



Placement for FAMILY: _____

SEASON 13: SPSG SCHEDULE

MONDAY			TUESDAY			WEDNESDAY			THURSDAY		
STUDIO A			STUDIO B			GYM					
4:15-5:00 Team Jazz I *MM <i>Try-Outs</i>	4:15-4:55 Dance Basics III (A) *MS <i>Ages 8-10</i>	4:00-4:25 LV I GYM *KS <i>Ages 5-6</i>	4:00-4:40 Dance Basics II (B) *TD/KM <i>Ages 5-8</i>		4:15-4:40 Cheer Mini *MM/KS <i>Ages 4-8</i>		4:00-4:25 Tot Gym *KS <i>Ages 3-4</i>				4:00-4:25 Dance Basics I (B) *MM/RS <i>Ages 3-5</i>
		4:30-4:55 TOT GYM *KS <i>Ages 3-4</i>	4:45-5:10 Jazz I (A) *TD/KM <i>Ages 6-9</i>	4:45-5:10 Dance Basics I (A) *MM/TM <i>Ages 3-5</i>	4:45-5:25 LV 2 Gym <i>Ages 7-8</i> LV 3 Gym <i>Ages 9-10</i> *KS		4:30-4:55 LV I GYM *KS <i>AGES 5-6</i>	4:30-5:10 Dance Basic III (B) *RS <i>Ages 8-10</i>			4:30-4:55 Boys II *MM <i>Ages 8+</i>
5:00-5:40 Dance Basics II (A) *MM <i>Ages 6-8</i>	5:00-5:45 Comp. Lessons *MS <i>Placement</i>	5:00-5:40 Beg/Int Cheer *KS <i>Ages 8+</i>	5:15-5:40 Int Clogging (B) *TD/KM <i>Ages 8+</i>				5:00-5:40 LV 2 GYM <i>AGES 7-8</i> LV 3 GYM <i>AGES 9-10</i> *KS	5:15-6:15 Tap/Ballet I *RS <i>AGES 8-11</i>	5:15-5:40 Jazz I (B) *MM <i>Ages 6-9</i>	5:00-5:45 TEAM Jazz II *KM <i>Try-Outs</i>	
5:45-6:10 Int Clogging (A) *MS <i>Ages 8+</i>		5:45-6:25 Adv Pom/Cheer *MM/KS <i>Placement</i>	5:45-6:10 Jazz II (B) *KM <i>Ages 8-11</i>	5:45-6:10 Jazz III *TD <i>Ages 11+</i>	5:45-6:10 BOYS I *MM/KS <i>Ages 4-8</i>		5:45-6:30 LV 4 GYM LV 5 GYM *KS <i>AGES 11+</i>		5:45-6:15 Pre-Adv Clogging *KM <i>Placement</i>		
6:15-6:40 Jazz II (A) *MS <i>Ages 8-11</i>		6:30-7:15 LV 4 Gym LV 5 Gym *KS <i>Ages 11+</i>	6:15-7:15 Tap/Ballet II *MM/TM <i>Ages 10+</i>		6:15-7:00 LV 4 Gym LV 5 Gym *KS <i>Ages 11+</i>		5:45-7:00 AAU GYM *KS <i>Placement</i>	6:15-6:45 Int. Jazz *RS <i>Placement</i>	6:15-6:45 Comp Lessons *KM <i>Placement</i>		
6:45-7:30 TEAM Clogging *MS <i>Try-outs</i>		6:30-7:45 Gym AAU *KS <i>Placement</i>			6:15-7:30 Gym AAU *KS <i>Placement</i>	7:00-7:45 TEAM Hip-Hop *MM <i>Try-Outs</i>		6:45-7:30 Int. Ballet *RS <i>Placement</i>			
7:30-8:00 Adv. Tap *MM <i>Placement</i>						7:45-8:30 TEAM Jazz III *MM <i>Try-Outs</i>				7:00-7:30 Int. Boys Hip-Hop *MM <i>Placement</i>	
8:00-8:45 Adv. Jazz *MM <i>Placement</i>			Head Teachers Meghan Mueller (MM) Kayleena Schauff (KS) Kortnie McCorkle (KM) Tana Davis (TD)					7:30-8:15 Adv. Ballet *RS <i>Placement</i>	7:30-8:00 Int. TAP *MM <i>Placment</i>		
8:45-9:15 Adv. Clogging *MM <i>Placement</i>								8:15-9:00 Pointe & Pre-Pointe *MM <i>Placement</i>			

Ages are estimations and can vary. All placements are done at the discretion of the teachers based on student experience & skill.



2026-2027
SHINE POWER
STUDIO AND GYM
HANDBOOK

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Boscobel, WI 53805
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Meghan Mueller
Owner

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Season 13! We will begin accepting pre-enrollments for current families on April 1st.
Spots open to the public on April 27th.



