

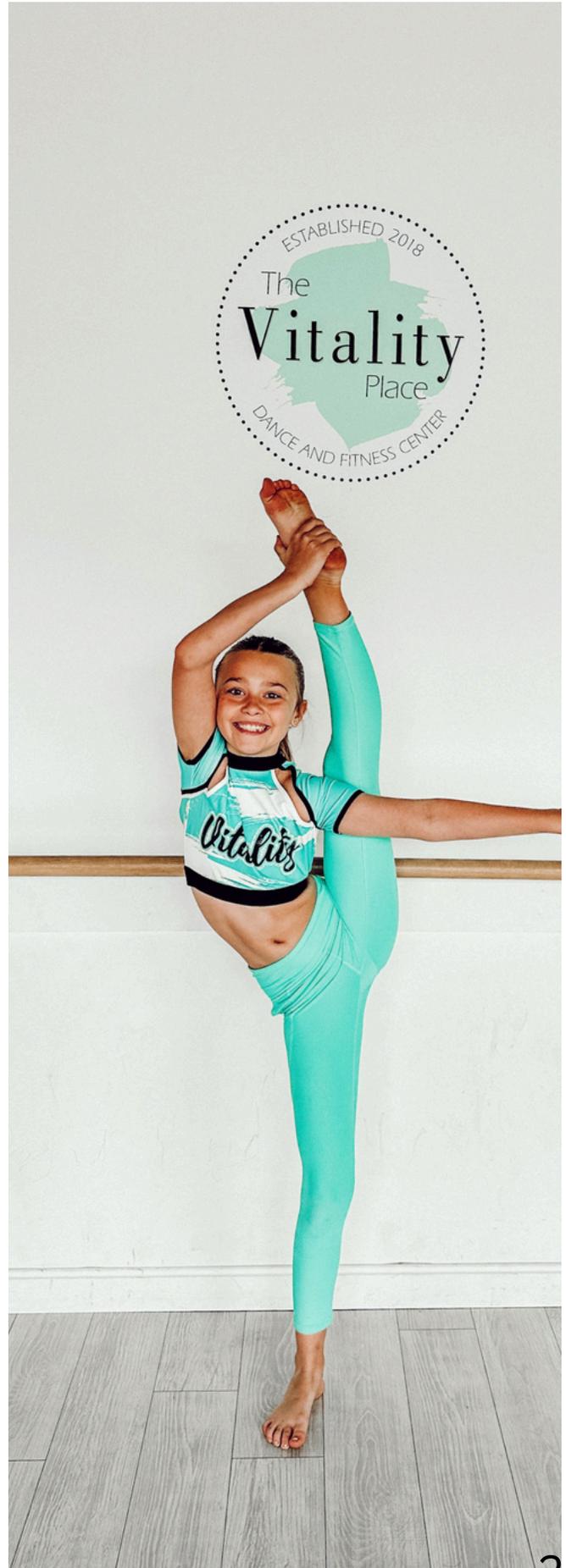
SEASON 8 • 2025-2026

DANCE HANDBOOK



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Introduction



It's our absolute pleasure to warmly welcome you into our dance family at The Vitality Place. 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 the year 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 we are always here to help and will happily answer any questions you may have.

Nothing is too big or too small, we promise!



The Vitality Place

Address: 418 Island Pond Rd Derry, NH 03038

Phone Number: 603.458.6772

Email: nicole@thevitalityplace.net

Website: thevitalityplace.net

Instagram: [@thevitalityplace](https://www.instagram.com/thevitalityplace)

Facebook: [/thevitalityplace](https://www.facebook.com/thevitalityplace)



Studio Mission

To start us off, it's important to us at The Vitality Place that all members of our team share our vision, our purpose and the philosophy that encompasses everything we do both in and outside of our classes. This is a vision that is shared and demonstrated by the directors, teachers and staff members at our studio and it is the driving force behind every interaction with our students and their families.

