



the hills

dancefactory

today's dreamers, tomorrows achievers

Studio Information Pack



+ About Us

Established in 2004, The Hills Dance Factory is widely recognised as one of the leading Dance Schools in the Hills District. We provide a fun yet professional environment in which all students receive the very best tuition in Ballet, Tap, Jazz, Modern Lyrical or Contemporary, Hip Hop/Funk, Acrobatics, Musical Theatre & Modern Irish. Classes are available for all levels of dance experience and all ages from Tiny Tots to Adults. Our teachers are fully qualified professionals, who encourage creativity, passion, self-esteem & achievement.

The Hills Dance Factory operates out of our own professional studios in Dural. We have three fully equipped air-conditioned studios with professional sound systems in all rooms, sprung floors, full size mirrors and barres, as well as a comfortable waiting room complete with a shop & kitchenette. Having our own studio space allows us to offer a proper dance environment that is just not possible when dancing in community halls. Students improve greatly when they have things like full mirrors and sprung floors to dance on.

The Hills Dance Factory is a little different to most dance schools in that our classes are kept small, as we like to give all students individual attention. We offer all children the opportunity to perform in an Annual Concert, and various Eisteddfods and community Events throughout the year. The Hills Dance Factory has taken many students on the path to becoming professional performers, but we also cater for the relaxed casual dancer who perhaps requires more self esteem, and dance builds confidence builds friendships and builds memories and I am excited to invite you on this journey with us.

Please read on & don't hesitate to contact Gabriela on 0414 245 665 with any quires you may have. For more detailed information about The Hills Dance Factory please visit our website www.hdfonline.com.au alternatively you can just pop into the studio and have a look for yourself.



Principal -
Gabriela Koumantakis (ARAD, BA DANCE)

Kylie McKenna



Peta Anderson



Ben Zamitt



Jessica Borg

Victoria Laird



Tegan Jeffrey-Rushton

Michelle Reynolds



Tenille Tavares



+ Our Team

We are very lucky at The Hills Dance Factory to have a wonderful team of teachers, all of whom bring vast & varied experience, exciting ideas to each class & a great enthusiasm for dance. All of our teachers are fully qualified in their field and are passionate & nurturing in their efforts towards helping your child succeed in and enjoy dance. All of our teachers are very approachable and happy to talk about your child's progress at the appropriate time.

For a full list of all our teachers bio's, please visit our website at www.hdfonline.com.au



Performance

+ Performance Opportunities

All students are given the opportunity to compete in Eisteddfods & perform in many local community events throughout the year.

The Hills Dance Factory students are often asked to perform at School Fete's, local festivals & council parades. Our Troupe Stream students also take part in the majority of the Dance Eisteddfods in the region. The experience gained from all types of performances is invaluable to all dancers, so we encourage everyone to get involved in these additional activities.

An Annual Concert is also held where all of our students can show their parents, family and friends, all that they have accomplished during that year. As you can imagine, this is the most exciting day on The Hills Dance Factory's calendar. Held in December, this gives all of our students the chance to perform in a professional theatre, with lighting effects and great sound to a packed house.

At the Hills Dance Factory, we pride ourselves on the quality of this end of year performance. We work all year towards this goal and as I am sure all who have attended one of these performances will agree, all of the hard work throughout the year is well worth it. We spend a lot of time designing the light show with the theatre, and the costumes are first rate. All of this adds up to make these performances so special not only to the dancer, but also to the family & friends.

The Performance each year is filmed, with DVD's available for purchase in the weeks after the concert allowing all students and families to keep a memento of the big night.

What Class

+ What Class Is Right For Me?

Trying to find what class is right for your child can be a little confusing. The first thing that you will need to decide is what "Stream" your child will enter. We have 3 options or "streams" for students to choose between at HDF. Ready Set Dance, Fun Classes & Troupe Classes. Further detailed information regarding each of the 3 streams is available both at the studio and on our website however below is a brief outline of what each stream has to offer. If you need further clarification please see the front desk or feel free to contact Gabriela on the contact details below.



+ Ready Set Dance

Our fabulous preschooler program is called READY SET DANCE. We are an official location for this program which is run in over 100 dance studios across Australia and New Zealand. This is a one hour combo class that includes Jazz, Tap, Hip hop, Singing, Music and a whole lot of FUN for both girls & boys. Our classes are designed to give boys and girls CONFIDENCE, COORDINATION & CREATIVITY in a safe, professional environment. With a major emphasis on FUN, our classes will be the highlight of your child's week. We are sure you will agree that our Ready Set Dance classes are the best introduction to dance for preschoolers.

