



LEARN LOVE DEVELOP SHINE

PARENTS
HANDBOOK

Lucy Lovick
DANCE SCHOOL 

OUR MISSION STATEMENT



Here at LLDS

We are **passionate and dedicated,**

And believe in what we do

We work hard and stand for creativity and development

We are inspired

and help each other achieve and gain confidence.

Together we

LEARN, LOVE, DEVELOP, SHINE

and we always strive to be the

BEST

that we can be...



At LLDS we are dedicated to helping each individual student develop into the best performer they can and want to be. From the future professional dancer to the recreational student, we give equal attention to all of our dancers. We believe that hard work, passion and dedication produces achievement. We pride ourselves on being a friendly and professional ISTD school providing weekly dance classes. At LLDS we understand the necessity for dance classes to be engaging and fun. We create an environment in classes where pupils, whatever their age, can grow in confidence, and feel comfortable and assured that they are being guided by teachers who love teaching dance and are passionate about their subjects.

Our goal is to create a happy and safe environment. We strive to nurture and develop talent, celebrate the achievements of all students and inspire a love and appreciation of all styles of dance and the arts.

We welcome you to our LLDS family!

Miss Lovick



Lucy Lovick
CEO and DIRECTOR LLDS

WELCOME

WELCOME!

It's our absolute pleasure to warmly welcome you into our family at LLDS. Our team is thrilled to see many familiar faces return to the studio and even more excited to see some new faces join our community. We have created this one-stop handbook to hopefully shed some light on how things will run throughout this term as well as answer a lot of queries you may have before the year begins. While we would love you to take the time to read this information carefully and keep your handbook in a safe place to refer to as you need, don't forget that our friendly office staff are always here to help and will happily answer any queries you may have. Nothing is too big or too small, we promise!

QUICK REFERENCE STUDIO INFORMATION

Phone Number: 07888 657685

Email: hello@lucylovick.co.uk

Website: lucylovick.co.uk

REGISTRATION AND AGREEMENTS

PARENT PORTAL - THINKSMART APP

We are proud to have our very own Customer Portal APP! Here you will be able to find all the details regarding your children's classes, including their student profile, timetable, finance details, levels (see FAQs), reports and exam results. All our parent agreements and T's & C's are also here for you to sign. New students, after registering with us, will be sent a link to their customer profile on Parent Portal and asked to sign the Ts & C's and agreements. From your account, you can also update your contact details, report absences and book classes! It's simply amazing! Parent portal login button is on our website.

[Click here](#) and press the pink button.

TERMS AND CONDITIONS UPDATED FOR SEP 2020

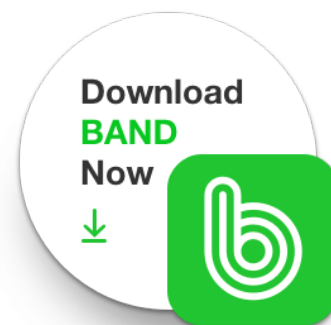
Before lacing up those dance shoes, it's important that ALL parents, whether returning or new, fill out and sign our updated terms and conditions relating to Covid-19, and media release form (so we can show off photos and videos of our amazing dancers in and around the studios). You will be prompted to do so by email. Please also check that we have your home address and your most up-to-date contact details.

COMMUNICATION

We pride ourselves to trying to make YOUR life so easy with our school communication. Here's how!

BAND

A great APP where you can find Zoom links (for hybrid classes), communicate with your teacher, watch class videos and much much more! All classes have their own BAND classroom, which are an integral and mandatory part of the dance class, therefore all students will be invited to their relevant band classroom after registration. First, please join our LLDS Family group in BAND, by scanning the QR code to the right.



FACEBOOK

Do YOU have Facebook ? Then join us and like our official page here: <https://www.facebook.com/LLDSchool>

Do YOU want to know everything first, including offers, new classes, special events?! Then join our super active Parent Facebook group which is updated daily with photos, news, important school updates and much more. Be part of our FB family and join now:

<https://www.facebook.com/groups/1736239709842997>



INSTAGRAM

Do YOU have Instagram? Why not follow us here too?

https://www.instagram.com/llds_dance/



NEWSLETTERS

YOU will receive monthly colourful Mailchimp Newsletters, which are a vital read as they contain important information on developments and news within the school. You won't want to miss these bright and jolly reads! We always remind you by FB, INSTA and BAND that your newsletter has been sent to your inbox.



