

WELCOME

Herein lies the long sought after documentation that all Peppermint believers strive to know!

This sacred survival guide has been created to ensure that together we dance united; a force that understands the aims, beliefs, and ambitions of our beloved dance company.

We will dance together, laugh together, perform together - and now it is time for us......to read lots of pages together.

At the end of this guide, you will feel **awakened by a fresh new world**, and then, we will call upon you to give your final pledge of commitment to "mint hq".

Selflessly sign your life away to us and you will become one of the freshly chosen members for 2023.

Finally, you can proudly say, you are a member of the elite, unique and somewhat unorthodox:

peppermint

Never forget.....dance like no one is watching......

(but if you do it wrong, we are watching so don't be offended if we try and help a little).

TERM DATES (Subject to change depending on concert dates)

T1 FEB 06 - APR 06

T2 APR 24 - JUL 01

T3 JUL 17 - SEP 23

T4 OCT 9 - DEC 08

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ABOUT PEPPERMINT

Nadia Park (Our Creator)

17 years ago, after Nadia had returned from dancing and working in the UK, she began her Bachelor of Education & Dance Minor at WAAPA with the plan to teach dance in the Secondary Education System. She had been dancing since the age of 3, teaching jazz since 15 and was passionate about the role of dance in young people's lives. Two of her previous students whom some of you would know as Miss Sarah and Miss Lori begged her to return to teaching them jazz. One Monday night jazz class turned into the creation of something much bigger.

Nadia's goal was to create an environment for dancers that was non-threatening, family - oriented, positive and most of all, enjoyable, whilst achieving high standards of dance. Since its inception Peppermint has forged a positive reputation within the dance industry. Competing in countless competitions here, at Nationals and on the World Stage in America. Hundreds of students have benefited from the mentorship and teachings here at Peppermint and we aim to continue that for many years to come.

Although Nadia is no longer here with us her love and commitment to Peppermint will see the Mint Spirit live on in all of us who continue to call Peppermint home.

Our Studios

Our 5 dance studios and 1 cheer gym have been renovated to all be housed in the one location on Albany Hwy. In what can only be described as a labour of love over the 21/22 summer the team has created a unique space for our athletes to shine.

Our venue has custom made flooring systems that are self-sprung to reduce the risk of injury, quality sound equipment, custom-ordered safety mirrors and a main foyer area where our receptionist Jen is located. Children will be able to change rooms without ever having to leave the safety of the building.

With over 35 superb teachers on board that share the common teaching ideals and passions, we are very proud of everything that we have achieved so far.

Our teachers have danced and performed for many years and have many years of collective dance and teaching experience between them. They all specialise in their own areas and work extremely hard to ensure quality tuition is provided with a positive friendly outlook.

All of Peppermint's teachers have "Working with Children Check" approval and numerous recognised qualifications across our faculty including Bachelor of Education, AICD teachers' qualifications, Senior First Aid Certificates and a Bachelor of Physiotherapy.

If you are looking for a studio that is relaxed but disciplined, fun but still quality, with a unique outlook and attitude.... You have found the right place.

PEPPERMINT SPIRIT POLICY

Code of Conduct - Spirit Policy

Peppermint Dance Company provides a unique, friendly environment for students of any age and from all walks of life, ethnicity and backgrounds. This enables students to have the right to experience and enjoy dance without prejudice.

At Peppermint Dance Company, we expect all students, teachers and parents to respect each other. This is regardless of abilities or differences. Any display of negative or disrespectful behaviour will not be tolerated. This includes behaviour such as bullying, cyber bullying (via Social Media such as Instagram, Facebook etc...), verbal abuse, sledging or deliberately distracting or provoking others. Disparaging behaviour, such as gossiping and intimidation, will not be accepted and formal warnings will be issued. If such behaviour is again displayed, we will ask that you do not return to Peppermint Dance Company now, or in the future.

This policy ensures all expectations of Teachers, Dancers and Parents are clear and the principles and objectives of Peppermint Dance Company are known.

If you believe that you or your student is the victim of such behaviours, please contact staff. We take this very seriously and will ensure that the situation is dealt with immediately.

This policy has been created to ensure equality amongst all, to protect, inform and clearly outline the most important objectives of our environment.

Spirit Policy quotes by some of our students / teachers:

"To provide support to all, which ensures inclusivity"

"Peppermint has a family orientated outlook, with all students participating in a happy and positive environment"

"Students should strive to be a part of one team rather than small teams and encourage each other regardless. We are equal and one family"

"Respect for one another, and always accepting others and making new friends"

"Treat everyone as family"

"Students, Staff & Parents should support all individuals at Peppermint without judgement and discrimination"

"We expect our parents to lead by example. Our students should be exposed to kind, positive attitudes that do not divide our students via internal competition."

