

*Nicola McMillan School of Dance*

*Introductory Pack*



*Principal: Mrs Nicola Carlyle*  
*Teachers: Miss Nicola*

*Paxcroft Mead Community Centre*

## ***Company Profile***

*I have always been passionate about dance and music. I started dancing at the age of 2½ and trained with the Laura McIntyre School of Dance in Scotland.*

*Throughout my childhood I passed all of my exams and medal test with top marks. I took part in at least 20 shows and also danced in pantomimes around Christmas time. I commenced my teacher training with the British Association of Teachers of Dances (B.A.T.D) in 1999. Once a qualified teacher I trained and sat exams for Associate level. The most recent exam passed was in January 2007 at Members level. I am also CRB checked and teach at Keevil Primary School and Norman Court Preparatory School in Salisbury.*

*I currently follow the syllabus set by the B.A.T.D in Tap, Modern and Freestyle. I also teach a range of other dance styles such a cheerleading, hip-hop, rock and roll, ballet and street dancing in preparation for the Annual Show.*

*The business was started in February 2004 in Briashfield, near Romsey, Hampshire with just 7 pupils; this has grown steadily and now has around 30 pupils enrolled in the classes. A house move to Wiltshire in 2004 prompted the opening of several new classes in the local area for both children and adults that has continued to grow, be both successful and fulfilling. There are now more than 100 pupils overall enrolled with the dance school.*

*If you wish to give your child the benefit of deportment, achievement, new friends, confidence and enjoyment, if you would like to have a lot of fun and learn to dance at the same time then come along to one of my classes. Everyone is welcome! Boys, Girls, Men & Women alike. Please see page 2 for further details on class information.*

*At all child classes, exams are held regularly (although not compulsory they are encouraged) and the annual show is usually held in July and is the Grand Finale of a year's hard work by all pupils. Friends and family are encouraged to purchase tickets to watch their loved ones performance.*

*A newsletter is produced quarterly to keep pupils and parents abreast of changes, forthcoming events and news.*

*I hope that you find this pack informative and useful and look forward to seeing you at one of the many classes soon!*

*Best Wishes*

*Nicola*

### ***Contact Details:***

*Nicola McMillan School of Dance  
Telephone: 01225 761202  
Email: nicolamcmillanschoolofdance@sky.com  
Web: Currently Under Construction*