LLDS - TEACHERS

Our amazing team of teachers are all qualified, professional and experienced. We pride ourselves on giving expert tuition and providing the best environment for your child to learn.

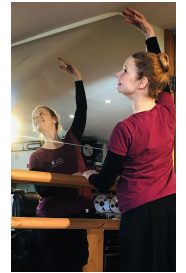
Miss Lovick - Studio Director

Miss Lovick is a motivated and passionate teacher who never stops learning. As a child she danced in the Church Hall we currently use and remembers her dance shows on the stage at Harris Kent House School. She used to do sky diving as a hobby and has 2 cats, Luna and Lacy.



Miss Melinda- Head of Ballet

Miss Melinda loves teaching ballet, repertoire and pointe at LLDS, especially because she gets to share the joy and beauty of dance with so many amazing pupils. Miss Melinda enjoys baking, writing poetry, and reading historical novels, and designs her own counted cross-stitch patterns. She loves pets and has a delightful dog called Daisy and a bunny called Snowy, along with 2 fish. She does not enjoy housework and avoids ironing at all costs!



Miss Jo has been with LLDS since the outset and loves teaching Ballet, Tap & Modern Theatre classes on Saturdays.

During lockdown Miss Jo adopted a retired, racing greyhound called..... Dancer! Miss Jo enjoys keeping strong & healthy and regularly takes yoga classes as well as running. She can often be found training for her next half, or even full marathon!



Miss Helen cannot wait to get back to teaching all her dance stars Ballet, Tap & Modern on Mondays, Tuesdays and Saturdays! Miss Helen loves travelling and experiencing different cultures- she has a degree in Anthropology that probably fuels this! Her favourite trips so far have been Japan, Vietnam and Iceland. Miss Helen has a passion for tap and rhythm from her past as a competitive Irish dancer. She will do anything for authentic Japanese Ramen and...macaroons!

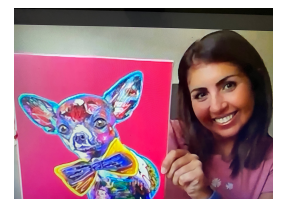


Miss Charlie is super excited to get back teaching Contemporary and Ballet on Saturdays with the LLDS team!

Miss Charlie absolutely adores dogs and has rescued her own called Misty. She loves travelling and seeing the world and also enjoys cycling, having cycled from London to Brighton before. During lockdown, she started training to be a Personal Trainer and Nutrition Coach!



Miss Michelle can't wait to start the new term teaching Ballet, Tap and Modern on Mondays. Miss Michelle loves gardening, and when she's not sprucing up her colourful garden, she enjoys spending all her time with her dog Theo, who you can see here in the picture! Miss Michelle has also just started a mini business selling her home-grown lavender in oils, pouches and bouquets.



FAQ

How do I choose a class and enrol my child?

Please take a look at our 'DANCE STAR PROGRAM' journey page, which details the clear progression through the school. To register your interest in a class as a new customer, you will need to complete an online registration form via our website and from there our friendly office team will be in touch to discuss the most suitable class for your child and answer any queries you may have.

Am I able to trial a class before I join?

We offer a fabulous three-week enrolment process for new students - your child will receive a three-week trial in their appropriate class at the price of just two weeks - so the third class is our gift to you! You pay upfront for the trial period and by direct debit thereafter. This is the best way of knowing whether your child is really enjoying their classes, as they will begin to feel fully immersed and settled by week 4.

What should my child wear to a first class at LLDS?

Understandably, before you rush out and buy dance uniform you want to be sure that your child is happy in class. During their trial, your child may wear clothes which are suitable to dance in such as leggings or soft shorts, and a t shirt or vest top. The girls may like to wear a dress or soft skirt to class for Ballet. No jeans or jewellery, please. School shoes or even trainers can be worn for tap to begin with. Once your child is settled in class they will be expected to wear the school uniform and appropriate footwear.

What is the school uniform and where can I get it?