» BEFORE PRE-ENROLLING

- Make sure you have a **0 balance** on your account to join new classes.
- Make sure you have **updated addresses and emergency contacts**.
- Read our **updated handbook and policies**. This can be found on the "contact," page of the website.
- Prepare to make a \$25 deposit PER CLASS. Please register and pay with the understanding that deposits are non-refundable. They will apply to first quarter tuition ONLY if you keep the class you paid it towards. If you register for two classes and drop one, you lose ONE of the \$25 deposits. Any deposit/payment made CANNOT be transferred to other classes, siblings, students or sessions. IF you register for classes but the \$25 fee is not received, SPSG has the right to charge the card on file for that amount or remove you from the class. PLAN AHEAD: **The full first quarter must be paid on or before our registration day** in mid-August. This date is TBA.
- **Review our drop policy**. Enrolling and then dropping a class takes a spot from another potential student. Dance/Cheer classes are an 8-month commitment. Please make sure you and your child understands the level of commitment, before signing up.

» TO PRE-ENROLL

- Login to your parent portal- shinepowerstudio.com
- On the home page, you will see "Looking for a class."
- Hit the Green button that says "Find a class."
- You can then search classes or view them alphabetically. Once you add to your cart, you will be able to choose which child you are enrolling.

*Please only enroll for classes you were approved for and you are certain you will be taking...if you want to join a new class or style, contact Miss Meghan for guidance on placement. Please remember that the ages listed are for new students/reference, but SPSG is skill based. In order to advance to higher levels, certain skills and certain completed hours must have been obtained during the 2026-27 season. *Because we have not closed out season 12, you should also double check that you enroll for the 26-27 season.*

» TO ADD A NEW CHILD TO YOUR PORTAL:

1. Login to your portal
2. Hit the three lines on the top left
3. Hit "Account"
4. Hit the Big Green plus sign

» OTHER IMPORTANT REMINDERS:

- I always aim for the last OR second to last weekend of April for recital; however, I am fully at the mercy of the school district, my light designer, and my sound producer. Please do not save a weekend until it has been confirmed by me. I should have it posted by the end of May. Thank-you!!

ALL spots are first come, first serve. Current students get first dibs on spots. Spots open to new students on April 27th. If your desired class is full, join the wait list. We try to make adjustments to fit in students or add classes if our wait lists are large. If you pre-enroll early, we can normally get you off the wait list by June. Thanks for picking SPSG for all your dance, cheer, & gymnastics needs. We REALLY appreciate you!

» CLASS DESCRIPTIONS AND REQUIREMENTS

Clogging: To enroll into clogging, it is recommended that students should have at least 1 year of tap experience and be at least 8 years old by October 1st. SPSG clogging is performed in regular tap shoes (this allows our students to save money. If your child becomes competitive, they will need "clogging" taps). Clogging is energetic and rhythmic. We blend Irish dancing with regular tap to create these routines. All cloggers will have one recital routine.

Boys Hip-Hop: We offer all boys hip-hop classes for students aged 4+. Our boys hip-hop classes are based on burning energy, building strength, & making dancing fun. All boys will have one recital routines. Most classes include obstacle courses and use of our gymnastics gym for stunts and tricks.

Dance Basics: We offer multiple different levels and age ranges of dance basics. This is the best place to start if you unsure on what class is best for your child. Each class will be done half in tap shoes and half in ballet shoes. We will pick one style for their recital routine. Tap & ballet are the foundations of all other dance styles- we recommend ALL students take these classes prior to adding in clogging, jazz, ect.

Cheer Minis: Cheer minis is for ages 4+. Our cheer minis class is held in our equipped, gymnastics facility and is perfect for little ones that want to get a taste for dance AND gymnastics. After working on stretches center floor, most classes will revolve around floor tumbling, stunting, and jumps. This includes one routine in our spring recital.

Advanced VS. Beginner/Intermediate Cheer Requirements: Our beginner/intermediate class is perfect for students with little skills/experience OR for students aged 8+ with no cheer experience. All our cheer classes combine ages and levels in order to create fuller classes with more stunting opportunities. For the advanced level, students will use poms for their routines. Most advanced students should be entering middle school and be able to demonstrate strength, bridges, and the majority of basic gymnastics skills. Students are encouraged to take gymnastics to better their tumbling skills. Due to the impact an absence has on the stunts being taught, attendance is more important than any other style class. Please take your attendance seriously. Cheer classes have one recital routine.

Competitive Dance Teams: SPSG has 5 competitive dance teams. These classes are run with extremely high expectations. We offer these for dancers who want to take their skills to the next level and who put dance before all other athletics & activities. Students must take part in a try-out, judged process for these classes- Placement IS NOT easily given! In order to try-out, students must be at least 8 years of age or specifically invited by an instructor. They must also be enrolled in a jazz or ballet class for the 2026-27 year and/or clogging (if you are on the clogging team). **If you are interested**, please grab a skill requirement guide from the studio or view them on our website. Also, make sure you have registered **to complete the needed summer intensive hours**. Email Miss Meghan for the tryout date.