+ Fun Classes

We also cater for students who attend once a week classes for fun, friendship and fitness. "Fun" students who participate in other sports or activities find this stream the best way to accommodate all of their interests without extra performance & class obligations. Our teachers are fantastic at making everyone feel comfortable and excited to dance with the latest music and choreography. Classes are available in all styles from Jazz / Funk / Hip Hop, Tap & Ballet. Please note that there is normally a huge demand for our "Jazz/Funk/Hip Hop" classes which are available in all ages from Kindy and up so make sure you get in early to reserve your place.



+ Troupe Classes

Students who are dedicated to dance and who are interested in performing in eisteddfods and other opportunities that may arise throughout the year are invited to participate in Troupe classes. You will also have the opportunity to do exams in the RAD Ballet syllabus. Our Troupe stream classes include Jazz, Classical Ballet, Tap, Modern, Hip Hop, Musical Theatre. Choosing the Troupe stream at HDF means that you must attend a compulsory Technique class as well as a Modern or Ballet class. Please be sure to read the Troupe Classes info sheet to see if this stream is right for you.

Our Classes

+ Our Classes



RAD Ballet

The Royal Academy of Dance syllabus is accredited worldwide. Children need Classical training for the base of all their dance training. It improves one's posture, co-ordination, flexibility, agility and fitness.

Tap

The HDF Tap syllabus is exciting and includes the use of diverse and varied styles. The syllabus focus on Technique, Performance and Personality, Content & Choreography, Dynamics & Rhythmic Variation, Passion & Individuality and finally Fun & Creativity.

Jazz

Jazz is a fun class with a funky modern feel, dancing to the latest music. Classes include a floor warm up, stretch & limber session, followed by isolations, corner steps one by one (including kicks, turns & leaps) & finishing with a routine that is continued each week.

Hip Hop

Hip Hop follows a more Urban style of dance. This is not a technical Jazz class, it is aimed at dancers who want to keep up with the latest trends and music in the Hip Hop scene.

Modern / Contemporary

These classes do not follow the strict rules of Classical training. It is also a more Lyrical Jazz style, where many of the dances tell a story, or show feeling and emotion. It is great for those students who enjoy the more modern approach to Classical training.

Ready Set Dance

This is a one hour combo class that includes Jazz, Tap, Hip hop, Singing, Music and a whole lot of FUN for both girls & boys. Our classes are designed to give boys and girls CONFIDENCE, COORDINATION & CREATIVITY in a safe, professional environment. With a major emphasis on FUN, these classes will be the highlight of the week.

Musical Theatre

Our Musical Theatre classes offer a fun class for students who are interested in dance that also broadens to drama, acting, singing and or emotion. Being able to carry a story or theme through dance is a talent required by any student interested in pursuing dance as a career.

Irish

Our Irish teacher is one of the best (if not the best) in Sydney. Still traveling and on tour with Riverdance each year, Peta offers dancers a relaxed approach to Irish, whilst still teaching all basics, we do not sit exams or compete but concentrate on the strength and technique assisting our ballet girls to really jump and bounce off those strong legs.

Technique & Acrobatics

Technique class is highly recommended to complement any competition or recreation class. Dancers will work on flexibility in their legs and back's, while developing leg and core strength through body weight-bearing exercises.

In today's dance Scene, "Acro" or "tricks" are a very common element of dance routines. Our Acrobatics classes place a very strong emphasis on athletic strength and balance. Our teachers work one on one with each of our students to safely work through the Acrobatic dance skills you will see in most dance choreography today. Strength and Flexibility is particularly beneficial to acro, ballet, modern contemporary and jazz dancers and teaches proper stretching technique for years to come.

There is more information regarding the classes we offer on our website - www.hdfonline.com.au



+ Our Uniforms

The Studio uniform is available through the Studio. Wearing the correct uniform to class is very important, it is designed specifically to allow our teachers to easily correct a students posture & technique. Remember dancers are disciplined athletes, and an athlete never comes to practice half ready. If you have any questions regarding your uniform, your teachers can show you what is required. Included below is an outline of what is required for each class.

Uniform - Non Ballet Classes

Students may wear our studio uniform to all non ballet classes which includes –
 Studio Singlet, Concert T-Shirt
 Black Studio Dance Shorts / $\frac{3}{4}$ Pants / Long Jazz Pants
 Camel Jazz Shoes (Jazz shoes can be full or split sole).
 Camel Tap Shoes.