Our school uniform will be available to purchase online via our website very soon! There are different uniforms for each Star group, so you will need to know which class(es) your child is attending before you order. We also have personalised uniform available for purchase, including LLDS jackets and onesies! Please email the office if you have any specific questions about uniform.

Do all children have to take exams to progress through their grades?

We will always encourage children to take official examinations when they are invited to do so, as we feel they are a hugely beneficial part of their dance training and provide an exciting goal to work towards. However, we understand that they are not for everybody, and should you decide to opt out of examinations, we do offer the alternative of a paid, online 1:1 assessment with our studio director, Miss Lovick, and their class tutor. This gives students a chance to showcase and celebrate their achievements in a more familiar environment.

When will my child be ready for an exam?

We are launching a continuous report system for each individual student, which is available to view in your Parent Portal. This new and exciting feature enables you to keep track of your child's learning and development by their 'levels' (1-5), which have been specially designed by our tutors to assess our students' technical progress. Once your child reaches level 5 (Performance level) in their class, this means they are exam-ready and will now focus on polishing their performance until the exam. There are few schools that provide this unique and personalised service, and we hope all our parents will benefit in understanding and following their child's journey with us.

Is there anything else my child should take with them to class?

We advise children to bring a named water bottle with them to class as it is important to be kept well hydrated. Seniors attending our longer Grade 5, Pre-vocational and Vocational classes may wish to bring a small snack to keep up energy levels.

How are pupils with long hair expected to wear it?

We request that all children from Galaxy Stars upwards attend classes with hair neatly groomed into a bun. Please take a look at our LLDS YouTube account for a video tutorial on how to create the perfect bun, with our studio director, Miss Lovick! For all other classes, hair must be neat and off the face preferably in a bun or ponytail.

Can I watch LLDS dance classes?

At the moment, parents and carers are unfortunately not allowed into our venues whatsoever due to Covid-19 health and safety restrictions, therefore we ask that you speak with your child about this in advance and make sure they are confident to enter the studio premises without you this term. Our friendly dance teachers will meet you at the door and do their absolute best to make both our new and current students feel safe, happy and welcome on their first day. Under normal circumstances, parents are allowed to enter the venue building, however we prefer that they wait outside the studio whilst class takes place. From experience, we feel there are fewer distractions for the pupils which leads to a productive and positive session. However, we are always pleased to invite parents to observe an 'open class' during our Watching Weeks, to see what the children have learned.



COVID-19 PROTOCOL (OUR DAY TO DAY CHANGES):

Parents will not allowed into our venues AT ALL this term due to Covid-19 restrictions, therefore please carefully read and adhere to the following points to make sure you are fully prepared. *Further details and venue-specific information on what to expect when arriving for classes this term will be released in advance of your child's first class:*

1. Arrival and collection times – we are going to have to be extremely strict with these as it is very important that our classes do not cross over and that we do not exceed the number of students allowed in the building at one time. Students will be allowed into the venue up to 5 minutes before their class starts, and will be expected to be picked up no later than 5 minutes after the class finishes. **Students who arrive over 5 minutes late will not be allowed into class.** Please allow sufficient time for your journeys and take school-run traffic into consideration.
2. Please visit the bathroom at home/school (if possible) with your child before travelling to class, as you will not be able to visit the venue bathrooms before class starts, and we want to avoid too much disruption to lessons. Children will still be given a toilet break by their teacher at a set time during the lesson
3. Please ensure your child arrives at the venue **already fully-clothed in their dance uniform**, with their outdoor clothes on top. There will not be any facilities for parents to change children, as they are not allowed inside the venue.
4. At the entrance, you will see our LLDS spots spaced 2 metres apart in a line – please stand on the next available spot and wait for your child be called into the building by their teacher. Please ensure that your child brings ONLY their water bottle and a small dance bag with dance shoes inside with them into the building – everything else should remain with you, as we do not have space in the studio for unnecessary items.
5. If your child feels at all unwell or is displaying Covid symptoms, please do not bring them to class. If your child develops Covid-19, you must immediately inform the office so that we can begin our track and trace procedure.

If we all work together and take responsibility on the above points, we can make sure that every student's return to classes is a smooth and happy experience.

Thank you to all our LLDS families for your cooperation.



LLDS DANCE STAR PROGRAM

FEES

All classes are paid monthly by direct debit on the 1st of every month.