The Vitality Place is where people of all ages and abilities can learn to dance and perform. This is a studio where creativity, individuality and self-expression is encouraged and we have a community of teachers, students and families who are passionate about the art of dance. Our goal is to create a positive and happy environment for all of our students. We strive to nurture and develop talent, celebrate the achievements of all students and inspire a love and appreciation of dance. We are committed to providing a safe and positive environment in which all students can feel empowered, comfortable and free to express themselves. We hold self-love at the core of our practice helping to build confidence in each dancer that will exude into all aspects of their life. It is important to us that our dancers are learning skills that will last a lifetime not just inside the studio, but in all areas of their life.

Registration



Before lacing up those dancing shoes, it's important that all students and parents - whether returning or new - fill out and sign your registration paperwork so we can ensure we have the most up-to-date contact details for you. This information includes your registration form as well as the studio waiver/media release form and payment of first month's tuition & registration fee.

Our Early bird registration offer not only means that you will receive a \$15 off merchandise coupon, but it also ensures that in the event of classes reaching capacity before the season kicks off, you will be guaranteed a place in the class/es of your choice.

You can register online or in person and take advantage of the early bird special at The Vitality Place any time before **July 1st**.

Our annual registration fee is \$40 per student/ per family and must be paid in full prior to the start of classes. This will be collected along with the first month's payment to ensure your dancer's spot in class.

We encourage all of our students and families to try a variety of dance styles and we are more than happy to accommodate trial classes for existing students who are wanting to try something a bit different if space allows.

Please contact us if you would like to try a new class and we will happily schedule you in for a trial (provided the class has not reached capacity). Trial classes are \$15 for Pre classes and \$30 for classes ages 6+.

**** REMINDER **** Don't forget - if you refer a new friend or family member who has never danced at The Vitality Place before and they sign up for the season you will get your registration fee for free! Please let us know so we can wave the fee.

Communication



By now you have probably noticed that we are BIG on communication here at The Vitality Place. We can be contacted on 603-458-6772, but note that often times we are in classes and may not be able to answer your call. Please leave a message so we can get back to you or send us an email.

EMAIL

For convenience, our primary means of communication is via email. You will receive regular newsletters and important information via email so please ensure you have provided the studio with an up-to-date email address that is regularly checked.

Don't forget to add our email address nicole@thevitalityplace.net to your contacts so we don't end up in the dreaded Spam folder! We will also be sending emails from our software & third party email organizer so be sure to allow our emails from there as well.

DASHBOARD

You will have your own dashboard account where you can see the classes you are enrolled in as well as all your bills.

In the infrequent case of urgent information (for example, unexpected class cancellations, snow days or performance changes), we will send out emails, maybe make phone calls if necessary and definitely post on Instagram stories and our "band" account. Make sure you are following our Instagram account [@thevitalityplace](https://www.instagram.com/thevitalityplace) as we post lots of reminders and important info.

BAND GROUP

As we get into the season we will create a "band" group that we will invite parents to join. In this group we will post all important studio information including recital dance videos for at home practice, important dates such as recital, picture day, ticket sale dates, etc. This will become a primary form of communication.



Season Schedule



We understand wholeheartedly how busy the lives and schedules of our dance families can get as the year rolls on, so if you are unable to attend a class here's what to do: call, or email us letting us know, or cancel your attendance on the schedule via your pike 13 account. We do not do makeup classes if you miss a class. If we have a large amount of snow days that fall on the same day, we will send info out for a makeup class. Below is the season schedule with important dates. We follow the New Hampshire school calendar for holidays and vacation weeks as well as snow days.



September

8- Season begins

October

1- Tuition is Processed
13- Closed for Columbus Day

November

1- Tuition is Processed
11- Closed for Veterans Day
22-29 Closed for Thanksgiving Break

December

1- Tuition is Processed
23-31 Christmas Break

January

1- Tuition is Processed
1- 3 Closed for New Year's Day/rest of break
19- Closed for Martin Luther King Junior Day

February

1- Tuition is Processed
21-28 Closed for February Vacation Week

March

1- Tuition is Processed

April

1- Tuition is Processed
25-30 Closed for April Vacation Week

May

1- Tuition is Processed
1-2 Closed for April Vacation Week
25- Closed for Memorial Day

June TBD

• We will keep you updated as the season progresses and the recital date and venue are booked! Last season our recital was June 21st and the year before that was June 22nd. We will aim for June 20th, but this is tentative until booking is complete.