#FreeSpace Free = Freedom, Acceptance, Equality Space = Our environment for family & positivity

WE ARE THE PEPPERMINT FAMILY AND WE LOVE WHAT WE ACHIEVE TOGETHER.

PEPPERMINT FEE POLICY

Online Portal

At Peppermint we have an online portal.

This is where you can amend your personal details, student details, view and pay invoices, and receipts.

It is not possible to add / amend classes after the enrolment has been paid, please contact admin for class changes. Invoices can be emailed on request, but they are all available via the portal.

Registration Fees

Registration fees are due on commencement at Peppermint. The registration fee is an annual fee, which covers dance insurance, music licensing and administration costs.

This fee is \$62 per student per year.

Term Fees

Term fees are payable by the due date listed on your invoice.

If fees remain unpaid past this date, late fees & class restrictions apply.

Other Fees

All costumes for competitions and/or concert must be paid for in full before the competition or concert. If costume/s have not been paid for in full, the student/s will not participate in the event.

How To Pay

You can pay by either cheque or bank transfer. Online term invoices can be paid in full by credit card via the portal (2% surcharge applies).

Cash and EFTPOS/Credit Card facilities are available at the studio when it is open. See Reception Section for more details.

Peppermint's Account details are as follows:

Account Name: Peppermint Dance Co

Bendigo Bank BSB: 633 - 000

Account: 176 318 970

Term Lengths

Fees are calculated on a FULL YEAR and divided evenly per term. Therefore, fees are the same for each term, regardless of term length.

Students joining in Semester 2 will have slightly adjusted fees.

Terms and Conditions

Once students have made the commitment, it is expected that they will complete the term. There are no refunds or credits for missed classes. Students who are unable to attend a lesson for serious medical reasons, will be offered a credit for the lessons missed. The credit will be transferred to another class in the next term. All credits for lessons are valid for use within the following term only.

Refunds will not be offered. Credit is not transferable for cash. For situations where students believe they have special considerations, please contact us.

If you are dropping a class or if you leave Peppermint, please notify us in writing so that accounts can be finalised and accounts can be amended.

Students that have been given the opportunity to travel nationally and internationally representing Peppermint, must have their fees paid in advance for the following term and all accounts must be up to date.

All enquiries for your account can be handled by reception or please email any enquiries to: reception@peppermintdance.com.au

STUDIOS / STUDIO ACCESS

Studio Locations

Mint HQ - Home to All Studios & Cheer Gym

Units 7, 8 & 9/1780 Albany HWY (Corner McIntyre Way) Kenwick. (The old Electrical Distributors building)

Reception/Foyer Area

Our accounts reception is located at Mint HQ. Reception is usually attended between 3-6pm weekdays. We will notify of reception time changes via our family Facebook page:

https://www.facebook.com/groups/mintfamily2023/

Studio Hire

Our studios can be hired for personal use - ie. competition solo practice. To book the studios please email your request to: reception@peppermintdance.com.au

Studio Access

Watching Classes

Unfortunately allowing parents and siblings to be in the studio during class times has proven to be distracting and at times dangerous to the students and teachers alike. We also have a Duty of Care to provide a safe dancing/working environment for all.

Children with medical conditions are exempt from this rule. Parents for younger grades are welcome to watch the first few weeks of classes of their child, and after this time, parents are requested to encourage their children to participate independently.

If you are able to watch a class, please keep the noise to a minimum and if siblings are present, please ensure they remain seated and do not distract students. Without parents present in class, students become more confident and are able to cope at times like the concert where parents may not be backstage. All students are to remain in the foyer until their teacher comes to collect them for their class. If students need to use the change rooms/toilets prior to their class, they are to use the facilities and return to the foyer.

If students seem to be in distress, and teachers feel it is necessary, the appropriate parent/guardian will be invited into class to settle the students.

We are proud of our programs, and we do have an open-door policy - which means we have nothing to hide. If parents have any concerns, we invite them to communicate with us, and we are happy for parents to view classes and speak to teachers if anything arises.

Acrobatics & Tumbling Sessions

Acrobatics & Tumbling classes are completely closed due to the nature of the class and access throughout the studio / gym during this time is restricted. Only in cases of genuine urgency will access be allowed. This is for the safety of everyone (students, teachers and others).

PARKING / RESTRICTIONS

Available Parking at Mint HQ

The car park is a shared facility, so we need to be mindful of the other companies in their trading hours.

