge will also be applied to the outstanding balance.



- Returned checks: A $30 service fee will be assessed.
- Declined credit card payments: A $10 service fee will be assessed.

If you have questions or concerns regarding your account, please reach out to our office staff as soon as possible. We are always happy to communicate and help when we can!



3.2D Schedule Conflicts

We understand that conflicts can occasionally come up! However, competition team dancers have important commitments throughout the season.

If your dancer has a conflict with an event such as a competition, pictures, dress rehearsal, recital, or other required team event, an **IN-PERSON** conversation must take place at least six weeks before the event.

Early communication is always best. The sooner we know about a potential conflict, the better we can work together to determine the best solution.



3.2E Cancellation of Class

If your regular teacher is unable to teach a scheduled class, DBK will make every effort to provide a qualified substitute.
Substitute teachers may include, but are not limited to:

- Current DBK teaching staff
- DBK staff assistants
- Experienced outside teaching professionals whose qualifications meet or exceed DBK's teaching requirements and standards

If a qualified substitute cannot be found, the class may be canceled and made up at a later date.





3.2F Fundraising

Throughout the year, DBK will offer a variety of fundraising opportunities to help families offset the cost of competition dance, including but not limited to Gertens, YDE, Butter Braids, and other team fundraisers.

Many DBK families have been able to significantly reduce, or even completely pay off, their competition account through these opportunities. We encourage families to take advantage of the fundraisers that work best for them!



Please remember that fundraising is intended to help reduce your account balance and does not replace regular payments. Families are still responsible for keeping their accounts current and meeting all payment deadlines. Fundraising credits must also be completed and applied according to the deadlines provided. Late fees will still apply to past-due balances, even if you are waiting for fundraising funds to be applied.

3.2G Shutdown Response



In the event of a government shutdown that requires classes to move online, regularly scheduled classes will immediately transition to Zoom.

All attendance policies and team expectations will remain in effect during online classes. Dancers are expected to attend and participate in their scheduled classes as they would for in-person instruction.



3.3 The Role of a Parent/Guardian

As a parent/guardian, you play an important role in your dancer's journey. While your financial support is essential, **your emotional support may be even more valuable**. Please encourage your dancer to focus on their own growth and accomplishments rather than comparing themselves to others.

Dance is an individual art form, and every dancer develops at their own pace. Even students who receive the same training will progress differently. Encourage your dancer to work hard, give their best effort, celebrate their progress, and be proud of what they accomplish.

Dance education is about so much more than technique and learning choreography. Through dance, students develop discipline, commitment, teamwork, confidence, perseverance, and a strong work ethic. Our goal is to educate the whole dancer—mind, body, and spirit—and give them skills that will benefit them throughout life, whether or not they continue dancing.

Thank you for being your dancer's biggest cheerleader! Your encouragement, positivity, and support can make all the difference in their experience.

3.4 Parent/Guardian's Do's & Dont's

Do

- Encourage your dancer to focus on their own growth. Every dancer develops at a different pace, and progress will look different from student to student.
- Use other dancers as inspiration, not comparison. It's wonderful to admire and learn from others, but negative comparisons can take away from your dancer's confidence and focus.
- Celebrate effort and progress. Encourage your dancer to work hard, try their best, and be proud of their individual accomplishments.
- Communicate directly with DBK. If you have questions or concerns about your dancer's progress, class placement, or dance education, please speak directly with their teacher or the director.
- Schedule a conference when needed. Please contact the office to arrange a time to talk. This allows our teachers and directors to give your concerns the time and attention they deserve.
- Listen with an open mind. Our teachers spend a significant amount of time with your dancer and bring professional experience and expertise to their recommendations.

Don't

- Compare your dancer to other students. Each dancer has their own strengths, challenges, and timeline for growth.
- Speak negatively about teachers, dancers, or other parents in front of your child or other students. Children learn by watching the adults around them, and our goal is to create a respectful and supportive environment for everyone.
- Rely on other parents for answers to studio or team concerns. This can unintentionally lead to misinformation and/or confusion. When in doubt, please come directly to the source—our office or teaching staff.
- Approach teachers or the director during or between classes for anything beyond a quick question. Please schedule a conference through the office so we can have a productive conversation without interrupting instruction.
- Discuss concerns at competitions, performances, or other dance events. These events are busy and focused on our dancers. Please contact the office to schedule a conversation at an appropriate time.

Our faculty takes the responsibility of being positive role models seriously. Together, we can teach our dancers not only how to be strong performers, but also how to feel, think, and act with kindness, confidence, and respect toward their peers, teachers, other adults, and themselves.

When we model positivity, our dancers learn to lead with positivity, too!

04
Class & Rehearsals





4.1 Placement

Our faculty regularly meets to discuss each dancer's progress and placement. We are committed to providing appropriate opportunities for every student and placing dancers where they can learn, grow, and feel successful.

Placement decisions are **based on many factors,** including a dancer's skill level, experience, confidence, work ethic, and readiness for the challenges of a particular class or choreography.

Every dancer is different, and placement is a highly individual decision. Our goal is to find the environment where each student can continue to develop their skills, while maintaining their confidence and love of dance.



If you have questions about your dancer's class or choreography placement, we welcome the opportunity to discuss them. Please contact the office to schedule an appointment with the director and/or faculty. Whenever possible, we ask that the dancer and parent/guardian attend the meeting together so that everyone receives the same information and can be part of the conversation.

Please refrain from discussing placement concerns with other parents or approaching faculty between or during classes. Direct communication with our staff helps ensure that questions are answered accurately and thoughtfully.

