

Devine Performing Arts Handbook



Studio Information

Welcome to Devine Performing Arts! This handbook contains everything you need to know for the entire year, including class schedules, dates, and rates.

If you have any questions, please feel free to reach out; we're always happy to help!

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(636) 458-6605



info.devineperformingarts@gmail.com



17013 New College Ave, Suite 100,
Wildwood, MO 63040

Levels & --- Programs

We structure classes by age group and skill level to ensure every dancer receives the instruction, support, and opportunities they need to reach their full potential. Placement is determined by faculty to ensure the best fit for each dancer's abilities and goals.

Age Groups

We organize our dancers into age based groups:

- **Munchkin:** Ages 2-3
- **Pre-K:** Ages 3-4
- **Kids:** Ages 5-6
- **Levels 1-5:** Ages 7+
- **Teen:** Age 13-18
- **Adults:** Ages 18+

Leveled Classes

Dancers ages 7+ take our leveled classes that are by placement only.

DPA Performance Teams

DPA is home to three unique performance teams. You can find more information on each of our teams on the website.

- **Danse Arts Company:** DAC is our pre-professional performance company. Our company consists of dancers ages 7-18 who wish to challenge themselves with a variety of styles including ballet, jazz, contemporary, and more. The Danse Arts company puts on a full length dance concert early in the spring semester and a concert featuring all student choreography near the end of the season as well! Placement auditions take place on the last day of our Technique Intensive.
- **Dazzlers:** Dazzlers are our AWARD WINNING competition team here at DPA. This group is for ages 5-18. Placement within the team is based on an audition at the end of the intensive. They compete locally as well as out of town, and attend one convention a year.
- **Marquis Productions:** Marquis is our pre-professional musical theater troupe. This is for ages 6-18 and it is open to all who sign up and have a love for musicals! They perform throughout the year and put on a full musical every spring. Once enrolled by September, students then are auditioned for their roles in the spring musical.

Styles — Offered

Ballet

A classical dance genre foundational to nearly all styles, emphasizing proper alignment, turnout (outward rotation of the legs), strength, and artistry through barre and center exercises.

Jazz

A technique class focusing on traveling sequences, dynamic transitions, clean lines, and polished performance through across the floor and center combinations.

Tap

A percussive style focused on creating rhythmic patterns and sounds through intricate footwork, developing timing, clarity, and musicality within the movement.

Contemporary

Blends classical ballet foundations with modern techniques, improvisation, and artistic expression, encouraging dancers to explore innovative movement and personal creativity.

Hip Hop

Rooted in the history and culture of hip hop, this class covers grooves, isolations, musicality, across the floor drills, and urban choreography.

Leaps & Turns

Develops precision, strength, and proper alignment for jazz-specific turns and leaps, enhancing clean execution and consistency.

Dance Team Technique and Poms

Develops precision, strength, and proper alignment for dance team specific skills such as turns and leaps, enhancing clean execution and consistency. Poms also focuses on jazz technique with the poms.

Tumbling

Learn skills on the floor, including but not limited to: rolls, handstands, cartwheels, aerials, backbends, front limbers, back and front walkovers, back and front handsprings, etc. We use roll out mats as well as panel mats, cheese mats, and an air track.

Musical Theater

Learn original choreography from Broadway shows and movies both new and old as well as leaning to dance in and apply different characters to movements and combinations.

Drama/Voice

Learn the basics of vocal music as well as acting out monologues, scenes, and improv games.

Class _____

Schedule

**For more information
on classes or levels,
please check our
website or email us to
set up a placement
evaluation!**

Private ——— Lessons

Want individualized training plans? Private lessons are for you!

Private lessons are one-on-one classes designed for tailored feedback and individualized training plans that address each dancer's unique strengths and areas for improvement. With undivided attention from your instructor, dancers can refine their technique, master challenging skills, and receive immediate corrections, leading to accelerated progress.

Private lessons also offer the flexibility to focus on specific goals, whether it's preparing for an audition, improving performance quality, or overcoming particularly challenging skills.