» CLASS DESCRIPTIONS AND REQUIREMENTS

Jazz-Hop: Students (boys & girls) aged 6+ are invited to participate in our jazz-hop classes. These classes are a mixture of jazz and hip-hop. Students will learn the basics in BOTH styles and perform ONE recital routine. We recommend taking a dance basics class BEFORE enrolling into a jazz-hop class. Ballet is the foundation of jazz, we cannot recommend ballet experience, first, enough.

Tap/Ballet: SPSG specializes in tap and ballet classes for all ages. We HIGHLY recommend students take tap/ballet classes before all other styles. All students are taught Cicchetti ballet and the basics in tap. We use many methods to teach these styles; across the floor, centre floor, at the barre, class combos ect. Tap/Ballet combo classes (not dance basics) will have TWO routines in the recital- one per style.

Pointe & Pre-pointe: Students must have 5+ consecutive years of ballet experience, must be at least 12 years old and MUST be enrolled in intermediate or advanced ballet. Pointe can be very dangerous due to the amount of stress that is placed upon toes and ankles- any student whose feet are not done growing or any student who has issues with knees or ankles should not enroll in this class. Injury can occur easily! Pre-pointe students will train in flat ballet shoes and will not necessarily perform on toe for their first year or two. **Students CANNOT enroll without FULL teacher exam/approval.** Being placed in this class is a reward for hard work and dedication. Please understand if we hold a child back from enrolling in this class, even after age 13.

Recreational Gymnastics:

Our gymnastics program is directed by Kayleena Schauff. Please reach out to Kayleena or view the age descriptions in order to find the right class for your child. Classes are aged based UNLESS a student is excelling- they may be moved into a higher level with coach approval. For all gymnastics classes, students will be able to work in the gym with their own classmates WHILE also striving for their own individual goals. During most classes, we will run two levels at a time. Typically, they will stretch together and then their coaches will split them in an organized fashion to work different stations each class. Recreational gymnasts will be given the opportunity to compete in 1-2, local tumbling meets. These are optional but great opportunities for our students.

SPSG ALSO offers the chance for students to become "Rec TEAM Members." Also, called **Power-Elite Recreational**. *If interested, read the requirements below. ANY gymnasts CAN qualify!

Toddlers: (*Boys and Girls aged 3-4*): 30 minute class. NEW FOR SEASON 13! Our tots will get the gym ALL to themselves. No more mixing tots with level 1. We hope this will make our youngest gymnasts more comfortable and less-likely to experience over-stimulation. Our Toddler class invites all active youngsters who are new to organized gymnastics classes to join us for a fun, supportive, and explorative experience. Learn basic stretches, jumps, rolls, swings, and more. We will help your child learn what his or her body can do!

Level 1: (*Boys and Girls ages 5-6 yrs*): 30 min class- Gymnasts will work on learning basic gymnastic stretching techniques, jumps and leaps on the tumble track, and basic skills on the beam, floor, bars, and vault.

Level 2: (*Boys and Girls ages 7-8 yrs*): 45 min class- Gymnasts will define the level 1 skills, examples include but are not limited to: gymnasts will be expected to be comfortable doing a correct cartwheel, handstand, forward and backwards rolls, bridge, they will be on their way to learning a pullover, and will be comfortable on the balance beam.

» CLASS DESCRIPTIONS AND REQUIREMENTS

Level 3: (*Boys and Girls ages 9-10 yrs.*): 45 min class- Gymnasts will define level 2 skills, and will become comfortable doing a pullover on the bar, round offs on the floor, and bridge kickovers, while working on vaulting into a handstand.

Level 4: (*Boys and Girls ages 11+*): 45 min class- At this level gymnasts will have mastered all basic skills including leaps and jumps on the floor, back walkovers, underarm lift into a handstand on vaulting mats. We will be working towards mastering back hip circles and two foot pull over on bars and working on back handsprings to name a few.

Level 5 or Advance Placement: (*All age groups, placement by coach only*): 45 min class- Gymnasts will have mastered all above events and will work toward handsprings, vaulting over the vault table, glide kips on bars, cartwheels, back handsprings, splits and leaps on beam.

- **The advanced level** is saved for students, of any age, who are excelling at ALL their gymnastics skills & events but do not want to compete in AAU. The advanced level is coach placement based upon skill. Please understand that your coaches have final say in placements, although students are normally in a class with their own age group, there are exceptions for students who are advancing at a quicker pace.
- Levels may change as a student progresses. A coach will notify you in this situation.