MINI Stars - 45 minutes £8.50

£21.25 per month

SUPER Stars - 60 minutes £12.50

£31.25 per month

GALAXY Stars 75 minute class £16.00

£40.00 per month

DYNAMIC/CLASSIC Stars

90 minute class £18.00

£45.00 per month

Senior Grade 5

120 minute class £24.00

£60.00 per month

Pre-vocational and Vocational

150 minute class £29.00

£72.50 per month

Your first payment will be for
2 months.

We have a one month notice period.



FEE STRUCTURE

All fees are moving over to direct debit. This has been a change that has been requested many times and we feel that now is the right time to change. It is to make your life easier and simpler. Here is how it will work... Fees are added up for the term and then multiplied by 3 (there are 3 terms per year) this gives us the total fees due per year. This is then divided by 12 to get your monthly payment. Your first payment is for 2 months, so that you are always paid one month in advance. This is your notice period should you wish to leave. Fees are set to be paid on the 1st of every month. Should you wish to leave the school please give us notice by the 28th of the month. Your next payment will then be cancelled but you will be able to attend classes to the end of the following month.

Here is an example of how fees have been calculated; -

Pupil attends Classic Star Grade 2 (90 mins class)

Cost per class £18.00

Cost per term is $18 \times 10 = £180$

Cost per year is $180 \times 3 = £540.00$

Therefore, cost per month is

$540 / 12 \text{ months} = £45.00 \text{ per month.}$

1st payment Sept £90.00 thereafter £45.00

Should you leave and there has been an under or over payment for classes taken there will be a final invoice/refund issued.



Your journey on our DANCE STAR PROGRAM - let us guide you through...

★ LLDS DANCE STAR PROGRAM

Pre-school dance
45 min
Dance class
Age 3-4
Combo class with
Acro and ISTD
Ballet

MINI STARS

**WIGGLE
AND GIGGLE!**

Your stars look forward to welcoming you soon!



The LLDS dance journey starts here...Where we create the most exciting and diverse dance experience for our little Mini Stars. Incorporating BALLET and ACRO, these classes will be a carefully tailored journey filled with imagination, music, magic and fun. We really have some delightful plans in store for these classes. There will also be a Pre-school online classroom in BAND, where we will post videos, activities and messages from your teachers. We are so excited to welcome you to these classes and introduce you to our MINI STAR world of DANCE!!!

★ LLDS DANCE STAR PROGRAM

Reception pupils
are all super stars!
Let's dance and learn
together with
our friends.
Ballet,
Tap
Modern
It's fabulous fun
being a
SUPER STAR

**SUPER
STARS**

**SPARKLE
AND
SHINE!**

Your stars look forward to welcoming you soon!



Our Super Stars program is going to be sensational. If you are a reception age pupil, then you will love our new combination classes. BALLET TAP and MODERN and funky JAZZ moves too! One hour of pure dance magic. We will teach you the foundations of dance technique working along the ISTD Pre-Primary Ballet syllabus and the super fun work of ISTD Primary Tap and Primary Modern. Then to sparkle and shine, we top it off with some funky jazz as well. Don't miss out on your chance to dance and be the STAR you know you are!

★ LLDS DANCE STAR PROGRAM

GALAXY STARS

Super fun exciting dance
class for all
Year 1 pupils.
ISTD Ballet,
Tap, Modern,
Learn the steps,
Feel the beat,
Explore your creativity with
dance and
music at LLDS

Your stars look forward to welcoming you soon!

**RAZZLE
DAZZLE!**



Our Galaxy Stars program will Razzle Dazzle you!! This new combination class is specifically aimed at Year 1 and 2 pupils, taking them to the next level of dance and preparing them in ISTD Primary Ballet, Grade 1 Modern and Primary Tap. We will also incorporate some basic AcroDance to help with the strength and flexibility of our dancers. Children in Galaxy Stars also have the option of working towards ISTD graded examinations.