One Time Lessons: If you know which instructor you would like to work with, you may contact them directly to schedule your private lesson. If you are open to multiple instructors, please contact the office to schedule.

Weekly Lessons: If you'd like to schedule private lessons on a recurring weekly basis, please contact the office to confirm instructor and studio availability.

Private Lesson Fees: Privates lessons are \$75 an hour or \$40 per half-hour, charged on the date of the lesson.

To schedule a private lesson, please email us!

Class _____ Registration

1

New Students: Create an account by visiting <https://app.gostudiopro.com/online/devineperformingarts>

Current Students: Log into your account by visiting <https://app.gostudiopro.com/online/devineperformingarts>

2

Picking Classes: Click “more” and then “register for classes.” Select the season that you are registering for. Then, select the class(es) you’d like to register for and select “enroll in this class.” If you are just wanting to do a one time drop in, select “pick dates to drop in” and select a date available. Once you have all of your classes selected click “submit.”

3

Auto-Pay: The system will require that you save a card on your account. This **DOES NOT** enroll you in auto-pay. *The registration fee will be required to be paid online, but your monthly tuition and other fees may be paid by cash or check should you choose.* If you would like to enroll in auto-pay, those instructions can be found on here.

4

Finalizing Registration: Once your card has been saved to your account and your registration fee has been paid, your registration will be finalized.

DPA _____

Tuition 25'-26'

Tuition and registration fees are non-refundable.

A \$25 fee is assessed for any and all returned checks.

Payments Due on the FIRST of each month by Cash, Check, or Credit Card.
(Accepted Credit Cards: American Express, Discover, Mastercard, Visa)

ALL credit card payments incur a 3% processing fee.

REQUIRED A credit card is required to be on file, but it does not put you on Auto-Pay. The Auto-Pay option must be requested separately.

On the 8th of each month, a \$20 late fee will be added to your tuition (and Performance Team fees if applicable) only, and your card on file will be processed for payment.

Tuition Rates

Class Lengths	Monthly Installments	May/June (Prorated)	Fall Semester (PAID IN FULL 3% discount)	Spring Semester (PAID IN FULL 3% discount)
30 Minutes	\$50	\$63	\$194	\$255
45 Minutes	\$65	\$81	\$252	\$331
60 minutes	\$80	\$100	\$310	\$407
90 minutes	\$110	\$138	\$427	\$484
120 minutes	\$140	\$175	\$543	\$713

Dance Cards (Unlimited Classes)

1 Dancer	\$500	\$625	\$1,940	\$2,546
2 Dancers	\$575	\$719	\$2,231	\$2,928
3 Dancers	\$650	\$813	\$2,522	\$3,310

Registration Fee

First Student	Additional Students
\$35	\$30

Multi-Class Discount

3 Classes	5% Discount
4 Classes	8% Discount
5 Classes	10% Discount

Private Lesson Rates

60 Minutes	\$75
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Drop-In Rates

30 Minutes	\$20
45 Minutes	\$25
60 Minutes	\$30
90 Minutes	\$35

For information on withdrawals, please read our studio policies.

Required _____ Dress Code

Munchkin Class

Required Attire:

- Anything comfortable to move in or leotard and tights. Purchases price through the studio are \$10 (tights) and \$20-\$25 (leotard).

Required Shoes:

- Pink Ballet Shoes (girls). Black Ballet Shoes (boys). Purchase price through the studio is \$20-\$25.

Hair:

- Hair must be secured out of face.

Pre-K Hip Hop/Tumble and Musical Theater

Required Attire:

- Comfortable Clothing

Required Shoes:

- **Hip Hop/Tumble:** Bare Feet
- **Musical Theater:** Tan Jazz Shoes (girls). Black Jazz Shoes (boys). Purchase price through the studio is \$35.

Hair:

- Hair must be secured in a ponytail, braid, or bun.

Pre-K Ballet/Tap

Required Attire:

- Leotard and Tights. Optional Skirt. Purchase prices through the studio are \$10 (tights) and \$20-\$25 (leotard).