Remember: Placement is highly individual, and the factors that go into each decision are complex. Our goal is always to help each dancer find the right place to grow and thrive.

4.2 Classes



All dancers are expected to attend their regularly scheduled classes, rehearsals, and performances. Consistent attendance is essential to individual growth and team success.
If a dancer misses two of the same class within a six-week period, the missed classes must be made up before the dancer may work on solos, duets, trios, or small groups.
Dancers with ongoing attendance concerns may be removed from portions of a dance, an entire dance, or when necessary the competition program.
Dancers will receive their class schedule prior to season. Our program includes ballet, tap, jazz, hip hop, lyrical, contemporary, and technique classes, as well as additional training opportunities such as master classes; Some master classes may have an additional fee.
All dancers are expected to treat their teachers, classmates, and studio staff with respect at all times. Inappropriate or disrespectful behavior may result in removal from the competition program.

4.3 Rehearsals



Rehearsal time is valuable! Rehearsals are dedicated to learning choreography, practicing, and “cleaning” dances to prepare them for performance.

When a dancer misses rehearsal, the entire group is affected. Time spent reteaching choreography means less time to work together, refine details, and make the dance the best it can be. Choreography may also be changed or adjusted during cleaning rehearsals, so missing a rehearsal can leave a dancer unprepared for an upcoming performance.

One of the most important lessons of being a competition dancer is teamwork and commitment. When dancers miss rehearsals for non-emergency reasons, they are not only missing an opportunity for themselves — they are impacting their teammates as well.

Parents/guardians are encouraged to help their dancers honor their team commitments. If transportation is ever an issue, please reach out to other families in your dancer’s group. Our DBK families are often happy to help with rides so that dancers can attend their scheduled commitments.

Remember: True progress happens when you approach every class, rehearsal, and performance as an opportunity to become a better dancer and grow in what you love to do. Try to leave every class in a better place than when you started.



4.4 Rehearsal Schedule

Classes and rehearsals are an important part of the commitment to the Competition Program. Every dancer is expected to arrive on time, prepared, and ready to work hard. Please plan to arrive early enough to be ready to begin when class or rehearsal starts.

Additional Rehearsals

Additional rehearsals may be scheduled as needed at the discretion of the teacher/choreographer. These rehearsals are an important part of preparing for performances and competitions, and all dancers are expected to attend.



4.5 Competition Season

Our competition season runs from September through the completion of the National Competition in July. Dancers and families should plan their schedules accordingly, as there are no exceptions to the season dates.

National competition rehearsals will take place following recital. Every dancer must make every effort to attend these rehearsals.

If a dancer needs to miss a scheduled class or rehearsal, the school must be notified at least 24 hours in advance, except in the case of an emergency.

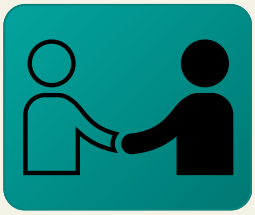
Dancers are responsible for learning any missed choreography before returning to the next class or rehearsal. This helps keep the entire team moving forward!



4.6 Team Expectations

Come prepared, stay positive, and be a team player! We expect all dancers to attend class in the proper attire, outlined below, and to demonstrate respect, focus, and their best behavior during every class and rehearsal.





4.7 Respect & Professionalism

<u>Respect for our studio, teachers, choreographers, teammates, and staff is an essential part of being a DBK Competition Team member.</u>

The teachers and choreographers who work with our Competition Program are chosen for their experience, professionalism, and knowledge of what is both technically and emotionally appropriate for our dancers. We ask that dancers and families trust their expertise and support the creative process.

Guidelines for Behavior

- Leave negativity at the door. Come into the studio with a positive attitude and be ready to learn, work, and grow.
- Arrive early. Dancers should arrive at least 10 minutes before every class and rehearsal, ready to begin on time.
- Dress appropriately. Proper dancewear and the correct shoes are required for every class and rehearsal.
- Trust the process. Dancers are expected to respect the choreography and the direction of their teachers and choreographers.
- Keep communication professional. Teachers and choreographers should not be contacted at home. All communication should go through the school office.
- Show appreciation. End each class or choreography session with a sincere “thank you” to your teacher or choreographer.
- Represent DBK positively online. Social media posts about the studio, teachers, choreographers, teammates, or Competition Program should always be respectful and positive.
- Represent DBK proudly. When wearing a DBK jacket or other studio apparel outside of dance, remember that you are representing yourself, your teammates, and our studio. Make sure your behavior reflects the positive values of DBK.

Respect is a team effort. When we treat others with kindness, professionalism, and appreciation, we create an environment where everyone can do their best and enjoy what they love.



4.8 Appreciate the Critique

Corrections are one of the most valuable tools a dancer has for improving.