The bays facing the highway can be used. If these bays are full please park along the roadside on McIntyre Way. Please DO NOT park directly in front of The Little Craft Shop.

You will be asked to move your car if you have parked in the wrong area.

The parking must be regulated by Peppermint and it is our responsibility (or our lease could be in jeopardy).

Parking infringements for not obeying these restrictions will apply and if individuals receive three infringements you will be requested to not return to Peppermint.

We have DROP OFF ZONES, the three car bays closest to the exit (left of the yellow arrow on diagram). Please also only ENTER off MCINTYRE WAY and EXIT via ALBANY HIGHWAY.



ARRIVING @ THE STUDIOS

Student Drop Off/ Pickup

Please drop off and pick up your child/children at the times listed on the timetable.

As the foyer space is very limited, please drop off your child a maximum of five minutes before class commences.

Please pick your child up on time. Once their class has finished, we cannot be responsible for students who are left at our facility.

For your child's safety, all students 12 years of age and younger must be escorted into the foyer area before lessons and be collected from the foyer area at the end of their scheduled class.

Please avoid being late to class as it can be disruptive to classes that have already commenced. Also, please limit access to studios while other classes are in progress.

COVID Requirements

If you are unwell, you must NOT attend the studio. This applies to all staff, students, parents, siblings and visitors.

Practice good hygiene when you are at the studio.

GETTING READY FOR CLASS

Uniform Requirements

Baby Ballet

Hair slicked back in bun / Leotard - any style in ballet pink / Ballet Shoes / Ballet Stockings (Not in summer). / Optional Extras - All pink - Skirts, Wrap crossover tops, Legwarmers

Jazz Tech / Lyrical / Contemporary / All Stars

Hair slicked back in a bun / Black attire

Ballet

All students aged 8+ are required to wear a leotard (black), ballet stockings & ballet shoes (leather or canvas). Stockings are now compulsory. Students are not allowed to wear shorts but may wear an optional ballet skirt. Hair must be neatly secured in a bun

Boys (Ballet)

White Singlet / Black Shorts / Black Ballet Shoes with white socks

AICD Exam Classes

Students wishing to do these classes must adhere to the ballet attire rules which will be given to students after they have enrolled.

Cheer & Pom

Students must wear very neat HIGH ponytail for every lesson.

Dance Shoes

Please ensure after the first few weeks you have the appropriate shoes as follows:

Tap - Tap shoes (any colour).

Jazz - Jazz or ballet shoes with elastic (replace laces).

Hip Hop / Urban - Sneakers - flat soles.

Acro - Levels 1-3 Acro - acro shoes or bare feet.

Lyrical – half shoes

Ballet - Ballet Shoes.

Troupes - Please ask teachers as requirements change.

Cheer - White sneakers for tiny, mini and youth. Cheer shoes (Nfinity evolutions) for senior, open and youth flyers.

Pom - Jazz shoes / half shoes.

Please Note: Dance Insurance does not cover injuries if incorrect clothing or footwear is deemed the reason for your injury.

Dance Wear

Peppermint does not have a compulsory uniform; however we do have training uniforms and clothing available.

Please ensure that you are dressed appropriately for your dance class. We encourage our students to wear black or green to class for some uniformity. Hair is tied up and off your face. Keep jewellery to a minimum. Wear clothing you can freely move in, such as gym clothes, jazz pants etc.

Students **must** have good personal hygiene at all times - ensuring they wear deodorant if it is necessary to do so. Teachers will advise students if they require specific attire.

Please do not wear skirts without a leotard / school uniforms / jeans or denim of any kind.

Online Store - www.peppermintdance.com.au

We have our online merchandise store where you can order clothing (and pre-order uniforms) online, when available.

Water

Please ensure students bring bottled water to class. Other drinks (besides Powerade and sports water) are not permitted.

Arriving

In the colder months, all athletes should arrive & leave in a tracksuit and shoes to protect them from the elements after training.

MEDICAL / INSURANCE

Conditions

Teachers and staff **must** be informed if students have a medical illness / allergy. If a student requires medication, please ensure that teachers are well informed regarding conditions and situations and the student always has the required medication with them.

Asthmatics are requested to have a ventolin inhaler at the studio at all times.

Due to students with allergies - in particular NUT allergies, please do not bring any food items to the studio that contain any kind of nuts.

Physical Activity Risks

Although all care will be taken by teachers and staff, parents and students are reminded that all dancers participate in all classes at their own risk.

Injuries and incidents are commonplace in the dancing industry as with any physical activity.

With this in mind, procedures are put in place to ensure our students well-being is at the forefront of operations.

If a student is aware that they have obtained an injury outside of the studio, teachers must be informed before class commences for the student's safety.