Alternatively, Ballet uniforms can be worn if you wish



Tap
 Jazz
 Hip Hop
 Modern
 Acro
 Irish
 Technique
 Musical Theatre

Uniforms

+ Ballet Uniforms

Pre Primary & Primary Ballet

Lilac leotard – Cotton Lycra, gathered at the front & back, no sleeves.
 Lilac Ballet Skirt.
 Ballet stockings.
 Leather full sole Ballet shoes.
 Hair in a bun or up out of their faces.
 During winter children wear the long sleeve Ballet Lilac Cross Over & Ballet Stockings.



Grades One thru Five Ballet

Lilac leotard – Cotton Lycra, gathered at the front & back, no sleeves.
 Character Skirts.
 Ballet stockings.
 Leather or Canvas Ballet shoes (split soles may be worn to class however full sole Ballet Shoes are req'd for examinations)
 Character Shoes – Grade One & Two wear the flat heel character shoes.
 Character Shoes – Grade Three & above wear the "Cuban" heel.
 Hair in a bun or up out of their faces.
 During winter students wear the long sleeve black Cross Over.

Pre Intermediate, Intermediate & Advanced Ballet

Black leotard – any style, no sleeves
 Ballet stockings.
 Leather, Canvas or Satin Demi Pointe shoes (Advanced and Intermediate students)
 Leather or Canvas Ballet Shoes - full or split sole allowed
 Hair in a bun or up out of their faces.
 During winter students wear the long sleeve Black Cross Over



HDF Fee Policy

+ HDF Fee Policy

Please ensure you read and understand the Hills Dance Factory Fee Policy outlined below. We kindly ask that you respect this policy as this enables us to continue to provide you & your children with the best possible services. By signing an enrolment form you are acknowledging that you agree to the following terms.

- A non refundable annual registration fee of \$15.00 per student or \$25.00 per family is invoiced on your first Term Fees to cover administration costs and intellectual property (copyright) fees for music.
- All dance fees are charged out on a equal per Term basis (the number of weeks in each term, any public holidays or student absences do not alter the Invoiced amount). All accounts are sent out before the first week of the term and are payable by the fourth week of that term. Students who enrol after the beginning of a term must finalise their accounts within 14 days of billing. Please be aware that a 10% late fee WILL be applicable for accounts not paid by the fourth week. Parents who cannot pay within the allocated timeframe should contact Gabriela to work out a suitable alternative.
- Please note a discounted rate is available if you have more than one child attending classes (when you have more than one child enrolled, the child who attends fewer classes weekly is the child who receives the discount rate). HDF Sibling & Referral discount rates are ONLY applicable provided that all fees are paid in full before the end of week 4 of each term or if other arrangements have been made. Discounts will be removed if payments are not made in time.
- No refunds will be given for any missed classes. Timetable & class size restrictions may mean that make up classes are not available. Please contact the office in cases of extreme illness or if you will be missing classes for an extended period due to overseas holidays etc.
- Costume deposits may be included in Term 2 & Term 3 invoices for some classes.
- Students with outstanding amounts on their account may be excluded from classes & private lessons until their fees have been brought up to date. No student will be permitted to dance in the end of year concert whilst they have outstanding fees. Costumes will not be handed out until they are paid in full.
- Fees can be paid via Internet banking direct deposit, cheque, cash or EFTPOS (at the studio front desk). Fees paid at the studio front desk need to be made to a HDF staff member with a receipt being issued recording the payment. Please do not leave cash at an unattended counter.
- All cheques should be made out to "The Hills Dance Factory". Our direct deposit account details are as follows –

Account Name – The Hills Dance Factory

BSB # - 06 2401

Acc # - 1024 6303

***Please include your Family Name or Invoice # in the comments field of the transaction.

- A receipt for payments made online will be issued only on request.
- In the event of a cheque being dishonoured the customer will be required to pay bank charges. We reserve the right to refuse cheques from customers whose cheques have previously been returned "dishonoured" by their bank
- All account enquiries should be addressed to our office manager Mark via email mark@hdfonline.com.au
- It is the parent's responsibility to keep our records up to date by informing us via email of personal contact detail changes or changes to classes. Please note our invoices are emailed out to all families so please let us know if this is not suitable.
- If you decide to leave the studio, please let us know in writing with 2 weeks notice. This will allow us to update all records.