» RECREATIONAL GYMNASTICS MEETS

- All gymnasts will be given 1-2 optional, opportunities to compete locally. Details and meet fees will be sent out prior to the events. Some meets will have students competing floor ONLY while others may include multiple gymnastics events.
- When a meet is offered, you will be able to register and pay within your portal. All meet fees are given by the team holding the event and then marked up to cover coaching travel fees.
- Students DO NOT need an AAU or USAG membership to compete at recreational events.
- SPSG typically hosts at least one in-house meet each season to give students a chance to shine within their home gym. This is a cost-effective way for students to stay competitive, and invite, grandparents and other family and friends.
- Each year, normally July and August, SPSG will place a mass order for SPSG leotards. Boys will be able to purchase special SPSG shirts for meets this season. These will be HIGHLY recommended for the meets. Hair should always be tied back neatly when competing too.
- Level of regular class will be the level of all routines.

» POWER-ELITE GYMNASTS

- **Become an SPSG POWER-ELITE team member!** At the end of each season (April) students who meet the below requirements will be honored as 2026-27 recreational, team members. In addition to earning an Elite Pin, they will be invited to be in our recreational, group photo/banner. These banners are forever displayed in the SPSG gym!
 - Take gymnastics classes from September thru April
 - Compete in at least one rec gymnastic meets (preferably the home-meet)
 - Participate in at least one gymnastics private lesson. (30 mins for tots and Level 1. 1 hours for levels 2+). Email spsgkayleena@gmail.com for options!
 - Purchase an SPSG leotard (or boys uniform) to wear at all meets & on banner.

» AAU GYMNASTICS PROGRAM

AAU Gymnastics Team: AAU placement is by coach selection and is 100% skill and maturity based. Coaches will place you on the AAU team after evaluating your skills during summer classes. Placement is pretty straight forward- Your levels are determined by which skills you can perform. *If you are interested in being an AAU member, you can also reach out to Coach Kayleena for a mini-eval at anytime!

Summer Sessions: In order to qualify for AAU, students must have a certain set of skills obtained and routines learned during the SUMMER months. It is highly encouraged that they participate in both sessions 1 and 2 and/or accumulate at least 8 hours during the summer.

Fall Classes: We will offer three different day/time options for AAU students next season. AAU students are encouraged to enroll for all three days but MUST enroll for at least 2. If they enroll for 2 days, they can use the 3rd day option as a make-up for a missed class, if needed. They can also do a drop-in to the third day for a \$15/discounted rate whenever they want too.

Requirements of ALL Team Gymnasts:

- There are many requirements, expectations and extra costs involved in being an AAU gymnast. ALL students should view the 2026-27 AAU handbook at www.shinepowerstudio.com/spsg-competitive-gymnastics
 - BY JOINING the AAU team, you are agreeing to all the information found within the AAU handbook.





SHINE POWER STUDIO AND GYM
HANDBOOK

RECITAL ROUTINE GUIDE:

All 30 minute and 45 minute DANCE/CHEER classes- one routine for the spring recital.

Competitive Dance Team- one routine.

All 1 hour classes- 2 routines for the spring recital.

Gymnastics classes do not have a routine for recital.

»» GENERAL CLASS INFORMATION

- All newsletters, bills, and forms will be sent via email within the parent portals. Extra hard copies of these items will be displayed on the blackboard and put on the front desk.

To keep up to date with your payments and class info, it is your responsibility to view your portal and emails frequently.

Can't find the email?! Login to your portals and hit "messages," in the top right. ALL emails sent by us will be saved in your portals.

- **Built-in breaks:** We are always closed one week for Thanksgiving, one week for Christmas, a second week for New Year, and one week for Spring break. Exact dates will be emailed through your parent portal account. Typically, we also close the day of Halloween too. You are not charged for these breaks or the built-in closure days. Class prices are based upon the amount of classes offered per season and then divided into four, equal totals to make the payment process easier.

»» CLASS PLACEMENT

- At SPSG, student placement from ages 3+ to 7 is done *primarily* by age level. Each child can expect to stay in the same level for 2-3 years. Placement after age 7 is by attainment for their desired classes. All placements are strictly at the discretion of the instructors and directors, not by parent request. The teacher will inform families at the end of each year as to when they are ready to promote to the next level. Number of years of dance experience does not guarantee placement at a certain level. Every child learns differently; thus class ages are only for reference. You may enroll for a class aged 5-7 and have a few younger OR older students within your group- the instructors take several factors into consideration when advancing students. Another key factor in advancement is attendance. Students who miss multiple times a month are less likely to advance with their peers. Parents should try to ensure their children are attending as many classes as possible, encourage their child to focus on their own growth and to always trust in their teacher's opinions. *We will not discuss another child's progress with an outside family member; likewise, parents should avoid discussing another student's level with their children. This can create negative conversations and feelings. Staying positive is always 10 the best course of action!

