



# TINY TOT JCPA SPRING NEWSLETTER

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JADUKE THEATER


*Ja'Duke Center for the Performing Arts*

**TRUE COLORS**

**JCPA TRUE COLORS**

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<u>Group A</u>	<u>Group B</u>
Fri., March 15th at 6pm	Sat., March 16th at 6pm
Sat., March 16th at 2pm	Sun., March 17th at 2pm



JADUKE THEATER

**JCPA SHOWCASE**

**JCPA SHOWCASE**

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<u>Group A</u>	<u>Group B</u>
Friday, June 7th at 6pm	Saturday, June 8th at 6pm
Saturday, June 8th at 2pm	Sunday, June 9th at 2pm

# Check out our JaDuke Inc. and JCPA mission statements.



*Ja'Duke*<sup>U</sup><sub>Z</sub>

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.



*Ja'Duke Center for the Performing Arts*

# JCPA

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 and Groups

Each class is assigned to a group, and each group will perform in two shows. Check out which group your class is in!

**\*Spring classes perform in a March show and a June show and students will not be able to switch classes after the March show\***

## GROUP A

### TINY TOT

Saturday Dance, Saturday Tap, Wednesday Hip-Hop

## GROUP B

### TINY TOT

Monday Tap, Tuesday Dance, Wednesday Hip-Hop

**\* Tiny Tots who have siblings in other shows may choose to perform in that same show, and should come to those rehearsals.**



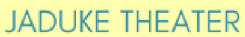
**\*\* Tiny Tot Hip-Hop students can choose which group they perform with.**



**JCPA TRUE COLORS**

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**JCPA SHOWCASE**

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JaDuke Cafe will be a central hub for JCPA, allowing us to form connections with our families and community.

JaDuke Cafe is a place for parents and guardians to wait while students are in class. We will live stream all classes into the cafe for parents and guardians to observe.

For your pleasure and convenience, the JaDuke Cafe will sell delicious protein shakes, kids hydrating teas, adult energizing teas, a variety of coffees, and many snack bar items!

FOLLOW THEM @JaDukeCafe or visit them at [jadukecafe.com](http://jadukecafe.com)



# 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.

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- No student should enter any rooms besides their assigned classroom areas unless they have received prior permission from JCPA staff.
- All preschool rooms and property are off-limits.
- Students may stay between classes but are expected to go to JaDuke Cafe. Please note that this is a general unsupervised area, so please talk to your student about expected behavior in this space.
- 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 are not allowed into classrooms should wait in the Cafe 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.

# PARKING LOT SAFETY

- Students should wait on the sidewalk until they see their parents.
- Parents should follow traffic and not drive over lines or parking spots.
- Please hold hands with your student as you return to your vehicle.

## DROP OFF & PICK UP

### Weekday Tiny Tot Classes

(Monday Tiny Tot Tap, Tuesday Tiny Tot Dance, Wednesday Tiny Tot Hip-Hop)

### Drop Off

Tiny Tots who are enrolled in JaDuke Preschool for that day will be escorted by our JCPA “Train” to the stage.

Other Tiny Tot Students should go to the Cafe where they will wait until a teacher or student assistant to come and get them.

### Pick Up

JaDuke Preschool Tiny Tots who are enrolled in late care will be brought over by the JCPA “Train”.

JaDuke Preschool Tiny Tots who are NOT enrolled in late care and other tiny tots will be brought to the cafe where they will be picked up inside by parents/guardians.



### Weekend Tiny Tot Classes

(Saturday Tiny Tot Dance, Saturday Tiny Tot Tap, Saturday Tiny Tot Acrobatics)

### Drop Off

Tiny Tots should be brought to the Blue Room Exterior door on the far left side of the building that’s facing the road. A teacher will let everyone in when class starts.

### Pick Up

Teachers will be releasing students out of the front double doors on the far left side of the building. If students are in multiple classes in a row they will stay in the building with the teachers.

**We ask that they arrive with only one bag containing their dance shoes. Tiny Tots do not need snacks or a water bottle or any extra items that could be distracting.**

# JCPA Dress Code

Below are examples of 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.

**SPRING SEMESTER TUITION IS FROM  
JANUARY TO JUNE**



# JCPA - FAQ

## 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!

## What age group does my child belong in?

Children as young as 2 can begin their performance journey with us! From there, all classes are assigned by grade beginning with Pre-K all the way up to 12th grade. We have a convenient color coded schedule to help you easily identify which classes your child is eligible for.

## 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.

## Do I need to do anything for costumes?

Nope! We will be measuring students the first week of class including the acting classes! Then we will take care of all the ordering from there. Costume info will be sent out via email, social media, and online so be on the lookout for that.

## Drop Out Policy

To emphasize the importance of keeping commitments and staying through the whole semester we have created a drop out policy. Students will have 2 weeks to settle into their class schedule. All class schedules will need to be set by January 14th.

If a student drops a class after January 14th, they will be responsible for the following:

**\*Current month's tuition** + **\*Costume Payment** + **\*\$40 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)

# 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:

## February Break

February 19th–February 24th

## April Break

April 15th–April 20th

## Memorial Day

Monday, May 27th

We **WILL** be having class on:  
Monday, January 15th

## 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](mailto:jadukecenterperformingarts@gmail.com)).

## LOST AND FOUND

If water bottles, sweatshirts, or anything else is left at JaDuke, we will place them in the lost and found at the end of the night. The lost and found will be located in the vestibule before the entrance to the hallway and Next Level Music Academy. This will be unlocked for your convenience.



# SCHOOL BREAK WORKSHOPS

During these school breaks, students can join us for a fun week practicing the performing arts. Each week will end in a grand performance that all students will take a part of.

Register at [JaDukeCenter.com/Schoolbreak](http://JaDukeCenter.com/Schoolbreak).

**FEBRUARY**



**Triple Threat**

**February 19 - 23**

**8:30AM - 3:30PM Mon - Fri**

**\$225**

**Kindergarten - 12th Grade**

**APRIL**



**JCPA Workshop**

**April 15 - 19**

**8:30AM - 3:30PM Mon - Fri**

**\$225**

**Kindergarten - 12th Grade**

# 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](mailto:Jadukecenterperformingarts@gmail.com)

Want to follow along and stay in the loop? Follow us at:



Ja'Duke Center Performing Arts



@JadukeCenter

