

Parent-Student Handbook 2023-2024



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Celebrating dance for over 50 years!
Since 1968

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1/ Introduction

It's our absolute pleasure to warmly welcome you into our family at Marr Mac Dance. Our team is thrilled to see many familiar faces return to the studio and always 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 any queries you may have as 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 needed, don't forget that our friendly office staff, Bridget, Cydnee & Deanna, are always here to help and will happily answer any questions you may have. We pride ourselves on having open communication with all of our parents and students, and will always do what we can to make sure that everyone's voices are heard. Nothing is too big or too small, we promise! 😊



Cathy & Marie McFarlane
Directors

Marr-Mac's Story...

Deane Marr and her mother, Jaqueline Macdonald, founded Marr-Mac Schools Ltd. in 1968 (Marr-Mac). Marr-Mac began as a dance school and day-care centre, and was run by mother and daughter until Mrs. Macdonald passed away in 1976.

After Mrs. MacDonald's passing, both schools continued to run until the daycare was closed in 1999. The dance school primarily taught ballet and jazz and over the years has expanded its program to include several disciplines of dance.

In 1997, Mrs. Marr took on business partner Cathy McFarlane, who had been teaching classical ballet and character dance for Marr-Mac for 14 years prior.

The same year, the studio moved to its current location in the Windsor Plaza building. The friendly & artistic community of Old Strathcona has been a perfect location for the studio.

Deane Marr retired in June 2015, leaving behind a legacy for the love of dance and the people it touches. Her leadership at the studio has filtered through to the instructors and is demonstrated by the care and attention given to each dancer and their individual needs.

Marie McFarlane has taken on the roles of Co-Owner and Co-Director with her mother Cathy. Marie has trained at Marr Mac in all disciplines since the age of 2, and has become an accomplished teacher and choreographer in jazz, lyrical and contemporary. Her strengths balance her mom and business partner Cathy's, whose primary focus is Russian Vaganova classical ballet training. Together they have devised a program which includes a multi-faceted training system. It offers today's dancer the ability to become well rounded artists, and equips them to either go out into the dance world and confidently audition with a high technical and artistic standard, become skilled instructors, or simply love and appreciate the art of dance.

In Memory Of...



Deane Marr
1945 – 2020

We would like to think Deane will be forever watching us from the wings, as she always has

QUICK REFERENCE STUDIO INFORMATION

Marr Mac Dance

Address: 8627 – 109 Street, T6G 1E7

Phone Number: 780-434-9281

Email: 1968@marrmac.com

Website: www.marrmac.com

**** Jackrabbit Parent Portal:**

<https://app.jackrabbitclass.com/jr3.0/ParentPortal/Login?orgId=541002> **

Directors:

Cathy McFarlane – 1968@marrmac.com

Marie McFarlane – marie@marrmac.com

Office Administrator:

Cydnee Chaulk

Deanna Ketsa

Studio Manager:

Bridget McFarlane – bridget@marrmac.com

OFFICE HOURS

Monday

4:30-6:15

Tuesday

4:30-7:00

Wednesday

5:00-7:00

Thursday

4:30-7:00

Saturday

9:30-2:00

Parking Lot

Please park in the South lot of Windsor Plaza.

License plates must be registered at Marr Mac using the QR code on the bottom door or by the office window in the reception area.

2/ Studio Philosophy

‘To instill the love of dance and music, and to provide a supportive atmosphere which encourages students of all abilities’

As our studio evolves year after year, our philosophy remains the same...

- We offer an alternative studio atmosphere where dancers, parents and friends feel welcome, and where all levels of classes are prioritized equally.
- We ensure quality and commitment to each class from the recreational to the pre-professional level.
 - We expect a lot from ourselves and our students... we love what we do.

We’re proud of our ability to offer a training program that enables our dancers to become well-rounded, well-trained dancers who are prepared to go into the professional world and do it all... well!

It’s important to us at Marr Mac 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.

3/ Registration

Our new registration system allows all registration to be done online through our website. When you register online, you will be prompted to accept our waivers for our cancellation policy, media release, and attendance/dress code policy. By registering in person and filling out a registration form you are agreeing to our policies and waivers.