»» TUITION AND FEES

- To hold your child's spot in a specific class, you must create a parent portal and register at shinepowerstudio.com. Once you are registered you need to pay your \$25 deposit, per class. This is non-refundable and non-transferable between families. It will be subtracted from 1st quarter tuition AS LONG AS you do not drop the class you paid it towards. For example: If you pre-enroll for two classes but drop one, you lose ONE of your deposits. The deposit is meant to hold your child's specific spot. *IF you pre-enroll and we did not receive the \$25 payment within a week, we have the right to process your card for the \$25 amount. If your card is declined, the spots will be removed from your account.
- Likewise, if you drop without paying the deposit, SPSG will charge your \$25 deposit using the card on file BEFORE processing the drop.
- Quarterly tuition prices are reflected in your portals and at time of enrollment.

Multi-class discounts are automatically applied to your portals. *Specialty discounts* are manually added.

- All classes are an 8-month commitment and run from Sept-April. If you need to drop a class, please view the "Drop policy" within this handbook and on our website. Not all classes are eligible for *penalty-free* withdrawal after September 28th.
- Although due dates will always be emailed, please write tuition due dates on your calendar. All fees are posted TWO weeks prior to their due date and then due promptly by their due date. First quarter is due by our August registration day (TBA). 2nd quarter is due Nov. 1. 3rd quarter is due Jan. 1 and 4th quarter is due March 1. You can also sign into your parent portal at any time to check and pay your balance.
- After the due date passes, we will automatically charge the card on file and add an additional \$30 late fee. The fee will continue to be added every two weeks until paid or until a coach pulls the child from class.

Any student who goes 30+ days without paying tuition is subject to class removal and IRS notification.

- **WE DO NOT OFFER REFUNDS OR TRANSFER OF BALANCE:** once a payment has been charged, mailed in, or submitted on the portal, you will not be able to receive a refund. We also do not transfer balances from one account to another portal account. If you make a payment early but then drop the course, you will forfeit that money regardless of participation. If SPSG offers you any credit (for their own mistake), it will remain on accounts for 1 year. If you have a credit after 1 year, you forfeit that amount.
- **Credit Card surcharges:** In an effort to cover costs of credit card processing fees, you will be charged a surcharge of 2.86% when paying with Mastercard, Discover or Visa. If you would prefer to use another payment method or use cash/check, this fee can be avoided but due dates still stand.

» COSTUME FEES: DANCE AND CHEER STUDENTS

- **Dance/Cheer Costumes:** FULL costume fees will be posted at the end of October BUT we start ordering costumes right away in October which is why you are obligated to pay them if you drop your class after September 28th, 2026 . Costumes will cost no more than \$78 per outfit. In addition, any child with shorts/skirt costume, will be charged for ONE pair of tights.
- IF you pay at least half of your costume bill by December 1st- you **will not** be charged the \$35 interest fee. Anyone who did not make at least half of their payment will have the \$35 added to their account AFTER December 1st, 2026.
The full amount of costume fees MUST be paid by January 31st. Anyone who has any remaining balance on costumes on February 1st will be charged an additional \$15/ per costume/ per month.
- Any cheer student who donates items/cash for the concession stand during our Spring Recital will have their cheer costume fee voided the following year. All new students and students who chose not to help with concessions will be charged a \$35 rental fee for their costume. Cheer costumes are rented out and a rental waiver must be signed. They need to be returned in good/clean condition by the Friday after recital. Any uniform returned late will be charged \$50 per month until returned (up to \$200).
- Because we order costumes so early, any student that drops a **dance/cheer** class after September 28th will still be charged and expected to pay for costumes. IF you choose to drop, you need to submit a drop form (found at shinepowerstudio.com) BEFORE Sept. 28th to avoid the costume fee.

RETURNED CHECKS: All returned checks will be charged an additional \$35. Tuition must be paid in cash after the 2nd offense.

» FAMILY AND MULTIPLE CLASS DISCOUNTS

**These are per quarter, not per year*

\$5 off for every additional dance/cheer/gymnastics class per family.

5th child in family- FREE!

\$60 off for every 8 hours of classes a family takes.

\$30 Off for every 8 classes a family takes.

(BOTH will be APPLIED if eligible. But can not be added with an unlimited discount)

\$55 OFF (per quarter) to any AAU gymnast that signs-up for THREE classes per week.

****These are manually added discounts. We TRY our best to catch who applies to these and add them per quarter BUT it is the responsibility of the family to double check that they receive these discounts. If we are not notified within 30 days of a missed discount, you will miss the opportunity to earn it.**



UNLIMITED CLASS PACKAGES PER STUDENT

**This is per quarter, not per year. Offered per student, not per family.*

**DOES NOT include costume fees.*

\$365/quarter for unlimited **RECREATIONAL** dance and gymnastics (per student).