Code of Conduct

To ensure the smooth, safe running of The Vitality Place and an enjoyable experience by all, below you will find our code of conduct.

As always we are open to feedback, so if any of the requirements outlined below are unclear, please give us a call to discuss further.

Following a formal meeting, we do reserve the right to dismiss or take disciplinary action on any students or parents who breach our studio's code of conduct.

Families who do not comply with their fee or costume payment obligations may be charged a late fee, and/or excluded from performances. External debt collection may occur when fees remain overdue and this will be at the expense of the client. Costume expenses are the responsibility of the parent, and costumes will not be issued to students with unpaid fees.

No classes (including private lessons) or teachers are to be disturbed unless it is an emergency. Parents are not to approach teachers or students during class as it can be a big distraction to dancers and teachers. We encourage parents with dancers who are 6 years old and up to wait outside of the studio so that the space doesn't get too crowded. Parents of our younger dancers 3-5 can wait in our waiting area until the dancer feels comfortable in the studio by themselves. We do not allow parents to watch as it gets very distracting for our dancers.

We are unable to take responsibility for our students before or after their scheduled classes and it is the responsibility of the parent to ensure their child is picked up and dropped off on time. In the case of an emergency or unavoidable delay, please contact the studio immediately to inform us of the situation so we can keep your child calm and safe until they can be collected.

In the rare case of a parent or student showing disrespect or defamation to any parent, staff member or student, a meeting will be called immediately and dismissal may be considered at the discretion of the principal. Physical, mental, emotional or cyber bullying by parents, staff or students will not be tolerated and may result in dismissal from the studio.

The Vitality Place takes no responsibility for any stolen or misplaced property on the studio premises and we encourage our families to avoid bringing valuable items into the studio where possible. We will place any items left behind in lost and found. If we find items of higher value (jewelry, airpods, cell phones, etc.) we will hold onto it until the person it belongs to contacts us about the missing item.

The Vitality Place management reserves the right to change teachers or timetabling when necessary, at any time throughout the year. You will be notified of any changes in the schedule. We do our best to keep it consistent, but may have changes due to enrollment or staff availability.

Choreography, costuming and studio policies remain the intellectual property of The Vitality Place and may not be reproduced or sold by any students, parents or staff without permission of the director.

Class Descriptions & Age Groups



Ages 3-5

Pre Ballet: Pre Ballet is an introduction to classical ballet. They will learn the 5 ballet positions as well as basic ballet moves and terms such as plié, arabesque, passé, sauté, tendu, etc. We practice ballerina walks on our tippy toes, gallops, skips, etc.

Pre Tap: Pre Tap is a class where your child will be learning super fun basic tap skills in an imaginative way while also learning rhythm. They will learn steps including toe-heel, heel-toe, stamps and shuffles, flaps, etc. as well as making as much noise as they can in our fun, safe and educational environment.

Baby Bop: Baby Bop is an introduction to hip hop! The music for this class is fun and familiar to them and expands on things such as balance, rhythm, body awareness, etc. We do some warming up, and stretching, and learning fun moves as well as putting together a dance for the recital at the end of the season. This class may involve pretending to be animals, clapping to the beat to learn rhythm, learning balancing, skipping etc. This class is suitable for both boys and girls who are having so much fun that they don't even realize that they are learning the fundamentals of dance technique along the way.

Pre Cheer: This class will teach you everything cheer! There will be an introduction to basic tumbling such as forward rolls, hand stands, cartwheels, bridges, etc. You will also learn cheer motions: high v, low v, T, broken T, daggers, K. They will learn cheer jumps: tuck jump, toe touch, pike jump, and herkies. Be ready to learn from former New England Patriots Cheerleader Captain, Nicole. Bring lots of energy and tons of sass!

Ages 6+

Ballet: Ballet will teach you the French ballet vocabulary, and technique for correct body placement.