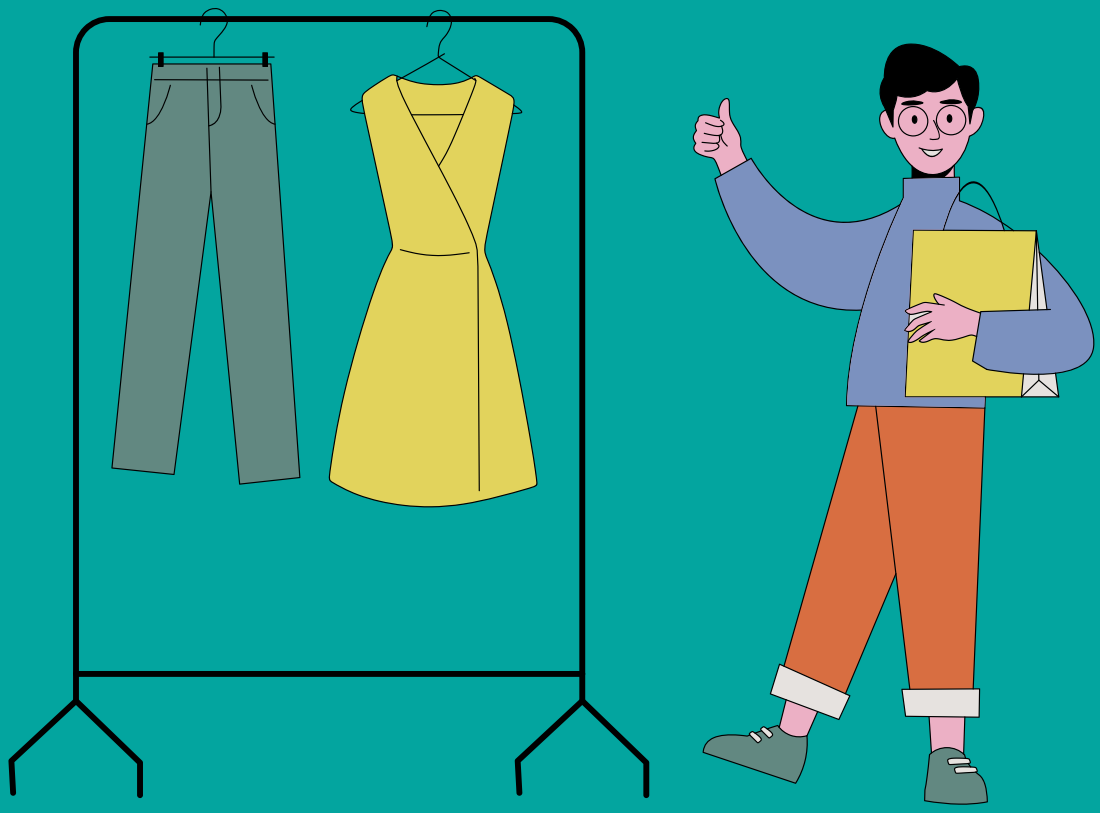
Listen carefully to every correction, whether it is directed to you or another dancer. You may learn something that helps you become stronger, even when the correction isn't specifically for you.
A correction is a sign that your teacher or choreographer is invested in your growth. It is an opportunity to learn, improve, and take your dancing to the next level.

When a teacher or choreographer offers constructive feedback, always respond with a "thank you." Be open to learning, apply the correction, and keep working.

The dancers who make the most progress are often those who show up ready to learn, work hard, accept feedback, and appreciate the knowledge and experience of the teachers guiding them.

Be coachable, embrace critique as an opportunity to grow, get stronger, and become the best dancer you can be.

05
Dress Code



5.1 Dress Code

Coming to class prepared and properly dressed helps dancers move safely, learn effectively, and feel ready to work. Please make sure your dancer arrives with the appropriate attire and shoes for each class.

Class	Boys	Girls
Ballet	Black sweatpants or shorts, T-shirt or tank, black ballet shoes	Black leotard, pink tights, pink ballet shoes; pink pointe shoes may be required. Hair must be in a neat bun.
Jazz	Black sweatpants or shorts, T-shirt, black jazz shoes or barefoot as directed	Leotard, tank, or sports bra; tights, fitted shorts, or leggings; black jazz shoes or barefoot as directed
Tap	Black sweatpants or shorts, T-shirt, black tap shoes	Leotard, tank, or sports bra; tights, fitted shorts, or leggings; required black tap shoes
Lyrical/Contemporary	Black sweatpants or shorts, T-shirt, barefoot or jazz shoes/turners as directed	Leotard, tank, or sports bra; tights, fitted shorts, or leggings; barefoot, Freeforms, jazz shoes, or turners as directed
Hip Hop	Comfortable clothing (no jeans), knees covered, clean sneakers	Comfortable clothing (no jeans), knees covered, clean sneakers

5.2 Shoe Requirements

All Competition Program dancers must have the appropriate shoes for their scheduled classes, rehearsals, and performances. Please plan to have the following shoes available:

- Tap Class- Tap shoes. Tap shoes requirements will vary by line, but will be the same for class and performances unless otherwise specified.
- Ballet Class- Ballet shoes.
- Jazz, Lyrical, and Contemporary- Jazz shoes, turners, or Freeforms dependant on their teacher and costume.
- Hip Hop Class- Clean sneakers are needed for class. Specific shoes for performances will be posted on BAND.

Please note that class shoes and performance shoes may differ. Stage shoes are selected based on choreography and costume requirements, so dancers may be asked to purchase a specific style or color of shoe for a performance.

Competition dancers are expected to bring the appropriate shoes to every class and rehearsal and to keep all performance shoes clean and stage-ready. Ensure that your dancer's first and last name are written inside of them so we can return them if lost. Otherwise they will be placed in the lost and found.