You can register early for each season at the Marr Mac Office or online at www.marrmac.com any time in June each year. Classes do reach capacity and waitlists are formed.

Our Pre-Registration dates for the 2024-2025 Season will be held in June, 2024.

Our annual registration fee is \$50.00 per family and will be posted once your registration is processed and charged to your card automatically with your first month’s tuition and recital fees. Payments will be taken off your credit card automatically on the 5th of each Month unless payment is made in another form prior to that date. Please ensure you get your payment in via Credit Card, Internet Bank Transfer (E-Transfer: No password required), or Cash.

4/ Attendance Policy

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 their progress and competition or year-end show 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 our admin team by phone (780-434-9281) or email (1968@marrmac.com) as soon as you can so they can let the teachers know and preparations can be made to catch up on any missed work.

Unfortunately, we are unable to accommodate make-up sessions for students who miss classes, but will make every endeavour to schedule a catch-up class in the unlikely event that Marr Mac needs to cancel a lesson.

Competitive Dancers: Marr Mac follows a strict attendance policy for dancers in the competitive stream, as dancers need to maintain a certain level of technique and training. This attendance policy applies to all classes that dancers are enrolled in: technique, support, choreography etc. The competitive schedule has been constructed to ensure the dancers are receiving the adequate balance of strength, stretch, cardio, and instruction based on their level and age.

Competitive dancers have a "3 miss" attendance policy, where 3 misses are allowed per class between September and the end of competition season. Once the student has reached 3 misses, a make-up class form will be issued for the student. Students must discuss with the instructor which classes can be taken as a make-up class. If there are more than 3 misses in a class, participation in competition may need to be assessed by the instructor. We, at Marr Mac, understand that rare circumstances may come up and every one must be dealt with on a case-by-case basis.

5/ Dress Code Policy

At Marr Mac we believe that *if you look like a dancer, you feel like a dancer.*

We expect that all dancers follow the dress code including hair requirements.

The Dress Code is can be found on our website at <https://www.marrmac.com/dress-code/>

Our dress code also:

- Encourages discipline
- Helps students resist peer pressure to buy stylish clothes for class
- Helps identify non-students in the studio
- Diminishes economic and social barriers between students
- Increases a sense of belonging and school pride
- Improves attendance

Our dress code items can be purchased at:

ALL 4 DANCE (2 Locations)

West End Address: 11054-156 Street NW Edmonton

South End Address: 4115 106 Street NW Edmonton

Phone: 780-489-4269

Email: sales@all4dance.ca

6/Waivers & Policies

This is a list of all the waivers and policies that you sign at the beginning of the year. **Please note** these policies must be agreed upon at time of registration.

- **Attendance Policy**
- **Competition Policy**
- **Dress Code Policy**
- **Cancelation & Refund Policy**
- **Photo Policy**
- **General Liability**
- **Communication Policy**
- **Payment Policy**

7/ Communication

By now you have probably noticed that we are BIG on communication here at Marr Mac. It is our promise to respond to all enquiries as soon as possible and we will never leave a question unanswered. Our friendly office staff can be contacted at 780-434-9281 during the evening Monday to Thursday, or between 9:30am-2:00pm on Saturday.

Email: For convenience, our primary means of communication is via email. You will receive studio updates and important information via email so please ensure you have provided the studio with an up-to-date email address that is regularly checked. We are of course happy to include multiple email addresses per family if you would like your correspondence sent to numerous recipients. Don't forget to add our email addresses 1968@marrmac.com & marie@marrmac.com to your contacts so we don't end up in the dreaded Junk folder!

Notice Board: We always display important upcoming reminders, dates and studio details on our notice board in reception so please have a quick look when dropping off and picking up in case there is anything you may have missed. Any important notices will be sent through email.

We are always happy to chat in more detail about communications you may receive from the studio, so if you need any clarification please don't hesitate to call us at 780-434-9281 to chat with one of our helpful team members.

Marie & Cathy are also available to meet in person if you would like to arrange an appointment.

Communication Between Students and Teachers

This year in some of our older competition classes, we are setting up Band groups through the Band app in order to share choreography videos and to communicate within the group when necessary.