Ballet is the foundation for all other genres of dance, and therefore it is highly recommended. Ballet will be studied through barre, center, and allegro work.

Jazz: Jazz students are building on the basics of jazz technique to popular and age appropriate music. Jazz uses sharp and fluid movements to create a visually technical dance and style. In this class you will learn body isolations, turning, leaping, jumping and technical jazz steps. Be ready to get sassy!

Tap: In this class students would be learning the basics of tap technique as well as building on their sense of rhythm and their confidence when it comes to performances. Our tappers love dancing to popular, age-appropriate music and getting LOUD! Tap dance is a rhythmic form of dance which focuses on musicality and sounds. You will learn many combinations and steps that create different and unique sounds as the tap shoes strike the floor.

Acro & Tumbling: We've known for a long time that kids love nothing more than attempting and perfecting new tricks. Remember learning a cartwheel? We sure do, and it's that sense of pride and exhilaration that we love to pass on to all students. This class works on the basics: forward rolls, handstands, cartwheels, round offs, back bends, and front walkovers. As the individual progresses they will be able to start working on more advanced skills such as aerials, back handsprings and back tucks. For individualized skill building we recommend setting up a private lesson to get one on one attention, instruction, and spotting. Private lessons are \$100/ hr, \$75/ 45 minutes, and \$50/ half hour and can be scheduled via email nicole@thevitalityplace.net. Private lessons are only taken when there is instructor availability so space is very limited.

Class Descriptions & Age Groups

Ages 6+

Lyrical: Lyrical dance is a style that combines ballet and jazz dancing techniques. It is performed to music with lyrics so that it inspires the expression of emotions that choreographer feels from the lyrics of the song. This style concentrates on an individual approach and expressiveness of such emotions as love, joy, hurt, or anger. It is often a soft and graceful movement and is similar to contemporary dance. We have our younger students take lyrical as an introduction for contemporary. Ballet training is highly encouraged before or while taking this class.

Hip Hop: Hip Hop classes are designed for dancers both with or without formal dance training. You will be in an upbeat class that will focus on rhythm, isolations, freestyle, and choreography similar to what you see in music videos. The music will be current and old school to bring a new vibe to every class!

Tricks, Turns, and Technique: *This is a competition team only class.* In this class, we focus on different kinds of turns, jumps, leaps & kicks including more complicated combinations across the floor and in center. Be ready to challenge yourself with fun, new and exciting tricks and turn combos! Depending on the age group we learn different leaps, jumps, pirouettes and kicks. Throughout the year we also use this class to run our competition dances. We work on stretching and conditioning throughout the year as well.

Contemporary Ballet: *This is a competition team INVITE only class.* This class blends classical ballet technique with contemporary movement, focusing on strength, control, and precision. Dancers will work through structured barre combinations each week to build muscle memory and reinforce proper alignment, followed by center and across-the-floor combinations that challenge balance, fluidity, and expression. The repetitive format is designed to help dancers deepen their technique and elevate their performance to the next level.