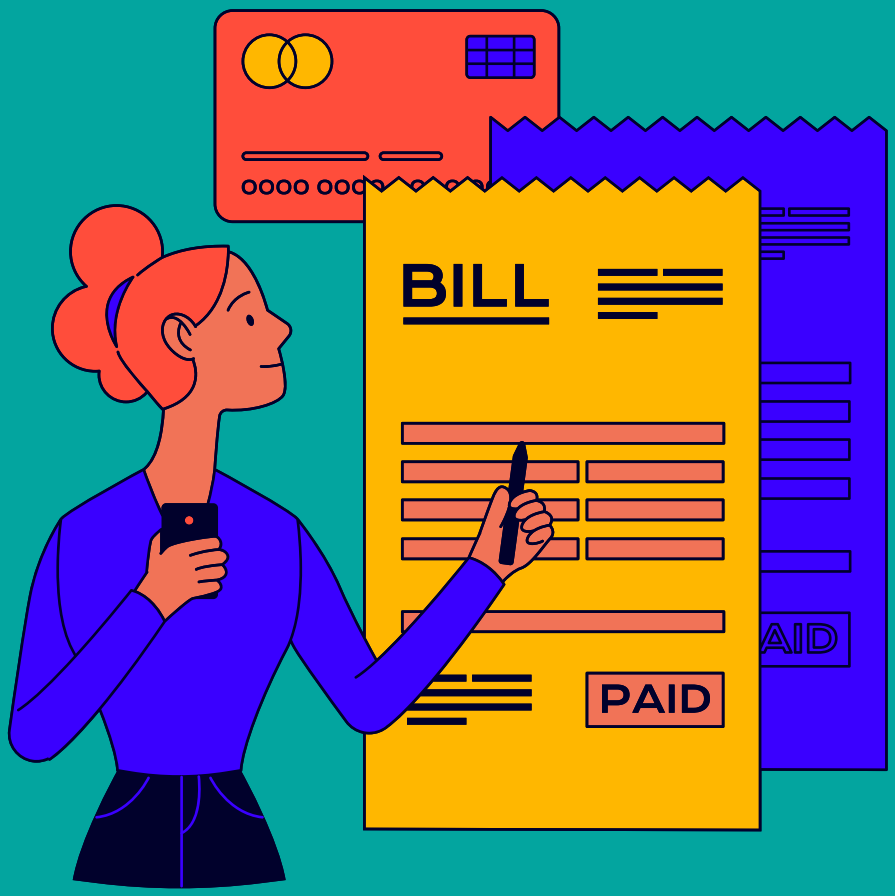


5.3 Other Requirements

- Please arrive properly dressed and prepared for every class.
- Clothing should allow teachers to clearly see the dancer's alignment and technique.
- Hair should be secured away from the face when required.
- All dance shoes should be clean and appropriate for the class.
- For Hip Hop, knees must be covered to help protect dancers when sliding or moving on the floor.

Being prepared is part of being a team member! Dancers who consistently arrive without the proper attire or shoes, may need to call their parents for the proper attire.

06 Expenses





6.1 Tuition

Being part of the Competition Program is a commitment, and keeping your account current is an important part of that commitment. We work hard to make competition dance accessible to as many dancers as possible, including offering a significant hourly tuition discount to Competition Program families.

Tuition & Payment

- Monthly tuition is due by the 1st of each month.
- All students are required to have a valid credit or debit card on file through the parent portal.
- All families are required to be enrolled in autopay, tuition will be automatically withdrawn on the 5th of each month.
- Other forms of payment may be made at the office if arrangements are made before the 5th.
- Weekly or annual payment plans are available. Please contact the school office for more information.
- A $20 late fee will be applied to any tuition balance that remains unpaid after the 10th of the month.
- Students with an outstanding tuition balance will be unable to participate in classes until the account is brought current.
- Cash, checks, and money orders are accepted for tuition payments received by the 5th. Please include your dancer's name in the memo section of checks and request a receipt when paying with cash.
- Please see section 3.2F for more information regarding fundraising.

How Tuition Works

Competition Program tuition is based on the entire dance season, not the number of weeks in an individual month. The annual tuition amount is divided into monthly payments for convenience.

Because of this, monthly tuition remains the same during months that include breaks, holidays, or a class cancellation. Tuition covers the Competition Program's classes, choreography, and rehearsals for the season.

Annual Tuition Discount

Families who choose to pay their annual tuition in full by October 15 will receive a 5% discount on annual tuition.







6.2 Entry Fees

Competition entry fees must be paid by the listed due date. Dancers with unpaid entry fees will not be entered into competitions unless prior arrangements have been made with the office.

We accept cash, checks, or money orders for entry fee payments when received by the due date. Please include your dancer's name in the memo section of checks, and request a receipt when paying with cash.

Important to Know

Competition entry fees are non-refundable. By accepting a position on a competition line, you are committing to the competition fees associated with all dances your dancer is assigned to as of September.

If your dancer is unable to attend a competition or perform for any reason, the entry fee remains due and is non-refundable. These fees are paid directly to the competition organizations on behalf of our dancers and are not funds that DBK holds or can recover.

Please consider competition commitments carefully when accepting your dancer's position on a competition line. We appreciate your understanding and your commitment to the team!



6.3 Costumes

Costumes are an important part of a competition dancer's overall presentation, and costume payments are the **responsibility of the parent/guardian**.

Competition dancers perform in a variety of styles and on different lines, so a separate costume is required for each dance. Additional costumes may also be needed for extra choreography. Group competition costumes typically range from $115–$150 each.

Costume balances are due by October 31. If you need to make alternate payment arrangements, please contact the office before October 1 so costumes can be ordered on time. Weekly or annual payment plans may also be available.

Cash, checks, and money orders are accepted. Please include your dancer's name on checks and request a receipt for cash payments.

Costume payments are non-refundable. By accepting a position on a competition team, families agree to pay all costume fees associated with the dances their dancer is participating in.

Costumes remain the property of Dance By Kris through the completion of the competition season. If a dancer is unable to perform or does not complete the season, costumes will remain with DBK until after Nationals and will be returned in good condition following the final competition.