## ***Class Information***

### **Trowbridge Paxcroft Mead Community Centre (Tuesday)**

*Babies / Starlite (ages 2½ - 6 years approx.) Stage & Disco*

*Paxcroft Mead Community Centre*

*4.30pm – 5.30pm*

**\*\*\*\*FULL\*\*\*\***

*£5.00 per class (term time only)*

**PRIORITY GIVEN TO CHILDREN ATTENDING PRIMARY SCHOOL**

**If there are spaces left then places will be given to others**

*Junior & Senior*

*(Bronze, Silver and Gold Freestyle/Disco class -ages 9 years upwards approx.)*

*Paxcroft Mead Community Centre*

*5.30pm – 6.00pm*

*£3.50 per class (term time only)*

### **Trowbridge Paxcroft Mead Community Centre (Wednesdays)**

*Babies / Starlite (ages 2½ - 6 years approx.) Stage & Disco*

*Paxcroft Mead Community Centre*

*2.30pm – 3.30pm*

*£5.00 per class (term time only)*

*First Steps and Pre- Bronze Tap & Modern Class (Ages 5 – 8)*

*3.30pm – 4.30pm*

*£4.50 per class (term time only)*

*First Steps and Pre- Bronze Disco/Freestyle Class (Ages 5 – 8)*

*4.30pm – 5.00pm*

*£3.50 per class (term time only)*

*Bronze, Silver & Gold, Tap & Modern Class (Ages 9 upwards)*

*5.00pm – 6.00pm*

*£4.50 per class (term time only)*

### **Trowbridge Paxcroft Mead Community Centre (Saturdays)**

*Babies / Starlite (ages 2½ - 3 1/2 years approx.) Stage & Disco*

*Paxcroft Mead Community Centre*

*10.00am – 10.45am*

*£4.50 per class (term time only)*

*Babies / Starlite (ages 3 ½ - 5 years approx.) Stage & Disco*

*Paxcroft Mead Community Centre*

*10.45am – 11.30am*

*£4.50 per class (term time only)*

*First Steps and Pre- Bronze Tap & Modern Class (Ages 5 – 8)*

*11.30am – 12.15pm*

*£4.00 per class (term time only)*

*First Steps and Pre- Bronze Disco/Freestyle Class (Ages 5 – 8)*

*12.15pm – 12.45pm*

*£3.50 per class (term time only)*

*Bronze, Silver & Gold, Tap & Modern Class (Ages 9 upwards)*

*12.45pm – 1.30pm*

*£4.00 per class (term time only)*

*Bronze, Silver & Gold, Freestyle (Ages 9 upwards)*

*1.30pm – 2.00pm*

*£3.50 per class (term time only)*

**All classes must be paid for in advance at the start of each half term**

**Your First Class Is Free!**  
**10% Discount for all siblings!**

## **Class Uniform Requirements**

### *Babies / Starlite (ages 2½ - 5 years approx.)*

*Black Leotard with School Badge (to be stitched on the left breast)*

*White Belt*

*White Tights*

*Black Tap Shoes*

*Black Jazz Shoes*

*Black Skirt (Optional)*

### *Juniors (ages 6 – 10 years approx.)*

*Black Leotard with School Badge (to be stitched on the left breast)*

*White Belt*

*Shimmer Tights*

*Black Tap Shoes*

*Black Jazz Shoes*

*Jazz Pant Optional*

*Black Skirt Optional*

### *Seniors (ages 11 + approx.)*

*Black Leotard with School Badge (to be stitched on the left breast)*

*White Belt*

*Shimmer Tights*

*Black Tap Shoes*

*Black Jazz Shoes*

*Jazz Pants Optional*

*Please note that leg warmers may be worn in class but will not be permitted under exam conditions.*

*Long hair must be tied back from the face (preferably in a bun) for all classes and under exam conditions. Bob styled haircuts must be removed from the face using a suitable band. All hair bobbles/bands must be in black, white or a combination of the two.*

*Refreshments are allowed in class only (not under exam conditions). Fizzy drinks are not permitted at any time.*



# The Nicola McMillan School of Dance

## Uniform Order Form 2009

Please complete the form in BLOCK CAPITALS.

Pupil Name: \_\_\_\_\_

Pupil Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Date of Order: \_\_\_\_\_

Dance Class (please delete as appropriate):

Trowbridge Paxcroft (Tuesday) / Trowbridge Paxcroft (Wednesday) / Romsey (Thursday) / Trowbridge Paxcroft (Saturday).

Item Code:	Item Description:	Price (each)	Size	Qty	Sub Total
Q2A	Black Leotard	£10.80			
AC29	White Ballet Tights	£3.95			
SC331	Shimmer Tights - CHILDREN	£9.35	S / M / L		
SC1331	Shimmer Tights - ADULTS	£12.55	A / B / C / D		
CZ925	Black Tap Shoes (sizes 8 - 3 only)	£14.45			
CZ925	Black Tap Shoes (sizes 4 - 10 only)	£15.45			
JSR	Black Jazz Shoes (sizes 9 - 13 only)	£13.00			
JSR	Black Jazz Shoes (sizes 1 - 5.5 only)	£14.15			
JSR	Black Jazz Shoes (sizes 6 - 12 only)	£14.75			
LBT	Black Ballet Pump	£7.95			
FLEECE C	Black Dance Fleece CHILDREN (age 3 - 12)	£16.45			
FLEECE A	Black Dance Fleece ADULTS (sizes 8 - 18)	£23.00			
HOODIE C	Black or White dance hoodie	£15.25	S/M/L		
HOODIE A	Black or White dance Hoodie	£19.25			
BADGE	Additional Dance School Badge	£4.00			
JPC	Jazz Pants – CHILDREN	£14.45			
JPA	Jazz Pants – ADULT	£19.95			
BCS	Black Circular Skirt	£11.50			

Sub Total

Delivery Charge (applicable only to orders under the value of £20, delete as appropriate)

**TOTAL**

£2.00

### Order/Delivery Information:

All orders must be accompanied by the correct cash or a cheque made payable to **Mrs N Carlyle**.

Orders are placed at the end of each month & upon receipt of cleared funds. The delivery time will vary depending on stock levels, however most orders are fulfilled within 1 week of the monthly placed order.

For uniform size guide, please see Nicola at registration of each class.