LLDS DANCE STAR PROGRAM

CLASSIC STARS

DYNAMIC STARS

ISTD Ballet Grade 1
BALLET
REPERTOIRE



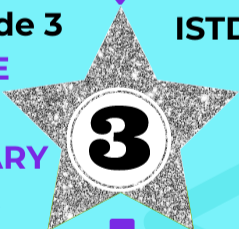
ISTD Ballet Grade 1
MODERN
TAP

ISTD Ballet Grade 2
BALLET
REPERTOIRE
LYRICAL



ISTD Ballet Grade 2
MODERN
TAP
JAZZ

ISTD Ballet Grade 3
REPERTOIRE
LYRICAL
CONTEMPORARY
STRETCH &
CONDITION



ISTD Ballet Grade 3
MODERN
TAP
JAZZ / MT
FLEXIBILITY

ISTD Ballet Grade 4
REPERTOIRE
LYRICAL
CONTEMPORARY
STRETCH &
CONDITION
PRE-POINTE



ISTD Ballet Grade 4
MODERN
TAP
JAZZ / MT
FLEXIBILITY



After achieving the ISTD Primary Grade examination/assessment pupils can progress to the main school classes. Here they have the option of following one or two pathways, CLASSIC and/or DYNAMIC.

CLASSIC STARS

A beautiful combination of Classical Ballet and Ballet Repertoire, where you dive into the history of ballet, LEARN the steps from the famous ballets, and work on choreography, costumes and presentations. As you progress, Lyrical, Contemporary and Stretch & Condition is added to your timetable. This is the total dance program for those passionate about ballet.

Learning the technique, building strength and control, improving posture and balance, and ultimately growing in confidence and ability.

DYNAMIC STARS

Our Dynamic Stars program offers combination classes in Ballet Tap Modern. Working along the ISTD grades, classes will incorporate all three subjects, with Jazz and Musical Theatre styles being introduced at the higher levels, to create an all-rounded triple threat performer!

The pupil's grade for DYNAMIC is always determined by their ballet level. It is normal for a Grade 2 Ballet pupil to be studying Grade 3 modern and Grade 2 tap. This would be DYNAMIC Grade 2. Our pupils will progress through the Dynamic Grades 1 to 4 with the option to take exams or assessments to move up. However, it remains the Ballet grade that determines each child's class. Ballet is the core of our dance training at LLDS, where technique is developed and encouraged to enhance all the other genres.

LISTD DANCE STAR PROGRAM

SENIOR STARS

GRADE 5 - 2 HRS

PRE-VOC & VOC
(COMBINED CLASS)
2.5 HRS

GRADE
5

...ISTD BALLET
Grade
& REPERTOIRE

ISTD MODERN

TAP AND JAZZ

CONTEMPORARY...

GRADE 6
PRE-VOCATIONAL

...LYRICAL

INTERMEDIATE
VOCATIONAL

STRETCH &
CONDITION

PROGRESSIVE
BALLET
TECHNIQUE



Grade 5 and above

Whether you come to dancing for enjoyment or because you wish to pursue a career in dance these courses will provide for all your needs.

ISTD Imperial Classical Ballet
Ballet Repertoire

Modern / Jazz / Tap ISTD

Lyrical and Contemporary

Stretch & Condition

Pointe work and

Progressive Ballet Technique.

This specialist program has been designed and developed by Lucy Lovick LISTD, CDE, Acrobatic Arts, PBT and Miss Melinda Traves MAE, BFA, RAD, RTS, ISTD associate.

There will also be the opportunity to take the ISTD examinations up to Vocational level.

We look forward to welcoming you to our diverse and specialised dance program.





Term Dates 2020/2021

AUTUMN TERM 2020

10 WEEKS

TERM STARTS SAT 12TH SEPTEMBER

TERM ENDS FRIDAY 4TH DECEMBER

HALF TERM NO CLASSES FROM MONDAY 19TH - SATURDAY 31ST
OCTOBER

SPRING TERM 2021

10 WEEKS

TERM STARTS MONDAY 11TH JANUARY

TERM ENDS SATURDAY 27TH MARCH

HALF TERM NO CLASSES FROM MONDAY 15TH - SATURDAY 20TH
FEBRUARY

SUMMER TERM 2021

10 WEEKS

TERM STARTS SATURDAY 24TH APRIL

TERM ENDS FRIDAY 9TH JULY

HALF TERM NO CLASSES MONDAY 24TH - SATURDAY 29TH MAY



#learnlovedevelopshine