Our Costuming Philosophy

Costumes are an important part of how a routine is presented on stage. Judges begin evaluating a team from the moment they enter the stage, including their appearance, timing, and overall presentation.

In the Minneapolis competitive dance scene, costuming plays a significant role in creating a polished and cohesive performance. We put considerable thought, time, and effort into selecting costumes that complement each routine and allow our dancers to look as confident and competition-ready as they dance.

Our goal is to ensure that DBK dancers are presented at a level that reflects the quality, creativity, and professionalism of our Competition Program.

07

Extra Dance and Solo Policies



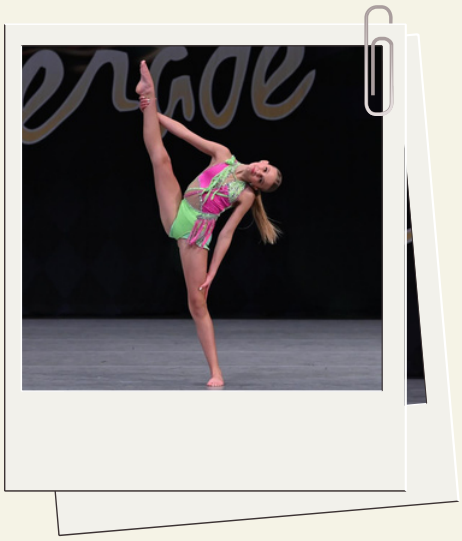
7.1 Extra Dances

Based on dancer interest and/or teacher recommendation, Competition Program dancers may have the opportunity to participate in additional choreography. Extra choreography is an exciting way for dancers to challenge themselves, gain performance experience, and grow as artists. Unless reccomended by teachers, first year competition students are not eligible for a placement in these dances.

Extra Choreography	Cost	Requirements
Solo	$35 / 30 min. or $70 / hour	Weekly commitment; dancer must be current on classes and tuition.
Duo or Trio	$35 / 30 min. or $70 / hour	Weekly commitment; dancers must be current on classes and tuition
Small Group (4–8 dancers)	Additional 45–60 min. of tuition; choreography fee may apply	Weekly commitment; dancers must be current on classes and tuition; National commitment required
Large Group (9–15 dancers)	Additional hour of tuition; choreography fee may apply	Weekly commitment; dancers must be current on classes and tuition
Class or Production	Additional hour of tuition; choreography fee may apply	Weekly commitment; dancers must be current on classes and tuition

Dancers participating in extra choreography may need to attend rehearsals on additional days outside of their regular program schedule. We will do our best to work with dancers and families when scheduling these sessions.

7.2 Solo Policy



Know When You're Ready
At DBK, we believe strongly in the power of teamwork. A competitive atmosphere between dancers is not what we want to create. Our goal is for dancers to support one another, learn from each other, and celebrate each other's successes.

Together, we are stronger.
Together, we learn.
Together, we grow.

Solos are an opportunity for dancers who are technically ready and willing to make the additional commitment required to develop a strong performance. Unless recommended by a teacher- first year competition students are not eligible for a solo.

You May Be Ready for a Solo When:

- You have made a serious commitment to your growth as a dancer.
- You are willing to put in additional time outside of regular classes and rehearsals.
- You are willing to break down your choreography, count by count, and focus on the technical details.
- You are prepared to rehearse full-out and build the stamina needed to perform your solo.
- You are technically ready and able to handle the demands of solo choreography.
- You understand that your commitment to your team comes first. Solo rehearsals should never interfere with required classes, group rehearsals, or performances.
- You are motivated by personal growth and the opportunity to challenge yourself — not simply by winning an award.

A Solo May Not Be the Right Fit Yet If:

- Your main reason for wanting a solo is because a friend has one.
- Your primary goal is winning an award.
- You are pursuing a solo because someone else wants you to, rather than because you are ready to make the commitment.
- Your schedule does not allow you to consistently dedicate the additional time and effort required.

A solo is about much more than performing alone on stage. It is an opportunity to develop independence, confidence, discipline, artistry, and responsibility. The goal is not simply to be ready for a solo the goal is to be ready to make the most of the opportunity and grow from it.



08

The Competition Experience

8.1 More than a Trophy



At DBK, competition is about so much more than winning awards. Our goal is for our students to develop a genuine passion for dance and performing, while helping each dancer grow in their confidence, discipline, artistry, and teamwork.

Competition dancers may have performance opportunities throughout the year beyond competitions, including our end-of-year recital and other special events. We encourage dancers and families to take advantage of these opportunities, as we believe the lessons learned through performance are just as valuable as those gained through competition.



We are proud of our reputation for quality and the respect we have for dance as an art form.

Competitions give our dancers the opportunity to perform, challenge themselves, experience different styles, and be inspired by talented dancers and teachers from other studios.

Competition is an education. We are not focused on being better than another dancer or studio. Instead, we want our dancers to appreciate the talent around them, learn from every experience, and use each performance as an opportunity to grow.



The most important measure of success is not the award at the end of the day. It is walking off the stage knowing you gave your best, felt proud of your performance, and learned something that will make you a better dancer the next time you perform.



8.2 Competition Policies

Performances and competitions are an opportunity to share the results of your dedication, hard work, and love of dance. Make the most of every opportunity by being prepared, professional, and respectful.