This is a place where students can review videos from previous weeks as well as easily contact a teacher in a group chat setting. We find this is sometimes necessary when it gets closer to competitions and questions arise surrounding hair, make up, costumes, venue etc. and it's beneficial for the group to see the responses.

We are asking all contact between students and teachers remain through Band or through email, and that contact between parents and teachers remain through email initially, where possible. Phone calls and in person meetings may always be scheduled when necessary.

Your teacher will send you a link to sign up for the band for their class and while we are using this to communicate with the students, parents are welcome to be in the band as well if they wish

8/ Important Dates

We understand wholeheartedly how busy the lives and schedules of our dance families get as the year rolls on, so we have tried to get all of our important dates organised and ready for you so you can plan other commitments. Below we have listed some of our most important “Save the Dates” with more information (including times, costumes, requirements, etc.) to be communicated via email as we get closer to the events. If you know ahead of time that your family will be unable to attend these events due to planned holidays or existing commitments, please let reception know at your earliest convenience.

| Date | Event | Description | Who it involves |
|-------------------------|--|---|---|
| Sep 11, 2023 | First Day of Classes | | |
| Sept 25-30, 2023 | Costume Measurements | Christina Breault in classes to measure students for costumes | All students – please ensure they are present this week |
| Oct 09, 2023 | Thanksgiving Monday | Studio closed for Thanksgiving Monday. (*Classes are still held on Saturday Oct 7) | Monday students and teachers |
| October 15, 2023 | Costume Deposits due | Costume Deposits will be added and automatically charged to credit cards. | |
| Oct 29, 2023 | Vaganova Society's 35 th Anniversary Gala | An evening of beautiful Vaganova Ballet performances with some special guests! Arden Theatre, St. Albert | VB3/4/5/6 Dancers |
| Oct 31, 2023 | Halloween | Studio closed | Tuesday students and teachers |
| Nov 11, 2023 | Remembrance Day | Studio Closed | Saturday students and teachers |

| | | | |
|-----------------------------------|-----------------------------|---|---|
| Nov 15, 2023 | Competition Fees Due | Competition Deposits will be added and automatically charged to credit cards. | |
| Nov 20-25, 2023 | Watching Week | Parents, grandparents, aunts, uncles, friends! Come watch class! Details to come. | All classes |
| Dec 23, 2023 – Jan 7, 2024 | Christmas Break | Studio closed | All Families and teachers |
| Feb 9-11, 2024 | Harmony Ballet Festival | Arden Theatre, St. Albert | Interested Ballet and Contemporary Solos/Duets/Small Groups |
| Feb 19, 2024 | Family Day | No classes | Monday dancers and teachers |
| Mar 15-17, 2024 | Vaganova Ballet Evaluations | Ballet Evaluations at Marr Mac | VB Prep-VB6 dancers |
| Mar 25 – Apr 31, 2024 | Spring Break | No Classes | All Families |
| Apr 1, 2024 | Easter Monday | No Classes | Monday teachers and dancers |
| Apr 3-7, 2024 | Dance Competition | TBD | All competitive dancers |
| Apr 11-14, 2024 | Diamond Dance Extreme | Horowitz Theatre, Edmonton | All competitive dancers |
| Apr 17-20, 2024 | Dance Evolution | Rockpointe Church, Bearspaw, Alberta | Competitive Dancers Level 3 and up |
| Apr 25-28 2024 | Dare 2 Dream Dance Festival | Triffo Theatre, MacEwan University, Edmonton | All competitive dancers |

| | | | |
|------------------------------|-----------------------------------|---|---|
| May 20, 2024 | Victoria Day | No Classes | All Monday students and teachers |
| May 13-16, 2024 | Photo Week | Photos taken in costume at Marr Mac. Photos taken Monday-Thursday; Saturday classes will be scheduled for photos during the week. | All dancers in year-end show |
| May 26, 2024 | Scene Rehearsal | Full Year End Show rehearsal at Marr Mac | All Marr Mac dancers & all classes participating in the year end show (drop-in classes) |
| Jun 15 & 16, 2024 | Year End Show Details to come! | Marr Mac's 56th Year End Show! | All dancers in registered classes (no drop-in or tech classes) |

9/ Year End Show – June 15 & 16 2024 at the Horowitz Theatre

Marr Mac Dance's annual Year End Show is traditionally in June. Every year we choose a theme to guide teachers in their dances, costumes and music. Please keep watch for any updates on this going forward. A complete Year End Show Handbook and Backstage Guide will be emailed out later in the year that will detail times and locations for the rehearsal, show, etc.