Required Shoes:

- **Ballet:** Pink Ballet Shoes. Purchase price through the studio is \$20.
- **Tap:** Tan Tap Shoes. Purchase price through the studio is \$25.

Hair:

- Hair must be secured in a ponytail, braid, or bun.

Boys:

- Please wear a solid color shirt, black pants, and black ballet and tap shoes.

Kids Ballet/Tap/Jazz

Required Attire:

- *Leotard and Tights. Optional Skirt. Purchase price through the studio is \$10 (tights) and \$20-\$25 (leotard).*

Required Shoes:

- *Ballet: Pink Ballet Shoes. Purchase price through the studio is \$20.*
- *Tap: Tan Tap Shoes. Purchase price through the studio is \$25.*
- *Jazz: Tan Jazz Shoes. Purchase price through the studio is \$35.*

Hair:

- *Hair must be secured in a ponytail, braid, or bun.*

Boys:

- *Please wear a solid color shirt, black pants, and black ballet, tap, and jazz shoes.*

Ballet Level 1+

Required Tights:

- *Pink Ballet Tights. Purchase price through the studio is \$10.*

Required Shoes:

- *Pink Ballet Shoes. Purchase price through the studio is \$20-\$25.*

Required Leotard:

- *Ballet 1: Lavender*
- *Ballet 2: Teal*
- *Ballet 3/4, Pointe, & Variations: Black or other dark color*
- *Purchase price through the studio is \$20-\$35.*

Optional Ballet Skirt:

- *Tie or pull on short Ballet skirt. Purchase price through the studio is*

Ballet Hair:

- *Hair must be secured in a slick ballet bun.*

For Boys:

- *Please wear a white shirt, black tights, and black ballet shoes.*

All Other Classes

Required Attire:

- *Form-fitting dance wear is required for all other classes. This includes a leotard and tights or leggings/bike shorts and tank top. No baggy pants or tops are allowed with the exception of hip hop.*

Required Shoes:

- *Jazz, Musical Theater, Leaps & Turns: Tan Jazz Shoes. Purchase price through the studio is \$35.*
- *Tap (level 1+): Black Lace Up Tap Shoes. Purchase price through the studio is \$30.*
- *Contemporary, Choreography, Tumbling: Bare Feet*
- *Hip Hop: Clean tennis shoes or dance sneakers (shoes only worn for class)*

Hair:

- *Hair must be secured in a slick ponytail, braid, or bun.*

Boys

- *Please wear a solid color shirt, black pants, and black shoes (where appropriate).*

Studio — Policies

Tuition, Payments, and Auto-Pay

- **Registration Fee**
 - There is an annual, non-refundable registration fee of \$35 for the first student and \$30 for each additional family member that is due at the time of registration.
- **Monthly Tuition**
 - Tuition is due on the first of every month. Rates can be found on page 7.
- **Card on File**
 - DPA requires that all families have a credit card on file.
- **Payment Types**
 - DPA accepts payments via credit card (American Express, Discover, Mastercard, and Visa), cash and checks made payable to “Devine Performing Arts” or “DPA”. All credit card payments will incur a 3% processing fee.
- **Auto-Pay**
 - Should you choose to participate, auto-pay will be run on the 1st of each month. You can select if you’d like auto-pay to be run for all outstanding balances on your account or only your tuition and monthly fees. If you would like to participate in auto-pay, please fill out the form attached here.
- **Late Fees**
 - Tuition payments not received by the 8th of each month will incur a \$20 late fee and your credit card on file will be processed for payment.
- **Failure to Pay**
 - Devine Performing Arts reserves the right to deny admission to any student with a past due account.
- **Withdrawal**
 - All tuition fees are non-refundable. Exceptions may be made with approval from the director for medical reasons with a doctor’s note stating the reason for withdrawal. Otherwise, written notice is required by the 15th of the month before withdrawal from any class to avoid being charged the next months tuition. Withdrawal forms are available upon request. Tuition will continue to be charged until a completed withdrawal form is received.
- **Returned Checks**
 - A \$25 charge plus bank fees incurred will be applied to any and all returned checks.
- **Recital Fees**
 - Recital and Costume Fees are due December 15, 2025.
 - They are only refundable through December 31, 2025.