COMPETITIVE Dance Students: Unlimited Discount: \$375

*****These are manually added discounts. We TRY our best to catch who applies to these and add them per quarter BUT it is the responsibility of the family to double check that they receive these discounts. If we are not notified within 30 days of a missed discount, you will miss the opportunity to earn it.***



PRIVATE LESSONS

- Parents may request a private lesson for their child at any point during the year. These MUST be paid and set up directly with your coach/instructor. Please contact your instructor/coach for available time slots. **You must pay your coach directly in cash or check (written to them). If you write a check to SPSG for a private lesson, you will incur an extra \$7 fee.** Likewise, if you forget to pay your instructor and SPSG has to charge your portal, the \$7 fee + credit card fees will be applied.
- **Typical Private Lesson Price:** Most instructors: \$17.50 for 30 minutes or \$35 for one hour
 - Private Lessons with Meghan. \$20 for 30 minutes. \$40 for one hour
- Please add \$10 for additional students during private lessons.
- **CANCELLATION POLICY:**
 - IF you need to re-schedule a private lesson AND you provide at least one week notice, you do not get a cancellation charge.

IF you cancel a private lesson after booking and DO NOT re-schedule, you owe the instructor \$12 to cover them saving the slot for you. If you no-show or provide less than 24 hours to cancel, you owe the instructor the full lesson amount. Most instructors drive and organize their schedules around their private lessons- these charges ensure that they are being paid for their time.



DROP POLICY

- **PHILOSOPHY:** Like all activities, it takes commitment to reap the rewards of dance/cheer and gymnastics. Our fall/winter program is an 8-month curriculum designed to help your child physically, socially, and emotionally. Our dance/cheer classes come with the end goal of performing onstage in front of a live audience in April. Due to the organization behind each groups choreography and the early purchase of costumes, dropping classes should be done rarely.



DROP POLICY

- **PROCESS TO DROP:** If you need to drop any class, we require each family submits the drop-form (found at shinepowerstudio.com/drop-policy). The form **MUST** be submitted two weeks before the quarter start date. If submitted on time, **gymnastics classes can be dropped without any penalty. With this form, dance/cheer students that drop by Sept. 28th, will have no penalty.** After Sept. 28th, any dance/cheer student that drops out of their class will still owe their costume fee. If a dance/cheer students drops after choreography has started (normally mid-November), you will be charged a \$50-\$75 re-choreography fee. Price will be determined by the difficulty of the routine.
- **Why we have this policy:**
 - This policy encourages students to experience the true and full season of dance/cheer/gymnastics and allows them to have a fair outcome in their results.
 - Each students spot in class is unable to be filled after October 1st.
 - Any dance/cheer student that drops after Sept. 28th, prevents other children from being able to join.
 - These are team activities. Choreography/staffing, especially for the recital, is based off the exact number and skill of the students. When one student leaves, it makes it difficult for the other students.
 - Costumes are purchased right away in October. We cannot return or exchange costumes.

Failure to follow policy: We do not accept verbal/email drops for classes. For clarity and to ensure your drop is received, the websites drop form **MUST** be submitted. If you miss the drop deadline, you will be charged for that quarters tuition, regardless of participation and any additional costume/choreo fees. In addition, any family who drops 2+ dance/cheer classes per season will have a hold placed onto their account and they will lose their "first dibs rights," to future classes. The hold will be removed when spots are opened to the public. This allows us to prioritize families who take their full 8-month of classes each season.



LATE PICKUP AND EMERGENCY CONTACT

- By enrolling at SPSG, you are expected to keep your credit card, emergency contacts, and address up too date.
- You are expected to pick up your child within 15 minutes of the class end time. If you do not pick-up your child within that 15 minute window, SPSG will charge your account \$25 for every 15 minute late. This is used to pay staff for their extra time. IF you do not pick-up your child and SPSG is closing, we have the right to notify the police. We will make at least one attempt to call you. Having emergency contacts is very beneficial in this situation.

»» COMPETITION DANCE TEAM

- Email us for the tryout date. Students **MUST** have enrolled in the correct summer intensive sessions. If you are interested, you should view the competition handbook on the website or email Meghan for a copy. We have several requirements to attend the tryout. By emailing Meghan by June 1st and registering for your intensives, you can guarantee an email with the tryout date once it is set...feel free to ask your instructor if you are unsure if your child is ready.

»» HANDBOOK AND LIABILITY FORMS

- **SPSG Handbook and Liability Form:** When you register online with your portal, you are automatically agreeing to ALL our terms and regulations. Signatures are required on your portal and will be in effect throughout your entirety at SPSG. First quarter tuition must be paid by registration.
- **Photo Policy:** included in your registration waivers. When enrolling in classes at SPSG, you agree and understand that your child's photo could be taken and used on our Facebook page or for advertising. We do not crop, eliminate or remove children from photos.