Before & During the Event

- Arrive on time. Plan to arrive at least two hours before your scheduled performance unless your teachers provide different instructions.
- Be warmed up and ready to dance. Take time to properly prepare your body before performing.
- Look your best. Costumes should be pressed, shoes clean, and all accessories and performance items accounted for.
- Show respect. Treat dancers, teachers, directors, and staff from other studios with kindness and respect.
- Represent DBK proudly. Follow the directions and rules of the competition and treat competition staff with professionalism.
- Keep your space clean. Leave dressing rooms and shared areas clean and organized. Please follow all venue rules regarding food and drinks.
- Wear your DBK uniform. The school uniform should be worn to competition events and during awards presentations unless otherwise directed.



Remember: you are representing yourself, your teammates, and Dance By Kris. Your attitude and sportsmanship are just as important as your performance on stage.

Be prepared. Be respectful. Be proud. And enjoy the experience!



8.3 Competition Scheduling

Competition weekends can span Wednesday through Sunday. While your dancer may not be scheduled for the entire weekend, families should be prepared for the possibility of attending any day.

Competition itineraries are typically received 7–10 days before the event. Once received, schedules will be emailed and posted for dancers and families. We pride ourselves on being an organized and professional program and do not request changes to competition schedules except in the case of an emergency.

Please plan accordingly and keep competition weekends flexible. 💕



8.4 Competition Critiques

Many competitions provide judges' critiques of performances. These critiques are the property of Dance By Kris and will be shared with dancers during scheduled class or rehearsal time. Soloists will hear their critiques during their solo rehearsal sessions.



8.5 Independant Entries

Dancers may not enter or compete in a competition as an independent entry without prior approval from the studio director.



8.6 Award Presentations

Awards are an opportunity to celebrate your hard work and represent DBK with pride. Always thank the person presenting the award and demonstrate good sportsmanship, regardless of the score or result.

Unsportsmanlike behavior will not be tolerated.

Please ensure dancers are wearing DBK merchandise onstage during awards.



Prepare younger dancers that not everyone will be able to stand up and retrieve an award for a group routine.

8.7 Cash Awards and Scholarships

Occasionally competitions may hand out cash awards and/or scholarships to winning dances.

- **Solos, duets, and trios:** Any cash awards will be provided as a DBK studio credit and may be applied toward lessons, costumes, entry fees, or other dance-related expenses.

- **Ensemble pieces:** Cash scholarships awarded to dancers participating in ensemble pieces will be awarded to Dance By Kris and used toward master classes, guest choreographers, and other educational opportunities for our dancers.





09 General Studio Policies



9.1 Communication and Office Contact

We want families to feel comfortable reaching out to us with questions or concerns.

Please contact the Dance By Kris office whenever you need assistance. Our office team is happy to help or direct your question to the appropriate person. Our office is open Monday through Thursday from 5pm to 8pm, and Saturday from 10am to 1pm.

- Students and parents/guardians should communicate with teachers through the Dance By Kris office or via the BAND app. Direct contact with teachers by phone, email, or text should be limited to scheduling matters.
- Please do not interrupt a class that is in session. If you need to speak with a teacher, please contact the office to arrange a conversation.
- Use of the school telephone is limited to emergencies only.

9.2 Class Visitors

For safety and legal reasons, students may not bring siblings, relatives, or friends into classes. Visitors are welcome only during designated special events, such as **Bring a Friend Week or in-studio performances**.



9.3 Studio Etiquitte

Our studio should be a welcoming, positive, and family-friendly environment for everyone.

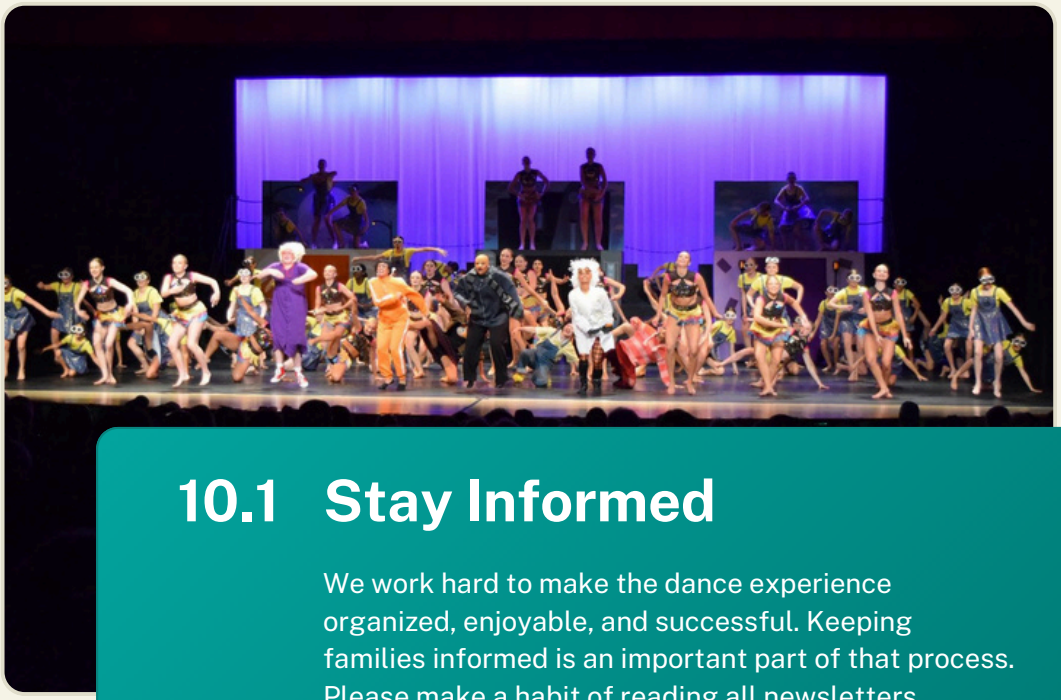
- Only water is permitted in the studios. No food, other drinks, or gum.
- Cell phones, computers, and other devices including smart watches should not be used during class time. This includes texting, Snapchat, and internet use.
- Students are expected to show respect to their teachers and staff at all times. Inappropriate or disrespectful behavior may result in disciplinary action or dismissal from the school.
- Please be mindful of conversations in the lobby. The lobby is a shared space for our students and families, and conversations should remain positive and family-friendly. Please do not use this space to discuss or complain about the studio, faculty, choreographers, students, or other families.