Student and Family Conduct

- **Studio Etiquette:**
 - Dancers and families are asked to respect all areas of the studio (dance studios lobby areas, restrooms, etc.).
 - Please refrain from running, climbing on furniture, and leaving children unsupervised.
 - **Absolutely NO gum, food of any kind, or drink (aside from water) allowed in the dance studios.**
 - Appropriate behavior and language are expected from all students, parents, and staff members.
 - The use and consumption of tobacco, drugs, and alcohol are strictly prohibited on Devine Performing Arts premises and parking lot.
- **Lost and Found**
 - Lost and Found is located by the front desk.
 - Unclaimed items will be donated to charity on the first of each month.
 - Devine Performing Arts is not responsible for any lost, damaged, or stolen items.
- **Student Conduct**
 - Devine Performing Arts students are expected to be respectful of instructors and other dancers, attentive, and willing to learn by following the teacher's instructions.
 - Dancing is only permitted in the dance studios.
 - Dancers should not be dancing in a studio without a teacher present.
- **Dress Code**
 - Dancers **MUST** be dressed appropriately for class. Any student not in dress code may be asked to sit and observe. Please consult the dress code pages 8-9 for proper attire.
 - Appropriate shoes (outlined in the dress code pages 8-9) must be worn in studios at all times.
- **Appropriate Behavior**
 - Should a student's behavior be distracting to other students or inappropriate, a warning will be given and a behavior incident report may be filled out.
 - Should a student continue to act inappropriately after three warnings, he/she will be asked to sit and observe for the remainder of the class.
 - In the rare occurrence of a student being removed from class for inappropriate behavior, the parent/guardian will be contacted.
- **Student Dismissal**
 - Devine Performing Arts reserves the right to ask students who consistently fail to behave appropriately in class to leave the studio.
 - Students may also be dismissed for non-payment of fees or non-compliance with any/all studio policies.

Attendance, Tardiness, Class Cancellation

- **Attendance**

- Regular attendance from your dancer is vital to learning. Each class has a specific focus and goal that help develop technique and style.
- Excessive absences can be a source of frustration for your dancer and may hinder his/her progress and preparation for recital in addition to preventing them from advancing in their levels.

- **Tardiness**

- The first portion of dance class is dedicated to warming up and stretching to allow your dancer to safely profess through the rest of class.
- Please arrive for class with adequate time to dress so your dancer will not miss a minute of precious class time.
- Arriving late places your dancer at risk of injury due to improper warm-up. Should this occur, he/she must respect the ongoing class and enter quietly while finding a place in the room to warm up and stretch or he/she will be asked to sit and observe.

- **Absences**

- Missed classes may be made up within one month in a comparable class. Please contact the office to schedule a makeup class so we may inform the instructor and record your attendance accurately.

- **Cancellations**

- Occasionally it may be necessary for a teacher to cancel a class. When this occurs, every effort will be made to schedule a make-up class. Should you be unable to attend the scheduled make-up class, you are welcome to attend a different class. (This is a great opportunity to try something new!)

- There will be **NO REFUNDS** for missed classes.

Withdrawal from Class(es)

- **Prior to start of the season**

- Should you need to withdraw prior to the start of classes on September 2, 2025, all tuition fees will be refunded less a \$25 service charge.

- **After the start of the season (September 2, 2025)**

- Should you need to withdraw after the start of classes on September 2, 2025, it is your responsibility to reach out to our office staff for a withdrawal form to complete.
- This form must be completed and returned to the DPA office **30 days prior to the intended withdrawal** to terminate further tuition obligation for the season.
- The primary contact is responsible for tuition payments and late fees until a withdrawal form is turned in, regardless of attendance.
- **Registration and tuition for the month withdrawing are non-refundable.**

- **Recital**

- **All recital and costume fees are non-refundable after December 31, 2025.**

Parking and Drop off Procedures

- **Parking**

- The parking lot is available for your convenience.
- Please lock and secure your vehicles at all times.
- Devine Performing Arts is not responsible and shall not be liable for any damaged, lost, or stolen items.