Injuries / Illnesses

If an incident occurs at the studio, either through illness or accident, teachers are trained to deal with such situations. If the student's condition is serious, parents will be notified immediately and will be required to attend the studio.

Please ensure we have your **CORRECT** contact numbers. Phone numbers can be updated via your online portal login.

After an incident has occurred, teachers are required to fill out an accident / incident report and all communications are to be dealt with by administration directly.

DanceSurance - Personal Cover

Every student at Peppermint Dance Company is required to pay enrolment fees. Every student is covered by the "Dance and Performing Arts Accident Scheme". This is above and beyond compulsory Public Liability.

All students of Peppermint Dance Company are covered and entitled to a personal policy. The policy covers students: dancing / performing world wide - travelling to and from dance activity / performances, and dancing in scheduled classes, events, performances and competitions.

More information regarding DanceSurance is available on request.

REPRESENTING PEPPERMINT

Opportunities

Peppermint proudly participates in a variety of public events, from competitions to corporate events, community shows and more.

Competitions: We have two main competition streams at Peppermint. Students can choose to audition to participate in these teams after they have a good grasp on the genre they would like to join.

Stage: Local dance competitions with a wide variety of genres. Routines are created for the stage, and are dance based and should be entertaining and effective.

All Star: Based on American Dance / Cheer competitions. Two streams of divisions we offer are Novice and A/S. A/S has a specific scoring card and routines are created to be most efficient on the scoresheet. Competition survival guides will be available in Term 1.

Troupes: Students are invited to try out for a position in the appropriate aged performance troupes on our audition days. If the troupe teacher feels the student is not ready to participate within the troupe, the student and parent will be informed and given feedback. Not all students are ready to be part of a troupe as they may not fit into the same skill level, and some students may not be ready attitude wise, but we do try to cater for everyone where possible. Each troupe / team has certain requirements of classes for technique and training. When committing to a troupe / team, it is expected that all students will be at every class.

Competitive Cheerleading: Cheer is a team sport and relies on all members attending class. If one student is absent there will be three other students unable to participate in the class fully. For this reason, we have to implement the rule that if you miss 3 lessons you will be removed from that particular team. Other students should not have to miss out based on others lack of commitment.

Representing Peppermint: When representing Peppermint, students must abide by the "Spirit Policy" at all times and compete and perform for self-improvement rather than the idea of competing to win. Peppermint has a very friendly and positive reputation at events. We assist anyone and everyone if needed. We expect this to be the case in the future as well.

Team Requirements: Costuming / Uniforms will be needed per team. Entry fees for competitions are applicable. All competitions have entry fees for spectators as well. ALL competition and troupe students are required to have a "Peppermint" jacket in any colour.

Events & Entertainment: Peppermint is often invited to entertain the public in a wide variety of events, including large scale events such as the RQCC Red Carpet event at Crown Towers.

"Mentor Inspire Nurture Teach" Leaders Program (Student teacher / teachers' assistant program)
Our M.I.N.T Leaders program is a wonderful opportunity for our Peppermint students to learn important classroom management skills, teaching techniques and life lessons within a class situation by assisting in our weekly classes.
Our M.I.N.T Leaders will be guided by our teachers and each class will have a range of different responsibilities for the individual. Applications are online via a link on request.

The Mint Way: Remember, if you ever get the amazing opportunity to represent Peppermint at any public event, we expect all dancers, parents and associates to represent our studio in the best possible way at all times. Any individuals that are seen to have a detrimental effect on our reputation in any way will not have a place in our dance company.

PEPPERMINT CONCERTS 2023

The event: The concert is an amazing evening full of fantastic entertainment, showcasing the hard work and dedication that has gone into the year's tuition. We are very proud of our concerts, and our highly organised team make the event a pleasure rather than a hassle. Two years ago, we had to create an alternative concept for our shows. We chose to split the experience in to two wonderfully unique events performed on the same night. Our mini concert is approximately a one hour show, showcasing routines of our 10 and under students. The main show is around 3 hours which showcases our older dancers. This format allows all of our students to shine, performing every competition routine and making it a manageable time for our youngest students. There may be some crossovers for students and our running order will be released later in the year.

Participation in Show: Participation in the annual concert is optional. If you do not wish to participate, please let us know as soon as possible. We will be working on concert items from mid-term 1 onwards. There are classes that do not participate in the concert as they are skills based / competition based only being:

Acrobatics Classes: All Levels (Acro troupes DO participate)

Cheerleading

Ballet Tech / Jazz Tech: This includes OPEN BALLET. Students can pick up a "Concert Ballet Tech" and or "Concert Jazz Tech" class in Term 3 which will be in the concert.