10/ Costumes

Costumes are carefully chosen by instructors for competitions and/or our year end show performance in June. Costumes are ordered from dance costume catalogues, made by seamstresses, or purchased from stores where applicable.

We understand that families want to see their dancer up on stage in costumes that appropriately reflect the dancers age as well as the money spent. We are committed to restricting costumes that project sexuality, contain explicit graphic or textual content, and ensure that all costumes meet a certain standard of quality and artistry.

Costumes are ordered with growth in mind, and up-sized where appropriate. Costumes are tried on in class upon arrival to ensure the proper fit, and alterations are made where appropriate. Alterations are the responsibility of the parent, unless an error was made by Marr Mac.

Families who do not comply with their fee or costume payment obligations may be excluded from performances. Costume expenses are the responsibility of the parent, and costumes will not be issued to students with unpaid class fees. Costume Deposits will be added to accounts and automatically charged on October 15th.

11/ Dance Levels, Ages, & Programs

Level Breakdown

Marr Mac's levels follow the following order:

- Ballet and Jazz Ages 3-5
- Pre-Primary Ages 5-6
- Primary Ages 6-7
- Vaganova Prep/ Level Prep Ages 7-8
- VB 1/ Level 1 Ages 8 - 10
- VB 2/ Level 2 Ages 10 - 11
- VB 3/ Level 3 Ages 12 - 13
- VB 4/Level 4 Ages 14 - 16
- VB 5/ Level 5 Ages Approx 16 & up
- VB 6/Level 6 Ages Approx 17 & up (we do not have a level 6 every year as depending on the age of the dancers, they can graduate before completing level 6)

As dancers require two years of training for each Vaganova Ballet (VB) level, students remain at the same level for two years from Level 1 and up. This applies to all disciplines to remain consistent. Although students are in the same numerical level for 2 years, the teachers constantly introduce new material and training over that duration so that students are constantly learning and progressing. Two years in the same level does not mean two years of the same teachings and training

Competitive/Marr Mac Performance Vs. Recreational

Marr Mac offers classes for both the competitive and non-competitive dancer. We, at Marr Mac, take pride in both streams of training and place emphasis on quality instruction for all classes.

- The **recreational stream** focuses on training and technique through the love of dance. Dancers work hard throughout the year to improve and excel in each discipline, and take part in the Marr Mac Year End Show in June. Students in the non-competitive stream may pick and choose which styles of dance they wish to take part in, with more “wiggle-room” than the Competitive stream as there are less class requirements and added commitments (time-wise and financially)

- The **competitive stream (also known as Marr Mac Performance)** begins at Level Prep, and is focused on holistically training a dancer as part of a team to compete in Spring competitions. The instructors thoughtfully assemble the competitive classes so there is unity within the group, as age and skill level must be in synch for the class to present well in competition. Please note there are certain class requirements for the competitive dancer to build and maintain the strength and technique that is required to train at that competitive level (listed below, by level). This extra commitment not only includes required classes, but also extra rehearsals, competitions to attend in April, as well as additional fees for guest choreography, costumes and competition fees. Please see the Competition Handbook for more information

Competitive Requirements

In order to build the strength and technique required to perform well in the competitive setting, certain classes are required to train at each level. Dancers spend 2 years in each of the Marr Mac levels. Additional competitive requirements are added on one year at a time.