Safety

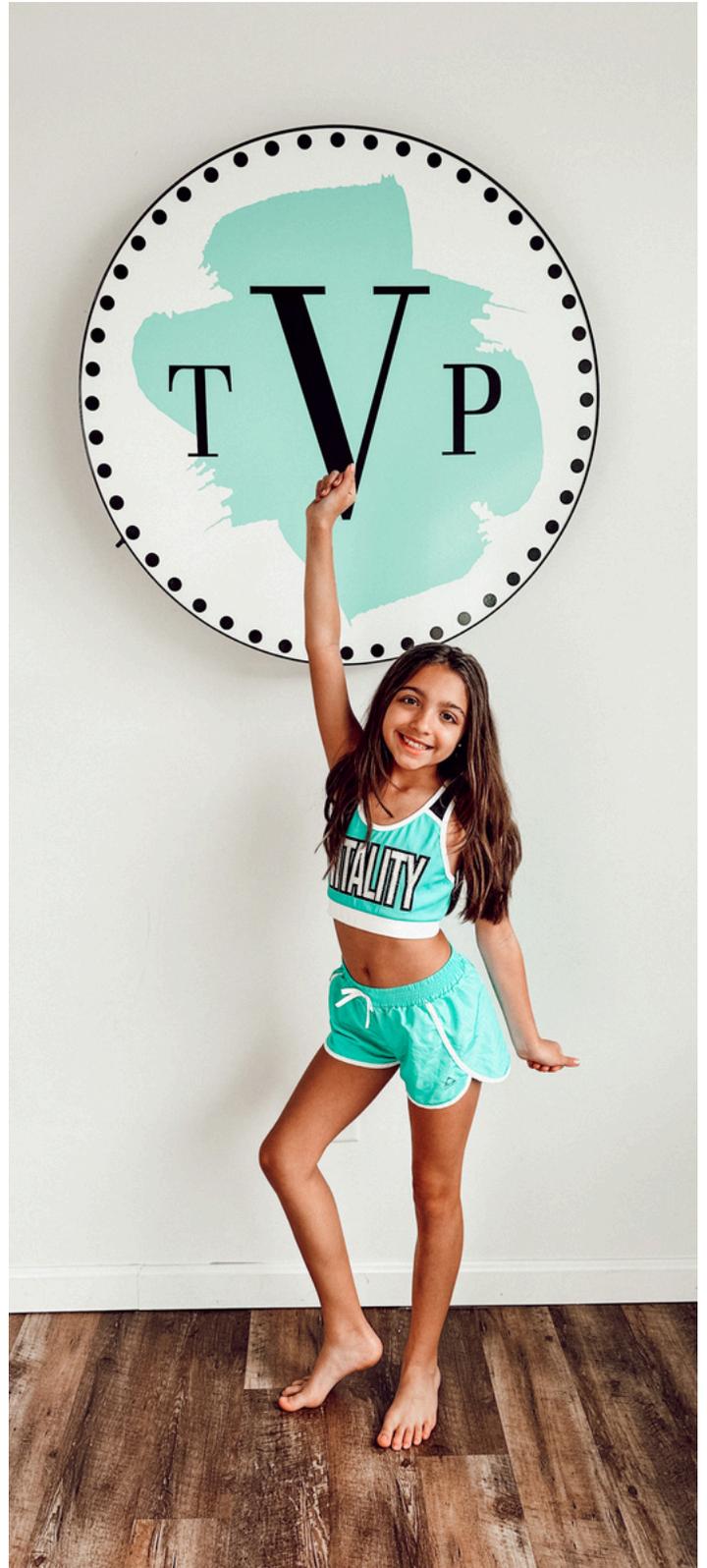
With the safety of our families a number one priority, The Vitality Place is very serious about upholding Child Protection laws and policies within the studio as well as at public performances and in the online arena (website and social media).

As part of your registration, you will have read and signed a media waiver allowing us to proudly use images and video footage of your child for advertising and promotional purposes.

The directors and staff at The Vitality Place are educated in the negative impact of inappropriate music and costume selection when it comes to performing dance routines and are wholeheartedly committed to ensuring children in all of our dance routines are not subjected to any inappropriate songs or costuming. We recognize that songs with sexist, explicit, violent, racist, homophobic or criminal content may influence our dancers and/or audience and will strive to avoid using any such music. We are committed to choosing fun, age-appropriate costumes that suit all body types so that all of our dancers feel comfortable and confident.

Our staff members have been trained in first aid. We enforce a nut-free policy at the studio to ensure the safety of any students or parents with allergies to nuts or nut products.

The Vitality Place takes no responsibility for any stolen or misplaced property on the studio premises and we encourage our families to avoid bringing valuable items into the studio where possible.



Privacy



When you purchase or hire a product or service with The Vitality Place, the information we may collect from you includes your name, address, telephone numbers, email addresses, any relevant medical information and credit card details. It also includes details of the products and services we provide to you as well as the status of your enrollment. We only collect information directly from our students or their parent/guardians primarily for the purpose of providing services and products to you and to administer and manage invoicing and debt collection. We may occasionally use your email to promote and market to you information about the studio such as events and opportunities.