Admin Use Only:

Cash Received:

Cheque Received:

Order placed on:

Banked on:

# ***Enrolment Form***

***Please complete in BLOCK CAPITALS***

*Pupil Name:* \_\_\_\_\_

*Pupil Address:* \_\_\_\_\_

\_\_\_\_\_

*Post Code:* \_\_\_\_\_ *Telephone:* \_\_\_\_\_

*Email:* \_\_\_\_\_

*Date of Birth:* \_\_\_\_\_

***In case of emergency, please contact:***

*Name:* \_\_\_\_\_

*Relationship:* \_\_\_\_\_

*Telephone:* \_\_\_\_\_

***Class:*** *(please delete as appropriate)*

Trowbridge Longfiled (Mon) / Westbury Leighton (Tues) /Trowbridge Paxcroft (Tues) / Trowbridge Paxcroft (Wed) / Romsey (Thurs)

***Enrolment Fee:***

*The enrolment fee is £5.00 per pupil and includes one class badge and one white belt per pupil.*

*Please include payment with enrolment form. Correct Cash is accepted or a cheque made payable to Mrs N Carlyle.*

***Terms & Conditions:***

*All classes are to be paid for in full at the time of the class. All missed classes must be paid for in full. One month's written notice is required to leave the school, all fee's due in that notice period must be paid in full. If no communication is received within one month for absence then you will be considered to have left the school. To rejoin will require re-enrolment and payment of the appropriate fees.*

*I am the parent/guardian/adult of \_\_\_\_\_ and agree to comply with the terms and conditions stated above.*

*Signed:* \_\_\_\_\_

*Print:* \_\_\_\_\_

*Date:* \_\_\_\_\_

*Please indicate how you found us:*

*Local Press Internet Nursery flyer Boomerang Friend Other (please specify)*

\_\_\_\_\_



## *The Nicola McMillan School of Dance*

### *Photo & Video Policy*

1. *Nicola McMillan School of Dance has identified the following circumstances under which photographic images of dance pupils may be taken. This is meant to be an indicative list of circumstances provided for guidance and is not exhaustive or complete:-*
  - *Video – coaching session for training purposes*
  - *Action shots – General photo's of players during a routine*
  - *Class photographs – posed group photos*
  - *Awards and ceremonies*
  - *Press coverage - local newspapers and specialist dance press*
  - *Tours and festivals at other dance schools, conferences and locations (Dependant upon the Host Dance School's policy)*
2. *All parents/guardians to be asked to sign a form approving the taking and use of photos, videos etc. Nicola McMillan School of Dance will not be responsible for photographs/videos taken or used by any third parties.*
3. *If a parent/guardian chooses not to sign the declaration or changes their mind at a later date, then Nicola McMillan School of Dance reserves the right not to allow the relevant dance pupil to participate in events where they could be expected to be photographed / videoed. Nicola McMillan School of Dance may consider allowing the relevant pupil to participate provided their parent/guardian is present throughout and undertakes to supervise and monitor such child for the purposes of photos/videos. If the parent or guardian is unable to prevent unauthorised photographs/videos and is unhappy about this, they should immediately withdraw their pupil from the dance class/competition concerned.*
4. *In the case of other Schools with whom Nicola McMillan School of Dance comes into contact (competitions, festivals etc), Nicola McMillan School of Dance will advise them that they should not allow their dance pupils to participate unless they have either parental approval in respect of photographs or, absent that, an adult or guardian assigned to monitor such child as mentioned in 3. above.*
5. *Generally, Nicola McMillan School of Dance wishes to make it clear both to parents/guardians of its own dance pupils and also to other Dance Schools that it will not be providing any photo-monitors for the purposes of controlling the taking of photographs or videos by third parties and if this causes concern to parents/guardians or to other dance schools they will need to make their own provision.*

#### *The Nicola McMillan School of Dance Parental Declaration on Photography and Video*

*Pupil:*

*Name/s : ..... Class : .....*

*Parent/Guardian Declaration:*

*I ..... Parent/Guardian of the above Nicola McMillan School of Dance pupil/s have been made aware of the Nicola McMillan School of Dance Policy on the taking of photographs. I hereby give my permission for my child/children to be photographed in accordance with that policy.*

*I acknowledge that if I later change my mind I can withdraw my permission at any time and my child/children will be treated in accordance with Para. 3 above of Nicola McMillan School of Dance policy.*

*Signed: \_\_\_\_\_*

*Date: \_\_\_\_\_*