»» GENERAL STUDIO/GYM RULES

- Hair **MUST BE** pulled back for ALL classes
- No blue-jeans, dangly earrings, stomach/facial piercings, or necklaces worn in class
- No gum or eating candy during class times
- No running or tumbling without teacher's permission
- No entering the dance studio/gym without teacher permission
- No early drop offs. Students should not be dropped off more than 5 minutes in advance. Our waiting room is not built for a large amount of people. Wait in your vehicles until your class time.
- The instructor is responsible for children only during class times. An adult must accompany children before and after classes. Classes often run back to back, thus the teacher cannot monitor children.
- Our waiting room is for watching & waiting **ONLY**. Please make sure that if you are bringing food, playing with toys, looking at magazine etc. that you are cleaning up after yourself.
- Do not run around in the waiting room or carry on loud conversations- It is very distracting to our students to have loud conversations and noises taking place within the viewing area.

»» GENERAL STUDIO/GYM RULES

- Nobody should be within the kitchen, office or behind the front desk AT ANY TIME without permission. These areas are for “employees only.” If you are caught within these limits and we find any items to be missing, you will be liable.
- Students should use the bathroom before class begins.
- The studio doors are unlocked 15 minutes before first class of the evening. If you bring your child early, please keep them in the waiting room with you. Your instructors are often prepping for classes beforehand, do not send your child into the studio or gym until instructed by the teacher.
- Please use the drinking fountain to drink water. DO NOT wash hands, play, or stick gum in the fountain.
- All dance shoes & water bottles should be kept in the waiting room.
- Parents MUST watch from the watch windows. It is distracting to have parents in the gym and studio during classes & private lessons. This is not allowed.

****Note- If a student fails to follow the rules or is misbehaving, we will ask them to sit out and take notes during classes or give them a conditioning list to work on. The instructor has the right to call a parent if they become a distraction to the class multiple classes in a row. In this case, the child will be instructed to withdraw from the course.***

»» DRESS CODE

- **Footwear:** Students must wear the required footwear for each class, meet, and recital.

Tap- Black Tap shoes

Ballet- Pink ballet shoes *Black for boys.

Jazz- Black Jazz Shoes

Tumbling/Gymnastics- Barefoot

Cheerleading- Plain white tennis shoes

Boys HipHop- Hip-hop ONLY tennis shoes. MAKE SURE THEY WERE NOT WORN OUTSIDE BEFORE ENTERING CLASS. Any color but neutral is preferred.

****No STREET shoes should be worn in gym or studio at any time! Street shoes spread germs and ruin equipment, please respect this rule.***

» DRESS CODE

Body wear: Students are expected to dress properly for classes. The following items are REQUIRED!

Ballet: All ballet students must wear leotards to class with tights. They are given the option of wearing shorter shorts or ballet skirts. Hair must be tied up and out of face.

Cheer- Chest must be covered. Wear a leotard or bralette with tanks, t-shirts and shorter shorts overtop for class. NO BAGGY CLOTHING or graphic's on apparell unless it is the SPSG brand.

Jazz Hop, Boys Hip-hop, and Tap- Students can wear comfortable/athletic clothing. NO BLUE JEANS! Blue jeans are very hard on the foam in the pit. We want to keep a nice, clean facility. Students in blue jeans will have to sit out from gym activities. No graphics on clothing or overly baggy clothing.

Gymnasts/Tumblers- Leotards must be worn. No shirts. If your child chooses to wear shorts, they must be fully attached or fitted. Hair tied up in clean, tight bun or braided. No skirted leotards or leggings.

All Boy Gymnasts: Shorts and fitted t-shirts.

- **Dress Code for ALL students:** Please do not wear items with any inappropriate wording on them. Please avoid graphics on shirts UNLESS they are the SPSG brand. We share photos on Facebook frequently and we like to look uniform. Please try and keep clothing as plain and neutral as possible. Whenever possible, dancers should wear all black for easier instruction and critiques.

We do remain flexible (within safety guidelines) with our younger students. We are working to build good habits but are understanding of bad days. Please try your best to dress your littles as correctly as possible. As long as their uniform is SAFE, we will allow them to participate.

» SNOW DAYS AND CANCELATIONS

- Please check your email or our Facebook page prior to classes for cancellations. **We try and coordinate with Boscobel Schools; however, we will not always be closed if the schools are closed. We will never penalize a student if they miss class due to weather related driving conditions. Parent discretion is always encouraged.**
- 4 class cancelations are built into our schedule. If we use up more than 4, a makeup class will be scheduled (normally during spring break).

» SPRING RECITAL

- Spring Recital will take place end of April/early May (exact date TBA).
- A Friday or Saturday in March or April will be set aside for recital pictures. I will send out more information on pictures, ticket sales, and costumes after January 1st.

»» SPRING RECITAL

- The Wednesday or Thursday before recital, will be a **REQUIRED**, rehearsal for all solos, duets, trios and all intermediate and advanced classes at the auditorium. There will also be a **REQUIRED dressed** rehearsal Friday for **ALL** students at the at the auditorium. Friday's rehearsal will start promptly at 4:00 pm so please plan rides accordingly. Any student who misses or is late for rehearsals **CANNOT** perform in the recital.