Dancers who do not currently compete, but wish to, will need to come for an assessment class to determine the proper classes and recommendations. These can be booked by emailing 1968@marrmac.com

Hip Hop (all levels) - registered in Hip Hop class

Tap (all levels) – Tap Technique class plus Competitive Choreography class

Ballet (level 3 and up) – 2 Ballet classes

Jazz, Lyrical*, Contemporary*

(*Lyrical and Contemporary begin competing at Level 3. It is highly encouraged to begin training in Lyrical in Level 1)

- Prep
 - Required classes: Jazz tech and choreo but ballet is strongly recommended
- Level 1
 - Required classes: 1 Ballet and Jazz Tech
 - Required hours: minimum 2 hours/week
- Level 2
 - Required classes: 1 Ballet and Jazz Tech
 - Required hours: minimum 6 hours/week
- Level 3/4/5
 - Required classes: 2 VB Ballet (and completion of evaluations), MMP Team Warm up, Tap, and two of the following: Jazz Tech[†], Jumps and Turns, and/or Stretch, Strength, and Balance
 - Required hours: 9 hours/week

- Level 6: 1 Ballet and Jazz Tech
 - Required hours: minimum 3 hours/week
 - Highly encouraged: MMP Team Warm UP
 - Requirements are less for Level 6 as these are typically Grade 12 dancers, balancing school and dance, who have many years of training behind them

†Jazz Tech is required if taking Jazz and will also count towards “two of the following”

12/ RUSSIAN VAGANOVA BALLET EVALUATIONS

As a studio who values the growth and commitment of our dancers from all ages, it's our pleasure to offer ballet evaluations to students as part of our ballet program. **These will be held March 15-17.** The exact dates and times for each evaluation will be confirmed and released at a later date via email. We encourage all students in VB Prep and up, to take part in the evaluations.

Ballet training in the **Russian Vaganova Technique**, is a highly recognised ballet system worldwide. Guest Evaluators are invited who have themselves trained in the Russian technique through a recognized facility ie. The Vaganova Choreographic School in St. Petersburg, Russia or a similar highly qualified facility.

Our experience shows that formal evaluations present a unique opportunity for the children to display and take pride in how hard they work and can progress in their classes. Our students always find the experience to be uplifting, beneficial and rewarding. Students receive a written report card with valuable feedback to continue to perfect their ballet training and will also receive a certificate of completion from the **Vaganova Dance Society of Alberta**.

The teacher enters the evaluation with the dancers and conducts the class. Dancers enter in groups of up to 10 students. The atmosphere is very similar to their regular class setting where they can present their exercises in a relaxed and comfortable environment.

The Vaganova Dance Society of Alberta subsidizes the evaluation fee in order to support dancers who are learning this technique in the Province.

The balance of fees will be emailed to families closer to the dates of the evaluations.

13/ Schedule

Scheduling 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 the link to our current schedule and please contact us if you have any questions at all.

Please note: Marr Mac reserves the right to make changes to teachers and/or timing of classes, cancel classes or add classes as the year progresses.

Here is a link to the schedule on our website. This is the best way to view an up to date version of our schedule at any given time. <https://www.marrmac.com/schedule>

14/Private/Semi-Privates

We are happy to be offering private and/or semi-private classes to students who are not yet comfortable returning to a group class setting, or want to enhance their training!

Students are able to choose the following:

- Private or semi-private (semi-privates are based on additional student availability)
- Length of class: 1 hr, 45min or 30 min
- Day/Time
- Discipline

We will then match you up with an available and qualified instructor. Please email us at 1968@marrmac.com to get started!

Prices:

| Time | Privates | Semi-Privates |
|--------|---------------|---------------|
| 1 hr | \$50.00 + GST | \$40 + GST |
| 45 min | \$37.50 + GST | \$30 + GST |
| 30 min | \$25.00 + GST | \$20 + GST |

15/ Birthday Parties!

Marr-Mac offers 2 - hour birthday party packages for children of all ages!

The fee for up to 12 partiers is \$250.00 (plus GST) which includes:

- 2 hours use of 2 studios
- One dance room
- One party room

Marr-Mac instructor to teach a one-hour dance class of either:

- Jazz
- Hip-Hop
- Lyrical
- Creative Movement package - dance, birthday story, props & costumes for dress up

Party bookings are available weekdays for preschoolers and weekends for all ages. The instructor will conduct the dance class during the first hour followed by your use of the party room for the second hour. The kitchen fridge & microwave are also available for your use.