Tumbling Classes

Venue & Date: Our concert takes place mid December at Penrhos College's Rixon Theatre. More information will be released later in the year regarding concert.

As the concerts are performed in large sections with no breaks, Sunday rehearsals and stage rehearsals will be required. All rehearsals will start with the finale and then go in order of the concert.

Once students have finished their sections, they are free to leave. All concert information will be released later in the year in our Concert Survival Guide.

Concert Rehearsal Costs: Concert rehearsals incur a cost being \$50 for babies' grades and \$60 for 8/u grades up for all rehearsals which will go to cover the costs of venue hires / teachers / Penrhos' stage rehearsal.

Tickets: Seats for the shows are allocated tickets for families through completed forms. Forms and money will be collected at one of our Sunday rehearsals.

Backstage: Den mums are required backstage on the concert evenings to supervise and assist a group of students. If you would like to volunteer to be one of these assistants for any of our concerts, please let us know.

Costumes: A \$50 deposit PER COSTUME will be required to be paid mid-year so we are able to start costumes. Due dates will be advertised in TERM 2. Costume prices on average in the past have ranged from \$50 upwards depending on age groups (junior at the lower end, seniors at high end).

Concert Survival Guide: A concert survival guide will be available later in the year for more detailed information including new parents meeting, rehearsal dates, stage rehearsals, dress rehearsals and show dates and arrival times.

EMAIL UPDATES / WEBSITE

Emails/Newsletter: Parents will receive updates via email that will contain information about the studio, upcoming events and schedule. All of our correspondence is done either via email or our Facebook page.

Facebook: We have a "Peppermint Family" page on Facebook where we post information, photos, updates, videos and more. This is a private group so make sure you request to be added. This is our most effective form of communication as we are able to upload documents and post instant updates.

https://www.facebook.com/groups/mintfamily2023/

Website: We have a hidden page on our website which has all of our files available for download.

www.peppermintdance.com.au/downloads

For up-to-date information, check our website as it is updated regularly, but our main point of instant communication is via our family Facebook page and email.

www.peppermintdance.com.au

DOWNLOAD THE APP - http://wix.to/PUB1A-8?ref=cl (Spaces for Wix)

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DECLARATION / TERMS / CONDITIONS

Survival Guide Understanding: Thank you for taking the time to read the "Peppermint Survival Guide 2023" and a huge thank you for being a part of our amazing minty family.

As Peppermint provides its students with the "Dance and Performing Arts Accident Scheme" all terms, policies and conditions must be agreed upon to validate the policy.

Please note that policies do not commence until the signed agreement has been returned to reception.

Dancers who are 18+ are not required to have their parents / guardian's sign. Parents / guardians for students under 18 must ensure that participating students understand the policies (in particular the spirit policy) before signing the agreement. It is very important that students are aware of the information in this guide. It is the parent's responsibility to explain the guide's contents thoroughly.

Participant Multimedia Permission Request: As all students will be photographed / filmed at the concert and other public performances, a standard release form must be issued for legal reasons. Please read the release statement regarding photography and filming in 2023. Please email us if you have any queries regarding this.

Agreement = Peppermint Family Member

All students and parents must sign the declaration form on the following page to become a Peppermint Family Member. Students that do not return a signed declaration will not have an active dance insurance policy until the form has been returned. This agreement has been created to protect our current family members and the spirit we strive to achieve at Peppermint Dance Company.

Cheerleading Declaration: All cheerleaders are to sign a declaration that will be made available to them in the first few weeks of Term 1.

Please be aware that all care will be given but with all classes, dancers participate at their own risk.

PEPPERMINT DECLARATION 2023

all terms and conditions listed. I have read the thoroughly read the Spirit Policy and will abid	, have thoroughly read all details in this survival guide and agree to e fee policy and agree to pay fees prior to term commencing. I have de by the conditions and understand that if behaviour is deemed er have a place at Peppermint. I have read and understand the parking rangements at the studio.
I,participating student named below), to approfootage and photographs taken in conjunctio	, hereby give my permission, (as the parent/legal guardian of the ove Peppermint Dance Company for the use and reproduction of the video on with Peppermint Dance Company.
	footage will be primarily for the purposes of education and/or promotion bins material to be used without viewing prior to release.
	d Student's Parent/Legal Guardian hereby assigns, transfers, or otherwise ance Company, including without limitation all copyrights and other to use of material mentioned.
, -	ust have parental permission. If you have any queries or concerns regarding please see a member of our administration team.
Parent (please print name):	
Signature:	
Student (please print name):	
Student Signature:	
Date:	