We will never sell or pass on any of your information to third parties unless required by government authorities or in the event of debt recovery. Any information passed on will be done so with appropriate privacy and confidentiality protection.

Information is stored securely in electronic form and is accessible only by authorized personnel. Card information is stored for automatic billing each month through our secure merchant processing system. The last 4 digits and expiration numbers are the only numbers visible to us to further ensure your protection.

Weekly Class Schedule

Timetabling our classes is a huge task and we take all care to ensure that children are given classes at an age-appropriate time without long hours that may lead to fatigue or disrupt home / school life. Please find below our timetable for the 2025-2026 season and please contact us if you have any questions at all.

SEASON 8 SCHEDULE

		Ages 3-5	Ages 6-9	Ages 10+
MONDAY	4-4:50pm Hip Hop (NW) 5-5:50pm Lyrical (NW) 6-6:50pm Ballet (JA)		5-5:50pm Jazz (JA) 6-6:50pm Tricks, Turns & Technique-Minis (competition team only)	
TUESDAY	4-4:30pm Pre Ballet (NW) 4:30-5pm Pre Tap (NW)		5-5:50pm Acro & Tumbling (NW)	
WEDNESDAY	4-4:30pm Pre Cheer (NW) 4:30-5pm Baby Bop (AP)		5-5:50pm Acro & Tumbling (AP) 5:50-6:40pm Jazz (AP) 6:40-7:30pm Tricks, Turns Technique-Petites (NW) -competition team only	
THURSDAY	5-5:50pm Lyrical (AP) 6-6:50pm Acro & Tumbling (NW)		4-4:50pm Lyrical (NW) 5-5:50pm Ballet ages 6-7 (NM) 5-5:50pm Ballet ages 8-9 (HM) 6-6:50pm Tap (HM)	
FRIDAY	5-5:50pm Contemporary Ballet (HM)- invite only 6-6:50pm Tap (HM)		5-5:50pm Acro & Tumbling (NW) 6-6:50pm Hip Hop (NW)	
SATURDAY	9-9:30pm Pre Ballet (HM) 9:30-10am Pre Cheer (HM)			

Dress Code



At The Vitality Place, we believe that wearing studio dress code gives students a sense of belonging to our dance family and creates a clean and professional identity for our studio in the greater community.

Our dress code also:

- Encourages discipline
- Help students resist peer pressure to buy stylish clothes for class
- Help identify non-students in the studio
- Diminish economic and social barriers between students
- Increase a sense of belonging and studio pride
- Improve attendance

Dress code items can be purchased year-round from the studio or a dancewear store.

Please ensure all parts of your child's uniform are clearly labelled - individual shoes, leotards, shirts, etc. you'll be amazed at the amount of lost property we generate!

It's important for students abide by a dress code policy for the following reasons:

- A neat and tidy appearance sets an attitude of attentiveness and respect for students, teacher, and the art of dance.
- Teachers must be able to see the dancer's body outline clearly in order to make proper corrections on posture, alignment, etc.
- Hair must be properly secured and tied up off of the face and neck for all styles of dance. **Hair must be in a bun for all ballet classes.**
- Jewelry must not be loose or dangling.
- Gum chewing is not allowed due to danger of choking and appearance.

Different classes have different dress code options. Specific shoes and tights needed will also be included in the full dress code form that can be found on our website.

Fee Structure

<i>Item</i>	<i>Description</i>	<i>Price</i>
Annual Registration Fee	One time fee at registration (Not Refundable)	\$40
Pre Classes- 1 Class	One class per week	\$50/month
Pre Classes- 2 Classes	Two Classes per week	\$80/month
Pre Classes- 3 Classes	Three Classes per week	\$110/month
Pre Classes- 4 Classes	Four Classes per week	\$130/month
Tuition- 1 Class	One Class per week	\$75/month
Tuition- 2 Classes	Two Classes per week	\$135/month
Tuition- 3 Classes	Three Classes per week	\$175/month
Tuition- 4 Classes	Four Classes per week	\$210/month
Tuition- 5 Classes	Five Classes per week	\$240/month
Tuition- 6 Classes	Six Classes per week	\$265/month
Tuition- 7 Classes	Seven Classes per week	\$280/month

