

# HanMarie's

PERFORMING ARTS & EVENTS

## FAMILY HANDBOOK - 2023-2024 SEASON

### WELCOME

We welcome you to HanMarie's Performing Arts & Events LLC. and are so excited that you have decided to be a part of our studio family. Our venue is in Fayetteville, North Carolina, off of Raeford Road behind Hawley's Bicycle World. At HanMarie's, we offer private lessons and group classes for students who want to grow their performance abilities. We also offer character birthday party services in our venue and abroad. We are excited to begin teaching and showing children and adults our love of music & theatre performance. We are looking forward to a season of growth and exploration with you!

### OUR MISSION

HanMarie's Performing Arts & Events LLC. is a place for children and adults to blossom into performers of integrity. We believe that offering a positive and safe learning environment enhances our students' growth in more ways than one. We strive to be professional in all areas of our studio, providing your family with a second place to call home. We encourage our students to become leaders, support one another, and be stewards of their gifts and talents.

### ACADEMIC YEAR POLICIES & PROCEDURES

**Registration Fee:** \$30.00 Registration Fee (max \$100.00 per family) due at sign up. **Performance Fee:** \$50.00 Performance Fee per student will be drafted one month before recital/show. This fee is to allow students to participate in performance and recitals throughout the academic year.

#### **Tuition for Academic Year:**

1 class per week - \$50.00 per month  
2 classes per week - \$70.00 per month

**Group Class Tuition Explanation:** All monthly tuition payments will be processed automatically on the first day of class each month. Tuition amounts are based on the number of classes in the school year not the number of classes in the month. Tuition has already been prorated to include holidays. Tuition will be paid monthly.

**Refunds:** There are no refunds for missed group or private lessons.

**Substitute Teachers:** It may be necessary from time to time to bring in a substitute. However, we will ensure that all substitutes are also highly trained professionals.

**Missed Classes and Make-ups:** If your child is unable to make a class, please try to notify us in advance.

**Weather Related Closings:** Please check our social media pages for possible studio closings due to inclement weather or any other emergencies.

**Mandatory Closing:** In the event of a government mandated shut-down of businesses, including, but not limited to COVID-19, HMPAE reserves the right to transition from in-studio classes to an online platform. In doing so, the tuition/refund policy will remain unchanged and there will be no refunds or credits for classes paid in full and/or no adjustments made to tuition.

**Private Voice & Acting Lessons:** Lessons payments are processed automatically on the first day of lessons each month. Each lesson is \$30.00 – payments will be grouped monthly.

**Private voice lessons MUST be cancelled by emailing [hanmariesperformingartsvents@gmail.com](mailto:hanmariesperformingartsvents@gmail.com) at least 24 hours in advance.** Failure to do so will result in the forfeiture of that lesson with no make-up allowed. It is your responsibility to reschedule cancelled lessons.

**Privacy Policy:** Personal information collected by HMPAE, such as addresses, emergency contact and medical information, is for internal use only. It will not be shared with external organizations without your consent.

**Photo Waiver:** Photographs of registered students taken during classes and events are considered eligible for publication and public use unless the student's family submits a written request to the contrary at the time of registration. All such student requests will be honored.

**Medical Emergencies:** Unless written notice is given to the studio, permission is granted to HanMarie's Performing Arts & Events LLC. and its operators to seek medical treatment for the participant in the event they are not able to reach a parent or guardian. Parent/Guardian must also submit written notice for any physical/mental problems, restrictions, or conditions.

**Release of Liability:** HanMarie's Performing Arts & Events LLC., employees and owners will be held harmless from any and all liability, claims, demands, and causes of action whatsoever, arising out of or related to any loss, damage, injury or illness, including death, that may be sustained by the student and/or guardian, while in or upon the premises or any premises under the control and supervision of HMPAE, its owners and operators or in route to or from any of said premises. This STATEMENT INCLUDES COVID- 19; HMPAE IS ENFORCING THE MOST CURRENT CDC AND NC DEPARTMENT OF HEALTH GUIDELINES AND PROTOCOLS IN RESPONSE TO THE COVID-19 PANDEMIC FOR FACULTY, STUDENTS AND FAMILIES. In addition, I shall assume full responsibility for all medical expenses my child may incur as a result of any injury he/she may sustain.

## HANMARIE'S GUIDLINES

At HMPAE, we believe that discipline, respect, and self-confidence walk hand-in-hand with artistry and grace. Let's use these tools as our code of conduct and uphold our guidelines.

- Arrive on time.
- Always be ready/willing to work with a positive attitude – leave drama at the door.
- Be prepared! Come to class with all necessary materials (shoes, scripts, voice binders, water, and pencils).
- Give instructor your full attention.
- No cell phones during class time.

- Keep your hands to yourself.
- No food, gum, or drinks (other than water) inside the studio.
- Please pick up after yourself.
- Support your fellow performers. This includes not directing or correcting other students.
- Take and apply corrections from instructor willingly.

### HMPAE DRESS CODE

- Musical Theatre Styles – Anything that is age appropriate and makes you feel comfortable. No jeans, please. Modest is best! Black jazz shoes at all times.
- Hair – Out of the face. Can be worn up or down.

If you are bringing jazz shoes, please make sure they are labeled with the students' name. Always take proper care of your dancewear when entering/leaving the studio.

### TUITION (2022-2023)

#### **GROUP CLASSES - FULL ACADEMIC YEAR**

1 class per week - \$50.00 per month

2 classes per week - \$70.00 per month

#### **PRIVATE VOICE/ACTING LESSONS – SEMESTER**

30 Minute Vocal Lessons - \$30 per lesson (grouped into monthly payments)

30 Minute Acting Lessons - \$30 per lesson (grouped into monthly payments)