Party room includes:

- Tables & chairs (you provide decorations, table cloths, plates, cutlery, food etc.)
- Sound system to play music
- You can bring and set up whatever else you would like to include at your party (ie. photo booth, games etc.)
- Parents have access to the party room; ½ hour before the booking, while the partiers are enjoying their dance class and ½ hour following the booking for clean-up.

Visit our website or follow the link below for a registration form:

<https://www.marrmac.com/programs/birthday-party-rentals/>

16/ Code of Conduct

To ensure the smooth, safe running of Marr Mac Dance and an enjoyable experience by all, below you will find our code of conduct.

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.

Any questions or complaints must go through appropriate channels – parents and students are welcome to contact Marr Mac Dance teachers before or after class if the teacher's time permits, or contact the office at 780-434-9281 or 1968@marrmac.com to set up a meeting with the teacher and Marie and/or Cathy. Please refrain from sending business questions through personal social media accounts or text messages to the teachers or directors.

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 Directors. Physical, mental, emotional or cyber bullying by parents, staff or students will not be tolerated and may result in dismissal from the studio.

Marr Mac Dance 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. Cubbies are provided in each studio for students to store bags while in class. Please do not leave any valuables unattended in the change rooms or otherwise.

Choreography, costuming and studio policies remain the intellectual property of Marr Mac Dance and may not be reproduced or sold by any students, parents or staff without permission of the Directors.

17/ Media & Safety

As part of your registration, you will have read and agreed to a media waiver allowing us to proudly use images and video footage of your student for advertising and promotional purposes. Should you have any concerns whatsoever with this declaration, please contact our reception staff.

The directors and staff at Marr Mac Dance 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 recognise that songs with sexist, explicit, violent, racist, homophobic or criminal content may influence our dancers and/or audience and will strive to avoid using such music. We are committed to restricting costumes that project sexuality, contain explicit graphic or textual content.

18/ Privacy

When you purchase or hire a product or service with Marr Mac Dance, the information we may collect from you includes your name, address, telephone numbers, email addresses, medical information and perhaps credit card or bank details. It may also include details of the products and services we provide to you as well as the status of your enrolment. 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 information to promote and market to you information which we consider may be of interest to you unless you contact us and tell us not to do so.

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 paper or electronic form and is accessible only by authorised personnel.

19/ Pick Up and Drop off Guidelines

We have devised pickup and drop off procedures to ensure student safety within the studio. Marr Mac Dance and instructors are responsible for the students within class time only.

Drop off and Pick up

- Creative Movement (age 3) up to Level Prep (Age 7/8)
 - Parent or guardian drop off and pick up student within the studio premises
 - Please pick your child up from the classroom door at the end of class
 - Please be punctual, as the next class needs to commence
 - If you are going to be late, please call the office 780-434-9281 so your child can be supervised until pick up
- Students Level 1 and Level 2
 - Parent or guardian drops off and picks up student within the studio premises
 - Students will be let out of class to go independently to the change rooms or lobby to wait for pick up
 - Parents/guardians are responsible for picking their child up within the studio premises
- Students Level 3 and up
 - Students will be let out of class to go independently to the change rooms or lobby to wait for pick up
 - Parents /guardians are responsible for setting their own arrangements with their child for drop off and pick up (ex. parking lot, remedy, studio lobby etc)

Back to Back Classes (without a break)

- Creative Movement (age 3-4) Pre-Primary (age 5-6) Primary (age 6-7) Prep (Age 7-8)
 - Students with a second class immediately following their first class will be walked to their next class by the instructor
 - Students should keep their bags and shoes with them, and store in the cubbies in the classroom
- Students Level 1 and up
 - Students will be let out of class to go independently to their next class

Break Between Classes (dancers who have a short break between their classes)

- Creative Movement (age 3) up to Level Prep (Age 7/8)
 - Parent /guardian must be present during the break time and take them to their next class
- Students Level 1 and up
 - Students should spend their break in the change room independently
 - Please ensure students have a snack or activity for their break
 - Their instructor will come and get them at class time

- Note that Students are not supervised during this time. Please educate/introduce your child to the office administrator in case they need assistance or ask one of their instructors.