Fee Structure

<i>Item</i>	<i>Description</i>	<i>Price</i>
Tuition- 8 Classes	Eight Classes per week	\$290/month
1st Recital Costume Deposit	This is a non-refundable deposit that is due November 15th 2025	\$50 per dance performed at recital
Final Recital Costume Fee	Remainder of each costume is due by March 1st 2026 This is a non-refundable fee. If invoices are not paid on time we will use the card on file to process payment.	Remainder of each costume will vary based on costume selections, but you can expect to pay a total of \$90-\$150 for each recital costume.
Recital Tickets	We will sell tickets to our recital online about a month or so before the event. Every person attending will need to purchase a ticket. This does not include the dancer who will remain backstage for the duration of the show.	Ticket prices TBD Last year's pricing was \$32-42 depending on seat selection
Recital Media Fee	Our show will be professionally filmed and photographed. This is a mandatory fee for all dancers as we are charged on a per dancer basis. Optional *Prints of photos from the show will be available for an additional purchase if you choose through the photographer.	TBD In year's past it has been \$60 per dancer and will be added automatically to the final month's tuition.
Dance Portraits	Optional event held in June at our studio. We have a photographer come in to take portraits of our dancers in their costumes. This is optional and information will be provided in May.	TBD photographer sets her own pricing.

Payments



We offer the following options for fee payment:

Upfront Payment in full - you will receive 5% off of your yearly tuition if you pay in full upfront. Payment options include cash, or card payments.

Overdue fees will accrue a late fee of \$10 per week that it is past due and if fees remain unpaid in week 4 of classes students will not be permitted to participate in their lessons. Communication is everything to us. We understand that sometimes things happen and we are here to help! Please communicate with us if any payment issues arise so we can be on the same page.

Automatic Payments - This is our most popular and simplest payment method, in which you may choose to pay your fees in monthly installments through our automatic payments. We are able to change the card at any point in the season if needed. Payment will automatically process on the 1 of each month.

This is similar to a gym membership or any other monthly subscription.

Please note: All monthly payments are based on a 10-month season so your invoice will be the same each month unless you change class numbers. If you decide to withdraw from classes after December for any reason, you will be charged a \$100 cancellation fee per class you withdraw from. We take the total yearly tuition for the approximately 35 weeks of the school year and divide it into 10 monthly payments, which are due the first of each month. Monthly tuition remains the same whether it is a long (5 week) or short (3 week) month and regardless of absences. Tuition is set up online via Autopay to keep things easy to track for you. The card on file will automatically be charged on the 1st of each month. Every member receives their own account where they can view the schedule, and all past and future bills. There are no tuition refunds for withdrawal from class during any given month. If you elect to pay via cash, it is still due on the first of every month, so make sure to plan ahead. If the payment is received after the due date an additional late fee of \$10 will be charged for each week that it is late.

Refunds will not be issued for missed classes due to cancellation- where possible, we will endeavour to arrange make-up lessons for classes cancelled more than twice due to snow storms.

Attendance



Your child's attendance in class is very important to their peers and our teaching staff. As a member of the team, it is a commitment for you to ensure your child attends their classes on time each week and attends all lessons planned for them. Not only do absences impact the recital routines we create, it also impacts the social and confidence-building principals we work hard to foster in each age group.

If you know ahead of time that your child will be absent due to holidays/vacations, commitments or school trips, please let us know ahead of time so the class impact is minimal. If your child is too unwell to attend class, we ask that you inform us as soon as you can so we can let the teachers know and preparations can be made. We will post videos of recital choreography on our band group so the dancer can practice at home and review what they missed in class.

