

JADUKE CENTER FOR THE PERFORMING ARTS



JCPA ON MAIN SPRING NEWSLETTER

Greenfield, MA

In this newsletter

Mission Statements
PAGE 02

Show Dates
PAGE 03

Studio Rules
PAGE 04

Drop out Policy
Drop-off/Pick-Up
PAGE 05

Dress Code
PAGE 06

Payment Policy
PAGE 07

FAQ + Cell Phone Policy
PAGE 08

Cancellations + Holidays
PAGE 09

Meet our Instructors
PAGE 10



JADUKE THEATER

ALICE IN WONDERLAND JR

January 30th at 6pm

January 31st at 6pm

February 1st at 2pm

MUSICAL CLASS



JADUKE THEATER

NOW THAT'S WHAT I CALL JADUKE



March 14th at 6pm

March 15th at 2pm
*Musical Class



JADUKE THEATER

JCPA ON MAIN SHOWCASE



June 6th at 6pm

June 7th at 2pm

Check out our JaDuke Inc. and JCPA mission statements.



Ja'Duke^U_Z

The mission of JaDuke inc is to work in collaboration with families to provide a safe and supportive environment, encouraging growth through fun, community, and relationships.



JCPA
Ja'Duke Center for the Performing Arts

The mission of JCPA is to foster an environment that encourages, inspires, and supports students and families by engaging their passion for the performing arts through a performance-based model.

Show Dates

Because JCPA on Main is a performance-based studio, every class will be working on a dance, song, or skit for the Now That's What I Call Ja'Duke On Main showcase!

Please mark these dates on your calendar!

JADUKE THEATER

NOW
THAT'S WHAT I CALL
JADUKE
ON MAIN

NOW THAT'S WHAT I CALL JADUKE

March 14th at 6pm
March 15th at 2pm



Studio Rules

As everyone settles into their JCPA classes, we wanted to remind everyone about JaDuke's building and property rules. Please make sure to review these rules with your students so JaDuke can continue to be a safe and positive environment for everyone.



- No student should enter any rooms besides their assigned classroom areas unless they have received prior permission from JCPA staff.
- Students may stay between classes but are expected to stay in a waiting area. Please note, this area will be UNSUPERVISED.
- Students should adhere to the dress code at all times.
- Students should be respectful to peers, teachers, and others. We will communicate with the appropriate parties through email or phone if this becomes an issue.
- Parents and guardians should wait in the parent waiting area as this is the designated waiting area while students attend classes.
- JaDuke is a non-smoking educational property. Therefore, please do not smoke on the property.

DROP OUT POLICY

To emphasize the importance of keeping commitments and staying through the whole semester, JCPA uses the following drop out policy:

Students will have 2 weeks to settle into their class schedule. All class schedules will need to be set by January 18th.

If a student drops a class after January 18th, they will be responsible for the following:

*Current month's tuition + *Costume Payment + *\$55 withdrawal fee

(The withdrawal fee will be put towards covering the time it takes for the instructor to reformat the choreography and formations without the student)

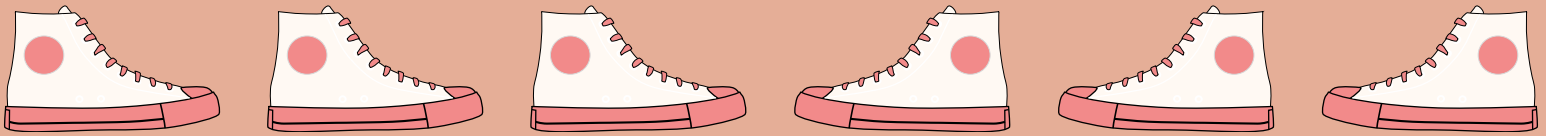
DROP OFF & PICK UP

Please familiarize yourself for a smooth transition.

- Enter through the rear entrance by typing in the JCPA pin: 6984.
- This code will work 10 minutes before classes start for the day and 10 minutes after classes end for the day.
- Once inside enter the stairway or use the elevator to get to the third floor.
- To enter into the JCPA hallway enter the JCPA pin on the pin pad: 6984
- Parents do not enter the studio rooms but instead utilize the parent waiting room where classes will be livestreamed.