- **Drop Off/Pick Up**

- Students may be dropped off ten minutes before class time.
- Please either walk your dancer inside or wait until they have entered the building before you leave.
- Dancers are to remain inside the studio until you pick them up after their class.
- Please do not leave young children unattended before or after class.
- Please pick up your dancer promptly after class. Should an emergency arise and you know you will be late, please contact the front desk at (636) 458-6605.
- **Please pull into the parking lot for drop off and pick up and do not do so on the street by the sidewalk.**

Inclement Weather Policy

- **Weather Cancellations**
 - Devine Performing Arts follows the closing procedures of the Rockwood School District as best we can. There may be times that Rockwood will be closed and we will be open.
 - You will be notified either way via email, and we will post the information on Facebook and Instagram by 3:00pm that day. Please check any one of these sources.
- **Snow Days**
 - Snow days are not made up. However, we encourage students to make up lessons by participating in regularly scheduled classes other than those they ordinarily attend. Students must contact the office to schedule their make up.
- **Tornado Warnings**
 - Tornado warnings will be followed by bringing students to the lobby downstairs to the most interior wall we have. We do not allow students to drive home during a tornado warning, however, if you would like to pick up your child during that time you may. We follow the weather as closely as we can and once the warning has passed or is no longer a threat to our students, we resume classes.

Illness

- **Contagious**
 - Please keep your dancer home if he/she has had **any** of the following:
 - **Fever in the last 24 hours**
 - **Contagious/Infectious illness**
 - **Colored secretion from eyes/nose**
 - **Shortness of breath**
 - **Exposure to anyone positive for COVID-19- see COVID protocol**
- **Noncontagious**
 - If your dancer is not contagious or may be experiencing allergies, etc., he/she may come and observe the class if not feeling well enough to fully dance. Your child may be asked to walk through his/her spacing in a dance if observing a lesson.
- **Absences**
 - Only ten absences will be allowed from September to June. Should your child accumulate more than ten absences during this time period, participation in the recital will be at the teacher's discretion.
 - **It is your responsibility to schedule time with the instructor or a fellow classmate to be sure your dancer is caught up on his/her choreography. Private lesson fees do apply if using the instructor.**

Food and Drinks

- **Peanut Allergies**
 - Devine Performing Arts observes a "No Peanut Policy", however, it is not guaranteed. Several students experience severe allergies to nuts and we ask that all students and parents help us in keeping them safe.
- **Keep our lobbies tidy**
 - We ask anyone who eats or drinks in the lobby area to clean up after themselves.
 - There is no food or drink (aside from water) allowed in the dance studios.
- **Snacks for sale**
 - Snacks are sold at the front desk for your convenience.
 - Snack cards may be purchased as well.

Recitals

- **Recitals are optional, but highly encouraged**
 - To showcase the hard work and talent of our dancers, Devine Performing Arts presents an annual, year-end recital. Students will have the opportunity to demonstrate what they have learned in class in a professional, theatrical setting.
 - **Should you choose to participate, recital group photos and dress rehearsals are mandatory.**
 - Detailed recital packet including costume and recital fees will be distributed in September.
- **Important Dates**
 - Recitals will be held at the Keating Theater at Kirkwood High School June 6-7, 2026.
 - Recital pictures and Dress Rehearsal will be held at DPA the week of May 18-21, 2026 in place of your weekly classes.
- **Fees**
 - Recital Fees and Costume Fees are due by **December 15, 2025.**
 - Costumes are ordered over winter break.
 - A late fee of \$15/costume will be applied for payments received after January 1, 2026.

Parent Visitation

- **Weekly Observation**
 - Devine Performing Arts welcomes parents to observe class in the lobby area at any time.
 - Video monitoring capabilities are provided in all studio rooms (Monitors may be turned off for adult and rehearsal classes).
 - In order to keep our dancers and artists focused, parents are requested to remain in the lobby area and only enter the studio rooms when asked by the instructor.
- **In-Person Observation**
 - Visitors are welcome to observe in person two weeks each season: Family Participation Week and Family Watch Week.
 - You are welcome to videotape and take still photos of your dancers during this time.