There is a business phone in the office students may use to call a parent or they can ask the administrator to make a phone call for them.

20/ Fees

<https://www.marrmac.com/fees/>

We offer the following options for fee payment:

You will receive your registration invoice prior to the commencement of the season and your first fees will be automatically charged to your credit card. These fees include registration fee, recital fees, pianist fee (if applicable), and one months tuition (covers Sep).

Upfront Payment – If you choose to pay the entire year in full and are not already in a discounted tuition package (4 or more classes per week), you qualify for a 5% discount.

Monthly Payments – Tuition will be posted to your account before the 1st of the month, and your credit card will be automatically charged on the 5th of each month. If you wish to pay manually or through a different format (e-transfer), funds must be transferred to Marr Mac before the 5th of the month. Invoices will not be emailed but accounts can be viewed at any time through our Parent Portal:

<https://app.jackrabbitclass.com/jr3.0/ParentPortal/Login?orgId=541002>.

Please note that we do charge a \$25 credit card decline fee.

E-Transfers can be made to 1968@marrmac.com with no password required.

If fees remain unpaid in week 4 of classes students will not be permitted to participate in their lessons.

Please note: All students are invoiced based on a 10-month term from September to June and fees are averaged over this time. Monday class tuitions are now prorated to reflect statutory holidays. We charge a full fee for June to cover extra rehearsal time in-studio and at the Theatre.

Cancellation Policy: If you decide to withdraw from classes mid-season for any reason, one month notice and payment is required. Costume Fees, Pianist fees and Competition Deposits will not be refunded after October 15. Refunds will not be issued for missed classes due to cancellation – where possible, we will endeavour to arrange make-up lessons for classes cancelled by Marr Mac or will offer an alternative class.

Drop In Payments

Our drop in classes can be paid as you attend via cash, debit, credit card or cheque to be paid at the office prior to class. Drop in punch cards are available for ease. All Drop-In students must sign in at the office prior to each drop in class.

21/ Social Media

Marr Mac Dance's Social Media Policy refers to all social networking sites, video/photo sharing sites, blogs, micro-blogs, wikis, podcasts, forums, instant messaging and geo-spatial tagging (for example, Facebook check-ins). Please see below for our regulations regarding Social Media and feel free to contact our office staff if you have any questions.

- Please remember that your anonymity on Social Media is never guaranteed and to exercise particular caution when posts, images or videos identify children in your care.
- Any comments or posts perceived to be obscene, defamatory, threatening, harassing, discriminatory or hateful towards Marr Mac Dance staff, students or families may subject the owner to disciplinary or legal action.
- Should you wish to engage on Social Media while identifying as a studio volunteer or employee, you may only do so with integrity, respect, and adhere to privacy and confidentiality policy.
- Any content revealing or referring to sensitive studio information is not allowed to be shared online.
- Intellectual property laws apply (for example, costume design and choreography)
- All matters pertaining directly to the studio - whether it be fees, scheduling, placements or performance opportunities - may not be communicated via Social Media. We have an open door policy and encourage all communication, complaints and feedback to be communicated to the studio owners directly.
- We discourage parents /students and teachers from becoming 'friends' or 'followers' on Social Media, unless there is an existing relationship. We consider all studio members to be family and as such feel the obligation to respect and monitor personal boundaries.
- You may not post photographs / videos that feature Marr Mac dancers other than your own online without the proven consent of their parent/guardian.
- Identifying information of any featured minors - including names, ages or location - must be removed when posting on Social Media.

22/ Team Wear

Please keep a look out in your emails for an order form that we will email out sometime in the Fall/Winter for you to order some of our fabulous 2023/2024 merch!

23/ Our Teachers & Faculty

Finally, it's our pleasure to introduce our hand-picked faculty for 2023/2024! Our enthusiastic, passionate and dedicated teachers are thrilled to be a part of your family's dance journey this year. We are truly looking forward to growing together to mould this generation of skilled, confident, genuine and unique performers. Click the link below to look through our 2023/2024 Faculty and find out a little more about them!

<https://www.marrmac.com/instructors/>