JCPA Dress Code

Below are examples of what is allowed to be worn in all JCPA classes. Please go over these examples with your child. If a student shows up in attire that is not appropriate, we will provide them with a shirt or pants that are appropriate and send an email to parents with a reminder about the dress code.



Attire For Class:

- Leggings
- T-Shirts
- Tank Tops
- Shorts and Tights
- Leotard
- Skirts (Medium Length or Ballet Skirt)
- Sweatpants (for Hip-Hop)
- Form Fitting Joggers (excluding Ballet/Pointe)
- Dance Dresses (Tiny Tot - Petite students)

Attire That's NOT Appropriate:

- Sports bras as a shirt
- Crop top
- Super baggy sweatshirts
- Pants that cover your feet
- Short shorts

Shoe Attire:

- Tiny Tot Classes- Ballet Shoes
- Tap Classes- Black Tap Shoes
- Ballet Classes- Pink Ballet Shoes
- Hip-Hop Classes- Sneakers
- Cheer Classes- Sneakers

*The first couple weeks of classes, we will be measuring for costumes and will send more information about those.



PAYMENT POLICY

- Payments are due by the first day of each month, from September through June.
- Our system is based on a ten-month payment schedule. Therefore, we have calculated the number of class weeks in the year and have divided the total yearly cost of classes into 10 equal monthly payments.
- If your payment is more than 30 DAYS OVERDUE, your student will no longer be able to participate in classes or performances until your bill is paid in full.
- Your student will not be able to take home their costume until your bill is paid in full.
- If your payment is returned due to insufficient funds, you will be charged a fee of \$15.
- Please note that we will send all statements and bills via e-mail.

There are two options for making payments:

Online: Through your parent portal account. This is the preferred form of payment.

In-Person: You may bring cash/check to the teacher when dropping off your child.

Please feel free to contact JCPA with any questions about our payment policy.

ADDITIONAL FEES

- **Costume fees.** Students will pay for a spring costume for each class.
- **Opening Number T-Shirt.** All students will also need to pay for an opening number t-shirt.
- **Tickets.** Anyone wishing to watch the performances will need to purchase a ticket.

My child is sometimes resistant to attend class. Is this normal?

Yes, this is normal! Children often have a hard time transitioning from school/home to activities. 99% of the time, once they are in class they LOVE it! For extra reassurance, you can also check in on them on the live stream in the cafe. Just like with any activity, there is hard work involved in preparing for a stage performance. We like to encourage students and parents to stick through the hard work as the performance is a great reward and worth the effort!

My child is nervous to attend class. Is this an expected feeling? How do the teachers handle this?

Anything new adventure can be nerve racking. Teachers welcome students at the door and encourage other students to welcome them too! Even if there are tears, they will fade as the class begins. The teacher or director will, touch base after class via email or phone call if any behavior seems out of the ordinary.

Student Cell Phone Policy

No cell phones will be allowed in the classrooms.

*Cell phones should be left with belongings outside of classroom.

For students who will be staying between classes, please make sure to discuss proper cell phone behavior with them. This includes, but not limited to: no videoing others without their knowledge, no cyber bullying, and no engaging in apps (games, music etc.) that are disruptive to those around you.

Costumes

The first couple weeks of classes, we will be measuring for costumes and will send more information about those.

These costumes will be worn for the
Now That's What I Call Ja'Duke on Main Showcase!



Cancellations and Holidays

Classes may be canceled due to inclement weather.



Please check your email, text messages, or the JCPA social media pages for cancellations.

The Studio will be closed for the following Holidays:

MLK Jr. Day-
January 19th, 2026

February Break-
February 16th -20th

Student Sickness and Absences

We ask that students be 24 hours fever free before returning to class.

If your student is sick or can't come to class, please email Eula (jadukecenterperformingarts@gmail.com).



MEET YOUR INSTRUCTORS



Ms. Kim
Owner



Ms. Eula
Director



Ms. Taylor



Ms. Emma



Ms. Sara



Mr. Dylan



Ms. Kylee



Contact Us

If you have any questions about these policies or anything else, please don't hesitate to contact Eula at 413-863-0001 or via email at Jadukecenterperformingarts@gmail.com

Want to follow along and stay in the loop? Stay subscribed to emails and follow us at:



JaDuke Center on Main



@JCPA_on_Main