Code Of Conduct

+ HDF Code OF Conduct

At the Hills Dance Factory we pride ourselves on having an environment that is a happy, nurturing and professional place where the students & parents love to come to dance. To achieve this we need to have a few simple rules in place.

- The Hills Dance Factory is a NUT FREE ZONE. No foods containing nuts should be brought into the studio.
- Students must not enter a studio without their teacher
- Before & after classes students need to be supervised by their parents. Teacher supervision extends only to students in class.
- Students and their parents are liable for any damage caused to studio property.
- The waiting room is not supervised by teachers, nor is it a playground. Please behave appropriately and courteously. Noise in the waiting room must be kept to a minimum. Siblings in the waiting room are the responsibility of the parents and should be supervised by them at all times.
- Parents are not permitted to watch classes unless invited to do so by the teacher. However please feel free to discuss your child's performance with the teacher outside of class time. The last week of each term is open to parents to come and watch their child in each class.
- By entering the studio you accept that there may be risks inherent in attending or participating in activities held in the studio. Therefore The Hills Dance Factory is released from any responsibility or legal liability arising from your attendance or participation in an event or activity or the actions or negligence of other persons present.
- Parents should organise a safe drop off and pick up system that takes into account the age of the student and road safety.
- If you have contagious illness please do not attend class and let the office know.
- No food or drink (with the exception of water) should be taken into studio's at any time.
- We take child protection very seriously – all teachers and staff at have been checked and approved by Child Protection Authorities.

Quick Facts

Enrolment

An Annual Enrolment Fee is payable in Term One (or upon enrolment). The fee is \$15 for an individual student or \$25 for a family.

Private Lessons

Private lessons are available on a first come first serve basis. Private lessons are used to work on Solo work for Eisteddfods or to improve technique. Fees for Private Lessons are payable on the day of the lesson directly to the teacher. Private lessons are \$30.00 per 1/2 hr class.

Newsletters / Social Media

A studio Newsletter is emailed to every student each term. These emails and our Social Media feeds are essential in ensuring you always know what is happening at the studio.

Costumes

An area in which we do not compromise is costumes. Students will require costumes for each of their performances throughout the year and most importantly the Annual Concert in December. This means if your child attends 3 classes a week, they will require 3 costumes for the concert. To keep costs down we endeavour to hire all non troupe costumes, however please bear in mind that you may be required purchase costumes for the concert. We are constantly looking for options both locally & internationally to ensure we get value for money & most importantly a quality garment. We also ensure each costume is AGE APPROPRIATE.

Term Dates

Terms at The Hills Dance Factory mirror that of the New South Wales School Terms. They typically run for 10 weeks but please note that this does vary. Term dates for the year are available on the studio website. Updates in regards to Public Holidays etc and the effect they have on the timetable are included in our monthly Newsletters as well as being posted on the notice board in the studio.

Referral Program

+ HDF Referral Program



Studio Referrals

Each year many of our new enrolments at The Hills Dance Factory come to us because of referrals given to them from friends and family who already attend at the studio. We consider this to be such a nice compliment and something that we hope continues in the future. There is no better advertisement for our studio than happy families.

As such we have decided to try and reward families that are kind enough to recommend The Hills Dance Factory to their friends & family by implementing a Referral Program, whereby discounts on dance fees are applied as a thank you. The referral program will offer a 25% discount on your next Term Fees for the first friend you bring along. A further 10% will be offered for any additional students that enrol and list you as a referral (i.e. 35% Discount for 2 friends, 45% Discount for 3 friends and so on...)

This program has been put in place purely as a thank you and is in no way expected of families.

 = 25% off your next terms dance fees
You + a Friend

 = 35% off your next terms dance fees
You + 2 Friends

Terms & Conditions

- Offer does not apply to siblings of students of the studio.
- Students who are referred by you to the studio need to include your name on the enrolment form in the relevant section.
- Students who are referred by you to the studio need to attend (and pay for) at least one full term.
- The discount to your fees will be applied to the next terms fees. I.e. if you bring someone to the studio in Term 1, your discount will be applied to your Term 2 Fees. Please note that discounts will only be applied if your invoice is paid by the due date (week 4 of each term). Discounts will be removed from invoices not paid for by the due date.

Thankyou for your
enquiry. Please
don't hesitate to
contact us if you
need anything
further.

We would love to
see you at HDF.



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