*Any student who misses 5 or more classes after choreography has started will not be able to perform in recital because they will be unprepared for their performance or you can discuss with your instructor the option of standing out of the areas you missed. *Multiple, private, make-up lessons will not help against absences- they need to be working with their class/ in their class to understand formations/ripples/tricks etc.*

The recital date is almost always determined before Sept. 1. If you foresee the recital date being an issue, we recommend waiting to enroll in classes as performing is required.

Attending rehearsals and BOTH our Saturday & Sunday shows is required to participate in dance/cheer classes at SPSG. Routines are designed as teams. To be fair to the full class, any student who misses a rehearsal or performance will be unable to perform in future recitals.

»» ABSENCES

- Attending each of your classes is the responsibility of the student and parent. Our hope is that because you are paying for the classes, you will do your best to attend the majority of them; however, out of fairness for the class, if a student is missing multiple times overall or multiple times in a row, your teachers have the right to ask them not to perform specific portions of routines or remove them from the routine completely. Especially in cheer classes where students work together to form stunts and tricks. It is for the overall safety of each child that we do not perform routines that were not consistently practiced. We highly encourage that no student misses more than twice in a row and five times altogether- primarily after the first semester when routines are started. It is abnormal for a student to miss more than 8 times all year, if this is you- please be mindful of your classmates. *IF your child is experiencing any major mental-health, physical health or re-occurring injury concerns, SPSG has the right to ask them not to perform for their own safety and liability purposes.
- If you need to miss for any reason, DO NOT email or facebook message your teacher directly. Please login to your portal and submit the absence within the portal. Although this is not required, it is highly encouraged. The portals will notify ALL your child's instructors via email.

» SOLO DUETS AND TRIOS

- As my gift to graduating seniors- seniors will have the opportunity to pick a song **and choreograph their own senior** solo for recital, IF my senior amount has not exceeded 5. If I have 5+ students interested in senior solos, I will have to request a 30 second showcase per student or that they combine to trios/duets ect. Please, let me know the song prior to choreographing. *Once a senior commits to a solo, they **MUST** make sure to properly prepare the solo. Removal is not an option after committing. If they need help with choreography, they can arrange private lessons with coaches.
- Due to our competitive team solos, we rarely have space for any recreational solos; however, if our show number is below 35 then solos, duets & trios are an option for recreational students. If you are interested in having one of these for the 2027 Spring Recital, you must turn in a request form (found on our website) by September 15th, 2026. Students who put in a request will be placed in a **drawing** for spots. The first 1-3 students drawn will be given two weeks to pay the fee, in full, in order to guarantee their place in recital. *At this time, our recital will exceed 35 and solo's **WILL NOT** be an option.
- Once the fee is paid, the student is obligated to practice with their instructor up to 5-10 times. Most lessons will be scheduled on Sundays or Wednesdays. If you are unable to make these days/times work then you will be unable to perform in recital. You must be willing to work into the instructor's open time slots and you must understand that any lesson cancelled less than 24-hours in advance will be charged accordingly.
- **To qualify** for a solo/duet/trio, ALL students must be enrolled in at least one regular dance class and they will need to have at least three years of dance experience. As a reward for their hard work and dedication, I will add the students name into the drawing an extra time for each dance/cheer/tumbling workshop they participate in during that year.

Recital Solos: \$350

Recital Duets: \$650

Recital Trios: \$900

Recital Senior Solos: FREE

» OPEN GYMS AND DANCE DROP INS

- Open gyms & Drop-ins will be offered randomly throughout the year.
- SPSG Open gyms are a normally coached. This is a great time for students to come and use the gymnastics equipment and work their routines. An instructor will also be there for supervision. Because students are not always being spotted or guided, they should make sure to work only on skills they are being taught in class.
- Drop-ins are when students can be dropped off to learn a fun choreo routine.
 - No parent supervision needed.
- Regular class rules apply: 1 person on trampoline at a time. No more than 3 jumping into the pit at a time. Equipment should be used for their intended purpose. No student/parental training.

Cost: \$10/ per student

NON-STUDENTS MUST BRING A SIGNED WAIVER!

CONTACT INFO:

For any dance, cheer, billing or portal questions/concerns please contact Miss Meghan or review our handbook, handouts, and website for immediate answers.

shinepowerstudio@outlook.com

**Our bookkeeper also has access to this email address so you may email bookkeeping questions here too!*

For gymnastics questions- please email Coach Kayleena.
And be sure to like, "SPSG Gymnastics," facebook page.

Business related questions are not guaranteed to be answered on the weekends. We appreciate everyone's understanding and will always return calls/emails as soon as possible on Monday.

Website: shinepowerstudio.com Phone: 608-485-2589

Email: shinepowerstudio@outlook.com Coach Kayleena: spsgkayleena@gmail.com

Mailing Address: 17190 Saunder View Road. Boscobel, WI 53805

Studio Address: 404 Johnson St. Boscobel, WI. 53805