Pre-Requisite Classes/Class Placement

- Devine Performing arts is dedicated to providing the highest quality dance instruction in a safe and positive learning environment. Our professional and educated teaching staff is committed to making your dancer the best he/she can possibly be. In order to facilitate to optimal learning environment, DPA has a strategic plan for student's placement in dance classes.
- **Age Based Classes**
 - Classes are based on a dancer's age and ability.
 - Munchkin classes are for students ages 2-3.
 - Pre-K classes are for students ages 3-4.
 - Kids classes are for students ages 5-6.
 - Levels 1 and up are only open to those students ages 7 and up.
- **Levelled Classes (Age 7+)**
 - Dancers will be placed in level 1 beginning at age 7 and will be moved up in levels based on experience and technique.
 - The level a student may register into is determined by the instructor and/or director. Final placements may take more than one class to determine.
 - Advancement may occur on special occasions throughout the dance season.
 - Typically a student is expected to remain in the assigned level for a minimum of one year. However, it is not uncommon for a student to spend two to three years in a given level before being proficient and skilled enough to advance.

Studio _____ Calendar

We primarily follow the Rockwood School District, but please check our schedule closely.

Bolded Dates are MANDATORY! (if participating in recital).

June 2025

- **June 16-20**: Technique Intensive (DAC and Dazzler Audition Friday)
- **June 23**: Summer Classes Begin!

July 2025

- **July 7-11**: Week 1 of Summer Camps
- **July 21-25**: Week 2 of Summer Camps
- **July 31**: Last Day of Summer Classes

August 2025

- **August 23**: Open House 10am-3pm

September 2025

- **September 2**: First Day of Classes!
- **September 19**: Matilda auditions
- **September 20**: Celebrate Wildwood Parade

October 2025

- **October 27-30**: Wear a Costume & Bring a Friend Week

November 2025

- **November 26-30**: Closed for Thanksgiving Break

December 2025

- **December 15**: **Recital and Costume Fees Due (if participating in recital)**
- **December 20-January 2**: Closed for Winter Break

January 2026

- **January 3**: Classes Resume
- **January 12-15**: Parent Participation Week
- **January 19**: Closed for Martin Luther King Day
- **January 31**: DAC Show

February 2026

- **February 16**: OPEN for Classes President's Day

March 2026

- **March 14-22**: Closed for Spring Break

April 2026

- **April 13-17** Parent Watch Week

May 2026

- **May 1/2**: Marquis Shows
- **May 4-7**: **Recital Costume Pick Up Week**
- **May 11-14**: **Recital Pictures and Dress Rehearsal**
- **May 22-25**: Closed for Memorial Day Weekend
- **May 27**: DAC Student Choreography Showcase

June 2026

- **June 1-4**: Last Week of Classes
- **June 4**: Drama Recitals at DPA
- **June 6-7**: **Recitals at Kirkwood High School**

Studio _____ Communication

Get In Touch

The best way to contact us is via email. You can also reach us by calling the office during office hours.

For reminders and announcements, we send out a monthly newsletter via email and it will be posted to the website.

We're excited to provide you with a clear, organized, and positive experience.

- **Address:** 17013 New College Ave, Suite 100, Wildwood, MO 63040
- **Phone:** (636) 458-6605
- **Website:** www.dpa-dowhatyoulove.com
- **Email:** Info@devineperformingarts@gmail.com
 - **Miss Debbie** (Owner/Director): dpa.debbie@gmail.com
 - **Miss Ashley** (Assistant Director): dpa.ashley.stettes@gmail.com
 - **Miss Megan** (Family Experience Coordinator): dpa.megant@gmail.com

Office Hours

Monday-Thursday: 4:00pm-8:00pm

Friday-Sunday: Closed

Follow Us On Social Media!

Instagram: @devineperformingarts

Facebook: @devineperformingarts