Our goal is to maintain a family-friendly, inclusive, and positive environment where every dancer feels welcome and supported. Following these guidelines helps us create that environment for everyone.

When expectations are not met, we may need to address the situation with the dancer and/or family. Depending on the circumstance, this may include a reminder or redirection during class, sitting out for part of a class, a call home, or a parent meeting. Our approach will depend on the situation, with the goal of helping each dancer understand the expectations and move forward successfully.

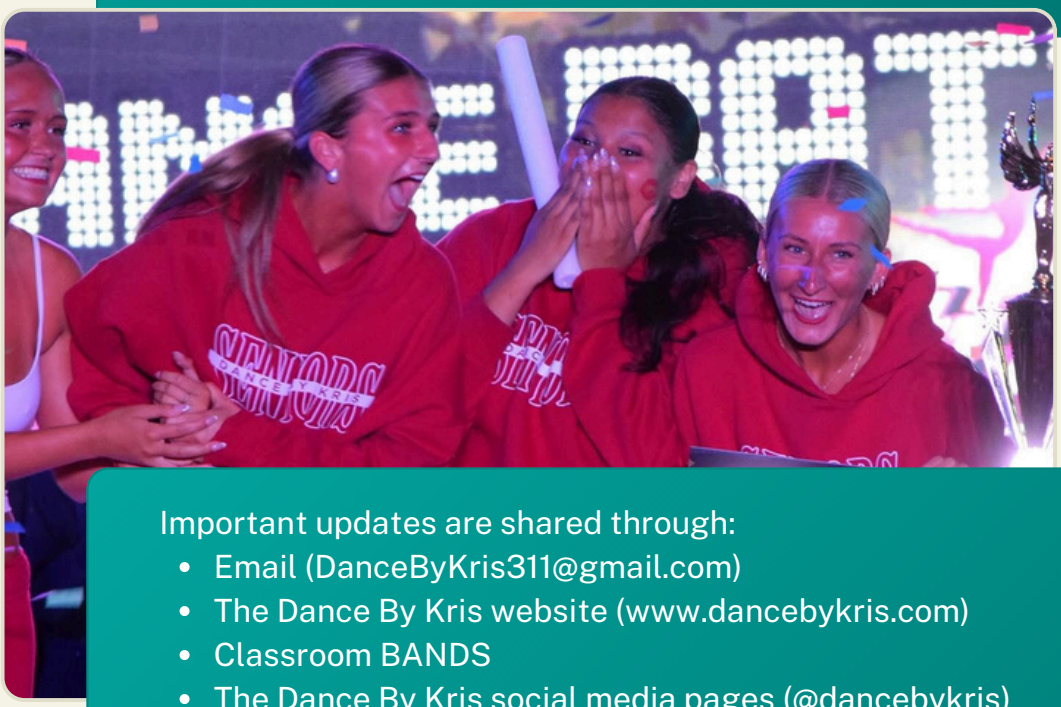
10 Staying Informed





10.1 Stay Informed

We work hard to make the dance experience organized, enjoyable, and successful. Keeping families informed is an important part of that process. Please make a habit of reading all newsletters, emails, and other school communications.



Important updates are shared through:

- Email (DanceByKris311@gmail.com)
- The Dance By Kris website (www.dancebykris.com)
- Classroom BANDS
- The Dance By Kris social media pages (@dancebykris)

If you have questions about information that has been distributed, please contact the office via email, phone, or in person.

Office: 651-458-3111
Office Hours: Monday through Thursday 5pm-8pm, Saturday 10am-1pm

11 Safety





11.1 Parking Lot Safety

Our school is home to children of all ages, so please use extreme caution when entering and exiting the parking lot.

- Park only in designated parking spaces.
- Do not allow dancers or siblings to play in the parking lot.
- Please drive slowly and remain alert for children and families.

11.2 Emergency Evacuation



Although we have rarely experienced emergency evacuations, we are well prepared should one occur.
If emergency sirens sound, students and teachers will be guided to a safe location and will remain there until the all-clear signal is given. Students and teachers should return to the classroom or building only when instructed to do so.

11.3 Severe Weather & School Closures



If severe weather requires the studio to close, we will communicate the cancellation as soon as possible.

Weather-related decisions will generally take into consideration the decisions made by the **South Washington County School District.**

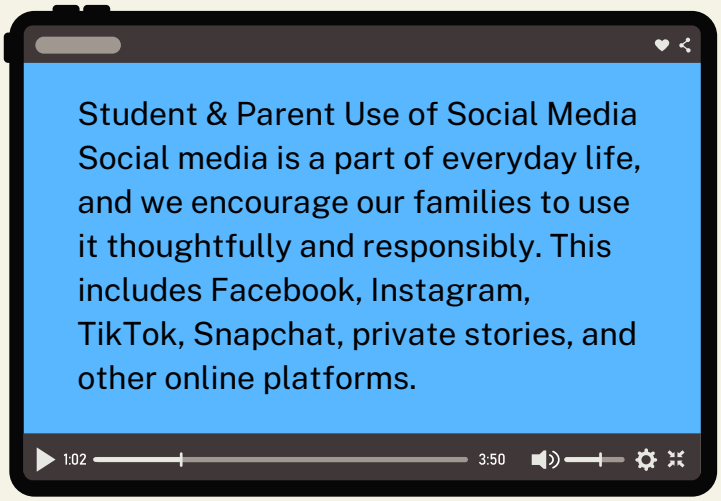
Families should watch for school district announcements as well.