Unfortunately, we are unable to accommodate make-up sessions for students who miss classes, but will make every endeavor to schedule a catch-up class in the unlikely event that The Vitality Place needs to cancel a lesson outside of snow storms.

teachers



Nicole White

Owner/Founder

Former NFL Cheerleader Captain

Former Collegiate Dancer & Dance Minor

Certified Barre & Yoga Teacher

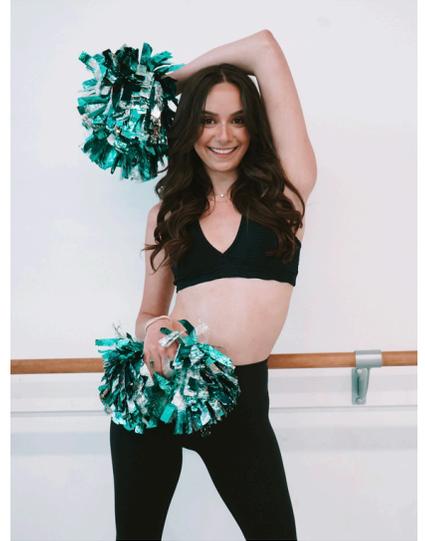


Hannah Maldonado

Recreational & Competitive

Dance Teacher

Former Collegiate Dancer



Jordan Alberstone

Recreational Dance Teacher

Current NFL Cheerleader



Taylor Sawyer

Competitive Dance Teacher

Current NFL Cheerleader

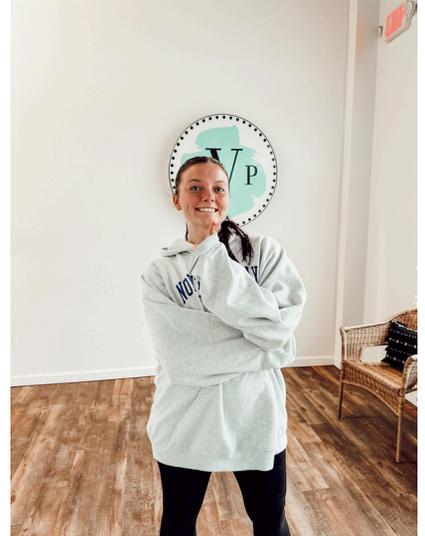


Ashley MacLean

Recreational Dance Teacher

Certified Barre Instructor

Former Collegiate Dancer



Allison Phillips

Recreational Dance Teacher

You can read about our teacher's bios on our website under our team.

Parent Release Form for Photography and Videography

I, the undersigned, give permission for The Vitality Place to use video footage and / or photographs of my child/ward, _____. This usage may include (but is not exclusive to) displaying publicly, distributing, or publishing, photographs, and/or video of my child for use in materials that include, but may not be limited to:

- printed materials (i.e. - brochures and newsletters)
- online and offline advertising and promotion
- videos and digital images such for use on Social Media.

By signing this form, I acknowledge that I am giving unrestricted permission for my child's image to be used in print, video, and digital media. I agree that these images may be used by The Vitality Place for a variety of purposes and that these images may be used without further notification. I do understand that any identifying information including surname and location will not be used in conjunction with any video or digital images.

Parent/Guardian signature _____ Date _____

Health Information and Medical Release/Waiver Form

I, _____, the parent/guardian of _____, acknowledge that participation in dance is potentially dangerous and there is an inherent risk of injury involved.

In allowing my child to participate in The Vitality Place activities, I hereby assume all the risks associated with the performing arts. I understand the importance of myself and my child following the instructions and rules set by their instructor/s, and I agree to release The Vitality Place and its employees of any and all liability which may arise as a result of my child's participation in activities at The Vitality Place.

Acknowledgement of Handbook's Policies and Procedures

The parent/guardian and dancer acknowledge and agree that they have both read and understand the contents of The Vitality Place's Handbook. Further, parent/guardian and dancer both agree to follow all listed policies and procedures in The Vitality Place's Handbook.

Parent/Guardian Signature: _____ Date: _____

Payment Agreement

The parent/guardian also agrees to pay tuition, in full, by the 1st of every month and understands that there will be a penalty of \$10 late fee per week is assessed if account is past due. They also agree to pay a recital fee and costume fee by the dates listed above. Furthermore, the parent/guardian understands that should their dancer be removed from classes after December 31st they will incur a withdrawal fee of \$100 per class they are withdrawing from, and understand that tuition and costume fees ARE NOT REFUNDABLE.

Parent/Guardian Signature: _____ Date: _____