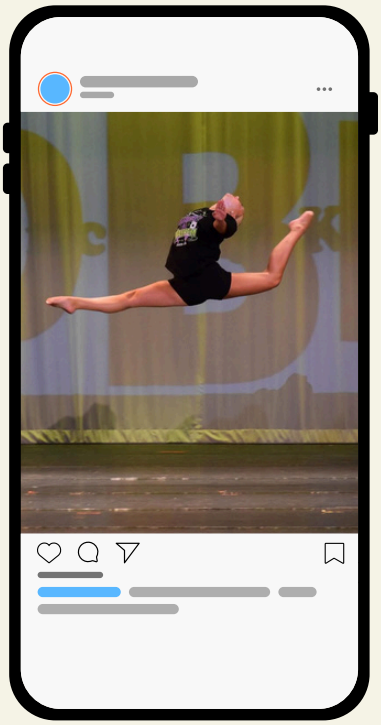
Weather cancellations will be communicated through email, the Dance By Kris website, Facebook, and classroom BANDS.

12 Social Media



12.1 Student & Parent Social Media Usage





Please Remember:

- Do not share private, confidential, or personal information about Dance By Kris, its director, staff, students, or families.
- Do not claim or imply that you are speaking on behalf of Dance By Kris.
- Never post content that could negatively affect the self-esteem or well-being of another dancer.
- If posting videos from class or rehearsal, do not post choreography in its entirety without approval. Dance By Kris owns the copyright to choreography taught at the studio.
- Do not post negative or disrespectful comments about DBK, its teachers, choreographers, dancers, families, other studios, competitions, conventions, performances, judges, or event directors.
- Follow all applicable laws regarding harassment, discrimination, defamation, copyright, and fair use.
- **Do not post content that could harm the reputation of Dance By Kris**. Remember that your online activity may be associated with the studio when you are wearing DBK apparel or identifying yourself as a DBK dancer or family.
- **Think before you post.** Nothing online is truly private — even closed groups, private stories, or group chats can be shared beyond their intended audience.
- Make sure your social media behavior is consistent with all policies outlined in this handbook.

If you have a concern about social media use involving a DBK dancer or family, please bring it directly to the director or owner.

Failure to comply with these guidelines could lead to diciplinary measures.



13 DBK Buddies & Leadership Programs

13.1 DBK Buddy Program



Each year, our older dancers are paired with younger dancers in our DBK Buddy Program. This gives younger dancers someone to look up to, ask questions, cheer for, and be cheered on by throughout the season.

The program helps dancers build friendships across teams and encourages a strong sense of studio community. Dancers may exchange notes, messages, and occasional small gifts with their DBK Family member.

Additional bonding activities may also be planned throughout the year and will be listed on the Competition Team Calendar.

Participation in the DBK Family Program is encouraged but not mandatory.



13.2 DBK Teachers Assistants

Many classes, with the exception of older companies, may have a teaching assistant to help with classes, private lessons, combinations, and routines. Assistants may be placed in routine classes, recreational classes, technique classes, and ballet classes.

Selection of Assistants
DBK staff will select assistants in September with priority going by age, and then by experience. You must be twelve years old to apply for this position.

Waitlist
Often we receive more intrest than needed at the start of a season. In this case, a student may be put into our assistant teacher waitlist. Students can be pulled from this waitlist if a class fills up later in the season, or help is deemed necessary by the teacher.

14

Termination of Enrollment





14.1 Termination of Enrollment

Our goal is always to work with dancers and families to create a positive, supportive, and successful experience. In some circumstances, however, it may become necessary for the owner or director to end a student's enrollment when it is in the best interest of the dancer, team, or studio. Whenever possible, concerns will be communicated and addressed before this step is taken.

Enrollment may be terminated for reasons including:

- Ongoing disruptive or unsafe behavior by a dancer or parent/guardian
- Repeated failure to follow studio or Competition Team policies and expectations
- Failure to fulfill team commitments or financial obligations
- Inappropriate or abusive behavior toward dancers, staff, families, or studio property
- Situations in which Dance By Kris is unable to appropriately meet a dancer's needs

If a dancer leaves or is dismissed from the Competition Program, an understudy may be assigned to ensure the remaining team can continue preparing for performances.

All costumes must be returned to the Dance By Kris office. Costumes will remain with DBK through the completion of the competition season and will be returned to the dancer/family following the final performance.

Competition entry fees are non-refundable, as these fees are paid directly to the competition organizations.

If a dancer leaves the program for any reason after January 1, a $150 restaging fee will be added to the account. This fee helps cover the additional time and work required of the staff and remaining dancers to restage choreography and prepare for upcoming performances.

We understand that circumstances can change throughout the year. Our hope is always to communicate openly, address concerns early, and work together to find the best path forward for everyone involved.

ONE LAST THING...



WELCOME TO THE COMPETITION PROGRAM!

We can't wait to see what this year holds for us-

Bring on Season 30!

Contact Information

Phone	651-458-3111	**Social Media**	@dancebykris
Website	www.dancebykris.com	**Address**	6990 80th St. S. Cottage Grove, MN
Email	DanceByKris311@gmail.com		